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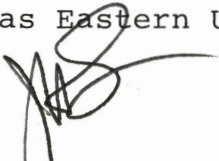


TEXAS EASTERN UNIVERSITY

TYLER, TEXAS 75701

OFFICE OF THE PRESIDENT

November 1, 1976

To: Board of Regents, Texas Eastern University
From: James H. Stewart, Jr. 
Subject: Administrative Notes

I. Phase I Construction Estimate

The matter of paying the next Allen M. Campbell Company Phase I construction estimate was, as you are aware, discussed at the October 20, 1976 Board of Regents meeting. Also discussed in connection with the next construction estimate payment was final payment and acceptance of Phase I facilities. At the time of the board meeting it was conceivable that the next construction estimate from Campbell might also be the estimate for final payment. However, this has not turned out to be the case. An estimate from Campbell has now been received which specifies a requested payment in the amount of \$80,000 leaving \$20,000 in the "retained" category. Since there were several questions raised by the board at the October 20, 1976 meeting pursuant to the remaining payment(s) for Phase I, I am working with the chairman of the Board of Regents and appropriate committee chairmen for direction on this matter.

For the information of the entire board, I wish to mention that the architect has approved the \$80,000 estimate for payment indicating that work for which payment is requested has been performed in accordance with the contract. Likewise, Mr. L. J. Grubbs has certified that this payment is due as requested by Campbell. It follows that unnecessary delay in making the payment will generate concern by the Campbell company. Through work with the chairman of the board and appropriate committee chairmen, I am hopeful that a decision on the matter will result very soon.

II. Board of Control Annual Publication

Each year the Texas State Board of Control publishes a document which provides guidance for all Texas agencies

pursuant to the Board of Control's broad spectrum of involvement in state business. This year the Board of Control has chosen to utilize an aerial photograph of the Texas Eastern University campus on the cover of the 1976-77 document. This publication is circulated on a large scale throughout the State of Texas, and I am pleased that our institution was selected for spotlighting in this manner. A copy of this cover is enclosed for your information.

III. Report of Resident Engineer

Attached is a report from our director of physical plant and resident engineer for the week ending October 29, 1976.

JHS:rc

Enclosure and Attachment

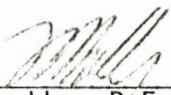
CONSTRUCTION PROGRESS REPORT
Phase I
Week Ending: October 29, 1976

General: Corrections and adjustments of discrepancies noted on the several substantial punch-lists continue to be made. On October 25, 1976, the Architect reviewed the punch-list items with the Contractor and the writer and this review revealed that only 34 items remain to be corrected and/or adjusted. There are several other items pending correction at this time. However, these items are covered in the warrantee/guarantee conditions of the contract. Examples include: door adjustments, exhaust fan motor, cooling tower fan control, cleaning of rest room floors, etc.

Mr. Douglas Flatt, P.E. of East Texas Testing Laboratories reported that he has concluded his investigation of the hardwood floor in the Student Center. As a result, his report will be submitted to this office in a few days.

Since we are now in the heating season, we have had an opportunity to check out the total operating conditions of the boilers, natural gas and fuel oil systems, heating water pumps, controls, etc. All equipment is operating satisfactorily and efficiently.

The maintenance and operating manuals and the warrantee/guarantee certificate have been received from the architect. The receipt of these manuals assists us considerably in the routine operating and maintenance functions of the Physical Plant Department. In addition, the architect is approximately 50% complete with the as-built drawings. The receipt of the as-built drawings will of course assist us in keeping the drawings up to date as minor mechanical/plumbing/electrical modifications are made.



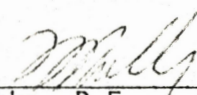
L. J. Grubbs, P.E.
Director of Physical Plant
and Resident Engineer

LJG/sm

cc: Dr. James H. Stewart, Jr.
Mr. John R. Sawyer

CONSTRUCTION PROGRESS REPORT
H. & P. E.
Project No. 6
Week Ending: October 29, 1976

- General: Good progress is evident in the forming and pouring of footings and floor beams. The south side floor beam is substantially complete. The north side is approximately 60% complete. Work on interior footings and beams continues. Work was halted Friday due to rain.
- Site Work: The specified north playfield grade has been established and top soil placed. Most grading and leveling activity is now centered in the south playfield and tennis court areas.



L. J. Grubbs, P.E.
Director of Physical Plant
and Resident Engineer