

MINUTES OF THE BUILDINGS AND GROUNDS COMMITTEE MEETING  
OF THE BOARD OF REGENTS OF THE DEL MAR COLLEGE DISTRICT  
September 13, 2005

The Buildings and Grounds Committee meeting of the Board of Regents of the Del Mar College District convened in the Isensee Board Room, Harvin Student Center, Del Mar College East Campus, Baldwin and Ayers, Corpus Christi, Texas, at 10:10 a.m. on Tuesday, September 13, 2005, with the following present:

From the Committee:

Mr. Bill Martin, Chairperson (10:13); Mr. Bill Chriss, Dr. Haysam Dawod, Mrs. Olga Gonzales, Mr. Gabe Rivas, and Mr. Guy Watts.

From the College:

Dr. Carlos Garcia, College President; Mr. John Johnson, Director of Fiscal Services for Mr. Jose Alaniz, Vice President, Business and Finance; Dr. Rosie Garcia, Interim Vice President of Instruction; Mr. Jose Rivera, Vice President of Student Development and Community Learning; Ms. Barbara Kimball, Assistant to the Vice President for Business Services; and other administrators, faculty, and staff.

From the Attorney's Office:

Mr. Augustine Rivera.

Others:

Mr. Bill Wilson and Mr. Dan Talley, WKMC Architects, Inc.; Mr. Michael Dodson, Marshall Company; Mr. Chuck Urban, Urban Engineering; and Ms. Connie Rivera, McGloin + Sween Architects.

**CALL TO ORDER/QUORUM CALL/MOMENT OF SILENCE/PLEDGE**

Mr. Gabe Rivas, president of the Board, presided until Mr. Bill Martin, chairperson of the Committee, arrived. Mr. Rivas called the meeting to order and with a quorum present, he requested a moment of silence, followed by the Pledge of Allegiance.

**PUBLIC COMMENTS—3 minutes**

No one signed up or requested to address the Committee.

**PENDING BUSINESS**

Status report on requested information: Mr. Augie Rivera, legal counsel, reported that he was still in the process of gathering the insurance policies to forward to Mr. Bob Reim, the College's insurance/risk management consultant. Mr. Rivera noted that Mr. Reim would be reviewing all the College's insurance policies, not only those related to construction contracts. College president Dr. Carlos Garcia reported that the ownership of the pylon sign at the South Annex property was being researched. (Mr. Martin arrived.)

**ITEMS OF BUSINESS:**

**(#1) APPROVAL OF MINUTES**

Buildings and Grounds, September 13, 2005

Dr. Haysam Dawod made a motion, seconded by Mr. Bill Chriss, to approve the minutes of the August 23, 2005, and August 30, 2005, Buildings and Grounds Committee meeting as presented. The motion carried by unanimous vote of those present.

**(#2) EXPANDING GENSLER'S CONTRACT TO PROVIDE ENVIRONMENTAL GRAPHICS SERVICES FOR THE DMC SOUTH ANNEX**

Mr. Bill Wilson, coordinating architect, reminded the Board that the firm of Gensler had previously been selected to provide environmental graphics services for the West Campus. At his request, Gensler submitted a proposal for the design, bid, and administration of all exterior building and site signage for the South Annex. Mr. Wilson pointed out that the standards for signage had already been developed in their original services. He explained that Gensler's approach to the South Annex would be different considering the building was set back off the street and signage would need to be visible at a distance. Gensler proposed a \$17,000 fee and reimbursements in the amount of \$1,500 maximum. Mr. Wilson stated that the budget for site signage is \$50,000, and requested an increase of \$30,000, for a revised total signage budget of \$80,000. He stated that Gensler's proposal included service terms and conditions, which Mr. Wilson pointed out were not accepted. A brief discussion ensued on the types of signage for the South Annex.

Mr. Rivas made a motion, seconded by Mrs. Olga Gonzales, to accept Gensler's fee proposal for the South Annex, and the motion carried by unanimous vote of those present.

**(#3) CHANGE ORDER FOR TIME EXTENSION FOR THE INDUSTRIAL EDUCATION COMPLEX**

The Board had approved a construction contract with Marshall Company for the Industrial Education Complex project on November 23, 2004. Mr. Wilson reported that the original project completion date of July 28, 2005, had previously been changed to September 1, 2005. Because of problems beyond the contractor's control, including the roofing problems, Mr. Wilson requested a 75-day extension of time, moving the new completion date to November 19, 2005. Projected partial occupancy dates follow:

Diesel Building, August 19, 2005	Metals Building, September 15, 2005
Autobody Shop (partial), September 15, 2005	Aircraft Building, October 3, 2005
Roofing work, October 3, 2005	Landscaping, irrigation, site work, November 15, 2005

Mr. Wilson asked that the Board approve the extension of time based on the partial completion dates presented. He explained that damages may be assessed for the demolition of the technical (T) buildings if the work is not completed as scheduled as it will cause a delay on the Emerging Technologies project.

Mr. Wilson requested that the Board approve a time extension of 75 days in the aggregate with completion dates as outlined in his memo to the Board, contingent upon not waiving any damages for failure to complete demolition to the T-buildings. Mr. Guy Watts moved the same, followed with a second by Mr. Rivas.

Mr. Martin stressed the need for communication so all involved parties are informed. Mr. Mike Dodson, project contractor, addressed the issue of demolition. He pointed out that the delays were beyond their control due to the asbestos abatement taking place, and that he did not anticipate going past the completion date. Mr. Rivas questioned whether the canopy was included, and Mr. Wilson pointed out that it was not part of the completion date, but would be included on another contract. He also noted that damages are \$2,000 per day, and the contractor was focusing on instructional priorities.

With no further discussion, Mr. Martin called the question. The motion carried by unanimous vote

of those present.

**(#4) ISSUING A REQUEST FOR QUALIFICATIONS (RFQ) FOR PROJECT ARCHITECT SELECTION FOR REMAINING BUILDING PROJECTS**

Mr. Wilson reported that the College would need to select architects for the remaining projects. He recommended using a single evaluation process to select multiple architects. Mr. Wilson suggested the selection of one firm for the Garcia Science Building additions and renovations and the St. Clair Science Building renovations, and one firm for the Kinesiology facilities additions and renovations and other renovations as determined by the Board. Mr. Wilson informed the Board that an indefinite quantity (IDQ) contract approach would be taken which allows flexibility in choosing the most highly qualified design team for the major projects while maintaining the ability to assign smaller projects as priorities are defined. He noted that the firm of McGloin + Sween was previously selected for the West Campus renovations. Mr. Wilson requested that the Board authorize the solicitation of RFQs for architectural and/or engineering services and the composition of an evaluation team. He pointed out that the same selection process for previous design teams will be utilized. A brief discussion followed on the projects and contracts with the architects and/or engineers. He pointed out that it is a possibility that one firm could be designing two or three projects, depending upon their expertise and project coordination. Mr. Wilson noted that the evaluation team may choose to select at least three firms. For clarification, Mr. Wilson stated that a joint effort by WKMC, the Board, and administration would divide the scope of work for the remaining projects.

Mr. Rivas made a motion, seconded by Dr. Haysam Dawod, to authorize the solicitation of Request for Qualifications for architectural and/or engineering services for the remaining bond projects. He announced that Dr. Dawod, Mrs. Gonzales, and Mr. Watts would serve on the evaluation team. (Note: Mr. Rivas later replaced Mr. Watts.) The motion carried by unanimous vote of those present.

**(#5) CLOSED SESSION: DELIBERATION OF THE PURCHASE, EXCHANGE, LEASE, OR VALUE OF REAL PROPERTY AS FOLLOWS: (a) LAND ACQUISITION AND/OR EASEMENT RIGHTS FROM DRISCOLL FOUNDATION FOR AN OFF-CAMPUS DRAINAGE EASEMENT AT THE WEST CAMPUS; (b) POSSIBLE IMPROVEMENTS INVOLVING CAMPUS ENTRYWAY; (c) POTENTIAL PURCHASE OF PROPERTY (SHELY STREET) WITH POSSIBLE AUTHORIZATION TO PROCEED**

The Board entered into closed session in accordance with Government Code 551.072 beginning at 10:45 a.m. The Board ended closed session at 11:40 a.m. (Mr. Augie Rivera left the meeting.)

Related to (#5)(a), Mr. Bill Chriss made a motion, seconded by Dr. Dawod, to authorize administration to purchase the easement rights from Driscoll Foundation for 2.25 acres more or less as described by the project architect at \$5,712 per acre. The motion carried by unanimous vote of those present.

No action was taken on items (b) or (c).

**(#6) CHANGE ORDER TO ADD OFF-CAMPUS DRAINAGE CONSTRUCTION TO THE PUBLIC SAFETY COMPLEX**

Mr. Wilson informed the Board that a change order was contingent upon the purchase of the off-campus drainage easement (#6 above). Zachry/Moorhouse, construction contractor for the Public Safety Complex project, submitted a price proposal in the amount of \$210,320 to include the additional work for the construction of the off-site drainage improvements. Mr. Wilson pointed out that there was a difference of about \$8,000 from the engineer's estimate and the proposed amount, and he did not feel there was a need for competitive bids. If the purchase is

successful, Mr. Wilson asked that the proposal be accepted and that the Board authorize a change order.

Mr. Rivas made a motion, seconded by Mrs. Gonzales, to authorize the additional scope of work for the off-campus drainage construction to the Zachry/Moorhouse construction contract.

Mr. Wilson noted that there is \$200,000 budgeted for the project, and that he would work with the contractor in an effort to reduce the cost.

The motion carried by unanimous vote of those present.

**(#7) WKMC ARCHITECTS REPORT ON MASTER PLANNING DEVELOPMENT AND ISSUES AS PRESENTED AND DISCUSSED AT THE AUGUST 23, 2005, BUILDINGS AND GROUNDS COMMITTEE MEETING**

Mr. Wilson reported that one change had been made from the spreadsheet that was presented at the August 23<sup>rd</sup> meeting, increasing the campus signage budget from \$50,000 to \$80,000. He also addressed the issue of potential increased costs associated with infrastructure utility replacement that had been a concern at the previous meeting. Mr. Wilson informed the Board that the engineer had created a utility study on the East Campus and that he had asked them to review the study and provide detailed cost estimates. Mr. Wilson reported that it would only be necessary to replace about 60% - 70% of utilities because of other site work. He stated that the estimated utility infrastructure cost was \$2.2 million to \$2.5 million. Mr. Wilson then reviewed several items on the spreadsheet and answered questions for the Board. He recommended that the Board adopt the spreadsheet as the official allocations in columns A, B, C, and D, and earmarking columns E, F, and G as priority items..

Mr. Rivas made a motion, seconded by Mrs. Gonzales, to authorize the adoption of the budget allocations and reprioritizations as presented on the spreadsheet prepared by WKMC. Mr. Watts requested confirmation that discussion with respect to the Garcia Health Science Building, St. Clair Science Building, and the Music Building was included in this motion. Mr. Wilson confirmed. The motion carried by unanimous vote of those present.

**(#8) WKMC ARCHITECTS STATUS REPORT ON BOND IMPROVEMENTS AND THE BUILDING PROGRAM PLAN**

Mr. Martin requested that Mr. Wilson provide a brief overview, including potential problems and areas of action.

Mr. Wilson reported that the West Campus construction projects were progressing and that the schedule was included with agenda item #7.

**Barth Learning Resource Center/Coleman Center:** construction will begin in September 2005 and should complete in Fall 2007.

**Garcia Health Science Building/St. Clair Science Building:** a single construction contract will be awarded; project will extend over two years.

**Kinesiology:** beginning design in January.

**(#9) CALENDARING**

Buildings and Grounds Committee meeting, October 18, 2005.

With no further business, the meeting adjourned at 12:01 p.m.