

**MINUTES OF THE BOARD OF REGENTS
FACILITIES COMMITTEE MEETING
GALVESTON COMMUNITY COLLEGE DISTRICT
4015 Avenue Q
Galveston, Texas 77550
Room M-202 – Moody Hall
December 5, 2018
4:30 p.m.**

At the Galveston Community College District Board of Regents Facilities Committee Meeting, duly held on Wednesday, December 5, 2018, in Room M-202 of Moody Hall, commencing at 4:30 p.m., the following Facilities Committee members were present: Mr. Michael B. Hughes, Chairperson, Mr. Florentino “Tino” F. Gonzalez, Mr. Fred D. Raschke, and Ms. Rebecca Trout Unbehagen. Other Regents present were: Ms. Karen F. Flowers, Mr. Carl E. Kelly, and Mr. Carroll G. Sunseri.

Staff present included Dr. W. Myles Shelton, President, Ms. Carla Biggers, Dr. Van Patterson, and Ms. Maria Tripovich.

- I. **CALL TO ORDER:** Chairperson Hughes opened the meeting at 4:30 p.m. in Room M-202 of Moody Hall and determined a quorum was present.
- II. **CERTIFICATION OF POSTING NOTICE OF FACILITIES COMMITTEE MEETING:** Dr. Shelton confirmed that the notice of the Facilities Committee Meeting had been properly posted on November 30, 2018.
- III. **CONSIDER APPROVAL OF MINUTES FROM NOVEMBER 14, 2018 MEETING:** A reading of the minutes for the November 14, 2018 meeting was waived. Mr. Raschke moved to approve the minutes as presented; Mr. Gonzalez seconded. The motion passed unanimously.
- IV. **CONTINUE DISCUSSION OF PROPOSALS FOR CAPITAL FEASIBILITY STUDY AND CAMPAIGN:** The Facilities Committee initially met on November 14, 2018, to discuss and consider a recommendation to the Board of Regents regarding the two proposals submitted for a capital feasibility study and campaign. After discussion, the Committee voted to defer making a recommendation until it had time to review the proposals submitted by Cargill Associates and Dini Spheris. Staff had recommended Dini Spheris, the higher of the two. On December 4th, the College received a written notice from Dini Spheris that they are withdrawing their proposal from further consideration at this point in time. Dr. Shelton read the correspondence. He added that the request for proposals (RFP) was issued last summer and due at the end of August 2018. Moving past November, the proposals were beyond the 90-day timeframe. As a result of these circumstances, staff recommended rejecting all proposals received to date and taking this opportunity to rebid the capital feasibility study and campaign to perhaps draw in other firms that have become aware of the request since the original one was advertised.

IV. CONTINUE DISCUSSION OF PROPOSALS FOR CAPITAL FEASIBILITY STUDY AND CAMPAIGN: *(Continued)*

Dr. Shelton asked Ms. Maria Tripovich, Director of Development and Galveston College Foundation, to share information with the Regents about the other firms that may be interested in providing this service. Ms. Tripovich responded and said she has consulted with her peers, members of the Texas Association of Community College Foundations, who offered other firms to consider. She also reported on the philanthropic contacts made who are ready to work with her and whoever the Board selects as a consultant. Ms. Tripovich added the two firms that submitted proposals did not seem to understand that it was important for the College to have a certain hierarchy in their leadership to work with staff. This can be addressed in a new RFP. Also, she anticipates the fee proposed with the new RFP would be somewhere between the range of the original fees.

Dr. Shelton stated that he has asked staff to begin the process of reexamining the way the RFP was written and to rewrite it incorporating information acquired within the last month. He would review it and, based on the Board's action, would repost the RFP. Dr. Shelton confirmed that other consultants have shown an interest in bidding and that Cargill Associates and Dini Spheris are welcome to submit a new proposal. Ms. Tripovich advised that for two-year institutions, it is best to hire with a firm that would be engaged for both the feasibility study and the campaign. Dr. Shelton stated the timeline for issuing a new RFP, Board approval, and study. It would be February 2019 before proposals are considered by the Facilities Committee and the Board if this project is rebid. He reiterated staff's recommendation.

V. DETERMINE COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING PROPOSALS FOR CAPITAL FEASIBILITY STUDY AND CAMPAIGN: Ms. Unbehagen moved to recommend to the Board of Regents that the College reject all proposals and send out a new request for proposals; Mr. Gonzalez seconded. The motion passed unanimously.

VI. ADJOURNMENT: There being no further business to come before the Facilities Committee, the meeting adjourned at 4:45 p.m.

Carla D. Biggers, Clerk

APPROVED AS CORRECT:

Michael B. Hughes, Chairperson