

**NOTICE OF FACILITIES COMMITTEE MEETING
GALVESTON COMMUNITY COLLEGE DISTRICT
BOARD OF REGENTS**

In compliance with the Open Meetings Act, Texas Government Code, Section 551.041, notice is hereby given that a Facilities Committee Meeting of the Galveston Community College District Board of Regents will be held on **Wednesday, September 9, 2020**, at 4:30 PM in Room M-220 Galveston College, 4015 Avenue Q, Galveston, Texas 77550.

- AGENDA -

- I. Call to Order**
- II. Certification of Posting Notice of Facilities Committee Meeting
- III. Consider Approval of Minutes from February 19, 2020 Meeting *(Action Item)* 2
- IV. Citizens Desiring to Appear Before the Committee on Agenda Items**
(Please complete a request card prior to the start of the meeting. The Committee Chairperson may limit the time of appearance before the Committee to three minutes.)
- V. Review and Discuss Change Orders for Galveston College Seibel Student Housing Project 4
- VI. Determine Committee Recommendation to Board of Regents Regarding Change Orders for Galveston College Seibel Student Housing Project *(Action Item)*
- VII. Discuss Acceptance of Galveston College Seibel Student Housing Project and Payment of Final Draw Request 6
- VIII. Determine Committee Recommendation to Board of Regents Regarding Acceptance of Galveston College Seibel Student Housing Project and Payment of Final Draw Request *(Action Item)*
- IX. Review and Discuss Proposed Fourth Amendment to Lease Agreement Between Galveston College and McCoy Corporation 10
- X. Determine Committee Recommendation to Board of Regents Regarding Proposed Fourth Amendment to Lease Agreement Between Galveston College and McCoy Corporation *(Action Item)*
- XI. Adjournment

The notice for this meeting was posted on September 4, 2020, in compliance with the Texas Open Meetings Act.

W. Myles Shelton, Ed.D., President

**MINUTES OF THE BOARD OF REGENTS
FACILITIES COMMITTEE MEETING
GALVESTON COMMUNITY COLLEGE DISTRICT
4015 Avenue Q
Galveston, Texas 77550
Room M-202 – Moody Hall
February 19, 2020
4:30 p.m.**

At the Galveston Community College District Board of Regents Facilities Committee Meeting, duly held on Wednesday, February 19, 2020, 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: Mr. Armin Cantini, Mr. Carl E. Kelly, and Ms. Mary R. Longoria.

Staff present included Dr. W. Myles Shelton, President, Ms. Carla Biggers, Ms. Carol Langston, and Dr. Van Patterson. Also attending the meeting as a guest was Mr. M. Theron Waddell.

- 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 February 14, 2020.
- III. **CONSIDER APPROVAL OF MINUTES FROM JANUARY 15, 2020 MEETING:** A reading of the minutes for the January 15, 2020 meeting was waived. Mr. Sunseri moved to approve the minutes as presented; Mr. Raschke seconded. The motion passed unanimously.
- IV. **CITIZENS DESIRING TO APPEAR BEFORE THE COMMITTEE ON AGENDA ITEMS:** There were no citizens present desiring to appear before the Committee.
- V. **DISCUSS REVISED PROPOSAL FOR CHENEY STUDENT CENTER DINING RENOVATIONS:** Dr. Shelton reminded the Regents of the Board's approval this past fall of a proposal to renovate the Cheney Student Center with the contingency to negotiate various aspects of the project with the architect. During that process, it was discovered that the College would have to comply with all accessibility standards for that building that are currently grandfathered. Substantial renovations or modifications of over \$50,000 to a grandfathered building has to be brought up to code. This would present an issue with the restrooms not only in the student center but also in the Seibel Wing according to the current standards. As a result, priorities were determined that could be achieved by the fall of 2020 and for less than \$50,000. More dining seating space and more food storage space (walk-in refrigerator/freezer) were needed. Dr. Shelton presented a revised proposal for the Cheney Student Center dining renovations for the Committee's consideration. The revised proposal offered four options: (1) student center maintenance projects and other purchases, (2) student center

V. DISCUSS REVISED PROPOSAL FOR CHENEY STUDENT CENTER DINING RENOVATIONS: *(Continued)*

renovation, (3) renovation plus expansion of the building, and (4) a new student center. Each option included an estimated cost and time for completion. Dr. Shelton recommended the three maintenance projects in Option 1, which was the least costly and could be accomplished in the shortest amount of time. They were: (1) refresh ATM, office, and student lounge areas, (2) repair brick wall and glass where ATM was located, and (3) rebuild the wall between the kitchen and student lounge. These projects would total approximately \$48,489. Other items as part of Option 1 that would be presented to the Board at a later date, following the completion of a procurement process are: (1) the purchase and installation of a walk-in refrigerator/freezer and (2) furniture. That portion totals about \$170,000. He reviewed diagrams of the student center's proposed floor plans for each maintenance project and detailed the work and cost involved. There was discussion on how these projects would be affected if one of the other options was implemented in the future. The only part of this maintenance project would involve the northside building renovations to address the restrooms should funds be acquired for major renovations.

VI. DETERMINE COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING REVISED PROPOSAL FOR CHENEY STUDENT CENTER DINING RENOVATIONS: Mr. Sunseri moved to recommend to the Board of Regents the approval of the three maintenance projects in Option 1 of the revised proposal for the Cheney Student Center dining renovations for an estimated cost of \$48,489; Mr. Lewis seconded. Mr. Lewis clarified that the other purchases would be brought to the Board at a later date. The motion passed unanimously.

VII. ADJOURNMENT: There being no further business to come before the Facilities Committee, the meeting adjourned at 4:53 p.m.

Carla D. Biggers, Clerk

APPROVED AS CORRECT:

Michael B. Hughes, Chairperson

Review and Discuss Change Orders for
Galveston College Seibel Student Housing Project

The Board Facilities Committee will review and discuss change orders 13-17 for the Galveston College Seibel Student Housing Project submitted by Sullivan Brothers Builders. These change orders, totaling \$62,957.85, are for the pergola, fence, handrails, code requirements, and mailboxes. Details of these change orders follow. After discussion, the Facilities Committee will determine its recommendation to the Board of Regents regarding the approval of change orders 13-17.

SBB Change Orders as of 7/31/2020
for Galveston College
Seibel Student Housing Project

	Original Construction Cost	Mark-up	Total Cost
Construction	2,543,751.00		
Land Development	75,000.00		
Total Before Change Orders	2,618,751.00	25%	3,273,438.75
Previous Change Orders	309,568.00		363,900.95
Previous Total	2,928,319.00		3,637,339.70

Change Order No	Description	Per Unit Construction Costs	Construction Costs All Units	Revised Construction Cost	Mark-up	Revised Total Cost
13	Pergola					
13a	Pergola Design/Permit	56.01	392.10	2,619,143.10	25%	3,637,829.83
13b	Pergola Cedar	986.38	6,904.64	2,626,047.74	25%	3,646,460.63
13c	Pergola Column Caps	82.86	580.02	2,626,627.76	25%	3,647,185.65
13d	Pergola Hardware and Stain	341.55	2,390.88	2,629,018.64	25%	3,650,174.25
13e	Pergola Labor	375.00	2,625.00	2,631,643.64	25%	3,653,455.50
14	Fence					
14a	Upgrade to Cap Rail and Upgrade 161 IF to 6' Metal Fence	408.23	2,857.60	3,656,313.10	25%	3,657,027.50
14b	Double Cylinder Locks for Gates	161.29	1,129.03	3,657,442.13	25%	3,658,438.79
14c	Install Double Cylinder Locks	50.00	350.00	3,657,792.13	25%	3,658,876.29
15	Handrails					
15a	Upgrade to Metal Handrails in Rear	1,300.00	9,100.00	3,666,892.13	25%	3,670,251.29
16	Code Requirements					
16a	ADA Benches for the ADA Showers	305.63	2,139.44	3,669,031.57	25%	3,672,925.59
16b	Move Exit Signs	1,031.97	7,223.82	3,676,255.39	25%	3,681,955.36
16c	Raise Handrails in Rear	136.19	953.36	3,677,208.75	25%	3,683,147.06
16d	Front Stair Additions with Round Pipe	892.00	6,244.00	3,683,452.75	25%	3,690,952.06
16e	Fire Main Lock	261.29	1,829.00	3,685,281.75	25%	3,693,238.31
16f	71 LF Curb	171.43	1,200.00	3,686,481.75	25%	3,694,738.31
17	Mailboxes					
17a	Mailbox Units	635.34	4,447.39	3,690,929.14	25%	3,700,297.55

Totals for Change Orders 13-17	50,366.28	62,957.85
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Totals Revised as of 07/31/2020	2,978,685.28	3,700,297.55
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Percentage Change for Change Orders 13-17 1.92%

Discuss Acceptance of Galveston College
Seibel Student Housing Project and Payment of Final Draw Request

The Board Facilities Committee will discuss the acceptance of the Galveston College Seibel Student Housing Project and release of the final draw. The project and all documents have been completed as required. Sullivan Brothers Builders submitted a request for the final draw in the amount of \$185,014.87, which is 5 percent of the retainage amount. A copy of that draw request follows. After discussion, the Facilities Committee will determine its recommendation to the Board of Regents regarding the acceptance of the project and payment of the final draw request.



PROMULGATED BY THE TEXAS ASSOCIATION OF BUILDERS (TAB)
DRAW REQUEST

(For Use With Custom Construction Jobs On The Owner's Property)

CONCERNING THE PROPERTY AT

3826 Avenue R, Galveston, TX 77550

(Street Address and City)

Date of Draw Request: 08/25/2020 Amount Requested: \$185,014.87

The following information is provided in connection with this Draw Request on the above-described Property.

1. **BILLS PAID (Reimbursement to Builder):** The following is a list of bills or expenses for work performed on the Property that have been paid and for which the Builder is requesting payment:

<u>Name and Address of Subcontractor or Supplier</u>	<u>Description of Bill or Expense</u>	<u>Additional Information</u>
Final Retainage Release		

2. **BILLS TO BE PAID:** The following is a list of bills or expenses relating to this Property that will be paid from the funds requested.

<u>Name and Address of Payee, Subcontractor or Supplier</u>	<u>Description of Bill or Expense</u>	<u>Additional Information</u>
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Initials: Owner(s) _____ Builder HSB

Executed on _____, 20_____.

Owner _____

Builder: SULLIVAN BROTHERS

By: MSR

Printed Name: SCOTT BONE

Title: MANAGING DIRECTOR

Architect _____



8-27-2020

Received on _____, 20_____.

Lender: _____

By: _____

Title: _____

Sullivan Brothers Builders
Galveston College
Seibel Student Housing Project
DRAW #10 - FINAL
8/25/2020

DRAW SUMMARY

	Contract Amount w Change Orders	Billed to Date	Previous Draws	Current Draw
Unit A	\$ 515,221.08	\$ 564,638.20	\$ 564,638.20	\$0.00
Unit B	\$ 515,221.08	\$ 508,889.33	\$ 508,889.33	\$0.00
Unit C	\$ 515,221.08	\$ 508,220.42	\$ 508,220.42	\$0.00
Unit D	\$ 515,221.08	\$ 502,635.87	\$ 502,635.87	\$0.00
Unit E	\$ 515,221.08	\$ 506,491.97	\$ 506,491.97	\$0.00
Unit F	\$ 515,221.08	\$ 505,504.36	\$ 505,504.36	\$0.00
Unit G	\$ 515,221.08	\$ 510,167.41	\$ 510,167.41	\$0.00
Land Development	\$ 93,750.00	\$ 93,750.00	\$ 93,750.00	\$ -
TOTAL	\$ 3,700,297.55	\$ 3,700,297.55	\$ 3,700,297.55	\$0.00

Retainage Amount @ 5% \$185,014.87
 Retainage Release Requested \$185,014.87

Amount Due Draw 10 \$185,014.87

Retainage To Date	\$ 185,014.87
Remaining to Bill	\$ (0.00)
PAYMENTS REMAINING AFTER DRAW 10	\$0.00

Review and Discuss Proposed Fourth Amendment to
Lease Agreement Between Galveston College and McCoy Corporation

The Board Facilities Committee will review and discuss the following proposed fourth amendment to the September 26, 2012 lease agreement between Galveston College and McCoy Corporation. The lease is on Building 4 at the Applied Technology Center (ATC). The amendment as proposed would extend the lease agreement to September 30, 2022, for the same monthly base rent amount of \$2,000. Following discussion, the Facilities Committee will determine a recommendation to the Board of Regents regarding this amendment which extends the lease agreement with McCoy Corporation.

FOURTH AMENDMENT TO LEASE AGREEMENT

Whereas, Galveston College, with its principal office in the City of Galveston, Galveston County, Texas, as Lessor ("Landlord") entered into a lease dated September 26, 2012 ("Lease") with McCoy Corporation, a Texas business corporation, with its principal office in the City of San Marcos, Hays County, Texas, as Lessee ("Tenant"), for the property described as an 8,890 square foot building and land as described in Exhibit A, which is attached hereto and incorporated herein for all purposes, with a street address of 7626 Broadway, Galveston, Texas ("Premises") ;

Whereas, Landlord and Tenant amended the Lease in the First Amendment to Lease Agreement dated March' 19, 2014 to add an additional period to the Lease period expiring September 30, 2016 and to set the monthly rent at two thousand dollars (\$2,000.00) per month;

Whereas, Landlord and Tenant amended the Lease in the Second Amendment to Lease Agreement dated September 15, 2016 to add an additional period to the Lease period expiring September 30, 2018;

Whereas, Landlord and Tenant amended Lease in the Third Amendment to the Lease Agreement to add an additional period to the Lease period expiring September 30, 2020; and,

Whereas, the Landlord and Tenant desire to amend the Lease to add an additional twenty-four-month period to the current Lease with the new Lease term expiring September 30, 2022;

Now, therefore, it is agreed as follows:

- 1. Section 2 of the Lease is amended to read as follows:

"The term of the lease shall be for an additional 24 months commencing on October 1, 2020 and ending on September 30, 2022."

Executed on the _____ day of September 2020.

LANDLORD: GALVESTON COLLEGE

By: _____
Name: W. Myles Shelton, Ed.D.
Title: President

TENANT: McCOY CORPORATION

By: _____
Name: _____
Title: _____