

# Huckabee

ARCHITECTURE | ENGINEERING | MANAGEMENT



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**Design Meeting No. 28**

## Meeting Minutes

## Bid Packages 5 & 6

<b>Project Name:</b>	Project Design Meeting 28	<b>Date of Meeting:</b>	Wednesday, Aug 16, 2006
<b>Owner:</b>	Grapevine-Colleyville I.S.D.	<b>Time of Meeting:</b>	3 pm.
<b>Location:</b>	Grapevine, Texas	<b>Place of Meeting:</b>	Facilities Conference Rm.
<b>Project No:</b>	Phase 2		
<b>Subject:</b>	Design Meeting		
<b>Present @ Mtg. :</b>	Scott Monaghan (GCISD Facilities), Darren Clark (GCISD Facilities), Doug Bensen, LG White (Hunt), Dale Simpson		
<b>Distribution:</b>	<b>Attendees</b>		
<b>Submitted By:</b>	Doug Bensen	<b>Date of Report:</b>	8/30/06

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	<b>CALENDAR REVIEW</b> <ul style="list-style-type: none"> <li>Revised schedules completed and distributed.</li> </ul>		
6.21.06.3	<b>FINISHES</b> <ul style="list-style-type: none"> <li>Color/finishes submitted to MDT 8/18/06 for TES, NCES, CTMS, BCES, CMS</li> </ul>		
6.21.06.6	<b>GENERAL:</b>		
6.21.06.6b	<b>***Preparation of Floor Finish plan designations: Owner 6/21-7/12</b>	GCISD	
6.21.06.6c	City of Colleyville: <ol style="list-style-type: none"> <li>City meetings Re: Pleasant Run to be coordinated by Hunt as part of inspection process.</li> <li>GCISD sent lease agreement for review. <b>No further information required from Tom Myers. LG to modify warranty to include the City trailway.</b></li> <li><b>Dunaway to confirm extents of plat with city in writing. Platting in progress.</b></li> <li>HMS easement data has been sent to Hunt from Dunaway. City says we can relocate waterline after new location has been staked and inspected by City while formal documentation continues. Hunt to follow-up with staking and inspection. <b>Staking and relocation finally in progress.</b></li> <li><b>Cnr lot Owner adjacent to NCES has raised a concern about the appearance of the outflow pipes. MDT reviewed issue. HA to review options to screen.</b></li> </ol>		
6.21.06.7	<b>OC TAYLOR</b> <ol style="list-style-type: none"> <li><b>Move chillers on roof into expanded chiller yard w/ conc. slab</b></li> <li><b>Provide walkway back to storage container</b></li> </ol>		
8.16.06.2	<ol style="list-style-type: none"> <li><b>Leave icemaker- extend cabinet counter over ice maker</b></li> <li><b>Add overhead cabinet over refrig.</b></li> <li><b>Open up cab under sink as required for ADA</b></li> <li><b>Change out sinks if funds ae available</b></li> </ol>		

6.21.06.8	<b>COLLEYVILLE ELEM:</b> <ol style="list-style-type: none"> <li>1. Plan approved with GCISD</li> <li>2. Add water to Staff Deve. Area. Provide 10-12' of cabinet. Drain to new fire riser room</li> <li>3. Civil to verify / coordinate fire dept connection with MEP</li> <li>4. VISTA Program area: Delete cabinet/sink in high school rooms</li> <li>5. VISTA: change fixture and sink in Elem. and Middle rooms. Verify ADA requirements, ie. variances etc.</li> <li>6. Roof to be repaired and patched. Full roof replacement not funded now.</li> </ol>		
6.21.06.9a	<b>CHHS:</b> <ol style="list-style-type: none"> <li>1. Wrestling room: <ol style="list-style-type: none"> <li>a. Location on courtyard approved by MDT.</li> </ol> </li> </ol>		
6.21.06.9b	<ol style="list-style-type: none"> <li>2. Choir Room: <ol style="list-style-type: none"> <li>a. Location outside electrical closet approved by MDT</li> <li>b. Leave large choir space as 1 large ensemble.</li> <li>c. Change shape from 50x40 to 40x50.</li> <li>d. Add mirror and LCS boards in room.</li> <li>e. Add 40 cubbies 12x12 in choir room</li> <li>f. Create storage room with access from corridor. Retain small corner storage room accessible from adjacent classroom.</li> <li>g. Wall extension at choir room??</li> </ol> </li> </ol>	HA	
8.21.06.01  <b>Notes from CHHS Site Mtg on 8/21/06</b>	<ol style="list-style-type: none"> <li>3. <b>Choir Room:</b> <ol style="list-style-type: none"> <li>a. Add pair of doors to the new corridor to eliminate dead-end corridor condition</li> <li>b. Add vestibule between choir and band. Sound proof separating walls and gasket doors.</li> <li>c. Scott verified clg hts. of other campus choir rooms. 15 ft is ok as a design criteria.</li> <li>d. Relocate exit door to east side and connect new ramp to existing ramp. This is an emerg. egress only and not intended as a access point to the choir room</li> <li>e. Add curb cuts for semi. Use roll down curb that extends into street rather than cutting into sidewalk. Approved.</li> <li>f. Clarified: no work in existing choir offices, storage rooms or ensemble rooms.</li> </ol> </li> <li>4. <b>Attendance Room</b> <ol style="list-style-type: none"> <li>a. Provide full ht wall to deck. Cut openings for 3 windows with electric keyed opaque lockable roll-up counter doors (door shall not extend to floor) VERIFY IF FIRE RATING REQUIRED</li> <li>b. Provide curved transaction counter. Provide ADA counter. Use existing cabinetry as design guide for new stations. 36" high 24" deep 39" long. 4 drawers and open knee space typ.</li> <li>c. Demo all the rooms in the area except the back room. Reuse an existing door into space.</li> <li>d. Relocate PTSA from back room to adjacent open storage area. Enclose and add door. No cabinetry required.</li> <li>e. Existing Attendance area: remove wall to adjacent Book room. Remove cabinetry along wall. Patch floor with VCT to match existing.</li> <li>f. Existing Attendance windows, cabinetry, and roll-up door to remain until use of space is clarified by Administration.</li> </ol> </li> <li>5. <b>CHHS roof:</b> Don M. to provide scope and estimate directly to</li> </ol>		

	GCISD Facilities for work. Evaluate availability of funds. 6.		
	GHS		
6.21.06.10b	1. <b>Library:</b> a. Existing slab is useable for new function. Outside conc. acceptable for slope. Not demo slab. Use porcelain tile on corridor. Remove doors at the ends of corridor.	GCISD /HA	
6.21.06.10b	2. <b>Music Storage:</b> a. Confirmed that we can close the exit. Proceed with design for storage by closing in corridor. Access from Band hall Dbl doors. Capture entire corridor. Rotate display cabinet.	GCISD /HA	
	3. Remove corridor across doors at Dance hall		
8.16.06.01 Notes from GHS Site Mtg on 8/16/06 & 8/9/06 mtg	1. <b>Library:</b> a. Add electrical to new wall. Add additional electrical near entrance for "coffee bar" b. Add electrical at front check-out desk and in back workroom at counters c. In the middle of the library, provide alternate for adding a power/data pole to the existing workstation d. Use CHHS library for an example of lighting fixtures. e. Low ceilings will be treated differently. Increase density of fixture. Many of the stacks are to dark. f. Add power to existing west wall. 2. <b>Kitchen:</b> a. Replace kitchen equipment per OPC descriptions. Do not replace serving lines. Remove existing poles and rails. Continue with "fast Food design. b. Provide door to janitor's closet. c. GCISD to provide portable sink for "snack" bar area , no additional work required for this item. d. Restroom ok as shown 3. <b>General:</b> a. GCISD Facilities staff to provide an <b>inventory of doors</b> to replace or retain. When replacing doors, reuse existing hdwe if it is ADA compliant. b. Replace all exterior doors as specified in OPC c. GCISD Facilities staff to identify areas that are "acceptable" and that do not require painting. Coordinate with GCISD finish plan. d. Remove corridor across doors at Dance hall. Leave frames. e. Keep grid in band ceiling if not deteriorated. Replace clg tile f. Provide hard clg (fire rated) in storage room @ Gym #2 (see photos) Verify requirements. Walls extend to deck. What is the issue? g. Add PA in Gym1 h. Continuous hinge – currently using "Select" e. Line Item #378 Add accordion door – delete this scope f. Line #417: finish ramps with match existing pavers to those used in cafeteria area g. Line #398 GYM Floor: HA to inspect for damage and assess whether floor can be resanded or needs replacement. Review corners and under bleacher areas. h. Line #423- Boys locker room: insufficient space to add a new shower column. Wall mounted heads ok. Provide		

	<p>3 appropriately spaced. Verify Hot water supply capacity&gt;</p> <ul style="list-style-type: none"> <li>i. Line #1078 On hold</li> <li>j. Line #1083 ok to use control valves on timers rather than floor sinks or drains.</li> </ul> <p>4. GHS to be released as one package. Hunt to determine with Owner how renovations will be scheduled over 2 summers</p> <p>5. Do not use separate subcontractors for roofing at the same facility</p> <p>6. Each bid package will have only 1 specification book developed</p> <p>7. Each project within the bid package will have separate volumes for submittal to different jurisdictional authorities</p> <p>8. Maintain CHHS gyms open during both summers</p> <p>9.</p>		

**NEW BUSINESS:**

Item	Items of Discussion	Respons.	Due Date

**END OF MINUTES**