

MINUTES OF THE BOARD WORKSHOP
OF THE BOARD OF REGENTS OF THE DEL MAR COLLEGE DISTRICT

July 11, 2017

The Workshop Meeting of the Board of Regents of the Del Mar College District convened in the Isensee Board Room, Del Mar College, Corpus Christi, Texas at 10:32 a.m. on Tuesday, July 11, 2017, with the following present:

From the Board:

Mr. Trey McCampbell, Dr. Nicholas Adame, Mr. Ed Bennett, Ms. Elva Estrada, Ms. Susan Hutchinson, Ms. Sandra Messbarger, Mr. Gabriel Rivas, Ms. Carol Scott and Mr. Guy Watts.

From the College:

Dr. Mark Escamilla, President; Dr. Beth Lewis, Provost and Vice President for Academic Affairs; Mr. Augustin Rivera Jr., General Counsel; Ms. Lenora Keas, Vice President of Workforce Development and Strategic Initiatives; Dr. Rito Silva, Vice President for Student Affairs; Ms. Claudia Jackson, Executive Director of Strategic Communication and Government Relations; Ms. Tammy McDonald, Executive Director of Human Resources and Administration; Ms. Mary McQueen, Executive Director of Development; Dr. Catherine West, Interim Chief Financial Officer; Ms. Delia Perez, Board Liaison; and other staff and faculty.

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

Mr. McCampbell called the meeting to order with a quorum present. He requested a moment of silence followed by the Pledge of Allegiance and Mission Statement.

WORKSHOP AGENDA

(Goal 7. Resources: Ensure Strong Financial and Operational Capacity)

Mr. August Alfonso, Ms. Lenora Keas, Dr. Beth Lewis

- A. 2014 Capital Improvement Program Update
- B. 2016 Capital Improvement Program Discussion
- C. What is an Indefinite Delivery Indefinite Quantity (IDIQ) Request for Qualification (RFQ) "Pool"?
- D. Discussion of Construction Delivery Method Opinions and the Advantages of Issuing ONE Request for Qualifications (RFQ) with Competitive Sealed Proposals (CSP) for the Solicitation of General Contractors for both the 2014 and 2016 Capital Improvement Programs
- E. Introduction and Discussions on New Evaluation Criteria for Use in the Selection of Architects/Engineers and General Contractors
- F. Decision Points and Schedule for Board of Regents' Consideration

G. Next Steps
Action Items
July 28, 2017 Board Meeting

Dr. Escamilla thanked everyone in attendance. He stated that this workshop is regarding one of the most significant scopes of work at Del Mar College pertaining to construction. The College has been so wonderfully supported by the community in recent history with two bonds that successfully passed; this has enabled the College to move into the future.

Dr. Escamilla welcomed Regents, staff and guests which included prospective vendors and contractors. He indicated that the presentation is very technical and the Regents were provided with a glossary, a laydown plan and the timeline. Today's presentation relates to procurement within the 2014 and 2016 bonds. They will be asking the Board for their consideration and approval on four items, two relating to national cooperative contracts that leverage the College's tax dollars, one for roofing systems and the other is for furniture, fixtures and equipment. Another agenda item for the Board's consideration relates to the use of contingency dollars to purchase furniture, fixtures and equipment. The fourth item for the Board's consideration is the use of the College's bond dollars for construction projects that would have been included in the bond program had they known, which relate to unforeseen situations and circumstances.

Mr. Alfonso, Ms. Keas and Dr. Lewis presented detailed information relating to the 2014 and 2016 Capital Improvement Programs. See included 2014 and 2016 Capital Improvement Programs Presentation.

There was an in-depth discussion throughout the presentation. Dr. Escamilla and the team responded to questions from the Board.

The meeting was recessed for lunch at 11:40 a.m.

The meeting reconvened at 12:25 p.m.

REGULAR AGENDA

ITEMS OF BUSINESS:

The following Regular Agenda Items were discussed at-length in this morning's workshop:

1. Discussion and possible action related to administration's recommendation and request to use the US Communities as a Purchasing Cooperative for Procurement of 2014 Bond Projects – Furniture, Fixtures, and Equipment (FF&E) requirements and authorizing the administration to use such Procurement Process to acquire FF&E to satisfy the needs of the 2014 Capital Improvement Projects

.....Mr. August Alfonso
(Goal 7. Resources: Ensure Strong Financial and Operational Capacity)

Mr. August Alfonso informed the Board that the use of US Communities National Cooperative in the 2014 Capital Improvement Projects will provide the College with the following advantages:

- Save on furniture cost
- Save on consulting cost
- Provide standardization
- Ensure user input in the selection
- Ensure that furniture and fixture selections are professionally selected with validation from project design architects
- Maximize College discount by aggregation of order
- Streamlined procurement, delivery and installation schedules

Mr. Alfonso recommended the use of Purchasing Cooperatives such as US Communities for use in the acquisition of furniture, fixtures, and equipment (FF&E) for the 2014 Capital Improvement Projects.

Ms. Estrada made a motion to accept this agenda item.
Mr. Watts seconded the motion.

Mr. McCampbell stated that they understand the benefits of it, and understand that a fair amount of that will still be placed with local vendors and if there is a special need that comes up it can be placed outside the pool so their hands are not tied with the ability to get what they need for a project.

Dr. Escamilla said that a comparison would be a small architect firm partnering with a big architect firm to build a big project; this is the same thing on the purchasing side.

There was no further discussion from the Board. There were no public comments. A voice vote was taken and the motion carried unanimously, 9-0, with Regents McCampbell, Adame, Bennett, Estrada, Hutchinson, Messbarger, Rivas, Scott, and Watts in favor.

2. Discussion and possible action related to administration's recommendation and request to use the unallocated 2014 Capital Improvement Contingency Funds and authorizing administration to use such unallocated 2014 Capital Improvement Contingency Funds to acquire furniture, fixtures, and equipment (FF&E) to satisfy the needs of 2014 Capital Improvement Projects.....Mr. August Alfonso
(Goal 7. Resources: Ensure Strong Financial and Operational Capacity)

Mr. Alfonso explained that the use of unallocated 2014 Capital Improvement Funds to acquire furniture, fixtures and equipment will provide the College with the following advantages:

1. Timely acquisition and delivery of furniture, fixtures and equipment

2. Provide FF&E standardization and budget
3. Complete the total funding requirements of each 2014 Capital Improvement Building Project

Mr. Alfonso recommended the use of unallocated 2014 Capital Improvement Contingency Funds for the purchasing of furniture, fixtures and equipment for the 2014 Improvement Projects.

Mr. Rivas made a motion to accept this agenda item.
Ms. Messbarger seconded the motion.

Dr. Escamilla and Mr. Alfonso responded to questions from the Regents.

There was no further discussion from the Board. There were no public comments. A voice vote was taken and the motion carried unanimously, 9-0, with Regents McCampbell, Adame, Bennett, Estrada, Hutchinson, Messbarger, Rivas, Scott, and Watts in favor.

3. Discussion and possible action related to administration’s recommendation and request to use the National IPA Cooperative Purchasing Program for Procurement of 2014 Bond Re-Roofing Projects and authorizing the administration to use such Procurement Process to acquire Re-Roofing services to satisfy the needs of the 2014 Capital Improvement Program.....Mr. August Alfonso (Goal 7. Resources: Ensure Strong Financial and Operational Capacity)

Mr. Alfonso informed the Board that the use of a National Cooperative Purchasing Program for re-roofing projects for the 2014 Capital Improvement Projects will have the following benefits:

1. Save on cost
2. Save on consulting cost
3. Provide standardization and reliable warranties
4. Leading Edge Roofing Technology is used to ascertain needs
5. Streamlined procurement, design, and installation schedules
6. Leverage local contractors

Mr. Alfonso recommended the use of Purchasing Cooperatives such as National IPA Cooperative Purchasing Program for use in the acquisition of re-roofing services for the 2014 Capital Improvement Projects.

Mr. Watts made a motion to accept this agenda item.
Ms. Estrada seconded the motion.

Mr. McCampbell confirmed that this is another bidding resource and there is a fair amount of due diligence to bid locally, therefore helping the College meet its goal to encourage local participation.

There was no further discussion from the Board. There were no public comments. A voice vote was taken and the motion carried unanimously, 9-0, with Regents McCampbell, Adame, Bennett, Estrada, Hutchinson, Messbarger, Rivas, Scott, and Watts in favor.

4. Discussion and possible action related to administration's recommendation and request to use the unallocated 2014 Capital Improvement Program Contingency Funds and authorizing the administration to use such funds to reimburse College Plant Funds.....Mr. August Alfonso (Goal 7. Resources: Ensure Strong Financial and Operational Capacity)

Mr. Alfonso reported that during fiscal year 2016-2017, Del Mar College experienced major construction related expenses that consumed college plant funds. Three unexpected major projects were:

a. White Library Envelope Repair	\$204,292.19
b. Auditorium Flood Remediation Repair	\$568,748.07
c. East Campus Chiller Rental/Repair	\$132,030.00
TOTAL	\$905,070.00

Mr. Alfonso recommended that 2014 Bond Contingency Funds be authorized to be released to reimburse College plant funds in the amount of \$905,070.00.

Mr. Rivas made a motion to accept this agenda item.
Mr. Bennett seconded the motion.

Mr. McCampbell stated that they sought a legal opinion to confirm that these funds can be used to reimburse College Plant Funds for the recommended items and if they had known ahead of time, these items would have been included to begin with.

There was no further discussion from the Board. There were no public comments. A voice vote was taken and the motion carried unanimously, 9-0, with Regents McCampbell, Adame, Bennett, Estrada, Hutchinson, Messbarger, Rivas, Scott, and Watts in favor.

CONSENT AGENDA

5. Approval of Minutes:
Regular Board Meeting, May 9, 2017
(Goal 5. Advocacy: Advance the College Mission Through Effective Governance and Positioning)
6. Acceptance of Investments for June 2017
(Goal 7. Resources: Ensure Strong Financial and Operational Capacity)

Ms. Messbarger made a motion to approve the

consent agenda items. Mr. Rivas seconded the motion. There was no further discussion from the Board. There were no public comments. A voice vote was taken and the motion carried unanimously, 9-0, with Regents McCampbell, Adame, Bennett, Estrada, Hutchinson, Messbarger, Rivas, Scott, and Watts in favor.

GENERAL PUBLIC COMMENTS (Non-Agenda Items) – 3-minute time limit

Ms. Cynthia Bridges had signed up to make a public comment but she had to leave, Ms. Claudia Jackson shared that Ms. Bridges wanted to thank the Regents for the vision and diligence it's taken to get these projects to this point.

The Chair announced that the Board was going into Closed Session as follows:

7. CLOSED SESSION pursuant to:
 - A. **Tex. Gov't Code § 551.071**: (Consultation with legal counsel), regarding pending or contemplated litigation, or a settlement offer, with possible discussion and action in open session; and, the seeking of legal advice from counsel on pending legal or contemplated matters or claims, including legal contract issue, with possible discussion and action in open session; and,
 - B. **Tex. Gov't. Code § 551.074(a)(1)**: (Personnel Matters), regarding the employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; including 1.) Annual Evaluation of College President, with possible discussion and action in open session.

The Board went into Closed Session at 2:45 p.m.

The Board reconvened in Open Session at 3:00 p.m. with no action.

CALENDAR: Discussion and possible action related to calendaring dates.

ADJOURNMENT: The meeting was adjourned at 3:03 p.m.

MINUTES REVIEWED BY GC: /s/AR