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Project No.:	170-10792-000		Routing
Project:	Goose Creek Consolidated ISD 2013 Bond Program Management		
Client:	Goose Creek Consolidated ISD (GCCISD)		
Conference Time, Date:	4:00 pm, December 18, 2014		
Conference Location:	Facilities Maintenance Complex Baytown, TX 77521		
Attendees:	Committee Members	District	Out of District
	Daryl Fontenot	Randal O'Brien	Erwin Enojado / LAN
	Michael Beard	Margie Grimes	Van Franks / LAN
	Brennon Marsh	Ray Brown	Olivia Hamel / LAN
	Dickie Woods	David Fluker	Matt Hollis / Baytown Sun
	Angela Chandler	Tom Ortman	
	Judge Don Coffey	Carl Burg	
	Tim Covington	Brenda Garcia	
	Chet Thiess	Shirley Mosley	
		Matt Flood	
		Dr. Melissa Duarte	
		Rick Walterscheid	
		Beth Dombrowa	

Purpose:	CBAC Meeting
<p><u>Welcome</u></p> <ol style="list-style-type: none"> Mr. Daryl Fontenot began the meeting by noting that Mrs. Kathy VanDerBeek was absent, and then asked who would be taking meeting minutes. Mr. Randal O'Brien and Ms. Brenda Garcia replied that Mrs. Olivia Hamel would be recording and taking minutes. Mr. Tim Covington made a motion to approve last month's meeting minutes and Mr. Brennon Marsh made a second motion. A vote was taken and the November meeting minutes were approved. Mr. Michael Beard reminded the Committee that the October meeting minutes were not approved in November, due to lack of a quorum. Mr. Fontenot asked if there were any objections to the October minutes. Mr. Beard made a motion to approve the October minutes. Mr. Dickie Woods made a second motion. A vote was taken and the October meeting minutes were approved. <p><u>Construction Progress</u></p> <ol style="list-style-type: none"> Mr. Erwin Enojado stated the Fire and Life Safety project is currently being worked on at Cedar Bayou Junior and Lamar Elementary. He noted that the Fire and Life Safety project had been completed at De Zavala Elementary. Next, Mr. Enojado said the Hopper chiller is still on schedule to begin demolition on December 22nd. Mr. Enojado then stated that demolition of the Robert E. Lee High School bleachers project will begin December 20th. He noted the bleachers projects is on schedule to be completed in January 2015. Mr. Enojado said the installation of the Lamar playground is scheduled to occur during Winter break. He then noted the De Zavala playground was approximately 99% complete. Mr. Enojado 	

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showed two pictures of the De Zavala playground on the PowerPoint, noting the pictures were taken earlier in the day. Mr. O'Brien asked if there was a concrete barrier around the playground, to which Mr. Enojado answered yes.

Completed Projects

1. Next, Mr. Enojado stated that all 3 new elementary schools are 97% complete on the punch list. He said work will continue on the 3 elementary schools throughout the Christmas break. Mr. O'Brien asked for confirmation that the schools would be 100% in January, to which Mr. Enojado confirmed.

Technology Progress

1. Mr. Matt Flood stated the District was currently working on upgrading elementary computer labs and will be working on junior high computer lab upgrades over the Christmas break. He noted in early January the District will begin working on the high school computer lab upgrades.
2. Mr. Flood said there are security cameras installed at Gentry Junior and Horace Mann Junior.
3. He then noted the District is still working on the non-core content count for the promethean board's project.

Design

1. Ms. Brenda Garcia stated that the Board wants to revisit the CTE needs for the Goose Creek Memorial (GCM) expansion project. She said that the Ms. Susan Jackson, the GCM principal, was currently working with Ms. Renea Dillon to further research the CTE and curricular needs.
2. Ms. Garcia noted that the architect, Huckabee, has met their contractual obligation for the expansion design and there will be an additional fee going forward for any redesign.
3. Ms. Garcia stated the District plans on presenting the new scope of work to the CBAC in January and hopes to present to the Board in February.
4. Judge Don Coffey asked for some clarification for the Committee on what triggered the reevaluating of the Goose Creek Memorial expansion. Mr. O'Brien stated the District reevaluated the cosmetology needs of the 3 high schools and discovered it was much less than anticipated.
5. Mr. Beard asked how much money has been spent on an architect to which Mr. Fluker answered around six percent. Ms. Garcia pointed out that the District would have to take the architect a new scope of work and configure new payment details for the future.
6. Judge Coffey stated his concern that he did not think it necessary to check with the GCM principal, due to the fact that principals and school administrations constantly change. Mr. O'Brien said the design is based on the school's curriculum.
7. Mr. Beard asked if students were given the option to be transported to different schools, since different schools have different CTE programs. Mr. O'Brien answered no for this year, but stated next year there will be room for a small percentage of transfers.
8. Mr. O'Brien explained how the District has a good relationship with Baytown industry and will work with the industry to set CTE curriculum to produce successful graduates.
9. Ms. Angela Chandler asked if there was any benefit to possibly meeting with staff from the CTE campus for Pasadena Independent School District. Mr. O'Brien pointed out that Dr. Duarte and a group of staff have already begun to explore other campuses.
10. Mr. Fontenot asked when the Committee would receive more information, to which Ms. Garcia stated a complete scope of work would be presented in January.
11. Next, Ms. Garcia stated the District was working with Huckabee Architects to create a presentation for CBAC and the Board for the Data Center. She noted it was the same time line as the GCM addition; present to CBAC in January and the Board in February.
12. Ms. Garcia said the District would like to show different options for the Data Center. One option with the base building within budget with the different tier levels and matching cost estimates.
13. Mr. Beard asked about the Board reaction to the Data Center being over budget, to which Ms. Garcia noted it has not been presented to the Board since the project is only in the schematic phase.

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14. Mr. Flood stated he met with the CIO from Huckabee this morning to discuss District needs and options.
15. Ms. Garcia said the District is currently reviewing 100% drawings for the Security Vestibules and Fencing project. She noted the District's legal department is also reviewing the project manual for this project as well.
16. Mr. Daryl Fontenot asked if one of the options for the Data Center was looking at a tier 3 without any extras. Mr. Fontenot asked for clarification on a "bare bones" building. Ms. Garcia explained that "bare bones" did not refer to the tier levels, just the basic building. Mr. Fontenot asked if the basic building including the training rooms, to which Ms. Garcia responded possibly not.
17. Mr. Beard asked for confirmation that the Committee gave direction for an "almost tier 3 Data Center" without classrooms, for further expansion, to which Ms. Garcia confirmed. Mr. O'Brien stated the only reason the District will include other options will be if other revenue sources are found within the Bond.
18. Ms. Garcia then went on to discuss the Windows project. She said the plans to replace the Lee High School windows will take place during summer 2015. She noted that the project is currently out for bid and the District expects those bids in on January 7th. Ms. Garcia noted those evaluations will go to the Board at the January 12th meeting.
19. Mr. O'Brien explained that after inspection, the District found that Lee High School is the only school that will need its windows replaced, even though the Bond described the project as pertaining to windows throughout the District. He stated that the District will work with the Historical society to complete the windows. He also noted they would be energy efficient.
20. Next, Ms. Garcia explained that the Board asked the District to again go over and confirm all the land options for the Transportations Center, explaining there have been some complaints from the surrounding neighbors of the Gentry land site.
21. Ms. Garcia then went over the same PowerPoint slides showing the options that were shown to the Committee in April. The first site being the Gentry site, then the Cedar Bayou/Main St. site, the North Main and Archer site and lastly the site owned by Lee College on 1-10.
22. Mr. Beard asked how many acres would be needed to which Mr. Fluker responded 40.
23. Judge Coffey stated he thought the Cedar Bayou/Main St. site should not be an option due to lack of acreage and cost.
24. Judge Coffey said the site at Main and Archer was going for 100% more than the land across the street that the District bought for the new Alamo Elementary.
25. Judge Coffey pointed out that Lee College will only sell the 1-10 property if all 3 pieces of that property are bought at the costs based on the appraisals of the 3 individual pieces, which adds up to \$7.9 million. He pointed out he did not think he could get 5 votes to sell for \$7.9 million and he was fairly certain he did not think Mr. O'Brien could get 4 votes to buy. For these reasons, Judge Coffey stated he did not think the Lee College owned property was a viable option.
26. Mr. O'Brien did note, for discussion only, that if the Lee College property was purchased, another school could be built on the extra property in the future. He explained the District might call upon a new Bond to build that school in the future and that he thought finding property for a new middle school in the future was of critical importance.
27. The question was asked what the optimal acreage size for schools were, to which Mr. O'Brien answered 15 for elementary schools, 30 for middle and 60 for high schools.
28. Mr. Beard asked how many people were having issues with the Gentry site to which Mr. O'Brien stated 8. Mr. O'Brien also explained there was a petition with 300 signatures presented. Mr. O'Brien said he invited the community to view the land options presentation and have a look at the research the District had done, but the community was not interested. He then asked the Committee for their decision.
29. Mr. Fontenot stated the Bond did not make allowances for purchasing land, therefore the Gentry land is still the best choice, since the District already owns that land and the land is of sufficient size.
30. Mr. Beard expressed his concern with buying a piece of property that the District would not be able to expand upon in the future. He also expressed his concern on spending \$7.9 million on the Lee

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College property.

31. Ms. Angela Chandler made a note that the District is already approximately \$8 million over budget on current projects. She stated she thought that the District should use any money found to spend on Transportation Center land acquisition on already approved and existing projects. Mr. O'Brien stated that the District has been keeping funds pretty level, when possible.
32. Mrs. Margie Grimes asked about the past idea of just keeping the Transportation Site at the Stadium across the street. Mr. O'Brien responded saying that the property was not large enough.
33. Mr. Beard put a motion in to keep Gentry as the selected land site for the Transportation Center. Mr. Thiess made a second motion, a vote was taken and the Committee agreed to keep their original recommendation of the Gentry site as the Transportation site.
34. Next, Mr. Enojado stated that the Stallworth Stadium handrail drawings are at 100% CD review and the plan is to advertise in January so this project could take place in summer 2015.
35. Mr. Enojado then noted the elevators are going to the Board on January 12th, with a substantial completion date in August of 2015.
36. Mr. Enojado stated the Lamar roofing project bid date is January 13th and March will be the Notice to Proceed with a substantial completion date of July or August 2015.
37. Mr. Enojado then said the Lamar carpet project is currently in the bid document phase and the District is looking to advertise the Lamar carpet project around February or March.
38. Mr. Enojado went over MEP packages 1-3 stating they will be advertised in January with contract approval in March and will begin work in summer 2015. Mr. O'Brien stated that the District projects the MEP package project to come in under budget.
39. Mr. Enojado said the Sound Systems package is being worked on by Estes McClure and should be completed and advertised around September 2015.

Planning

1. Mr. Fluker stated that the architectural contract for the Career & Alamo Repurpose was signed yesterday. Mr. Beard asked if the Career Center & Alamo Repurpose looked to be on budget so far to which Mr. O'Brien replied yes. Mr. O'Brien explained the building will not be completely gutted, that more than the District thought will be salvageable.
2. Mr. Enojado stated the Sterling Library/Cafeteria Expansion Project is an ongoing preliminary plan with the hopes of construction in the summer of 2016.
3. Next, Mr. Enojado stated there had been presentations on S.T.E.M. labs from vendors that Dr. Duarte, Ms. Renea Dillon and principals had attended. Ms. Garcia stated that the group that met would come back in January with a more defined scope of what they wanted in the S.T.E.M. labs.
4. Mr. Enojado then pointed out the project grouping recap slides in the handout. He noted there were some projected remaining budgets on the MEPs, windows, and conveyances project.
5. Mr. Beard asked if he understood the slide correctly, that the District will have \$4.2 million in savings for the 3 new elementary schools. Mr. Enojado said yes, according to the financial report.
6. Mr. Enojado noted the Major Projects showed to be in the negative due to not yet receiving the options for the cost estimates since the Committee met last month.

Master Schedule

1. Mr. Enojado briefly pointed out the master schedule in the handout.

Financial Recap

1. Mr. Enojado also briefly pointed out the financial slides within the handout from Ms. Margie Grimes and her team. He noted the 3 new elementary schools were at 5 and 7 percent left due to the punch list and the traffic light.
2. Mr. Enojado concluded.

Follow Up

1. Mr. O'Brien stated for the record, that the Committee had once again agreed on the Gentry land

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- site for the Transportation center, barring any other financial issues.
2. Mr. Beard brought up his concern about the Data Center. He stated he remembered from last meeting that the Committee discussed a “complete Data Center almost to a tier 3 level”, not a “bare bones” Data Center as discussed today.
 3. Mr. Fontenot concurred and stated the Committee wanted to see a Data Center near a tier 3. He stated the Committee’s definition of “bare bones” is a Data Center that is near a tier 3. Someone stated that the term agreed upon from last meeting and noted in the meeting minutes was “tier 2 advanced”.
 4. Ms. Garcia asked if the Committee would NOT like to see any option lower than a tier 2 or tier 2 advanced. Mr. Beard stated that if the classrooms would be taken out of the scope of work, then he believed the Data Center should at least be a tier 2 advanced. Ms. Garcia clarified she was just referencing the Data Center alone, just the NOC, to which Mr. Beard concurred.
 5. Mr. Beard stated he could not define tier 3 due to not knowing the current criteria.
 6. Mr. O’Brien stated that what he understood from a presentation he saw on the difference between tier 2 and 3 were that with 2, there is redundancy with everything. He then said that for tier 3, there was also redundancy, however, with more than one source of power. Mr. O’Brien stated the jump from tier 2 to tier 3 was also about a \$2 million difference. He explained the options will be presented to the Committee and the Committee will then endorse their choice.
 7. Mr. Beard then asked about some generic re-budgeting proposal numbers that were discussed in the last meeting. He asked if the Committee would see some of those numbers in January since some of the scopes of work for projects have been changed. Mr. O’Brien answered by stating the District is in a hot market with construction, and sometimes it is hard to get contractors for jobs that they may see as smaller.
 8. Mr. Walterscheid and Mr. Flood both recognized that their facilities were not on a critical schedule path. Because of this, they preferred to allow other ongoing projects receive bids to lock in overall actual Bond costs (and potential remaining balances) before cutting scope from the transportation center and data center, respectively. It was noted that if additional savings are identified during currently bidding or pending bidding projects those savings could offset scope increases at the transportation center and data center. The attendees concurred.
 9. Mr. O’Brien stated he believed he had heard from both Mr. Flood and Mr. Walterscheid and that if waiting would be better for the Data and Transportation Centers, then that would be suitable. Mr. Walterscheid concurred.
 10. Mr. O’Brien said he thought the District should send out bid advertisements to a wider range to obtain contractors. Mr. Fontenot agreed.
 11. Mr. Beard stated he didn’t want to find out in the future that there were any over budget issues and wanted confirmation that the District is continuing to forecast budgets as best as possible. Mr. O’Brien stated he has charged Mr. JP Grom and team with addressing the budget numbers.
 12. Mr. Beard asked if the District was re-examining the numbers given that the District was give bad assessment information, to which Mr. O’Brien answered yes.
 13. Mr. Fluker added that in the last 24 hours, the District has had 3 construction companies say they were too busy to work with the District.
 14. Mr. Fontenot stated the next meeting will take place on Thursday, January 22nd at 4:00 pm at same location.
 15. Mr. Fontenot adjourned.