Minutes

To/Attention: Notes to File
From: Kyle Huynh
Date: October 20, 2011
Project No: 11161.000
Steno: KH

Subject: Gavilan College Aviation Program
Meeting - HRC101 @ 3:30 PM

Present: Joe Keeler, VP Administrative Services
Kathleen Rose, VP Instruction Services
Sherrean Carr, Career Technical Education
Travis Flippen, Aviation Instructor
Herb Spenner, Aviation Instructor
Beverly Fisher, Aviation Administrator
Dean Tatsuno, BFGC-IBI Group
Kyle Huynh, BFGC-IBI Group

Distribution: Attendees
Via Email: Files

Item Discussed

1. Joe gave an overview of the project. The site is adjacent to the San Martin South County airport. It is a small parcel southwest of the airport on Murphy Ave. This meeting was to restart the project and to start the programming process. The objective is to come up with a preliminary estimate to be submitted to the Board for review and approval.

2. The site is shared with the existing Lions Club. An understanding with the Club is that parking spaces will be shared. An existing well serving the Club is located within the portion of the site where the aviation program will occupy.

3. Dean gave summary of current and future utilities to be brought to the site.
   a. Power: Existing power serving the well and the Lion Club is not sufficient. New power to be brought in from Llagas Ave.
   b. Water: No domestic water is available on site. One option is to share the well with the Club. This requires further discussion. The existing well does have enough capacity to serve both sites but will not be adequate to service a fire sprinkler system.

Action By
c. Fire Water: From previous meeting with Ken Betts from South County Airport, there was an understanding that we can tap into the airport existing fire line for our fire hydrant.

d. Sanitary: There is no city sewer connection on site. There is an existing septic system to the west of the proposed site that was designed for a toilet building that has not been built. This septic system is currently serving a mobile home which the County intends to remove. The capacity of the new toilet facility will determine if the current system is adequate. There is room for expansion of the system toward the creek. No development shall encroach within 100 feet of the creek.

e. Gas: There is no gas service on site, propane will be required if gas service is necessary

4. Programming for new Aviation buildings: From previous information provided by the College and Travis, there will be two(2) 36'x40' portable classrooms, one(1) 24'x40' portable office building, one(1) 12'x40' portable toilet building, and one(1) 6,000sf. shop building. Dean explained that under the new codes, a 6,000sf. building will require sprinkling the building which will require a large amount of fire water. This will require having a water tank on site and sprinkler cost, which will put the project over the budget. BFGC suggest that the shop building to be around 3,500sf. to avoid sprinkling the building. An additional 1,000sf. can be added to the building in a year time. There was an agreement from the group to keep the building at 3,500sf. Current hanger space is roughly 2,500sf (55'x45'). The Hollister hanger is roughly 100'x100'. The final shop dimension will be determined by equipment layout.

5. The following are some criteria discussed:
   a. Current parking spaces and future spaces will be shared with the Lions Club.
   b. Changes to the existing well will require development of the well to meet current code standards.
   c. Occupancy load will be 50 students and 5 staff.
   d. Facilities to be equipped for wireless for data.
   e. Access to hanger for moving planes in and out. Cessna 411 (40' wing span, 35' length, 12' height).
   f. Tools can be stored in additional container or covered area, and do not required to be within the lab.
   g. (30) 3'x6' work benches to be provided for the lab. Existing compressor does not provide enough capacity for all the air tools. Provide a second compressor.
   h. Provide lockable hazardous material storage.
   i. Provide enough power for all work benches and for one portable electric welder (50amps, 220v).
Item Discussed

j. Coated floor finish.
k. Hand washing sink, emergency eyes wash and shower station. This requires floor drain.
l. No floor drain is required for main shop area.
m. No toilet is required in shop area.
n. Clock in/out station is required to track student hours.
o. 5 feet clear work space around planes.
p. Classroom to have projection screen, whiteboard, and storage cabinets.
q. Office building to have at least 2 offices and one toilet.

6. Herb to send links to BFGC for FAA requirements – AC 147 and FAR 147
7. BFGC to set up site visit to inventory existing equipments to be located in new facility.
8. BFGC to provide preliminary estimate for project cost.