

# Huckabee

ARCHITECTURE | ENGINEERING | MANAGEMENT



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Design Meeting No. 32

## Meeting Minutes

## Bid Packages 5 & 6

<b>Project Name:</b>	Project Design Meeting	<b>Date of Meeting:</b>	Wednesday, November 1, 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, Gary Rademacher		
<b>Distribution:</b>	<b>Attendees</b>		
<b>Submitted By:</b>	Doug Bensen	<b>Date of Report:</b>	11/14/06

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> <b>1. Additional Schedule Updates:</b> <ul style="list-style-type: none"> <li>• 12/1/06 GHS doc to Owner for reviews;</li> <li>• 12/1/06 All Bid Package 5 plans to Hunt</li> <li>• 12/1/06 Hunt to propose schedule of dates for Move-in and GHS roll-out in preparation of 12/6 mtg</li> <li>• 12/6/06 @ 1pm Move-in discussion mtg;</li> <li>• 12/13/06 Next Design Meeting</li> <li>• 12/15/06 Electronic distribution of Estimates</li> <li>• 12/20/06 Final review of Estimates (incl. consultants)</li> <li>• 12/22/06 Draft Specs to Hunt</li> <li>• 1/3/07 Next Design Meeting</li> <li>• 1/12/07 Sign &amp; Seal Documents</li> </ul>		
6.21.06.6c	<b>City of Colleyville:</b> <ol style="list-style-type: none"> <li>1. Still awaiting decision from Chad regarding Plat location line so that Dunaway can finish plat submittal. MDT &amp; GCISD to review. finalizing participation and escrow requirements. Pre-Con mtg scheduled for 11/3.</li> <li>2. Cnr lot Owner adjacent to NCES has raised a concern about the appearance of the outflow pipes. MDT reviewed issue. <b>HA to review options to screen.</b></li> </ol>		
6.21.06.8	<b>COLLEYVILLE ELEM:</b> <ol style="list-style-type: none"> <li>1. <b>Floor plan changes submitted and approved by MDT. HA to submit lighting fixture proposal to Owner for review</b> Lighting upgrades included in base bid. Verify building electrical requirements for future growth of technology. Review drops and power outlets with Owner.</li> <li>2. Spec 30 cast alum letters for future designation for facility. Blue sign to be removed by contractor. Monument sign to remain.</li> <li>3. <b>ALTERNATES:</b></li> </ol>		

	<ul style="list-style-type: none"> <li>a. Entire roof replacement</li> <li>b. Front parking lot</li> </ul> <p>4. MDT Results:</p> <ul style="list-style-type: none"> <li>• Move Home Ec room</li> <li>• Library: <ul style="list-style-type: none"> <li>a. Library shelving to remain</li> <li>b. New ceiling and lighting upgrades. Verify elect. Panel upgrades.</li> </ul> </li> <li>• Cafeteria: <ul style="list-style-type: none"> <li>a. Stage and projection screen and sound to remain;</li> <li>b. Provide new ceiling, bulkheads, and lighting to create a “professional aesthetic”. Include sound wall panels</li> <li>c. Verify elect. Panel upgrades.</li> <li>d. VERIFY WITH JOHN ALLISON IF SERVING LINE IS TO BE USED BY ADULTS. Currently set at height for children.</li> </ul> </li> </ul>		
8.21.06.01	<p><b>CHHS</b></p> <ol style="list-style-type: none"> <li>1. Replace existing gate with motor @ CHHS. Since a new gate is being installed, verify egress @ CHHS sliding gate. Manufacturer recommends against installing motorized folding wall because they tend not to perform and bind.</li> <li>2. New Choir Rm.: Verify cabinets to match GHS (length &amp; type) See photos. Use standard cabinet. Scott to verify if the cabinets can be placed in old room.</li> <li>3. Wrestling Room: <ul style="list-style-type: none"> <li>a. Place new elect. In separate room within the stor. Room off of the gym</li> </ul> </li> <li>4. Existing semi recessed trash receptacles to be removed and covered with a face plate. Add new surface mounted paper towel dispenser. Verify locations.</li> <li>5. Stop wainscot where murals occur. Add detail for corner bullnose</li> <li>6. Keep existing door from band. Demo alcove with existing drinking fountains</li> <li>7. Concessions: replace existing wood counter with stainless steel counter or equal to meet health standards and ADA requirements for a portion of new counter.</li> <li>8. Security: Romine to clarify the extent of the motion detectors and fire panel upgrade fro \$75,000.</li> </ol>		
8.16.06.01	<p><b>GHS</b></p> <ol style="list-style-type: none"> <li>1. In electrical portion of storage room @ Gym #2. Extend walls to deck</li> <li>2. Bert Barnes to submit revised plan to HA.</li> <li>3. Kitchen addition: HA to verify ledger angle is ok for new joists; no expansion joint.</li> <li>4. HA to create cabinet specs that identify the different levels of service for the symbol or note that is located within a room: 1) Replace counter; 2) Replace cabinet faces, door or trim; replace cabinet base or upper.</li> <li>5. Provide lighting examples to Owner for review</li> </ol>		

**NEW BUSINESS:**

Item	Items of Discussion	Respons.	Due Date
	BES: Keep gutters and downspouts		
Follow-up	<p>CMS:</p> <p>Provide lighting plan for entry road to school. Match decorative lighting in neighborhood. Match parking lot lights for additional parking light standards. Pull elect. From new gym.</p>		

**END OF MINUTES**