

Huckabee

ARCHITECTURE | ENGINEERING | MANAGEMENT



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Meeting No. 23

Meeting Minutes

Bid Packages #1-#4

Project Name:	Project Meeting 23	Date of Meeting:	Wednesday, April 12, 2006
Owner:	Grapevine-Colleyville I.S.D.	Time of Meeting:	2 pm.
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, LG White (Hunt), Chris Teves (Hunt), Gary Rademacher (HA)		
Distribution:	Attendees		
Submitted By:	Doug Bensen	Date of Report:	4/19/06

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	FEES/PROPOSALS/INVOICING <ul style="list-style-type: none"> HA & Hunt Continue to develop schedule for Phase 2 breakouts 4/19/06 Meeting @ 2pm Completed: HA to prepare "Project Cost Summaries" for each facility within Packages 1-4 with revised contingency allocations and update OPC "Invoicing/Fees" spreadsheet with a 4% column and reinsert Permits column by April 5 meeting. Submit 4/19 Completed: HA has procured faxed landscaping proposals from CA. Will resubmit revised proposals received 3/28/06. Submit 4/19 Obtain Roofing proposals and submit to GCISD Admin, 	HA HA	2/15/06 3/5/06
	CALENDAR REVIEW <ul style="list-style-type: none"> See Calendar & Schedule @ the end these minutes 		
	RFI LOG REVIEW <ul style="list-style-type: none"> #45 Pending Add patch panels to scope of projects with additions. HA & Hunt to prepare cost for review to GCISD. Per Paul & Ron (GCISD Technology) in a meeting with HA, reterminating existing cabling to new panels was discussed and declined as scope item. 		
2.1.06-02	Finishes & Colors <ul style="list-style-type: none"> No action 		
	Technology <ul style="list-style-type: none"> Verify NCES equipment allocation (HA to provide costs) <ul style="list-style-type: none"> Media retrieval: Included in Section 27955 Media Management System for the new Elementary School. When the pricing is received by Hunt, GCISD can evaluate the cost versus relocating the existing system. 	HA	

	<ul style="list-style-type: none"> Switches and main routers: Confirmed that on all projects, the District's & the provider of VOIP (Avnet/Callance) will provide necessary equipment (switches & routers) outside the scope of the construction project. 		
2.15.06-03	Review Option for Felony Conviction software in 6-8 weeks when new pricing comes available.		
3.22.06-4	Project Signage -open item within MDT possible groupings CMS, NCES, CES: CHHS		
4.5.06-01	Hunt to provide revised GC to District on Friday 4/7/06		

NEW BUSINESS:

Item	Items of Discussion	Respons.	Due Date
	○		

Bid Package	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	Pre-Propos al Date	Propos al Date	Board Submittal	Board Date
Package 1									
MCFI	Complete	Complete	2/22/2006 *		Complete		3/7/06 2 pm	3/22/06	3/27/06
Package 2									
BCES, CTMS, M/P, TES, CHHS Parking	2/22/06 *	03/03/06	3/22/06	3/8/06 1pm	03/17/06	4/19/06 4pm-6pm	5/2/06 2pm	5/12/06	5/22/06
Package 3	03/01/06	03/16/06	4/7/06	3/22/06 1pm	04/03/06 4/17 on street	4/26/06 4pm	5/9/06 2 pm	6/16/06	6/26/06
NCES, CMS									
Package 4	Complete	04/05/06	4/26/06	3/29/06 1pm	4/24/06		5/23/06 2 pm	6/16/06	6/26/06
SLES, HMS									

	Project Start	Project Finish ₁	Project Finish ₂
MCFI	4/6/2006	7/28/2006	9/25/06
BCES	6/1/2006	1/3/2007	8/9/2007
CTMS	6/1/2006	3/11/2007	8/9/2007
M/P	4/05/2007	N/A	8/02/07
TES	6/1/2006	3/11/2007	7/31/2007
CHHS	7/3/2006	7/31/2006	N/A
NCES	7/3/2006	8/2/2007	N/A
CMS	7/3/2006	8/2/2007	N/A
HMS	7/3/2006	8/2/2007	8/2/2007
SLES	7/3/2006	1/31/2007	8/2/2007

Project Finish Notes

- 1 Addition Substant. Completion
- 2 Renovation Substantial Completion
- 3 School starts 8/15/06
Teachers back approx. 8/7/06
Teachers leave 6/1/06
- 4 **Hunt to establish/verify warranty start dates for each project**

END OF MINUTES