

**MINUTES OF THE BOARD OF REGENTS
FACILITIES COMMITTEE MEETING
GALVESTON COMMUNITY COLLEGE DISTRICT
4015 Avenue Q
Galveston, Texas 77550
Room M-202 – Moody Hall
September 9, 2015
4:00 p.m.**

At the Galveston Community College District Board of Regents Facilities Committee Meeting, duly held on Wednesday, September 9, 2015, in Room M-202 of Moody Hall, commencing at 4:00 p.m., the following Facilities Committee members were present: Mr. George F. Black, Chairperson, Ms. Karen F. Flowers, and Mr. Florentino “Tino” F. Gonzalez. Other Regents present included Mr. Armin Cantini, Mr. Carl E. Kelly, Mr. Raymond Lewis, Mr. Fred D. Raschke, and Mr. Carroll G. Sunseri.

Staff present included Dr. W. Myles Shelton, President, Ms. Carla Biggers, Dr. Gaynelle Hayes, and Ms. Pamela Lee.

- I. CALL TO ORDER:** Chairperson Black opened the meeting at 4:00 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 September 4, 2015.
- III. CONSIDER APPROVAL OF MINUTES FROM AUGUST 12, 2015 MEETING:** A reading of the minutes for the August 12, 2015 meeting was waived. Mr. Gonzalez moved to approve the minutes as presented; Ms. Flowers seconded. The motion passed unanimously.
- IV. REVIEW AND DISCUSS PROPOSAL FROM SHELMARK ENGINEERING, L.L.C. FOR ENGINEERING SERVICES FOR PARKING LOT ADDITION – AVENUE Q AND 39TH STREET:** Dr. Shelton reviewed a proposal from Shelmark Engineering, L.L.C. for engineering services for a parking lot addition at Avenue Q and 39th Street. Shelmark proposed a project fee of \$17,200 that includes supervision of the project from demolition of the existing structures through construction. He said plans would be designed with future expansion in mind.
- V. DETERMINE COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING PROPOSAL FROM SHELMARK ENGINEERING, L.L.C. FOR ENGINEERING SERVICES FOR PARKING LOT ADDITION – AVENUE Q AND 39TH STREET:** Mr. Gonzalez moved to recommend to the Board of Regents approval of the proposal from Shelmark Engineering, L.L.C. for engineering services for the parking lot addition at Avenue Q and 39th Street for \$17,200; Ms. Flowers seconded. Dr. Shelton gave an estimated timeline to complete the construction of this project and noted the Board-approved budget included funds for this expenditure in the Construction Fund. The motion passed unanimously.

VI. UPDATE AND DISCUSS HVAC SYSTEM AT APPLIED TECHNOLOGY

CENTER: Dr. Shelton reported that since the last meeting, staff had a meeting with the contractors, architects, engineers, and consultants to reach a solution to issues with the HVAC system at the Applied Technology Center. Rice & Gardner Consultants, Inc. presented its findings and recommendations. Roof top unit (RTU) 1 has undergone several changes by Carrier Services. Staff reported positive results in how RTU 1 is operating more efficiently. Carrier Services will provide a report upon completion of the job that will include what was done, issues that were resolved, and issues that are pending. They have not worked on RTU 2, so there was no update. Dr. Shelton explained his understanding of how expenditures are ultimately to be paid to resolve these issues.

VII. REVIEW AND DISCUSS ACCEPTANCE OF RENOVATIONS TO STEM SUCCESS CENTER CLASSROOMS (BIOLOGY LABS) AND DEVELOPMENTAL MATH LAB:

Dr. Shelton noted a correction in how this agenda item was posted by informing the Committee that acceptance would only be needed for the renovations to the STEM Success Center classrooms (biology labs). Work was done in-house on the developmental math lab and would not require the Board's acceptance. He reported that the punch list for the biology labs has been completed to the satisfaction of the architect, and the administrative staff concurs. VLK Architects recommends acceptance of the renovations and the release of the final payment to Vaughn Construction of \$13,631 for the biology labs project.

VIII. DETERMINE COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING ACCEPTANCE OF RENOVATIONS TO STEM SUCCESS CENTER CLASSROOMS (BIOLOGY LABS) AND DEVELOPMENTAL MATH LAB:

Mr. Gonzalez moved to recommend to the Board of Regents the acceptance of the renovations to the STEM Success Center classrooms (biology labs) and the release of the final payment to Vaughn Construction in the amount of \$13,631; Ms. Flowers seconded. The motion passed unanimously.

IX. ADJOURNMENT: There being no further business to come before the Facilities Committee, the meeting adjourned at 4:15 p.m.

Carla D. Biggers, Clerk

APPROVED AS CORRECT:

George F. Black, Chairperson