

**MINUTES OF THE BOARD OF REGENTS
FACILITIES COMMITTEE MEETING
GALVESTON COMMUNITY COLLEGE DISTRICT
4015 Avenue Q
Galveston, Texas 77550
Room R-251 – Regents Hall
September 14, 2016
3:30 p.m.**

At the Galveston Community College District Board of Regents Facilities Committee Meeting, duly held on Wednesday, September 14, 2016, in Room R-251 of Regents Hall, commencing at 3:30 p.m., the following Facilities Committee members were present: Mr. George F. Black, Chairperson, Ms. Karen F. Flowers, Mr. Florentino “Tino” F. Gonzalez, and Mr. Michael B. Hughes. Other Regents present included Mr. Armin Cantini, Mr. Carl E. Kelly, Mr. Raymond Lewis, Mr. Fred D. Raschke, and Mr. Carroll G. Sunseri.

Faculty and staff present included Dr. W. Myles Shelton, President, Ms. Carla Biggers, Dr. Gaynelle Hayes, Dr. Cissy Matthews, and Mr. Timothy Setzer.

Also present were representatives from the Galveston County Sheriff’s Department: Majors Douglas Hudson and Darrell Isaacks, Chief Deputy Vic Maceo, and Sheriff Henry Trochesset. Representatives from EYP were: Project Designer John Smith and Mr. Peter Dreghorn.

- I. CALL TO ORDER:** Chairperson Black opened the meeting at 3:31 p.m. in Room R-251 of Regents 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 September 9, 2016.
- III. CONSIDER APPROVAL OF MINUTES FROM APRIL 13, 2016 MEETING:** A reading of the minutes for the April 13, 2016 meeting was waived. Mr. Gonzalez moved to approve the minutes as presented; Ms. Flowers seconded. The motion passed unanimously.

Mr. Black asked that Agenda Item Nos. XII, XIII, X, and XI be considered in that order to accommodate the representatives who were presenting. There was no objection. The agenda resumed with Action Item No. IV.

- IV. REVIEW AND DISCUSS PROPOSED SECOND AMENDMENT TO LEASE AGREEMENT BETWEEN GALVESTON COLLEGE AND MCCOY CORPORATION:** Dr. Shelton presented a proposed “Second Amendment to Lease Agreement” between Galveston College and McCoy Corporation (McCoy). McCoy is utilizing Building 4 at the Applied Technology Center and has requested a two-year extension of the lease agreement through September 30, 2018, for the same monthly base rent amount of \$2,000. The current lease agreement, approved by the Board in September 2012 and extended in March 2014, expires on September 30, 2016. Staff recommended the extension since the College has no plans to use Building 4 within that time frame.

- V. DETERMINE FACILITIES COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING PROPOSED SECOND AMENDMENT TO LEASE AGREEMENT BETWEEN GALVESTON COLLEGE AND McCOY CORPORATION:** Mr. Gonzalez moved to recommend to the full Board approval of the lease agreement extension through September 30, 2018, and to authorize the President to execute the document; Mr. Hughes seconded. The motion passed unanimously.
- VI. REVIEW AND DISCUSS PROPOSAL FOR NEW EXTERIOR CAMPUS SIGNAGE ON MAIN CAMPUS:** Dr. Shelton submitted a proposal for new exterior campus signage on the main campus prepared by National Signs. The cost as proposed for two non-illuminated monument signs would be \$48,100 including installation. One would be located on the corner of 39th Street and Avenue R and the other at 41st Street and Avenue Q, the front street entrance of Moody Hall. There is a five-year warranty on all parts, labor, and signage.
- VII. DETERMINE FACILITIES COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING PROPOSAL FOR NEW EXTERIOR CAMPUS SIGNAGE ON MAIN CAMPUS:** Mr. Gonzalez moved to recommend to the Board of Regents that the proposal submitted by National Signs for new exterior signage be approved; Ms. Flowers seconded. The motion passed unanimously. Mr. Gonzalez asked staff to look into illuminating the signs.
- VIII. REVIEW AND DISCUSS PROPOSAL TO PROVIDE PROFESSIONAL ROOF ENGINEERING/CONSULTING SERVICES FOR ROOF REPLACEMENT DESIGN FOR APPLIED TECHNOLOGY CENTER BUILDING 2:** Dr. Shelton presented a proposal (No. 3915.16) to provide professional roof engineering/consulting services from Price Consulting, Inc. (PCI) for the roof replacement design of Building 2 at the Applied Technology Center. He and Mr. Timothy Setzer, Director of Facilities and Security, gave a report on the condition of the roof. As proposed, the cost would be \$23,560 plus reimbursables.
- IX. DETERMINE COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING PROPOSAL TO PROVIDE PROFESSIONAL ROOF ENGINEERING/CONSULTING SERVICES FOR ROOF REPLACEMENT DESIGN FOR APPLIED TECHNOLOGY CENTER BUILDING 2:** Ms. Flowers moved to recommend to the Board of Regents that the proposal be approved submitted by Price Consulting, Inc. for the ATC Building 2 roof replacement engineering/consulting services; Mr. Hughes seconded. The motion passed unanimously.
- X. REVIEW AND DISCUSS CONTRACT BETWEEN GALVESTON COLLEGE AND EYP FOR STUDENT HOUSING PROJECT ARCHITECTURAL/ENGINEERING SERVICES:** Dr. Shelton introduced this agenda item and Mr. John Smith and Mr. Peter Dreghorn with EYP who presented the firm's proposal to provide architectural/engineering services for the student housing project as part of the College's

X. REVIEW AND DISCUSS CONTRACT BETWEEN GALVESTON COLLEGE AND EYP FOR STUDENT HOUSING PROJECT ARCHITECTURAL/ENGINEERING SERVICES: *(Continued)*

Master Plan. Mr. Smith went through a PowerPoint presentation that included three schemes of apartment style floor plans to consider. New structures would be constructed at the corner of 39th Street and Avenue R and would either be two or three stories with a total number of beds ranging from 32 to 48. Preliminary findings indicate that this location is zoned as Urban Neighborhood Modified by the City of Galveston which only allows for single family homes. Further investigation is needed due to discrepancies with this particular zoning. Topics discussed included the design/floor plans, parking, current number of athletes provided housing and what would be needed, project funding, and green space. Projected cost for construction only would be from \$1.7 to \$2.8 million. Dr. Shelton said it is possible that the Seibel Foundation \$2.0 million gift could be diverted to student housing with their Board's approval. Funding for furniture, appliances, fixtures, and architect fees would be in addition to the gift.

EYP proposed providing its services in two phases. The first phase of the project is for program confirmation and pre-design services at a cost of \$15,000 plus reimbursable expenses not to exceed \$1,000. This phase would take about four weeks. Upon completion, a preliminary cost estimate could be provided to the Board for the number of units needed while taking into account zoning and City codes and ordinances. Rather than a percentage of construction cost for their fee, EYP is proposing a fixed-dollar amount for the design phase. A contract for this phase would be presented to the Board for approval following the program confirmation and pre-design phase. Dr. Shelton said the focus should be on need and what the City codes and ordinances allow to come to a decision. He asked the Committee for confirmation to move forward with pre-design phase and guidance regarding the design.

XI. DETERMINE COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING CONTRACT BETWEEN GALVESTON COLLEGE AND EYP FOR STUDENT HOUSING PROJECT ARCHITECTURAL/ENGINEERING SERVICES: Ms. Flowers moved to recommend to the Board of Regents that the first proposal presented by EYP be approved for pre-architectural/engineering services for the student housing project for \$15,000 plus reimbursable expenses not to exceed \$1,000; Mr. Hughes seconded. The motion passed unanimously. For guidance, the Regents expressed their preferences, leaning toward either a two-story or three-story structure, depending on cost and what the City allows, and facing the main campus.

XII. REVIEW AND DISCUSS PROPOSAL FOR GALVESTON COLLEGE POLICE SERVICES: Dr. Shelton provided a two-page summary of a proposal for campus police services. A request for proposals was advertised in the newspaper and one response was received from the Galveston County Sheriff's Department (GCSD). GCSD representatives attended the meeting to take part in the discussion of the proposal.

XII. REVIEW AND DISCUSS PROPOSAL FOR GALVESTON COLLEGE POLICE SERVICES: *(Continued)*

Dr. Shelton stated that several meetings have taken place with the Sheriff's Department staff to determine the best way to implement the plan and to negotiate a level of service that is within the desired budget. He reviewed the staffing plan as proposed for a total of \$521,038.66 annually, GCSD estimated cost of \$412,631.77 and Galveston College security cost of \$108,406.89. This amount does not include startup expenses. Personnel would include full-time campus police of one sergeant and four deputies. Campus security would include one full-time security officer and four part-time security personnel. Since there was no written contract to approve, Dr. Shelton recommended approval of this plan and authority to negotiate a contract to be approved by the Committee and the Board. Sheriff Trochesset explained the anticipated start-up timeline and hiring process. He said the next step would be to draft a contract for the County's legal department to review and present to the Commissioner's Court for approval. Mr. Timothy Setzer, Director of Facilities and Security, would be the contact person for the contract and would supervise the College's security staff. The targeted start date to implement the new campus security plan would be January 1, 2017.

XIII. DETERMINE COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING PROPOSAL FOR GALVESTON COLLEGE POLICE SERVICES:

Mr. Gonzalez moved to recommend to the Board of Regents that the proposal from the Galveston County Sheriff's Department to provide police services be approved and to authorize the President to negotiate a contract for Board approval; Ms. Flowers seconded. The motion passed unanimously.

XIV. ADJOURNMENT: There being no further business to come before the Facilities Committee, the meeting adjourned at 4:52 p.m.

Carla D. Biggers, Clerk

APPROVED AS CORRECT:

George F. Black, Chairperson