



MORE THAN ARCHITECTS

MEETING MINUTES

Project Name: Treasure Forest Elementary Renovations

Project Number: 01809-01-01

Owner: Spring Branch ISD

Meeting Description: TFE PAT #3 – Design Meeting

Meeting Date and Time: 10/25/2018 10:00 AM – 11:30 AM

Meeting Location: TFE Conference Room

Owner's Designated Representative: Travis Stanford

Report Date and Author: 10/29/2018 – Jordan Tripp

By emailing these minutes to the Owner's Designated Representative (ODR), we are requesting approval. Upon approval, Huckabee shall proceed with the understanding that the ODR:

- represents he/she is authorized to render decisions for the Owner and the Owner will accept any increases in costs or schedules if decisions change;
 - approves all decisions noted (e.g. action to be taken or what is to be specified, added, deleted, changed, etc.) whether the ODR was present or not;
 - understands the advantages/disadvantages associated with each decision (e.g. performance, appearance, costs, schedule, risks, maintenance);
 - agrees he or she does not need any further technical assistance from Huckabee in understanding or weighing the advantages/disadvantages; and,
 - acknowledges all recommendations are based on each professional's understanding of goals, schedule, budget and information available at the time.
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Comments below were captured during a design meeting with the Project Advisory Team (PAT).

PAT Meeting 2 Review

1. Priority Rankings
2. Review Design Charrette
3. Style Survey Recap

Graphics and Materials

1. For Graphics walls it is important to fill the wall with graphics.
2. Preference is for the "Wordle" graphic to be developed. This graphic was a more timeless approach.
3. 50/50 split between the preference of the two initial color palate
 - a. Adjustments to the more natural color palate produced a consensus
 - b. SBISD would like to explore more options with texture to promote longevity of the carpet

Design Direction

1. Budget permitting would like to see all doors replaced with a neutral finish. Consider as an alternate.
2. A positive consensus was given by the PAT for the overall design.
3. The pixelated floor pattern was selected for the design direction.

END OF MINUTES

Huckabee

