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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:	4:00 pm, September 22, 2016		
Conference Location:	FMC Meeting Room Baytown, TX 77521		
Attendees:	Committee Members	District	Out of District
	Daryl Fontenot	Randal O'Brien	JP Grom / LAN
	Angela Chandler	Anthony Price	Terre Musgrove / LAN
	Judge Don Coffey	Matt Flood	Erwin Enojado / LAN
	Dave Smith	Brenda Garcia	Olivia Martin / LAN
	Steve Fess	Bruce Riggs	Laura Sachtleben / Stantec
	Brennon Marsh	Tom Ortman	Ben Saucedo / Stantec
	Gina Rivon	Carl Burg	
	Chet Theiss	Brenda Garcia	
	Steven Gonzales	Kathy VanDerBeek	
	Michael Beard	Renea Dillon	
		Ray Brown	

Routing	

Purpose:	CBAC Meeting

Technology Progress

- Mr. Matt Flood gave a status update on the Technology Department noting network infrastructure is currently being worked on at the junior schools. He explained new printers have arrived to the District warehouse and will be delivered soon. Mr. Flood also said library equipment had been ordered and was en route for the library upgrades.
- Mr. Flood also explained the Technology Department was also in the process of deploying the video distribution system, pointing out there had been training earlier this week.
- Judge Don Coffey inquired if it was a correct assessment that there were teachers within the District that did not know how to use their Promethean boards. Mr. Flood stated the District offers training that is accessible to teachers at any time and explained the boards come with software and can also be used with a website.
- Mr. Flood confirmed there was no electronic way to monitor how often the technology in the classrooms is being used. Judge Coffey expressed his concern for money spent on technology that was not being utilized the maximum capacity.

Completed Projects

- Mr. Erwin Enojado stated the MEP Groups 1, 2, & 3 projects are completed, other than the District waiting to receive the as-built drawings and pay applications in order to close the project.
- Mr. Enojado noted the same status was true for the 2015 Fire and Life Safety project, completed and waiting on as-builts and final pay application to be closed. He did point out this project now had 2015 added to its title, since the District has begun a new 2016 Fire and Life Safety project.

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3. He next said the Lee High School Windows project had been completed, with the exception of the two front doors that still need to be installed.

Construction Progress

1. For the Security Vestibules project, Mr. Enojado stated 5 campuses will have a walk-through with the architect, KAH, the week of September 26th. He explained construction was progressing successfully with another 5 schools to have walk-throughs mid-October.
2. He stated the Goose Creek Memorial addition (GCM) project construction was ongoing with face brick installation, HVAC, painting and sheet rock installation. He noted the scheduled date of substantial completion is set for November 21st.
3. Mr. Enojado said work on the Emergency Lighting and Lighting Controls project began September 6th at Lee and work continues.
4. Mr. Enojado said the District is currently working through the process of signing the contract for the 2016 Fire Alarm, Intercom & Sound systems.
5. Mr. Enojado stated the Hopper playground fall zone had been completely installed. He then pointed out the San Jacinto playground concrete had been poured and the fall zone would be installed the week of September 26th. Mr. Enojado clarified that a fall zone was a rubberized type of mulch material placed on top of the concrete for safety. Ms. Garcia noted she believed some of the mulch was recycled material.
6. Mr. Enojado then showed some slides with pictures of the Security Vestibules project, GCM addition, Hopper and San Jacinto playgrounds and Transportation Center.
7. Judge Coffey inquired about the City reviewing drawings for the Transportation Center. Ms. Brenda Garcia clarified the City was currently reviewing the Transportation Center Civil drawings. Mr. Randal O'Brien stated no approval was needed by the City, as all aspects have already been approved by the County. However, Mr. O'Brien noted the District is keeping the City informed in order to maintain a good relationship with the City. Mr. Bruce Riggs explained the only thing the City will need to provide is water. Judge Coffey expressed his concern for not obtaining water if the City did not approve the civil drawings.

Design

1. Mr. Enojado stated EMA is currently working to complete the 50% drawings for the MEP Package 4 project. He stated the District should review those drawings by mid-October, and have the drawings 100% completed by December 2016.
2. For the Stuart Career Center & Kilgore Repurpose project, Mr. Enojado stated the District expects to receive bids the week of September 26th. He said he anticipates mid-November to finalize a contract and the beginning of December to issue a Notice to proceed on the project. Mr. Enojado noted this work will be for the Phase 1 Kilgore project only. He explained as the Phase 1 Kilgore phase is being bid, Pfluger Architects will continue to design the Stuart phase, so as to bid out in January 2017.
3. Mr. Enojado said the District reviewed 50% CD drawings September 22nd for the Sterling Cafeteria Addition, Library and CTE Renovations project, placing GMC pricing around mid-November and January 2017 for work to proceed.
4. Mr. Enojado then stated that the Technology Center bids had come in over budget twice. He informed the Committee the District was now considering two options with which to proceed. He explained the first option would be to negotiate a contract with the highest ranking bidder, and the second option would be to co-locate the Technology Center. He explained co-locating as leasing a space elsewhere for the Network Operations Center (NOC).
 - A. Mr. Flood explained re-locating the NOC to a facility in Houston would cut cost on the Technology Center since by reducing square footage and infrastructure. Mr. Flood explained the District is estimating \$65-70k annually for rack space for the NOC.
 - B. Mr. Flood stated the bids have come in \$3 million over the Board approved budget of \$11 million for the Technology Center. Ms. Garcia noted that by co-locating, the District would be able to work at a \$9.3 million budget.

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- C. Mr. Flood stated he was in favor of co-locating the NOC, even though he understood a con would be the monthly operating costs.
 - D. Mr. Flood said he hoped to move 50% of his equipment into the Houston location and noted the data would travel from Houston to Baytown via fiber.
 - E. Mr. Flood then stated the build out cost would be approximately \$60k and cost \$60k annually for operations. He pointed out the District currently has \$2.5 million, not allotted to the Bond that can be used for cost such as the build out.
5. Mr. Enojado then introduced the architects from Stantec to go over the schematic design for the Agriscience Facility that the District was requesting an endorsement on.
- A. Mr. Ben Saucedo went over several slides showing the layout of the property and floor plans. Mrs. Renea Dillon confirmed there was no cross fencing on the property that will be used for the Agriscience Facility expansion project.
 - B. Ms. Laura Sachtleben confirmed there will be a dry detention pond on the Wallisville side of the site, stating that would be a more cost effective area.
 - C. Judge Coffey suggested animals be allowed to graze in the detention pond to assist with the pond's maintenance. Mrs. Dillon noted that had been discussed, but nothing had been finalized.
 - D. Mr. Beard asked if the cost savings was significant enough to place the detention pond at the most visible part of the property, versus moving it to a less noticeable location. Ms. Sachtleben stated she could not give a number at this time, but after discussions with the civil engineer, noted the savings will indeed be significant.
 - E. Ms. Angela Chandler suggested planting native, wetland plants in the dry pond to clean the soil and keep down invasive grasses.
 - F. Judge Coffey suggested aqua-culture as an additional way to utilize the detention pond. Ms. Sachtleben pointed out she has worked with aqua-culture in the past and it would also add some additional upkeep costs.
 - G. Ms. Sachtleben did explain the current plan was to keep the dry pond as shallow as possible for maintenance purposes and an easier transition for possible grazing options in the future.
 - H. Mr. Beard stated there might be reason to expect complaints about the Agriscience Facility construction from the adjacent neighborhood, similar to what the District received for the Transportation Center project.
 - I. Ms. Sachtleben stated the construction budget for the Agriscience budget to be \$4 million. She then showed some slides outlining parts of the facility layout with certain alternates that would be bid. Ms. Sachtleben stated competitive bids would be taken for the complete project, but the alternates could be adjusted accordingly on how bids are received.
 - J. One of the major alternates Ms. Sachtleben pointed out was a gravel trailer drive, in lieu of a concrete drive.
 - K. Mr. Beard expressed concern for spending \$4 million on the Agriscience Facility when there are currently only 23 students, District wide, currently utilizing the Agriscience Facility and program. He was also concerned about the standard operation costs of the finished facility. Mr. Beard clarified he was in favor of expanding the facility and program, however did not know if it needed to be expanded to the extent that is being planned.
 - L. Judge Coffey reminded the Committee this was a project the 2013 Bond voters approved. Ms. Chandler stated there was a huge need to expand agriscience in terms of future job opportunities and she hopes a better facility and program will encourage students to participate.
 - M. Mr. O'Brien stated usually, when something is added to enhance course curriculum, students filter in and the program grows.
 - N. Mr. Flood confirmed there were security cameras currently installed in the existing agriscience facility.
 - O. Judge Coffey moves to endorse the Agriscience Facility schematic design, Mr. Brennon Marsh makes a second motion, a vote was taken and the schematic design passed.

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P. Please note, Mr. Daryl Fontenot left the meeting early, leaving Mr. Brennon Marsh to lead the rest of the meeting.

Planning

1. Next, Mr. Enojado stated the District is still working to generate the best floor plan solution for the Green Center project.
2. Mr. Enojado said the District has walked the campuses with the vendor for the carpet project and he expects the District should receive proposals for the carpet project within a few weeks.
3. Mr. Enojado noted the District was also analyzing the needs for the Stallworth Bleachers, explaining it was a small project to repair broken bleachers. He noted the Conveyances project, personal lifts, were also being assessed.
4. For the Facility Condition Assessment (FCA) Renovations and Repairs project, Mr. Enojado noted PBK had been hired for this job. Mr. Enojado explained the FCA list was something generated from all the campuses on what might need repaired and replaced within those buildings.

Project Groupings

1. Mr. Enojado briefly went over the Project Groupings slide, noting the \$4.5 million dollar bottom line.

Master Schedule

1. Mr. Enojado went over the Master Schedule, pointing out the black bars as completed projects, the green bars as projects in progress and the blue bars as projects in the planning stage.

Financial Recap

1. Mr. Enojado briefly went over the District financial slides, pointing out the 60% encumbrance, stating it will increase as there are only Conveyances and Stallworth Bleachers in the primary planning stage.

Follow Up Items

1. Mr. Marsh noted the next meeting will be held October 27th.