

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

Design Meeting No. 29

Bid Packages 5 & 6

Meeting Minutes

Project Name:	Project Design Meeting 29	Date of Meeting:	Wednesday, 8/30 & 9/13, 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), Dale Simpson, Rick Kull, Chris Teves		
Distribution:	Attendees		
Submitted By:	Doug Bensen	Date of Report:	10/2/06

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
	RED ITEMS ARE NEW OR OPEN ISSUES		

PRIOR BUSINESS:

Item	Items of Discussion	Respons.	Due Date
6.21.06.1	CALENDAR REVIEW <ul style="list-style-type: none"> Revised schedules completed and distributed. Hunt & GCISD to coordinate staggered move-in dates for Bid Package 5 & 6 Review schedule for GHS- by section, by trade,takeover schedule by Owner 		
6.21.06.3	FINISHES <ul style="list-style-type: none"> No Action Items at this time. 		
6.21.06.6	GENERAL: ***Preparation of Floor Finish plan designations: (9/8 Mtg) PAINTING: <ul style="list-style-type: none"> GCISD clarified that even though "finish document" shows only partial on exterior, where identified to be completed, do all the exterior. (Exception is CES- new screen wall does not require painting.) Don't do patch areas re: painting- do the entire room where indicated. CHHS painting: start at 1st floor and Band Hall and move up to the other floors. 	GCISD	
6.21.06.6c	City of Colleyville: <ol style="list-style-type: none"> GCISD to proceed with construction of Pleasant Run as drawn and as previously submitted to City. 3 requested minor revisions to drawings have sent to City. Construction of Pleasant Run to be coordinated by Hunt as part of inspection process. City requires a pre-con meeting.. Still awaiting decision from Chad regarding Plat location line so that Dunaway can finish plat submittal. MDT & GCISD to review finalizing participation and escrow requirements. 		

	2. 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.		
6.21.06.7	OC TAYLOR 1. Move chillers on roof into expanded chiller yard w/ conc. slab 2. Provide walkway back to storage container		
8.16.06.2	3. Leave icemaker- extend cabinet counter over ice maker 4. Add overhead cabinet over refrig. 5. Open up cab under sink as required for ADA 6. Change out sinks if funds are available		
6.21.06.8	COLLEYVILLE ELEM: 1. Plan approved with GCISD 2. Add water to Staff Deve. Area. Provide 10-12' of cabinet. Drain to new fire riser room 3. Civil to verify / coordinate fire dept connection with MEP 4. VISTA Program area: Delete cabinet/sink in high school rooms 5. VISTA: change fixture and sink in Elem. and Middle rooms. Verify ADA requirements, ie. variances etc. DONE 6. Roof to be repaired and patched. Full roof replacement not funded now. 7. 6 sinks to be left as is. No work in rooms.		
6.21.06.9a	CHHS: 1. Wrestling room: a. Location on courtyard approved by MDT. b. GCISD approval of alternate for entry sign? Waiting for estimate from Hunt.		
6.21.06.9b	2. Choir Room: a. Location outside electrical closet approved by MDT b. Leave large choir space as 1 large ensemble. c. Change shape from 50x40 to 40x50. d. Delete request for mirror. Add LCS boards in room. Change location in room. e. Add 40 cubbies 12x12 in choir room. Change location in room. f. Add 8' x 30" deep storage with doors 20 +- ft long. Verify / compare to GHS. g. Create storage room with access from corridor. Retain small corner storage room accessible from adjacent classroom. h. Wall extension at choir room. Hunt says 15 ft ok, not an issue	HA	
8.21.06.01 Notes from CHHS Site Mtg on 8/21/06	3. Choir Room: a. Add pair of doors to the new corridor to eliminate dead-end corridor condition b. No vestibule between choir and band. Just large storage room with doors from both spaces. Sound proof separating walls and gasket doors. c. Scott verified clg hts. of other campus choir rooms. 15 ft is ok as a design criteria. 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 e. Add curb cuts for semi. Use roll down curb that extends into street rather than cutting into sidewalk. Approved. f. Clarified: no work in existing choir offices, storage rooms or ensemble rooms. 4. Attendance Room a. Provide full ht wall to deck. Cut openings for 3 windows		

	<p>with electric keyed opaque lockable roll-up counter doors (door shall not extend to floor) VERIFY IF FIRE RATING REQUIRED. Provide glass w/ lock if permitted by code.</p> <p>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.</p> <p>c. Demo all the rooms in the area except the back room. Reuse an existing door into space.</p> <p>d. Relocate PTSA from back room to adjacent open storage area. Enclose and add door. No cabinetry required.</p> <p>e. Existing Attendance area: remove wall to adjacent Book room. Remove cabinetry along wall. Patch floor with VCT to match existing.</p> <p>f. Existing Attendance windows, cabinetry, and roll-up door to remain until use of space is clarified by Administration.</p> <p>5. CHHS roof: Don M. to provide scope and estimate directly to GCISD Facilities for work. Evaluate availability of funds.</p> <p>6.</p>		
	GHS		
6.21.06.10b	<p>1. Library:</p> <p>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.</p>	GCISD /HA	
6.21.06.10b	<p>2. Music Storage:</p> <p>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.</p>	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	<p>1. Library:</p> <p>a. Add electrical to new wall. Add additional electrical near entrance for "coffee bar"</p> <p>b. Add electrical at front check-out desk and in back workroom at counters</p> <p>c. In the middle of the library, provide alternate for adding a power/data pole to the existing workstation</p> <p>d. Use CHHS library for an example of lighting fixtures.</p> <p>e. Low ceilings will be treated differently. Increase density of fixture. Many of the stacks are too dark.</p> <p>f. Add power to existing west wall.</p> <p>2. Kitchen:</p> <p>a. Replace kitchen equipment per OPC descriptions. Do not replace serving lines. Remove existing poles and rails. Continue with "fast Food design. OK by Accessology</p> <p>b. Provide door to janitor's closet.</p> <p>c. GCISD to provide portable sink for "snack" bar area, no additional work required for this item.</p> <p>d. Restroom ok as shown. Janitor's access? Close off required by code.</p> <p>3. General:</p> <p>a. GCISD Facilities staff to provide an inventory of doors to replace or retain. Complete. When replacing doors, reuse existing hardware if it is ADA compliant.</p>		

	<ul style="list-style-type: none"> 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? Verify with Fire Marshall 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. Ponder Co. reviewed: Replace sub floor on 1 side and deep sand rest of floor, replace base. h. Line #423- Boys locker room: insufficient space to add a new shower column. Wall mounted heads ok. Provide 3 appropriately spaced. Verify Hot water supply capacity> i. Line #1078 On hold j. Line #1083 ok to use control valves on timers rather than floor sinks or drains <ul style="list-style-type: none"> 4. GHS to be released as one package. Hunt to determine with Owner how renovations will be scheduled over 2 summers 5. Do not use separate subcontractors for roofing at the same facility 6. Each bid package will have only 1 specification book developed 7. Each project within the bid package will have separate volumes for submittal to different jurisdictional authorities 8. Maintain CHHS gyms open during both summers 		

NEW BUSINESS:

Item	Items of Discussion	Respons.	Due Date
9.08.06.01	<ul style="list-style-type: none"> 1. Replace existing gate with motor @ CHHS 2. Renovate choir area walls 		
9.15.06.01	<p>GHS Nutrition Mtg. (9/15/06)</p> <ul style="list-style-type: none"> 1. HA to obtain revised kitchen drawing to submit to GCISD for final review. 2. Coordinated details regarding line items and drawing specifications 3. Replace 2 steam tables and not refurbish- there is only one circuit to each table currently. Adding additional circuits is outside the scope of the project. The proposed units will be plastic laminate/ custom built and within the prescribed budget. 4. No warmer drawers 5. Using Liquitex chiller freeze plates 6. Full ht drink box by others. OK for tray slide to be discontinuous. Debated open air curtain box. 7. Turn registers 8. Delete existing milk boxes. Provides more space for snack rack 9. Swap location of drink beverage with warmers 		

	<ul style="list-style-type: none"> 10. Delete item #46 on plan 11. Add electrical adjacent to door 12. Counter should be open both sides with only bottom shelf 13. Provide keyed motorized overhead roll-up door with manual override and sensors. 14. Replace ice machine with cuber, no flake 15. Meiko with high wash + garbage disposal 16. Review hand wash sinks locations. Move ice machine? 17. No action on hood. 18. Red lam on steam tables? 19. Add spare electrical a new serving line w local sub-panel 20. Flip 3 compartment sink with wash 21. Hose on reel over garbage disposal 22. Powder coated finish on "canopy" or sneeze guard. 23. Item #25 on plan, convection ovens replace with Blodgetts 24. Provide 2 Rationale ovens only one was shown 25. Provide Patco hot water dispenser; remove existing kettles; provide new 6 gal kettle 26. Item #22 replace steamers and add 1 for a total of 2 		

END OF MINUTES