

**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, January 10, 2024**, 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 November 8, 2023 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 Acceptance of Completed Welding Booths Project and Release of Retainage 5
- VI. Determine Committee Recommendation to Board of Regents Regarding Acceptance of Completed Welding Booths Project and Release of Retainage *(Action Item)* 6
- VII. Construction Update on the Health Science Education Center (HSEC) 7
- VIII. 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 551.103 - Consultation with Attorney to discuss and receive legal advice related to the following: Health Science Education Center (HSEC)
- IX. Reconvene Facilities Committee (Open) Meeting in Room M-202**
- X. Determine Committee Recommendation to Board of Regents Regarding the Health Science Education Center (HSEC) *(Action Item)* 8
- XI. Adjournment

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The notice for this meeting was posted on The notice for this meeting was posted on January 5, 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  
November 8, 2023  
4:30 p.m.**

At the Galveston Community College District Board of Regents Facilities Committee Meeting, duly held on Wednesday, November 8, 2023, 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. (attended virtually), Mr. Fred D. Raschke, Ms. Carolyn L. Sunseri. Other Regents present were: Mr. Garrik Addison, Mr. Armin Cantini, and Ms. Mary Longoria. Dr. Norman Hoffman was excused.

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 4:30 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 November 3, 2023.
- III. **CONSIDER APPROVAL OF MINUTES FROM OCTOBER 18, 2023 MEETING:** A reading of the minutes for the October 18, 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 CONSIDER APPROVAL OF BID FOR RENOVATIONS OF NORTHERN BUILDING, FA-207, LIBRARY, AND TESTING CENTER:** Dr. Shelton presented this item to the Committee. A proposal notice was sent to 15 vendors and was advertised in the local paper. Two responses were received. There were two add-ons included on the bid. One was for HVAC and one was for window re-caulking. Staff is recommending the base cost plus both add-ons, and would recommend the low bidder. These bids came in within the scope of the budget.

The Board discussed the window re-caulking versus re-glazing. Dr. Shelton shared that the architect and the engineering team called for re-caulking in the specifications. There is a ten percent contingency built in to the construction budget in case anything additional is needed.

The Board also discussed whether or not the College has used Jamail & Smith before on any other projects. It was shared that they had done some work at the ATC some years ago.

**VI. DETERMINE FACILITIES COMMITTEE RECOMMENDATION TO THE BOARD OF REGENTS REGARDING APPROVAL OF BID FOR RENOVATIONS OF NORTHERN BUILDING, FA-207, LIBRARY, AND TESTING CENTER:** Ms. Sunseri moved to recommend to the Board of Regents, approval of the bid from Jamail & Smith in the amount of \$2,356,400 which includes the base bid, as well as, additions one and two, and to authorize the President to negotiate, finalize, and sign, all necessary contracts; Mr. Lewis seconded. The motion passed unanimously.

**VII. REVIEW AND CONSIDER APPROVAL OF PROPOSAL TO UPGRADE GALVESTON COLLEGE BASIS LENEL ACCESS CONTROL SYSTEM TO LENEL ONGUARD ACCESS CONTROL SYSTEM:** Dr. Shelton presented this item to the Committee. The security system that controls the doors at the Main Campus will need to be upgraded in order to be compatible with the security on the doors in the new Health Science Education Center. Tracy Morgan, Facilities Director, added that this upgrade will give the College the ability to control the doors remotely from a phone or laptop. Currently, the system can only be controlled on campus.

Discussion was had on the current ability to lock down the campus in the event of an emergency, and what the time frame for completing the project would be. The upgrade can happen in a matter of weeks, and will be ready for the new building, once it is completed. Jason Moody, PBK Architects, added that this upgrade will also allow for additional capacity for card readers. Further discussion was had on who has the access to program the security cards, and lock the building.

**VIII. DETERMINE FACILITIES COMMITTEE RECOMMENDATION TO THE BOARD OF REGENTS REGARDING APPROVAL OF PROPOSAL TO UPGRADE GALVESTON COLLEGE BASIS LENEL ACCESS CONTROL SYSTEM TO LENEL ONGUARD ACCESS CONTROL SYSTEM:** Mr. Lewis moved to recommend to the Board of Regents approval of the proposal to upgrade the Galveston College Basis Lenel Access Control System to Lenel OnGuard Access Control System, in the amount of \$66,966.07, and to authorize the President to sign all necessary contracts; Mr. Raschke seconded. The motion passed unanimously.

**IX. CONSTRUCTION UPDATE ON THE HEALTH SCIENCE EDUCATION CENTER (HSEC):** Dr. Shelton gave an overview of the Health Science Education Building Project. It is expected that the interior finishes could be completed by the week after Thanksgiving. The re-work that has been done on the windows has produced the results that were desired. However, there are some windows that do not have the correct glass size. Dr. Shelton and the Committee discussed the two options that the Engineer has provided as solutions to the incorrect sized glass. New glass could be purchased, or a new clamp could be added to the existing windows. Dr. Shelton added that Zero Six came in and consulted on the vertical transitions for the new building. Based on that report, Satterfield and Pontikes will have some work to do on the soffit. It could still be possible for the building to be substantially complete by the end of December.

The Committee spent some more time discussing what the best decision for the glass would be. It was generally decided that the decision of whether to go with new windows, or the clamps, would be based on the timeline for finishing the soffit. Additional discussion was had on the work currently being done, and the timeline for finishing the building.

Dr. Shelton continued the conversation by handing out a document to the Committee with the details of the project budget. Discussion was had on the contingency budget, and the remaining costs of the project that will have to be assigned. Dr. Shelton gave the Committee a proposal of what was discussed and decided for the remaining project costs, including pending costs that haven't been assigned yet. He anticipates that the College will need to negotiate the contract differences with the contractor. Per the Board By-laws, the President has the authority to negotiate a contract within a 10 percent allowance. Dr. Shelton asked the Committee to confirm that they were comfortable with him doing this. The Committee Members generally discussed and affirmed that they were comfortable with the President negotiating this, and no concerns were raised. Further discussion was had on, if needed, if the Committee wanted to meet in December to give the President discretion to issue a thirty-day cure notice. It was generally decided that if needed, the Committee could call a meeting in December.

- 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 551.103 – Consultation with Attorney to discuss and receive legal advice related to the following: Health Science Education Center (HSEC)

The Committee did not adjourn to closed session.

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

The Committee did not adjourn to closed session.

- XII. DETERMINE COMMITTEE RECOMMENDATION TO THE BOARD OF REGENTS REGARDING THE HEALTH SCIENCE EDUCATION CENTER (HSEC):** No action was taken by the Committee on this item.

- XIII. ADJOURNMENT:** There being no further business to come before the Facilities Committee, the meeting adjourned at 5:32 p.m.

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Breanne Lorefice, Clerk

APPROVED AS CORRECT:

Review and Consider Acceptance of Completed Welding Booths Project and Release of Retainage

Unbehagen Construction has completed the welding booth project at the ATC campus and has also completed all punch list items. The work has been reviewed and approved by Matt Sickorez, Vice President with LEAF Engineers.

Staff recommends acceptance of the welding booth project and release of the retainage, in the amount of \$13,316.87, to Unbehagen Construction.

Following discussion, the Facilities Committee will determine a recommendation to the Board of Regents regarding the final acceptance of the completed welding booths project and release of retainage.

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Construction Update on the Health Science Education Center (HSEC)

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

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

The Board of Regents is scheduled to convene in a closed meeting to receive legal advice regarding the Health Science Education Center. Following that closed meeting, the Board will reconvene the open meeting and may take action as a result of that discussion.