

**MINUTES OF THE BOARD OF REGENTS
FACILITIES COMMITTEE MEETING
GALVESTON COMMUNITY COLLEGE DISTRICT
4015 Avenue Q
Galveston, Texas 77550
Room M-202 – Moody Hall
May 8, 2019
4:30 p.m.**

At the Galveston Community College District Board of Regents Facilities Committee Meeting, duly held on Wednesday, May 8, 2019, 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. Raymond Lewis, Jr., Mr. Fred D. Raschke, Mr. Carroll G. Sunseri, and Ms. Rebecca Trout Unbehagen. Other Regents present were: Ms. Karen F. Flowers, Mr. Carl E. Kelly, and Ms. Mary R. Longoria.

Staff present included Dr. W. Myles Shelton, President, Ms. Carla Biggers, Dr. Cissy Matthews, Dr. Sandra Metoyer, Dr. Van Patterson, Mr. Timothy Setzer, and Mr. M. Theron Waddell. Also attending the meeting was Mr. Scott Burrer with Sullivan Brothers Builders.

- 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 May 3, 2019.

Agenda Item No. III was addressed following Agenda Item No. IV.

- III. **CONSIDER APPROVAL OF MINUTES FROM APRIL 10, 2019 MEETING:** A reading of the minutes for the April 10, 2019 meeting was waived. Mr. Raschke moved to approve the minutes as published; Mr. Lewis seconded. The motion passed unanimously.
- IV. **REVIEW AND DISCUSS CONSTRUCTION MANAGER AT RISK CONSTRUCTION CONTRACT AGREEMENT FOR STUDENT HOUSING PROJECT:** Dr. Shelton provided a handout showing a comparison of each unit by cost per square footage for the student housing project. A column highlighted in blue contained the figures that correspond with the construction contract agreement with Sullivan Brothers Builders (SBB), the construction manager at risk for the project. According to the Residential Construction Contract – Cost Plus document, the summary of costs includes: Home Construction - \$2,543,751, Land Development - \$75,000, for a total cost (excluding markup) of \$2,618,751. Additionally, the builder would receive a fee of 25 percent of the actual construction costs for improvements, or \$654,688, bringing the total construction cost to \$3,273,439. Dr. Shelton estimates another \$510,000 for architectural/engineering fees, furniture and finishings, and landscaping for a total project cost of \$3,783,439. This total is under budget. He noted an outstanding issue with the City of Galveston that is not accounted for which involves improvements in the alleyway.

IV. REVIEW AND DISCUSS CONSTRUCTION MANAGER AT RISK CONSTRUCTION CONTRACT AGREEMENT FOR STUDENT HOUSING PROJECT: *(Continued)*

This matter would be addressed with a change order, if necessary. Talks with the City will take place regarding the alleyway. Mr. Burrer was given an opportunity to update the Regents on the water and sewer lines and the demolition of existing structures.

V. DETERMINE COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING CONSTRUCTION MANAGER AT RISK CONSTRUCTION CONTRACT AGREEMENT FOR STUDENT HOUSING PROJECT:

Ms. Unbehagen moved to recommend to the Board of Regents approval of the construction manager at risk construction contract agreement for the student housing project as presented and to authorize the College President to execute the agreement; Mr. Raschke seconded. The motion passed unanimously.

VI. REVIEW AND DISCUSS PROPOSALS FOR GENERAL CONTRACTOR FOR MOODY HALL STUDENT SERVICES AREA RENOVATION PROJECT

(TITLE V): Ms. Unbehagen declared her conflict of interest prior to the discussion of this agenda item and did not participate in the discussion or vote. Dr. Shelton confirmed that she has filed the proper paperwork.

Ms. Unbehagen excused herself from the meeting at 4:37 p.m.

A request for proposals to renovate the Moody Hall student services area was sent to 12 vendors and advertised in the newspaper. Dr. Shelton reported two responses were received: TUCON Unbehagen Construction (TUCON) and J. T. Vaughn Construction, LLC (Vaughn). TUCON submitted a proposal totaling \$571,900 and Vaughn's proposal was \$677,000. The budget for this project was \$515,000, which was to include all of the renovations and furniture. Dr. Shelton said the grants budget was reworked since the narrative was published whereby Title V monies could fund the low bid. Institutional funds would be used to purchase the furniture and for asbestos abatement in the lobby. A proposal for the acquisition of furniture will be submitted to the Board for consideration next month. Dr. Shelton explained the institutional funding source. Based on the internal staff evaluation, the architect's evaluation, and TUCON being the low bidder, staff recommended awarding the contract to TUCON with the contingency that the contractor will work with PBK Architects and the College to reduce the actual costs where feasible. The source of funding for this contract would be the Title V Grant, and he reminded the Regents that the College will advance the monies to be reimbursed by the grant in future funding periods.

VII. DETERMINE COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING PROPOSALS FOR GENERAL CONTRACTOR FOR MOODY HALL STUDENT SERVICES AREA RENOVATION PROJECT (TITLE V):

Mr. Lewis moved to recommend to the Board of Regents approval of TUCON Unbehagen Construction as the general contractor for the Moody Hall student services area renovation project as presented and to authorize the College President to execute the contract; Mr. Sunseri seconded. The motion passed unanimously.

Ms. Unbehagen returned to the meeting at 4:46 p.m.

VIII. REVIEW AND DISCUSS PROPOSAL FOR CONTRACTOR FOR ELECTRICAL UPGRADES TO LIBRARY AND TWO CLASSROOMS (TITLE V):

A request for proposals to upgrade the electrical system in the library and two classrooms (FA-207 and R-250) was sent to two vendors and was advertised in the newspaper. Dr. Shelton reported that one response was received from Crescent Electric for \$96,269. The source of funding for this project would be the Title V Grant, Year 1 budget. At the President's request, Dr. Sandra Metoyer, Title V Projector Director, stated the purpose and details of this upgrade and how it will benefit students.

IX. DETERMINE COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING PROPOSAL FOR CONTRACTOR FOR ELECTRICAL UPGRADES TO LIBRARY AND TWO CLASSROOMS (TITLE V):

Mr. Raschke moved to recommend to the Board of Regents approval of Crescent Electric as the contractor for the electrical upgrades to the library and two classrooms; Ms. Unbehagen seconded. The motion passed unanimously.

X. REVIEW AND DISCUSS PROPOSAL TO REPAIR WHITECAPS

APARTMENTS #6 AND #7: Dr. Shelton informed the Regents that FEMA owes the College approximately \$56,000 for damages sustained during Hurricane Harvey for past repairs and outstanding projects. Staff presented a proposal to repair damages to Whitecaps Apartments #6 and #7 as part of the list of projects to be covered by FEMA. Dr. Shelton stated that based on what had to be done to the apartments since Hurricane Harvey, they are in better condition than they were two years ago. This is the last of the repairs needed to the apartments. He said proposals were obtained from Vaughn Construction and Texas Floor Service for this project. Dr. Shelton asked Mr. Timothy Setzer, Director of Facilities and Security, to elaborate on the damage and work to be done. Vaughn Construction would remove and replace water-damaged drywall, cabinets, and insulation for a total of \$28,100. Texas Flooring would remove the existing carpet and replace it with vinyl flooring for \$5,150.93. All labor and materials are included in both proposals. The total amount of the repairs would be \$33,250.93, and the source of funding for this project is FEMA funds. Mr. Setzer added that the maintenance staff will evaluate any plumbing and electrical needs while the walls are torn out. Dr. Shelton noted that by making repairs to all of the apartments, the College will be able to get a few more years of use out of them.

- XI. DETERMINE COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING PROPOSAL TO REPAIR WHITECAPS APARTMENTS #6 AND #7:** Mr. Sunseri moved to recommend to the Board of Regents approval of the proposal to repair Whitecaps Apartments #6 and #7 for a total of \$33,250.93 as presented; Ms. Unbehagen seconded. The motion passed unanimously.
- XII. 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:

Michael B. Hughes, Chairperson