



Facilities Committee Draft Minutes
MINUTES
February 27, 2017
Student Services Building, Room 414, 3:15 PM

Present:

1. *Kevin Considine*, Faculty Co-chair, AFT rep
2. *Iris Ingram*, Co-Chair, VPAS
3. *Matthew Robertson*, WEC Chair
4. *Rudy Triviso*, AFT Faculty Guild Rep. (alternate)
5. *Tim Russell*, AFT Faculty
6. *Cristi Lizares*, AFT Classified
7. *Jeff Lee*, Academic Senate
8. *Parveneh Ghaforyfard*
9. *Bruce Hicks*, SEIU
10. *Kim Morera*, Interim Facilities Director
11. *Jesus Reyes* (ASO)

Guest:

1. *Laura Peterson*
2. *William Davis*

Resource:

Subhi Murad, CPT
Karl Schrader, CPT

1. Call to Order/Approval of Agenda

Iris Ingram, Committee Co-chair, called meeting to order at 3:23 p.m. Agenda approved as modified. This meeting is called in place of the regularly scheduled Feb 20 meeting due to the President's Day Holiday.

2. Approval of November 21, 2016 meeting minutes

Minutes from November 21 meeting adopted as written. Motion to approve minutes made by Bruce Hicks, seconded by Kevin Considine.

3. Bond Program Reports:

A. Campus Construction Program report (Subhi Murad & Karl Schrader CPT)

Subhi Murad provided cost and schedule update on pending and future construction projects. According to Subhi, there are no cost variance to report and no known additional cost at this point. Some projects are within contingencies while other projects are in either design, procurement, or programming phase.

Project Schedule:

Physical Security Project is still showing April start date although the DSA wants additional scope that that is not required. Subhi reported that the TLC is in collaboration and the first meeting will be scheduled for this week or next week. Harper Construction is ready and wants to have a kick off meeting with user groups. VP Ingram received notification late and did not have adequate time to organize a user group only meeting before scheduling a meeting with Harper. TLC plan is available in the Plant Facilities Office for users to review. Given the tight budget, it is important for users to review the plan and point out issues or concerns.

Co-Chair Considine noted we still do not know when the temporary movement of funds due to cash flow issue between Watson Project and TLC project will be refunded.

4. Operational Reports

A. Status of Local Projects (Kim Morera)

Kim Morera reported that the B5 lockers are 100% completed and there is no issue with keys. Anyone who needs access to the lockers should fill out key request form and send it to Plant Facilities. Additionally, food pantry setup in A9 has been completed.

B. Pending/Upcoming Local Projects.

K. Morera reported that contractors are being be solicited for the replacement of the Child Development Center rain gutters. Fine Arts will be resealed and painted on the outside. Additionally, the replacement of exterior light for the campus to LED is still ongoing. In response to the FA classroom noise issue brought up by M. Robertson, K. Morera noted that this issue would be investigated further. Co-Chair Ingram stated that there is limited funding and staffing for Plant Facilities and this means that there might be delays on some maintenance projects.

ADA compliance issue as it relates to handicap students who are unable to use the stairs was pointed based on observation from the fire drill. Additional equipment for transporting disabled students down the stairs will be purchased. However, Co-Chair Ingram stated that there are floor monitors who will notify central admin if there are students or employees who require assistance in the event of an emergency. Additionally, all the elevators are ADA compliant and inspected by Cal OSHA annually.

In response to question regarding track and locker access for non-athletes, Co-Chair Ingram explained that technically members of the college have access to the Track. However, priority goes to students enrolled in PE classes or the athletic program. Additionally, the college has a Memorandum of Understanding (MOU) with Culver City to permit residents to use the track. Registered students may use the track by obtaining access card from the athletic office. In terms of locker access, the Athletic Director and

staff will be consulted for clarification on whether or not those not enrolled have access to lockers.

5. New Business

A. Status of TLC Project – (I. Ingram)

Co-Chair Ingram reviewed the handout on remaining projects from Bond Measure A, AA, and J that the college went through. Included in this handout are projects that do not have funding and will not be built. The board has been contemplating on how they want to spend the money and added additional criteria but have not publicly decided how the projects will go forward.

Based on State formula, different criteria with a facility index on the cost to renovate vs. new building will be used. Every building in the state has a Facilities Condition Index score and this number along with capacity load is being used to decide project funding.

The distributed measure CC handout is based on the latest request from the Board. The President was contacted February 18 and told to sort all the uncompleted campus projects based on the listed criteria and return the sorted list to the district by February 24. Based on the short timing of the request and deadline given, President Limbaugh and VP Ingram met on Monday, Feb 20 to review the list and try to sort in order to send to the major campus shared governance—senate, union leaders, for feedback before the submission deadline.

The Facilities committee should have reviewed the list first. However, there was no Facilities Committee Meeting scheduled before the deadline. A copy of what was forwarded to the district will be circulated on campus again. Any comments and objections should be forwarded to the President Limbaugh or VP Ingram.

B. Student Housing Proposal

Co-Chair Ingram reported that an update on Student Housing was provided at the Facilities Master Planning and Oversight Committee meeting. The consultant met the Presidents and VPAs and also conducted a Demand Study analyses of the campuses and narrowed it down to three campus based on the possibility of highest demand and best possibility. It is still not certain that this project will proceed. However, Board has approved the Feasibility Study and the Demand Study was presented to the board last week. VP Ingram stressed that the Student Housing proposal is separate from the bond measure. The bond measure does not cover housing and this is completely an external effort without contributions from the college.

6. Adjourn

Meeting adjourned at 4:39 p.m.