

Huckabee

ARCHITECTURE | ENGINEERING | MANAGEMENT

4521 South Hulen, Suite 220
 Fort Worth, Texas 76109
 ph 817.377.2969
 fx 817.377.2303
www.huckabee-inc.com



Meeting No. 48

Meeting Minutes

Master Design Team Mtg

Project Name:	GCISD 2005 Bond Program	Date of Meeting:	Thursday, October 4, 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, Paula Barbaroux, Dr. Kay Waggoner, Steve Trachier		
Distribution:			
Submitted By:	Gary L. Rademacher, AIA	Date of Report:	

AGENDA ITEMS:

Item	Items of Discussion	Responsibility	Due Date
10/04/07 - 01	Review of PDEC Changes		
	<i>Resolution: The team reviewed the proposed changes requested for the PDEC and asked that those items be finalized in drawing form and submitted to Hunt Construction for pricing. It is noted that the majority of demolition work now on-going at the facility is nearing completion. All changes to the original contract documents need to be issued to Hunt as quickly as possible for implementation to the project.</i>	HA/GCISD /Hunt	
10/04/07 - 02	Update on Fencing @ CMS		
	<i>Resolution: Scott M. presented updated pricing at \$20,700 for this fencing. Several quotations were received and reviewed by the district and the one discussed today was the lowest qualified proposal. The MDT approved this work today. Payment of convenience will be the method of payment for this item out of Owner Contingency Fund.</i>	GCISD/ Hunt	
10/04/07 - 03	Update on Test & Balance at OCTES		
	<i>Resolution: Scott M. received a quote for \$36,000 for a full air balance at this campus. Originally, this campus did not call for TAB services to be performed. After design details were re-evaluated, it was determined that this campus would be a candidate for TAB. Verify with Romine prior to acceptance of this item.</i>	HA	
10/04/07 - 04	Relocation of Existing Storage Shelving from PDEC to the NCES		
	<i>Resolution: Scott M. received quotes for moving this unit to the new CES at a cost of \$6,272.00. MDT approved this change to be deducted from the Owner Contingency Fund.</i>	GCISD/HA	

10/04/07 – 05	Additional Request for Card Readers at NCES		
	<i>Resolution: The Principal asked for two additional card readers at selected exterior doors. She has issued a PO already for the work to be performed. Scott M. to follow up on this method of payment.</i>	GCISD	
10/04/07 – 06	Building Letters at NCES		
	<i>Resolution: Review of possible locations for the new dark bronze letters (school name) today with the MDT. The letters are dark bronze, 12" tall. It was determined that a couple of options would be sampled in the field prior to final approval. Huckabee to head-up the discussions on the letters locations.</i>		
10/04/07 – 07	Review of Administration Building Renovation Sketches		
	Resolution: Huckabee reviewed several sketches that have been generated from various meetings to date. Further refinement will be taking place over the next couple of weeks in order to come to a final design. Exterior, main entrance sketches will be generated for review in the next few weeks as well.	HA	
10/04/07 – 08			
10/04/07 – 09			
10/04/07 – 10			
10/04/07 – 11			
10/04/07 – 12			
10/04/07 – 13			

