

Facilities Committee Meeting Minutes – February 27, 2023

1. Call to Order

The meeting of the Facilities Committee (FC) was called to order by AVC Vasquez at **1:05 PM**. In keeping with COVID-19 procedural standards this meeting was held via video conference.

a. Roll Call

FC Members Present:

Administrators: Alberto Vasquez (Chair), Anthony Tave, Kit Dai, Zachary Lam

Faculty: Steven Brown (co-Chair), Madeline Mueller, Jennifer Rudd

Classified Staff: Maria Salazar-Colon, David Delgado

Students: Maurice Chilton II

Unrepresented: Tim Ryan

Committee Alternates Present:

Administrators:

Faculty: Alan D'Souza

Classified Staff: Michael Snider

Students:

Unrepresented:

Not Present:

Administrators: David Yee (alternate)

Faculty: Thomas Menendez

Classified: Karl Gamarra, Athena Steff, Carlita Martinez (alternate)

Students:

Unrepresented:

Resources: [Facilities Committee Web Page](#)

2. Approval of Agenda

- a. No comments made or discussion regarding the agenda.
- b. Motion to approve the agenda by Steven Brown, seconded by Michael Snider.
- c. No abstentions or nay votes. Motion passed by acclamation.

3. Public Comment – Items not on the agenda

NOTE: Only comments submitted in writing prior to the meeting and in compliance with the requirements are presented verbatim in the meeting minutes. Any other information presented here is a topic summary only. Complete comments are available in the Zoom recording of the meeting.

- a. No public comments were submitted or made.

4. **Approval of Minutes – January 30, 2023 meeting**

- a. No comments or discussion regarding the minutes.
- b. Motion to approve the minutes by Steven Brown, seconded by Kit Dai.
- c. No nay votes or abstentions. Motion passed by acclamation.

5. **Associate Vice Chancellor’s Report – Construction Projects – AVC Alberto Vasquez**

- a. **Bond Projects**
 - i. Diego Rivera Theater – the design is moving forward. We are working with B&G team and ITS Department on some of the more nuanced details. Will have an update meeting with the building user groups to update them on the information. We are putting together the package for the Construction Manager at Risk, which will go out soon to make the selection. CMAR will help with the costing as well.
 - ii. STEAM building (Science, Technology, Engineering, Arts & Mathematics) construction is underway and on schedule. There have been some rain impacts but remain on schedule. They are working with Balboa Reservoir team regarding parking arrangements.
 - iii. Student Success Center – The contractor continues to prepare for Conlan Hall demolition and subsequent construction of new building.
 - iv. Conlan Hall, 600 and 700 bungalows roof repairs complete. They are ready to begin interior work. Some furniture plans have been shared with the department that are moving to the bungalows.
 - v. Smith Hall – 3 sets of doors to be replaced. We are working on the scheduling.
 - vi. EOPS will be moving to Rosenberg 3rd Floor.
 - vii. HR, Payroll, Business Office, VC of Finance, Academic Senate, Classified Senate and Facilities will be located in bungalows. MUB will also have some office spaces.
 - viii. The Chancellor’s office will be relocated to Cloud Hall.
- b. **State Projects**
 - i. We have an appointment with the State Chancellors Office to review 750 Eddy, Cloud Hall and the Utility Infrastructure project.
 - ii. John Adams – the move of Allied Health from Cloud Hall is moving along. We are working on finalizing test fits.
 - iii. We met with the city regarding a request to use our parking lot(s) for a vehicle homeless plan. With the Balboa site and current construction sites it is not practical for CCSF to participate. The city was also looking for a 3-year commitment, which we could not make.
 - iv. Science Hall – We will be replacing some doors. We are developing a schedule to hire an architect for the building project.
 - v. Evans Center Renovation– we are still following up on programs.
- c. **Website**
 - i. AVC Vasquez reviewed updates to the [New Construction Web Page](#)

6. Buildings & Grounds Director's Report – B&G Director Anthony Tave

- a. A lot of time has been spent on bidding out projects. The main item are the heating systems.
- b. Doors are an issue that need attention in various areas. That is also going to bid. The specifications for the doors are under review to determine if there are different/better solutions. The need for some of these projects are due to vandalism.
- c. Several trees have been falling, which we have been taking care of.
- d. We are replacing drains and clearing drain clogs. There has been a need for some overtime for plumbers because we are behind on the backflow and pressure relief valve assessments required by the city.
- e. The carpenter is currently out, so that workload is falling into the project "waterfall" which can be viewed on the Construction Project Update webpage.
- f. Anthony has been appointed to the Health and Safety Committee so he will be helping with scope and prioritizing work with that committee.
- g. The library heating expansion tank was just completed.
- h. MUB – We had a good meeting regarding a new control system so that heating it is consistent throughout the building. We are also reviewing systems throughout the campus to determine if we can have remote control for the heating systems.
- i. The Mission boiler went out for bid.
- j. Walkthroughs on Wellness have been completed. We are expecting proposals for the work.
- k. Roof work continues. The library roof project missed the window before the rain started again. The Creative Arts breezeway between Student Health and the Extension has been completed.
- l. Student Health and Student Union roofs are in the pipeline.
- m. Staffing – the new list for the engineers came out. There are 3 open positions we are recruiting. The 2716 position is still recruiting. Eight custodial positions are open, which we are trying to fill via transfers. There are another 2 custodians retiring, so those are positions we will also need to hire for.
- n. Hiring for another gardener has not been successful. We are looking for ways to fill the position.
- o. Enuma software – we have finished going through each space in every building and putting the information in a spreadsheet. We are assessing square footage and utilization, which will be presented to the Chancellor.

7. Old Business

- a. Diego Rivera Mural
 - i. Alberto is following up on a request to assess the possibility of on-site storage. The original theater lobby might be a place that works, but we need to confirm the mural will fit with new hanging system in place.
- b. 1800 Oakdale
 - i. Several months ago, Tom Boegel noted that there are not any classes here. We are in the process of identifying the departments and inventory resources there so we can move or dispose those assets.
- c. 1550 Evans
 - i. No update on this site, it is at the Chancellor level.
- d. Parking update
 - i. The Balboa developers are working with the contractors directly to identify spaces in the lower parking lot and to match CCSF daily parking fee of \$5. The lower lot is managed by Douglas Parking.
 - ii. In the 2019 Facilities Master Plan there was a reference to a possible parking structure. A lot of changes have occurred since that time, so there will be new options to discuss in the future.

8. New Business

- a. Board Items – Informational
 - i. Some notice of completions
 - ii. Mission, JAD, Wellness heat, Student Health
 - iii. STEAM costs

- b. Board Items – Action
 - i. None

9. Future Business

- a. Call for agenda items.
- b. Building/Space Inventory
- c. Future meeting schedule reminder
- d. Report/inventory of broken doors
- e. Student parking & cost

10. Adjournment – Adjournment at 2:26 PM