



Facilities Committee Draft Minutes

MINUTES

April 18, 2016

Student Services Building, Room 414, 3:15 PM

Present:

1. *Laura Peterson, Faculty Co-chair*
2. *Iris Ingram, VP, Administrative Services, Co-Chair*
3. *Bruce Hicks, SEIU Representative*
4. *Matthew Robertson, WEC Chair*
5. *Barry Sloan, Teamsters*
6. *Rudy Triviso, AFT Faculty Guild Rep. (alternate)*
7. *Olga Shewfelt, AFT Faculty Guild*
8. *Bill Smith, Director Plant Facilities*
9. *Sheila Jeter-Williams, AFT Staff Guild*
10. *Cristi Lizares, AFT Staff Guild*
11. *Jeff Lee, Academic Senate*

Guest:

1. *Rebecca Tillberg*
2. *Jerry Ludwig*
3. *Vered Mirmovitch*
4. *Marcel Marchena (ASO)*

Resource:

Phil Vogt, CPT

Diana Johnson, CPT

1. Call to Order/Approval of Agenda

Meeting was called to order at **3:20** p.m. by Iris Ingram, Committee Co-chair.
Agenda rearranged and Item #5-Facilities request prioritization was moved up.

2. Approval of March 21, 2016 meeting minutes

The minutes approved with one abstention (Olga Shewfelt). Motion made by Barry Sloan to approve minutes, seconded by Prof. Jeff Lee.

3. Bond Program Reports:

A. Campus Construction Program report – D. Johnson, CPT

Diana Johnson reviewed projects approved in the master plan and noted that as of April 1st we are showing an excess of 0.21 cents. However, Diana also noted a pending issue regarding the TLC project. The Program Management Office (PMO) estimates that the TLC & Watson Center projects will be \$3.3 million and \$1

million over budget respectively. However, estimates received from Architects at the design development phase is showing that the project will be within budget. Diana clarified that PMO acts as an independent estimator and is responsible for validating the estimates submitted by Architects.

Estimates are based on fixed and variable prices including current construction in the area. Diana stated that the business climate was different two years ago when both projects were initially planned. PMO wants to go with the higher estimate based on current business climate. According to Diana, based on the budget from PMO, there is insufficient funds for the TLC project. Laura Peterson added that to help reduce costs, one of the solutions being explored is to eliminate the planned storage in the TLC building. Diana Johnson further clarified that the district is not taking money away from this project and this is simply based on the current climate.

There are couple of strategies West can pursue to address this issue. According to Diana, this includes going with a lump sum design build proposal. Quotes for a full scope price and deductive alternate will be solicited from the contractors. Additionally, the design and procurement of these projects will be presented to the board because we need to show that we have a plan to be within budget. At the next FMP&OC meeting on the 25th the PMO will present a report to the board that highlights the amount needed to complete projects at each campus based on current estimates.

Prof. Shewfelt mentioned that It would be helpful to know sources of increase on the PMO estimate and requested that this information be provided. Additionally, Prof. Shewfelt also stressed that time and efforts have been expended by the campus through shared governance in preparation for this project and she will argue that this project should proceed.

Co-Chair Ingram noted that the top floor of the TLC was intended for 10 labs but the lab will be reduced by 2 and offices will be reduced by 4 if we lost a floor. This could potentially reduce the number students serviced from 450 to 350. Co-Chair Ingram further noted that all of WLAC's projects have been managed well and we have not had to use our contingencies. However, West will be impacted by proposed changes particularly reduction in the staffing levels at the campus project management office.

4. **Operational Reports** – Bill Smith

Bill Smith gave an update on the fumigation project and reported that this project

completed without issues during spring break. Additionally, the track and field is still on pace to be completed in the summer.

5. Facilities Request Prioritization (Approved)

Co-Chair Ingram reported that the Facilities work group met and prioritized the Facilities Resource requests based on criteria established by PIE Committee. The recommendation of the work group was presented to the Facilities Committee for ratification.

In response to request made by Prof. Shewfelt regarding the members of the work group, CO-Chair Ingram responded that, the work group included Bill Smith, Ricardo Hooper, Rebecca Tillberg, Iris Ingram, Laura Peterson, and Matt Robertson.

In response question from Ms. Shewfelt regarding the criteria used by the work group to prioritize the request, Co-Chair Ingram mentioned that the work group used the criteria established by PIE while also considering major vs minor capitalization.

Committee member Barry Sloan noted that the recommendations presented by the work group should have been presented in work group priority order for clarity. Prof. Shewfelt further added that the recommendations should be clear enough so it leaves out confusion by final reviewers/approvers and the criteria should be stated. Co-Chair Ingram, responded that Facilities Work Group had to work slightly different, because efficiency has to be factored in when prioritizing facilities resource requests. She also clarified that the recommendation was based on what was provided to the work group. R. Tillberg further added that this is the first time this procedure is being done and there is room to refine this process.

Motion to approve the recommendations provided by the work group made by Prof. Olga Shewfelt and seconded Prof. Jeff Lee. With the exception of Barry Sloan (abstain), other committee members present voted in favor of adopting the recommendations of the work group.

6. Future Capital Project Planning Forum

Co-Chair Ingram gave background on the Capital Needs Forum and mentioned that these forums were organized so the campus can discuss unmet facilities needs that can be addressed through the issuance of a new bond should the board decide to go this route. The goal at the conclusion of the campus-wide forums is to assemble list of capital projects that will be forwarded to the district.

Diana Johnson began the forum with a review of the projects approved on the master plan that were deferred and some that remained unfunded. The purpose of this is to determine if the campus has interest in pursuing any of these projects. Co-Chair Ingram pointed out that the deferred project are secondary and small projects when compared to the unfunded list.

Members agreed that at this first forum we should concentrate on compiling a list. Follow-up questions based on this list will be reviewed at the next forum.

Facilities committee members agreed to leave the following projects on the list:

Faculty Office Building: discussed as a potential project particularly with FON which would increase the number of faculty. The campus currently does not have office space to accommodate new faculty. Members agreed that there is need for Faculty Office Building based on expected increase.

Student Service Annex: President proposed a one stop center for all student centered services.

Library Expansion: The library feels constrained by the space that is being occupied by learning centers.

SC Renovation: B. Smith mentioned that the layout and the cost to renovate this building does not make sense and leaves too many constraints. It is probably better to demolish and start from the ground up. Proposed to change the name to **Science Center Replacement**.

Community Performing Arts Center: Prof. Mirmovitch noted there was a request from Physics department for an observatory that will be used for Astronomy classes. Co-Chair Ingram added there has been discussion to turn the current fine arts building to a real performing arts center so this should be left on the list. It was further noted that the current space is too small and should be increased.

The following projects are New Proposals from the Facilities Committee:

Data Center: R. Tillberg proposed adding to the list for now and think about maybe incorporating into another building.

Gymnasium: The current facility is old.

Traffic flow and pattern: To help improve way finding.

7. Adjourn

Meeting adjourned at 5:19 p.m.