

Facilities Committee Meeting Minutes – October 24, 2022

1. Call to Order

The meeting of the Facilities Committee (FC) was called to order by AVC Vasquez at **1:03 PM**. In response to the COVID-19 crisis, this meeting was held via video conference.

a. Roll Call

FC Members Present:

Administrators: Alberto Vasquez (Chair), Anthony Tave, Kit Dai

Faculty: Steven Brown (co-Chair), Wynd Kaufmyn, Madeline Mueller, Thomas Menendez

Classified Staff: Maria Salazar-Colon, David Delgado

Students:

Unrepresented: Tim Ryan

Committee Alternates Present:

Administrators:

Faculty:

Classified Staff: Karl Gamarra, Michael Snider

Students:

Unrepresented:

Not Present:

Administrators: Zachary Lam, David Yee (alternate)

Faculty: Alan D'Souza (alternate)

Classified: Athena Steff, Carlita Martinez (alternate)

Students:

Unrepresented:

Resources: Facilities Committee Web Page

2. Approval of Agenda

- a. Modification of agenda for the addition of Thomas Menendez, a newly appointed Faculty member of the committee.
- b. Motion to approve addition of Thomas Menendez to the agenda by Madeline Mueller, 2nd by Steven Brown. No abstentions or nay votes. Motion passed by acclamation.
- c. Agenda – motion to approve amended agenda by Steven Brown, 2nd by Wynd Kaufmyn. No abstention or nay votes. Motion passed by acclamation.

3. Public Comment – Items not on the agenda

NOTE: Only comments submitted in writing prior to the meeting and in compliance with the requirements are presented verbatim in the meeting minutes. Any other information presented here is a topic summary only. Complete comments are available in the Zoom recording of the meeting.

- a. No comments were submitted, no members of the public spoke.

4. Approval of Minutes

- a. Approval of the 9/26/22 Minutes. No comments or discussion on minutes.
- b. Motion to approve minutes by Steven Brown, 2nd by Wynd Kaufmyn. No abstentions or nay votes. Motion passed by acclamation.

5. Associate Vice Chancellor Report – Construction Projects – Alberto Vasquez

- a. **Special Item:** There was a blackout last week on Ocean Campus. Hopefully you received messages related to that, if not please review your notification settings in banner.
- b. The blackout on Capital near Ocean occurred when a car hit a post that knocked out power on Ocean Ave and the neighborhood West and portions of Ocean Campus. The 700 bungalows and parking lots were on, and Science. Backup at MUB functioned. Campus was evacuated and campus closed. Power restored at 9:30.
- c. AVC will follow up with Chief Vasquez regarding notification list, some committee members noted that their emergency contacts received notifications. Questions/concerns were raised by Madeline Mueller and Steven Brown that there were classrooms with no emergency lighting.
- d. Bond Projects
 - i. Working with IT to develop web pages to show new construction projects. AVC presented the pages in development.
 - ii. DRT has completed schematic design and is going through a very detailed cost estimate between the architect's estimator and our 3rd party estimator (Cummings).
 - iii. STEAM is expecting DSA approval in November. They have continued to buy out their trades. They were approved for an amount in March 2020 and have been able to stay within less than 5% of the initial budget despite supply chain and inflation pressures.
 - iv. SSC also at DSA. Relocation out of Conlan and Smith Halls will impact the timing of the project. The Bookstore is relocating to Smith Hall. The Culinary program is staying where it is for now.
 - v. Rosenberg Library will get some renovation to the 3rd floor.
 - vi. 700 Bungalows will have administration offices. 600 Bungalows will have some administrative offices along with Classified Senate and Academic Senate. This project is slated to start within next couple of weeks.
- e. State Funded Projects
 - i. 750 Eddy – we are working with the state to get an understanding of their funding items. We are awaiting timing of construction fund release.
 - ii. Utility Infrastructure – we are getting closer to final submission to the state. DSA has signed off but there are some older legacy projects that need to be closed out (fire alarm projects)
 - iii. Cloud Hall – we have received preliminary comment related to bringing up to design to current codes. There will be some testing done of the existing building (drilling, coring).
 - iv. Allied Health is a related project as we are consolidating programs to John Adams. We had a kickoff meeting and walkthrough last week. We will be creating space for the programs that are moving from Cloud Hall.
 - v. Evans Center – we are awaiting direction from the Board of Trustees and the Chancellor.
 - vi. ISER draft standards are available to view on the college website. Section IIIB is related to Facilities.

6. Buildings & Grounds Director's Report – Director Anthony Tave

- a. We have been renting facilities, primarily Wellness. We have UCSF inquiring about upcoming high school event. All the information can be found in the Facilities Events Calendar. Please use the facilities rental form even for internal events so we can use the calendar to properly schedule. Instruction has priority for any space usage.
- b. Four RFPs went out for roofing repairs to Creative Arts, Smith Hall, Rosenberg and Batmale. Hoping to have them awarded before the first of the year.
- c. We have some larger restoration projects scheduled for later in calendar year. The roof repairs need to happen first.
- d. Ongoing projects: seating for the stadium, soccer field restoration, pool repairs, Cloud Hall flooring, coil cleaning at Rosenberg Library and Wellness, elevator repairs (MUB, Student Health and ARTS). We have had issues with people sleeping in the elevators at night.
- e. Water testing was done at Chinatown kitchen to identify leaks. Problems were found and we are working on solutions.
- f. A lot of our heaters are in a failed state. Parts for the main units were cannibalized from the redundant units. We are evaluating rebuilds. Batmale, Library, and Wellness are all on the list for heater repair. Cloud is on the main steam line and requires a different solution. There was a steam leak going down to the Arts building that was fixed.
- g. We have been working with the Deans to prioritize work orders.
- h. We are transitioning to a new software to replace Schooldude. We are about 60% through the process.

7. Old Business

- a. Facilities Priorities Update Subcommittee – Steven Brown / Anthony Tave
 - i. Cherisa Yarkin shared an updated, easier to read document. A link will be provided to the committee. A lot of this information is also in the ISER reports.

8. New Business

- a. Board Items Informational – Alberto Vasquez
 - i. There is no Board of Trustees Facilities meeting scheduled for November. They are looking to set one pending the DRT budget. In mid to late November there might be a FMPOC meeting that will have these items as well.
 - ii. STEAM building needs an inspector of record identified. We have put the RFP out and received 4 proposals, which are in the review process. These are 24-month contracts.
 - iii. SSC is the same process but with a later time frame. It looks like we will pick different inspection teams for each project as they need to have 3 inspection teams per site.
 - iv. Special Inspection and Materials Testing is also required to test materials that come on site. They do quality control and ensure that materials are coming from a valid source.
 - v. Even though they are similar we are separating these projects as different board items to prevent confusion down the line.
 - vi. Request for Construction Manager at Risk for DRT – this is to get approval for the prequalification process, not the actual selection at this point.
- b. Board Action Items – Alberto Vasquez
 - i. None.

9. Future Business

- a. Call for agenda items
- b. Building/Space Inventory
- c. Facilities Programming Review Subcommittee
- d. 1550 Evans / 33 Gough
- e. Request rep from Balboa Reservoir project for an update
- f. Diego Rivera Mural update

10. Adjournment – Meeting adjourned at 2:56 PM