

**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, November 13, 2024**, at 4:45 PM in Room M-202, 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 the October 16, 2024 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 Consider Approval of Proposal for Engineering Services to Affix
a New Roof to the Main Campus Gymnasium Building 6
- VI. Determine Committee Recommendation to Board of Regents 7
Regarding Approval of Proposal for Engineering Services to Affix a New Roof
to the Main Campus Gymnasium Building *(Action Item)*
- VII. Update on the Health Sciences Education Center (HSEC) 8
- VIII. Update on the Northen Backfill Renovation Project 9
- IX. Adjournment

The notice for this meeting was posted on The notice for this meeting was posted on November 8, 2024 in compliance with the Texas Open Meetings Act. , 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
October 16, 2024
4:00 p.m.**

At the Galveston Community College District Board of Regents Facilities Committee Meeting, duly held on Wednesday, October 16, 2024 in Room M-202 of Moody Hall, commencing at 4:00 p.m., the following Facilities Committee members were present: Mr. Michael B. Hughes, Chairperson, Mr. Raymond Lewis, Jr. (attended virtually), Mr. Fred D. Raschke, and Ms. Carolyn L. Sunseri. Dr. Norman Hoffman was excused. Other Regents present were: Mr. Garrik Addison, Ms. Karen Flowers and Ms. Mary Longoria.

Staff present included Dr. W. Myles Shelton, President, Dr. Conrad Breitbach, Ms. Breanne Loreface, Mr. Tracy Morgan, and Dr. Van Patterson.

- I. **CALL TO ORDER:** Chair Hughes opened the meeting at 4:00 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 October 11, 2024.

- III. **CONSIDER APPROVAL OF MINUTES FROM THE AUGUST 14, 2024 MEETING:** A reading of the minutes for the August 14, 2024 meeting was waived. Ms. 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. **REVIEW AND CONSIDER APPROVAL OF PROPOSAL FROM PBK FOR CAMPUS MASTER PLAN DEVELOPMENT:** Dr. Shelton presented this item to the Committee. The College has a Facilities Master Plan, but it is time to update it. We invited PBK Architects to submit a proposal. The cost of the proposal is \$111,400. The College has a credit with PBK based on work related to the Health Sciences Building that will cover the amount of this proposal.

Discussion was had on the price, and if it is considered reasonable. Dr. Shelton stated that he believes this is a reasonable price.

- VI. **DETERMINE RECOMMENDATION TO THE BOARD OF REGENTS REGARDING APPROVAL OF PROPOSAL FROM PBK FOR CAMPUS MASTER PLAN DEVELOPMENT:** Mr. Raschke moved to recommend approval of the proposal from PBK for the development of a Campus Master Plan in the amount of \$111,400; Ms. Sunseri seconded. The motion passed unanimously.

VII. REVIEW AND CONSIDER APPROVAL OF CONTRACT WITH CREOLE DESIGN FOR CONCEPTUAL PLANS FOR NEW STUDENT HOUSING: Dr.

Shelton presented this item to the Committee. Mr. Sam Gianukas did the design for the Seibel Housing. Staff met with him and walked several properties that the College owns. It was suggested that he conceptualize something for each property, and then the Board could prioritize which properties they want to pursue construction contracts for. The density per property might be different than the Seibel housing based on the property and how to maximize the space.

The Board had general discussion on the conceptual plans that included the various lots, the number of units and beds, and the replacement of the Whitecap's Apartments. General discussion was also had on the possible orientation of units on the lots and what the conceptual plans would include. Discussion continued on what the current design of the Seibel Housing is and how many beds each house has.

After the conceptual plans are done, the Board could decide what lots they would like to move forward with developing. Dr. Shelton added that his first goal would be to replace the beds needed to tear down the Whitecaps Apartments, then look at additional housing to grow the number of beds. These conceptual plans will inform the Campus Master Plan. The Committee is only being asked to look at the conceptual plans this evening. The second phase would be construction documents.

General discussion continued about what would happen once the Whitecap's Apartments are torn down.

VIII. DETERMINE RECOMMENDATION TO THE BOARD OF REGENTS REGARDING APPROVAL OF CONTRACT WITH CREOLE DESIGN FOR CONCEPTUAL PLANS FOR NEW STUDENT HOUSING: Mr. Raschke moved to

recommend approval of the contract with Creole Design for conceptual plans for the new student housing in the amount of \$7,500; Ms. Sunseri seconded. The motion passed unanimously.

IX. REVIEW AND CONSIDER APPROVAL OF CHANGE ORDERS FOR THE BACKFILL RENOVATION PROJECT THAT EXCEED THE TEN PERCENT THRESHOLD: Dr. Shelton presented this item to the Committee. He provided a

handout to the Committee showing the change proposals and change order log. The bid for the black box theater and backfill work was \$2.3 million. According to board policy, the President can authorize change orders up to ten percent of total price. There is \$228,513.96 of change orders that have been approved. Dr. Shelton gave an overview of what those change orders entailed. He walked the Committee through the projects that might require additional change orders, including fixing exterior windows, and the flooring on the stage in the theater. Other expenses will also include asbestos testing and abatement. With all of the expected work, we are currently under the threshold by \$7,126.04, and with an anticipated \$75,000 more of work. Dr. Shelton asked if the board would approve the President to be able to authorize change orders up to \$70,000 above the ten percent threshold. The funding would come out of the reserve fund, and the budget has the capacity for it.

General discussion was had on the floor in the black box theater and the condition of the original joists, and the flooring on the stage.

X. DETERMINE RECOMMENDATION TO THE BOARD OF REGENTS REGARDING APPROVAL OF CHANGE ORDERS FOR THE BACKFILL RENOVATION PROJECT THAT EXCEED THE TEN PERCENT THRESHOLD:

Ms. Sunseri moved to recommend authorizing the President to spend up to \$70,000 above the ten percent threshold; Mr. Lewis seconded. The motion passed unanimously.

XI. UPDATE ON THE HEALTH SCIENCES EDUCATION CENTER (HSEC)

PROJECT: Dr. Shelton provided the Committee with a handout of the budget for the HSEC project. He gave the Committee an update on the punch list items. There are still some concerns with projects on the punch list and what they will cost, and how they will affect the ability to finish the project. The goal is to finish everything that can be finished before the Christmas break, but there are four or five things that may not be finished. Dr. Shelton continued by explaining that the College is in great shape from a budgetary standpoint with the building. Some discussion was had on the various budgetary items that are still ongoing.

XII. UPDATE ON OTHER FACILITIES PROJECTS: Dr. Shelton provided an update to the Committee on other facilities projects, including that the house on 41st street has been demoed and the Beacon has been painted. The campus is being spruced up to get ready for the SACSCOC visit. The Committee recognized that the landscaping around the building is looking great. Dr. Shelton gave an update on the physical plant project. It is anticipated that they will be on schedule to complete the work over the Christmas break. Discussion was had on the baseball and softball fields. Dr. Shelton shared that the City is taking ownership of the damage to the field by Hurricane Beryl. They plan to replace all the perimeter fencing and fix the dugouts between now and December. The softball field is also anticipated to have the repairs from the storm fixed between now and December. The College will be meeting with the City and the Architect for the Championship Softball Field that is being planned towards the end of October. General discussion was had about the new field. Dr. Shelton shared that the new scoreboard for the baseball field should be installed by mid-November.

Discussion was had about the TX Dot project that will affect the ATC. Dr. Shelton shared what he knows about the project so far. The college has not received an offer on the property that TX Dot will need for the project, and the project is now anticipated to start in 2027. General discussion was had by the Committee on the project, and its effect on the ATC.

XIII. ADJOURNMENT: There being no further business to come before the Facilities Committee, the meeting adjourned at 4:47 p.m.

Breanne Lorefice, Clerk

APPROVED AS CORRECT:

Michael B. Hughes, Chairperson

Review and Consider Approval of Proposal for Engineering Services to Affix a New Roof to the Main Campus Gymnasium Building

The Board Facilities Committee will review and discuss the proposal for engineering services to affix a new roof to the main campus gymnasium building. The current roof is approximately 20 years old and out of warranty. Price Consulting, Inc. 211 Highland Cross Drive, Suite 220, Houston, TX 77073 has submitted an engineering fee proposal to provide professional engineering services for the design, bidding, and construction phases for the recommended scope of work. In addition, PCI will prepare and submit documentation to TDI for certificate of compliance for the new roof.

Staff is requesting Board approval of \$24,800.00 for this proposal. Funding for the project will be the Capital Projects Fund. The proposal is available for review upon request.

Following discussion, the Facilities Committee will determine a recommendation to the Board of Regents regarding the proposal for engineering services to affix a new roof on gymnasium.

DESIGN PHASE - PCI will prepare a Project Manual including Specification Sections and Drawings to include the following:	
General Conditions	General Project Requirements
Technical Specifications	Annotated Elevations and Plans
Installation Details	
BIDDING PHASE - PCI will also assist during the bidding phases. Services will include:	
Assist with solicitation	Attend a Pre-bid Meeting
Review Bids and provide recommendations	
CONSTRUCTION ADMINISTRATION/TECHNICAL SUPPORT - PCI proposes the following construction support services:	
Review submittals/shop drawings	Attend Pre-construction meeting and progress meetings
Perform site visits during construction documents	Review Pay Applications, RFIs, CPRs, & other documents
Perform final inspection	Compile Close-out documents
Prepare and submit TDI WPI-8 documentation	
SUMMARY OF PROPOSED FEES AND ALLOWANCES	
Item No. 1: Design Phase \$ 13,000.00	
Item No. 2: Bidding Phase \$ 1,800.00	
Item No. 3: Construction Administration and Support Services \$ 10,000.00	
Total \$24,800	

Review and Consider Approval of Proposal for Engineering Services to Affix a New Roof to the Main Campus Gymnasium Building

The Board Facilities Committee will review and discuss the proposal for engineering services to affix a new roof to the main campus gymnasium building. The current roof is approximately 20 years old and out of warranty. Price Consulting, Inc. 211 Highland Cross Drive, Suite 220, Houston, TX 77073 has submitted an engineering fee proposal to provide professional engineering services for the design, bidding, and construction phases for the recommended scope of work. In addition, PCI will prepare and submit documentation to TDI for certificate of compliance for the new roof.

Staff is requesting Board approval of \$24,800.00 for this proposal. Funding for the project will be the Facility Maintenance budget (72-61020-53820). The proposal is available for review upon request.

Following discussion, the Facilities Committee will determine a recommendation to the Board of Regents regarding the proposal for engineering services to affix a new roof on gymnasium.

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Item No. 2: Bidding Phase \$ 1,800.00	
Item No. 3: Construction Administration and Support Services \$ 10,000.00	
Total \$24,800	

Update on the Health Sciences Education Center (HSEC) Project

Dr. Shelton will provide an update on the construction of the Health Science Education Center (HSEC).

Update on the Northern Backfill Renovation Project

Dr. Shelton will provide an update on the Northern Backfill Renovation Project.