

Huckabee

ARCHITECTURE | ENGINEERING | MANAGEMENT

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Meeting No. 55

Meeting Agenda

Master Design Team Mtg

Project Name: GCISD 2005 Bond Program
Owner: Grapevine-Colleyville I.S.D.
Location: Grapevine, Texas
Project No: 1550-01
Subject: Master Design Team Meeting
Present @ Mtg.
Dr. Waggoner,
Steve Trachier ,
Lane Hunnicutt
PaulaBarbaroux
Jim Chadwell
ScottMonaghan
ValerieSee
PattiDavis
LenCaddell

Date of Meeting: Thursday, January 31, 2008
Time of Meeting: 8:45 a.m.
Place of Meeting: GCISD Facility Services Conf. Rm.

Distribution:
Submitted By: Gary L. Rademacher, AIA

Date of Report:

AGENDA ITEMS:

Item	Items of Discussion	Ball In Court	Status
01/31/08 – 01	Status of Timberline access control installation; is the campus aware? (Valerie)		
	<i>Resolution :Valerie made the campus aware of the installation of the access control. Quotation from Lone Star is \$6,138.00. The installation schedule will be received after the P.O. is issued</i>	GCISD	
01/31/08 – 02*	Request to release retainage to subcontractors		
	<i>Resolution :Paula discussed the release of retainage to sub contractors with the attorney and GCISD has agreed to release the retainage if all of the items are met that are noted in the letter from L.G. White , Hunt Construction dated Sept 21, 2007. All items will be reviewed by Scott Monaghan and Len Caddell with a recommendation for payment</i>	GCISD /Huckabee	
01/31/08 – 03	Criminal history checks for contractor's employees		
	<i>Resolution: Paula does not have all of the information concerning the construction workers and the requirements for work when school is not</i>	GCISD	

	<i>in session. More information is forthcoming</i>		
01/31/08 – 04	Use of CTMS driveway		
	<i>Resolution: The Pavers for the drive are being installed and the contractor has stated that the project will be complete on Friday, Feb 1, 2008. Punch list will be conducted on Feb 1, 2008 and drive can be used on Monday Feb 4, 2008 as long as the City of Grapevine releases their portion of the work on Pool Road</i>	H/A	
01/31/08 – 05	List of stolen and damaged items from summer 2007		
	<i>Resolution: List of missing items was provided by GCISD campuses. GCISD is to review all costs and the items noted. Hunt Construction informed Scott that they feel that they have no responsibility for these missing items and that it should be resolved with GCISD insurance. Paula does not want to file on GCISD insurance and additional discussions will be conducted with HUNT Construction</i>	GCISD /HA	
01/31/08 – 06*	Request for secure entrance at O.C. Taylor		
	<i>Resolution: Request to be considered in future projects with surplus bond money. Huckabee and Scott to review scope and provide budget costs</i>	GCISD /HA	
01/31/08 – 07*	Status of work by Communication Concepts to complete the new video retrieval system at NCES and the additional CATV outlet (material ordered 1/18/08)		
	<i>Resolution: Contractor is scheduled to start on Feb 4, 2008 and installation will require about 5 days</i>	H/A	
01/31/08 – 08	Status of television cable plugs installation by technology department at NCE		
	<i>Resolution: Lane reported that cables were complete</i>	GCISD	CLOSED

01/31/08 – 09*	Hunt's construction schedule for the PDEC		
	<i>Resolution: Hunt stated that the schedule will be provided by Feb 8, 2008</i>	H/A	
01/31/08 – 10*	Schedule to replace carpet in classrooms at Bear Creek		
	<i>Resolution: The replacement of the carpet is scheduled for spring break. The flooring contractor is requesting to perform additional test prior to new flooring installation. The test will be performed over the President's Day weekend</i>	H/A	
01/31/08 – 11*	Plan to replace carpet in Timberline's library		
	<i>Resolution: The removal and installation of the carpet is scheduled by Hunt during the summer. GCISD asked about the installation during spring break, but the carpet has not been ordered and there is not enough time to complete the project. GCISD will remove and replace all books when replacement occurs</i>	HUNT? GCISD /HA	
01/31/08 – 12*	Items missing from the ISC punch list		
	<i>Resolution: All items that have been noted by owner/JPS are on punch list. The exit sign that is in question is installed per drawings and per City of Grapevine review</i>	GCISD /HA	closed
01/31/08 – 13*	Status of the card access installation for the ISC		
	<i>Resolution: The change proposal from Reeves Const. has been approved and contractor is in process of obtaining the materials. Schedule has not been provided by Reeves</i>	H/A	
01/31/08 – 14*	Recap cost status of ISC renovation		
	<i>Resolution: Paula reviewed and provided information on the overage on the project which included additional fees and other costs. Paula stated that this would be covered by surplus 1998 bond funds, if available</i>	GCISD	
01/31/08 – 15	Schedule administration planning meeting		
	<i>Resolution: Meeting is scheduled for Feb 26, 2008 at 8:30 am</i>	GCISD	

01/31/08 – 16*	Check status of administration plans for four items: (1) remove the glass enclosure planned in front of the superintendent's assistant, (2) add terrazzo flooring beyond the Board Room as indicated on plan from Paula, (3) add two feet to the width of of conference room A and (4) check all windows for air and moisture leaks		
	<i>Resolution: All items have been verified to be complete, allowance of \$20,000.00 is in the project for window repair. The new aluminum windows, doors & frames will be dark bronze to match the existing</i>	H/A	
01/31/08 – 17*	Follow-up conversation with Janice Kane regarding Education Foundation wall and door		
	<i>Resolution: This was verified and changes made</i>	GCISD /HA	
01/31/08 – 18*	Is the final color sample board for central administration ready?		
	<i>Resolution: A color board is requested for the Administration building and large samples of carpet is required prior to approval of the colors.</i>	H/A	
01/31/08 – 19	Status of lists from central administration regarding items of special consideration during the temporary relocation		
	<i>Resolution: GCISD is working on issues and Paula requested that all info be submitted by Feb 8, 2008</i>	GCISD	
01/31/08 – 20*	Status of cost estimates for BP6		
	<i>Resolution: Hunt has provided cost estimates for bid package #6. Revised budget is \$14,469,498.00</i>	HUNT/ GCISD /HA	
01/31/08 – 21*	Were the flooring alternates added to the work in BP6 (transportation, HES, GES and Cannon)?		
	<i>Resolution: The flooring alternates are in the bid documents for bid package #6</i>	H/A	
01/31/08 – 22*	Was the painting of Timberline's exterior green metal added to BP6 as		

	an alternate?		
	<i>Resolution: The painting of the exterior at Timberline Elem is an alternate in bid package #6</i>	H/A	
01/31/08 – 23	Follow-up conversation with Tim Sutton regarding carpet for O.C. Taylor and some VCT where the floor is even and provides a flat uniform surface		
	<i>Resolution: This for Cannon Elem in lieu of O. C Taylor</i>	GCISD	
01/31/08 – 24	Sample quotation from Move Solutions		
	<i>Resolution: Scott provided projected costs for review</i>	GCISD	
01/31/08 – 25	One-year warranty list for additions accepted last December		
	<i>Resolution: Paula requested a copy of the one year inspection for Bear Creek Elem. And Timberline Elem. Enrichment center .Copies will be provided by Huckabee</i>	H/A	
01/31/08 – 26	Quote for second phase of schools to receive new cameras and card access during summer construction (GMS, Dove, GES, and HES) (Valerie)		
	<i>Resolution: Valerie stated that there are no cameras required. The card access is apart of the construction work in bid package #6</i>	GCISD /HA	
01/31/08 – 27	Quote for third phase of schools to receive new cameras and card access during the summer but not with construction (CMS, HMS new wing, Glenhope and Silver Lake) (Valerie)		
	<i>Resolution: Valerie is to take care of this portion of the work</i>	GCISD	
01/31/08 – 28	Invoices for termination of fiber at the ISC and to repair/replace cut fiber		
	<i>Resolution: The invoices from ComNet are to be paid by Reeves Const. and deducted from the construction contingency</i>	H/A	
01/31/08 – 29	Invoice for emergency repairs at CMS summer 2007 to fix Lonestar problem		

	<i>Resolution: Additional discussions are to be conducted with Rick Kull and Scott Monaghan</i>	GCISD /HUNT /HA	
01/31/08 – 30*	Huckabee to provide estimate of four classroom addition to Cannon and identify placement; review size of cafeteria and other common areas		
	<i>Resolution: Paula requested cost estimates from Huckabee and also possible layout and location of addition. Cost is to include a 4 classroom and 6 classroom addition</i>	H/A	
01/31/08 – 31*	Status of CMS awning damaged		
	<i>Resolution: Insurance adjusters have been on site for the freight company to establish costs and will contact Hunt on the repair. Cost from AVADEK has been received . Hunt will continue to work on getting the awning repaired</i>	HA/HU NT	
01/31/08 – 32	Request for directional signs		
	<i>Resolution: Scott is working with campuses for additional signs and additional signs are ready to be installed at CTMS road</i>	GCISD	
01/31/08 – 33*	Status of O.C. Taylor testing and air balancing report		
	<i>Resolution: Work was started last week and issues are being repaired by the contractor as they are discovered. The total project will require 3 to 4 more weeks</i>	H/A	
01/31/08 – 34*	Have all HVAC issues been resolved with Johnson Controls (Len said end of the month)		
	<i>Resolution: Johnson Controls is continuing to work on the projects and has provided a report as to the status of the projects. Johnson states that they will be complete with all projects by Feb 8, 2008</i>	H/A	
01/31/08 – 35	\$15,000 in bond program (EFV 106) to add climate control to security cameras was not needed with the change to digital cameras; plan to use this money to cover camera-related and other expenses for the ISC		
	<i>Resolution: Paula states that this is short by \$2,500.00</i>	GCISD	

01/31/08 – 36*	Where is the updated revision log? <i>Resolution: No information provided</i>		
01/31/08 – 37*	Review amount of surplus that has been spent to-date <i>Resolution: No information provided</i>		
01/31/08 – 38*	List of requested items for Bond surplus (consider IDF/MDF runtime backup) <i>Resolution: List of items was presented by Paula for GCISD consideration</i>	GCISD	
01/31/08 – 39*	List of items that were requested but included in the Bond Program by the Bond Steering Committee <i>Resolution: List of items was presented by Paula for GCISD consideration</i>	GCISD	
01/31/08 – 40	Re-tasking VISTA portable buildings (reading recovery, PTA, etc.) <i>Resolution: No information or discussion</i>	GCISD	
01/31/08 – 41	Possible request by league to install lights at the GHS tennis courts <i>Resolution: The proposal was rejected. Lighting of courts to be considered</i>	GCISD	
01/31/08 42	Data drops for Administration Building <i>Resolution: Lane stated that three drops are to be installed in each office and info given to Al Lawrence. The plans are to be reviewed and confirm that all of the necessary drops are included. Copies of the electrical and technology plans will be provided by Huckabee to GCISD for review. Cable TV is to be provided in all locations</i>	H/A	
01/31/08 43	Colleyville Heritage HS requests due to power failure <i>Resolution: The principal requested that additional back up lighting be provided for power failures. Scott is to review and provide plans to add lighting or emergency flashlights</i>	GCISD	
	For next month – status of projector project to replace wall-mounted		

	televisions and brackets		
	For next meeting - District-wide line item to repaint parking lots and fire lanes every two years for \$90,000		