

**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 14, 2025**, 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 the April 9, 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. Review and Consider Bids for the Roof Retrofit for the Main Campus Gym 4
- VI. Determine Committee Recommendation to Board of Regents Regarding Bid 5
for the Roof Retrofit for the Main Campus Gym *(Action Item)*
- VII. Review and Consider Design (Architectural & Engineering Services) 6
Proposal for Student Housing
- VIII. Determine Recommendation to the Board of Regents Regarding Design 9
(Architectural & Engineering Services) Proposal for Student Housing *(Action Item)*
- IX. Update on Facilities Projects Including the Health Sciences Education 12
Center (HSEC), Northen Backfill Renovation Project, Transformer Replacement
and Physical Plant Upgrades, Facilities Master Plan, and Other Facilities
Projects
- X. Adjournment

The notice for this meeting was posted on The notice for this meeting was posted on May 9, 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
April 9, 2025
4:45 p.m.**

At the Galveston Community College District Board of Regents Facilities Committee Meeting, duly held on Wednesday, April 9, 2025, in Room M-202 of Moody Hall, commencing at 4:45 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, and Ms. Carolyn L. Sunseri. Other Regents present were: Mr. Garrik Addison, Mr. Armin Cantini 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 4:45 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 April 4, 2025.
- III. **CONSIDER APPROVAL OF MINUTES FROM THE JANUARY 15, 2025 MEETING:** A reading of the minutes for the January 15, 2025 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. **UPDATE ON STUDENT HOUSING:** Dr. Shelton presented this item to the Committee. The Board was given a handout that showed the possible configuration for the houses on the lots located at Ave R and 38th Street. General discussion was had about how the houses might fit on the lot, and the need for a variance from the City for a setback along the property line that is along 38th Street. The Committee also looked at other proposed housing options for the smaller lots that the College owns on 41st Street. Some general discussion was had on the timeline for when the houses proposed for Ave R and 38th Street might be put out to bid. If the goal is to have the housing open for Fall of 2026, then the process would be to draw up construction drawings, and select a Construction Manager at Risk, so that construction could start around August or September. Prices are very uncertain right now and it might be difficult to get anyone to bid on anything that isn't a cost-plus basis.

General discussion continued on what the possibilities would be for the Ave R lots if the variance is not issued, what could be developed on the property that the Whitecaps apartments is currently on, and if the current houses on the lots can be demolished or sold

and moved. Dr. Shelton added that the Committee will be asked to vote on how they would like to recommend that the Board proceed at next month's meeting.

VI. UPDATE ON FACILITIES PROJECTS INCLUDING THE HEALTH SCIENCES EDUCATION CENTER (HSEC), NORTHERN BACKFILL RENOVATION PROJECT, TRANSFORMER REPLACEMENT AND PHYSICAL PLANT UPGRADES, OTHER FACILITIES PROJECT, AND THE FACILITIES

MASTER PLAN: Dr. Shelton presented on these items to the Committee. Dr. Shelton gave the committee a handout related to the new roof that is proposed for the gym. He added that the item is just about ready to go out to bid, and those recommendations would come back to the Board in May. Brief discussion was had on the proposed roof and that the same style of roof was used on Building 2 at the ATC. There have been no problems with that roof. There was also a brief discussion of the timeline for install.

Dr. Shelton continued with a brief discussion of the Facilities Master Plan. The timeline is behind schedule. He gave the committee a handout with some drawings of potential options. There was general discussion about elements of the proposed plan. Dr. Shelton reminded the Committee that the Facilities Master plan is looking 20 years down the road. Some general discussion was had on the age of Moody Hall.

Dr. Shelton added that they are still working on the punch list for the HSEC, and he will give a more complete update next month.

VII. ADJOURNMENT: There being no further business to come before the Facilities Committee, the meeting adjourned at 5:28 p.m.

Breanne Lorefice, Clerk

APPROVED AS CORRECT:

Michael B. Hughes, Chairperson

Review and Consider Bids for the Roof Retrofit for the Main Campus Gym

A request for proposal for the Gym Roof Retrofit was sent to eleven vendors and was advertised in the local newspaper. Six responses were received. The bids are available for Board review, if desired.

The bid included the retrofit of the roof with an alternative bid to include the interior lining. After reviewing the bids, staff recommends the contract be awarded to Hyperion Construction, 12815 S. Palomino Lak Circle, Cypress, Texas 77429, for having the lowest bid for the retrofit of the roof only. The interior lining will be addressed as a future project.

Staff is requesting Board approval for \$311,340.99. The source of the funding will be the Construction Fund.

Following discussion, the Facilities Committee will determine a recommendation to the Board of Regents regarding the approval of the roof retrofit for the Main Campus Gym.

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

Company	Base Bid	Alternative interior lining	Allowance	Days to Complete
Hyperion Construction 12815 S. Palomino Lake Circle Cypress, Tx 77429	\$311,340.99	\$95,220.71		8 weeks
Vogler Sheet Metal Co. Inc 1331 Lemm Rd 1 Spring, Tx 77373	\$319,606.00	\$52,519.00	\$10,000.00	6 weeks
Eskola LLC/JR Jones Roofing 5511 Mitchelldale St Houston, Tx 77092	\$335,025.00	\$54,575.00		9 weeks
AMS 13627 Stafford Road Stafford, Tx 77477	\$360,461.00	\$112,624.00		8 weeks
Atlas Universal 735 W. Tidwell Rd Houston, Tx 77097	\$435,551.00	\$97,890.00		6 weeks
Pyramid Waterproofing 122 Berry Road Houston, Tx 77022	\$548,000.00	\$96,000.00		12 Week

Review and Consider Bids for the Roof Retrofit for the Main Campus Gym

A request for proposal for the Gym Roof Retrofit was sent to eleven vendors and was advertised in the local newspaper. Six responses were received. The bids are available for Board review, if desired.

The bid included the retrofit of the roof with an alternative bid to include the interior lining. After reviewing the bids, staff recommends the contract be awarded to Hyperion Construction, 12815 S. Palomino Lak Circle, Cypress, Texas 77429, for having the lowest bid for the retrofit of the roof only. The interior lining will be addressed as a future project.

Staff is requesting Board approval for \$311,340.99. The source of the funding will be the Construction Fund.

Following discussion, the Facilities Committee will determine a recommendation to the Board of Regents regarding the approval of the roof retrofit for the Main Campus Gym.

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

Company	Base Bid	Alternative interior lining	Allowance	Days to Complete
Hyperion Construction 12815 S. Palomino Lake Circle Cypress, Tx 77429	\$311,340.99	\$95,220.71		8 weeks
Vogler Sheet Metal Co. Inc 1331 Lemm Rd 1 Spring, Tx 77373	\$319,606.00	\$52,519.00	\$10,000.00	6 weeks
Eskola LLC/JR Jones Roofing 5511 Mitchelldale St Houston, Tx 77092	\$335,025.00	\$54,575.00		9 weeks
AMS 13627 Stafford Road Stafford, Tx 77477	\$360,461.00	\$112,624.00		8 weeks
Atlas Universal 735 W. Tidwell Rd Houston, Tx 77097	\$435,551.00	\$97,890.00		6 weeks
Pyramid Waterproofing 122 Berry Road Houston, Tx 77022	\$548,000.00	\$96,000.00		12 Week

Review and Consider Design (Architectural & Engineering Services) Proposal for Student Housing

Staff requests approval of the proposal from Creole Designs for Architectural and Engineering Services for the proposed new student housing, and to authorize the President to execute the contract. The proposal is for Architectural Drawings, Structural Drawings, and MEP Drawings. The scope of work will include site plans, floor plans exterior elevations, roof plan, window and door schedules, electrical plans, interior details, wall sections, cross sections and an exterior detail sheet. If approved, the total cost of the proposal is \$40,100, and the funding source will be the Construction Fund. A breakdown of the cost is included in the table below.

Following discussion, the Facilities Committee will determine a recommendation to the Board of Regents regarding the approval of the design proposal for student housing.

Cost Summary

Architectural Drawings	\$28,400
Structural Drawings	\$3,500
MEP Drawings	\$8,200
Total	\$40,100



DESIGN AGREEMENT

April 23, 2025

Dr. Myles Shelton
President
Galveston College
4015 Avenue Q
Galveston, TX 77550

Re: student housing – design proposal – 3802 Avenue R, Galveston, Texas 77550

Dear Dr. Shelton,

Thank you for contacting Creole Design regarding the design of new student housing at 3802 Avenue R in Galveston. I would like to submit the following proposal:

❖ **Architectural drawings:**

- Custom house design – approximately 3,600 sq.ft. @ \$6.50/sq.ft. based on the framed area of the house and the garage - \$23,400
- 2 repeats @ \$2,500/repeat - \$5,000

Approximate total amount due for architectural drawings: \$28,400

The scope of our work will be as follows:

- architectural drawings:

- Site plan
- Floor plans
- Exterior elevations
- Roof plan
- Window and door schedules
- Electrical plans
- Interior details
- Wall sections
- Cross sections
- Exterior detail sheet

Any revisions to the drawings after the floor plans are approved by the Client will be charged at \$200.00/hour for Principal's design time, and at \$110.00/hour for AutoCAD work.

Client will receive 2 sets of final prints. Additional sets of plans requested by the client will be billed according to the size and number of pages.

Invoicing and Payment:

- 25% deposit (\$7,100.00) due upon execution of this agreement
- 25% due upon completion of the conceptual drawings
- 25% due upon completion of the floor plans
- Balance due when the drawings are ready to be submitted for engineering

❖ **Structural drawings** (by others) – \$3,500 total for 3 houses

- 50% (\$1,750) due when the drawings are submitted to the structural engineer
- Balance due when the drawings are completed

❖ **MEP drawings** (by others) - \$8,200 total for 3 houses

- \$3000 due when the proposal is accepted
- Balance due when the drawings are completed

Price does not include ADA plans and permits, drainage plans (if required), City of Galveston permit fees and permitting.

No representations and warranties are made as to conformity with covenants, deed restrictions, or other possible legal restrictions affecting Client's property.

The drawings, including, but not limited to, plans, details, specifications, renderings, and marketing plans shall remain the exclusive property of Creole Design, LLC. Client's right to use of same is conditioned and limited to a one-time use to construct per the description and location of the project in the proposal. It is further understood by client that if client uses the same or similar plans at another location, without prior written consent of Creole Design, LLC and compensation to Creole Design, LLC then we will consider this a violation of Creole Design, LLC ownership and subject to legal action.

If these terms are acceptable to you, please sign where indicated below and return the signed proposal to our office.

Sincerely,



Sam Gianukos
Creole Design, LLC

Accepted: _____
Dr. Myles Shelton

Date: _____

Review and Consider Design (Architectural & Engineering Services) Proposal for Student Housing

Staff requests approval of the proposal from Creole Designs for Architectural and Engineering Services for the proposed new student housing, and to authorize the President to execute the contract. The proposal is for Architectural Drawings, Structural Drawings, and MEP Drawings. The scope of work will include site plans, floor plans exterior elevations, roof plan, window and door schedules, electrical plans, interior details, wall sections, cross sections and an exterior detail sheet. If approved, the total cost of the proposal is \$40,100, and the funding source will be the Construction Fund. A breakdown of the cost is included in the table below.

Following discussion, the Facilities Committee will determine a recommendation to the Board of Regents regarding the approval of the design proposal for student housing.

Cost Summary

Architectural Drawings	\$28,400
Structural Drawings	\$3,500
MEP Drawings	\$8,200
Total	\$40,100



DESIGN AGREEMENT

April 23, 2025

Dr. Myles Shelton
President
Galveston College
4015 Avenue Q
Galveston, TX 77550

Re: student housing – design proposal – 3802 Avenue R, Galveston, Texas 77550

Dear Dr. Shelton,

Thank you for contacting Creole Design regarding the design of new student housing at 3802 Avenue R in Galveston. I would like to submit the following proposal:

❖ **Architectural drawings:**

- Custom house design – approximately 3,600 sq.ft. @ \$6.50/sq.ft. based on the framed area of the house and the garage - \$23,400
- 2 repeats @ \$2,500/repeat - \$5,000

Approximate total amount due for architectural drawings: \$28,400

The scope of our work will be as follows:

- architectural drawings:

- Site plan
- Floor plans
- Exterior elevations
- Roof plan
- Window and door schedules
- Electrical plans
- Interior details
- Wall sections
- Cross sections
- Exterior detail sheet

Any revisions to the drawings after the floor plans are approved by the Client will be charged at \$200.00/hour for Principal's design time, and at \$110.00/hour for AutoCAD work.

Client will receive 2 sets of final prints. Additional sets of plans requested by the client will be billed according to the size and number of pages.

Invoicing and Payment:

- 25% deposit (\$7,100.00) due upon execution of this agreement
- 25% due upon completion of the conceptual drawings
- 25% due upon completion of the floor plans
- Balance due when the drawings are ready to be submitted for engineering

❖ **Structural drawings** (by others) – \$3,500 total for 3 houses

- 50% (\$1,750) due when the drawings are submitted to the structural engineer
- Balance due when the drawings are completed

❖ **MEP drawings** (by others) - \$8,200 total for 3 houses

- \$3000 due when the proposal is accepted
- Balance due when the drawings are completed

Price does not include ADA plans and permits, drainage plans (if required), City of Galveston permit fees and permitting.

No representations and warranties are made as to conformity with covenants, deed restrictions, or other possible legal restrictions affecting Client's property.

The drawings, including, but not limited to, plans, details, specifications, renderings, and marketing plans shall remain the exclusive property of Creole Design, LLC. Client's right to use of same is conditioned and limited to a one-time use to construct per the description and location of the project in the proposal. It is further understood by client that if client uses the same or similar plans at another location, without prior written consent of Creole Design, LLC and compensation to Creole Design, LLC then we will consider this a violation of Creole Design, LLC ownership and subject to legal action.

If these terms are acceptable to you, please sign where indicated below and return the signed proposal to our office.

Sincerely,



Sam Gianukos
Creole Design, LLC

Accepted: _____
Dr. Myles Shelton

Date: _____

Update on Facilities Projects Including the Health Sciences Education Center (HSEC),
Nortchen Backfill Renovation Project, Transformer Replacement and Physical Plant Upgrades,
Facilities Master Plan, and Other Facilities Projects

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