



**CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT
Integrated Planning & Budget Model (IPBM)
Facilities Committee Meeting**

Meeting Minutes No: 25

Recorded by: Donna Alaoen

Location: District Office
7600 Dublin Blvd, Third Floor
Conference Room #1
Dublin, CA 94568
Date: May 25, 2018

Persons Present:

Committee Members

- Doug Horner, Co-Chair, Administrator at Large
- Dave Fouquet, Co-Chair, Chabot College Faculty Assn
- Zahra Noorivaziri, Co-Chair, SEIU 1021 Clsfd Union
- Ron Gerhard, Core Rep. Administrator
- Deonne Kunkel, Core Rep. Administrator
- Diane Brady, Core Rep. Administrators
- Nan Ho, Core Rep, Administrators
- Walter Blevins, Administrator at Large
- Wanda Wong, Shared Governance
- Mark Stephens, Shared Governance
- Michael Ansell, Shared Governance
- Tina Inzerilla, Shared Governance
- Bob Buell, Chabot College Acad Senates
- Mark Tarte, Las Positas College Acad Senates
- Heike Gecox, Las Positas College Faculty Assn
- Gordon Watt, Chabot College Clsfd Senate
- Sheri Moore, District Clsfd Senate
- Joanne Bishop-Wilbur, District Clsfd Senate
- Vacant, Chabot College Associated Student
- Kristie Burgess, Las Positas College Associated Student

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Other Present

- David Estrada – Las Positas College, Program Manager
- Ann Kroll – Chabot College, Program Manager
- Sebastian Wong – Las Positas College Acad Senates
- Scott Miner – Las Positas College

1. CALL TO ORDER

Vice Chancellor Doug Horner, Committee Co-Chair, called the meeting to order at 12:30 p.m.

2. REVIEW, DISCUSSION AND APPROVAL OF MEETING MINUTES

It was moved by (Mike Ansel), seconded by (Bob Buell), and passed that the minutes of the March 23, 2018 (No. 24) meeting.

3. 2018 FACILITIES MASTER PLAN (FMP) UPDATE – Dave Fouquet

Vice Chancellor Horner reports to the committee that MIG has presented with open forums to both colleges with what is called the “Visioning Options.” These options that were presented incorporated what the colleges prioritized as their recommendations for future projects. The next

step is for MIG to gather all the information and feedback from the presentations and to develop a draft Single Preferred Option for each college over the summer. MIG will present to the colleges their draft Single Preferred Option in late August to early September. During this time, MIG will have a few more months to refine the plan using the feedback provided by campus administrators. The final Facilities Master Plan is expected to be presented for approval to the Board of Trustees by December 2018. Mr. Dave Fouquet asked about meetings that were not coordinated between MIG and divisions and the possibility of important information that could be left out of the facilities master plan. Vice Chancellor Horner responds by advising the committee that those conversations should be handled at the Deans level that would then gather their input throughout the division and forward that information to MIG.

4. MEASURES B AND A CONSTRUCTION UPDATES – Ann Kroll & David Estrada

Ms. Ann Kroll reports to the committee of the status of all the projects at Chabot College. The Arcade Voluntary Seismic Upgrade project is complete and notice of completion will be forwarded to the June Board Meeting. Next, the Biology Building 2100 Phase 1 is about 90% complete with underground utilities and installation of fire water valve is completed. The project is on scheduled and is expected to be completed in October 2019. The Campus Master Sign Project has completed the installation of the large channel lettering campus signs and the installation of signage. The punch list will be completed the week of May 29th, 2018 and notice of completion will be forwarded to the July Board Meeting. Finally, the Athletic Field Improvement Project is currently in development stages of producing a request for qualifications (RFQ) to solicit a pool of qualified Design-Build entities.

Mr. David Estrada reports to the committee of the status of the projects at Las Positas College. At LPC, the B1000 project is currently finishing the last portion of completing the building. Final punch lists are currently moving forward with landscaping and striping in the parking lot are currently taking place. The design team has not formally developed a final punch list; however, final painting touch ups and lighting controls issues are being worked on. The furniture is currently being delivered as well. The Micro Battery Project is ongoing and will have the battery packs replaced in newly updated batteries in July. A study will be conducted regarding the Traffic Loop that is part of the CEQA plan which is a requirement to do any additional buildings and improve the entrances of Collier Canyon Road and Campus Hill Drive. The LED Lighting Project is in the process of finalizing the selection of the interior lighting for 1600 and are exploring options for a deferred option for better lighting. Ms. Diane Brady informs the committee that all Prop 39 projects must be completed and funds must be used by June 2019.

5. SETTING THE STATE FOR NEXT YEAR – Co-Chairs

- a) Next year's committee – Vice Chancellor Doug Horner reports to the committee regarding the changes that will take place for the committee. The new incoming Vice Chancellor Owen Letcher will join as one of the chairs. Mr. Horner also informs the committee that Mr. Dave Fouquet has been elected as the FA President and will be stepping down as Co-Chair. He will be working on finding someone to replace him and become one of the Co-Chairs for the committee. This will be discussed at the next meeting on Friday, August 24, 2018.
- b) Scheduled Maintenance Projects – Mr. Walt Blevins will be scheduled to report on scheduled maintenance projects in October 2018. He will debrief the committee on status of scheduled maintenance projects which include the transformer and switchgear replacement and roof repairs at Chabot College. At LPC, the scheduled maintenance projects include the carpet replacement in 800, the modernization of the elevator, valve replacements and the replacement of the main switchgear. Mr. Blevins will be sending out the draft of the Scheduled Maintenance Request Form so the committee can provide their feedback and input.

- c) Instructional Equipment & Library Materials Subcommittee – Mr. Dave Fouquet reports to the committee that the subcommittee has not had a chance to meet and begin discussions so this item will be reconvened until next year.

6. ADJOURNMENT

The meeting adjourned at 1:50 pm.

Next meeting: August 24, 2018 – District Office – 12:30 PM to 1:30 PM

7. FUTURE AGENDA ITEMS

- Draft of Scheduled Maintenance Request Form
- Glossary of Terminology Terms
- Small Projects Prioritization Process
- Climate Action Plan