

# Huckabee

ARCHITECTURE | ENGINEERING | MANAGEMENT

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Meeting No. 37

## Meeting Minutes

## Master Design Team Mtg

<b>Project Name:</b>	GCISD 2005 Bond Program	<b>Date of Meeting:</b>	Thursday, May 03, 2007
<b>Owner:</b>	Grapevine-Colleyville I.S.D.	<b>Time of Meeting:</b>	8:45 a.m.
<b>Location:</b>	Grapevine, Texas	<b>Place of Meeting:</b>	GCISD Facility Services Conf. Rm.
<b>Project No:</b>	1550-02A, 1550-03A		
<b>Subject:</b>	Master Design Team Meeting		
<b>Present @ Mtg. :</b>	Paula Barbaroux, John Allison, Scott Monaghan, Steve Trachier, Patty Davis, Valerie See, Hank Johnson, Tommie Johnson, Dr. Waggoner, Doug Bensen		
<b>Distribution:</b>			
<b>Submitted By:</b>	Doug Bensen, Architect	<b>Date of Report:</b>	May 16, 2007

### AGENDA ITEMS:

Item	Items of Discussion	Responsibility	Due Date
05/03/07-01	04/19/07 03 Traffic Study with ITS for CTMS <i>Innovative Transportation Services, (ITS) proceeding with traffic study. Should have preliminary report by end of May.</i>		
	04/19/07 04 TXDOT Offers / Scope of Work for Administration Building GCISD staff provided direction for potential design for Administration Bldg, Warehouse expansion, and Parking lot relocation. Estimated Opinion of Probable Cost of \$2.1 million dollars (cost provided by HA subsequent to MDT meeting on 5/9/07) and excludes soft costs such as design, permits, material testing, and escalation.  Scope of work includes relocating practice field behind transportation complex to create new parking lot connecting to Hwy 26. Renovation of Admin. Bldg includes relocating the main entry and reception to the center of the building; adding public restrooms adjacent to reception and immediately accessible to existing Board room; provide waiting area outside Board room and HR; relocate HR to the existing reception area and closer to front door; relocate lounge and conference rooms to exterior wall along Hwy 26; relocate Foundation to vacated area by Purchasing; relocate Purchasing to Warehouse; expand warehouse under existing roof; renovate existing area where Hank is located. No action required for providing space for AD. Include cost for replacing glazing at existing reception area if it is only single pane for better sound isolation. Spec. Ed expansion for 2 spaces probably not going to occur per John.		
	Gary to verify status of State Exams space relocating to warehouse. Last HA record of comments; awaiting direction from John Allison regarding its disposition?		
	04/19/07 12 Pleasant Run Road Construction Changes <i>Notice to proceed issued May 2. Hunt to provide schedule for completion of work.</i>		

	04/19/07 14 ISC Building Renovations HA received pricing Monday, 5/14/07. HA to review with GCISD & Hunt. GCISD to meet with JACO board 5/3/07 for approval of design layout.		
	04/19/07 17 RFP: MP Stadium Field House for Exterior Re-Paint		
	<i>Numbers seem high. GCISD received estimates for same work considerable lower. Hunt to provide revised pricing</i>		
	04/19/07 22 CMS Gym Lettering MDT to Decide Font, Style, Color and Size. Colors submitted to GCISD Facilities. Scott to verify if lettering should be all caps or Upper and lower case as specified in Project Manual. GCISD to advise. Review next MDT.		
<b>05/03/07-02</b>	Naming of Conference Rooms at PDEC Need names to assist in scheduling of spaces; doesn't need to go to board. MDT to provide direction at next meeting. Everybody bring options for 4 conference rooms plus library plus cafeteria.		
<b>05/03/07-03</b>	<i>New CMS Gym: Will GCISD allow P&amp;R to utilize this gym the 1<sup>st</sup> year? (CTMS) Beginning Sept, allow requests. Cannon might need to add motorized goals funded by P&amp;R</i>		
<b>05/03/07-03</b>	Miscellaneous: PDEC: Furniture budget = \$58,000 Do we proceed with higher quality and cost (\$176/chair) for 150 chairs; cost is \$26,445; cost for 60 corrogator tables is 60 x \$225.85 = \$13,560. This would leave only \$17,940 for easels, AV, etc. This may be inadequate. General consensus; like the better chairs. Maybe find additional funds from other locations to support this initiative.  Summer copiers: lease for 3 months (5) mid range copiers at 110v. This is less expensive than adding 220v outlets. Source of income? Interest earnings or other?		

End of Minutes