



PLANNING
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PROGRAM MANAGEMENT

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Project No.:	170-10792-000		
Project:	Goose Creek Consolidated ISD 2013 Bond Program Management		
Client:	Goose Creek Consolidated ISD (GCCISD)		
Conference Time, Date:	11:30 AM, June 19, 2014		
Conference Location:	Facilities Management Complex Baytown, TX 77521		
Attendees:	Committee Members	District	Out of District
	Pete Alfaro	Randal O'Brien	JP Grom / LAN
	Michael Beard	Dr. Melissa Duarte	Erwin Enojado / LAN
	Angela Chandler	Ray Brown	Bill Cabrera/ LAN
	Judge Don Coffey	David Fluker	Olivia Hamel / LAN
	Tim Covington	Bruce Riggs	Tom Trial / Huckabee
	Brennon Marsh	Shirley Mosley	Mike Cork / EMA
	Dickie Woods	Margie Grimes	
	Daryl Fontenot	Tom Ortman	
		Kathy VanDerBeek	
		Brenda Villanueva	
		Matt Flood	

Routing	

Purpose:	CBAC Meeting
<p>Welcome</p> <p>1. Since there were not enough Committee members present for a quorum, Mr. Pete Alfaro said the meeting would begin with agenda item number 3, Construction Progress. Mr. Alfaro stated that the Committee still expected another member later in the meeting to complete the quorum, and would then ask for the approval of the previous month's meeting minutes.</p> <p>Construction Progress</p> <p>1. Mr. Alfaro introduced Mr. JP Grom. Mr. Grom stated he would be showing photos from each school; a before photo from the prior month and a current photo to show progress. He then went on to say each of the three elementary schools are very similar in progress, with Johnny T. Clark only marginally behind.</p> <p>2. Mr. Grom showed a slide of the gym for Dr. Antonio Bañuelos Elementary, pointing out the ceiling grid, light fixtures and paint. He stated next month the construction will be very close to a punch list phase.</p> <p>3. The next set of pictures Mr. Grom went over was of the rotunda at Alamo Elementary. He pointed out the incoming light from the skylight, painting and ceramic tile.</p> <p>4. The security vestibule space in Johnny T. Clark Elementary was the next set of pictures Mr. Grom went over. He made note of the progress by pointing out ceiling tiles ready to go up, bullet resistant glass framing in place and explaining that the trim out for all the electrical is ready to go in.</p> <p>5. Mr. Randal O'Brien asked Mr. Grom to go back to the rotunda slide for Alamo Elementary where he explained that this is very similar to what all the elementary schools look like. Mr. O'Brien showed where the library would be, off the rotunda, and that the adjacent nook will hold a</p>	

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plastered school mascot, as well as a "Character Cloud". (Character words that students learn will be jumbled inside the cloud.) Mr. O'Brien explained that the school's color scheme will differentiate between schools; however, the schools are very similar in most other ways.

6. The next slide Mr. Grom showed was the Three Week Look Ahead, where he pointed out that every milestone that was set to be met had been, or beaten.
7. Looking ahead, Mr. Grom noted that August 1st is the date that the schools are set to be handed over completely to the District. He then said that the plans were to deliver and install furniture on July 28th.
8. Mr. O'Brien pointed out the red bar on the Three Week Look Ahead (critical bar) representing the Loop Road for Clark Elementary. He noted that the District received confirmation that the permit from the City of Baytown was granted as of yesterday. He then noted that the red bar will turn green due to the permit, which allows work to proceed on the Loop road. Judge Don Coffey asked for clarification on the timeline of the road in comparison to the first day of school, on August 25th. Mr. Ray Brown gave a 40 day timeline, to which Mr. O'Brien noted some of the prep work for the Loop Road work had already been completed. Mr. O'Brien stated the District will meet the timeline.
9. Next Mr. Grom discussed the Master Schedule, reminding that green bars represented active projects, and blue bars pending projects. He pointed out the career technology projects that will soon turn into green bars due to activity and grouping with other projects.

Technology Bond Issues

1. Mr. Grom introduced Mr. Matt Flood who proceeded to tell the Committee that promethean boards had been installed in the high schools and were halfway through being installed in the elementary schools. Mr. Flood said everyone is on schedule and the team was working until 9 every evening to maintain the schedule. Mr. Flood stated the District has processed around 1000 computers so far and have another 1000 to deliver next week.
2. Mr. O'Brien pointed out that technology work is currently being done around summer school and once summer school comes to an end, the work could proceed at a more flexible schedule.

Design

1. Mr. Grom went next to the Design slide in the presentation. He began by introducing Mr. Tom Trial of Huckabee Architects, who is working on the Goose Creek Memorial Expansion. Mr. Trial confirmed that around 12-14 classrooms will be added to GCM for career technology. Mr. O'Brien stated this expansion would be left of the main entry doorways. Mr. O'Brien made note that GCM was originally built to allow for future expansion. Mr. Trial stated Huckabee is in the very early stages of schematic design and still obtaining information from teachers.
2. Next Mr. Grom discussed security vestibules. He stated the June 9th Board meeting approved priority one projects. Mr. Grom explained priority one to mean the school has a more elevated risk or the ability for expedited delivery, based on design. He then pointed out some vestibule design boards at the back of the room for anyone that might be interested. Mr. Michael Beard made the assumption that the vestibules will not be completed by the beginning of school, to which Mr. Grom confirmed. Mr. O'Brien stated that the goal was not to have the vestibules completed before school and that the plan for the fall semester is to maintain increased security manpower.
3. Mr. Grom then discussed Fire & Life Safety. He confirmed with Mr. David Fluker that bids were received and that a contract will go to the Board July 14th. Mr. Grom also pointed out the work will be done on nights and weekends, out of the way of children.
4. Mr. Grom then stated the transportation center was in the schematic design phase with JMB2. Mr. Daryl Fontenot asked where the District stood on the location of the transportation center. Mr. O'Brien answered by stating that the District had further researched for other options for properties, in addition to the options shown to the Committee in the past. However, Mr. O'Brien stated he wasn't going to present those options due to a much higher cost. He stated that the original presentation presented to the Committee in the past will be shown to the Board of Trustees when it is placed on the agenda.

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5. Mr. Grom then went on to discuss Stallworth Stadium and stated it is under contract with Matrix Structural.
6. Mr. Grom stated that the Robert E. Lee Bleachers are under contract with Shackelford, Inc. and in the beginning stages of design work.
7. Next Mr. Grom stated that playground equipment for DeZavala and Lamar are being procured.
8. Mr. Grom said the Hopper Chiller is also being procured.
9. With the exception of the DeZavala playground, Lamar Playground and the Hopper chiller, Mr. Fluker added that the rest of the Design slide items will go to the Board in July.

Planning

1. Mr. Grom next discussed the Data and Technology Center. He stated the District is currently seeking statement of qualifications for architectural services. He noted that the District did previously seek qualifications, and that was received, however it was not negotiated successfully.
2. Next Mr. Grom stated that Pfluger Architects were approved for the elevator and window projects. He stated these projects will go before the Board on July 14th.
3. Mr. Grom then pointed out that Mr. Fluker has put together an RFQ where the District is seeking a firm with expertise in career technology and S.T.E.M labs. Mr. Grom explained that attempting to group some career technology projects and S.T.E.M lab projects together will help by having fewer firms, and a more focused expertise from those firms for each project.
4. Mr. Grom then stated that the Bowie awning and Lamar roofing are some other projects underway that will go to the Board on July 14th.
5. Mr. O'Brien noted that the District may have the budget for the S.T.E.M lab, but it doesn't come to fruition until the architect is hired. He said the District relies on the architect's expertise.
6. Mr. Alfaro noted that career technology will be a challenging and changing project, and that the Committee should remain aware.
7. Ms. Angela Chandler asked what CTE classes was currently being offered in the District. Dr. Duarte answered that programs are offered in career clusters that are established by the state. Dr. Duarte said some classes being offered are auto mechanic, international business, cosmetology, technology, S.T.E.M., health science, CSI and engineering, to name a few.
8. Mr. Grom then introduced Mike Cork with Estes, McClure & Associates (EMA) to discuss the commissioning process.
9. Mr. Cork explained that commissioning is a QA/QC (quality assurance/quality control) process that allows the commissioning company to come in and make sure that the District meets their goals and objectives. He stated the process is done based on site observation, documentation and verification of contract documents. Mr. Cork stated EMA's focus has been on the MEP (Mechanical, Electrical, Plumbing) systems. He said the end result should be schools with good lighting; good thermal comfort so learning can remain the main focus for the children and reduce maintenance time.
10. Mr. Cork then pointed out what EMA has really looked at for the three new elementary schools: HVAC, lighting, plumbing, technology, life safety and envelope systems. He noted EMA is on site every week to verify systems are working properly. Mr. Cork stated that if EMA finds discrepancies, they are reported and tracked until they are corrected. Mr. O'Brien asked Mr. Cork if there have been any issues with the contractor in regards to correcting errors, to which Mr. Cork answered no.
11. Mr. Fluker clarified that the Commissioning Company, EMA, works directly for the District.

Minutes Approval

1. Next Mr. Alfaro asked for approval of last month's meeting minutes, since there were now enough people for a quorum. Mr. Beard motioned approval and Mr. Fontenot second the motion. Minutes were approved from May 15th 2014.

Financial Recap

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1. Next, Mr. Grom discussed the series 2013 Bonds, \$100 million which have been sold to date. He pointed out that within Proposition 1; \$80 million had been budgeted with \$13 million remaining. Mr. Grom stated the majority of Proposition 1 funds are for the new elementary schools and technology.
2. Next he talked about Proposition 2 and the projects within it, such as Fire and Life Safety and Security Vestibules.
3. Mr. Grom explained that the next slide showed the financial aspects and the progress that is being made on the three elementary schools.
4. Mr. Grom then discussed the 2014A Bond which primarily includes the technology that Mr. Flood discussed earlier. He stated the 2014B Bond will consist of career technology and S.T.E.M labs. He pointed out the money has been made available and is allocated to different projects and the district will work with this money until the next series of bond sales. Mr. Beard asked when the next bond sale would be, to which Ms. Margie Grimes replied summer of 2015, stating that could be changed if needed. Ms. Grimes pointed out that out of \$180 million in bonds that have been sold, \$54 million in checks have been written.

Future Agenda Items

1. Mr. Alfaro stated that in the past there have not been meetings during the summer, however, with the active schedule, he thinks there should be a July meeting. But, Mr. Alfaro wanted to ask the Committee's opinion on whether to have an August meeting. Ms. Chandler stated she thinks July and August meetings were needed. The rest of the Committee stated they were available for both July and August meetings. Mr. Alfaro stated the meetings be held for both months.
2. Next Mr. Alfaro said the Committee wanted an update on the Facility Roadway Construction. Mr. Alfaro asked the Committee if there was any interest in more information on the Eastpoint road. Mr. Dickie Woods said he would like to see someone from the City of Baytown attend the meetings. Mr. O'Brien said he could invite a city member to attend. Mr. Beard stated his main concern was traffic in and out of Clark Elementary on 146. Mr. O'Brien said the District hired a company, Freese and Nichols to conduct the traffic analysis.
3. Mr. Fontenot asked Mr. O'Brien about the neighborhood sentiment toward the continuation of the Eastpoint road. Mr. O'Brien stated he attended a City meeting on the Eastpoint road and that the residents of Eastpoint do not want the road in front of Bañuelos Elementary to continue through to the Eastpoint neighborhood. Mr. O'Brien said the road could be beneficial to the District, but it also would not be an issue if it did not connect to the neighborhood. He did state that the District is installing traffic lights in order to regulate traffic flow on Garth.
4. Judge Coffey stated the purpose of the Committee is to make sure what was sold to voters is executed by the Board. Judge Coffey stated it was easier to gain Board approval if the project was presented by the Chairman of the CBAC. He stated he was concerned some projects may not come to fruition if the Board feels that they may discount various projects as presented to the voters. Judge Coffey stated the Committee needs to know what projects were eliminated. He stated the Committee wants to know that the Board is doing what is required of them. He also suggested the CBAC utilize Mr. Alfaro to endorse these projects. Mr. O'Brien recognized the need for additional detail to be provided and said the District has timed the next bond sale for a year from now in order to develop the scope with Mr. Fluker and LAN. Mr. O'Brien said that it is part of LAN's job to ensure to the voters the District follows through with sequencing. Mr. O'Brien then stated that the goal for himself and Mr. Fluker is to get the item on the Consent Agenda which as presented allows the Board to review it in advance and approve each item as presented. He said if an item is not on the Consent Agenda that means there will be a presentation and that presentation will be voted upon as well. Mr. O'Brien stated he does not set the agenda, but that the Board President meets with the Superintendent to do so.
5. Mr. Alfaro stated he was aware of Judge Coffey's point and wants the Board to fully understand where the Committee stands.
6. Mr. O'Brien said that as of now, the discussion item for the land purchased for the transportation center is set for the July 14th Board meeting, however that could change. Mr. Fontenot asked Mr.



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O'Brien if he could send out an e-mail prior to the land purchase Board meeting, to which Mr. O'Brien answered yes. Mr. Alfaro stated himself or Mr. Fontenot, the vice chair of the CABAC, will attend as the spokesperson.

7. Mr. O'Brien clarified that even a 100% CBAC endorsement will not always gain approval by the Board. Judge Coffey stated the Board has never gone against the Committee in the past when the Committee has made a presentation.

Critique/Evaluate Meeting

1. Mr. Alfaro asked the Committee what went well with the meeting. The Committee stated the discussion and updates were good.
2. Mr. Alfaro asked what needs improvement for future meetings, to which Judge Coffey asked for safety reports. Mr. Grom stated we would supply safety reports in the future.