

# Huckabee

ARCHITECTURE | ENGINEERING | MANAGEMENT

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Meeting No. 19

## Meeting Minutes

## Bid Packages #1-#4

|                         |   |                          |                           |
|-------------------------|---|--------------------------|---------------------------|
| <b>Project Name:</b>    | Project Meeting 19  | <b>Date of Meeting:</b>  | Wednesday, March 8, 2006  |
| <b>Owner:</b>           | Grapevine-Colleyville I.S.D.  | <b>Time of Meeting:</b>  | 2 pm.                     |
| <b>Location:</b>        | Grapevine, Texas  | <b>Place of Meeting:</b> | Facilities Conference Rm. |
| <b>Project No:</b>      | 1550-01 Package   |                          |                           |
| <b>Subject:</b>         | Design Meeting  |                          |                           |
| <b>Present @ Mtg. :</b> | Scott Monaghan (GCISD Facilities), Darren Clark (GCISD Facilities), Dale Simpson (HA), Doug Bensen, LG White (Hunt), Chris Teves (Hunt), Gary Rademacher (HA), Corey Wheat (HA) |                          |                           |
| <b>Distribution:</b>    | <b>Attendees</b>  |                          |                           |
| <b>Submitted By:</b>    | Doug Bensen   | <b>Date of Report:</b>   | 3/22/06                   |

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 |
|------------|--|----------|----------|
| 9.26.05-08 | <b>FEES/PROPOSALS/INVOICING</b> <ul style="list-style-type: none"> <li>Continue to develop consultant fee schedule &amp; Phase 2 breakouts</li> <li>HA updated GCISD Admin. regarding fee allocation on contingency. Owner contingency is outside of CM &amp; HA fee calculations. HA completed Phase 1 Fee reviewed with Hunt. <b>HA submitted revised calculations to GCISD. GCISD to set up meeting to review revisions with GCISD Admin.</b></li> <li>HA has procured faxed landscaping proposals from CA Will forward to GCISD and update schedule. Awaiting originals</li> <li>Obtain Roofing proposals and submit to GCISD Admin,</li> </ul>  | HA       | 2/15/06  |
|            | <b>CALENDAR REVIEW</b> <ul style="list-style-type: none"> <li><b>See Calendar &amp; Schedule @ the end these minutes</b></li> <li><b>Traffic Study Schedule</b> <ul style="list-style-type: none"> <li>Final copy delivered to GCISD 3/15/06 (to Darren Clark)</li> </ul> </li> </ul>  |          |          |
|            | <b>RFI LOG REVIEW</b> <ul style="list-style-type: none"> <li>#35 <b>Tentatively approved</b> CMS: Replace each WON door. Reviewed &amp; ok by GCISD</li> <li>#37 <b>(Further Review)</b> CMS provide sprinkler system as an alternate? Yes. Drawings (due next week) will reflect conversations with Fire marshall to extend connector road and to add fire hydrant in lieu of sprinklering building. Review with MDT.</li> <li>#45 Pending Add patch panels to scope of projects with additions. HA &amp; Hunt to prepare cost for review to GCISD</li> <li>#46 <b>Approved</b> Alternate added to GMP [Goal posts- add removable posts to CHHS &amp; CTMS, Hunt to provide costs for GCISD review.]</li> </ul> |          |          |

|            |   |    |  |
|------------|---|----|--|
| 2.1.06-01  | <b>MCFI</b> <ul style="list-style-type: none"> <li>Hunt needs to know if fill from MCFI can be hauled to NCES site for new Elem. Project. HA to verify with Civil.</li> </ul>   |    |  |
| 2.1.06-02  | <b>Finishes &amp; Colors</b> <ul style="list-style-type: none"> <li>No action</li> </ul>  |    |  |
|            | <b>Technology</b> <ul style="list-style-type: none"> <li><b>Verify NCES equipment allocation (HA to provide costs)</b> <ul style="list-style-type: none"> <li>Media retrieval</li> <li>Switches and main routers</li> </ul> </li> </ul> | HA |  |
| 2.1.06-04  | <b>CMS</b> <ul style="list-style-type: none"> <li>Verify need for retaining wall for relocated practice field adjacent to new gym. &amp; at Elementary</li> <li>Site plan review – fire lane to development</li> </ul>                  |    |  |
| 2.15.06-03 | Review Option for Felony Conviction software in 6-8 weeks when new pricing comes available.   |    |  |
| 3.1.06-01  | GCSID to provide irrigation standards for other projects. Verify in accordance with Tech. Specs   |    |  |

**NEW BUSINESS:**

| Item      | Items of Discussion   | Respons. | Due Date |
|-----------|---|----------|----------|
| 3.22.06-1 | Completion Dates for projects                                 |          |          |
| 3.22.06-2 | HMS Roofs: verify no scope of work                            |          |          |
| 3.22.06-3 | Owner Advertisements: Hunt to provide example and coordinate? |          |          |
| 3.22.06-4 | Project Signage   |          |          |
| 3.22.06-5 | VCT @ wet areas in BCES                                       |          |          |
| 3.22.06-6 | HMS fire riser solution                                       |          |          |
| 3.22.06-7 | Sprinkler specs   |          |          |
| 3.22.06-8 | CMS site review   |          |          |

| Bid Package                        | DD Plan Submittal to Hunt | DD Cost Estimate From Hunt | 75% CD's Plan Submittal to Hunt | 75% CD's Estimate from Hunt | 100% CD's Owner Review | 100% CD's Plan Submittal to Hunt | Proposal Date | Board Submittal | Board Date |
|------------------------------------|---------------------------|----------------------------|---------------------------------|-----------------------------|------------------------|----------------------------------|---------------|-----------------|------------|
| Package 1                          |                           |                            |                                 |                             |                        |                                  |               |                 |            |
| MCFI                               | n/a                       | Complete                   | Complete                        | 2/22/2006 *                 |                        | Complete                         | 3/7/06        | 3/22/06         | 3/27/06    |
| Package 2                          |                           |                            |                                 |                             |                        |                                  |               |                 |            |
| BCES, CTMS, M/P, TES, CHHS Parking | 01/27/06                  | 2/22/2006 *                | 03/03/06                        | 3/22/06                     | 3/8/06 1pm             | 03/17/06                         | 4/25/06       | 5/12/06         | 5/22/06    |
| Package 3                          |                           |                            |                                 |                             |                        |                                  |               |                 |            |
| NCES, CMS                          | 02/10/06                  | 03/01/06                   | 03/16/06                        | 4/7/06                      | 3/22/06 1pm            | 04/03/06                         | 5/9/06        | 6/16/06         | 6/26/06    |
| Package 4                          |                           |                            |                                 |                             |                        |                                  |               |                 |            |
| SLES, HMS                          | 3/8/06                    | Verify                     | 04/05/06                        | 4/26/06                     | 3/29/06 1pm            | 4/17/06                          | 5/23/06       | 6/16/06         | 6/26/06    |

\* Revised Estimate

## END OF MINUTES