



Meeting Minutes

Master Design Team Mtg

Project Name:	GCISD 2005 Bond Program	Date of Meeting:	Thursday, August 9, 2007
Owner:	Grapevine-Colleyville I.S.D.	Time of Meeting:	8:45 a.m.
Location:	Grapevine, Texas	Place of Meeting:	GCISD Facility Services Conf. Rm.
Project No.:	1550-01		
Subject:	Master Design Team Meeting		
Present @ Mtg. :	Scott Monaghan, Patty Davis, Paula Barbaroux, Dr. Waggoner, Valerie See		
Distribution:			
Submitted By:	Gary L. Rademacher, AIA	Date of Report:	

AGENDA ITEMS:

Item	Items of Discussion	Responsibility	Due Date
08/09/07 - 01	Overall Construction Update		
	<p><i>Resolution:</i> Scott M. gave the group a complete update on all projects that are completing for the 07/08 school year. Move-in operations are on schedule and are being coordinated with the city officials. All Life Safety issues are being tied in now and Certificates of Occupancies can be issued prior to August 20th once those systems are up and running and have been tested.</p> <p>Punch lists are now generated for all campuses and are being worked off by Hunt in good order. Punch list items are minimal.</p> <p>MDT requested an RFP be issued to Hunt to paint the entrance awning at Timberline Elementary School.</p>	HA	
08/09/07 - 02	ISC Building Update		
	<p><i>Resolution:</i> HA reviewed the current status of this project with the MDT. It was noted that the meeting held with the JPS Architect and Staff produced several changes to the floor plan that will ultimately generate a cost change to this project.</p> <p>The floor plan changes include the following:</p> <ul style="list-style-type: none"> ➤ 4 sinks, one in each of the exam rooms and one in the prep-room. ➤ The creation of two additional offices which generate 4 new doors, walls, etc. ➤ Additional storage closets <p>The plan changes were approved by the MDT and the additional design documents will be generated by Huckabee. An RFP will then be issued to Reeves Construction and the Change Order will be taken to the BOT</p>	HA/GCISD	

	at the August 27 th Board Meeting.		
08/09/07 - 03	HMS Easement Discussion		
	<p><i>Resolution:</i> The District requested a PDF of the existing plat. There is a question as to some of the language that might not be accurate to the description of the water line easement. The request is to clarify that the easement is for the water line individually and not necessarily for the entire property. Dunaway to follow up with this information.</p>	HA	
08/09/07 - 04	<p>Discussion of Fire Code Issues at Existing Buildings</p> <p>HMS Portables <i>Resolution:</i> Tying in the portables has been designed and issued to Hunt for pricing. Should be able to have this installed prior to school starting.</p> <p>BCES Fire Doors <i>Resolution:</i> Two items identified by fire marshal, fire wall and rated doors. Assumed rated walls are in place but 90 minute doors will need to be added. Pricing is underway. Fire Marshall will not hold up a CO for this issue since it s in progress.</p> <p>NCES Phone Lines <i>Resolution:</i> Phone lines are being finalized now for the completion of all Life Safety systems. Scott noted that this will be in place prior to the 20th.</p> <p>CTMS Fire Alarm Panel <i>Resolution:</i> Existing FA system panel was not what is was purported to be when at some point, the guts of the system were changed. The FA system was designed according to the original panel description and therefore will not coordinate with the new system. A new panel will be ordered and installed at a cost of approximately \$6,000.00</p>		
08/09/07 - 05	Scheduling for Design of Parking Lot Modifications at MP Stadium (Hwy 26 Issue)		
	<p><i>Resolution:</i> Huckabee requested that the MDT schedule a kickoff meeting for this project design. It was agreed upon that the August 23rd MDT meeting would be the kickoff meeting date.</p> <p>Scott M. to coordinate attendees from the District s side to include the Athletic Director, Tim Ford as well as the Transportation Director, Steve Bond.</p>	GCISD	
08/09/07 - 06	Scheduling for Re-design of Administration Building (Bid Package 6)		
	<p><i>Resolution:</i> Huckabee requested that the MDT schedule a kickoff meeting for this project design. It was agreed upon that the September 6th MDT</p>	GCISD	

	<p>meeting would be the kickoff meeting date.</p> <p>Scott M. to coordinate attendees from the District s side to include all stakeholders currently housed in the existing Administration Building.</p>		
08/09/07 - 07	Band Instruments		
	<p>Resolution:</p> <p>It was noted that band instruments for the upcoming school year have not yet been ordered. Paula B. to follow up on this item.</p>	GCISD	
08/09/07 - 08	Fencing at NCES		
	<p>Resolution:</p> <p>Scott M. noted that the fencing at the new Colleyville ES has been approved and is moving forward. Installation of this new fencing to commence on Monday.</p>		