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, May 10, 2023**, at 4:30 PM in Room M-202, Galveston College, 4015 Avenue Q, Galveston, Texas 77550.

- AGENDA -

The notice for this meeting was posted on May 5, 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
April 12, 2023
4:00 p.m.

At the Galveston Community College District Board of Regents Facilities Committee Meeting, duly held on Wednesday, April 12, 2023, 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, Dr. Norman Hoffman, Mr. Raymond Lewis, Jr.(attended virtually), Mr. Fred D. Raschke, Ms. Carolyn L. Sunseri. Other Regents present were: Mr. Garrik Addison, Mr. Armin Cantini, and Ms. Mary R. Longoria.

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

I. CALL TO ORDER: Chair Hughes opened the meeting at 4:00p.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 April 6, 2023.

III. CONSIDER APPROVAL OF MINUTES FROM JANUARY 11, 2022 MEETING: A reading of the minutes for the January 11, 2023 meeting was waived. Mr. Raschke moved to approve the minutes as presented; Ms. Sunseri 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 DISCUSS APPROVAL OF PROPOSAL FOR THE EXPANSION OF THE EXISTING WELDING LAB: Dr. Shelton introduced David Templeton, the engineer for the project. Three proposals were received and reviewed. Staff recommends the low bid from Unbehagen Construction (TUCON, LLC). Mr. Templeton gave an overview of the project to the Committee. Eight welding booths are being added to the 24 that are currently in the welding lab. The booths will come with electrical and gas, an H panel for electrical, an exhaust fan to collect exhaust from all eight units, and a new exhaust fan in the roof.

Some discussion was had on the price for the project. The original expectation on the price for the project was $150,000. When Mr. Templeton came on board and accessed the project, he estimated $300,000 to $350,000. This bid is coming in under that assessment. General discussion was had on the welding program, the number of students and their earning potential after participating in the program.

Dr. Hoffman asked Mr. Tracy Morgan, Director of Facilities, if he was comfortable with the project. Mr. Morgan stated that yes, he was. Some more discussion was had about the electrical panels for the booths.

VI. DETERMINE FACILITIES COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING APPROVAL OF PROPOSAL FOR THE EXPANSION OF THE EXISTING WELDING LAB:

Mr. Raschke moved to recommend approval to the Board of Regents of the proposal for the expansion of the existing welding lab; Dr. Hoffman seconded. The motion passed unanimously.

VII. REVIEW AND DISCUSS APPROVAL OF PROJECT FOR PHYSICAL PLANT AND ELECTRICAL UPGRADES: Dr. Shelton presented this item to the Committee. Leaf Engineering was brought on board to look at what the College needs to do to be ready for a transformer change. At that time, Dr. Hoffman asked about upgrading the chillers and the pumps and other things where there might be a savings achieved by taking advantage of the new technology and variable speed motors. Mr. Templeton is between 50 and 75 percent through his design work for Phase 1, but before that can be completed, the Committee will need to discuss what could be Phase 2. Once phase one is completed, the equipment will be about 80 weeks out.

Discussion was had on the parts to Phase 2 and the cost for Phase 1 and Phase 2. Phase 1 is estimated to cost between one million and one point two million dollars. Phase 2 will cost somewhere between three and six million dollars. Mr. Templeton explained that replacing piping throughout the building will increase the cost. Discussion continued on the specifics of the work, and timeline for when Phase 2 would start. Work on Phase 1 would not begin until late fall of 2024 or early spring of 2025. From a cash flow standpoint, we would want to finish up the new building, renovate the vacant space, implement Phase 1 in 2024 or 2025, and then Phase 2 in 2026 or 2027. We would use 2024 and 2025 as a design year. Mr. Templeton discussed the possibility of including design into the Northen Building renovations, and the possibility of hiring a general contractor versus a mechanical contractor. Some discussion was had about this possibility. Discussion was had on the electrical switchboard and if it would have the capability to have variable speed motors.

Dr. Shelton stated that Mr. Templeton is at a critical point in his drawings for Phase 1, where he needs direction on which way the Committee wants to go. More discussion was had on what the timeline could look like to implement both Phases. Mr. Templeton recommended that they start design on Phase 2 within the next six months. Once design is complete, it can be bid and awarded, right after the electrical portion is complete. Discussion continued on possible cost and what equipment would be replaced.

The Committee members felt that they needed more time to review this item.

Dr. Shelton told the Committee that he could come back to them with a written-out timeline of how the two phases would be scheduled from a cash flow standpoint and

bring forward a more precise recommendation next month. It was discussed that by not taking action, it will delay the finishing of the design work on Phase 1. The Committee decided that they would be ok with deferring a decision until next month.

VIII. DETERMINE FACILITIES COMMITTEE RECOMMENDATION TO THE BOARD OF REGENTS REGARDING APPROVAL OF PROJECT FOR PHUSICAL PLANT AND ELECTRICAL UPGRADES:

The Facilities Committee did not take action on this item.

IX. UPDATE ON OTHER FACILITIES PROJECTS: Dr. Shelton gave the Committee an update on ongoing facilities projects including:

Avenue Q parking lot:

- The parking lot is substantially complete.
- The light poles will be delivered in April or early May.
- The security cameras and signage need to be completed.
- The Landscape Contractor made some mistakes installing the palm trees, so new palm trees will need to be installed.
- Fencing still needs to be installed.
- Parking enforcement will become an issue as the high school begins construction and the student parking goes away.

Main Campus Landscaping:

- About 95 percent complete
- The palm trees in front of Moody Hall will need to be replaced as they aren't the right size.

Health Science Education Center:

- Dr. Shelton passed out a budget summary and reviewed the various line items.
- We are still operating under the guaranteed maximum price.
- They have used a big chunk of contingency funds.
- The front side of the budget spreadsheet breaks out where the contingency money has been allocated.
- The project is generally on schedule for substantial completion in September. We should be on target to move into the building during the fall semester.
- There will be about 30 days of moving in furniture and equipment.
- Classes may start in that building around mid-October.
- Windows should start going in, in the next few weeks.
- The water meter is delayed. The city needs to order one.
- Dr. Shelton will schedule a tour of the new building for the Regents as part of the next Facilities Committee Meeting.

New Equipment for the Health Science Education Center:

- Dr. Shelton passed out a list of equipment organized by each program. It totals around three million dollars.

- The College has already started to look for grants to pay for some of the equipment. Some of it has already been proposed for grant funds, and those items will come as packages to the May Board of Regents meeting.
- The original estimate for equipment was not expected to be three million dollars. In order to expand the programs, this is what we think we need to do. We have the money, we just need to prudent about how we do it. It will come to the Board in individual packages over the course of several meetings.

HVAC Replacements for the Seibel Wing:

- This was approved last fall and the equipment should be delivered and installed in June.

Roofing Project at the ATC:

- The bids open next week and that will be coming to the Board for consideration at the May meeting.

Athletic Facilities:

- The College is looking at athletic facilities overall and will build them into part of the Facilities Master Plan.
- Some things have happened on the Lassie League Field that have made it unplayable for college games. The softball team is playing at the high school field instead. There is a need to move the softball field project forward, but the City is wanting to push that discussion to the summer.
- The College's gym is not built as a competition gym. It doesn't have the grandstands and required number of restrooms. In looking at those items, it was also discovered that the roof is going to need to be replaced. After that is done, we can discuss if we want to expand athletics and use the gym for athletic events.
- There was discussion on what might happen with the softball field. The college has been in discussion with the city and the school district. The school district option would create a softball complex where the high school and the college fields would both be located in the one place.

X. ADJOURNMENT: There being no further business to come before the Facilities Committee, the meeting adjourned at 5:13 p.m.

_____
Breanne Lorefice, Clerk

APPROVED AS CORRECT:

_____
Michael B. Hughes, Chairperson

Review and Discuss Approval of Proposal for Roof Replacement on ATC Building 3

A request for proposal for Roof Replacement at the ATC-Building 3 was sent to ten vendors and was advertised in the local newspaper. Five responses were received. The bids are available for Board review, if desired.

After reviewing the bids, staff recommends the contract be awarded to Texas Liqua Tech Services, Inc. 1819 Milby Street, Houston, Texas 77003, on the basis of:

- Lowest bid received
- Capability and capacity to perform the work, which includes financial resources to perform the work in the time projected
- Experience and past projects completed

Staff is requesting Board approval for $68,557.00 to be expensed from the Education and General Fund (11-61020-50630) for this project.

Following discussion, the Facilities Committee will determine a recommendation to the Board of Regents regarding the proposal for a roof replacement on ATC Building 3.

BID SUMMARY
RFP#23-04-132/PROJECT#12109.23.01

Company	Cost	Damage Allowance	Days to Complete
Texas Liqua Tech Services, Inc 1819 Milby Street Houston, Texas 77003	$68,557.00	0	30 days
Pyramid Waterproofing PO Box 16059 Houston, Texas 77222	$119,000.00	0	30 days
J.R. Jones Roofing 5511 Mitchelldale Houston, Texas 77092	$122,033.00	$10,000.00	30 days
Tadco Roofing, LLC 4553 Brittmoor Road Houston, Texas, 77041	$128,175.02	$10,000.00	20 days
Cowboy Roofing, LLC 2500 Texas Drive #101 Irving, Texas 75062	$158,000.00	$10,000.00	10 days

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Review and Discuss Approval of Project for Physical Plant and Electrical Upgrades

The Board Facilities Committee will review and discuss five options developed in conjunction with LEAF Engineers, 11 Greenway Plaza, Suite 1510, Houston, TX 77046 that describe how a new transformer and switch board could be integrated into current or future College HVAC systems and controls.

On January 11, 2023 the Board approved a recommendation from the Facilities Committee to accept a $60,0000 proposal from LEAF Engineering to provide complete design of all mechanical and electrical systems necessary to replace the utility transformer, main switch board, motor control center and replacement of motor starters with variable frequency drives for all mechanical equipment currently being served from the existing motor control center. The Scope of Services includes Construction Documentation, assisting the college during the proposal phase, Construction Administration, and Project Close-Out. The estimate to complete the project is $1,090,000.00. (Option 3 on spreadsheet)

If a decision is made to change the scope of work, then staff request a recommendation to the Board allowing the College to engage with Leaf Engineering to adjust the scope of work. Funding for the project will be the made available through fund balance.

Following discussion, the Facilities Committee will determine a recommendation to the Board of Regents regarding the appropriate proposal for engineering services to provide design of mechanical and electrical systems necessary to replace utility transformer, main switch board and motor control center.

	Option 1	Option 2	Option 3	Option 4	Option 5
Potential Physical Plant and Electrical Upgrades	Acquire a new transformer and switch panel and connect to existing Motor Control Center (MCC)	Acquire a new transformer and switch panel and connect it to a new Motor Control Center (MCC).	Acquire new transformer and panel board section (breakers only) and add new Variable Frequency Drives (VFD) to existing equipment. (This system eliminates the need for a MCC.)	Acquire new transformer and panel board section (breakers only) and install new Variable Frequency Drives, Building Automation System, Primary and Secondary Pipe Loops, Pumps and Motors.	Acquire new transformer and panel board section (breakers only) and install new Variable Frequency Drives, Building Automation System (BAS), Primary and Secondary Pipe Loops, Pumps, Motors, Air Handling Units (AHU) and Chillers.
Estimated Time Line	84 - 88 weeks (19-21 months)	84 - 88 weeks (19-21 months)	84 - 88 weeks (19-21 months)	84 - 88 weeks (19-21 months)	84 - 88 weeks (19-21 months) Initially - Transformer, Switchboard, BAS and new equipment / Sometime between 2026-2033 for AHUs and Chillers
Estimated Expense	$970,000.00	$1,020,000.00	$1,090,000.00	$3,944,000.00	$6,775,250.00
Design	2/1/23 - 7/1/23	2/1/23 - 7/1/23	2/1/23 - 7/1/23	6/15/23 - 9/1/23	6/15/23 - 9/1/23
Advertise / Bid / Award	7/1/23 - 10/1/23	7/1/23 - 10/1/23	7/1/23 - 10/1/23	9/1/23 - 11/1/23	9/1/23 - 11/1/23
Order Equipment / Receive Equipment	10/1/23 - 1/1/25	10/1/23 - 1/1/25	10/1/23 - 1/1/25	11/1/23 - 5/15/24	11/1/23 - 5/15/24
Install	1/1/25 - 3/1/25	1/1/25 - 3/1/25	1/1/25 - 3/1/25	5/15/24 - 1/1/25	5/15/24 - 1/1/25
Substantial Completion / Final	3/1/25 - 4/1/25	3/1/25 - 4/1/25	3/1/25 - 4/1/25	1/1/25 - 3/1/25	1/1/25 - 3/1/25
					AHU and Chillers would be replaced between 2026 and 2033
Pros:					
	GC can move forward with the switchboard/transformer project.	GC can move forward with the switchboard/transformer project.	GC can move forward with the switchboard/transformer project.	GC can move forward with the switchboard/transformer project.	GC can move forward with the switchboard/transformer project.
	There is no need to purchase and install a new MCC.	Replacement of equipment such as air handlers and chiller units, VAV Boxes, etc., can be planned and scheduled to coincide with the equipment's end of life.	There is no need to purchase and install a new MCC.	There is no need to purchase and install a new MCC.	There is no need to purchase and install a new MCC.
	Replacement of equipment such as air handlers and chiller units, VAV Boxes, etc., can be planned and scheduled to coincide with the equipment's end of life.			Concerns about pump and motor failures are eliminated.	Concerns about pump and motor failures are eliminated.
Cons:					
	If the College decided to install Variable Frequency Drives (Option 3 and 4), it would make the MCC unnecessary.	If the College decided to install Variable Frequency Drives (Option 3 and 4), it would make the MCC unnecessary. After three to five years the MCC will need to be replaced with a panelboard (particularly as chillers reach expected end of life).	The life span of the motors and pumps controlled by the new VFDs will be reduced. Unfortunately, there is no way to determine exactly the degree to which life spans will be reduced. Individual motors and pumps would need to be replaced at time of failure or end of life.	Anticipated cost savings from the purchase of new and more efficient equipment will not offset the cost of the entire project.	Anticipated cost savings from the purchase of new and more efficient equipment will not offset the cost of the entire project.
				Some equipment would be removed that has not yet reached the end of its life cycle	Some equipment would be removed that has not yet reached the end of its life cycle
Notes and Comments:					
				Option 4, as proposed cannot be completed over a summer term. However, a majority of the work would be completed over of the summer of 2025. Work not completed over the summer would be completed on the weekends, holidays such as Christmas and Thansgiving, and evenings after the College was closed.	Option 5, as proposed cannot be completed over a summer term. However, a majority of the work would be completed over of the summer of 2025, on the on weekends, holidays such as Christmas and Thansgiving, and evenings after the College was closed. Air Handling Units and Chiller repalcement could be scheduled at appropriate times most beneficial to the College.

Updated: 5/4/2023

Review and Discuss Approval of Project for Physical Plant and Electrical Upgrades

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