



Facilities Committee Draft Minutes
MINUTES
May 16, 2016
Student Services Building, Room 414, 3:15 PM

Present:

1. *Kevin Considine*, Faculty Co-chair, AFT rep
2. *Iris Ingram*, VP, Administrative Services, Co-Chair
3. *Marceel Marchena*, ASO
4. *Matthew Robertson*, WEC Chair
5. *Barry Sloan*, Teamsters
6. *Rudy Triviso*, AFT Faculty Guild Rep. (alternate)
7. *Bill Smith*, Director Plant Facilities
8. *Cristi Lizares*, AFT Staff Guild
9. *Jeff Lee*, Academic Senate
10. *Adrienne Foster*, Academic Senate
11. *Michael Goltermann*, VPSS (Interim)
12. *Aracely Aguiar*, VPAA (Acting)
13. *Bob Sprague*, President

Guest:

1. *Rebecca Tillberg*
2. *Nick Dang*
3. *Kameron Lyons*(ASO)
4. *Karl Schrader* (PMO)
5. *Subhi Murad* (CPT)

Resource:

Phil Vogt, CPT

Diana Johnson, CPT

1. Call to Order/Approval of Agenda

Meeting was called to order at **3:32** p.m. by Iris Ingram, Committee Co-chair.
Agenda was adopted as is.

2. Approval of April 18, 2016 meeting minutes

Minutes approved with modification. Motion to approve minutes as amended made by Barry Sloan, seconded by Kevin Considine.

3. Bond Program Reports:

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

Diana Johnson provided cost overview on pending and future construction projects. D. Johnson reported that the bids for the Performing Arts project came in at \$539,000 although we budgeted \$640,000 for this project. Additionally, the project schedule for the TLC will be delayed by a month due to cost estimates

issue. The PMO is dealing with DIEBOLD in terms of the scope of this project and budget. Co-Chair Ingram further added that West met with the District consultant for the IT Assessment. However, the consultant was not aware of some of the details of this project.

D. Johnson noted that the Plant Facilities Center is in DSA and document for the Energy Efficiency project was received and in the process of being transferred to contracts. Watson Center is scheduled to go into DSA at the end of the month and should be out of DSA by January. The prequalification for contractor will begin before thanksgiving and should be completed by the end of December.

The bids for the Slope Stabilization Project came at \$100,000 under. The goal is to get this started in June.

4. Operational Reports - Bill Smith

Director of Facilities Bill Smith announced that the board approved the contract for the Track & Field and this should be completed by the Fall semester. An arrangement has been made with organizers of the July 4th firework to move this to a different area on campus.

Co-Chair Considine pointed out some issue as it relates to the fire drill and power outage April 12. Co-Chair Considine felt that there were miscommunications because people did not know where they were supposed to go. Co-Chair Ingram clarified that the Active Shooter Drill and the Fire Drill are two separate drills. The Active Shooter was focused on training Sheriffs personnel and making sure that the campus can get the information out.

5. Future Capital Project Planning Forum – Iris Ingram

Co-Chair Ingram reported that the campus held two Capital Needs Forum and the third forum is scheduled for 5/17/16. A preliminary list has been assembled based on feedback received from the 1st and 2nd forums. This preliminary list was sent to the Chancellors Office last week per the Chancellor's request. Co-Chair Ingram noted that there will be additional discussions on this although. Additional forums might be scheduled during the Fall Semester.

The consultant hired by the BOT to gauge attitude of the campus communities towards a new bond reported at the board meeting that community members felt that there are "clear and compelling" reasons for the new bond.

B. Sloan noted the omission of the International Welcome Center requested by the International Stakeholder group from the preliminary list. B. Sloan mentioned that International Stakeholders group met and identified the need for a permanent International Students Welcome Center that will be similar to the one-stop Admissions center. This request will be added to the capital needs list.

In response to question from ASO representative about Café West, Co-Chair Ingram noted that there is a contract in place and the plan is for the vendor to start services by Fall 2016. However, we are currently working on getting long term health permits.

6. **New Business (Student Housing)** – Iris Ingram

Co-Chair Ingram mentioned that there is a preliminary discussion that is taking place and is separate from the bond as it relates to Student Housing. This project is being discussed at West and other colleges and a meeting was held with the consultant hired by the district. This housing will be primarily for International Students because they are required to have housing in addition to taking 12 units. This will be a joint occupancy but will be developed and operated by a private company.

7. **Adjourn**

Meeting adjourned at 4:43 p.m.