

SAN JACINTO COLLEGE DISTRICT
Building Committee Meeting
February 19, 2019

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

Members Absent: Dan Mims

Others Trustees Present: None

Others Present: Bill Dowell, Scott Gernander, Joe Hebert, Rosselle Helms, Mini Izaguirre, Bryan Jones, Ann Kokx-Templet, Charles Smith, Teri Zamora

- I. The meeting was called to order at 3:34 p.m. by John Moon, Jr.
- II. Roll Call of Committee Members by John Moon, Jr.
 - A. Erica Davis Rouse, present
 - B. Marie Flickinger, present
 - C. John Moon, Jr., present
 - D. Members absent: Dan Mims
- III. Approval of Minutes from January 15, 2019 Building Committee Meeting
 - A. John Moon, Jr. presented the minutes of the January 15, 2019 Building Committee meeting. A motion was made by Erica Davis Rouse 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 (Discussion led by Bryan Jones)
 - A. Bond Funds
 1. Consideration of Approval to Purchase Network Equipment for 2015 Bond Projects
 - a. This item requests consideration of approval for the purchase of data network, wireless, and paging equipment from Layer 3 Communications, LLC (Layer 3) for three (3) renovation and four (4) new construction projects in the 2015 Bond Program.
 - b. Approval of this request will provide for the installation of this critical data infrastructure needed for these projects.
 2. Consideration of Approval to Contract for Materials Testing Services for South Campus Engineering and Technology Building
 - a. This item requests consideration of approval to authorize a contract for Terracon Consultants, Inc. (Terracon) to provide materials testing services necessary to support the South Campus Engineering and Technology 2015 Bond Program project.
 - b. This action will result in implementation of third-party monitoring and oversight, ensuring proper testing and observation during construction of the project.

3. Consideration of Approval to Contract for Civil Engineering Services for South Campus Domestic Water
 - a. This item requests consideration of approval to authorize a contract for IDCUS to provide civil engineering services for the South Campus domestic water system rehabilitation project. This expenditure will be funded from the 2015 Bond Program.
 - b. The use of a civil engineering firm experienced in the design and installation of comparable systems in an operating campus environment will streamline the development of plans and specifications for this project.
4. Consideration of Approval to Contract for Feasibility Assessment for South Campus Jones Building Renovation
 - a. This item requests consideration of approval to authorize a contract with Huitt-Zollars, Inc. (Huitt-Zollars) to conduct a feasibility assessment of the South Campus Jones Building. This project is included in the 2015 Bond Program.
 - b. This action will provide critical information necessary for the development of a renovation design for the building.
5. Consideration of Approval of Guaranteed Maximum Price Phase I & II for Generation Park Academic Building
 - a. This item requests consideration of approval to authorize the Chancellor or her designee to approve a Guaranteed Maximum Price (GMP) for construction Packages I and II for the Generation Park Academic Building. During review and negotiation of the full GMP, the administration recommends approval to issue a Limited Notice to Proceed.
 - b. Approval of this action will allow for progress completing and executing Guaranteed Maximum Price (GMP) contracts for Packages I and II, and allow construction to commence on the Generation Park site and Academic Building while design is underway for the remaining phases.
 - c. Discussion
 - i. J. Moon asked if this included site work as well as drainage (improvements).
 - ii. C. Smith confirmed that it did.
 - iii. T. Zamora clarified that this action is authorizing the Chancellor to approve the GMPs.
 - iv. C. Smith affirmed and continued that this also allows the College to spend up to 20 percent of that amount to keep the work moving forward. Furthermore, the updates of the GMPs will be reported in subsequent Building Committee meetings.
6. Consideration of Approval of Contract Amendment for Program Management Services for Maritime Center Expansion and CPET Site Development
 - a. This item requests consideration of approval to amend the contract with Rizzo & Associates, LLC for the Maritime Center Expansion and the Center for Petrochemical, Energy, and Technology (CPET) Site Development at Central Campus.

- b. Approval of this request will allow the College to begin work on the Maritime Center Expansion and CPET Site Development projects while leveraging College project management resources.
7. Consideration of Approval to Contract for Architectural Services for Maritime Center Expansion
- a. This item requests consideration of approval to authorize a contract with IBI Group, Inc. (IBI) to provide architectural services for the design of the Maritime Center Expansion project.
 - b. The scope of work will include the design and construction of a shipboard fire trainer, a barge tanker trainer, a pre-engineered building for storage of fire training equipment and environmental controls necessary for responsible operation of the above equipment.
 - c. Discussion
 - i. M. Flickinger asked if the College has worked with them in a recent project.
 - ii. B. Jones responded that IBI most recently worked on the softball updates and is currently working on the Petrochem project.
8. Consideration of Approval to Contract for Architectural Services for Davison Tech Building Renovation and New Classroom Building at Central Campus
- a. This item requests consideration of approval to authorize two contracts with Kirksey Architects (Kirksey) to provide architectural design services for the design of the Central Campus Davison Technical Building renovation and the new Central Campus Classroom Building.
 - b. The scope of work will include all design necessary for the renovation of the Davison Building as well as all investigation and design required to construct a new Classroom Building.
 - c. Discussion
 - i. E. Davis Rouse asked what work the contractor has previously done for the College.
 - ii. B. Jones responded that the firm worked on the South Campus renovation of the Bruce Student Center, the Engineering and Technology Center at South Campus, and the North Campus renovation of the Burleson Building.
9. Consideration of Approval to Contract for Materials Testing Services for Central Campus Welcome Center
- a. This item requests consideration of approval to amend the contract with HTS, Inc. to provide materials testing services necessary to support the construction of Central Campus Welcome Center project.
 - b. HTS, Inc. will provide a range of materials testing throughout the construction process, including but not limited to: earthwork observation and testing; foundation observation and testing; reinforced steel; observation; cast-in-place concrete observation and testing; masonry observation and mortar/grouting testing; fireproofing observations and testing; structural steel observations and testing; project management/administration and issue of report.

10. Consideration of Approval to Contract for Testing and Balancing Service for North Campus Cosmetology and Culinary Building
 - a. This item requests consideration of approval to authorize a contract with Digital Air Control, Inc. (DAC) to provide testing and balance services necessary to support the North Campus Cosmetology and Culinary Building project.
 - b. This action will provide the statutory verification of the systems design and the actual performance of the systems installed in the building in relation to the designed intent and specifications.
11. Consideration of Approval of Method of Procurement for South Campus HVAC Attic Simulator
 - a. This action will provide authorization to use Job Order Contracting (JOC) methodology to construct an attic simulator for the HVAC Tech program. The JOC method is requested for this project in order to provide a timely and flexible means to complete the project.
 - b. Discussion
 - i. J. Moon asked if this project incorporates simulation of Texas heat to the College's students for a realistic hands-on experience.
 - ii. C. Smith replied that the decision was made to not air condition the floor below for that reason.
 - iii. M. Flickinger asked where this will be located at South Campus.
 - iv. C. Smith responded that it will be located within Building 14, which previously served as the Auto Body shop.

B. Operating Funds

1. Consideration of Approval of Additional Expenditure of Architect Services for Minor Projects
 - a. This item requests consideration to approve additional funds for Collaborate Architects, LLC and Courtney Harper & Partners to provide architectural services for minor facility construction and renovation projects.
 - b. This request approves the additional expenditure of funds for the pool of architectural firms to provide design services for minor projects within the architect services fee structure approved by the Board of Trustees in June 2016.
 - c. Discussion
 - i. M. Flickinger asked the reason for the architectural fees.
 - ii. B. Jones advised that this is for unspecified projects in the development queue that will require design funding such as renovations of classrooms, installation of new lab equipment, etc.
 - iii. M. Flickinger requested information on the approval of these projects.
 - iv. B. Jones explained that each project is reviewed and approved by the Strategic Leadership Team (SLT.) Then work begins directly with the campuses. If the given project exceeds \$50,000, it is brought back to the Committee for review and to the Board for approval.
 - v. M. Flickinger asked for confirmation that there are checks and balances.
 - vi. B. Jones affirmed that the College has a process to assure compliance.
 - vii. J. Moon summarized that the item is presented to the Chancellor and SLT, then

the Committee is updated regarding the status on the project listing provided at each meeting.

- viii. E. Davis Rouse commented that after a Google search of our company partners, she was pleased that many of them had diversity in the leadership, including women.

V. Project Updates

(Discussion led by Charles Smith)

A. Bond Funds

1. Safety Metrics – Personnel Injury

- a. The personnel injury report was presented to the Committee, encompassing fourteen (14) projects for January 2019. This included one first aid case and one OSHA recordable injury at the North Campus Cosmetology and Culinary Project. Both incidents occurred within hours of each other and were related to a steel erection practice known as “shaking out.” The latter was a more severe injury involving an employee’s thumb. Four (4) days were lost on the project while investigations and corrective measures were implemented.
- b. Corrective action included:
 - i. With the exception of the crane operator, the crew involved in the accidents were removed by the sub-contractor.
 - ii. Additional safety leadership was assigned to the project.
 - iii. A new job hazard analysis and pre-erection meeting was held with the new crew and site supervision before work resumed.
 - iv. AECOM has shared the Lessons Learned with all other related 2015 Bond projects.
- c. Discussion
 - i. E. Davis Rouse asked if four days of the job lost is typical to that type of injury.
 - ii. C. Smith replied that the time lost was the result of the College requesting the corrective action be implemented before work could resume on the project to ensure no further incidents would follow.
 - iii. E. Davis Rouse asked at which job sites these incidents happened.
 - iv. C. Smith responded that it was the Tellepsen North Campus job site but both injuries were generated by the steel erection subcontractor. He added that Tellepsen was aggressive at prosecuting these incidents and getting to the root cause of the issue. They were quick to notify the College contacts and extremely responsive at the site following the incident. Tellepsen anticipated the College’s questions and voluntarily supplied that information.
 - v. J. Moon commented that sharing the Lessons Learned with other subcontractors establishes that the College is serious about safety.
 - vi. M. Flickinger asked for clarification that both incidents resulted from the subcontractor and not the contractor.
 - vii. C. Smith confirmed that this is correct.

2. Safety Metrics – Property Damage

- a. The property damage report was presented to the Committee, including two damage incidents involved in the Central Campus Plant Project. The first involved damage to a

bleed valve on the College's Chiller Number 1.

- i. The contractor involved agreed to cover the cost of repairs.
 - b. The second incident involved electrical arc damage to the panel door on Chiller Number 2. It was determined to result from a breakdown in the contractor's safety practices and lack of compliance with the lock-out/tag-out of equipment and related safety protocols.
 - c. Corrective action included:
 - i. The College requested investigation of the incident by the contractor.
 - ii. Discussion regarding the incident was held with senior management.
 - iii. The superintendent that violated the work practices was banned from further work at San Jacinto College.
 - iv. The contractor was asked to re-train all personnel at both their North and Central Campus projects.
 - v. The contractor is paying for all damages.
3. Schedule Updates
- a. Master Bond Program Schedule
 - i. Overall, the projects are on their current schedules.
 - ii. There are a few such as the South Campus Utility projects and the McCollum renovation that have been slow to start but should recover within the next few months.
 - b. South Campus – Softball Improvements
 - i. The facility is nearly complete, and the softball team is now physically occupying their practice facility.
 - ii. Approximately 5 percent of the work was not completed to satisfaction and is being completed by the College using retainage funds.
 - iii. This work includes final grading, protection of sanitary sewer cleanouts and above ground projections, locking hardware, and final painting.
 - iv. This work is expected to be completed in the next 4 to 5 weeks. This should be the last report on this project.
 - v. E. Davis Rouse asked what company was overseeing this project.
 - vi. C. Smith shared that the company was IKLO.
 - c. Central Campus – Center for Petrochemical, Energy, and Technology
 - i. Exterior changes have slowed ground work, but steady progress continues on interior finishes.
 - ii. Floor tile, interior glazing, and ceiling track are well underway. In the lobby, painting and ceiling tiles are in progress. Elsewhere in the building, wall tiles, finish paint and epoxy flooring are either ongoing or completed.
 - d. Central Campus – Glycol Unit, Process Plant
 - i. Progress was minimal during the month due to delays in the arrival of process equipment and permits for the Hunter Building slab. Much of the equipment, including process vessels and towers, was received yesterday and will allow work to resume.
 - e. Central Campus – Welcome Center
 - i. Tellepsen crew battled wet ground but is making headway with grade beams and

below ground utilities.

f. Central Campus – Frels Renovation

- i. Third floor work is complete, and the College is expected to receive permission soon for the Early College High School to move there.
- ii. The strict prioritization of work means that Frels now has a brand-new life safety generator, new fire pump and sprinkler system, a significantly upgraded heating and cooling system; including new pumps and a reworked air distribution system; and a completely code-compliant plumbing system.
- iii. Finances regarding the Early College High School project were reviewed and revealed that the College has obtained fully code-compliant structures for the K-12 Education occupancy, extending the life of the buildings by about 20 years.
- iv. Before cosmetic enhancements are discussed, there are a number of deferred maintenance needs at each of these buildings that should be considered.
- v. As more is learned about the true condition of the remaining renovation projects, a clear assessment of the most critical issues facing each building will allow for a prioritized list to be considered by the Board in August or September 2019. The items approved from this list will be addressed during fiscal year 2020 during breaks between semesters.
- vi. E. Davis Rouse asked T. Zamora for clarification as to which funds these were that were placed in contingency.
- vii. T. Zamora responded that this was the funding discussed in the last Board Retreat. She added that there are discussions to hold a Board Retreat in April and asked if C. Smith thought the list would be ready by then.
- viii. C. Smith advised that his team may not be completely ready in April but may be able to share some of it.
- ix. E. Davis Rouse asked for an example of equalizing expenditures between ECHS projects.
- x. C. Smith explained that the deferred maintenance could include such things as installing windows and doors, ceiling tile replacements, etc. Cosmetic items may include such things as painting the hallways, possibly some graphics, changing floor surfaces, etc.
- xi. M. Flickinger asked when these projects would be finished.
- xii. C. Smith advised that the projects for Burleson, Frels, S-7 and S-9 should be completed and ready for occupancy by August 2019.

g. Central Campus – Central Plant Upgrade

- i. This project is substantially complete.
- ii. The Thermal Energy Storage Tank was removed, and the chilled water pipes formerly connected to it were modified to serve as supply lines to the Welcome Center.
- iii. More robust transformers were installed, and the electrical switchboard replaced to allow all four chillers to operate simultaneously, a capability that has not existed before.
- iv. New primary and secondary pumps were installed with variable speed drives and modified controls.

h. North Campus – Cosmetology and Culinary Center

- i. The entire ground level slab has been completed and approximately 25 percent of the structural steel has been erected.
- ii. Preparations for pouring the second-floor slab and boring the utility connections to

the Central Plant will begin soon.

- i. North Campus – Underground Utility Tunnel
 - i. The tunnel interconnect system has been completed and a temporary chilled water service laid above ground to supply the campus while the pipe in the tunnel is being replaced throughout the spring.
- j. North Campus - Burleson Building
 - i. Asbestos abatement on the second floor of Burleson is complete.
 - ii. The ceiling has been installed and Whiting-Turner is beginning to install new HVAC ducts and sprinkler lines.
- k. South Campus – Engineering and Technology Building
 - i. All piers have now been drilled and poured, grade beams are being completed, underground plumbing is in progress, and the structural “Y” columns that will support the lobby roof are being poured.
- l. South Campus – Cosmetology building
 - i. The steel erection is nearly completed.
 - ii. The decision to press forward with vertical erection was made partially to protect the future polished concrete floors and partially in response to the limitations of the wet and muddy conditions.
- m. South Campus – Longenecker Renovation
 - i. Asbestos abatement in Phase 1 is complete and demolition is approaching completion.
- n. South Campus – Primary Electrical Upgrade
 - i. Design is essentially complete, with plans to issue and receive the Competitive Sealed Proposal (CSP) package in March.
- o. South Campus – HVAC Building
 - i. This is the former auto body shop and is now returned to the campus with two new classrooms, two new restrooms, and a student lounge area.
 - ii. Additionally, there are new office spaces for faculty, refurbished rest rooms, a dedicated HVAC electrical classroom, nearly 10,000 square feet of multi-disciplinary shop space, and roughly 2,500 square feet of sheltered exterior work space.
 - iii. The remaining work is the fabrication and installation of the Attic Simulator once that solicitation phase is complete.
- p. South Campus – Academic Building Renovation (S-7)
 - i. Asbestos abatement is now complete, and demolition of selected surfaces is underway.
 - ii. The project remains on track for completion in July.
- q. College Wide – Generation Park
 - i. This project is moving forward.
 - ii. There are 467 days remaining prior to the targeted grand opening.

4. Financial Updates
 - a. 2008 Bond
 - i. Softball improvements are coming to a close.
 - ii. The South Campus Welcome Center reconfiguration is experiencing challenges with relocating individuals necessary to complete the renovation work.
 - iii. The Wayfinding Signage Project is underway.
 - b. 2015 Revenue Bond
 - i. The CIT Building fund has been closed out and remaining funds have been moved to Generation Park funding.
 - c. 2015 Bond
 - i. T. Zamora informed the Committee that the changes the Board discussed at the Workshop February 15, 2019 are not reflected in the review document.
 - d. Generation Park
 - i. No issues

B. Operating Funds

1. Safety Metrics
 - a. This report was presented with no comments.
2. Schedule Update
 - a. The architecture project list referenced earlier will not show on this report.
 - i. These are developed projects approved for execution. As the other projects are approved, then they will populate the schedule and progress will be shared.
3. Financial Reports
 - a. This report was presented.

VI. Status of Delegated Authority

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

VII. Additional Business

- A. M. Flickinger shared a message from Brenda Hellyer, Chancellor with the Committee.
 1. B. Hellyer offered her regret for her inability to attend the Committee meeting and shared updates regarding her activity in Austin. She offered her availability to the Committee to discuss any items related to the agenda and materials.
- B. C. Smith shared that there would be an additional item shared at the Board meeting.
 1. There will be a request to procure a sectionalizer for the Electrical Upgrade Project for South Campus.
 - a. Requests for quotes were sent and returned below \$50,000. However, upon further clarification, the quotes were updated to pricing above \$50,000 and now require Board approval.
 - i. These details were provided to the team just yesterday.

- ii. The team is requesting that the Chancellor be given delegation authorization for one of those items that has a 20-week lead time.
- iii. J. Moon asked for an explanation of what a sectionalizer, in these terms, is in layman's terms.
- iv. C. Smith explained that it is like an electrical splitter for your television, splitting the electrical current.
- v. T. Zamora added that she previously discussed this with B. Hellyer and it was agreed that this is an acceptable and appropriate action due to the long lead time.
- vi. The Committee agreed and acknowledged the request that will go to the March Board meeting.

VIII. Adjournment – The meeting was adjourned at 4:20 p.m.