

**BOARD BUILDING COMMITTEE**  
**SAN JACINTO COMMUNITY COLLEGE DISTRICT**  
**August 27, 2019**

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

Members Absent: None

Other Trustees Present: None

Others Present: Scott Gernander, Mike Harris, Joe Hebert, Brenda Hellyer, Mini Izaguirre, Bryan Jones, Angela Klaus, Ann Kokx-Templett, Deborah Paulson, Charles Smith and Teri Zamora

- I. Dan Mims, Building Committee Chair, called the meeting to order at 3:31 p.m.
- II. Roll call of the Committee members was taken:
  - Marie Flickinger, present
  - John Moon, Jr., present
  - Erica Davis Rouse, present
  - Members absent: None
- III. Approval of Minutes from the July 22, 2019, Building Committee Meeting
  - D. Mims presented the minutes from the July 22, 2019, Building Committee Meeting.
    - A motion was made by J. Moon and seconded by M. Flickinger to accept the minutes as presented.
- IV. Recommended Projects and Delivery Methods which will provide the best value to the College (Discussion led by Bryan Jones)
  - Bond Funds
    - Consideration of Approval of Additional Funds for Architect Services
      - This item requests additional funds for architectural services provided by Kirksey Architects, Inc. (Kirksey) for the construction of the South Campus Engineering and Technology Building.
      - This action will increase Kirksey's contract value for architect services to align with the increased cost associated with the South Campus Engineering and Technology Building construction.
      - The estimated expenditure of this request is \$88,000.
      - Additional work was required for concrete consulting, reimbursables and a request for a FEMA variance due to the site location lying within a floodplain.
        - No other questions or comments were noted.
    - Consideration of Approval to Contract for Construction Manager at Risk Services for Central Campus Davison Renovation
      - This item requests consideration to contract with Brookstone, LP to renovate the Central Campus Davison Building.
      - This action will allow the College to renovate the Central Campus Davison

Building as the existing systems are at end of life. Also, a renovation project would allow the College to bring the building up to current applicable codes with updated areas for instruction.

- A question was raised in regards to Brookstone's history with the College and it was noted that this has been positive. Brookstone is currently engaged with the South Campus Cosmetology Center.
- M. Flickinger asked for more details in regards to whether the building will be gutted and renovated, or repaired. C. Smith replied with specific construction details noting full renovation of the building and the inclusion of departments such as Audio, Engineering, Criminal Justice, Finance, and Information Technology.
- D. Mims inquired about the foundation of the building. This was noted to be in satisfactory condition.
- Consideration of Approval for Additional Contingency Funds for South Campus Chilled Water Infrastructure Upgrade
  - This item requests additional contingency funds for the contract with The Brandt Companies (Brandt) for the South Campus Chilled Water Infrastructure Upgrades project.
  - In August 2019, the Board approved a contract with Brandt for the South Campus Chilled Water Infrastructure Upgrades project. Detailed project plans and specifications developed by ACR Engineering, Inc. (ACR) were used as part of the documentation package on which Brandt based their scope of work and fee. After Board approval it was discovered that the contingency amount of \$84,000 was based upon five percent of the cost of work, not the total contract value. In addition, ACR will be making changes to the current design due to overlapping projects that are likely to increase the overall project value.
  - A question was raised by the Committee as to who was at fault for the oversight. It was determined that Brandt's initial calculation was inconsistent with the College standards due to Brandt basing its contingency on the cost of the work and not the total cost of the project. It was also noted that, during design, some items had already been identified that will need to be funded by the contingency line item. After re-reviewing Brandt's initial contract, San Jacinto College initiated the Amendment to Brandt's contract for additional possible contingency expenditures. These additional funds will allow the College to move forward with construction without possibly putting the project on hold should contingency items be encountered.
  - A Committee member asked if the process to add additional contingency funds was customary. C. Smith stated that the College has been required to request additional funds for contingency in the past on a different project and different contractor. He noted that the College has worked with Brandt in the past with satisfactory results and has clarified the contingency expectation. The funds were included in the original total bond budget.
- Consideration of Approval of Method of Procurement for the College-Wide Elevator Modernization
  - This item requests approval to use Competitive Sealed Proposal (CSP) procurement methodology for the college-wide elevator modernization

- program.
- The College currently has forty-seven (47) elevators in service, with an average age of approximately seventeen (17) years. Beyond thirty (30) years of age, parts become increasingly difficult to source when repairs are required. Fifteen (15) elevators with an average age of thirty-eight (38) years are under consideration for modernization. The estimated cost of work for the college-wide elevator modernization project is \$1,000,000. Approximately \$600,000 of these expenditures will be funded by the 2015 Bond Program. Remaining upgrades will be prioritized through the Facilities Services department's operating budget over the next several fiscal years.
  - There was considerable discussion on the plan for future expenditures. The plan will provide an anticipated replacement/repair cycle but will be driven based on actual needs and breakdowns.
- Consideration of Approval for Additional Funds for Architecture Services for South Campus Longenecker Renovation
    - This item requests additional funds for architectural services provided by Page Southerland Page, Inc. (Page) for the South Campus Longenecker Building Renovation from the 2015 Bond Program. This action will increase Page's contract value for architect services to align with the increased cost associated with the South Campus Longenecker Building Renovation project. The estimated additional expenditure of the request is \$100,000. This expenditure will be funded from the 2015 Bond Program. The funds to execute the additional scope of work are already captured in the applicable Bond Program budgets.
    - Questions were raised in regards to the need for further details about the renovation of Longenecker. C. Smith explained the Longenecker Building has three sections, S7, S8, and S9 and explained in detail about the various plumbing and electrical lines routed to them. He noted that after the initial design was finalized and reviewed, a scope of work change was initiated based on the fact that the initial design displayed pipes running up the front of the building which was not aesthetically pleasing. The new design will require additional work and materials.
  - Consideration of Approval of Method of Procurement for College-Wide Access Controls Expansion
    - This item requests approval to use the Competitive Sealed Proposal (CSP) procurement methodology for the college-wide access controls expansion project.
    - New hardware is required to expand electronic locking and proximity card readers throughout multiple facilities across the College.
    - As part of the 2015 Master Security Plan, estimates and funding were included in the 2015 Bond Program for existing facilities that do not currently have electronic access and are not slated for major renovations. This action will complete the college-wide access controls expansion project and provide for consistent and efficient management of building access control.
  - Consideration of Approval of Adopting Prevailing Wage Scale
    - This item requests approval to adopt the June 2019 PBK Architects prevailing

wage rates schedule for school construction trades for the Texas Gulf Coast Area as the official prevailing wage rates of San Jacinto College.

- Texas Government Code 2258 requires that all contracts for public works awarded by the College stipulate the prevailing wage rates for each craft or type of worker required to execute the contract. The College last adopted prevailing wage rates at the Board's regularly scheduled meeting on June 4, 2018. The survey upon which those rates were based has now been updated by PBK Architects to comply with statutory requirements.
- Operating Funds – No Requests

## V. Project Updates

- Bond Funds (Discussion led by Charles Smith)
  - Safety Metrics
    - The OSHA Recordable Incident Rate (RIR) for the Central Campus – Petrochemical, Energy and Technology (CPET) project was less than one-sixth of the industry-wide rate for construction and 61 percent of the industry rate for petrochemical manufacturing. As a whole, the Bond Program is tracking at 0.488, which is about seven (7) times better than the general construction industry.
    - No near misses reported
    - Two (2) first aid incidents were reported
      - A roofer at South Campus Cosmetology suffered from heat stress and was taken by ambulance to a nearby hospital for evaluation.
      - An electrician at North Campus Cosmetology was injured when his hand slipped and struck a metal wall stud causing a puncture wound through his glove. The wound was bandaged, and he returned to work.
  - Schedule Updates
    - The majority of the Bond projects remain on schedule with the exception of Generation Park. The Generation Park project has been delayed due to the late shipment of steel, but the construction team is continuing to work to meet the August 2020 deadline. The College has effectively completed construction and move-in at Central Campus CPET, Central Campus Frel's Building, North Campus Burlison Building, and South Campus Longenecker North and South Buildings. The College expects completion of the Central Campus Welcome Center, North Campus Cosmetology and Culinary Center, South Campus Cosmetology Center, and South Campus Engineering and Technology Buildings in early of 2020.
  - Progress Updates
    - Central Campus – Petrochemical, Energy and Technology
      - Construction is complete and the majority of the thirty-five (35) labs are ready for instruction. Move in is underway, and the building's Grand Opening is scheduled for September 18, 2019.
      - Commissioning of the Process Training Unit for CPET is projected to be completed August 27, 2019 and should be available for instruction next week.
    - Central Campus – Welcome Center

- Exterior finishes are essentially complete, and work has begun on final grading and site development.
- Interior finishes are underway with most mechanical, electrical, and plumbing systems completed and air conditioning operable since August 2, 2019.
- Central Campus – Frels Building
  - Work has been completed and the building turned over to the College for occupancy by Pasadena Independent School District.
  - The elevator at Frels will be modernized at a later date.
- Central Campus – Classroom Building
  - The College held a mandatory pre-solicitation conference on August 14, 2019 with thirty (30) people in attendance representing thirteen (13) area contractors. A solicitation has been issued and will be brought to the Board in October 2019.
  - The College was awarded a U.S. Forest Service Mass Timber grant. The intent of the grant program is to inspire interest in mass timber projects by showcasing them in a highly visible project on higher education campuses. Ten (10) institutions in the United States were awarded this grant. Three of the ten were granted to Texas institutions; Rice, Stephen F. Austin and San Jacinto College. San Jacinto College was the only community college selected. San Jacinto College was further distinguished by having both the lowest tuition and highest enrollment of all the awardees.
- North Campus – Cosmetology and Culinary Center
  - Exterior waterproofing is complete. The roof base sheet has been installed, and the masonry is nearing completion.
  - The HVAC system is now operational. Windows are nearing completion, and sheetrock is being installed.
- North Campus – Spencer Building
  - New air conditioning ducts and electrical conduits are being installed.
  - Temporary pumps are supplying chilled water to the parts of the building that remain in service while the mechanical rooms are being updated.
- North Campus – Burluson Building
  - Classrooms have been improved, a new laboratory has been added, and the new cafeteria is now serving Galena Park Early College High School students.
- North Campus – Engineering and Technology Building
  - Roof installation began in July 2019.
  - Mechanical systems and walls are progressing.
- South Campus – Cosmetology Center
  - Interior insulation is complete. Windows are being installed and mechanical systems are nearing completion. Interior walls are being erected and finishes have begun.
- South Campus – Longenecker Building (S7, S8, and S9)
  - In S8, replacement of mechanical systems for the first renovation phase is nearing completion.
  - Installation of new walls, door frames, and drywall are beginning.

- Roof replacement is moving slowly. The building failed the roofing “Pull” test and required the demolition of the entire roof system.
- The roof had twenty (20) out of twenty-four (24) roof drains fail. The College did not have designs from the previous S8 roof and therefore, did not project these unforeseen roofing issues which will require additional spending authority in the near future due to increased labor and materials expenditure.
- All work in S7 and S9 is complete, including new ADA entrances.
- The roofing “Pull” test was successful and will not require the same extensive demolition and renovation as was required with S8.
- New elevator towers have been added.
- New dining areas have been completed and are in use.
- South Campus – Electrical Infrastructure Project
  - Contractors are hydro-excavating buried utilities to expose potential conflicts with their planned routing of a new electrical duct bank for the campus. Much of the courtyard will be excavated and later recovered during the coming months.
  - The old chiller yard behind S8 is being modified for a new electrical switchgear for buildings S7, S8, and S9.
- Generation Park
  - The floor slab was poured on August 12, 2019.
  - The project is currently delayed by approximately 28 days due to the steel fabricator pushing back delivery on the steel order to September 30, 2019. Efforts are currently underway to adjust scheduling to allow the building to be turned over to the College early August 2020.
- Financial Updates
  - 2008 Bond - This report was presented with no comments.
  - 2015 Revenue Bond - This report was presented with no comments.
  - Generation Park - This report was presented with no comments.
- Operating Funds (Discussion led by Bryan Jones)
  - Safety Metrics
    - Three (3) minor incidents occurred in July. Two (2) sprain/contusion incidents were experienced by two (2) separate grounds keepers, and a spider bite incident was experienced by an electrician.
    - One (1) lost time incident occurred when an employee hyperextended his knee upon exiting a College vehicle, requiring subsequent medical treatment.
  - Schedule Updates
    - The report was presented with no comments.
  - Progress Updates
    - All 34 open R&R projects will close in time for close of fiscal year 2019.
  - Financial Updates
    - Repair and Renovation - This report was presented with no comments.

## VI. Status of Delegation Of Authority

- An updated report on status of delegation of authority was presented with no

comment. All delegated items have now been completed.

VII. Additional Questions:

- B. Hellyer: Does the Committee prefer to review and approve the College's procurement method, or would the Committee rather not be presented the procurement method and only be presented with the project approval? Requesting approval from the Committee for the procurement method can delay the start of a project by a few weeks to a month.
  - C. Smith provided detailed information as to all the different methods of procurement and to the process of procurement determination. The Committee stated that they prefer to know what projects are coming up, but they do not necessarily need to approve the method of procurement.
- B. Hellyer asked C. Smith to provide an update on the Fire Protection move to the Maritime Center.
  - The Fire Protection program has successfully moved to the Maritime Campus. Additional phases of the project will move forward after completion of a current topography survey.
- E. Davis Rouse: Is there a new plan for the 2008 Bond Science Park project?
  - Plans are being developed with the new focus on creating decentralized paths and sitting areas.

VIII. Adjournment – The meeting Adjourned at 4:40 p.m.