



Facilities Committee  
**Meeting Minutes**  
 February 25, 2019  
 3:30 PM  
 SSB 414

Title/Role	Name	Present	Title/Role	Name	Present
1. VPAS, Co-chair	Iris Ingram	X	13. ASO	Shyann Cox (alternate)	
2. Faculty Co-chair	Laura Peterson	X	14. ASO	Juderay Almario (alternate)	
3. Academic Senate	Cameron Iverson	X	15. SEIU 721 Steward	Bruce Hicks	
4. Academic Senate	Parveneh Ghaforyfard	X	16. Resource	Maria Teresa Carvajal	X
5. Academic Senate	Todd Matosic	X	17. Resource	Carey Demas	X
6. AFT Classified Guild	Michael Tesfai		18. Resource	J.C. Saunders-Keurjian	
7. AFT Classified Guild	Cristi Lizares (alternate)		19. Resource	Doug Graham	
8. AFT Faculty Guild	Matthew Robertson		20. Resource	Dave Bautista	X
9. AFT Faculty Guild	Olga Shewfelt		21. Administration, President	James Limbaugh	X
10. AFT Faculty Guild	Rudy Triviso (alternate)	X	22. Administration, VPAA	Aracely Aguiar	
11. Plant Facilities Director	Kim Morera	X	23. Administration, VPSS	Roberto Gonzalez	
12. ASO	Leticia Sanchez-Perez				

**1) Call to Order/Approval of Agenda**

**Action**

Meeting called to order at 3:41 p.m. by Co-chair I. Ingram. The agenda was approved as amended.

**2) Approval of meeting minutes:**

**Action**

- a. **October 29, 2018 Minutes** - The minutes were approved as corrected.

**3) Bond Program Reports:**

- a. **Campus Construction Program Report (D. Bautista)**

**Information**

Plant Facilities Center – The contractors have returned and are making great progress. There are a few pending issues with DSA but occupancy is expected by March 2019.

40J - Physical Security – All fiber optic cables are in place and the fire alarm upgrade is in progress. The next fire drill will take place sometime after Spring Break.

TLC – Construction began November 2018 and completion is scheduled for April 2020.



Watson Center – Construction began December 2018 and completion is scheduled for November 2019. I. Ingram added that Parking lots 1 and 2 are closed. Lot A has been reserved for faculty and staff only. However, anyone who is disabled can park anywhere there is disabled parking available, even in Lot A. Drop-off areas for paratransit vehicles, taxis and rideshares are available in Lot 7 and Lot A.

Energy Efficiency Project – The designs are complete and have been submitted to DSA for approval. It's currently in agency review.

Master Planning – The amendment to remove the sound wall was approved and the project is about to enter the design stage. I. Ingram clarified that the design stage includes hiring an engineer to determine the safest, most efficacious way to dismantle the sound wall. Removal should begin in Fall 2019.

Measure CC - HLRC Demo and Replacement: Space utilization and pre-programming are currently in progress. President Limbaugh added that programming begins after the recommendations of the Building Users's Group (B.U.G.) go to the Facilities Committee, Academic Senate, College Council and himself. The final decision is made by considering the accumulated input of the entire campus. Ideally, programming will start this Spring but it depends on how quickly we can move these discussions through the various committees.

Cost Update: All projects are on budget and on schedule.

Classroom Door Locks : This project is phased into two components with the first phase beginning in April 2019. 147 locks will be replaced in the first phase. Currently there's no date for the second phase. All rooms won't be totally secure until the second phase is completed.



M. Carvajal clarified that rooms not included in the first phase will be secure with locks that are currently in place but the new hardware won't be installed until the second phase. The complexity of the hardware itself called for the two-phase rollout. In an effort to convert the locks as quickly as possible, the doors that could be converted most easily, with a few minor modifications, will be upgraded first. The second phase is more complex, it will involve replacing frames and the doors themselves potentially. I. Ingram added that there are 1500 locks on campus to be upgraded so the project will take at the very least six months. Dr. Limbaugh has asked D. Bautista to distribute an overview of the project campus-wide to bring everyone up to date.

Environmental Impact Report: The EIR was approved in 2009. The latest addendum, to remove the sound wall, went to the board last year and was approved. HLRC was originally planned as a modernization but changes in the BOT's thinking means it needs to be considered a new building. Therefore, you'll be seeing another addendum to the EIR to reflect HLRC as a new building, not a modernization project, which will require board approval.

#### **4) Operational Reports**

##### **a. Status of Local Projects (K. Morera)**

##### **Information**

We survived all the storms. There was no flooding and the new PE roof held up although there were some leaks in the older buildings.

The Fine Arts exterior lights project has been kicked off. Baker Electric was awarded the bid and it's still on track to be completed by May. We're trying to have the flooring in B7 completed in time for graduation this year. We're securing an architect for the CDC storm front windows replacement project. The high voltage project is in closeout right now. It went really well and we saved about 50K dollars in electricity by capturing our utilities savings during the holidays. During this next Spring Break, we'll do the same thing to save on utilities.



C. Iverson - During winter term the fume hoods in some of the chemistry labs were switched off when they shouldn't have been.

K. Morera - The fume hoods run on 300 HP. Facilities has devised methodology to secure the chemicals in an area that only requires a 1 HP exhaust fan. We could possibly isolate them into smaller sections to save HP. I. Ingram added that notifications were sent out a few weeks in advance to allow the different departments to prepare. C. Iverson will work with K. Morera to improve communication between those responsible for setting up the labs and facilities.

Alteration/repairs to the PE showers, restrooms, and flooring are moving forward. The job walk for the concrete sidewalk repair was just completed with an estimated cost of 150K dollars. We just received approval to upgrade the Baseball field restrooms for about 100K dollars as well as approval for the Aviation complex's roof repair.

Overall utilities were costing a little over 1M dollars per year - 100K per month for electricity, 8K/month for water. These last few months we've reduced the water bill down to 3K/month. Consolidating classes has made a big difference in savings on utilities.

## **5) New Business:**

### **a. HLRC Building User Group Update (I. Ingram)**

### **Information**

The next B.U.G. meetings will be Wednesday morning, 8 a.m. – 10 a.m. and Thursday afternoon, 1 p.m. – 3 p.m. Stir Architects has been hired to help decide the placement of the building on campus and its footprint. That's what these two sessions are focused on. Programming – what goes into the building and where - will not be discussed yet. The architects will present several options, which will need to be weighed carefully, considering the various pros and cons and gaining consensus across campus. After the feedback from those two



meetings are consolidated, it comes back to the Facilities Committee for more discussion and then it will be circulated throughout the participatory governance structure on campus - College Council, Academic Senate etc. Then a set of recommendations will be sent to President Limbaugh and from there it goes to the Board of Trustees for final approval.

**6) Next Meeting: March 18, 2019**

**7) Adjournment**

**Action**

The meeting adjourned at 4:13 p.m.