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| PROJECT: | Gavilan Joint CCD | DATE: | October 17, 2005 |
| MEETING: | FMP-Input and Planning Process Infrastructure Upgrades | PLACE: | North/South Lounge |
| PROJECT NO: | 3165 | TIME: | 1:00 PM |

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| PREPARED BY: | Casey Michaelis, Kitchell | File: | Gavilan Infrastructure Upgrades Meeting Notes 10.17.05 |
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General Notes:

- A. Issued copies of the meeting notes from September 22nd.
- B. The design team is in the process of gathering information.
- C. Alfa Tech issued Electrical and Mechanical Field Observation Notes dated 10.10.05.

I. Mechanical/Plumbing

- A. Alfa Tech has looked at the existing boilers as well as the associated plumbing and electrical.
- B. Boilers
 - a. All original.
 - b. Replace with high efficiency.
 - c. Started working on the schematic design.
- C. Alfa Tech was able to verify above ground piping.
- D. Need to get information from Art on the below ground piping.
- E. What about outdoor boilers - More expensive.
 - a. Pumps, electrical are concern outdoors.
 - b. Would need to be protected.
- F. Users like what was done at CDC & HOB buildings – Alfa Tech to look at.
- G. Could put everything (boiler, electrical, etc.) together in one enclosure as long as have clearances.
- H. What percent of showers are going to be used?
 - a. PE group said it's low.
 - b. Assume 50% - 60% usage.
- I. Boilers need 15 weeks lead-time to order.
- J. BFGC and Alfa Tech are preparing documents as a separate project.

II. Information Technology

- A. BFGC is working together with the District's technology consultant.
- B. BFGC received drawings from MIS for the work that was completed about 5 years ago.
- C. Mimi submitted a floor plan that indicates taking DSP&S space.
- D. MIS needs to be central - current location in library works well. Need to consolidate areas though.
- E. The new servers take less space but still have the need for staff space.

III. Civil

- A. Consultant will be videoing the sanitary sewer and storm drain systems.
- B. Consultant will be surveying the campus.
- C. BFGC received one proposal for approx. \$2 million to replace the water tank with a concrete tank.
 - a. Includes monitoring devices, etc.

IV. Electrical

- A. Currently there is a lot of voltage drop. Alfa Tech is going to have a contractor measure the voltage.
- B. Alfa Tech recommends moving the transformers outside the buildings.
- C. Project phasing concerns:
 - a. The existing substation needs a new location.
 - i. Coordination between PG&E and college.
 - ii. May have some minimal shutdown time.
 - b. Working with PG&E to identify locations of moving transformer.
 - c. MIS will need a generator before cutover power.
- D. Use joint trench where possible to minimize costs.

V. Grants

- A. Reza (AlfaTech) said he went to a seminar regarding utility companies providing grants.
 - a. All applications need to be submitted by Nov. 15th.
 - b. Projects have to be completed by end of 2008.
- B. Reza (Alfa Tech) requested a meeting with BFGC and Kitchell to identify potential projects immediately.

VI. Other

- A. The sequence of the projects will be upgrading the infrastructure, renovating/creating the Data Center and then any secondary effects. At the same time will be providing interim housing and then renovating the Chemistry/Life Science/Physical Science buildings.
- B. GavFest – May 6th
 - a. Possible infrastructure project “groundbreaking” the same day.

End of Notes