

**BOARD BUILDING COMMITTEE
SAN JACINTO COMMUNITY COLLEGE DISTRICT
October 17, 2023**

Members Present: Keith Sinor, John Moon, Jr., Dr. Michelle Cantú-Wilson

Members Absent: Marie Flickinger (ex-officio)

Other Trustees Present: None

Others Present: Heidi Cartzendafner, Shawna Pina, Teri Zamora, Brenda Hellyer, Carin Hutchins, Damon Harris, Genie Scholes, Bryan Jones, Charles Smith

- I. Keith Sinor called the meeting to order at 4:02 p.m.
- II. Roll call of the Committee members was taken by Keith Sinor:
 - Marie Flickinger (Ex-officio member), absent.
 - John Moon, Jr., absent; however, joined while meeting was in progress.
 - Dr. Michelle Cantú-Wilson, Present
- III. Approval of Minutes from the May 23, 2023, Building Committee Meeting was completed. Motion was made by Dr. Michelle Cantú-Wilson to accept the minutes and was seconded by Keith Sinor.
- IV. Recommended Projects and Delivery Methods which will provide the best value to the College (Discussion led by Bryan Jones)
 - Bond Funds
 - Consideration of Delegation of Authority to Contract for Generation Park Expansion Building.
 - In this item, the administration recommends that the Board of Trustees authorize the Chancellor or her designee to approve a contract for the construction of an expansion building at the Generation Park Campus.
 - In October 2023, the Board approved a resolution citing terms and conditions for revenue bonds to fund the construction of an expansion building at the Generation Park Campus. The building will initially house the new Center for Biotechnology, and at a point in the future, will become home to the campus' central plant and general service operations as the campus builds out its master plan. This phase will depend on capacity needs at the Center and the overall campus growth.
 - In February 2021, the Board authorized the delegation of authority to approve the method of procurement best suited for each construction or renovation project. On October 3, 2023, the Chancellor's designee approved the construction manager at risk (CMR) methodology for this project. Detailed project plans and specifications are being developed by Page Southerland Page in accordance with 22 Texas Administrative code §1.212(b).
 - CMR 24-10 was issued on October 11, 2023, to procure construction services for this project in accordance with the Texas Government code §2269.151. Each response received will be evaluated by a team comprised of

- representatives from capital projects and facilities services. Evaluation and ranking of the submittals and presentations will be based on criteria published in the solicitation.
- Approval of this action will authorize the Chancellor or her designee to award a contract to the highest score respondent to CMR 24-10. This will allow the construction manager to provide constructability advice and design assistance to the architect. The effect of such advice is generally to reduce overall project cost and speed construction. Fast track construction is required by the terms of the bond agreement.
 - The cost of this project should not exceed \$4 million. The project will be funded from the referenced revenue bonds.
 - This project will be managed by capital projects staff. Construction is expected to be complete by March of 2025.
 - Brenda explained about the different delegations.
 - Teri Zamora mentioned that we typically do not do delegations of projects this large, but timing is critical for this project.
- Consideration of Delegation of Authority to Contract for South Campus Biomanufacturing HVAC Modifications.
- The administration recommends that the Board of Trustees authorize the Chancellor or her designee to approve a contract for modifications of the biomanufacturing heating, ventilation, and air conditioning (HVAC) system in the South Campus science building.
 - In September 2023, the Board approved funding for the modification of spaces in the South Campus science building in support of the biomanufacturing program. At the same meeting, delegation of authority was granted for awarding job order contracting (JOC) in support of that effort. As plans have developed, revisions to the building's HVAC system to accommodate increased capacity in the biomanufacturing spaces are needed. The scale of these revisions makes the competitive sealed proposal (CSP) method more cost effective than the JOC method.
 - In February 2021, the Board authorized the delegation of authority to approve the method of procurement best suited for each construction or renovation project. On October 3, 2023, the Chancellor's designee approved the CSP methodology for this project. Detailed project plans and specifications for this scope were developed by Pfluger Architects, Inc. in accordance with 22 Texas Administrative Code §1.212(b).
 - CSP 24-09 was issued on October 5, 2023, to procure construction services for this project in accordance with the Texas Government Code §2269.151. Each response received will be evaluated by a team comprised of representatives from capital projects and facilities services. Evaluation and ranking of the submittals will be based on criteria published in the solicitation.
 - Approval of this action will authorize the Chancellor or her designee to award a contract to the highest score respondent to CSP 24-09. This will allow preparations for January 2024 instruction to proceed most rapidly.
 - The cost of this project should not exceed \$300,000. The project will be funded from the 2015 Bond Program, as a component of the overall project funding which was previously approved.
 - This project will be managed by capital projects staff. Construction is expected to be complete by January of 2024. Instruction is expected to begin

in January of 2024.

- Dr. Michelle Cantú-Wilson asked what the types of procurement methods mean. Chuck Smith explained the method. Dr. Brenda Hellyer replied that Chuck presented previously (prior to Michelle serving on this Committee) on the various procurement methods and that presentation would be sent to her as it explains each method.
- Keith Sinor asked if this project can realistically be finished by January of 2024. Chuck answered that he has committed to being instruction ready in January for the S1 project.
- Brenda asked if Chuck felt comfortable that the HVAC will be ready for the S1 project in January. Chuck answered that he is very comfortable that he can deliver instruction in January. We are adding equipment to the labs that did not require HVAC before. We have given our contract audience several options for completing the project including being willing to start working at night, willing to make it all happen over the winter break, or displaying willingness to work with us between now and spring break. Our focus is to get everything installed without interrupting instruction. We will have the work done before the new equipment requiring the added HVAC capacity is added to the labs.
- Consideration of Petition for Annexation of Real Property.
 - This item explains that the College is the owner of a parcel of real property at the South campus which is commonly referred to as the 35-acre tract of the San Jacinto College South Campus.
 - Bryan Jones asked Chuck to address the annexation. Chuck replied that he has a map later in his presentation. He went on to say that it is similar to what the City of Houston did for the College with Ellington Spaceport. The College is petitioning itself to annex a piece of its own property into the College's taxing district.
 - Chuck said this parcel is basically everything on the southeast side of the South campus, which is where the S1 Science Building and the S2 Engineering Technology Building are located.
 - Brenda summarized that when the College bought the land in 2002 from the developer, the transaction was not recorded properly. We are not sure where the error occurred, but we need to record it properly.
 - Chuck said that when we were cleaning up our maps, we found that we owned this piece of land that is not currently marked in Harris County Appraisal District's (HCAD) records as being in the College's taxing district.
 - The proposed action item and resolution will allow the College to rectify this issue.

- Operating Funds
 - None.

V. Project Updates

- Bond Funds (Reported by Charles Smith)
 - Safety Metrics
 - Zero safety incidents were reported in the past few months.

- Schedule Updates
 - The College is nearing completion on the larger 2015 Bond projects and has phased out the program management services. The College will continue to manage the remaining projects in house and will use the remaining Bond funds for capital renewal projects and deferred maintenance.
- Progress Updates
 1. Central Campus – Technical Education Building (C-31)
 - Roof replacement has been completed. Buildings C-31 and C-32 both have significant deferred capital renewal needs, and we went ahead and replaced the roof on C-31 to preserve the underlying asset. The cost of that roof, divided by the typical depreciation per square foot on a new building (\$9.44/SF; \$472 Total Project Cost (TPC)/50 years) gives us a five-year moratorium on consideration for demolition.
 - Chuck explained that there has been a fair amount of roof work occurring lately. This is the beginning of a larger amount of roofing replacement needs, stemming from a large amount of new construction which occurred in 2003 and 2004. Now through 2025, approximately 473,000 square feet of roof, nearly a quarter of the College’s entire roofing inventory, will have reached the end of its design life. That roofing has a current replacement value of approximately \$35 million. We plan to triage the roofs into those that can be deferred a little longer, those that can have their life extended, and those that need to be replaced. We completed the last round of inspections in the current cycle this morning, so it is anticipated that by the next time this Committee meets, we will have at least the beginning of a plan.
 2. Central Campus – Marcom Building (C-2), Walkway
 - Capital renewal of the Marcom Building is progressing well, with the scope of the transformation starting to become evident. There are new windows on the west facade, which was formerly all brick.
 - The mechanical, electrical, and plumbing systems inside are nearing completion. The walls have gone up, and we are preparing to begin adding finishes.
 - The Central Campus walkway to traverse the space formerly occupied by the Central Campus gym, which was reported as “in design” at the last meeting has been completed and the Facilities department has begun a reforestation effort in some of the space.
 3. North Campus – Central Plant CIT (N-32)
 - This project was completed in June. Energy Management and HVAC staff are now working together to ensure they know how best to optimize the newly enlarged system by selecting the combination of chillers in conjunction with the thermal storage tank that best meets the combined load of the North Campus on both sides of Uvalde Road.
 4. North Campus– Burleson, Spencer & Brightwell Buildings (N-7, N-8, N-9), N-21
 - This project was completed in June. The major change in scope to that project was that we had originally proposed demolishing the clock tower as a means of preventing leaks long-term. Once we began demolition, we came to the realization that we could turn the tower into a purely decorative feature with far less expense. We installed a separate roof

- inside the tower and replaced all windows with metal panels which resulted in a \$138,000 savings to the job. The same contractor that did this work was also the successful proposer on CSP 24-04, the roof life extension for building N-10. That project is mobilizing this week, with the intent of completing work before the end of the year.
- Clean-up of building N-21 and the removal of the old service barn which were in planning when this Committee last met, have since been completed.
5. South Campus – Academic North and South Wing (S-7 and S-9)
 - Re-roofing of buildings S-7 and S-9, as well as the installation of solar panels on those roofs is complete.
 6. Additional projects in development and design are as follows:
 - Central Campus Anderson–Ball Classroom Building (C-16) - Continued efforts to obtain solar installation approved by CenterPoint are progressing favorably at this point.
 - Central Campus Automotive and Career Center (C-26) - Other projects at Central Campus include the addition of Electric Vehicle charging capacity to building C-26 to support the technician training program, and the replacement of the Slocomb Theater air conditioning system. At a meeting with Stellantis this week, we prepared for connecting their instructional labs to chargers by January and will inform issuing a CSP for the balance of work required after that.
 - North Campus Electrical (N-12) – Solicitation for electrical upgrades is scheduled for June 1, 2024.
 - South Campus Parking Lot (SP-9) – Pending only the award of the permit from the City of Houston, we are hoping to have that within another 30 days.
 - South Campus – As discussed earlier, the Biomanufacturing Program is progressing well.
 - Maritime Pool – The Maritime Pool Heating and Cooling Project is nearly ready to send to solicitation. That project will extend the instructional use of the pool to year-round. Barring any supply chain issues, work should be completed by summer of 2024.
 - Utility Master Plan – The plan is in the design phase. It will update the 2009 version significantly.
- Financial Updates
 - All reports were presented without questions or comments.
 - 2015 Bond – The classroom building is maintaining a reserve to handle any solar related expenses coming online, the budget at Maritime was increased to cover the pool project, and the deferred maintenance projects continue to be funded from contingency.
 - Bond Interest Earnings – unallocated interest earnings now total \$4.8 million. Ideally, these funds will be able to be allocated towards some of the roofing needs.
 - Energy Conservation Project – This is our first State Energy Conservation Office (SECO) loan. This was delayed due to the City of Houston permitting process, but all work is now complete. The College should receive the final invoices and inspections during the

coming month in order to close the project out.

- North and South Campus roof replacements - Complete and awaiting close-out paperwork to release final retainage.

- Operating Funds (Reported by Bryan Jones)
 - Safety Metrics
 - One near miss minor incident was reported. This was a no-injury traffic accident at Central Campus.
 - Schedule Updates
 - An overview of the Fiscal Year 2024 minor projects was presented without question. Currently, there are approximately 40 projects are being worked.
 - This report was presented with no further comments or questions.
 - Progress Updates
 - An overview of the College's Fiscal Year 2024 maintenance requests was presented.
 - Michelle asked a question regarding the retention rates for housekeeping. Bryan answered stating that the turnover rates have been very low. He will get a report together and present it to the Committee.
 - Financial Updates
 - Repair and Renovation – This report was presented with no comments.

VI. Status of Delegation of Authority

- Presented with no comments or questions; there are no items pending.

VII. Adjournment – The meeting adjourned at 4:55 p.m.