

**MINUTES OF THE BOARD OF REGENTS
FACILITIES COMMITTEE MEETING
GALVESTON COMMUNITY COLLEGE DISTRICT
4015 Avenue Q
Galveston, Texas 77550
Room M-202 – Moody Hall
July 15, 2013
4:00 p.m.**

At the Galveston Community College District Board of Regents Facilities Committee Meeting, duly held on Monday, July 15, 2013, in Room M-202 of Moody Hall, commencing at 4:00 p.m., the following Facilities Committee members were present: Paul J. Cunningham, M.D., Chairperson, Mr. Armin Cantini, Ms. Karen F. Flowers, Mr. Florentino “Tino” F. Gonzalez, and Mr. Raymond Lewis, Jr. Other Regents present included Mr. Carl E. Kelly, Mr. Fred D. Raschke, and Mr. Carroll G. Sunseri.

Staff present included Dr. W. Myles Shelton, President, and Ms. Carla Biggers.

- I. CALL TO ORDER:** Chairperson Cunningham opened the meeting at 4:02 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 July 11, 2013.
- III. CONSIDER APPROVAL OF MINUTES FROM JUNE 10, 2013 MEETING:** A reading of the minutes for the June 10, 2013 meeting was waived. Ms. Flowers moved to approve the minutes as presented; Mr. Lewis seconded. The motion passed unanimously.
- IV. CONTINUE DISCUSSION OF REQUEST FOR QUALIFICATIONS FOR PERFORMING ARTS CENTER ARCHITECTURAL/ENGINEERING SERVICES:** Dr. Shelton began by reminding the Regents of the process for selecting an architectural/engineering firm for a project.

Mr. Gonzalez arrived at 4:04 p.m.

The President also reminded the Committee members that at the June 10th meeting, staff asked to delay the recommendation to the Board due to information obtained subsequent to presentations by the architectural firms on June 3rd. It was brought to his attention that one of the firms misrepresented itself which warranted further investigation. Mr. Cantini provided details. Dr. Shelton then brought the Regents up to date on three firms that would make presentations at this meeting followed by time for questions and answers. Dr. Shelton shared what he envisioned for the facility which he said is subject to change. He confirmed that staff conducted reference checks on the three firms and shared that information with the Regents.

The first presentation was given by Ms. Marie Hoke, Principal at WHR Architects, assisted by Associates Mr. Jeff Chittenden and Mr. John Smith. The next presentation was made by Mr. Steve Aloway, Principal at VLK Architects. He noted that Mr. Nestor

IV. CONTINUE DISCUSSION OF REQUEST FOR QUALIFICATIONS FOR PERFORMING ARTS CENTER ARCHITECTURAL/ENGINEERING SERVICES: *(Continued)*

Bottino, a partner at Holzman Moss Bottino Architecture LLP, was standing by via phone. These firms would work in partnership on this project. The final presentation was given by Mr. Killis Almond, President of Killis Almond Architects, P.C.

Following the presentations, the Regents discussed the firms' qualifications. Mr. Cantini noted that each firm mentioned a fundraising packet would be prepared and included if selected. He asked staff if an example was made available for inspection. Dr. Shelton replied that he only saw one prepared by WHR Architects for St. Thomas University. The Committee requested a packet from each firm and inquired about the level of input in its preparation.

Dr. Shelton informed the Regents that a Performing Arts Advisory Committee has been organized that includes members of the community involved in music and theater. This advisory committee will help inform the College about the programs needed and what works and does not work. Ms. Flowers made a recommendation to appoint Mr. Cantini as the Board's liaison on the advisory committee due to his knowledge of the subject.

Prior to determining the Committee's recommendation to the Board, Dr. Cunningham asked each Regent present to express their thoughts regarding the three firms that presented their qualifications. Dr. Shelton summarized the in house review process and recommended WHR Architects. It was the consensus of the Regents that WHR Architects be chosen to negotiate a contract.

V. DETERMINE COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING REQUEST FOR QUALIFICATIONS FOR PERFORMING ARTS CENTER ARCHITECTURAL/ENGINEERING SERVICES: Mr. Lewis moved that WHR Architects be selected to negotiate a contract for performing arts center architectural/engineering services; Ms. Flowers seconded. Dr. Cunningham asked that the motion be amended to add that should a contract not be negotiated, that staff proceed to negotiate with VLK Architects. Mr. Lewis and Ms. Flowers accepted the amendment, and the amended motion passed unanimously. Dr. Shelton briefly left the meeting to inform the firms' representatives of the Committee's decision.

VI. UPDATE ON APPLIED TECHNOLOGY CENTER RENOVATIONS AND PROJECT CHANGE ORDERS: Dr. Shelton provided a list of the pending change orders as of July 7, 2013. He stated that a number of changes have occurred since the last meeting and brought the Regents up to date on the signage and landscaping. After an exploratory dig at the proposed site of the digital sign, it was cleared for installation. Dr. Shelton reported that due to the water restrictions issued by the City of Galveston because of the drought, the City has agreed to allow the College to delay landscaping but

VI. UPDATE ON APPLIED TECHNOLOGY CENTER RENOVATIONS AND PROJECT CHANGE ORDERS: (*Continued*)

will only issue a temporary certificate of occupancy. A certificate of occupancy will be issued in the fall once the water restrictions are lifted and landscaping has been completed. Staff will meet with the landscaper to discuss revising the plans to replace some of the plants with those that are more drought tolerant and to xeriscape. If landscaping cannot be completed in time for the opening on September 17th, Mr. Cantini recommended that drawings on easels be available for viewing.

Previously, the Board authorized Dr. Shelton to approve change orders up to a total of \$15,000. Dr. Shelton stated that, to date, \$8,320 has been approved and gave a summary of the changes. A cost or credit for some revisions has not been determined.

Mr. Cantini suggested that staff write a formal letter to Mr. Charlie Thomas to give him an update on the status of the project, to express the excitement that is building, and to state that all look forward to the presence of The Charlie Thomas Family at the opening of the facility.

VII. DETERMINE COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING APPLIED TECHNOLOGY CENTER RENOVATION PROJECT CHANGE ORDERS: There was no Committee recommendation to the Board of Regents regarding the Applied Technology Center renovation project change orders.

Mr. Gonzalez excused himself at 5:54 p.m.

VIII. DISCUSS FUTURE FACILITY RELATED PROJECTS THAT MAY INCLUDE HOUSING, THE ADMINISTRATIVE SUITE, BUSINESS OFFICE, CHEMISTRY AND BIOLOGY LABS, AND STUDENT LIFE/RECREATIONAL CENTER: Dr. Shelton gave a brief overview of future facility related projects.

Housing: A handout with the inventory of houses owned by the College was provided for discussion. Dr. Shelton noted that a timeline needs to be established for the sale or demolition of some structures to allow for the construction of the new performing arts center.

Student Life/Recreational Center: A grant proposal has been submitted to The Seibel Foundation in the amount of \$2.0 million for the construction of a student life/recreational center.

Chemistry and Biology Labs: As part of the Title V and STEM grants, the chemistry and biology labs are scheduled for remodeling. The chemistry lab would be done in the summer of 2014 and the first biology lab work would occur in the summer of 2015 with the remaining work done in the summer of 2016.

Administrative Suite and Business Office: Carpet needs to be replaced in both areas.

- IX. DETERMINE COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING FUTURE FACILITY RELATED PROJECTS:** The Facilities Committee had no recommendations regarding future facility related project at this time.
- X. ADJOURNMENT:** There being no further business to come before the Facilities Committee, the meeting adjourned at 6:04 p.m.

Carla D. Biggers, Clerk

APPROVED AS CORRECT:

Paul J. Cunningham, M.D., Chairperson