

**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 15, 2015**  
**4:00 p.m.**

At the Galveston Community College District Board of Regents Facilities Committee Meeting, duly held on Wednesday, April 15, 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, Mr. Florentino “Tino” F. Gonzalez, and Mr. Michael B. Hughes. Other Regents present included Mr. Armin Cantini, Mr. Carl E. Kelly, and Mr. Fred D. Raschke.

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

- I. **CALL TO ORDER:** Chairperson Black opened the meeting at 4:05 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 April 10, 2015.
- III. **CONSIDER APPROVAL OF MINUTES FROM MARCH 11, 2015 MEETING:** A reading of the minutes for the March 11, 2015 meeting was waived. Mr. Gonzalez moved to approve the minutes as presented; Ms. Flowers seconded. The motion passed unanimously.
- IV. **REVIEW AND DISCUSS PROPOSALS FOR ADMINISTRATIVE SUITE RENOVATION PROJECT:** Dr. Shelton presented proposals for the administrative suite renovation project that will be managed in house. The following proposals have been submitted for a total of \$102,101.08:

<b>Proposed Vendor</b>	<b>Proposed Cost</b>	<b>Service/Product</b>
Strommen Painting Enterprises, Inc. (job order contractor)	\$53,430.60	Plaster repair, drywall preparation, painting and paper, ceiling and lighting
Texan Floor Service (TXMAS contract)	\$34,407.48	Carpeting
Vaughn Construction (job order contractor)	\$14,263.00	Cabinets, countertops, tile

**IV. REVIEW AND DISCUSS PROPOSALS FOR ADMINISTRATIVE SUITE RENOVATION PROJECT: *(Continued)***

Dr. Shelton explained that originally \$78,000 was budgeted in the Construction Fund for the construction part of the project. Staff determined that the balance needed can be taken from current funds. The plaster repair was already budgeted as a maintenance project and the additional \$18,400 would be taken from contingency funds. Proposals for office furniture were not included. Three proposals have been submitted. Dr. Shelton said staff is working with the lowest cost proposal.

**V. DETERMINE COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING PROPOSALS FOR ADMINISTRATIVE SUITE RENOVATION PROJECT:** Ms. Flowers moved to recommend to the Board of Regents to accept the proposals as presented; Mr. Gonzalez seconded. The motion passed unanimously.

**VI. REVIEW AND DISCUSS CONTRACT WITH VAUGHN CONSTRUCTION TO RENOVATE BIOLOGY LABS TO COMPLETE THE STEM SUCCESS CENTER:** Dr. Shelton presented two proposals (basic and alternate) from Vaughn Construction, the College's job order contractor, to renovate the biology labs completing the STEM Success Center. Renovations would be made to two labs, one prep room, and one study room. The basic plan is \$182,668, and the alternate plan that includes ceiling and light fixtures adds \$78,405 for a total cost of \$261,073. The source of funds for this project is the Title V STEM grant. Vaughn Construction provided these numbers. They are consistent with the anticipated amount based on the architect's drawings and the available grant funds. Dr. Shelton summarized what has been paid to this job order contractor to date, and there was discussion of state guidelines governing job order contracts.

**VII. DETERMINE COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING CONTRACT WITH VAUGHN CONSTRUCTION TO RENOVATE BIOLOGY LABS TO COMPLETE THE STEM SUCCESS CENTER:** Ms. Flowers moved to recommend to the Board of Regents to accept the proposal for the biology labs as presented; Mr. Hughes seconded. Mr. Gonzalez inquired whether the College's job order contractors partner with the institution to hire Galveston College students after graduation or give them an opportunity to be apprentices. Mr. Timothy Setzer, Director of Facilities and Security, responded that Vaughn Construction subcontracts work in areas the students could benefit from as an intern. The motion passed unanimously.

**VIII. REVIEW AND DISCUSS PROPOSALS FOR DEVELOPMENTAL MATH LAB RENOVATION PROJECT:** Dr. Shelton presented proposals for the developmental math lab renovation project. The following proposals have been submitted for a total of \$28,057.86:

**VIII. REVIEW AND DISCUSS PROPOSALS FOR DEVELOPMENTAL MATH LAB RENOVATION PROJECT: (Continued)**

<b>Proposed Vendor</b>	<b>Proposed Cost</b>	<b>Service/Product</b>
Wade Bailey Plumbing (job order contractor)	\$1,875.00	Plumbing
Crescent Electric (job order contractor)	\$12,800.00	Electrical
Strommen Painting Enterprises, Inc. (job order contractor)	\$5,511.00	Ceilings, cabinets, sound panels, sheetrock, tape, float, paint
Texan Floor Service (TXMAS contract)	\$4,309.21	Carpeting
J.R. Inc. (BuyBoard contract)	\$3,562.65	30 task chairs

The source of funds for this project is the Title V grant. This renovation project would also be managed in house. A proposal for tables is being negotiated and not presented at this time. Mr. Black noted an error on the proposal summary sheet regarding the task chairs from J.R., Inc. The correction did not change the proposal total.

**IX. DETERMINE COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING PROPOSALS FOR DEVELOPMENTAL MATH LAB RENOVATION PROJECT:**

Mr. Gonzalez moved to recommend to the Board of Regents the approval of the proposals as amended; Mr. Hughes seconded. The motion passed unanimously.

**X. REVIEW AND DISCUSS LEASE AGREEMENT BETWEEN GALVESTON COLLEGE AND FRANK LEYVA, JR. D/B/A FRANK'S PAINT AND BODY SHOP:**

Dr. Shelton presented a lease agreement for discussion for property purchased recently by the College. Mr. Frank Leyva, Jr., d/b/a Frank's Paint and Body Shop, leased the property from the previous owner for \$1,200 monthly. Although the College has plans for this property, Mr. Leyva has been at this location for 22 years and administration wants to give him adequate time to relocate his business. The College has negotiated a nine-month agreement with Mr. Leyva for the same amount he was paying. Dr. Shelton confirmed that the College's attorney drafted the agreement. Also, the environmental issues were addressed by the previous owner prior to purchase. Mr. Hughes recommended amending the document to add Galveston College as an insured party.

**XI. DETERMINE COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING LEASE AGREEMENT BETWEEN GALVESTON COLLEGE AND FRANK LEYVA, JR. D/B/A FRANK'S PAINT AND BODY SHOP:**

Mr. Hughes moved to recommend the adoption of the lease agreement to the Board of Regents as amended; Mr. Gonzalez seconded. The motion passed unanimously.

- XII. REVIEW AND DISCUSS CONTRACT WITH JAMAIL AND SMITH CONSTRUCTION FOR APPLIED TECHNOLOGY CENTER RENOVATION PROJECT:** Dr. Shelton reported, based on emails between the architect, engineer, and Jamail and Smith Construction, they have come to an agreement on the punch list items with the exception of the HVAC system. Staff is waiting for the temperature to rise to test the air conditioning system. There is still some contention on change order requests that were denied by the architect. The architect instructed the contractor to submit additional documentation to support their claims, which was resubmitted on April 1, 2015. Documentation submitted was not sufficient to change the outcome; therefore, the College has not made the final payment to the contractor
- XIII. ADJOURNMENT:** There being no further business to come before the Facilities Committee, the meeting adjourned at 4:31 p.m.

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Carla D. Biggers, Clerk

APPROVED AS CORRECT:

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George F. Black, Chairperson