

Facilities Committee Meeting Minutes – August 26, 2024

Roll Call

Committee Members:

Administrators: Alberto Vasquez (Chair), Kit Dai, Zachary Lam, Erin Denney
Faculty: Steven Brown (co-Chair), Madeline Mueller, Thomas Menendez
Classified Staff: Maria Salazar-Colon, Michael Snider, Colin Hall
Students: Christina Michaud, Emily La
Unrepresented: Tim Ryan

Committee Alternates:

Administrators:
Faculty: Anna-Lisa Helmy
Classified Staff: Jeffrey Kelley
Students: Angelica Campos

Not Present:

Administrators: Zachary Lam
Faculty: Jennifer Rudd, Alan D'Souza, Stephanie Robison
Classified Staff: Edward Tang
Students: Israel Gutierrez
Unrepresented:

Resources: [Facilities Committee Web Page](#)

1. Call to Order

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

2. Approval of Agenda

- a. Discussion – Tim Ryan requested that the 200 bungalows be added. AVC Vasquez advised it is part of his report.
- b. Motion to approve the agenda by Steven Brown, seconded by Colin Hall.
- 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. Madeline Mueller asked if we received comments from DSA by 8/23/24 as scheduled. Alberto Vasquez responded we have not, but we are following up with them. The date can fluctuate.
- b. Steven Brown read a comment received via email from Harry Bernstein:
 - i. *Dear Committee members, it is a sad fact that the Performing Arts Center/Performing Arts Education Center/Diego Rivera Theater is a project that has been funded from three bond measures, going back to 2001. The persistent willingness of the voters to fund the project says that it is wanted by the public. It has been subject to interference from the State and from within the College. There are indications of opposition that continues to this day. CCSF is awaits the approval of the project by the DSA, perhaps less than six months away. The project team is essentially in place and funding has been approved. This committee receives regular updates from the Chair. I would like to urge that the Committee place on an upcoming agenda a statement that they support this project. Thank you.*

- ii. AVC Vasquez commented that this is a good summary of the history, but there is no statement by the committee to be made. The project is moving forward. It is funded and has a team. We are just waiting for DSA approval. We cannot start building without a permit approval.
- c. Heather Brand requested that the committee explore adding a third student member to the committee. Alberto responded that he would put it in his notes for the next review of the committee charter.

4. Approval of Minutes

- a. Discussion – none.
- b. Motion to approve the minutes made by Steven Brown, seconded by Christina Michaud.
- c. Voice vote to approve the minutes
 - i. Abstentions 0
 - ii. Nays 0
 - iii. Motion passes

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

- a. Hiring Update
 - i. The Director of Buildings & Grounds position posting has been extended to 9/4/24.
 - ii. Buildings & Grounds Maintenance Superintendent position – we had a person selected and went through the hiring process, but he unexpectedly declined at the last hour.
 - iii. Utility workers positions have been reviewed, approved, and submitted to HR.
 - iv. The new list of Engineers was shared by HR, so we will be looking at those.
 - v. We are still working on hiring painters and a locksmith.
- b. Safety Projects
 - i. Arts Extension had some power issues that are being addressed. A generator is currently supplying power. The solution to the problem is 2/3 installed, with the last 1/3 on site awaiting installation. A power shut down is scheduled for the Labor Day holiday weekend to complete the work. The power for the northern part of campus will be down 10-12 hrs. We will send out a notification ahead of this.
 - ii. Tree Project – cutting/trimming is going on throughout campus to clear hazards.
 - iii. A contract bid for concrete repairs and Student Health water intrusion was received last week. We have accepted the bid, and it will go to the Board of Trustees in September.
 - iv. Fire alarm testing went well during the summer.
 - v. The Soccer field was completed; we are working on getting some equipment on board.
 - vi. The Wellness Pool work is almost finished. We are planning to refill the pool next week.
 - vii. The 200 Bungalows, which were damaged by fire, will be torn down. Jasmine Kaw and Tom Lam are working on this project. We will work with those that may have items stored in that location.
- c. Heating
 - i. The high-pressure steam line is complete and has been tested. They are still cleaning up the grading and landscaping. The engineers did testing in Creative Arts, Visual Arts and Creative Arts Extension with mixed results.
 - ii. The Rosenberg Library project is under contract. They are working on a schedule and ordering long-lead items.
 - iii. Science Hall – we have submitted plans to DSA and have received comments. The items have been sent back and we are awaiting approval or additional comments.
 - iv. Smith/Statler – we received approval for its independent system.
 - v. Visual Arts also received approval for its independent system.
 - vi. Creative Arts and Visual Arts are at the same stage as Science Hall.
 - vii. MUB heat is working but there are still some gremlins that we are working on.

- d. State-Funded Projects
 - i. 750 Eddy – we are waiting for state funding. The college must decide next steps regarding operating in that location. It is a challenging location. There has been a request for cellular connections for the fire and security systems, and to reconnect the fiber line.
 - ii. Utility infrastructure
 - 1. Some of the items related to fire alarm testing happened over the summer
 - 2. We have a scheduler assisting to put the project together. It is logistically complicated to install new upgraded infrastructure while keeping our current systems operational. We will work with key departments and ITS on developing the schedules.
 - 3. John Adams – we will be following up Allied Health on the relocation project.
 - 4. Science Hall – we completed the architect selection process. That item is on the August Board of Trustees agenda.
 - 5. Evans Center plans, which includes the AMT program, were submitted to DSA in August. While that is in process, we are working on the perimeter camera system.
 - 6. Roofing consultants – we have completed an RFP. We have a proposal for Batmale and will be looking at Horticulture next.
- e. Bond Projects
 - i. The Diego Rivera Theater project is at DSA. We are awaiting comments which were expected last week. We are still targeting the end of year for approval.
 - ii. STEAM – new images are available, which will be uploaded to the web site. Some tours for building users have been conducted.
 - iii. Student Success Center – the goal to be dried in by end of September.

6. Buildings & Grounds Report – Alberto Vazquez

- a. The gardeners continue to work across the campus to catch up on landscaping that has been missed.
- b. The Maintenance Superintendent hire did not work out, so we will have to revisit that process.
- c. Bim-Genie has been working well. We have been trying to get items to the team for action as quickly as possible.
- d. Soap and paper towel dispensers have been disappearing from restrooms in a couple of different buildings. We are not sure why this is happening. We have been replacing them as quickly as possible.

7. Old Business

- a. 1550 Evans
 - i. With the new Interim Chancellor being still new to the college, there are no updates on this item.
- b. Parking Structure update
 - i. At Thursday's board meeting we have an environmental impact consultant who will review the documentation and move that forward and help us with a schedule. We have a parking garage support team to put something together for proposed locations.
- c. Frida Kahlo Quick Build
 - i. SFMTA has advised that this project is substantially complete.
- d. AMT Program update
 - i. Alberto spoke with David Yee last week. David plans to use his new position of Interim Vice Chancellor for Academic and Institutional Affairs to spearhead efforts to have substantive conversations with SFO and United about space availability at the airport.
- e. Student Union MLK space
 - i. We will demo walls in order to identify where the water intrusion is happening when the rains begin.

8. New Business

- a. Board Items – Informational
 - i. None.
- b. Board Items – Action
 - i. None.

9. Future Business

- a. A form for requesting space move or additional space request.
- b. Theater mold
- c. Bookstore annex

10. Adjournment

- a. Adjournment at 2:05 PM