

Facilities Committee Meeting Minutes – October 28, 2024

Roll Call

Committee Members:

Administrators: Alberto Vasquez (Chair), Amy Coffey

Faculty: Steven Brown (co-Chair), Madeline Mueller, Thomas Menendez, Jennifer Rudd

Classified Staff: Maria Salazar-Colon, Michael Snider, Colin Hall

Students: Angelica Campos

Unrepresented: Orlando Arriola

Committee Alternates:

Administrators: Zachary Lam, Kit Dai

Faculty: Alan D'Souza, Stephanie Robison, Anna-Lisa Helmy

Classified Staff: Jeffrey Kelley

Not Present:

Administrators: Edith Kaeuper, Geisce Ly

Classified Staff: Edward Tang

Students: Christina Michaud, Israel Gutierrez

Resources: [Facilities Committee Web Page](#)

1. Call to Order

- a. The meeting called to order by AVC Vasquez at 1:06 PM

2. Approval of Agenda

- a. Discussion – The recent visit to Child Development regarding water testing will be discussed by Alberto Vasquez under the AVC Report.
- b. Motion to approve the amended agenda made by Steven Brown, seconded by Alan D'Souza.
- c. Voice vote to approve amended agenda
 - i. No abstentions
 - ii. No nays
 - iii. Motion passes

3. Public Comment – Items not on the agenda

- a. none

4. Approval of Minutes

- a. Discussion – none.
- b. Motion to approve the minutes made by Steven Brown, seconded by Angelica Campos.
- c. Voice vote to approve the minutes
 - i. Abstentions 1 (Alberto Vasquez)
 - ii. No Nays
 - iii. Motion passes

5. AVC report – Design & Construction Projects – Alberto Vasquez

- a. Hiring
 - i. We are still in the process of hiring for the Director of Buildings & Grounds.

- ii. We interviewed Utility Workers and identified four as good candidates. One declined our offer and one was deemed ineligible from the city's perspective due to another issue, so two applicants are moving forward.
 - iii. We are in the hiring process for a couple of Stationary Engineers.
 - iv. We are still evolving the hiring process for a Painter and a Locksmith.
- b. Safety Projects
- i. Creative Arts Extension power – we are working with the vendor and contractor to get equipment on site on order to get the project completed before the winter break. This is faster than we originally planned, so we are trying to resolve some paperwork items. The generator will be in place through the end of the year.
 - ii. The tree pruning and removal project has been completed. There will be a phase 2.
 - iii. Student Health water intrusion – we have finalized the contract, and it is moving forward. Concrete repairs will also be performed in conjunction with this project. We will be issuing a notice regarding pedestrian impacts and alternate routes.
 - iv. Child Development Center water – There is a state law that requires water testing at all the faucets in our childcare facilities. Testing was done at Mission Center and Ocean Campus. It was a surprise visit. The reports were forward to the senior staff and the Department Chair. There was concern there might be an issue with the water in the kitchen, but that was not one of the two that did not pass inspection. The two sinks that did not pass were shut down. We will replace the sinks and retest the water.
 - v. Campus Camera Project- we are doing a district-wide camera project. It will help Campus Police be more effective in tracking and keeping eyes on the campus, as well as being a deterrent.
- c. Heating
- i. Visual Arts heating is functioning, but there are some issues that need to be addressed.
 - ii. Creative Arts – we are confirming the contract to change that pipe. There is a hazard-material wrap pipe wrap that requires a 3rd party monitor.
 - iii. Creative Arts Extension – until we have resolved the power issue resolved, we will not be able to address the heat there. BEMA has their own HVAC mechanical system.
 - iv. Rosenberg Library – the contract is in place. The contractor is procuring long-lead equipment. Work for removal/installation is scheduled for Spring 2025
 - v. Science Hall – we received comments from DSA regarding the independent heating system.
 - vi. Smith/Statler – this project has a DSA approved plan. We are working to establish a bidding schedule and construction timeline.
 - vii. MUB has hot and cold zones, which we continue to troubleshoot.
- d. Construction Projects
- i. Diego Rivera Theater project - we received comments from DSA on Friday, which we have been awaiting for several weeks. The architects are reviewing the comments. We hope to have a schedule soon of when we are going back to DSA.
 - ii. STEAM Building– Alberto shared recent images that are posted on the website.
 - iii. Student Success Center - Alberto shared recent images that are available on the website.
 - iv. 200 Bungalows and Bookstore Annex demolition – bids have been received and are being reviewed. This is scheduled to be a winter-break activity.
 - v. 750 Eddy – We are still waiting for the state to give us a green light on the construction funding. We are trying to finalize a fiber-line connection for our fire and security alarm systems.
 - vi. Utility infrastructure Project – we are working with a scheduler. We are finalizing our documents to submit to the state. We hope to start bidding and construction towards the end of 2025.
 - vii. Cloud Hall – we are looking at scenarios for adding an elevator, roof replacement, door replacements and security upgrades.
 - viii. John Adams Center – we are working to finalize our building user group.

- ix. Science Hall – We are finalizing a contract. We had meetings with the architecture firm to ensure everything is agreeing with the timelines.
- x. Evans Center plans were submitted to DSA. We hope to get approval in several months. It is a smaller project so the turnaround time can be faster. The perimeter cameras will be installed as part of process.

6. Buildings & Grounds Report – Alberto Vazquez

- i. Ryan Schneider is out today. He's been working on keeping the BIM genie items on track. He's also working to respond to heating and cooling items.
- ii. We are also in the process of hiring additional engineers to support his team, plus trades and custodians.

7. Old Business

- a. 1550 Evans
 - i. No update on this item. Alberto has not been able to connect with the Chancellor.
- b. Parking Structure update
 - i. Impact Sciences is on board. They have a designer who is working to develop a couple of options, and they are also working on an updated schedule. We should have more information by the December meeting.
- c. AMT Program update
 - i. David Yee did not have any updates to share.
- d. Student Union MLK space
 - i. The carpenter is scheduling to open some walls on the hillside to track water intrusion.
- e. 750 Eddy St
 - i. We are trying to get an additional fiber line connection along with getting security and fire alarms on a cellular connection.
- f. Workgroup on Facilities Projects Report – Cherisa Yarkin
 - i. Cherisa Yarkin explained the function of the workgroup.
 - ii. She screen-shared the Annual Plan Resource Request – SEE ADDENDUM A

8. New Business

- a. Board Items – Informational
 - i. Notices of completion were submitted.
- b. Board Items – Action
 - i. Pending is a bid for demolition of 200 Bungalows and the Bookstore Annex. We hope to present this at the 11/7/24 meeting
- c. PGC Subcommittee Membership Standardization
 - i. The PGC has a requirement to standardize subcommittees.
 - ii. Alberto reviewed the document by the PGC with the changes to the committee makeup requirements. Reductions in membership don't need to be done until the January meeting. Additions can be done as soon as desired.
- d. Reschedule December Meeting
 - i. Discussion - 12/23/24 is not a good date for the next meeting of the committee. 12/9/24 was discussed. There is a conflicting meeting at 3:30, so it was suggested that the meeting be limited to one hour.

- ii. Motion to change the meeting date to 12/9/24; from 1 PM – 2 PM made by Steven Brown, seconded by Alan D’Souza.
- iii. Voice vote called to approve the change
 - 1. Abstentions 0
 - 2. Nay votes 0
 - 3. Motion passes.

- e. Building/Space Inventory
 - i. This item has been moved here from Future Business since there will be moves in upcoming months.

9. Future Business

- a. Call for agenda items
 - i. Colin Hall– use of charging stations to display student art, culinary offerings, etc. / screentime / parking time limits.

10. Adjournment

- a. Adjournment at 2:46 PM

FACILITIES COMMITTEE MEETING MINUTES 10/28/24 - ADDENDUM A

| Fall 2023 Annual Plan Resource Requests - Facilities As Of Oct-24-2024 | | | | |
|---|------------|--|--|---|
| Requests reviewed by Facilities Committee PR-RR workgroup May-June 2024 | | | | |
| Review Unit | Request Id | Item/Project Name | Category | Updated information 8/23/2024, ^10/24/24 |
| Art | 5143 | Visual Arts & Creative Arts HVAC system for controlled cooling and h | In progress | ^ indicates updates made 10/24/24 ^Approved by DSA |
| Cinema | 5113 | Facilities - Production | In progress | ^98% complete. Facilities portion is done, may need final IT work. |
| Cinema | 5358 | Lecture Hall and Offices - Film Studies | In progress | ^Window blinds recently added to Cloud 117 classroom. |
| Downtown Center (AU) | 5466 | Downtown Roof and 8th floor extensive water damage and mold | In progress | Completed, awaiting drywall installation. ^Currently bidding drywall repairs. |
| Educational Technology (S | 5108 | Podcasting/Recording Studio | In progress | ^No new information |
| Environmental Horticultu | 5476 | Bungalow Department upgrades | In progress | ^Information provided by Dept Chair, Facilities working with Chancellor to make adjustments to Bond project list. Roof is on the list as item #2. Per walk-through with Risk Management, looking at how we can prioritize e.g., storage of heavy equipment students use. Will require a longterm plan. Immediate need is to have access to electrical panel, but challenge in how to relocate items. There are various safety issues that are longstanding. |
| Health Education | 5428 | New blackout blinds for Health Education CTE smart classrooms | ^Complete | ^Complete |
| Library (Services) | 5238 | Collaboratory podcasting studio | In progress | |
| Library (Services) | 5234 | Replacement Flooring in Rosenberg Library | In progress | ^Partial repair completed. Currently getting quote for stair floor covering replacement (will be nonslip rubber padding). Getting quotes for larger carpet replacement, will be a floor-by-floor project once funding is identified. |
| Nursing, Licensed Vocatio | 5449 | Chalk Board Replacement with White Board | ^Complete | ^Work was done by CCSF carpenter. |
| Physical Education and Da | 5165 | Soccer Field Scoreboard | In progress | ^No update |
| Physical Education and Da | 5158 | Soccer Field Replacement | ^Complete | ^Completed |
| Physical Education and Da | 5153 | Swimming Pool Ventilation Ducting Repair | ^Complete | Completed (pool will re-open early Sept) |
| Physical Education and Da | 5162 | Pool CO2 Tank Replacement | In progress | ^Currently being procured |
| Art | 5142 | Ceramic Glaze Area Ventilation | Follow-up underway | ^Program slated to move to STEAM building for either Sp 25 or Fa 25. |
| Broadcast Media Services | 5525 | Delivery Window Alteration for Efficiency | Follow-up underway | ^ Will follow up, electrical issue being addressed. |
| Health Care Technology | 5155 | Eye-Wash Station for Medical Assisting (JAD Rms 303 and 224) | Follow-up underway | ^Will follow up |
| Health Education | 5426 | Buildings and Grounds - Fix Link Center and MUB 361 Louvres; remo | Follow-up underway | ^looking into having the windows cleaned on the inside of dust (determined it was not mold) |
| Mission Center (AU) | 5377 | Emergency Shower for Science Lab | Follow-up underway | ^Discussions with Center dean in process |
| Physical Education and Da | 5168 | Replace Carpeting in All Locker Rooms | Follow-up underway | ^will be engaging architect to look at other items in the building, will include this |
| Physical Education and Da | 5163 | Tennis Court Resurface | Follow-up underway | ^Working with Athletics on potential next steps. |
| Administration of Justice/ | 5334 | ADMJ/F SC Department Offices Relocation | Consider within the larger space allocation process. | ^A walk-through was done by co-chair and ADMJ faculty, the APASS space looks like it would be more appropriate than their current space. |