

**MINUTES OF THE BOARD OF REGENTS
FACILITIES COMMITTEE MEETING
GALVESTON COMMUNITY COLLEGE DISTRICT
4015 Avenue Q
Galveston, Texas 77550
Room M-202 – Moody Hall
April 10, 2019
4:00 p.m.**

At the Galveston Community College District Board of Regents Facilities Committee Meeting, duly held on Wednesday, April 10, 2019, in Room M-202 of Moody Hall, commencing at 4:00 p.m., the following Facilities Committee members were present: Mr. Fred D. Raschke, Acting Chairperson, Mr. Raymond Lewis, Jr., and Ms. Rebecca Trout Unbehagen. Other Regents present were: Mr. Armin Cantini, Ms. Karen F. Flowers, and Mr. Carl E. Kelly. Regent-elect Mary R. Longoria was also present.

Staff present included Dr. W. Myles Shelton, President, Ms. Carla Biggers, Dr. Sandra Metoyer, Dr. Van Patterson, and Mr. Timothy Setzer. Mr. Scott Burrer (Sullivan Brothers Builders) and Mr. Jason Mooney (PBK) attended the meeting.

- I. **CALL TO ORDER:** Acting Chairperson Raschke opened the meeting at 4:00 p.m. in Room M-202 of Moody Hall and determined a quorum was present. He welcomed Regent-elect Longoria to the meeting.
- 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 April 5, 2019.
- III. **CONSIDER APPROVAL OF MINUTES FROM MARCH 20, 2019 MEETING:** A reading of the minutes for the March 20, 2019 meeting was waived. Mr. Lewis moved to approve the minutes as presented; Ms. Unbehagen seconded. The motion passed unanimously.
- IV. **REVIEW AND DISCUSS FINAL DESIGN CONCEPTS FOR MOODY HALL STUDENT SERVICES AREA RENOVATION PROJECT (TITLE V):** Dr. Shelton introduced Mr. Jason Mooney with PBK. PBK is the architect for the Moody Hall student services area renovation project. He and several staff members have been working on the design concepts. Mr. Mooney stated that the firm is close to wrapping up the construction documents. He gave a PowerPoint presentation that included the floor plans, renderings, finishes, and furniture. Samples of the color palette and finishes were available to examine. Mr. Mooney explained the renovations planned for the lobby area that will allow for cross collaboration between offices to better service the students. Dr. Shelton said the construction documents will be ready to advertise for bids next week. Staff will present bid proposals to the Board in May so that work could begin shortly after graduation. He shared plans to relocate office staff affected during the renovations. Completion of the project is anticipated in time for staff to be in place for regular registration. Dr. Shelton noted that Mr. Mooney has been conscientious about keeping the designs within budget. Once bids are submitted, a more accurate cost of the project can be determined.

- V. DETERMINE COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING FINAL DESIGN CONCEPTS FOR MOODY HALL STUDENT SERVICES AREA RENOVATION PROJECT (TITLE V):** Ms. Unbehagen moved to recommend to the Board of Regents approval of the final design concepts for the Moody Hall student services area renovation project; Mr. Lewis seconded. The motion passed unanimously.
- VI. DISCUSS ACCEPTANCE OF NORTHEN BUILDING WEST AND EAST STAIRWELL WINDOW REPLACEMENT (WINDOW/CURTAIN WALL PROJECT) AND AUTHORIZATION OF FINAL PAYMENT TO CONTRACTOR:** Last month, the Board of Regents approved the Certificate of Substantial Completion submitted by the contractor, J. T. Vaughn Construction, LLC. Dr. Shelton confirmed at that meeting that all punch list items had been completed, which he restated. Staff recommended acceptance of this project and release of the final payment (5 percent) to the contractor.
- VII. DETERMINE COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING ACCEPTANCE OF NORTHEN BUILDING WEST AND EAST STAIRWELL WINDOW REPLACEMENT (WINDOW/CURTAIN WALL PROJECT) AND AUTHORIZATION OF FINAL PAYMENT TO CONTRACTOR:** Ms. Unbehagen moved to recommend to the Board of Regents acceptance of the Northen Building west and east stairwell window replacement (window/curtain wall project) and authorization of the final payment to the contractor; Mr. Lewis seconded. The motion passed unanimously.
- VIII. UPDATE ON STUDENT HOUSING PROJECT:** Mr. Scott Burrer of Sullivan Brothers Builders (SBB) gave an update on the student housing project. There are a few outstanding items to address, which puts the plans at about 90 to 92.5 percent complete. He estimates the cost of a 2,397 square foot base house is \$129 per square foot, or about \$309,000, excluding land development. Including a 420 square foot garage apartment, the total square footage of living space is 2,817 per unit. Home construction would be \$2,543,751. With the builder's fee (\$654,688) and cost for land development (\$75,000) included, the total construction cost is estimated at \$3,273,439 for the seven base houses and rear garage apartments. Outstanding issues discussed were the sprinkler system and civil drainage plan, which the architect is addressing with the City of Galveston. Dr. Shelton explained the uses for fiber optics service to the student housing including security cameras. Director of Facilities and Security Timothy Setzer has a meeting scheduled next week with the contractor who will bore for the fiber optic system. The President added estimates for architectural/ engineering fees, furniture and finishings, landscaping with irrigation, and signage, bringing the total project cost to about \$3.783 million. In June, a request to transfer funds from the Galveston College Foundation for the \$2.0 million gift from the Abe and Annie Seibel Foundation will be made to finance the start of the project. The balance would be paid from the College's fund balance.

VIII. UPDATE ON STUDENT HOUSING PROJECT: *(Continued)*

Dr. Shelton expects to have contractual numbers from SBB next month to present to the Board of Regents for approval. He gave the project timeline with demolition of existing structures on the property beginning in May and then a groundbreaking. Anticipated completion would be the early summer of 2020. The public would be invited to an open house at that time. Mr. Burrer clarified a few details regarding a job trailer, demolition, and the groundbreaking. He will work on a draft of the contract and the category budget for next month's Board meeting.

Dr. Shelton gave an update on the following topics related to student housing:

- food service contract for next year and plans for the year after with additional housing available that include setting rates charged to students for food service and housing
- housing student-athletes during construction
- future plans for the Whitecaps apartment building
- renovations to the kitchen in the student center next summer

IX. ADJOURNMENT: There being no further business to come before the Facilities Committee, the meeting adjourned at 5:02 p.m.

Carla D. Biggers, Clerk

APPROVED AS CORRECT:

W. Myles Shelton, Ed.D., Assistant Secretary