

MINUTES OF THE BUILDINGS AND GROUNDS COMMITTEE  
MEETING OF THE BOARD OF REGENTS OF THE  
DEL MAR COLLEGE DISTRICT

August 8, 2006

The Buildings and Grounds Committee meeting of the Board of Regents of the Del Mar College District convened at the East Campus Central Plant, Del Mar College East Campus, 101 Baldwin, Corpus Christi, Texas, at 9:24 a.m. on Tuesday, August 8, 2006, with the following present:

From the Committee:

Mr. Bill Martin, chair; Ms. Chris Adler, Ms. Arriaga (arrived 10:34); Dr. Haysam Dawod, Ms. Olga Gonzales (arrived at 9:45), Mr. Trey McCampbell, Mr. Gabriel Rivas III, and Mr. Guy Watts (arrived at 9:20, left the meeting at 9:35, and returned at 10:36).

From the College:

Carlos A. Garcia, Ph.D., College President; Mr. Joe Alaniz, Vice President of Business and Finance; Ms. Vickie Natale, Dean of Administrative Services; Mrs. Susie Kaspar, Executive Assistant to the President; and other faculty and staff.

From the Attorney's Office:

Mr. Augustin Rivera, Jr. (arrived at 10:00 a.m.)

Others:

Mr. Bill Wilson and Mr. Dan Talley, WKMC Architects, Inc.; Mr. John Dykema, Dykema Architects, Inc., Mr. Joseph Hammill and Mr. Scott Stridde, Stridde Callins, Inc.; Mr. Chuck Urban, Urban Engineering, and other interested citizens.

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

Mr. Martin called the meeting to order at the East Campus Central Plant, and there being a quorum present (Mr. Martin, Mrs. Adler, Dr. Dawod, Mr. McCampbell and Mr. Rivas), requested a moment of silence. Following the tour of the plant and return to Isensee Board Room, the Pledge of Allegiance was recited.

PUBLIC COMMENTS

Dr. Gordon Hilley, Chair of Kinesiology, Health Studies and Recreation, expressed support for Agenda Item 11 related to increasing the scope and cost modifications to the Kinesiology. He expressed support for a new track and two new racketball courts. In response to questions by the Board, Dr. Hilley stated that his department is in favor of both, but that the racketball courts are most desired. Racketball courts are available for students and faculty when not being used in class.

Mr. Alaniz stated that the additional cost would be approximately \$650,000.

Mrs. Gonzales noted that the project team has prioritized the racketball courts over the track at three separate meetings.

Mr. Tom Mathews, Del Mar College student, spoke in support of the two additional racketball courts. He also noted that the 20' x 40' courts could be utilized for other activities, including yoga, dance, volleyball, fitness equipment, and childcare.

#### PENDING BUSINESS

##### *Status Report on Pending Business*

Dr. Carlos Garcia stated that Item 7 has been completed and that all other items are ongoing. Mr. Martin expressed appreciation for the resurfacing of the parking lot.

#### ITEMS OF BUSINESS:

1. Tour of East Campus Central Plant.

Regents Adler, Dawod, Martin, Rivas and McCampbell toured the East Campus Central Plant.

2. Approval of Minutes: June 27, 2006 and July 11, 2006

Mrs. Adler made a motion, seconded by Dr. Dawod, to approve the minutes of the July 27, 2006 and July 11, 2006 meetings. A roll-call vote was taken and the motion passed unanimously by Regents Adler, Dawod, Gonzales, Martin, McCampbell and Rivas. (Mr. Watts had left the meeting.)

3. Discussion and possible action related to Regents' substantial completion review of the East Campus Central Plant.

Mr. Martin complimented the work done at the East Campus Central Plant. He noted that the chilling and heating capacity has been increased by 50%, and the infrastructure improved, which will aid in the event of future expansion.

Mr. Bill Wilson noted that the College had contracted with Moorhouse Construction for the construction of the East Campus Central Plant expansion, and that the plant has been operational since May 19, 2006. He stated that the final contract amount is \$3,490,740.25. Mr. Wilson proposed that credits from pending change orders in the amount of \$61,589.19 be credited to the Contingency/Inflation Bond Fund from unused allowances on the project. He noted that the contractor is still responsible for completion of the punch list items.

At Mr. Martin's request, Mr. Wilson introduced the engineers involved in the project,

including Joseph Hammill and Scott Stridde, Striddle, Callins Associates; and Chuck Urban, Urban Engineering.

Dr. Dawod made a motion, seconded by Mr. Rivas, to accept the punchlist and approve crediting \$61,589.19 to the Contingency Bond Fund. A roll-call vote was taken and the motion passed unanimously by Regents Adler, Dawod, Gonzales, Martin, McCampbell, and Rivas.

4. Discussion and possible action related to acceptance of certificate of substantial completion for the Appliance Repair Lab in the Air Conditioning Building, West Campus.

Mr. Wilson explained that on April 11, 2006, the Board authorized a change order to the Health Sciences contract for \$164,850.00 for the renovation to the Air Conditioning Building to be used as a appliance repair lab. He stated that the work is substantially complete as of June 29, 2006, and that the punch list for remaining work was included in the Board packet. He stated the item was also a formal request for acceptance of certificate of the substantially completed work.

Mr. Rivas made a motion, seconded by Mr. McCampbell, to accept the certificate of substantial completion for the Appliance Repair Lab. A roll-call vote was taken and the motion passed unanimously by Regents Adler, Gonzales, Martin, McCampbell, and Rivas. Dr. Dawod was out of the room at the time of the vote.

5. Discussion and possible action related to a general contractor for construction of Exterior Wayfinding Systems (RFQ 2006-32) (West Campus and DMC Annex – Center for Economic Development).

Mr. Wilson explained that on July 12, 2006, the College received five competitive sealed proposals for construction of DMC District Exterior Wayfinding Systems - RFP 2006-32. He announced that in following the evaluation process, Keller Custom Signs of San Antonio was the highest ranked and lowest priced bidder, as follows:

Base Bid:	\$327,900.00
Alternate #1 - Supplemental Lighting	4,275.00
Unit Price G - Ex-5.1 Parking Lot Identifier (2 @ \$4,300 ea.)	<u>8,600.00</u>
Total Contract Price:	\$340,775.00

Mr. Wilson noted that since the current authorized project construction budget is \$330,500.00, an additional \$10,275.00 would need to be funded to the project. He commented that this was the closest ranking on any project.

Mr. Wilson responded to questions of the Board.

Mrs. Adler made a motion, seconded by Dr. Dawod, to accept the bid from Keller Custom Signs of San Antonio with the two alternates. A roll-call vote was taken and the motion passed unanimously by Regents Adler, Dawod, Gonzales, Martin, McCampbell and Rivas.

6. Discussion and possible action related to a general contractor for construction of West Campus Buildings - Project A (RFQ 2006-37) (Barth Learning Resources Center and Industrial Education Canopies).

Bill Wilson stated that on July 27, 2006, the College had received three competitive sealed proposals from firms for construction of the West Campus Various Buiding Projects – Project A: Industrial Education Complex Canopies and Barth Learning Resources Center Renovation. Following the evaluation process, David Van Fleet, Inc. dba Van Fleet Construction of Kingsville, Texas was the highest ranked firm which provided the best value to the College. Mr. Wilson recommended approval of Van Fleet Construction as the general contractor for the West Campus construction, Project A.

Base bid price proposals were as follows:

Van Fleet Construction	\$657,730.00
Fulton/Coastcon	733,000.00
The DLP Group	799,000.00

Mr. Wilson explained that \$25,000.00 in additional security systems work (voice evacuation system) was added to the scope of the project after the project construction budget was authorized. He recommended that the College authorize a contract for the base bid work for a total contract amount of \$657,730.00, including \$15,000 for general contingency and testing. He proposed that the difference in funding be reallocated from bond funds; that is, \$25,000 from Technology and \$52,730 from Unassigned Renovations.

In response to Mr. Campbell's inquiry about Van Fleet's expertise, Mr. Wilson explained that the company was not ranked highest in qualifications, but was lowest in price, and he expressed confidence in the company's ability to do the work.

Mrs. Gonzales made a motion, seconded by Mrs. Adler, to authorize contracting with Van Fleet Construction as general contractor for construction of West Campus Buildings - Project A (RFQ 2006-37) (Barth Learning Resources Center and Industrial Education Canopies). A roll-call vote was taken and the motion passed unanimously by Regents Adler, Dawod, Gonzales, Martin, McCampbell and Rivas.

7. Discussion and possible action related to a change order for the Campus-Wide Security Upgrade Project with Safeguard to include security technology for the Barth Learning Resources Center.

Mr. Wilson stated that on November 8, 2005, the College had contracted with Safeguard Systems of Corpus Christi for security technology and campus-wide security upgrades. The original contract amount was \$684,000 and the current amount is \$719,000. He stated that a proposal was submitted to install card key access controls, CCTV and other items to the Barth Learning Resources Center, for a total cost of \$17,850.00, with the funding to be utilized from the Technology Bond Fund.

He explained that the burglar alarm systems, CCTV and card key access controls are the primary components of the West Campus security contract. He noted that fire alarm systems will be installed, including voice evacuation systems, which are part of the building contracts, and that security is being upgraded in all significantly renovated buildings on West Campus.

Mr. Martin requested that updated drawings and schematics be in place for future maintenance.

Dr. Dawod made a motion, seconded by Mrs. Gonzales, to authorize a change order for the Campus-Wide Security Upgrade Project with Safeguard to include security technology for the Barth Learning Resources Center. A roll-call vote was taken and the motion passed unanimously by Regents Adler, Dawod, Gonzales, Martin, McCampbell and Rivas.

8. Discussion and possible action related to a change order for the Campus-Wide Security Upgrade Project with Safeguard to include security technology for the West Campus Central Plant.

Mr. Wilson referred to a revised memo provided to the Regents regarding the change order for the campus-wide security upgrade project with Safeguard to install card key access controls for the West Campus central plant. The revised memo corrects the prior memo in that the work does not include closed-circuit TV. The total cost of the additional work is \$3,450.00, with funding being proposed from the Technology Bond

Fund.

Mr. Watts returned to the meeting at 10:32 a.m.

Mr. Rivas made a motion, seconded by Mr. McCampbell, to authorize a change order for the Campus-Wide Security Upgrade Project with Safegard to include security technology for the West Campus central plant. A roll-call vote was taken and the motion passed unanimously by Regents Adler, Dawod, Gonzales, Martin, McCampbell, Rivas and Watts.

9. Discussion and possible action related to assignment of allowance funds within the Health Sciences and Educational Technology Project.

Mr. Wilson announced that construction is nearing completion. He stated anticipation that the project can be finished within the current contract amount even though in excess of \$200,000 of additional scope has been added to the project and funded through the budgeted allowances.

Mr. Wilson requested approval to reassign project allowances to the Owner's Contingency Fund as follows:

Materials Testing Allowance (South Parking Lot):	\$18,211.00
Testing and Balancing Allowance	<u>75,300.00</u>
Total Proposed Reallocation to Owner's Contingency Allowance	93,511.00

Mr. McCampbell asked for confirmation that the Owner's Contingency Allowance is one category under the contract and that the Board must approve moving the funds since the fund is for any unknown items that might emerge. Mr. Wilson explained his understanding was that the Board had authorized administration to approve expenditures up to the contract amount, and that any amounts above the contract amount must be brought back to the Board for approval.

Mr. McCampbell expressed concern regarding potential future needs for funding from the Owner's Contingency Fund. Mr. Wilson confirmed his confidence in recommending funds could be taken from the Owner's Contingency Allowance.

Mrs. Arriaga arrived at the meeting at 10:34 a.m.

Dr. Dawod made a motion, seconded by Mr. McCampbell, to authorize assignment of allowance funds within the Health Sciences and Educational Technology Project as requested by Mr. Wilson. A roll-call vote was taken and the motion passed unanimously by Regents Adler, Dawod, Gonzales, Martin, McCampbell, Rivas. Mrs. Arriaga abstained,

having arrived at the meeting just prior to the vote.

Mr. Watts returned to the meeting at 10:36 a.m.

10. Discussion and possible action related to a change order for audiovisual and other upgrades to the Richardson Auditorium Project.

Mr. Wilson stated that the Richardson Performance Hall is nearing completion. However, several identified items of work will require additional or reallocated funding and adjustments to the contract amount, including the following:

Change in Fire Marshal requirements (sprinklers)	\$29,494.91
Increase in audio visual construction (built-in in lieu of purchases)	29,344.00
Exterior building signage	6,078.00

Mr. Wilson noted that the additional Fire Marshal requirements had not been identified in the design-phase walk-through with them. He requested adding \$80,000 to the Owner's Contingency Allowance to fund these and other minor additional items of added work, and proposed funding be allocated from Unassigned Renovations (\$50,000) and the Equipment or Technology Fund (\$30,000).

He noted that a prototype system has been designed but that no allocations have been made for exterior signage on East Campus. In response to Board questions, he explained that \$10,000 to \$12,000 additional funding was being requested to avoid having to come back to the Board again if there are additional unexpected needs.

The signage for Richardson Performance Hall was discussed, including interest in a marquee. Mr. Wilson stated that no funding has been allocated or design completed for a marquee.

Mr. Martin stressed the importance of determining how best to complete the bond projects with the most efficient use of the remaining bond funds.

Mr. Dykema stated that Richardson Performance Hall will be completed on schedule.

Mr. Watts made a motion, seconded by Mrs. Gonzales, to authorize a change order for audiovisual and other upgrades to Richardson Performance Hall, funding of \$50,000 from Unassigned Renovations and \$30,000 from the Equipment or Technology Fund. Following Mr. Alaniz' agreement as to the recommended funding allocations, a roll-call vote was taken, and

the motion passed unanimously.

11. Discussion and possible action related to scope and cost modifications to the Kinesiology Project.

Mr. Wilson stated that at the July 11, 2006 Board meeting, the Regents requested the scope and budget priorities for the Kinesiology project be revisited. He noted that the original project construction budget totaled \$3,443,000, and the current project construction budget is \$3,730,411. He also stated that a request for funding for additional site and utility funding from street/parking/utility improvements will be presented to the Board in September.

Mr. Wilson stated that the project teams have met and the question is whether to add a track or two racketball courts to the project scope. Neither are part of the scope, funded or part of a bid alternate.

Mr. Watts reported that the project team had prioritized the track as #1 and racketball courts as #2 priority. He also spoke to the need for lighting and privacy screening for the track.

Mr. Wilson noted that if lighting and visual screening are added, the cost of the track would increase from \$115,059 to approximately \$150,000. The racketball courts would cost nearly \$682,000.

In response to Board questions regarding racketball court construction, Mr. Wilson explained that a 10% contingency is included within the cost estimates. Mr. Dykema commented that the exit stair required by the Fire Marshall would cost approximately \$180,000. He agreed that he could investigate different types of construction to bring the cost down. Mr. Wilson added that even if the price can be reduced, he anticipates the savings would not be more than 20%.

Mr. Wilson commented on the difficulty of keeping projects just slightly over a bond budget that was compiled in 2003 in view of increasing costs. He stated that the greatest concerns are site and site utilities in that paving and parking lot repair is needed with only \$3 million left in site work. He explained that funding is becoming more limited and will continue to be very tight though the remainder of the bond program.

Mr. Wilson stated of the two potential alternates, the track is easier to construct. The racketball courts, however, if not completed now, will be even more expensive to construct as a stand-alone component at a later date.

In response to Mr. Martin's statement about the need for value engineering, Mr. Talley commented that Dr. Rosie Garcia typically requests a contact hour analysis, which enables the identification of construction costs, contact hours, FTE cost. The analysis can be related to the bond program and debt service to achieve very accurate numbers. The track, as to debt service per year for an FTE student at 15 contact hours, is \$400.00, approximately the same as for classrooms. The racketball courts, on the other hand, are \$9,000 per year per FTE student for the next 20 years. If expanded, it will be more expensive. He stated that value engineering issues need to be addressed.

Mr. Wilson stated that the architect could design the courts as a bid alternate, but end up with a \$40,000 expenditure for drawings that could not be used for later construction of the courts.

Dr. Dawod asked the shelf life of the design plans for the racketball courts. Mr. Wilson responded that the architect would need to design it as a stand-alone project, but there will be electrical, plumbing and other issues that might be handled differently if built as a stand-alone project later. He stated that \$10,000 of that work might be salvaged if the College went back to the same architect four years later. Mr. Dykema added that the shelf life of the plans could be 1-1/2 years because of a contract change order.

Mr. McCampbell clarified that the \$832,000 for the two projects is about 25% of the remaining contingency balance. He also noted that an additional \$190,000 would come from the contingency fund in the amount of \$150,000 for the track and up to \$40,000 for the design of the racketball courts as a bid alternate.

Mr. McCampbell asked if the projects would come off the table if the construction bids came in higher. Mr. Martin responded that they would have to unless we come up with the money up front.

Mr. Wilson commented that by the time the contract for construction was issued, the College should have all the bids in on another \$12 million of work, providing a better indication of where the College stands. He stated the we could probably negotiate the option for a few months to hold it abeyance to ensure funding is available.

**Mr. Alaniz clarified that the Board is voting on adding \$190,000 to the project.**

**Dr. Dawod asked that when Mr. Dykema designs the additional courts, that he meet with the project team to review alternate designs and construction methods to possible lower the costs.**

Following discussion, Mr. Watts made a motion to approve the project scope for \$150,000 in construction funding for a 1/8-mile track, and additional funding at an estimated \$45,000 for design fees for the racketball courts, as a bid alternate. Dr. Dawod seconded the motion. The

motion carried unanimously by Regents Watts, Rivas, McCampbell, Martin, Gonzales, Dawod, Arriaga, and Adler.

12. Discussion and possible action related to renewal of contract with WKMC Architects.

Mr. Wilson state that the item would be brought back to the Board in September. Mr. McCampbell mentioned there were inaccuracies in the memo. Mr. Martin asked Mr. McCampbell to forward the inaccuracies to the Board.

13. Status Report on Bond Improvements and the Building Program Plan.

Mr. Wilson stated that in the next three months, approximately \$42 million in construction will be completed, including the Health Sciences Buildings, Richardson Performance Hall, and the Public Safety Complex.

Mr. Wilson said he will provide an updated HUB and local contractor report in September. He also stated that he is performing reconciliation on projects regarding design fees at Mr. McCampbell's request.

Mr. Wilson commented that he attempted repeatedly to expedite the Public Safety Complex construction but has not been successful.

14. CALENDAR: Discussion and possible action related to calendaring dates.

Next meeting 9:00 a.m., September 12, 2006 – West Campus

Mr. Alaniz announced a possible tour of Health Sciences 1 and 2 interiors.

#### ADJOURNMENT

There being no further business, the meeting was adjourned at 11:55 a.m.