



# Facilities Committee Meeting Minutes

## February 24, 2025

### Roll Call

#### Committee Members:

Administrators (3): Amy Coffey, Edith Kaeuper  
Faculty (3): Steven Brown (co-Chair), Madeline Mueller, Alan D'Souza  
Classified Staff (3): Michael Snider, Colin Hall  
Students (3): Christina Michaud, Angelica Campos

#### Committee Alternates:

Administrators (3):  
Faculty (3): Stephanie Robison, Anna-Lisa Helmy, Leslie Simon  
Classified Staff (3): Jeffrey Kelley  
Students (3):

#### Not Present:

Administrators: Alberto Vasquez (Chair), Geisce Ly, Zachary Lam, Kit Dai  
Faculty: Anna-Lisa Helmy  
Classified Staff: Maria Salazar-Colon, Edward Tang  
Students: Angelica Campos, Israel Gutierrez

Resources: [Facilities Committee Web Page](#)

### 1. Call to Order

- a. Chair AVC Alberto Vasquez was not present at this meeting. The meeting was led by Vice-Chair Steven Brown.
- b. The meeting was called to order at 1:07 PM.

### 2. Approval of Agenda

- a. Discussion – none.
- b. A motion to approve the agenda was made by Edie Kaeuper, seconded by Jeffrey Kelley.
- c. Voice vote to approve the agenda
  - i. No abstentions
  - ii. No nays
  - iii. Motion passes

### 3. Public Comment – Items not on the agenda

- a. Edie Kaeuper ran into former Custodial Supervisor Dau Bailey, who raised a concern regarding having people who are trained to take care of hardwood floors. We have hardwood in several areas: The Wellness Center, John Adams Center and Chinatown / North Beach Center.
- b. Amy Coffey noticed someone had started taping-up flyers in the Steam Building and wondered if there is an area for public posting. Jasmine Kaw indicated there is a hallway on the ground floor with a wall designated for the posting of flyers, etc.

#### **4. Approval of Minutes**

- a. Discussion – none
- b. Motion to approve the agenda made by Amy Coffey, seconded by Edie Kaeuper.
- c. Voice vote to approve the agenda
  - i. No abstentions
  - ii. No nays
  - iii. Motion passes

#### **5. AVC report – Design & Construction Projects – Steven Brown from notes provided by Alberto Vasquez**

- a. Hiring
  - i. We are in the HR process of hiring a new Director of Buildings & Grounds. The hiring committee has been established and are planning to set up interviews. We are also working on hiring a Utility Worker, an Electrician, 2-3 Stationary Engineers, Painters and a Locksmith.
  - ii. Heating
    - 1. The Creative Arts Extension heating project was bid and will be an item on the February 27 Board of Trustees meeting agenda.
    - 2. The Rosenberg Library boilers and HVAC project contract is in place. We are working on a schedule and ordering long lead equipment items. Removal of old equipment is scheduled to start in March, to be completed in the fall.
    - 3. Science Building – The project received comments, and the design team re-submitted to DSA. We are waiting for approval.
    - 4. Smith Hall/Statler Building – the project is currently bidding.
    - 5. Creative Arts and Visual Arts Project – DSA approved an independent heating system. We are working to develop a bidding schedule and construction timeline.
- b. Bond Projects
  - i. Deigo Rivera Theater
    - 1. DSA provided plan check comments. We received a schedule from the architects on a resubmit schedule. DSA included some additional comments related to the mural support system, so the resubmittal has been moved to March 10<sup>th</sup> due to the mural support redesign requirements. We will have more information regarding approval after we resubmit to DSA.
    - 2. Rudolph & Sletten - Construction Manager at Risk (CMAR) signed their contract documents. We will be working with R&S on bidding the plans once they are approved by DSA.
  - ii. STEAM Building
    - 1. Classes are underway; the punch list is still on-going. The next phase of the move for Chemistry and Art Departments is scheduled for June.
  - iii. The Student Success
    - 1. The contractor continues to work on the exterior site area, interior wall framing and painting is underway. Mechanical, electrical and plumbing are being installed.
    - 2. Move-in is scheduled for May/June 2025
  - iv. Demo 200 Bungalows & Bookstore Annex
    - 1. The 200 bungalows have been removed. Fencing and surface prep is underway.
    - 2. Old bookstore interior hazmat work schedule is underway, which will be followed by the demolition of the building.
  - v. John Adams:
    - 1. Allied Health Relocation project to John Adams, as part of the Cloud Hall Project, is moving forward with space analysis and confirmation test fits. We are finalizing Building User Groups for the project.
    - 2. We are reviewing options for an additional elevator.

- vi. Science Hall:
  - 1. EHDD has been doing site walks and will be completing the building assessment.
  - 2. Building User Groups will also be developed in the next few weeks, prior to the March Facilities Committee meeting.
- vii. Evans Center Renovation
  - 1. The architect received plan-check comments. They will be resubmitting to DSA in February.
  - 2. After DSA approval, we will develop project documents for bidding.
  - 3. We are working with on-site staff and departments to develop a logistics plan for construction.
- viii. Campus-wide roofing analysis
  - 1. Consultants will be completing an assessment of existing buildings on Ocean and Centers by May. After the priority list is reviewed, we will be bidding several projects.
  - 2. Phase 1 – Batmale Hall project was bid and was on the February 27 board of Trustees meeting agenda.
  - 3. Phase 2 – The Horticulture Building is one of the next buildings on the schedule.

**6. Buildings & Grounds Report – Steven Brown from notes provided by Alberto Vasquez**

- a. Ryan Schneider was not available to report in person.
- b. Work order system / BIM Genie we continue to review work orders and assign them to the appropriate workers.
- c. The pest-control company is coming out more regularly to address the work order requests. We are working on a revised schedule for regular maintenance.
- d. Interior signage was received last week. We will be coordinating signage installation with the Carpenters shop.
- e. Creative Arts – The interior water pipe replacement was completed. Minor leaks are still occurring; Buildings & Grounds is reviewing and working to resolve these. Last week a pipe on the roof became an issue. Engineers and Plumbers are working on it.

**7. Old Business – Steven Brown from notes provided by Alberto Vasquez**

- a. 1550 Evans – There is no update on this item.
- b. Parking Update – EIR consultants Impact Sciences were selected. They will be working on developing options, completing the assessment and determining the CEQA schedule for approval.
- c. AMT Program Update – There are no updates on this item from David Yee.
- d. Student Union- MLK space
  - i. We removed the sheetrock and found concrete walls behind it. We will be monitoring the rains to see if and how water is getting in.
- e. 750 Eddy St
  - i. We submitted documentation to the state for Construction funding. We are waiting for the state for funding release, which would be followed by the bidding process and then construction.
  - ii. The college needs to make decisions on next steps for this project.
  - iii. There has been work done to make cellular connections for Fire and Security alarm systems. Chair Vasquez will check the status of this project.
- f. Campus-wide Exterior Camera Project
  - i. Adding new cameras at existing building and replacement of existing camera systems is underway
  - ii. The campus police have been using the camera system and was able to identify an individual who committed some vandalism at the new STEAM building

**8. New Business**

- a. Board Items – Informational
  - i. None.
- b. Board Items – Action
  - i. None.

- c. Building/Space Inventory
  - i. No update.

**9. Future Business**

- a. Call for agenda items
  - i. Statler heat
  - ii. 750 Eddy – ESL Program
  - iii. MLK update

**10. Adjournment**

- a. Adjournment at 1:46 PM