



PLANNING
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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, July 28, 2016				
Conference Location:	FMC Meeting Room Baytown, TX 77521				
Attendees:	Committee Members		District	Out of District	
	Daryl Fontenot		Randal O'Brien	Downen Sims / LAN	
	Angela Chandler		Anthony Price	Terre Musgrove / LAN	
	Judge Don Coffey		Matt Flood	Van Franks / LAN	
	Tim Covington		Brenda Garcia	Dan Wardrop / LAN	
	Dave Smith		Bruce Riggs		
	Steve Fess		Tom Ortman		
	Ronnie Hotchkiss		Carl Burg		
	Gina Rivon		Brenda Garcia		
	Chet Theiss		Kathy VanDerBeek		
	Steven Gonzales				

Purpose:	CBAC Meeting

Welcome

- Mr. Daryl Fontenot began the meeting by asking new member, Mr. Steven Gonzales, to introduce himself.

Technology Progress

- Mr. Matt Flood gave a status update on Technology Department goals as follows.
 - Goal #1 Wireless Network Infrastructure – deploying equipment through summer and fall
 - Goal #2 Wired Network Infrastructure – working on deployment of equipment
 - Goal #2A Network Cabling – in progress as working on Goal #1 and #2
 - Goal #4 Network Printers – working to finalize pricing and will follow with placing order so as to deploy in the fall
 - Goal #5 Administrative Computers – Completed with \$130k savings. (Mr. Flood noted he requested this money to be moved to the Construction budget).
 - Goal #6 Communication Phone System – Finalizing project with \$115k savings that will also be moved to the Construction budget.
 - Goal #7 Surveillance System – Finalizing campus installs and evaluating analog cameras
 - Goal #8 Video Distribution – in process of ordering equipment
 - Goal #9 and #10 Core and Non-Core Content Classrooms – Maintaining equipment as needed and as District adds/expands classrooms. Mr. Flood explained there were

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savings from these goals, allowing him to transfer 800k to Construction. He noted he would keep \$500k in the Technology budget for possible future needs.

- Goal #11 Mobile Devices – Working on 6th Grade Social Studies and SSO Solution
- Goal #12 Computer Labs – Working on Projector installations
- Goal #13 Library – Working on recent CBAC endorsement of ordering laptops and iPad carts

2. Mr. Flood pointed out almost \$2 million has been moved from Technology to Construction from project savings. He explained Technology was committed to transferring \$3 million total, and will move more funds as more projects are completed and closed.
3. Mr. Flood then stated he was requesting an endorsement of \$81,493.65 from Goal #11 for Mobile Devices for elementary schools. He explained this would fund the other half of the classrooms that would not be covered by a grant the District received.
4. Mr. Ronnie Hotchkiss asked if Mr. Flood had been notified of a new law stating that beginning September 1st, it would be illegal to have to dial “9” before dialing “911”. Mr. Flood said he did not know of this law, but would definitely check into it.
5. Judge Don Coffey made a motion to approve Mr. Flood’s endorsement, Mr. Brennon Marsh made a second motion, a vote was taken and the endorsement was approved by the CBAC.

Completed Projects

1. Mr. JP Grom stated the warranty phase continues and the 11 month walk-through for the MEP Groups 1, 2, & 3 projects, took place July 28th.
2. He said the punch list walk-through for the Lee High School Windows project will take place August 3rd.

Construction Progress

1. For the Security Vestibules project, Mr. Grom stated 6 campuses should reach completion by the beginning of school. He listed those schools to be San Jacinto Elementary, Highlands Elementary, Harlem Elementary, De Zavala Elementary, Hyland Center and Baytown Junior.
2. Mr. Grom noted work will continue throughout the rest of the District during school, explaining the contractor has complied with the District’s request to supply additional staff to expedite the Security Vestibules project. He stated the District was looking at an October deadline for possible substantial completion.
3. Mr. Grom said the Goose Creek Memorial (GCM) addition project is also looking for an October substantial completion date.
4. For the Transportation Center, Mr. Grom stated dirt work has started with the relocating of portables and underground utility installation has commenced. Mr. Anthony Price stated there will be a ground breaking ceremony August 3rd at 10 AM.
5. Mr. Grom stated the Board signed the contract for the Emergency Lighting & Lighting Controls project on July 25th. He stated the Notice to Proceed was sent July 28th and the purchase order should be in process.
6. Mr. Grom noted the District is currently working to finalize the contract for the Fire Alarm, Intercom & Sound System project.
7. Mr. Grom then showed some pictures for the Security Vestibules, Goose Creek Memorial addition and the Transportation Center projects.

Design

1. Mr. Grom stated drawings for the MEP Package 4 project are expected to be complete in September. He explained this is a smaller MEP package containing miscellaneous items such as lighting.
2. He said purchase orders are currently being processed for the San Jacinto and Hopper playground fall zones.
3. Mr. Grom said the District will receive bids for the Technology Center on August 2nd. Mr. Grom clarified this is a re-bid.

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4. For the Stuart Career Center & Kilgore Repurpose project, the District anticipates construction to begin in September on the Stuart portion of the project. He explained the District is working to finalize the remainder of the project's Guaranteed Maximum Price (GMP) with the contractor.
5. Mr. Grom next stated the District was seeking endorsement for the Sterling Cafeteria Addition and Library and CTE Renovations project Design Development phase.
 - A. Mr. Grom explained the scope of the Sterling project to include: Cafeteria / Kitchen Addition, Library Renovations, Culinary Arts Renovations, CTE and MJROTC Renovations, Facility Condition Assessment Items
 - B. Mr. Grom pointed out this Design Development phase of the Sterling project is just to show some additional levels of detail change in design, noting nothing in the scope had changed since the CBAC was presented with Schematic Design.
 - C. He then showed a slide of the Sterling Site Plan, stating there was a small change eliminating a personal vehicle drive that was adjacent to the main building. He noted the existing bus service/delivery drive would remain.
 - D. Mr. Grom confirmed the awning from the main building to the stand alone cafeteria had been widened by 50 percent. He also noted additional doors had been added.
 - E. Mr. Grom noted there were now 8 service lines in the cafeteria addition, rather than six, noting seating is still at an 800 person capacity.
 - F. Judge Coffey expressed concern for the stand alone cafeteria not having a vestibule entry as security, to which Ms. Brenda Garcia confirmed the entire campus would be fenced.
 - G. Mr. Grom confirmed that exits will be exit only so as to have a controlled entry.
 - H. Mr. Grom stated the overall height of the cafeteria had been lowered 2 feet after discussing space volume with the architect and he noted it should also save money.
 - I. Then Mr. Grom showed a slide where the Library would be renovated and where the culinary arts classroom/lab will be placed in the existing kitchen area.
 - J. Next, Mr. Grom showed an area where CTE classrooms would hold Health Science classes. He also pointed out some welding and an agriculture areas. Ms. Garcia made note that the agriculture area at Sterling was under the Sterling project budget, not the Agriculture Facility project budget.
 - K. Mr. Grom said the estimated cost has not changed since the last time it was presented to CBAC. He showed a slide with a breakdown of cost coming to a total construction cost of \$14.8 million. Mr. Grom explained the Bond funding was \$11.5 million, leaving an overage of \$3.2 million.
6. Mr. Grom then noted there was a running total for all Bond projects and explained cost savings from other projects is often allocated to projects where scope was not well defined by the Bond and estimates exceed the budget, as long as the bottom line of the Bond budget is in the positive. He pointed out that bottom line is currently a positive balance of \$1.9 million.
7. Mr. Grom confirmed the \$1.9 does include \$2 million transferred from Technology, noting there is still \$1 million that will be transferred in the future.
8. Mr. Grom explained the Project Groupings slide (Bond Funding Breakdown) as to show all the Bond projects. He noted it shows the Bond Budget, Planned Cost (estimated or bid cost) and then a Project Remaining Balance as the difference between the two.
9. Mr. Grom explained the shaded project rows represented completed projects. He again noted the positive bottom line of \$1.9 million and then explained that was how the District was able to absorb some additional cost where needed, such as with the Sterling project.
10. For the Sterling Cafeteria Addition and Library and CTE Renovations project Design Development phase with estimated cost, Judge Coffey made a motion to endorse, Ms. Gina Rivon made a second motion, a vote was taken and the endorsement passed.
11. Judge Coffey suggested the District show the Board the Project Groupings chart, explaining the overall positive Bond balance, prior to showing the estimated cost for the Design Development phase of the Sterling project.
12. Ms. Garcia confirmed the Design Development phase of the Sterling project will go before the Board August 8th and clarified the Board had also previously approved the estimated project cost.
13. Judge Coffey stated he would attend the August 8th Board meeting on behalf of the CBAC.



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Planning

1. Next, Mr. Grom stated the LAN team is currently working on a concept for Special Education to be moved into the Green Center.
2. Mr. Grom said the contract for the Agriculture Science Building should go to the Board on August 8th.
3. Next, Mr. Grom said the District wide carpet and Windows project should be performed in house using cooperative purchase programs.
4. Mr. Grom stated the District will take a recommendation for Architect/Engineer to the Board on August 8th, for the District Wide projects that include Stallworth bleachers, Structural, Exteriors, Site Renovations, Interior Renovations, Specialties, Roofing Renovations and Hard Surface Flooring.

Project Groupings

1. Mr. Grom again briefly went over the Project Groupings slide, noting the \$1.9 million dollar bottom line.

Master Schedule

1. Mr. Grom went over the Master Schedule, pointing out the black bars were completed projects, the green bars were projects in progress and the blue bars were projects in the planning stage. He also pointed out that the overall Bond anticipated completion date is December 2017, a year ahead of schedule.
2. Mr. Grom noted Stuart Kilgore and the Sterling projects were both on a critical time schedule, needing to be completed by the beginning of school 2017.

Financial Recap

1. Mr. Grom explained the financial recap to be a layout of the Bond expenditures in more of an accounting format. He noted the Bond projects were 59% complete financially.

Follow Up Items

1. Mr. Hotchkiss made a motion to approve the June 23rd CBAC minutes, Mr. Chet Thiess made a second motion, a vote was taken and the minutes were approved.
2. Mr. Daryl Fontenot then introduced Mr. Al Richard, president of the Board of Trustees.
3. Next meeting will be August 25th at 4 PM. Mr. Fontenot stated he would not be able to attend the pre-CBAC meeting August 17th, to which Ms. Garcia stated it could be rescheduled.