

SAN JACINTO COLLEGE DISTRICT
Building Committee Meeting
September 18, 2018

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

Members Absent: None

Others Trustees Present: None

Others Present: Bill Dowell, Scott Gernander, Mike Harris, Joe Hebert, Brenda Hellyer, Bryan Jones, Mini Izaguirre, Angela Klaus, Ann Kokx-Templet, Janet Slocum, Charles Smith, Teri Zamora

- I. The meeting was called to order at 3:30 p.m. by Committee Chair, Dan Mims.
- II. Roll Call of Committee Members by Dan Mims
 - a. John Moon, Jr., present
 - b. Marie Flickinger, present
 - c. Erica Davis Rouse, present
 - d. Other Trustees present: None
 - e. Members absent: None
- III. Approval of Minutes from the August 28, 2018 Building Committee Meeting
 - a. Dan Mims presented the minutes of the August 28, 2018 Building Committee meeting. A motion was made by John Moon, Jr. to accept the minutes as presented. Marie Flickinger seconded the motion. The minutes were approved as presented.
- IV. Recommended Projects and Delivery Methods which will provide the best value to the College (led by Bryan Jones)
 - a. Consideration of Approval of Guaranteed Maximum Price for Central Campus Welcome Center
 - i. This item requests consideration of approval to authorize the Chancellor or her designee to approve a Guaranteed Maximum Price (GMP) for construction. During the review and negotiation of the complete GMP, the administration recommends approval to issue a Limited Notice to Proceed with Tellepsen.
 - ii. A question was asked regarding any risk associated with issuing a Limited Notice to Proceed prior to finalization of the GMP. Staff expressed that there is no increased legal risk. This revised process will allow staff to thoroughly review every aspect of the GMP without delaying the project and risking increased costs.

- b. Consideration of Approval of Guaranteed Maximum Price for Central Campus Frels Building Renovation
 - i. This item requests consideration of approval to authorize the Chancellor or her designee to approve a Guaranteed Maximum Price (GMP) for construction. During the review and negotiation of the complete GMP, the administration recommends approval to issue a Limited Notice to Proceed with Flintco, LLC.
- c. Consideration of Approval of Guaranteed Maximum Price for North Campus Burleson, Wheeler, Brightwell, and Spencer Building Renovation
 - i. This item requests consideration of approval to authorize the Chancellor or her designee to approve a Guaranteed Maximum Price (GMP) for construction. During the review and negotiation of the complete GMP, the administration recommends approval to issue a Limited Notice to Proceed with Whiting-Turner.
- d. Consideration of Approval of Guaranteed Maximum Price for South Campus Engineering and Technology Center
 - i. This item requests consideration of approval to authorize the Chancellor or her designee to approve a Guaranteed Maximum Price (GMP) for construction. During the review and negotiation of the complete GMP, the administration recommends approval to issue a Limited Notice to Proceed with Tellepsen.
- e. Consideration of Approval of Guaranteed Maximum Price for South Campus Longenecker Building Renovation
 - i. This item requests consideration of approval to authorize the Chancellor or her designee to approve a Guaranteed Maximum Price (GMP) for construction. During the review and negotiation of the complete GMP, the administration recommends approval to issue a Limited Notice to Proceed with Flintco.
- f. Consideration of Approval of Guaranteed Maximum Price for South Campus S-7 and S-9 Building Renovation
 - i. This item requests consideration of approval to authorize the Chancellor or her designee to approve a Guaranteed Maximum Price (GMP) for construction. During the review and negotiation of the complete GMP, the administration recommends approval to issue a Limited Notice to Proceed with Tellepsen.
- g. Consideration of Approval for Increase of Contract Amount for South Campus

HVAC Tech

- i. This item requests consideration of approval to increase the construction contract amount with Structure Tone.
 - ii. It was found that the detailed specifications and project plans developed by the architect did not include sufficient detail for a complete and accurate assessment of cost. In accordance with the Local Government Code, Section 252.048, an increase in the total contract price may be made if the funds are appropriated for that purpose and is less than 25 percent of the original contract price. This fits the criteria and does not increase the overall available budget.
- h. Consideration of Approval to Purchase Audio Visual Equipment and Services for Central Campus Frels Renovation and South Campus HVAC Tech
 - i. This item requests consideration to approve the purchase of audio visual equipment and installation services with Network Cabling Services for both building renovations.
- i. Consideration of Approval to Purchase Data Network Equipment and Services for Central Campus Frels Renovation and South Campus HVAC Tech
 - i. This item requests consideration to approve the purchase of network wireless and internet protocol (IP) paging equipment from Layer 3 Communications for both building renovations.
- j. Consideration of Approval for Increase of Contract Amount for Central Campus Central Plant Upgrades
 - i. This item requests consideration to approve an increase in the construction contract amount to include Phase II of the central plant modifications at the Central Campus.
- k. Consideration of Approval of Architectural Services for Design of Roof Replacement for South Campus Longenecker Building (S-8)
 - i. This item requests consideration to approve a contract with Collaborate Architects to provide architectural design services in development of detailed demolition, installation and procurement of building roof replacement.
- l. Consideration of Approval of Method of Procurement for Roofing Replacement for South Campus Longenecker Building (S-8)
 - i. This item requests consideration to approve the Competitive Sealed Proposal (CSP) methodology for the South Campus Longenecker roof

replacement project.

V. Project Updates – Bond

- a. Review of Selection Process for Architect Pool and Assignment (led by Ann Kokx-Template)
 - i. Architectural services are required for design, development of construction drawings and bidding packages for a large number of projects in the 2015 Bond program. In accordance with Section 2254 of the Texas Government Code, the College issued a Request for Qualifications #16-15 in March 2016 to establish a pool of qualified architects.
 - ii. Thirty-seven firms responded with written statements of qualification. Each one was evaluated, and the top seven ranked firms were invited to make oral presentations to the evaluation committee. After the presentations, the committee concluded that including all of the seven firms in the pool would best serve the needs of the College. This pool was approved by the Board of Trustees at the meeting on June 6, 2016.
 - iii. After the pool was established, a team consisting of program manager (AECOM) and San Jacinto College project directors matched the firms with the projects best suited to each one. These firms were engaged at this time and preliminary work began and continues.
 - iv. A secondary solicitation was issued in the Fall of 2017 to select a pool of architectural firms for smaller projects within the Repair and Renovation projects.

- b. Review of Evaluation Process and Committee Structure for Selecting and Receiving Construction Manager-at-Risk (CMR) and Similar Contractor Proposals (led by Ann Kokx-Template)
 - i. The selection of Construction Manager-at-Risk (CMR) is done under the rules established by Chapter 2269 of the Texas Government Code. This allows a one-step or two-step process; San Jacinto College uses a two-step process which allows interactions with the proposed project teams, and minimizes the possibility that pricing could have an excessive influence in determination of best value. The pricing information is calculated by the Purchasing department using a standard mathematical formula.
 - ii. Responses are received by the Purchasing department which reviews to determine that all documents were received in accordance with proposal requirements. If not, responses could be deemed non-responsive and would not move forward in the process.
 - iii. An explanation of the interview process for finalists was discussed. A panel to evaluate solicitations is compiled of end users, including at a minimum one representative from facilities construction, one from facilities operation, and one representing campus operations or a technical

area. Additional members are sometimes added based on project needs. Others are being trained to assist in this process by Facilities Services and Purchasing.

- iv. A question was asked regarding influence on scoring. A prohibited communication clause is in every solicitation. Also a conflict of interest statement is signed by all members of each evaluation committee.
- c. Safety - Bond Program (presentation led by Charles Smith)
 - i. The safety information was presented and no comments were offered.
- d. Master Bond Program Schedule
 - i. The schedule of projects was presented and no comments were offered.
- e. South Campus – Softball Improvements
 - i. The interior has been painted, insulation has been placed and the ducting for the HVAC system has been installed. Insulation of the air conditioning unit and pouring of concrete for the sidewalks will occur soon.
- f. Central Campus – Center for Petrochemical, Energy, and Technology
 - i. Overall site development is moving forward and paving has allowed work on everything but the roof and windows. The north end of the building is preparing for surface finishes to be installed, and mechanical systems are in place.
- g. Central Campus – Glycol Unit, Process Plant
 - i. The site has been cleared, but large amounts of rain have caused a delay of approximately one month in the foundation construction.
- h. Central Campus – Welcome Center
 - i. The permit package has been with the City of Pasadena for several weeks. The Guaranteed Maximum Price was received and within budget. The project team is reviewing in hopes to have the contractors on site before the October 19, 2018 groundbreaking ceremony.
- i. Central Campus – Frels Renovation
 - i. Construction Manager-at-Risk, Flintco has completed their phasing plan. The building permit and the Guaranteed Maximum Price should be received within two weeks.

- j. Central Campus – Davison Building Renovation
 - i. The programming meeting was held a couple of weeks ago followed by a day-long tour of the spaces. Two or three more meetings will be held, and then the project will be turned over to the Architects to begin design.
- k. Central Campus – Central Plant Upgrade
 - i. The transformer and switchgear are on order. Work will begin during Thanksgiving break, 2018, and continue through January 2019.
- l. North Campus – Cosmetology and Culinary Center
 - i. Easements across pipelines have been executed and Tellepsen has begun mobilizing and fencing off the site. Groundbreaking ceremony is Friday, September 21, 2018.
- m. North Campus – Spencer, Brightwell, and Wheeler Renovation
 - i. An initial meeting with Whiting-Turner was conducted with Kirksey architect to provide pre-construction advice. Initial work is scheduled to begin this Fall.
- n. North Campus – Underground Utility Tunnel
 - i. Installation of the gas line was hampered by the frequent rain, but has been completed. All gas hot water heaters served by the old gas line have been replaced with electric units. Campus-wide shutdown of the hot and chilled water systems is planned during Christmas break, 2018.
- o. South Campus – Engineering & Technology Building
 - i. Building permit reviewed by Harris County is in process. A GMP proposal has been received and is under review. Groundbreaking ceremony is scheduled for October 5, 2018.
- p. South Campus – Cosmetology Building
 - i. The City of Houston has released the building permit and Brookstone has submitted the GMP, which is under review. Plans to mobilize is scheduled for October 10, 2018.
- q. South Campus – Longenecker Renovation
 - i. Flintco is working with Page Architects to finalize costing and project phasing. Construction will begin toward the end of the fall 2018 semester.

- r. South Campus – HVAC Building
 - i. The demolition of walls, electrical, mechanical and plumbing were completed last week. Framing of new walls will begin this week.
 - s. South Campus – Academic Building Renovation (S-7, S-9)
 - i. To prevent the new elevator tower in the courtyard from causing congestion, the design is being reworked to go to the front side of the building. The College is awaiting building permit from the City of Houston to begin work.
- VI. Financial Report – 2008 Bond, 2008 Supplemental Bond, 2015 Revenue, and 2015 Bond Projects
- i. 2008 Bond - No issues.
 - ii. 2015 Revenue Bond - Phase II of the CIT Acoustics project has been designed. This project may not be needed. We are awaiting a formal review with the building occupants. The bond program has \$6.7 million remaining. The plan is for this to be allocated for development of a Generation Park site, as discussed at the September 7, 2018 Strategic Planning Board Retreat.
 - iii. 2015 Bond - Adjustments made to the budget of the projects will be reflected in next month's report.
- VII. Project Updates – Operating
- a. Safety Metrics
 - i. This report was presented and a comment made regarding clarification of the number of work orders completed.
 - ii. An accident at Central Campus requiring fence repair has been completed.
 - b. Schedule Update
 - i. This report was presented with no comments.
 - c. Financial Reports
 - i. This report was presented with no comments.
- VIII. Status of Delegated Authority
- a. An updated report on status of delegation of authority was presented with no comments.

IX. Adjournment – The meeting was adjourned at 4:53 p.m.