

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. 11

Meeting Minutes

Bid Packages #1-#4

Project Name:	Project Meeting 11	Date of Meeting:	Wednesday, January 4, 2006
Owner:	Grapevine-Colleyville I.S.D.	Time of Meeting:	10 a.m.
Location:	Grapevine, Texas	Place of Meeting:	Facilities Conference Rm.
Project No:	1550-01 Package		
Subject:	Design Meeting		
Present @ Mtg. :	Scott Monaghan (GCISD Facilities), Darren Clark (GCISD Facilities), Doug Bensen (HA), Corey Wheat (HA), Gary Rademacher (HA), Dale Simpson (HA), LG White (Hunt), Rick Romine		
Distribution:	Attendees		
Submitted By:	Doug Bensen	Date of Report:	1/4/06

The following summation represents our interpretation of the items discussed at the referenced meeting. Any persons desiring to comment on or correct the minutes are requested to put their comment in writing to the Architect within 10 days of the date of the report. Otherwise the minutes will stand as written.

RECORD OF PROGRAM MODIFICATIONS:

Item	Items of Discussion	Respons.	Due Date

PRIOR BUSINESS:

Item	Items of Discussion	Respons.	Due Date
9.26.05-02	PROJECTMATES		
	<ul style="list-style-type: none"> Set up meeting with GCISD HA to review why access by GCISD is a security risk? 	HA HA	11/16/05 11/23/05
9.26.05-08	Continue to develop consultant fee schedule.	HA	11/16/05
10.12.05-05	DISTRICT WIDE ITEMS (Pending)		
	<ul style="list-style-type: none"> Complete 		
10.12.05-06	PROJECT REVIEWS		
10.19.05-01	ORGANIZATION REVIEW: <ul style="list-style-type: none"> Front End Specs & Schedules- <ul style="list-style-type: none"> HA & Hunt met on 12/7 and reviewed front end specs. HA & Hunt to review supplemental Conditions (Section 800) to see that they are in compliance with GCISD contract 		
10.19.05-02	CALENDAR REVIEW <ul style="list-style-type: none"> No Items 		
10.19.05-03	RFI LOG REVIEW <ul style="list-style-type: none"> Submitted RFI's #18,19,20 for Master Design Team review 	11/17/05	
10.12.05-06	PROJECT REVIEWS		
11.09.05-01	PROJECT SCHEDULING <ul style="list-style-type: none"> See new schedule for Bid Packaging No early MEP release Construct additions first and then renovations. Use new classrooms for staging; verify Bearcreek 		
12.07.05-01	Front End Specs <ul style="list-style-type: none"> Commissioning – delete this section of specification. Not required by Owner TAB – Hunt included in contractor's scope 		

	<ul style="list-style-type: none"> ○ Material Testing – Owner to secure consultant ○ Geotech Reports – HA needs existing reports immediately and where information is insufficient for design purposes to secure proposals and execution of work as quickly as possible ○ Roofing- McIntare & Associates is district consultant. HA to include in specifications ○ Close Out Documents- HA & Hunt to review with Scott regarding specific requirements (ie number copies....) ○ Web Cam- probably not required anywhere except at Colleyville Elem & Middle Gym. GCISD to review ○ Determine if we want to use IAQ on new facility for baseline 		
12.07.05-02	Metal Storage Buildings - various locations. City of Grapevine denied use of metal buildings. (City of Colleyville and Euless ok). GCISD requested Hunt to review options for alternatives.	Hunt	12/21/05
12.07.05-03	Turf Update: Ha submitted initial costs on turf package. Reviewed qualifications to costs. Based on preliminary information , the package is over the \$3,177,101 budget by approximately \$462,000. Hunt to review best options for obtaining a competitive cost closer to budget. GCISD to review in Master meeting – Review Process and Grading Criteria for project. Critical timing if this is to go out for proposal in January 2006.		
11.09.05-02	PROJECT REVIEWS		

NEW BUSINESS:

Item	Items of Discussion	Respons.	Due Date
12.21.05-01	Reviewed schedule		
12.21.05-02	Add CHHS to Geotech proposal list Submit proposals for Owner approval ASAP		
12.21.05-3	Romine to review CO2 controls with Owner as required		
12.21.05-4	Distribute plans to Scoot for SD review		

END OF MINUTES