

South Texas College
Board of Trustees
Facilities Committee
Ann Richards Administration Building, Board Room
Pecan Campus
Tuesday, January 15, 2019
@ 4:30 PM
McAllen, Texas

“At anytime during the course of this meeting, the Board of Trustees may retire to Executive Session under Texas Government Code 551.071(2) to confer with its legal counsel on any subject matter on this agenda in which the duty of the attorney to the Board of Trustees under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Government Code. Further, at anytime during the course of this meeting, the Board of Trustees may retire to Executive Session to deliberate on any subject slated for discussion at this meeting, as may be permitted under one or more of the exceptions to the Open Meetings Act set forth in Title 5, Subtitle A, Chapter 551, Subchapter D of the Texas Government Code.”

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Approval of Facilities Committee Meetings Minutes

The following Minutes for the Facilities Committee meetings are presented for Committee approval.

1. October 9, 2018 Facilities Committee Meeting
2. December 4, 2018 Facilities Committee Meeting

Meeting Minutes

Facilities Committee Meeting

October 9, 2018

**South Texas College
Board of Trustees
Facilities Committee
Ann Richards Administration Building, Board Room
Pecan Campus, McAllen, Texas
Tuesday, October 9, 2018 @ 4:30 PM**

MINUTES

The Facilities Committee Meeting was held on Tuesday, October 9, 2018 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 4:35 p.m. with Mr. Gary Gurwitz presiding.

Members present: Mr. Gary Gurwitz, Ms. Rose Benavidez and Dr. Alejo Salinas, Jr.

Other Trustees present: Mrs. Victoria Cantú and Mr. Rene Guajardo

Members absent: Mr. Paul R. Rodriguez

Also present: Dr. Shirley A. Reed, Mr. Chuy Ramirez, Mrs. Mary Elizondo, Mr. Matthew Hebbard, Dr. David Plummer, Mr. Ricardo de la Garza, Mr. George McCaleb, Mr. Mario Reyna, Mr. Paul Varville, Dr. Virginia Champion, Dr. Jesus Campos, Mr. Robert Cuellar, Mr. Sam Saldana, Mr. David Valdez, Mr. Martin Villarreal, Ms. Monica Perez, Mr. Gilbert Gallegos, Mr. Tim Weldon, and Mr. Andrew Fish.

Approval of Facilities Committee Meetings Minutes

Upon a motion by Ms. Rose Benavidez and a second by Dr. Alejo Salinas, Jr., the Minutes for the September 11, 2018 Facilities Committee meetings were approved as written. The motion carried.

**Review and Discussion on Exit Presentation on 2013 Bond
Construction Program by Construction Program Manager Broaddus &
Associates**

The exit presentation on the 2013 Bond Construction Program was presented at the September 25, 2018 Board meeting. The Board requested the opportunity to review the report in more detail and for the Construction Program Manager to be available to answer any questions at the October 9, 2018 Facilities Committee meeting.

Mr. Gilbert Gallegos, Senior Vice President of Broaddus & Associates and Regional Director of the South Texas region, reviewed the exit presentation of the 2013 Bond Construction Program and answered questions from the Committee.

Dr. Alejo Salinas, Jr. credited the taxpayers and voters of Hidalgo and Starr County for their investment in the future of both counties, and noted that they have received an incredible value for their investment.

Dr. Salinas suggested that the College should publicize the information provided by Broaddus & Associates, in an effort to show the tax payers that the College, Broaddus & Associates, and the various partners all worked as a team to save the taxpayers significant amounts of money, and allowed the College to build significantly greater scope of facilities than promised during the bond election.

The 2013 Bond Construction Program provided more square footage at a better price than anticipated prior to construction.

Mr. Gary Gurwitz agreed, and noted that the facilities were an incredible accomplishment, in terms of utility and aesthetics.

Mr. Paul R. Rodriguez also agreed, and noted that the Office of Public Relations & Marketing was working with a new consultant that might be able to help develop a marketing strategy to highlight the program.

Dr. Salinas further added that the public would want to know about the College's accountability and responsible stewardship of their investments in South Texas College.

The presentation was delivered under separate cover for the Committee's review and information. No action was requested.

Review and Recommend Action as Necessary on 2013 Bond Construction Warranty Items Action Plan

College staff from Finance and Administrative Services and Facilities Planning and Construction prepared a list outlining warranty items to be addressed for the 2013 Bond Construction Program Warranty Items Action Plan.

Broaddus & Associates was asked to provide updates for each warranty item. The Facilities Committee reviewed the following items:

1. Starr County Campus - Thermal Plant Vault Water Issue

Mr. Gilbert Gallegos advised the committee that there has been additional water infiltration of the vault. STC has issued a second warranty.

He noted that D. Wilson was responsible to correct the issue, but had been resistant to perform further work. Broaddus & Associates would continue to discuss this with them until the issues were resolved.

2. Regional Center for Public Safety Excellence – Parking and Site Improvements Asphalt failures at Cityscape drives

Mr. Tim Weldon announced that core samples and topographic studies should be conducted to assess the issues at the Cityscape. Raba-Kistner, Inc. would be available to conduct this work.

Raba-Kistner's scope would include an evaluation of the current conceptions and the construction documents to assess whether there were any fundamental design flaws, and would include any findings within their report.

This would also include a review of the retention pond, and whether it was correctly designed for the final project as built. This would address concerns whether late additions to the project, such as the cityscape, had been properly accounted for in the final design. Mr. Weldon confirmed that the detention ponds were re-designed after the inclusion of the cityscape, and this study would help determine whether it was sufficient.

If there were any findings that the designs were flawed, a third party would be contracted for peer-review.

No action was requested.

Review and Discussion of Funding Available for New Construction and Capital Improvement Projects

The availability of funding for new construction and Capital Improvement Projects (CIPs) was reviewed at the October 9, 2018 Facilities Committee meeting.

Purpose

Administration provided a report on the funding available for the purpose of new construction and CIPs.

Justification

Administration prepared budgets for proposed construction projects for the period of FY 2019 through FY 2023. The budgets included the revenue projected to be available and the projected construction project costs to be incurred in next five years.

Enclosed Documents

A copy of the proposed budgets was enclosed for the Committee's review and information.

Mrs. Mary Elizondo, VP for Finance and Administrative Services, reviewed the funding available for the purpose of new construction and CIPs. This review included:

Current Status

- At the start of FY 2018 – 2019 the College held \$28,913,187 in total fund balance.
- The designated fund balance included funds for:
 - A proposed Continuing Education building
 - Mrs. Elizondo discussed the Continuing Education model, which included self-sustenance through revenue generated by offering Continuing Education courses.
 - \$2M had been generated and reserved by Continuing Education with the hopes to construct a new building, contingent upon Board approval.
 - Mid Valley Campus – Workforce Center Expansion
 - \$2.4M in plant fund, set aside to complete unfinished scope of the 2013 Bond Construction Program
 - Starr County Campus – Workforce Center Expansion
 - \$2,3M in plant fund, set aside to complete unfinished scope of the 2013 Bond Construction Program
 - Satellite Center Expansion
 - \$4.4M in plant fund, set aside for an anticipated satellite center expansion.
 - Legal Counsel clarified that while these funds were set aside for the designated purposes, it was at the Board's discretion how the funds would ultimately be used.
- The undesignated balance at the start of FY 18 – 19 was \$17,643,736.

Five Year Projection

- Over the next five years, administration anticipates adding \$19M to the currently held \$28.9M in unexpended plant fund, for a total of \$48.2M.
- The current plan for construction over the next five years is estimated at \$53M, leaving a funding shortfall of \$4.8M.
 - All of this is projected, and no commitments had been made.
 - VP Elizondo clarified that this was all preliminary is adjusted regularly as actual revenues and expenditures are accounted for.
- Continuing Education hopes to save an additional \$2M in revenue generated by that department, for a total of \$4M saved, before planning for a new building.

This item as for the Committee's review and discussion only. No action was requested.

Review and Discussion of Pecan Campus Library Expansion, Renovation, or New Construction Options

A status update on the assessment of the fitness of the Pecan Campus Library to meet the needs of campus users and possible expansion, renovation, and new construction options will be reviewed and discussed at the October 30, 2018 Board meeting.

Purpose

The Committee was informed of the results of the assessment of the existing Pecan Campus Library facility to meet the current requirements of the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), the feasibility of expanding the existing Pecan Campus Library, and what options were available for expanding the facility if it is deemed feasible and necessary.

Background

The Pecan Campus Library (Building F) was a two-story building with 67,266 gross square feet dating back to the inception of the college.

Since 1993, Building F had undergone two construction additions in an effort to keep up with growth at South Texas College. In the 13 years since its last addition, library users, operations, and services continued to evolve and expand.

The College's existing Master Plan, developed by Freese & Nichols in 2010, suggested that the Pecan Campus should have a library of at least 100,500 gross square feet (GSF), or 75,375 assignable square feet (ASF) using the 75% gross-to-assignable-square-foot efficiency ratio applied by Deaton for new construction, based on enrollment of 11,461 students.

Pecan Campus Library Building F				
	Building F Current	Freese & Nichols (F&N)* 2010	Deaton's 2020	Deaton's 2030
Total Assignable Sq. Ft.	41,840	75,375	79,625	102,375

At its January 30, 2018 meeting, the Board approved the Deaton report and approved a staff recommendation to engage another consultant to determine whether it would be feasible to expand Building F to accommodate the additional square footage while enabling functional adjacencies and flow appropriate for an academic library.

Consultant Godfrey's Associates determined that Building F is in good condition, that previous expansions have exceeded minimum building code requirements, and that Building F can be efficiently expanded. Godfrey's also determined that space use efficiency could be improved, reducing the space needs recommended by Deaton to meet 2030 needs to approximately 79,747 ASF.

Based on these assessments of the Pecan Campus Library, staff have confirmed a need to increase library space. Among the options for increasing library space at the Pecan

Campus Library are (1) renovate and expand existing library, (2) renovate existing library and possibly adjacent Center for Learning Excellence, (3) construct a new library in another area of the campus, and (4) construct a decentralized building to include spaces not currently available in the library. Staff recommend investigating these possibilities further in order to provide the Board with some options for addressing the Pecan Campus Library space needs.

Presenters

Dr. Shirley A. Reed, President; Dr. Jesús Campos, Dean of Library & Learning Support Services; Mr. Rick De La Garza, Director of Facilities Planning & Construction; and Dr. David Plummer, Vice President for Information Services, Planning, Performance & Strategic Initiatives, were present to discuss the assessment and options for the Pecan Campus Library.

Enclosed Documents

The packet included an excerpt from the Pecan Campus Library Assessment prepared by Patrick Deaton, Library Consultant, and a presentation from Dr. Jesús Campos, Dean of Library & Learning Support Services.

Dr. Jesús Campos reviewed the Deaton report and the study by Godfrey's Associates.

Mr. Gary Gurwitz informed the committee and administration that he was strongly leaning toward remodeling the existing library, listing the following points of consideration:

1. The library should stay on the south side of Pecan Blvd.
2. If the library is moved, we might not have a good use of the existing library without further, expensive modification.
3. The future of the physical vs. digital books and resources might continue to impact the space needs of the library.
4. The enrollment projections used exceed the actual enrollment.
5. The potential efficiency increases could even further exceed Deaton's projections.
6. The costs could exceed the anticipated \$15.5M.

Dr. Alejo Salinas, Jr. asked how long an expansion/renovation of Building F would be expected to serve before the library outgrew it once again.

Dr. Campos noted that the Freese & Nichols Master Plan had anticipated an enrollment cap of 15,000 at the Pecan Campus. He hoped to plan a library renovation that would serve that population for at least 10 years.

Administration agreed to review these points and questions, and bring the topic back for consideration at a later date. They hoped to learn more during the upcoming SACSCOC conference, which might provide new ideas to decentralize services or other best practices.

No action was requested.

Review and Recommend Action on Texas Parks and Wildlife Department Target Range Construction Grant

The Board of Trustees would be asked to accept and authorize the use of a grant from the Texas Parks and Wildlife Department (TPWD). This grant would serve as the foundation for the future expansion of the target range that was included in the Master Plan for the Regional Center for Public Safety Excellence.

The total budget to design and construct the target range was \$4,035,376. The grant award would total \$2,754,601, which would provide 75% of the eligible costs for federal funding. Eligible costs included 100% of the design and 90% of the construction costs.

The College would be responsible to fund the remaining balance of \$1,280,775.

Proposed Budget

<u>Costs</u>	<u>Target Range Grant Program</u>	<u>South Texas College</u>	<u>Total</u>
Phase I Planning:	\$307,219	\$102,406	\$409,625
Phase II Construction:	\$2,447,382	\$1,178,369	\$3,625,751
Planning + Construction:	\$2,754,601	\$1,280,775	\$4,035,376

Purpose of the Target Range at the South Texas College Regional Center for Public Safety Excellence

South Texas College proposed to construct a safe, well-managed, state-of-the-art indoor target range that would be accessible to the public and that would promote hunter education and gun safety. The college would provide online and face-to-face hunter education approved by TPWD and also planned to offer other educational activities and events related to the areas of gun safety, hunting and shooting. The range would be accessible to the public during 90% of the hours of operation, and 10% of the hours of operation would be reserved for the College's Law Enforcement Academy, the College Department of Public Safety, and any other law enforcement activity.

Proposed Target Range Facility

The state-of-the-art target range and training facility would include:

- A 13,300 sq. ft. indoor target range, compliant with state and federal environmental and safety requirements.
- 12 shooting lanes, including 50 yard and 25 yard shooting lanes.
- Floor to ceiling engineering to protect users, provide acoustic dampening, and minimize lead contamination.
- Target and range controls to offer custom training programs.

This would be the most technically advanced and user-friendly indoor target range in this region of the state of Texas.

Proposed Scope of Target Range Services

The initial concept for a target range at the Regional Center for Public Safety Excellence was designed as a high quality 10 lane target range with state-of-the art equipment.

The TPWD funding would enable the college to construct a 12-lane target range. The college proposed to provide hunter education and other educational activities to support hunters and shooters. The college planned to develop and acquire instructional materials to support the delivery of firearm safety courses, hunter education, and other relevant training topics. TPWD was particularly interested in educational opportunities that promote hunting and shooting for the increasing population of female gun owners.

The TPWD would also permit allocating 10% of target range access primarily for the College's Law Enforcement Academy, the College Department of Public Safety, and any other law enforcement activity.

Proposed Scope of Public Access and Hunter Education

The funding from TWPD included requirements that the target range be available for public use and education with a limited allocation of time reserved for law enforcement activity. The College would also provide free online and fee-based face-to-face Hunter Education Courses approved by TPWD offered at the Regional Center or any of the College's five campuses, including South Texas College Online.

Administration proposed weekly public range hours and hours for South Texas College Law Enforcement Activity according to the following schedules:

Public Schedule

<u>Day(s)</u>	<u>Times</u>	<u>Number of Hours</u>
Sunday	1:00 p.m. – 6 p.m.	5 hours
Tuesday	12:00 p.m. – 9 p.m.	9 hours
Wednesday	12:00 p.m. – 9 p.m.	9 hours
Thursday	12:00 p.m. – 9 p.m.	9 hours
Saturday	9:00 a.m. – 9:00 p.m.	12 hours

College Law Enforcement Schedule

<u>Day(s)</u>	<u>Times</u>	<u>Number of Hours</u>
Monday	8:00 a.m. – 1:00 p.m.	5 hours

Breakdown of Projected Revenue and Expenses

With Board acceptance of the grant and authorization of the proposed project, the College would commit to the operational and maintenance costs for the life of the project, or at least 25 years from the project inception.

Projected Revenue

Administration recommended undertaking a market analysis to develop a formal business plan for the target range. Additionally, effective marketing strategies could drive growth in revenue over time.

Projected Revenue from Annual Membership Fees

Administration proposed establishing annual individual memberships at \$125. Members would be allowed to use the range during public hours at a reduced cost. The estimated revenue from annual memberships was \$75,000.

Project Revenue from Annual Daily Use Fees (Adults & Youth)

Non-members would be permitted to use the range at an hourly fee of \$15.00/hour for users age 12 and over. The estimated revenue from adults' daily use fees was \$168,750. Children under 11 would require close adult supervision, and a fee of \$8.00 would be charged for their use. The estimated revenue from youth daily use fees is \$18,000, and the total revenue projected was \$186,750.

Projected Revenue from Face-to-Face Hunter Education

The Texas Parks and Wildlife Target Range Program requires Hunter Education, to include online training at no fee to participants and fee based face-to-face training. South Texas College would charge a fee of \$10 per student and estimated that approximately 15 students would attend each class and at least 8 classes would be offered annually. The estimated annual revenue for hunter education was \$1,600.

Projected Revenue for Firearm Safety Training

This grant would support the purposes of the Texas Parks and Wildlife Department Target Range Program, which included building partnerships with our community and promoting public safety. South Texas College would offer at least 12 firearm safety classes annually with approximately 15 students per class at a cost of \$40 per student. The estimated annual revenue was \$7,200.

Projected Revenue from Club Use Fees (4H, FFA, Scouts, etc.)

Clubs would be able to reserve the range for 2 hours at a cost of \$200 for up to 15 students. We estimated that at least six agreements would be established with clubs, such as 4H and FFA clubs, Scouts, etc. The estimated annual revenue from club fees was \$1,200.

Projected Revenue from Event Fees

South Texas College would outreach to the public and would host events at the Target Range that would promote the safe use of firearms, particularly to females. The college would annually schedule a Target Range Women's Day, a Female Firearms Safety Day, and other events for the diverse population in the communities of south Texas. A fee of \$20 per person with at least 25 participants per event would be assessed. The estimated annual revenue from event fees was \$2,000.

Revenue from Law Enforcement

Law enforcement agencies may lease the range to conduct mandatory qualifications and training sessions at a cost of \$1,000 per 5-hour training block. South Texas College estimated approximately 5 contracts would be established annually, which would generate \$20,000 in revenue from law enforcement.

Projected Annual Revenue

Revenue from Public Access		
Annual Membership	\$125 * 600 members	\$75,000
Daily Use Fee	50 users / day @ \$15.00 fee * 225 days/year	\$168,750
Age 11 and under	10 users / day @ \$8.00 fee *225 days	\$18,000
Face-to-Face Hunter Education	\$10 / student @ 20 students per class (*8 classes)	\$1,600
Firearm Safety Training	\$40 / student @ 15 students per class (*12 classes)	\$7,200
Club Use Fee (4H, FFA, Scouts, etc.)	\$200 for up to 15 students (*6 clubs) for 2 hours	\$1,200
Event Fees	\$20 / person @ 25 participants (*4 events)	\$2,000
Public Use Revenue		\$273,750
Revenue from Law Enforcement		
Target Range Reservations (Mandatory Officer Qualifications and Training Sessions)	\$1,000 / 5-hour training block	\$20,000
Total Revenue:		\$293,750

Operating & Maintenance Costs

Providing a public target range would require the addition of a full time Range Safety Officer to oversee public use, membership, maintenance, and scheduling of the target range. The proposed shooting schedule would provide for 44 hours of oversight at the range by a Range Safety Officer. The Range Safety Officer would closely monitor all public use of the target range, and will be responsible to respond to any unsafe or otherwise questionable practices. The Range Safety Officer would be authorized to exercise his or her judgement to prohibit any individual from use of the target range. Appeals to any decision of the Range Safety Officer would be made through the South Texas College Department of Public Safety, and a process would be developed accordingly.

Additionally, the College would create a Training and Event Coordinator position to coordinate training and events in the areas of hunter education, firearm safety, and hunting and shooting club activity.

Personnel Cost Estimate

Range Safety Officer	Salary	\$47,380
	Benefits	\$14,214
	4 hours weekly over time	<u>\$6,120</u>
	Subtotal:	\$67,714
Training and Event Coordinator	Salary	\$46,000
	Benefits	<u>\$1,380</u>
	Subtotal:	\$47,380
Personnel Cost Total:		\$115,094

Maintenance and Operations Cost Estimate

Preliminary estimates for ongoing facility maintenance were based upon an average estimate of \$13.89 per sq. ft., at an estimated facility size of 13,300 sq. ft. Administration estimated an additional 15% increase in the base cost to account for specialized air conditioning and filtering expenses.

<u>Item</u>	<u>Note</u>	<u>Estimated Cost</u>
Maintenance & Operations	13,300 sq. ft. x \$13.89	\$184,737
HEPPA Filter Replacement	15% addition to Base Cost	\$27,711
M & O Cost Total:		\$212,448

The overall annual operation and maintenance of the target range was estimated at \$327,542.

Summary of Revenue & Operating & Maintenance Costs

Projected Revenue	\$293,750
Projected Costs	- <u>\$327,542</u>
Estimated Shortfall:	- \$33,792

The projected costs and revenue may result in the need for additional operating funds in the amount of approximately \$33,792 to cover first year start-up costs. This may decrease over time with outreach and marketing through the college's Department of Public Relations and Marketing that will work in coordination with the Regional Center for Public Safety Excellence.

Presenters

Mr. Paul Varville, Chief Administrator of the Department of Public Safety and Dr. Virginia Champion, Director for Grant Development, Compliance and Management were present at the Facilities Committee meeting to discuss the grant and the proposed facility and programs.

Overview of Grant Program Scope

Dr. Champion provided the details of the grant, as well as a brief review of the TPWD's goals in considering this award. Primarily, the TPWD was interested in this opportunity

to partner with South Texas College to develop and offer hunter education courses, as well as to be a place for safe, quality instruction and practice for new and experienced target shooters, including a large number of Hispanic target shooters and a growing population female target shooters in the region.

Mr. Varville briefly reviewed the preliminary revenue and cost projections, which would be revised upon the completion of a market analysis and business plan. In addition to having the target range available for South Texas College police officers and cadets in the police academy, the College would be able to lease out the range to local law enforcement agencies during the 10% operational hours reserved for law enforcement training.

Mr. Varville also recapped the proposed public usage data, as outlined above in this narrative.

Current Need and Long Term Plans

Mr. Gary Gurwitz asked about the real need for the target range. Dr. Shirley A. Reed noted that the Master Plan for the Regional Center for Public Safety Excellence called for the construction of a target range. Administration's preference was for a significantly larger target range, with more than 30 shooting lanes, instead of the twelve proposed.

The TPWD Target Range Construction Program grant would provide the College with an opportunity to begin building the planned facility, in such a way that would allow the College to demonstrate to law enforcement community what a quality in-door range in the area might offer to them. This could provide the groundwork for partnerships that would enable the College to expand the range to meet the master plan projection.

Dr. Reed also noted that while only 5 hours per week would be available for law enforcement training purposes, the leasing agency would have all twelve lanes for their use during this 5 hour training period, which would allow them to cycle many officers through their requalification process, which must be repeated 4 times per year.

Local Partnerships

Mr. Paul R. Rodriguez asked about partnerships with the City of Pharr and PSJA ISD on this project. Dr. Reed noted that while the city and school district were aware of the plan to develop a target range, administration was not working with them as partners on this grant. She clarified that early discussions to work with partners to provide support, such as through drug-forfeiture funds, it was apparent that agencies wanted access to a range but were unwilling or unable to support its construction. This partnership with TPWD would provide the necessary funding to build the first phase of the facility and to demonstrate its value to partners. Furthermore, while the city and school district donated the land for the Regional Center, the College owned the property.

Long Term Obligation

Mr. Jesus Ramirez, legal counsel, asked about the obligations of the College under the grant agreement, noting that state law prohibited the College from entering into multi-year contracts without a mechanism to sever that contract agreement if necessary. The proposed agreement could obligate the College to operate the facility for 25 years, and

South Texas College would need the contract to provide an option for the College to exit the agreement if needed.

Mr. Ramirez proposed that the agreement might be amended to give the College an opportunity to purchase the TPWD interest in the facility at some point in the future, if the College wished to exit the agreement.

Funding Sources

Furthermore, legal counsel noted that with the agreement requiring that 90% of the operational hours be public access, the College would have limited revenue streams available to fund that operation, and could not use certain revenues, such as state appropriations or M&O funds. Administration noted that the plan was for the target range to be self-funded through contracts with law enforcement agencies, continuing education programs, and fees for public use. A business plan was being developed, which should help develop a suitable plan for self-sufficiency.

Liability Insurance

Finally, legal counsel asked about the liability insurance that would cover public use. Administration noted that they had not looked into this specific issue, and would need to look into potential insurance costs.

Mr. Paul R. Rodriguez suggested that administration reach out to the city and school district about the plan, and work to resolve the issues raised by legal counsel. He suggested that the Facilities Committee hold off on any recommendation to the Board.

Mr. Gurwitz agreed, and asked for additional details on the costs and responses to the questions posed by legal counsel.

Dr. Salinas concurred, noting that the proposed grant award looked promising, and asked administration to resolve the issues and bring this item to the Board of Trustees for consideration of the grant award and agreement.

No action was taken.

Review and Recommend Action on Contracting Engineering Services for the Demolition of Dr. Casso Property

Approval to contract civil engineering services for the demolition of the Dr. Casso property would be requested at the October 30, 2018 Board meeting.

Purpose

The procurement of an engineer would provide for civil engineering services necessary for the demolition of the Dr. Casso property.

Justification

The procurement of a civil engineer would allow for the engineer to work with staff to prepare all necessary design development drawings and specifications in preparation for the construction documents phase using college design standards as well as all applicable codes and ordinances. Construction documents would then be issued for solicitation of construction proposals for the proper demolition of the property. Once received, construction proposals would be evaluated and submitted to the Board of Trustees with a recommendation to award a demolition contract.

Background

The Dr. Casso property was purchased on November 21, 2002. The southern portion of the property was occupied by the Dr. Casso family until July 2018 as part of the real estate contract with the College. The northern portion of the property was used by the College as part of its current building and site facilities. The College had now taken full occupancy of the property and was prepared to demolish the existing residence and its site improvements. The College would include this remaining property in any future plans for facility improvements as appropriate and approved by the Board.

Funding Source

Funds for these expenditures were available in the unexpended construction budget for FY 2018-2019.

Reviewers

The Requests for Qualifications were reviewed by staff from the Facilities Planning and Construction, Operations and Maintenance, and Purchasing departments.

Enclosed Documents

Site plan of the Dr. Casso Property was provided in the packet. The evaluation team members provided a scoring and ranking summary.

Due to time constraints, the Committee asked administration to present this item to the Board on October 30, 2018, without a recommendation

Review and Recommend Action on Contracting Architectural Services for the Mid Valley Campus Student Services Renovation and Thermal Plant Renovation

Approval to contract architect design services to prepare plans for the Mid Valley Campus Student Services Renovation and Thermal Plant Renovation project would be requested at the October 30, 2018 Board meeting.

Purpose

Architectural design services were necessary for design and construction administration services for the Mid Valley Campus Student Services Renovation and Thermal Plant Renovation project. The design scope of work included, but was not limited to, design,

analysis, preparation of plans and specifications, permit applications, construction administration, and inspection of the project.

Background

On September 10, 2018, South Texas College began soliciting for architectural design services for the purpose of selecting a firm to prepare the necessary plans and specifications for the Mid Valley Campus Student Services Renovation and Thermal Plant Renovation project. A total of twenty-two (22) firms received a copy of the RFQ and a total of seven (7) firms submitted their responses on September 25, 2018.

Funding Source

Funds were budgeted in the Unexpended Construction Plant Fund budget for fiscal year 2018-2019.

Reviewers

The proposals were reviewed by College staff from the Facilities Planning & Construction, Maintenance & Operations, and Purchasing departments.

Enclosed Documents

Site plans indicating the location of the proposed Mid Valley Campus Student Services Renovation and Thermal Plant Renovation were provided in the packet. The evaluation team members provided the scoring and ranking summary.

Due to time constraints, the Committee asked administration to present this item to the Board on October 30, 2018, without a recommendation

Review and Recommend Action on Contracting Construction Services for the Mid Valley Campus Childcare Center Canopy Replacement

Approval to contract construction services for the Mid Valley Campus Childcare Center Canopy Replacement project would be requested at the October 30, 2018 Board meeting.

Purpose

The procurement of a contractor would provide for construction services necessary for the Mid Valley Campus Childcare Center Canopy Replacement project.

Background

The Mid Valley Campus Childcare Center Canopy Replacement project was approved as part of the Renewals and Replacements Fund projects. The canopy to be replaced was part of the existing building purchased from Weslaco ISD which was built over 30 years ago and in need of replacement. A new metal canopy was proposed to match the adjacent canopies that were previously installed.

Staff from the Facilities Planning and Construction and Purchasing Departments prepared and issued the necessary plans and specifications for the solicitation of competitive sealed proposals for this phase.

Solicitation of competitive sealed proposals for this project began on September 10, 2018. A total of nine (9) sets of construction documents were issued to general contractors and a total of five (5) proposals were received on September 25, 2018.

Timeline for Solicitation of Competitive Sealed Proposals	
September 10, 2018	Solicitation of competitive sealed proposals began.
September 25, 2018	Five (5) proposals were received.

College staff reviewed and evaluated the competitive sealed proposal and recommend Tri-Gen Construction, LLC as the highest ranked in the amount of \$42,010.

Funding Source

Source of Funding	Amount Budgeted	Highest Ranked Proposal Tri-Gen Construction, LLC	Budget Variance
Renewal and Replacement Plant Fund	\$60,000	\$42,010	\$17,990
Total Amount	\$60,000	\$42,010	\$17,990

Funds were budgeted in the Renewal and Replacement Plant Fund budget for fiscal year 2018-2019.

Reviewers

The proposals were reviewed by College staff from the Facilities Planning & Construction, Maintenance & Operations, and Purchasing departments.

Enclosed Documents

Staff evaluated the proposal and provided the proposal summary. It was recommended that the top ranked contractor be recommended for Board approval.

Due to time constraints, the Committee asked administration to present this item to the Board on October 30, 2018, without a recommendation

Review and Recommend Action on Contracting Construction Services for the Technology Campus Advance Technical Careers Building B Concrete Floor Repairs

Approval to contract construction services for the Technology Campus Advanced Technical Careers (ATC) Building B Concrete Floor Repairs project would be requested at the October 30, 2018 Board meeting.

Purpose

The procurement of a contractor would provide for construction services necessary for the Technology Campus ATC Building B Concrete Floor Repairs project.

Background

The Technology Campus ATC Building B Concrete Floor Repairs project was approved as part of the Renewals and Replacements Fund projects. The existing southeast portion the Technology Campus ATC Building B experienced a shift in the concrete floor and foundation system. The portion of the building that shifted was a previous addition to the main building prior to when the College took ownership from the City of McAllen. This shift caused the floor to be uneven and cracks appeared on the walls and ceiling at the expansion joint where the two structures are adjoined.

CLH Engineering, Inc. was contracted to provide an analysis of the existing structure and provide engineering drawings to provide structural reinforcement as necessary. CLH Engineering, Inc. prepared and issued the necessary plans and specifications for the solicitation of competitive sealed proposals for this phase.

Solicitation of competitive sealed proposals for this project began on August 14, 2018. A total of nine (9) sets of construction documents were issued to general contractors & plan rooms and a total of four (4) proposals were received on August 28, 2018.

Timeline for Solicitation of Competitive Sealed Proposals	
August 14, 2018	Solicitation of competitive sealed proposals began.
August 28, 2018	Four (4) proposals were received.

College staff reviewed and evaluated the competitive sealed proposal and recommend 5 Star GC Construction, LLC as the highest ranked in the amount of \$64,300.

Funding Source

Source of Funding	Amount Budgeted	Highest Ranked Proposal 5 Star GC Construction, LLC	Budget Variance
Renewal and Replacement Plant Fund	\$400,000	\$64,300	\$335,700
Total Amount	\$400,000	\$64,300	\$335,700

Funds were budgeted in the Renewal and Replacement Plant Fund budget for fiscal year 2018-2019. The recommended construction proposal was far less than budgeted since it only included the costs for work to level the building. Separate costs for repairing the ceilings, walls, and floors in the interior spaces were not included. The additional repair costs would be performed in a separate proposal process. In addition, when the budgets were developed, staff was not sure on the method the engineer would recommend to perform the floor leveling repairs.

Reviewers

The proposals were reviewed by College staff from the Facilities Planning & Construction, Maintenance & Operations, and Purchasing departments.

Enclosed Documents

Staff evaluated the proposal and provided a proposal summary. It was recommended that the top ranked contractor be recommended for Board approval.

Due to time constraints, the Committee asked administration to present this item to the Board on October 30, 2018, without a recommendation

Update on Status of Non-Bond Construction Projects

The Facilities Planning and Construction staff prepared the attached design and construction update. This update summarizes the status of each capital improvement project currently in progress. Mary Elizondo and Rick de la Garza were present to respond to questions and address concerns of the committee.

Adjournment

There being no further business to discuss, the Facilities Committee Meeting of the South Texas College Board of Trustees adjourned at 7:07 p.m.

I certify that the foregoing are the true and correct minutes of the October 9, 2018 Facilities Committee Meeting of the South Texas College Board of Trustees.

Mr. Gary Gurwitz, Chair

Meeting Minutes
Facilities Committee Meeting
December 4, 2018

**South Texas College
Board of Trustees
Facilities Committee
Ann Richards Administration Building, Board Room
Pecan Campus, McAllen, Texas
Tuesday, December 4, 2018 @ 4:30 PM**

MINUTES

The Facilities Committee Meeting was held on Tuesday, December 4, 2018 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 4:30 p.m. with Mr. Gary Gurwitz presiding.

Members present: Mr. Gary Gurwitz, Mr. Paul R. Rodriguez, Ms. Rose Benavidez, and Dr. Alejo Salinas, Jr.

Other Trustees present: Mrs. Victoria Cantú

Members absent: None

Also present: Dr. Shirley A. Reed, Mr. Chuy Ramirez, Mrs. Mary Elizondo, Mr. Matthew Hebbard, Dr. David Plummer, Mr. Ricardo de la Garza, Mr. George McCaleb, Mr. Paul Varville, Mr. Robert Cuellar, Mr. Sam Saldana, Mr. David Valdez, Mr. Tim Weldon, and Mr. Andrew Fish.

Approval of Facilities Committee Meetings Minutes

Upon a motion by Mr. Paul R. Rodriguez and a second by Ms. Rose Benavidez, the Minutes for the November 6, 2018 Facilities Committee meeting were approved as written.

**Review and Recommend Action as Necessary on 2013 Bond
Construction Warranty Items Action Plan**

College staff from Finance and Administrative Services and Facilities Planning and Construction have prepared a list outlining warranty items to be addressed for the 2013 Bond Construction Program Warranty Items Action Plan.

Broaddus & Associates was asked to provide updates for each warranty item. The Facilities Committee will be asked to review and recommend action as necessary to the Board.

The Committee packet includes the Warranty Items Action Plan as developed and maintained by administration.

Campus Specific Warranty Items:

1. Starr County Campus - Thermal Plant Vault Water Issue

Broaddus & Associates noted that D. Wilson Construction Co. engaged the vault manufacturer to address the ongoing issues.

The manufacturer recommended the installation of a weatherproofing lid and a submersible pump, neither of which were included in the original design, to reduce water penetration and remove water that did make it into the vault.

College staff noted that the submersible pump would be an ongoing maintenance cost, and they did not approve that solution.

D. Wilson Construction Company proposed a new option involving a foam which would expand on contact with water and might make a proper sealant. Broaddus & Associates would take additional time to further review the proposal.

In the meantime, the weatherproof lid had been installed, and it was expected to help mitigate future instances.

Mr. Gurwitz asked whether there were any damages incurred during this process. Broaddus & Associates confirmed that there were damages to water-sensitive components when the original failure occurred, and all affected items had been replaced at the contractor's expense, and there had been no further damages.

Legal Counsel asked who was responsible for reviewing the final solution, and Broaddus & Associates identified the project engineer, Sigma HN Engineering, as overseeing the resolution.

2. Regional Center for Public Safety Excellence – Parking and Site Improvements Asphalt failures at Cityscape drives

Broaddus & Associates noted that Dannenbaum had provided the topographic survey, and Raba-Kistner had conducted core sample tests at the site to determine whether the improvements were built as designed.

While no formal report was provided, the preliminary findings indicated that additional information was needed from Dannenbaum, and additional cross-referencing of the core samples versus the design specs.

Mr. Gary Gurwitz recused himself from the discussion.

No action was taken.

Discussion and Action as Necessary on Ratifying the Agreement with Halff Associates for the 2013 Bond Construction Pecan Campus Thermal Plant Chiller Incident

Upon a recommendation by Legal Counsel, this item was postponed until an executive session planned for later in the meeting.

Review and Recommend Action on Contracting Architectural Services for the Pecan Campus Information Technology Building M Office and Work Space Renovation

Approval to contract architectural design services to prepare plans for the Pecan Campus Information Technology Building M Office and Work Space Renovation project will be requested at the December 13, 2018 Board meeting.

Purpose

The proposed Pecan Campus Information Technology Building M Office and Work Space Renovation project was needed to renovate four (4) existing classrooms totaling 4,222 square feet into office spaces on the second floor of Building M to be used for relocating staff from the Institutional Research & Effectiveness and Research & Analytical Services departments, currently located at Pecan Plaza. The design scope of work included, but was not limited to design, analysis, preparation of plans and specifications, permit applications, construction administration, and inspection of the project.

Justification

The procurement of an architect would allow the architect to work with staff to prepare all necessary design development drawings and specifications in preparation for the construction documents phase using college design standards as well as all applicable codes and ordinances. Construction documents would then be issued for solicitation of construction proposals. Once received, construction proposals would be evaluated and submitted to the Facilities Committee with a proposed recommendation to the Board to award a construction contract.

Background

On October 22, 2018, South Texas College began soliciting for architectural design services for the purpose of selecting a firm to prepare the necessary plans and specifications for the Pecan Campus Building M Office and Work Space Renovation project. A total of twenty-two (22) firms received a copy of the RFQ and a total of seven (7) firms submitted their responses on October 29, 2018.

Funding Source

Funds for these expenditures were budgeted and available in the unexpended construction budget for FY 2018-2019.

Pecan Campus Information Technology Building M Office and Work Space Renovation Project Budget		
Budget Components	Amount Budgeted	Actual Cost
Design	\$32,400	Actual design fees are estimated and will be finalized during contract negotiations.
Construction	\$324,000	Actual cost will be determined after the solicitation of construction proposals.

Reviewers

College staff from the Facilities Planning & Construction and Purchasing departments completed evaluations for the seven (7) firms and prepared a scoring and ranking summary; as a result of these evaluations, Boultinghouse Simpson Gates Architects was recommended for Board approval.

Enclosed Documents

The packet included the scoring and ranking summaries and plans indicating the areas of the proposed renovations for the Committee’s review and information.

Mr. Gary Gurwitz asked about the impact of this renovation on classroom availability. Dr. Reed and Dr. David Plummer noted that space program analysis had been conducted prior to planning for the bond construction program, thus this renovated space was incorporated in the bond master plan, but the scope of work was not included in the bond construction program.

Upon a motion by Mr. Gary Gurwitz and a second by Ms. Rose Benavidez, the Facilities Committee recommended Board approval of the contracting of architectural design services with Boultinghouse Simpson Gates Architects for preparation of plans and specifications for the Pecan Campus Information Technology Building M Office and Work Space Renovation project as presented.

Review and Recommend Action on Contracting Civil Engineering Services for the Nursing & Allied Health Campus Parking Lot 1 Resurfacing

Approval to contract civil engineering design services to prepare plans for the Nursing & Allied Health Campus Parking Lot 1 Resurfacing project will be requested at the December 13, 2018 Board meeting.

Purpose

The proposed Nursing & Allied Health Campus Parking Lot 1 Resurfacing project was part of the College’s Deferred Maintenance Plan for the proper maintenance of the College’s facilities. The procurement of a civil engineer would provide for design services necessary for the Nursing & Allied Health Campus Parking Lot 1 Resurfacing project. The

design scope of work includes, but was not limited to design, analysis, preparation of plans and specifications, permit applications, construction administration, and inspection of the project.

Justification

The procurement of a civil engineer would allow the engineer to work with staff to prepare all necessary design development drawings and specifications in preparation for the construction documents phase using college design standards as well as all applicable codes and ordinances. Construction documents would then be issued for solicitation of construction proposals. Once received, proposals would be evaluated and submitted to the Board of Trustees with a recommendation to award a construction contract.

Background

On November 1, 2018, South Texas College began soliciting for engineering design services for the purpose of selecting a firm to prepare the necessary plans and specifications for the Nursing & Allied Health Campus Parking Lot 1 Resurfacing project. A total of thirteen (13) firms received a copy of the RFQ and a total of seven (7) firms submitted their responses on November 15, 2018.

Funding Source

Funds for these expenditures were budgeted and available in the renewals and replacement budget for FY 2018-2019.

Nursing & Allied Health Campus Parking Lot #1 Project Budget		
Budget Components	Amount Budgeted	Actual Cost
Design	\$25,000	Actual design fees are estimated and will be finalized during contract negotiations.
Construction	\$250,000	Actual cost will be determined after the solicitation of construction proposals.

Reviewers

College staff from the Facilities Planning & Construction, Operations & Maintenance, and Purchasing departments completed evaluations for the seven (7) firms and prepared a scoring and ranking summary; as a result of these evaluations, R. Gutierrez Engineering Corporation is recommended for Board approval.

Enclosed Documents

The packet included the scoring and ranking summaries and a site plan indicating the proposed resurfacing locations for the Committee's review and information.

Recommended Action

Upon a motion by Mr. Gary Gurwitz and a second by Ms. Rose Benavidez, the Facilities Committee recommended Board approval of the contracting of civil engineering services with R. Gutierrez Engineering Corporation for the Nursing & Allied Health Campus Parking Lot 1 Resurfacing project as presented. The motion carried.

Review and Recommend Action on Contracting Construction Services for the Pecan Campus Athletic Field Fence Enclosure

Approval to contract construction services for the Pecan Campus Athletic Field Fence Enclosure project will be requested at the December 13, 2018 Board meeting.

Purpose

The procurement of a contractor will provide for construction services necessary for the Pecan Campus Athletic Field Fence Enclosure project.

Background

On January 30, 2018, the Board of Trustees authorized staff to solicit construction services for the installation of a perimeter fence at the Pecan Campus athletic fields as a means to secure the fields from unauthorized use. The fence would help eliminate liability issues, securing athletic equipment, eliminate the accumulation of trash, allowing for proper maintenance of fields such as watering, fertilizing, and grass recovery after heavy use. The athletic fields are located northwest of the Pecan Campus Information Technology Building M.

Staff from the Facilities Planning and Construction and Purchasing Departments prepared and issued the necessary plans and specifications for the solicitation of competitive sealed proposals for this phase. Chanin Engineering was contracted to prepare structural design drawings for optional masonry columns.

The proposed fence was constructed of metal and was similar to the fence at the sports fields located adjacent to De Leon Middle School owned by the City of McAllen. The metal fence material is Deacero DMF Classic, using galvanized wire and powder coated. The optional masonry columns (55 total) are colored split faced CMU and spaced thirty-two (32) feet apart.

Solicitation of competitive sealed proposals for this project began on October 1, 2018. A total of six (6) sets of construction documents were issued to general contractors & plan rooms and a total of six (6) proposals were received on October 27, 2018.

Timeline for Solicitation of Competitive Sealed Proposals	
October 1, 2018	Solicitation of competitive sealed proposals began.
October 27, 2018	Six (6) proposals were received.

On November 6, 2018, a proposal was presented to the Facilities Committee, but the Committee declined to make a recommendation at that time until more members were present to reach a consensus. The Committee requested that College staff visit McAllen ISD Milam Elementary School to view the fence installed at that location to evaluate it as

another potential option. The fence product used at the elementary school was an Ameristar metal fence product with masonry columns spaces thirty (30) feet apart.

Staff presented the current proposed fencing and provide information on the fence used at Milan Elementary School, along with fencing used at the McAllen ISD football stadium and the City of McAllen Municipal Park. The Committee also requested samples of fence products and staff will have them available for the Committee’s review. Staff also prepared a fence layout with the increased spacing of the columns to forty-eight (48) feet apart thereby reducing the number of columns needed from fifty-five (55) to forty (40) total for the Committee’s review.

Since the November Facilities Committee meeting, College staff have revisited the evaluations of the proposals and presented three options to the Facilities Committee for review and recommendation to the Board of Trustees.

Option No. 1: Recommend to the Board approval of Hurricane Fence, Co. to provide the metal fencing without masonry columns. The fence product would be Deacero DMF Classic fencing.

Pecan Campus Athletic Field Fence Enclosure Option No. 1 – Base Bid Only (Without Columns)			
Source of Funding	Amount Budgeted	Highest Ranked Proposal Hurricane Fence, Co.	Budget Variance
Unexpended Construction Plant Fund	\$106,500	\$57,546	\$48,954
Total Amount	\$106,500	\$57,546	\$48,954

Option No. 2: Recommend to the Board approval of NM Contracting, LLC. to provide the metal fencing with masonry columns. The fence product would be Deacero DMF Classic fencing with colored split faced concrete masonry units.

Pecan Campus Athletic Field Fence Enclosure Option No. 2 – Base Bid with Alternate No. 1 (With Columns)			
Source of Funding	Amount Budgeted	Highest Ranked Proposal NM Contracting, LLC.	Budget Variance
Unexpended Construction Plant Fund	\$106,500	\$129,621	(\$23,121)
Total Amount	\$106,500	\$129,621	(\$23,121)

Option No. 3: Recommend to the Board approval to reject Option No. 1 and Option No. 2 proposals and have staff rebid the project using an alternate fence product.

Staff provided a presentation and fence product samples for the Facilities Committee review and comment.

Funding Source

Funds were budgeted in the Unexpended Construction Plant Fund budget for fiscal year 2018-2019.

Reviewers

The proposals were reviewed by College staff from the Facilities Planning & Construction, Maintenance & Operations, and Purchasing departments.

Presenters

Ricardo de la Garza, Director of Facilities Planning & Construction, presented the fencing options at the Facilities Committee meeting and answer any questions from the Committee.

Enclosed Documents

Staff evaluated the proposals and prepared the enclosed proposal summaries and presentation on fencing options for the Committee's review and information.

The Committee members discussed the proposed options, and rejected the aesthetic presentation of the materials used in options 1 and 2 as outlined.

The Committee also asked about the possible use of that space for future building construction. Dr. Reed noted that nothing would be built there in the near future, and speculated that the College would likely need to replace any installed fence sooner than a building would be proposed for that space.

Mr. Paul R. Rodriguez moved that the Committee recommend that the Board request another proposal based on the materials included in option 2, but with columns installed. Dr. Alejo Salinas, Jr. seconded the motion.

Legal Counsel noted that any proposals based upon the new request could not be compared to the previously received proposals. He stated that the current proposals could be held, with no action, but could not be compared to any subsequent proposals.

Dr. Alejo Salinas, Jr. withdrew his second, and Mr. Paul R. Rodriguez withdrew the motion before the committee.

Upon a motion by Mr. Gary Gurwitz and a second by Dr. Alejo Salinas, Jr., the Facilities Committee recommended Board authorization for administration to solicit proposals for fencing as described and including pillars, with construction alternates for pillar spacing. The motion carried.

Review and Recommend Action on Contracting Construction Services for the Pecan Campus Sand Volleyball Courts

Approval to contract construction services for the Pecan Campus Sand Volleyball Courts project will be requested at the December 13, 2018 Board meeting.

Purpose

The procurement of a contractor would provide for construction services necessary for the Pecan Campus Sand Volleyball Courts project.

Background

The Pecan Campus Sand Volleyball Courts project was requested by the College's Student Activities department and approved as a Capital Improvement Project for use as part of their athletic activities program. On February 27, 2018, the Board of Trustees approved Alvarado Architects & Associates, Inc. for design services for the Pecan Campus Sand Volleyball Courts project. The architects prepared and issued the necessary plans and specifications for the solicitation of competitive sealed proposals for this phase.

Solicitation of competitive sealed proposals for this project began on October 30, 2018. A total of eight (8) sets of construction documents were issued to general contractors and a total of four (4) proposals were received on November 19, 2018.

Timeline for Solicitation of Competitive Sealed Proposals	
October 30, 2018	Solicitation of competitive sealed proposals began.
November 19, 2018	Four (4) proposals were received.

College staff reviewed and evaluated the competitive sealed proposal and recommend NM Contracting, LLC as the highest ranked in the amount of \$95,532.

Funding Source

Source of Funding	Amount Budgeted	Highest Ranked Proposal NM Contracting, LLC	Budget Variance
Unexpended Construction Plant Fund	\$50,000	\$95,532	(\$45,532)
Total Amount	\$50,000	\$95,532	(\$45,532)

Funds were available in the Unexpended Construction Plant Fund budget for fiscal year 2018-2019. The recommended construction proposal was higher than the budgeted

amount due to the specialized sand material and rubberized perimeter protection surface recommended and specified by the architect.

Reviewers

The proposals were reviewed by College staff from the Facilities Planning & Construction, Maintenance & Operations, and Purchasing departments.

Enclosed Documents

Staff evaluated the proposal and provided a proposal summary for the Committee's review and information. It was recommended that the top ranked contractor be recommended for Board approval.

The Facilities Committee noted that the highest ranked proposal was nearly double the budget. Staff advised that there were specialized components, most notably a specific sand that was designed for safety and performance in sand volleyball courts.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Paul R. Rodriguez, the Facilities Committee recommended Board approval to contract construction services with NM Contracting, LLC in the amount of \$95,532 for the Pecan Campus Sand Volleyball Courts project as presented. The motion carried.

Review and Recommend Action on Contracting Construction Services for the District-Wide Basketball Court Repainting

Approval to contract construction services for the District-Wide Basketball Court Repainting project will be requested at the December 13, 2018 Board meeting.

Purpose

The procurement of a contractor would provide for construction services necessary for the District-Wide Basketball Court Repainting project.

Background

The proposed District-Wide Basketball Court Repainting project was part of the College's Deferred Maintenance Plan for the proper maintenance of the College's facilities. The College had outdoor basketball court facilities at the Pecan Campus, Nursing and Allied Health Campus, Starr County Campus, and the Technology Campus. They were constructed in 2006 and the basketball court surfaces were in need of repainting and minor surface repairs.

Staff from the Facilities Planning and Construction and Purchasing Departments prepared and issued the necessary plans and specifications for the solicitation of competitive sealed proposals for this phase.

Solicitation of competitive sealed proposals for this project began on October 8, 2018. A total of six (6) sets of construction documents were issued to general contractors and a total of two (2) proposals were received on October 26, 2018.

Timeline for Solicitation of Competitive Sealed Proposals	
October 8, 2018	Solicitation of competitive sealed proposals began.
October 26, 2018	Two (2) proposals were received.

College staff reviewed and evaluated the competitive sealed proposal and recommend Teni-Trak, Inc. as the highest ranked in the amount of \$53,125.

Funding Source

Source of Funding	Amount Budgeted	Highest Ranked Proposal Teni-Trak, Inc.	Budget Variance
Renewal and Replacement Plant Fund	\$55,000	\$53,125	\$1,875
Total Amount	\$55,000	\$53,125	\$1,875

Funds were budgeted in the Renewal and Replacement Plant Fund budget for fiscal year 2018-2019.

Reviewers

The proposals were reviewed by College staff from the Facilities Planning & Construction, Maintenance & Operations, and Purchasing departments.

Enclosed Documents

Staff evaluated the proposal and provided a proposal summary for the Committee's review and information. It was recommended that the top ranked contractor be recommended for Board approval.

Upon a motion by Mr. Gary Gurwitz and a second by Ms. Rose Benavidez, the Facilities Committee recommended Board approval of to contract construction services with Teni-Trak, Inc. in the amount of \$53,125 for the District-Wide Basketball Court Repainting project as presented. The motion carried.

Review and Recommend Action on Contracting Construction Services for the Mid Valley Campus Roof Recoating

Approval to contract construction services for the Mid Valley Campus Roof Recoating project will be requested at the December 13, 2018 Board meeting.

Purpose

The procurement of a contractor would provide for construction services necessary for the Mid Valley Campus Roof Recoating project.

Background

The proposed Mid Valley Campus Roof Recoating project was part of the College's Deferred Maintenance Plan for the proper maintenance of the College's facilities. The Mid Valley Campus buildings that would be part of this project were built or renovated in 2004 and 2008. The roofs for these buildings were between ten (10) and fourteen (14) years old and their current roof warranties are nearing their expiration periods.

College staff recommended recoating the existing roofs in lieu of replacing the roofs. Currently, the College's standard roof product was a modified bitumen roof system by Garland Industries. The proposed recoating product was by Garland/DBS, Inc. and would extend the existing warranties for an additional fifteen years. Garland/DBS, Inc. provided a proposal through US Communities that reflected material costs which were established through the cooperative and Garland DBS, Inc. had competitively bid the labor and installation costs through three local roofing contractors. In addition, these roofing projects would include performance bonds as per the cost proposal. The buildings to be recoated were:

Mid Valley Campus, Building D - Workforce Innovation Center (2004)

Mid Valley Campus, Building E – Library (2004)

Mid Valley Campus, Building F - Student Union (previously Student Services) (2004)

Mid Valley Campus, Building G - North Academic (2004)

Some advantages for using the recoating system with Garland were as follows:

- Includes an additional 15 year warranty to the existing roof
- Garland/DBS, Inc. will manage the project to ensure the proper installation and will certify the warranty
- By recoating the existing roofs, it will provide a 15 year warranty for 1/3 the cost of replacing the roof
- Extends the life cycle of roof by preventing aging and deterioration due to UV damage
- Reduced energy costs - Highly reflective, aluminum coating that can reduce roof temperatures by 15 degrees
- Reduced construction installation time frames
- Allows for use of facility during installation with minimal disruption

- Does not require complete removal of existing roof system
- Does not require need for additional insulation required by new building codes

The procurement process was provided through the use of pricing established under the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) with Cobb County, GA and U.S. Communities.

Funding Source

Roof Recoating Proposal from Garland/DBS, Inc.			
Campus / Proposal Item	Proposal Price	Discount Applied	Total Proposal Price
Mid Valley Campus Proposal Item #2	\$690,242	\$6,090	\$684,152

Source of Funding	Amount Budgeted	Garland/DBS, Inc. Total Proposal Price	Budget Variance
Renewal and Replacement Plant Fund	\$860,000	\$684,152	\$175,848
Total Amount	\$860,000	\$684,152	\$175,848

Funds were budgeted in the Renewal and Replacement Plant Fund budget for fiscal year 2018-2019.

Reviewers

The proposal was reviewed by College staff from the Facilities Planning & Construction, Maintenance & Operations, and Purchasing departments.

Enclosed Documents

Site plans indicating building locations to be recoated and the proposal from Garland/DBS, Inc. were provided for the Committee's review and information.

Presenters

George McCaleb, Director of Facilities Maintenance and Operations, attended the Facilities Committee meeting to answer any questions from the Committee.

The Facilities Committee had several questions about the proposal submitted by Garland/DBS, Inc., and the presentation of this information to the Committee.

Procurement Process – US Communities Purchasing Cooperative

Mr. McCaleb confirmed that Garland/DBS, Inc. was the roofing system manufacturer, and was available to the College through participation US Communities, which secures competitive pricing for procurement.

Subcontracting of Installers by Garland/DBS, Inc.

Garland/DBS, Inc. had conducted competitive bidding among local subcontractors certified to handle the installation of their roofing systems.

Wage Scale

The Committee asked which wage scale had been used by Garland and their subcontractors, and Mr. McCaleb was not sure which wage scale had been used, but agreed to confirm this prior to the Board meeting.

The Committee asked whether there was an advantage for the College to conduct its own competitive bid from the contractors.

Legal Counsel Concerns

Legal Counsel voiced a concern that while the College could secure material pricing through US Communities as a purchasing cooperative, he did not know whether the labor/construction services could be procured through the cooperative.

Solicitation by Garland/DBS, Inc.

Mr. McCaleb noted that Garland had conducted a invitation for bids from all local contractors that were certified to install Garland roofing systems, and the three firms presented to the Committee were the sole respondents to that solicitation.

The Committee reviewed the bids across this current agenda item and the subsequent, related agenda items for reroofing projects at the Nursing & Allied Health Campus and the Starr County Campus.

The Committee determined that there were pending questions on the process, and took no action. Administration agreed to review the questions with legal counsel and provide an update to the Board of Trustees.

Legal Counsel further clarified his concerns over the solicitation process, and asked whether staff could conduct their own public RFP with a stipulation that respondents would need to be certified for the installation of Garland/DBS, Inc. roofing systems.

Review and Recommend Action on Contracting Construction Services for the Nursing & Allied Health Campus Roof Recoating

Approval to contract construction services for the Nursing & Allied Health Campus Roof Recoating project would be requested at the December 13, 2018 Board meeting.

Due to pending question raised during the discussion of a related project at the Mid Valley Campus, the committee took no action.

Review and Recommend Action on Contracting Construction Services for the Starr County Campus Roof Recoating

Approval to contract construction services for the Starr County Campus Roof Recoating project would be requested at the December 13, 2018 Board meeting.

Due to pending question raised during the discussion of a related project at the Mid Valley Campus, the committee took no action.

Update on Status of Non-Bond Construction Projects

The Facilities Planning and Construction staff prepared the attached design and construction update. This update summarizes the status of each capital improvement project currently in progress. Mary Elizondo and Rick de la Garza were present to respond to questions and address concerns of the committee.

Executive Session:

The South Texas College Board Facilities Committee convened into Executive Session at 5:36 p.m. in accordance with Chapter 551 of the Texas Government Code for the specific purpose provided in:

- Section 551.071, Consultations with Attorney

Discussion and Action as Necessary on 2013 Bond Construction Program Items

3. Discussion and Action as Necessary on Ratifying the Agreement with Halff Associates for the 2013 Bond Construction Pecan Campus Thermal Plant Chiller Incident

12. Discussion and Recommend Action as Necessary on Trademark Infringement Claim by Center for Public Safety Excellence

Open Session:

The South Texas College Board Finance and Human Resources Committee returned to Open Session at 6:22 p.m. No action was taken in Executive Session.

Discussion and Action as Necessary on Ratifying the Agreement with Halff Associates for the 2013 Bond Construction Pecan Campus Thermal Plant Chiller Incident

On August 22, 2017, the Board of Trustees authorized Legal Counsel to give notice of claim to all potential parties and authorized the College President to engage a forensic expert as necessary regarding the Pecan Campus Thermal Plant Chiller Incident.

No action was taken.

Discussion and Recommend Action as Necessary on Trademark Infringement Claim by Center for Public Safety Excellence

South Texas College received a letter from an attorney representing the Center for Public Safety Excellence (CPSE), a national non-profit accreditation and certification entity primarily serving firefighters.

CPSE complained that the College's use of the name South Texas College Regional Center for Public Safety Excellence was an infringement upon their trademark. South Texas College Legal Counsel has been in communication with counsel for CPSE.

No action was taken.

Adjournment

There being no further business to discuss, the Facilities Committee Meeting of the South Texas College Board of Trustees adjourned at 6:23 p.m.

I certify that the foregoing are the true and correct minutes of the December 4, 2018 Facilities Committee Meeting of the South Texas College Board of Trustees.

Mr. Gary Gurwitz, Chair

Review and Recommend Action as Necessary on 2013 Bond Construction Warranty Items Action Plan

College staff from Finance and Administrative Services and Facilities Planning and Construction have prepared a list outlining warranty items to be addressed for the 2013 Bond Construction Program Warranty Items Action Plan.

Broaddus & Associates will be asked to provide updates for each warranty item. The Facilities Committee will be asked to review and recommend action as necessary to the Board.

The Committee packet includes the Warranty Items Action Plan as developed and maintained by administration.

Campus Specific Warranty Items:

1. Starr County Campus - Thermal Plant Vault Water Issue
2. Regional Center for Public Safety Excellence – Parking and Site Improvements Asphalt failures at Cityscape drives

The Facilities Committee will be asked to recommend Board action as necessary for the warranty items.

2013 Bond Construction Program Warranty Items - Action Plan
January 15, 2019 Facilities Committee Meeting
as of January 9, 2019

#	Description of Issues	Responsible Parties	Status	Due Date	Resolution / Action Item
<i>Starr County Campus</i>					
1	Thermal Plant - Vault Water Issues	Sigma HN, Siemens, and D. Wilson	Pending	8/31/2018 10/31/2018	<p>5/14/18: Notified contractor and engineer of first rain event with pictures showing how the vault was completely submerged underwater</p> <p>6/25/18: Warranty request issued for this item after a second rain event occurred which caused the vault to become fully submerged underwater</p> <p>6/25/18: Contractor sent an email stating that this item is not considered as a warranty item and attached a quote to make the necessary repairs in the amount of \$6,760</p> <p>7/09/18: Contractor requested for the owner to provide a response to an RFI on how to proceed.</p> <p>7/26/18: STC sent an email to Broaddus asking for status on this item. Broaddus responded by stating that 2 of the 7 items were an existing condition and it required owner action, if desired, to relocate existing down spouts and provide a form of drainage to divert the water away from the vault</p> <p>7/29/18: STC responded that college should not be responsible for any cost associated to remediate the issue and that any necessary modifications should have been the responsibility of the design professional. This item should potentially be considered as a design and/or construction error.</p> <p>8/08/18: Engineer of record (SIGMA HN Engineers,) responded to Broaddus & Associates' email stating information on what needs to be done to resolve the issue.</p> <p>8/08/2018: Broaddus & Associates forwarded Engineer's response to the CM@R and to the Controls subcontractor.</p> <p>8/8/2018: D. Wilson subcontractors have responded to the Engineer's response clarifying controls.</p> <p>8/9/2018: Awaiting response from D. Wilson regarding water infiltration into the vault.</p> <p>8/21/2018(Weekly Meeting): B&A reported that D. Wilson is correcting this item</p> <p>8/28/2018: B&A to verify with engineers that corrective work is complete.</p> <p>9/26/2018 (Board Meeting): B&A reported to the Board that Sigma HN Engineers had verified that the vault was still not properly sealed. D. Wilson will need to seal vault as per the contract document. College staff had submitted a second warranty request to repair the vault.</p> <p>10/2/2018:D.Wilson has made a third attempt to properly seal the vault but based on FPC staff observations, water is still entering the vault.</p> <p>10/16/2018: B&A is working with Sigma HN Engineers on the status of an acceptable remediation. B&A has not received a further comment from D. Wilson.</p> <p>10/30/2018:B&A reported to the Board that D. Wilson would be engaging a third party engineer to provide an option for remediating the vault and would consult with Engineer of Record and B&A for approval.</p> <p>11/29/2018: B&A is currently working with Sigma HN Engineers and D.Wilson to find a solution to remediating the vault.Options are being discussed.</p> <p><i>1/8/2019: B&A recieved an option for the vault remediation f rom D. Wilson and Sigma HN Engineers has provided direction on the proposed option.</i></p>

2013 Bond Construction Program Warranty Items - Action Plan
January 15, 2019 Facilities Committee Meeting
as of January 9, 2019

#	Description of Issues	Responsible Parties	Status	Due Date		Resolution / Action Item
<i>Regional Center for Public Safety Excellence</i>						
2	RCPSE PSI- Asphalt failures at Cityscape drives	Noble Texas Builders	Pending	8/27/2018 10/31/2018	<p>7/10/2018: Site visit noted that cracks were on asphalt paving</p> <p>7/19/2018: B&A instructed College staff to issue a warranty request for the asphalt cracks</p> <p>7/24/2018: B&A provided College staff with email from Dannenbaum for the College to engage the services of a forensic engineer to verify the cause of the asphalt and substrate failures. Dannenbaum would also be requesting a fee adjustment for this work..</p> <p>8/1/2018 (Weekly Meeting-conference call): B&A informed the College that the area was under water during the recent rain events and may have been the cause of the failures.</p> <p>8/7/2018 (Weekly Meeting): B&A stated that the work was still under warranty and Noble Texas Builders would be repairing the damage</p> <p>8/21/2018(Weekly Meeting): B&A reported that the Dannenbaum and Noble Texas Builders are inspecting the site and the engineer will be providing any directives as necessary.</p> <p>8/28/2018(Board Meeting: B&A will request Geotechnical Testing of the asphalt drives to verify existing conditions and provide recommendations to the engineer as necessary. Noble Texas Builders will be providing an asphaltic coating over the current crack repairs</p> <p>9/26/2018(Board Meeting);B&A updated the Board that Dannenbaum a letter recommending forensic testing to be done by the Geotechnical & Material testing lab, Raba-Kistner, inc.. B&A has contacted Raba-Kistner for a proposal to do the recommended testing.</p> <p>10/2/2018: B&A met with Raba-Kister, Inc. on Tuesday and requested a proposal to conduct an asscssment of the asphalt and base material of the existing cityscape drives.</p> <p>10/16/2018: B&A had provided the proposal from Raba-Kistner, Inc. and the College has prepared a requisition. B&A has also contacted Dannenbaum to perform the topographic survey as recommended by Raba-Kistner, Inc.</p> <p>10/30/2018:B&A reported to Board that approval for addttional services from Raba-Kistner, Inc.were approved and Dannenbaum was performing the As-Built topographic survey of the area surrounding the City Scape area.</p> <p>11/29/2018: B&A has recieved an As-Built topographic survey and a written response from Dannenbaum. A meeting is scheduled for Friday, November 30, 2018 with the project team and Raba-Kistner to meet on site to review the survey and existing site conditions.</p> <p><i>1 /8/2018: B&A and the College have received the report from Raba-Kistner, Inc. and the additional topographic information from Dannenbaum. The information is currently under review. B&A will provide an update to the Facilities Committee at the January meeting.</i></p>	<i>B&A will provide an update at the January 2019 Facilities Committee meeting.</i>

Review and Recommend Action on Substantial Completion for the Mid Valley Campus Covered Walkway for Bus Drop Off

Approval of substantial completion for the Mid Valley Campus Covered Walkway for Bus Drop Off project will be requested at the January 15, 2019 Board Meeting:

Project		Completion Recommended	Date Received
1.	Mid Valley Campus Covered Walkway for Bus Drop Off Contractor: G&G Contractors	Substantial Completion Recommended	December 26, 2018

Facilities Planning & Construction staff visited the site and developed a construction punch list on December 26, 2018. A Certificate of Substantial Completion has been issued. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project.

Enclosed Documents

A copy of the Substantial Completion Certificate and a photo are enclosed for the Committee's review and information.

Recommended Action

It is recommended that the Facilities Committee recommend for Board approval at the January 15, 2019 Board meeting, substantial completion for the Mid Valley Campus Covered Walkway for Bus Drop Off project as presented.

Substantial Completion Acceptance

Project Name: Mid Valley Campus - Covered Bus Drop Off
Project No.: 18-19-1013
Owner: South Texas College
Contractor: Tri-Gen Construction LLC.
A/E Firm: N/A

Scope of Work Covered by This Acceptance:

Renovation of existing open structure, which included installation of new roof, new paint, new concrete slab, new sidewalk / ramp, fencing and electrical work.

Effective Date of Acceptance: 12/26/2018

This constitutes the Owner's acceptance for Beneficial Occupancy: Yes No

In accordance with plans and specifications of the Contract, this is to confirm the results of the substantial completion inspection(s). The "punch list(s)" of items remaining to be completed or corrected as of the effective date of this acceptance, is formally issued under separate cover. It is expressly understood that the failure to include any items on such list (s) does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. In accordance with the Contract, the Date of Substantial Completion is that Date jointly certified by the Architect/Engineer, owner and Contractor that the Work is sufficiently completed for the Owner to utilize it, or designated portion thereof, for the intended purpose.

As of the effective date noted above, the Contractor is relieved of the responsibilities for utilities, maintenance, security, custodial services, and insurance coverage, which may pertain specifically to the Work, covered by this acceptance. The Contractor remains responsible; however, to maintain full insurance coverage as required by the Contract for any areas of the project not yet accepted, and such coverage as may be necessary for its employees and subcontractors while engaged in completion of the punch list items as identified above.

The Owner and A/E will continue to inspect the entire project, including the work accepted herein, until final completion and acceptance of all elements of the work. This inspection will cover such defects as may have been overlooked as well as the items currently remaining on the punch list (s). The date of Substantial Completion Acceptance of the Project or portion designated above is the date of issuance established by this document, which is also the date of commencement of applicable warranties required by the Contract Documents.

The Contractor shall complete/correct the items identified on the punch list(s) within 30 Calendar days from the Effective Date of this Acceptance.
Connie Baughman Connie Baughman 1/19/19
Printed Name and Title Signature Date

The Architect/Engineer agrees that the Work noted in this Acceptance is sufficiently complete to be used as intended.
N/A
Printed Name and Title Signature Date

With the exception of those items noted on the attached "punch list(s)", the Owner accepts the Work designated herein as Substantially Complete as of the Effective Date of this Acceptance.
Printed Name and Title Signature Date





Mid Valley Campus Covered Walkway for Bus Drop Off

Review and Recommend Action on Substantial Completion for the Technology Campus Advanced Technical Careers Building B Fire Sprinkler Replacement Project

Approval of substantial completion for the Technology Campus Advanced Technical Careers Building B Fire Sprinkler Replacement project will be requested at the January 15, 2019 Board Meeting:

	Project	Completion Recommended	Date Received
1.	Technology Campus Advanced Technical Careers Building B Fire Sprinkler Replacement Engineer: Halff Associates Contractor: G&G Contractors	Substantial Completion Recommended	January 3, 2019

Halff Associates and College staff visited the site and developed a construction punch list. As a result of this site visit and observation of the completed work, the project was certified by the engineer on January 3, 2019. A Certificate of Substantial Completion has been issued. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project.

Enclosed Documents

Enclosed is a copy of the Substantial Completion Certificate for the Committee's review and information.

Recommended Action

It is recommended that the Facilities Committee recommend for Board approval at the January 15, 2019 Board meeting, substantial completion for the Technology Campus Advanced Technical Careers Building B Fire Sprinkler Replacement project as presented.

Certificate of Substantial Completion

PROJECT:
(Name and address)
 South Texas College
 Technology Campus Building B,
 Fire Sprinkler Lines Replacement
 3700 West Military Hwy
 McAllen, Texas 78503

PROJECT NUMBER: 32128/
CONTRACT FOR: General Construction
CONTRACT DATE: May 24, 2018

OWNER:
 ARCHITECT:
 CONTRACTOR:
 FIELD:
 OTHER:

TO OWNER:
(Name and address)
 South Texas College
 3200 West Pecan Boulevard, Bldg N.
 Suite 145
 McAllen, Texas 78501

TO CONTRACTOR:
(Name and address)
 G & G Contractors
 711 East Wisconsin Road
 Edinburg, Texas 78501

PROJECT OR PORTION OF THE PROJECT DESIGNATED FOR PARTIAL OCCUPANCY OR USE SHALL INCLUDE:

Entire Project

The Work performed under this Contract has been reviewed and found, to the Architect's best knowledge, information and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated above is the date of issuance established by this Certificate, which is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

Warranty
 All project Work.

Date of Commencement
 January 3, 2019

Half Associates, Inc.

ARCHITECT

BY

DATE OF ISSUANCE

A list of items to be completed or corrected is attached hereto. The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment.

Cost estimate of Work that is incomplete or defective: \$1,000.00

The Contractor will complete or correct the Work on the list of items attached hereto within Thirty (30) days from the above date of Substantial Completion.

G & G Contractors

CONTRACTOR

BY

DATE

The Owner accepts the Work or designated portion as substantially complete and will assume full possession at 12:01am (time) on January 3, 2019 (date).

South Texas College

OWNER

BY

DATE

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work and insurance shall be as follows:

(Note: Owner's and Contractor's legal and insurance counsel should determine and review insurance requirements and coverage.)

As established in the Conditions of the Contract.

**Review and Recommend Action on Final Completion for the Pecan Plaza
 Emergency Generator and Wiring and Starr County Campus Buildings E & J
 Crisis Management Center Generator**

Approval of final completion for the following Pecan Plaza Emergency Generator and Wiring and Starr County Campus Buildings E & J Crisis Management Center Generator projects will be requested at the January 15, 2019 Board Meeting:

	Project	Completion Recommended	Date Received
1.	Pecan Plaza Emergency Generator and Wiring Engineer: DBR Engineering Contractor: McDonald Electric	Final Completion Recommended	TBD
2.	Starr County Campus Buildings E & J Crisis Management Center Generator Engineer: DBR Engineering Contractor: McDonald Electric	Final Completion Recommended	TBD

Pecan Plaza Emergency Generator and Wiring

Final Completion, including punch list items, was accomplished as required in the Owner/Contractor agreement for this project. It is recommended that final completion and release of final payment for this project with McDonald Electric be approved. The original cost approved for this project was in the amount of \$186,676.

Starr County Campus Buildings E & J Crisis Management Center Generator

Final Completion, including punch list items, was accomplished as required in the Owner/Contractor agreement for this project. It is recommended that final completion and release of final payment for this project with McDonald Electric be approved. The original cost approved for this project was in the amount of \$257,793.

The following charts summarize the above information:

Pecan Plaza Emergency Generator and Wiring					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Final Project Cost	Previous Amount Paid	Remaining Balance
\$186,676	\$186,676	\$0	\$186,676	\$177,342.20	9,333.80

Starr County Campus Buildings E & J Crisis Management Center Generator					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Final Project Cost	Previous Amount Paid	Remaining Balance
\$257,793	\$257,793	\$27,700	\$285,493	\$271,218.35	\$14,274.65

Enclosed Documents

Enclosed are photos of the Starr County Campus Buildings E & J Crisis Management Center Generator and the Pecan Plaza Emergency Generator and Wiring projects. Copies of letters of Final Completion will be provided at the Facilities Committee meeting for the Committee's review and information.

Recommended Action

It is recommended that the Facilities Committee recommend for Board approval at the January 15, 2019 Board meeting, final completion for the Pecan Plaza Emergency Generator and Wiring and Starr County Campus Buildings E & J Crisis Management Center Generator projects as presented.



Pecan Plaza Emergency Generator and Wiring



Starr County Campus Building E Generator



Starr County Campus Building J Generator

Review and Update on Deferred Maintenance for District Wide Roofs

An update will be provided at the January 15, 2019 Facilities Committee meeting regarding the deferred maintenance project for the District Wide roofs.

Background

The proposed District Wide Deferred Maintenance for District Wide Roofs is part of the College's Deferred Maintenance Plan for the proper maintenance of the College's facilities. The buildings that will be part of this project were built or renovated between the years of 1998 and 2008. The roofs for these buildings are between ten (10) and twenty (20) years old and their current roof warranties are nearing their expiration periods. The buildings that are part of this project are listed below:

Mid Valley Campus		
Building Letter	Building Name	Year of Roof Installation
Building D	Workforce Innovation Center	2004
Building E	Library	2004
Building F	Student Union (previously Student Services)	2004
Building G	North Academic	2004

Nursing and Allied Health Campus		
Building Letter	Building Name	Year of Roof Installation
Building A	NAH East	2000 and 2004

Starr County Campus		
Building Letter	Building Name	Year of Roof Installation
Building A	Admin Bookstore	1998
Building B	Center for Learning Excellence	1998
Building C	North Academic	1998
Building D	Workforce Innovation	2004
Building E	South Academic	2004
Building F	Cultural Arts	2004
Building G	Student Services	2004
Building H	Student Activity Center	2004

At the December 4, 2018 Facilities Committee meeting, College staff recommended the process for procurement of services on providing a roof coating for the Deferred Maintenance of the District Wide roofs. College staff proposed using the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) with Cobb County, GA and U.S. Communities for procurement of these services. During the meeting, the Facilities Committee and legal counsel had additional questions regarding the procurement of the roof coating services which staff and legal counsel have since met to review and discuss.

As a result from various discussions with U.S. Communities, Garland, College's legal counsel, College administration, and staff from the departments of Purchasing, Facilities Operations & Maintenance, and Facilities Planning & Construction, College staff determined the need to solicit for the professional services of an architectural firm. The architect will provide a recommendation to move forward with one of the following options along with an estimate of the costs for each and will serve as the Architect of Record for the project. The possible options are as follows:

Option 1 – Coating:

Provides a coating material over the existing roofs to include a minimum 15-year manufacturer's warranty.

Option 2 – Reroofing:

Provide reroofing of the existing roofs to include a minimum 15-year manufacturer's warranty.

Presenters

George McCaleb, Director of Facilities Maintenance and Operations, will be present at the Facilities Committee meeting to answer any questions from the Committee.

No action is requested.

Update on Status of Non-Bond Construction Projects

The Facilities Planning and Construction staff prepared the attached design and construction update. This update summarizes the status of each capital improvement project currently in progress. Mary Elizondo and Rick de la Garza will be present to respond to questions and address concerns of the committee.

Status of Non-Bond Construction Projects in Progress January 2019

Project	% Complete	Date to Complete	Current Activity	Original Budget	Contract Amount	Comparison to Budget	Amount Paid	Contract Balance
Pecan Campus								
Arbor Brick Columns Repair and Replacement	5%	April 2019	1. Project Development 2. Contract Negotiations	\$ 20,000.00	TBD	TBD	\$ -	TBD
Sand Volleyball Courts	5%	January 2019	1. Construction Phase 2. Construction in Progress	\$ 50,000.00	\$95,532	\$45,532	\$ -	TBD
Library	10%	March 2019	1. Project Development 2. Programming in Progress	\$ 495,000.00	TBD	TBD	\$ -	TBD
Building A Renovation	100%	November 2018	1. Construction Complete	\$ 55,000.00	TBD	TBD	\$ 4,351.00	\$ 25,649.00
Building M Office and Work Space Renovation	5%	April 2019	1. Project Development 2. Design in Progress	\$ 32,400.00	TBD	TBD	\$ -	\$ 32,400.00
Athletic Field Fence Enclosure	95%	February 2019	1. Construction Phase 2. Bidding in Progress	\$ 106,500.00	TBD	TBD	\$ -	\$ 106,500.00
Building D Renovations	95%	January 2019	1. Design Phase 2. Design in Progress	\$ 18,000.00	\$ 17,550.00	\$ 18,000.00	\$ 3,510.00	\$ 14,040.00
Building H Renovations	15%	April 2019	1. Design Phase 2. Design in Progress	\$ 60,000.00	\$ 55,500.00	\$ 60,000.00	\$ 2,497.00	\$ -
Demolition of Dr. Casso Property	5%	February 2019	1. Design Phase 2. Design in Progress	\$ 60,000.00	\$ -		\$ -	\$ 60,000.00
Building X Data Cabling Infrastructure Replacement	5%	March 2019	1. Design Phase 2. Design in Progress	\$ -	TBD	TBD	TBD	TBD
Pecan Campus Total				\$ 836,900.00	\$ 168,582.00	\$ 123,532.00	\$ 10,358.00	\$ 178,589.00

Project	% Complete	Date to Complete	Current Activity	Original Budget	Contract Amount	Comparison to Budget	Amount Paid	Contract Balance
Pecan Plaza								
Pecan Plaza Police Department Emergency Generator	95%	January 2019	1. Construction Phase 2. Construction in Progress	\$ 400,000.00	\$ -	\$ 213,324.00	\$ 177,342.20	\$ 9,333.80
Building C 2601 Test Site Renovation	100%	November 2018	1. Construction Complete	\$ 100,000.00	\$ -	\$ -	\$ 45,661.36	\$ 54,338.64
Pecan Plaza Total				\$ 500,000.00	\$ -	\$ 213,324.00	\$ 223,003.56	\$ 63,672.44
Mid Valley Campus Total								
Childcare Canopy Replacement (RR)	50%	February 2019	1. Construction Phase 2. Construction in progress	\$ 60,000.00	\$ 44,746.37	\$ 60,000.00	\$ -	\$ -
Covered Walkway for Bus Drop Off	95%	January 2019	1. Construction Phase 2. Construction in progress	\$ 75,000.00	\$ 45,357.77	\$ 75,000.00	\$ 40,220.34	\$ 5,137.43
Resurfacing Parking Lot #3 (RR)	5%	March 2019	1. Project Development 2. Contract Negotiations	\$ 5,000.00	TBD	TBD	TBD	TBD
Thermal Plant Renovation	5%	April 2019	1. Project Development 2. Contract Negotiations	\$ 8,000.00	TBD	TBD	TBD	TBD
Resurfacing Northwest Drive (RR)	5%	March 2019	1. Project Development 2. Contract Negotiations	\$ 8,000.00	TBD	TBD	TBD	TBD
Student Services Renovation	5%	April 2019	1. Project Development 2. Contract Negotiations	\$ 20,000.00	TBD	TBD	TBD	TBD
Roofing Replacement (RR)	95%	February 2019	1. Construction Phase 2. Bidding in Progress	TBD	TBD	TBD	TBD	TBD
Mid Valley Campus Total				\$ 241,000.00	\$ 163,976.14	\$ 200,000.00	\$ 114,092.34	\$ 5,137.43

Project	% Complete	Date to Complete	Current Activity	Original Budget	Contract Amount	Comparison to Budget	Amount Paid	Contract Balance
Technology Campus								
Repair Concrete Floor Mechanical Room	100%	December 2018	1. Construction Phase 2. Construction in Progress	\$ 30,000.00	\$ 9,800.00	\$ 30,000.00	\$ 8,844.50	\$ 955.50
Building B Concrete Floor Repairs	5%	April 2019	1. Construction Phase 2. Construction in Progress	\$ 400,000.00	\$ 64,300.00	\$ 400,000.00	\$ -	\$ -
Building B Domestic/Fire Sprinkler Lines	95%	February 2019	1. Construction Phase 2. Construction in Progress	\$ 900,000.00	\$ 638,935.00	\$ 600,000.00	\$ 550,598.90	\$ 88,336.10
Shipping and Receiving Building D Office Renovation	5%	January 2019	1. Construction Phase 2. Bidding in Progress	TBD	TBD	TBD	TBD	TBD
Technology Campus Total				\$ 1,375,000.00	\$ 726,228.13	\$ 1,051,806.87	\$ 572,636.53	\$ 89,291.60
Nursing and Allied Health Campus								
Student Success Center Renovation	50%	February 2019	1. Design Phase 2. Design in Progress	\$ 11,000.00	\$ 11,136.00	\$ 7,500.00	\$ -	TBD
Resurface Parking Lot #1	10%	January 2019	1. Design Phase 2. Contract Negotiations	\$ 25,000.00	TBD	TBD	TBD	TBD
Student Services Renovation	5%	February 2019	1. Project Development 2. Programming in Progress	TBD	TBD	TBD	TBD	TBD
West Entry Campus Sign	5%	February 2019	1. Project Development 2. Programming in Progress	TBD	TBD	TBD	TBD	TBD
Roofing Replacement (RR)	95%	February 2019	1. Construction Phase 2. Bidding in Progress	\$ 250,000.00	TBD	TBD	TBD	TBD
Nursing and Allied Health Campus Total				\$ 286,000.00	\$ 11,136.00	\$ 7,500.00	\$ -	\$ -

Project	% Complete	Date to Complete	Current Activity	Original Budget	Contract Amount	Comparison to Budget	Amount Paid	Contract Balance
Starr County Campus								
Bldg E & J Crisis Management Center with Generator	95%	January 2019	1. Construction Phase 2. Construction in Progress	\$ 400,000.00	\$ 285,493.00	\$ 142,207.00	\$ 271,218.35	\$ 14,274.65
Student Services Renovation	5%	February 2019	1. Project Development 2. Programming in Progress	TBD	TBD	TBD	TBD	TBD
Roofing Replacement (RR)	95%	December 2018	1. Construction Phase 2. Bidding in Progress	TBD	TBD	TBD	TBD	TBD
Starr County Campus Total				\$ 450,000.00	\$ 332,143.00	\$ 145,557.00	\$ 294,018.35	\$ 38,124.65
Regional Center for Public Safety Excellence								
Target Range	5%	February 2019	1. Project Development 2. Programming in Progress		TBD	TBD	TBD	TBD
Signage	100%	September 2018	1. Construction Complete				\$ 72,280.00	
Chiller Relocation	5%	February 2019	1. Construction Phase 2. Bidding in Progress	TBD	TBD	TBD	TBD	TBD
RCPSE Total				\$ -	\$ -	\$ -	\$ 72,280.00	\$ -

Project	% Complete	Date to Complete	Current Activity	Original Budget	Contract Amount	Comparison to Budget	Amount Paid	Contract Balance
Automatic Doors Phase III	5%	August 2018	1. Construction Phase 2. Construction in Progress	\$ 65,000.00	\$ 128,000.00	\$ -	\$ -	\$ -
Marker Boards Replacement (RR)	85%	February 2019	1. Project Development 2. Design in Progress	\$ 200,000.00	\$ -	\$ -	\$ -	\$ -
Irrigation System Controls Upgrade (RR)	5%	August 2019	1. Construction Phase 2. Bidding in Progress	\$ 70,000.00	TBD	TBD	\$ -	TBD
Fire Alarm Panel Replacement / Upgrades (RR)	5%	August 2019	1. Construction Phase 2. Bidding in Progress	\$ 180,000.00	TBD	TBD	\$ -	TBD
Outdoor Furniture	75%	February 2019	1. Construction Phase 2. Construction in Progress	\$ 250,000.00	\$ -	\$ -	\$ -	\$ -
Directional Signage Updates	95%	February 2019	1. Construction Phase 2. Bidding in Progress	\$ 25,000.00	TBD	TBD	\$ -	TBD
Walkway LED Lighting Upgrade	5%	August 2019	1. Construction Phase 2. Bidding in Progress	\$ 35,000.00	TBD	TBD	\$ 10,687.50	TBD
FOCUS on Active Learning (RR)	5%	March 2019	1. Project Development 2. Design in Progress	\$ 30,000.00	\$ 676.90	\$ 29,323.10	\$ 676.90	\$ -
Interior Controls Upgrade (RR)	5%	August 2019	1. Construction Phase 2. Bidding in Progress	\$ 75,000.00	TBD	TBD	\$ -	TBD
Flooring Replacement Phase I (RR)	5%	August 2019	1. Construction Phase 2. Bidding in Progress	\$ 500,000.00	TBD	TBD	\$ 24,186.92	TBD
Restroom Fixtures Replacement & Upgrade	5%	August 2019	1. Construction Phase 2. Bidding in Progress	\$ 25,000.00	\$ 4,047.68	\$ 20,952.32	\$ 4,047.68	\$ -
Water Heater Replacement & Upgrade	5%	August 2019	1. Construction Phase 2. Bidding in Progress	\$ 20,000.00	\$ 13,372.47	\$ -	\$ 3,532.63	\$ 13,372.47

Project	% Complete	Date to Complete	Current Activity	Original Budget	Contract Amount	Comparison to Budget	Amount Paid	Contract Balance
Door Access Controls Replacement (RR)	5%	August 2019	1. Construction Phase 2. Bidding in Progress	\$ 30,000.00	TBD	TBD	\$ -	TBD
HVAC Upgrades (RR)	5%	August 2019	1. Construction Phase 2. Bidding in Progress	\$ 100,000.00	\$ 13,372.47	\$ 86,627.53	\$ 21,464.85	\$ (8,092.38)
Water Pump Stations (RR)	5%	August 2019	1. Construction Phase 2. Bidding in Progress	\$ 25,000.00	TBD	TBD	\$ -	TBD
Exterior Lighting Upgrade (RR)	5%	August 2019	1. Construction Phase 2. Bidding in Progress	\$ 250,000.00	TBD	TBD	\$ -	TBD
Basketball Court Repairing (RR)	5%	January 2019	1. Construction Phase 2. Contract Negotiations	\$ 55,000.00	TBD	TBD	TBD	TBD
District Wide Total				\$ 1,935,000.00	\$ 190,811.40	\$ 105,561.07	\$ 64,596.48	\$ 36,621.97
Non-Bond Construction Project Total				\$ 4,787,000.00	\$ 1,424,294.67	\$ 1,723,748.94	\$ 1,340,627.26	\$ 232,848.09
For FY 2018 - 2019, 27 non-bond projects are currently in progress, 0 has been completed and 52 pending start up - 79 Total								