Facilities Committee
MINUTES
Monday, August 19, 2013
Student Services Building, Room 414 │ 3:15 PM

Present:
1. Kevin Considine, Faculty Co-chair, AFT rep
2. Nabil Abu-Ghazaleh, President
3. Aracely Aguiar, Dean, Academic Affairs/Teamsters rep
4. Adrienne Foster, President, Academic Senate
5. Allan Hansen, Manager, Plant Facilities
6. Sheila Jeter-Williams, AFT Staff Guild
7. Olga Shewfelt, Chair, AFT Faculty Guild
8. Barry Sloan (for Robert Sprague), Associate Dean, Academic Affairs
9. Ken Takeda, VP, Admin. Services, Co-chair
10. Jane Witucki, Academic Senate rep

Absent:
1. Phyllis Braxton, VP, Student Services (Interim)
2. Karen Burzynski (alternate), AFT Staff Guild
3. Jeffrey Lee, Academic Senate rep
4. Raymond McDaniel, President, ASO
5. Abel Rodriguez, SEIU rep/Plant Facilities
6. Jack Ruebensaal, AFT Faculty Guild/ WEC Chair

Guests:
1. Elizabeth Bell, Faculty, Sciences
2. Fran Leonard, Chair, College Council
3. Laura Peterson, Faculty, MPTP

Resources: Peter Mitsakos, West Edge Architect
Steve Sharr, CPM, Cumming/GKKWorks

1. Call to Order/Approval of Agenda
Quorum was reached and Kevin Considine called the meeting to order at 3:23 PM. The agenda was reviewed. A request to add Facilities Plan as a running item until the plan is complete was made. The agenda was approved.

2. Review/approve minutes
M/S/P (Foster/Shewfelt): Approve the minutes of meeting on July 15 as corrected.

3. Old Business

A. Further consideration of Campus Space Study
Peter Mitsakos briefly recapped the proposed construction plan (dated July 10, 2013) which was presented at the meeting on July 15. He has conducted follow-up meetings with stakeholders, administrators and others to ensure that their needs are identified and addressed properly. No significant changes have been yielded based on those discussions.

The plan accounts for adequate parking as required by the SEIR. Parking Lots 1, 2 and A will be complete and ready for the fall semester. There will be staff and carpool parking spaces.

Olga Shewfelt requested that the proposed plan be sent to her again. Steve Sharr confirmed he will forward to everyone on the committee. President Nabil Abu-Ghazaleh suggested of having a simplified version of the Draft WLAC Constr Program Schedule that only shows the construction
period. Olga requested for a narrative that explains the document highlighting the 4 new construction and 7 renovation projects.

The *Program* Schedule now shows $10M over the budget, but through value engineering the number may go down. The last project is the CE Building remodeling which will be contingent upon the total expenses of other projects.

A question on the risk of bundling construction and design was raised. The president responded that there will always be a risk; however, the college has been planning more carefully and under closer District’s monitor. Furthermore, the District now allows contractor to be chosen based on credential rather than the lowest bid. Sheila Jeter-Williams inquired about the staff & carpool spaces in Lots A, 1 and 2. Allan stated that there will be 86 staff spaces divided between the three lots, with the majority in lot 2. Further, there will be 3 carpool spaces and more to meet the AQMD requirements.

**B. Campus security project**

Allan Hansen went over the projects on the Campus-wide Security System (tab 3).

The new access control program is a District supported project of replacing the old legacy key system at the campuses with proximity cards. The project is costly, so it will be done on a limited basis. All of the new buildings are ready for the new card system. The District provided campuses with hardware. The card will allow record to be taken on who accesses the building at any given time. If the card is lost, it can be replaced easily. Sheila suggested that the card key system be implemented in the buildings with conduit in place. The buildings identified by Allan Hansen and the Architect were MSA, GC, SSB and CE.

Consultants will be brought in to give recommendation on how many security cameras are needed on campus and identify the best locations for them.

Early stages work of these projects have been started. Steve will provide a more definite timeline at the next meeting.

4. **New Business**

**A. Facilities leasing process**

Item is deferred until the next meeting.

**B. Campus Construction program report**

See Item 3.A.

5. **Adjourn**: The meeting was adjourned at 5:04 PM.