

BOARD BUILDING COMMITTEE
SAN JACINTO COMMUNITY COLLEGE DISTRICT
May 24, 2022

Members Present: Dan Mims, John Moon, Jr., and Erica Davis Rouse

Members Absent: Marie Flickinger

Other Trustees Present: None

Others Present: Brenda Hellyer (via Zoom), Carin Hutchins, Bryan Jones, Deborah Paulson, Charles Smith, Ann Kokx-Templett, and Teri Zamora

- I. Dan Mims, called the meeting to order at 4:03 p.m.
- II. Roll call of the Committee members was taken by Dan Mims:
 - Marie Flickinger (Ex-officio member), absent
 - John Moon, Jr., present
 - Erica Davis Rouse, present
 - Dan Mims, present
- III. Approval of Minutes from the March 22, 2022, Building Committee Meeting was completed. Motion was made by E. Davis Rouse to accept the minutes and seconded by J. Moon.
- IV. Recommended Projects and Delivery Methods which will provide the best value to the College (Introduction by Bryan Jones - Discussion led by Charles Smith)
 - Bond Funds
 - Consideration of Approval to Generation Park North Road Extension
 - This item requests approval to contract with Tellepsen Builders, L.P. for Generation Park North Road Extension project.
 - CSP #22-31 was issued on March 31, 2022, to procure construction services for this project. Six responses were received and evaluated by a team comprised of representatives from capital projects, facilities services, and Page. Evaluation and ranking of the submittals were based on criteria published in the solicitation. Tellepsen Builders, L.P. received the highest overall score.
 - Approval of this action will allow the construction of an internal campus roadway from West Lake Houston Parkway to the existing parking lot. This connector will improve campus visibility and campus access and contribute to an increase in student population.
 - E. Davis Rouse inquired about plans for a walkway, which was eliminated from the project due to price.
 - C. Smith noted that the College has deferred the walkway addition to an undecided date in the future.
 - Consideration of Approval to Contract for Construction Manager-at-Risk for the Central Campus Marcom Building Capital Renewal Project.
 - This item requests approval to contract for construction manager-at-risk (CMR) contract with Tellepsen Builders, L.P. for the Central Campus

- Marcom (C2 / West Classroom) Building capital renewal project.
 - In March 2022, the Chancellor's designee approved the Construction Manager-at-Risk (CMR) methodology for the capital renewal of the Central Campus Marcom building. A two-step procurement process was used for CMR solicitation #22-32.
 - A request for qualifications (RFQ), the first step of the process, was issued on March 31, 2022. Submittals were received from five firms and evaluated based on criteria published in the RFQ. All five firms were invited to participate in the second step of the process, which included submission of the price proposal and presentations to the evaluation committee. Two firms withdrew prior to the presentation phase citing project staff availability. Tellepsen Builders, L.P. received the highest overall score of the remaining respondent.
 - This action will allow the College to complete the design for the Marcom Building capital renewal and to more accurately assess the cost involved. The 35,000 square foot building was originally constructed in 1966 and has not been materially changed since. The intention is to re-configure the building with only classroom and study spaces that will be used during peak instructional periods and idled when not needed. Plans are to replace the mechanical and plumbing systems which are at their end of life, to update the building to current applicable codes, and to update the instructional areas if funds are available in sufficient amount to cover cost estimates for the completed design.
 - The expenditure for this project will consist of a preconstruction fee of \$10,000, an estimated general conditions fee of \$617,698, and the construction management fee of 3.45 percent. The construction management fee will be applied to the final cost of the work. This project is currently funded by an \$8,740,474 reservation in the deferred maintenance portion of the 2015 Bond Program. It is anticipated that supplemental funds will be required.
 - Design activities began in March 2022 and are scheduled to be completed in September 2022. Assuming a reconciliation of funding, construction activities could begin in October 2022 and be completed by August 2023.
 - This item was presented without further discussion or questions from the Building Committee members.
 - Consideration of Approval to Contract for Central Campus C31 Technical Education Building Roofing Project.
 - This item requests approval that the Board of Trustees authorize the Chancellor or her designee to approve a contract with the highest ranked respondent to the formal solicitation issued to replace the roof of the Central Campus C-31 Technical Education Building.
 - In March 2022, the Chancellor's designee approved the competitive sealed proposal (CSP) methodology for the replacement of the roof at building C-31, Technical Education II.
 - CSP #22-37 was issued on May 6, 2022, to procure construction services for this project. Responses will be received on June 16, 2022, and evaluated by a team comprised of representatives from capital projects, facilities services, and HKS, Inc.
 - This action will authorize the Chancellor or her designee to contract with the

highest ranked respondent so that materials can be ordered at the lowest potential price and with the quickest possible delivery. This action will lessen some of the supply chain delays that are still plaguing numerous aspects of the construction industry.

- The cost of this project is not expected to exceed \$700,000. The project will be funded from the 2015 Bond Program.
 - D. Mims inquired as to whether the \$700,000 noted for this project is an estimate or an actual project total.
 - C. Smith noted the \$700,000 referenced for this project is an estimate, and if the actual project total exceeds the estimated \$700,000 proposed, the project will not be submitted to the Chancellor for authorization to proceed.
 - B. Hellyer explained the need for the designation of delegation was based on expediency due to the fluctuating pricing demand and shipping delays.

- Operating Funds
 - None.

V. Project Updates

- Bond Funds (Discussion led by Charles Smith)
 - Safety Metrics
 - There was only one safety incident of note which was minor property damage which occurred at South Campus Maintenance Building when a sub-contractor, while trenching, accidentally cut a data line that was not encased in concrete. The data line was repaired at the contractor's expense.
 - Schedule Updates
 - The College is nearing completion on the larger Bond projects which is noted by a reduction in man hours worked.
 - Progress Updates
 1. Central Campus – Welcome Center Extended Site
 - Wayfinding signs at the roundabout were installed last week and work on the foundation of the monument is projected to begin next week.
 2. Central Campus – Anderson-Ball Classroom Building
 - The project is complete with the exception of automated solar powered lawnmowers and acoustic trimming.
 - Work continues on the water system with the addition of a new weir wall which will allow the College to adjust the water level in the system as needed for flood control.
 3. Central Campus– McCollum Building
 - Walkways and benches are being added to the east courtyard, and some drainage issues on the west side are being addressed.
 - A card reader is being added for the medical privacy room, and a scissor gate will be installed at C2 and C4.
 - A storefront access is being added to the third-floor faculty overflow offices for safety control.
 - Stairwells will be refurbished, entrance vestibules will be cleaned, and a walk-off mat will be added.
 - E. Davis Rouse inquired as to what a “storefront” access means.
 - C. Smith noted that the entrance will require a badge to access

offices.

4. Central Campus – Marcom Building C2
 - Design is underway with intent to add windows to the parking lot side of the building and modify the entrance canopy.
 - The interior of the building will be streamlined by eliminating offices and adding classrooms and student study spaces.
 - If the project cost exceeds the College's expectations, then the College will change the scope of work to include only a mechanical refresh with no cosmetic or functional improvements.
5. North Campus– Industrial Technology Building N19
 - New ductwork and piping additions have been slow but are nearing completion and are expected to be completed in late August 2022.
6. North Campus – Central Plant
 - The routing for the interconnecting pipeline between the central plants at North Campus have been surveyed and an agreement has been met on the line size and path. Plans and specs are projected to be released for solicitation on June 7th, 2022, with a recommendation to the Board in October 2022.
7. North Campus –Buildings N7, N8, N9, and N10
 - Roof preparation for roof replacement has been completed and assessment has confirmed that N7, N8, and N9 roofs are at the end of life and need replaced or recovered. The N10 Building roof is significantly worse and will need further evaluation.
8. South Campus – Primary Electrical Phase II Project
 - Trench and duct bank installation were completed along the entire length of Parking Lot 6 along El Franco Lee.
 - A similar connection will be made between the softball area and a switchgear foundation will be set near the Maintenance Building.
 - Permits have been received and additional repair work has begun to correct the water meter installation error made by the previous contractor.
 - The College is cooperating with the City of Houston in their investigation into the water meter installation.
9. South Campus – Maintenance Building
 - The building is complete, furniture will be installed, and the building will be move-in ready by next week.
 - E. Davis Rouse inquired about the material used on the exterior walls.
 - C. Smith reported the material is corrugated steel.
10. South Campus – Buildings S7 and S8 Roofing Project
 - Materials are currently on order and demolition of S7 roof is projected to begin shortly with completion expected in late October 2022.
11. South Campus – Drainage Project
 - Work has begun on a new drainage swale to protect neighboring yards from flooding. Weather permitting, this project is projected to be completed no later than August 2022.
12. Maritime Campus – Davit Project
 - This project is complete except for a few minor punch list items.
 - Both davits are operational, instructional staff have been trained in their use, and two mariner certification courses have been conducted.

- 13. Generation Park Campus – Access Road Project
 - The access road project is ready to begin.
- 14. 2008 Bond Program Projects
 - District Building A1 HVAC Upgrade project is estimated to be completed June 2022.
 - College-wide Wayfinding Project is coming to a close with phase III signage in distribution.
- 15. LoanSTAR Program Projects
 - These projects are moving slowly and are challenged by longer lead times for materials and services and significant price fluctuations.
 - A contract time extension was approved by the State of Texas.
- Financial Updates
 - All reports were presented without questions or comments.
 - 2008 Bond – nearing completion with \$131,616 left in contingency
 - 2015 Bond
 - Generation Park
 - LoanSTAR
 - Bond Interest Earnings
- Operating Funds (Reported by Bryan Jones)
 - Safety Metrics
 - There was one minor incident noted when an employee pinched a finger in a chain, not requiring medical attention.
 - Schedule Updates
 - Roof Safety Assessment is complete and roof safety measures have begun.
 - Facilities Services is in the process of filling vacant positions and modifying the work schedule of the College’s custodial services to adjust for the College’s summer hours and reduced occupancy.
 - This report was presented with no comments.
 - Progress Updates
 - Minor Projects updates were briefly explained, and the Minor Projects Master Schedule was shared with the Committee.
 - Financial Updates
 - Repair and Renovation – This report was presented with no comments.
- VI. Status of Delegation of Authority
 - This report was presented with no comments or questions; there are no items pending.
- VII. Adjournment – The meeting adjourned at 4:28 p.m.