

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. 38

Meeting Minutes

Bid Packages 5 & 6

Project Name: Project Design Meeting
Owner: Grapevine-Colleyville I.S.D.
Location: Grapevine, Texas
Project No: Phase 2
Subject: Design Meeting
Present @ Mtg. : Scott Monaghan (GCISD Facilities), Darren Clark (GCISD Facilities), Doug Bensen, Dale Simpson, Gary Rademacher
Distribution: **Attendees**
Submitted By: Doug Bensen
Date of Meeting: Wednesday, April 4, 2007
Time of Meeting: 3:00 pm.
Place of Meeting: Facilities Conference Rm.
Date of Report: 4/5/07

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.

Item	Items of Discussion Next meeting Sept, 2007 GCISD Facilities Conference Rm	Respons.	Due Date
4.04.07.01	Bid Package #6 Preliminary Plans (excluding GMS) delivered to GCISD for review GCISD to continue to try to attain drwgs for GMS. If unavailable, HA to scan drwgs and draw backgrounds prior to start-up in Sept.		
4.04.07.02	ISC Design Review ISC: <ol style="list-style-type: none"> 1. Remove funds in OPC from ISC Bid Package #6 2. Drawings to be completed on 4/27/07; deliver 4 sets with specs to Scott on 4/30/07 3. GCISD to submit drawings out to their #1 Contractor and negotiate price <ol style="list-style-type: none"> a. Use a full spec., but remove references to specific wage rates b. Remove sections regarding proposal grading c. No bid dates required 4. Since this a change in occupancy, and other similar buildings in the district are being upgraded, go ahead and add sprinkler system to the building 5. Add ramp at west end of building and provide minimum 1 HC stall and 2 standard stalls. Get TNP to survey in the future 6. GCISD to determine sewer line locations; trace pipe for determining best connection from new restrooms in classrooms 7. Finishes: <ol style="list-style-type: none"> a. Vestibules: walk-off mats b. CPT: Classrooms; reception admin; admin; clinic wtg area c. VCT: corridors; workrooms; exam rooms and corridor & wrkm d. Restrooms: larger tiles on floor & walls e. Colors shall match Timberline schedule 8. Verify vestibule requirements. If space is less than 3000 sf does not require a vestibule. 9. Provide doorbell or single speaker intercom 10. Siding: verify if Ramtech product 		
4.04.07.02	Test & Balancing Documents <ol style="list-style-type: none"> 1. GHS, HMS, NCES, BCES 2. Verify if OC Taylor should receive same 3. Provide cover sheet for drawings and specs 4. Remove names of cities on title block; 5. Bind all sheets together in one set 6. Specs: delete reference to qualified contractors 7. Provide 2 sets to Scott 		

END OF MINUTES