

**MINUTES OF THE BOARD OF REGENTS  
FACILITIES COMMITTEE MEETING  
GALVESTON COMMUNITY COLLEGE DISTRICT  
4015 Avenue Q  
Galveston, Texas 77550  
Room M-220 – Moody Hall  
June 3, 2013  
5:30 p.m.**

At the Galveston Community College District Board of Regents Facilities Committee Meeting, duly held on Monday, June 3, 2013, in Room M-220 of Moody Hall, commencing at 5:30 p.m., the following Facilities Committee members were present: Dr. Paul J. Cunningham, Chairperson, Mr. Armin Cantini, Ms. Karen F. Flowers, and Mr. Florentino “Tino” F. Gonzalez. Other Regents present included Mr. George F. Black, Board Chairperson, Mr. Carl E. Kelly, Mr. Raymond Lewis, Jr., Board Secretary, and Mr. Carroll G. Sunseri.

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

- I. CALL TO ORDER:** Chairperson Cunningham opened the meeting at 5:30 p.m. in Room M-220 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 30, 2013.
- III. CONSIDER APPROVAL OF MINUTES FROM MAY 20, 2013 MEETING:** A reading of the minutes for the May 20, 2013 meeting was waived. Mr. Gonzalez moved to approve the minutes as presented; Ms. Flowers seconded. The motion passed unanimously.
- IV. REVIEW AND DISCUSS REQUEST FOR QUALIFICATIONS FOR PERFORMING ARTS CENTER ARCHITECTURAL/ENGINEERING SERVICES:** Dr. Shelton introduced this agenda item and reported that a request for qualifications (RFQ) for performing arts center architectural/engineering services was advertised, and nine outstanding responses were received. Staff reviewed each firm’s submission and narrowed the field to five. Those five firms were invited on campus to be interviewed by staff. Of the five, two were being referred by staff to give a presentation to the Committee about their firm and qualifications and to respond to questions. The first presentation was given by Mr. Steve Aloway, Principal, VLK Architects, and Mr. Nestor Bottino, Partner, Holzman Moss Bottino Architecture LLP. These firms would work in partnership on this project.

*Mr. Gonzalez excused himself at 6:14 p.m.*

The second presentation was given by representatives from WHR Architects, Mr. Jeff Chittenden, Associate, Mr. John Smith, Associate, and Mr. David H. Watkins, Senior Principal and President. Mr. Watkins introduced the group and said that he was standing in for Ms. Marie Hoke, Principal, who would be assigned to this project.

- V. DETERMINE COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING REQUEST FOR QUALIFICATIONS FOR PERFORMING ARTS CENTER ARCHITECTURAL/ENGINEERING SERVICES:** After conferring with Dr. Shelton, the Facilities Committee Chairperson called a meeting for Monday, June 10, 2013, at 5:00 p.m. Discussion of the RFQ for the performing arts center architectural/engineering services will continue at that meeting; therefore, no recommendation to the Board of Regents was determined.
- VI. REVIEW AND DISCUSS REQUEST FOR PROPOSALS FOR NEW LANDSCAPING AND IRRIGATION AT THE CHARLIE THOMAS FAMILY APPLIED TECHNOLOGY CENTER:** Dr. Shelton reported that a request for proposals (RFP) for new landscaping and irrigation at the Charlie Thomas Family Applied Technology Center (ATC) was advertised and sent to six vendors. Two vendors responded. A handout was provided summarizing the proposals. Staff recommended the low bidder, Sullivan Land Services, for the proposed amount of \$99,779.80.
- VII. DETERMINE COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING REQUEST FOR PROPOSALS FOR NEW LANDSCAPING AND IRRIGATION AT THE CHARLIE THOMAS FAMILY APPLIED TECHNOLOGY CENTER:** Ms. Flowers moved to recommend to the Board of Regents that Sullivan Land Services be awarded the contract for new landscaping and irrigation at the ATC in the amount of \$99,779.80; Mr. Cantini seconded. The motion passed unanimously.
- VIII. REVIEW AND DISCUSS PROPOSAL FROM GOWAN, INC. FOR REPLACEMENT OF CENTRAL PLANT HEATING BOILER:** Dr. Shelton said that staff recommended replacing the central plant heating boiler. This is the last of the older equipment in the central plant that is in need of replacement. A proposal was submitted by Gowan, Inc., the College's HVAC job order contractor, to replace the boiler for a base amount of \$88,657. Dr. Shelton stated that funds are available in the current budget. Note: The existing 2,000,000 BTU boiler would be replaced by two high energy efficient 1,000,000 BTU boilers.
- IX. DETERMINE COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING PROPOSAL FROM GOWAN, INC. FOR REPLACEMENT OF CENTRAL PLANT HEATING BOILER:** Mr. Cantini moved to recommend to the Board of Regents approval of the Gowan, Inc. proposal to replace the central plant heating boiler for \$88,657 and to recommend that the Director of Development and Galveston College Foundation add Mr. Damon Gowan to her prospects list; Ms. Flowers seconded. The motion passed unanimously.
- X. REVIEW AND DISCUSS APPLIED TECHNOLOGY CENTER RENOVATION PROJECT CHANGE ORDERS:** Dr. Shelton provided the Committee a project worksheet on the ATC renovation change orders. The President noted that of the \$15,000

**X. REVIEW AND DISCUSS APPLIED TECHNOLOGY CENTER RENOVATION PROJECT CHANGE ORDERS: *(Continued)***

that had been authorized by the Board for his approval, \$7,550.68 has been approved (Change Order #5 - PR10.1 and PR10.2). There are several pending. Dr. Shelton gave details of an issue that developed today. It was regarding a hold the City of Galveston has placed on the permit for the commercial signage due to a sewer line that may be located where the sign is to be installed on the College's property, not in the City's easement. Tomorrow, National Signs will dig up the site in question to determine what is buried underground. Dr. Shelton noted that the design of the sign meets City approval. Other items reported were the glass has been installed, and the air handlers were delivered today and will soon be set on top of the buildings. Once the handlers are connected and the buildings sealed, work on the interior finishes can begin. Since the last meeting, changes have occurred involving the water meters and lines, and the transformers that should result in credits to the College. Dr. Shelton said that he has not confirmed the final figures for the pending change orders and credits.

**XI. DETERMINE COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING APPLIED TECHNOLOGY CENTER RENOVATION PROJECT CHANGE ORDERS:** This agenda item was postponed until the June 10, 2013 Facilities Committee Meeting.

**XII. REVIEW AND DISCUSS AGREEMENT WITH GALVESTON COLLEGE AND McCOY CORPORATION FOR GUARDRAIL/TRAFFIC BARRIER:** Dr. Shelton submitted an agreement with McCoy Corporation for the Committee's review. He said that it had been reviewed by the College's attorney Carla Cotropia. It authorizes the College to build a guardrail/traffic barrier on McCoy property between the ATC and McCoy's Building Supply (McCoy's). The College would be responsible for the cost of the guardrail/traffic barrier which, upon completion, would become the property of McCoy Corporation. It would be built to protect the College from students driving into the McCoy's building.

**XIII. DETERMINE COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING AGREEMENT WITH GALVESTON COLLEGE AND McCOY CORPORATION FOR GUARDRAIL/TRAFFIC BARRIER:** Ms. Flowers moved to recommend to the Board of Regents approval of the agreement with Galveston College and McCoy Corporation for the guardrail/traffic barrier on the McCoy's Building Supply property; Mr. Cantini seconded. The motion passed unanimously.

**XIV. ADJOURNMENT TO CLOSED/EXECUTIVE SESSION IN ROOM M-202:** There was no closed/executive session. This agenda item was postponed until the June 10, 2013 Facilities Committee Meeting.

**XV. RECONVENE FACILITIES COMMITTEE (OPEN) MEETING IN ROOM M-220:** There was no closed/executive session.

**XVI. DETERMINE COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING THE PURCHASE OF REAL PROPERTY:** This agenda item was postponed until the June 10, 2013 Facilities Committee Meeting.

**XVII. ADJOURNMENT:** There being no further business to come before the Facilities Committee, the meeting adjourned at 7:31 p.m.

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Carla D. Biggers, Clerk

APPROVED AS CORRECT:

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Paul J. Cunningham, M.D., Chairperson