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| PROJECT:    | <b>Gavilan Joint CCD</b>   | DATE:  | January 17, 2006 |
| MEETING:    | Board Facilities Committee | PLACE: | HRC 101          |
| PROJECT NO: | 3165                       | TIME:  | 4:00 PM          |

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PREPARED BY: Jonathan Lewis, Kitchell

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## General Notes:

Committee Members Present: Tom Breen, Mark Dover, Debra Smith

Committee Resources: Steve Kinsella, Joe Keeler, Merle Cannon, Dave Carnal, Dean Tatsuno, Kyle Huynh, Casey Michaelis, and Jonathan Lewis

1. Tom Breen called the meeting to order at 4:01 p.m.
2. Tom moved for approval of previous meeting's minutes. Motion was seconded and passed.
3. No public comments
4. Joe Keeler discussed the lengthy input and planning process that went into developing the Bond Renovation Plan. Joe distributed a matrix of all the planning and user group meetings that took place.
5. Preview Bond Renovation Plan
  - a. Dave Carnal gave an overview of the Bond Renovation Plan presentation
  - b. Dean Tatsuno presented the Space Allocation Plan
    - i. The Infrastructure Project will address site distribution of the following items.
      1. Electrical Distribution
      2. Information Technology
      3. Fire Alarm
      4. Sanitary Sewer
      5. Water
      6. Gas
      7. Boiler Replacement
      8. Address needs for Minimum Technology Standards in Classrooms and Labs
    - ii. The Infrastructure Project will install new pumps at the well with automatic/remote monitoring.
    - iii. The Science Buildings Project was presented as a typical project to demonstrate how the project team determined the new space allocation. The new space allocation was driven by many factors including:
      1. The need to leverage existing space within the space inventory in order to qualify for state funding of future capital projects.
      2. The need to consolidate programs that have spread throughout the campus.
      3. The need to reconfigure space that is underutilized, or utilized inefficiently.
    - iv. The Occupational Education Bldg. was presented to show the Interim Housing/Swing Space project.
      1. The Interim Housing plan includes 3 'wet labs' for use when Sciences, Art, and Cosmetology move into the interim space.
      2. MIS will be moving into the Occupational Education Bldg. permanently.
  - c. Casey Michaelis presented the Program Schedule and Phasing Plan
    - i. The phasing plan was developed to maximize the usage of the Occupational Education Building as interim facilities while other buildings were being renovated, and to minimize the costs of providing interim classrooms or additional portables. Casey mentioned that there still may be a need for an interim portable for office space.
    - ii. The phasing plan also took into consideration that the classroom spaces get renovated first to allow for the college to be eligible for state funding for the latter part of the Bond program.
    - iii. Since several programs needed 'wet lab' space, the phasing plan was developed to maximize the usage of 3 'wet labs' to be created as part of the Interim Housing project to minimize the cost of renovating the interim space.
    - iv. Other criteria included the age of the buildings, and grouping buildings together to minimize the disruption to the campus and for safety considerations.

- v. The proposed project phasing plan is as follows:
    1. Group I projects (2006-08)
      - a. Interim Housing/Swing Space
      - b. Infrastructure
      - c. Life Science, Physical Science, Chemistry
    2. Group II projects (2007-09)
      - a. Art, Art Lecture and Humanities
    3. Group III projects (2008-10)
      - a. Cosmetology and Business
      - b. Maintenance/Security Bldg.
    4. Group IV projects (2009-11)
      - a. Social Science Bldg.
      - b. Gymnasium, Pools
    5. Group V projects (2010-12)
      - a. Library, TV Studio
    6. Group VI projects (2011-13)
      - a. Student Center
    7. Group VII projects (2012-14)
      - a. Support Services Bldg. (old Occupational Ed.)
      - b. Demolition of portables
      - c. Parking Lot Improvements
  - vi. The issue of site lighting was brought forward as being a major concern. The original plan was to upgrade the site lighting with each building, and to upgrade the parking lot lighting with the Parking Improvements project. It was suggested that the design team look to move this work forward.
  - vii. The issue of demolition of the portable buildings not being until 2014 was brought up as a concern, since the portables are currently a large maintenance issue.
6. Joe Keeler suggested that the Board Facilities Committee wait to setup the next meeting until after the February Board Meeting.
  7. The meeting was adjourned.

These notes represent the essence of the meeting to the best of this author's knowledge. Please notify the author of any inaccuracies or omissions before the next meeting.

**End of Notes**