

Huckabee

ARCHITECTURE | ENGINEERING | MANAGEMENT



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Design Meeting No. 25

Meeting Minutes

Bid Packages #5-#7

Project Name:	Project Design Meeting 25	Date of Meeting:	Wednesday, June 21, 2006
Owner:	Grapevine-Colleyville I.S.D.	Time of Meeting:	3 pm.
Location:	Grapevine, Texas	Place of Meeting:	Facilities Conference Rm.
Project No:	Phase 2		
Subject:	Design Meeting		
Present @ Mtg. :	Scott Monaghan (GCISD Facilities), Darren Clark (GCISD Facilities), Doug Bensen, LG White (Hunt), Chris Teves (Hunt), (Hunt)		
Distribution:	Attendees		
Submitted By:	Doug Bensen	Date of Report:	6/27/06

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
6.21.06.1	CALENDAR REVIEW (Schedules being developed) <ul style="list-style-type: none"> HA / Hunt to prepare new schedule (See attached format) Campus Feasibility reviews (See notes below) 		
6.21.06.2	RFI LOG REVIEW <ul style="list-style-type: none"> No action 		
6.21.06.3	FINISHES <ul style="list-style-type: none"> No action 		
	TECHNOLOGY		

NEW BUSINESS 6/21/06:

Item	Items of Discussion	Respons.	Due Date
6.21.06.4	Started Phase 2 Design of the GCISD Bond <ul style="list-style-type: none"> Bid Package 5: Bransford; Colleyville Elem.; Glenhope, OC Taylor; CHHS; District Wide Bid Package 6: GHS Bid Package 7: Cannon; Dove; Grapevine; Heritage Elem; Grapevine MS; ISC; Transportation; Warehouse; Admin.; Facilities; Tax; Swim <p>We will start on Bid Package 5 & 6 in June – Aug. and Package #7 mid July through mid Sept.</p>		
6.21.06.5	Schedule: <ul style="list-style-type: none"> HA to send Hunt revised schedule so that a comprehensive schedule of estimates and Board meeting dates can be established 		

6.21.06.6	GENERAL:		
6.21.06.6a	Owner / Principal Mtgs : Next 2 weeks 6/21-7/12:	GCISD	
6.21.06.6b	Preparation of Floor Finish plan designations: Owner 6/21-7/12	GCISD	
6.21.06.6c	City of Colleyville: 1. Approved Bogart / Pleasant Run Intersection Development Review limits of development; Discuss improvements; escrow 2. Variance Update: Hunt to hold on buyouts for landscape and irrigation pending final revision from HA for NCES / CMS site revisions. Drwgs expected by 6/28/06. Variance request has been withdrawn from the City of Colleyville.		
6.21.06.6d	Current request for electronic copies have been completed. Received new requests on 6/27.		
6.21.06.6e	Permits: BCES complete; CHHS parking complete. Revised drawings for NCES submitting 6/28. GCISD to follow up on Grapevine permits and temporary grading permits.		
Campus Notes			
6.21.06.7	OC TAYLOR 1. Verify appropriate location for bathrooms	GCISD	
6.21.06.8	COLLEYVILLE ELEM: 1. Verify Vista / Bridges / Nutrition (Admin requirements) / Training programs with John Allison	GCISD	
6.21.06.9a	CHHS: 1. Wrestling room: verify GHS size and height (parity) a. Prepare conceptual layouts. Verify size of mats that can be used? Can the facility be “freestanding?” b. Secure Geotech reports. <i>Information from drawings appears to be adequate.</i>	GCISD / HA Need Mtg	
6.21.06.9b	2. Choir Room: verify location and prepare conceptual layout. Will the existing Choir office remain in its current place. The program calls for 2 new ensemble rooms to replace the existing choir room . Verify / confirm sizes.	GCISD / HA Need Mtg	
	GHS		
6.21.06.10a	1. Kitchen: verify dock and cooler layouts. Prepare conceptual plan. Are the existing cooler / freezers remaining?	GCISD /HA Need Mtg	
6.21.06.10b	2. Library: verify if existing slab is useable for new function? New library layout? General refurbishing? Lighting?	GCISD /HA Need Mtg	
6.21.06.10b	3. Music Storage: Verify exact requirements for storage? Can we infill the chase area behind the ensemble room on the 2 nd floor for additional storage? First floor area probably not sufficient to meet all of the requirements.	GCISD /HA Need Mtg	
	4.		

END OF MINUTES