

**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 10, 2025**, at 4:00 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 August 13, 2025, 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. Discuss TRUE Grant Opportunities for Pipefitting and Shipfitting 5
- VI. Discuss Draft of Facilities Master Plan 6
- VII. Review and Consider Bids for Construction Manager at Risk (CMAR) for Student Housing Construction Project 7
- VIII. Determine Recommendation to the Board of Regents Regarding Bids for Construction Manager at Risk (CMAR) for Student Housing Project 8
- IX. Update on Facilities Projects Including the Health Science Education Center (HSEC) and Other Facilities Projects 9
- X. Adjournment to Closed Meeting in Room M-202: The Board of Regents Facilities Committee, as authorized by the Open Meetings Act, Texas Government Code, Chapter 551, reserves the right to enter into a closed meeting under the following provision of the Act: Section 551.071 - Consultation with Attorney to discuss and receive legal advice and Section 551.072 - Deliberations about Real Property, to deliberate the purchase and value of real property to avoid any detrimental effect on the position of the College in negotiations with third parties.
- XI. Reconvene Facilities Committee (Open) Meeting in Room M-202**
- XII. Determine Committee Recommendation to Board of Regents Regarding the Health Sciences Education Center (HSEC) 10
- XIII. Determine Recommendation to the Board of Regents Regarding the Purchase of Real Property 11
- XIV. Adjournment

The notice for this meeting was posted on The Notice for this meeting was posted on September 4, 2025, 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
August 13, 2025
4:15 p.m.**

At the Galveston Community College District Board of Regents Facilities Committee Meeting, duly held on Wednesday, August 13, 2025, in Room M-202 of Moody Hall, commencing at 4:15 p.m., the following Facilities Committee members were present: Mr. Michael B. Hughes, Chairperson, Mr. Raymond Lewis, Jr., Mr. Fred D. Raschke (arrived at 4:35), and Ms. Carolyn L. Sunseri. Dr. Norman Hoffman was excused. Other Regents present were: Mr. Garrik Addison, Mr. Armin Cantini, 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:** Mr. Hughes opened the meeting at 4:15 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 August 7, 2025.

- III. **CONSIDER APPROVAL OF MINUTES FROM THE JUNE 11, 2025, MEETING:** A reading of the minutes for the June 11, 2025, meeting was waived. Ms. Sunseri moved to approve the minutes as presented; Mr. Lewis 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 RELEASE OF PARTIAL PAYMENT OF RETAINAGE TO S&P FOR THE HEALTH SCIENCES EDUCATION CENTER (HSEC) PROJECT:** Dr. Shelton presented this item to the Committee. He is recommending that the Committee table this item. He gave an overview of the project budget to the Committee and discussed the remaining punch list items. In addition, Dr. Shelton shared that there is an ongoing issue with the mini splits. They are not working as intended. The fit and finish of the elevators is also not as expected, and is an ongoing punch list item. The concrete steps outside of the HSEC were cracked by a subcontractor and have not been fixed satisfactorily. Dr. Shelton added that there are 37 windows so far that have faulty seals. There was general discussion about the cost and process to replace the windows. Dr. Shelton continued with the remaining punch list items, and a discussion of the budget. He added that the agreement for release of retainage, is that once there is an agreed upon punch list, the College can do a partial release of retainage. Since there is not have an agreed upon punch list Dr. Shelton recommended tabling the item.

- VI. DETERMINE RECOMMENDATION TO THE BOARD OF REGENTS REGARDING RELEASE OF PARTIAL PAMENT OF RETAINAGE TO S&P FOR THE HEALTH SCIENCES EDUCATION CENTER (HSEC) PROJECT:** Mr. Lewis moved to table this item; Ms. Sunseri seconded. The motion passed unanimously.
- VII. REVIEW AND CONSIDER APPROVAL OF BID TO DEMO AND REMOVE STRUCTURES LOCATED AT 3802 & 3806 AVENUE R:** Dr. Shelton presented this item to the Committee. These are the two houses that will need to be demolished to make room for the new student housing. The low bid was from JTB Services, and he would recommend them to the Committee. Work can be done in about 10 days, and it is expected that the bids for the CMAR for the housing will be coming in tomorrow, and then will be coming back to the Committee in September. There was general discussion about the company and if the College has used this company before.
- VIII. DETERMINE RECOMMENDATION TO THE BOARD OF REGENTS REGARDING APPROVAL OF BID TO DEMO AND REMOVE STRUCTURES LOCATED AT 3802 & 3806 AVENUE R:** Ms. Sunseri moved to recommend approval of the bid from JTB Services, Inc. in the amount of \$35,768.00; Mr. Lewis seconded. The motion passed unanimously.
- IX. UPDATE ON FACILITIES PROJECTS INCLUDING GYM ROOF, IMPROVEMENTS TO THE BASEBALL AND SOFTBALL FIELDS, AND OTHER FACILITIES PROJECTS:** Dr. Shelton presented this item to the Committee. He said that work has started on the gym roof. There is a meeting with the city at the end of this week to discuss the baseball and softball fields. The MOU with the City needs to be updated for the baseball field and the design of the softball field. The transformer and physical plant upgrades project is waiting on the final punch list so that the Board can vote on the release of retainage.
- X. ADJOURNMENT TO CLOSED/EXECUTIVE SESSION IN ROOM M-202: THE BOARD OF REGENTS, AS AUTHORIZED BY THE OPEN MEETINGS ACT, TEXAS GOVERNMENT CODE, CHAPTER 551, RESERVES THE RIGHT TO ENTER INTO A CLOSED/EXECUTIVE SESSION UNDER THE FOLLOWING PROVISION OF THE ACT: SECTION 551.072 – DELIBERATION REGARDING REAL PROPERTY, TO DELIBERATE THE PURCHASE AND VALUE OF REAL PROPERTY TO AVOID ANY DETRIMENTAL EFFECT ON THE POSITION OF THE COLLEGE IN NEGOTIATIONS WITH THIRD PARTIES:**

The Committee adjourned to the closed meeting in Room M-202 at 4:37 p.m.

- XI. RECONVENE FACILITES COMMITTEE MEETING (OPEN MEETING) IN ROOM M-202:**

The Committee reconvened the regular (open meeting) in Room M-202 at 4:49 p.m.

Facilities Committee

August 13, 2025

Page 3

XII. DETERMINE RECOMMENDATION TO THE BOARD OF REGENTS REGARDING THE PURCHASE OF REAL PROPERTY: The Committee took no action on this item.

XIII. ADJOURNMENT: There being no further business to come before the Facilities Committee, the meeting adjourned at 4:49 p.m.

Breanne Lorefice, Clerk

APPROVED AS CORRECT:

Michael B. Hughes, Chairperson

Discuss TRUE Grant Opportunities for Pipefitting and Ship Fitting

Dr. Shelton will provide information on the TRUE Grant opportunities for pipefitting and shipfitting.

Discuss Draft of Facilities Master Plan

Dr. Shelton will give an update on the Facilities Master Plan.

Review and Consider Bids for Construction Manager at Risk (CMAR) for Student Housing Construction Project

A request for proposals (RFP #25-08-142) for a construction manager at risk was sent to 11 firms and was advertised in the local newspaper. Two responses were received. The proposals are available for Board review, if desired.

After reviewing the proposals received, staff evaluated and interviewed the two firms that responded. Staff recommend the CMAR contract be awarded to Sullivan Brothers, PO Box 17101, Galveston Texas 77553. The staff evaluation concluded that Sullivan Brothers offers the best value for the College. In addition, Sullivan Brothers have more experience building on the island and constructing this specific student housing design. Funding to be used is the General Construction fund.

Following discussion, the Facilities Committee will determine a recommendation to the Board of Regents regarding the approval of the bid for a Construction Manager at Risk (CMAR) for the Student Housing Project.

	Sullivan Brothers Box 1710 Galveston, TX	Indi Construction Partners 4031 Ellis Road Suite 100 Friendswood, TX
Preconstruction Fee	150,000	30,950
Construction Service Fees		
On-Site Superintendent	85,000	80,000
Mobilization Costs	5,000	12,700
Costs Incidental to Operations and Maintenance of Job Site	5,000	42,070
Other Incidental Projects not included as part of Overhead & Profit	8,500	138,600
Insurance Requirements	3,954	19,000
Payment and Performance Bonds	<u>24,000</u>	<u>30,000</u>
Total Construction Service Fees	131,454	322,370
Contingencies	None Requested	180,000
Other Costs not Enumerated Above	None Requested	
Project Control		65,000
Safety		70,000
Prepare Shop Drawings		<u>10,000</u>
		145,000
Total Fees and Services	281,454*	678,320
Overhead and Profit Fee	25%	3.75%
Total Project Budget including fees, services, overhead, and profit	\$2,437,704*	\$2,598,320**

* Price includes construction for the buildings and associated soft costs, overhead and mobilization. Proposed budget does not include any horizontal infrastructure improvements such as sub-surface storm drainage, water line extensions, etc.

**Written proposal did not include an estimate of construction costs. The estimate of construction costs was provided during the interview process which allowed the College to calculate this total cost number.

Review and Consider Bids for Construction Manager at Risk (CMAR) for Student Housing Construction Project

A request for proposals (RFP #25-08-142) for a construction manager at risk was sent to 11 firms and was advertised in the local newspaper. Two responses were received. The proposals are available for Board review, if desired.

After reviewing the proposals received, staff evaluated and interviewed the two firms that responded. Staff recommend the CMAR contract be awarded to Sullivan Brothers, PO Box 17101, Galveston Texas 77553. The staff evaluation concluded that Sullivan Brothers offers the best value for the College. In addition, Sullivan Brothers have more experience building on the island and constructing this specific student housing design. Funding to be used is the General Construction fund.

Following discussion, the Facilities Committee will determine a recommendation to the Board of Regents regarding the approval of the bid for a Construction Manager at Risk (CMAR) for the Student Housing Project.

	Sullivan Brothers Box 1710 Galveston, TX	Indi Construction Partners 4031 Ellis Road Suite 100 Friendswood, TX
Preconstruction Fee	150,000	30,950
Construction Service Fees		
On-Site Superintendent	85,000	80,000
Mobilization Costs	5,000	12,700
Costs Incidental to Operations and Maintenance of Job Site	5,000	42,070
Other Incidental Projects not included as part of Overhead & Profit	8,500	138,600
Insurance Requirements	3,954	19,000
Payment and Performance Bonds	<u>24,000</u>	<u>30,000</u>
Total Construction Service Fees	131,454	322,370
Contingencies	None Requested	180,000
Other Costs not Enumerated Above	None Requested	
Project Control		65,000
Safety		70,000
Prepare Shop Drawings		<u>10,000</u>
		145,000
Total Fees and Services	281,454*	678,320
Overhead and Profit Fee	25%	3.75%
Total Project Budget including fees, services, overhead, and profit	\$2,437,704*	\$2,598,320**

* Price includes construction for the buildings and associated soft costs, overhead and mobilization. Proposed budget does not include any horizontal infrastructure improvements such as sub-surface storm drainage, water line extensions, etc.

**Written proposal did not include an estimate of construction costs. The estimate of construction costs was provided during the interview process which allowed the College to calculate this total cost number.

Update on Facilities Projects Including the Health Science Education Center (HSEC) and
Other Facilities Projects

Dr. Shelton will provide an update on the various facilities projects that are on-going at the College.

Determine Recommendation to the Board of Regents Regarding the Health Sciences
Education Center (HSEC)

The Facilities Committee will determine a recommendation to the Board of Regents regarding the HSEC.

Determine Recommendation to the Board of Regents Regarding the Purchase of Real Property

The Facilities Committee will determine a recommendation to the Board of Regents regarding the purchase of Real Property.