Peralta Community College District
District Facilities Committee (DFC)
Minutes (DRAFT)
Thursday, December 10, 2020
9:00am – 11:00am
Location: ZOOM

Chair: Atheria Smith, Acting Vice Chancellor for General Services

Co-Chair: Rachel Goodwin, Faculty at College of Alameda

Committee Members: Names and Roles	
Jasmine Martinez PCS Appointee	**Amy Marshall** Director of Facilities & Operations (Laney)
Benny Aranda Assistant Chief Stationary Engineer (Merritt)	Director of Business Services (Merritt)
Chungwai Chum **Director of Business Services (College of Alameda)**	**Carrie Burdick** Safety Committee Representative
Tara Marrero Safety SEIU* Representative (Merritt)	**Jeff Sanceri** PFT Representative
Brock Drazen PFT* Representative (Merritt) Co-Chair Facilities Committee	Atheria Smith– Chair - Present Vice Chancellor of District General Services
Rachel Goodwin Faculty Representative (COA* Facilities Committee)	**Atheria Smith** Director of District Facilities Planning & Development
Fernando Hossain Student Government Representative	Director of Business Services (Berkeley City College)
Toufiq Hossain Student Representative	**Tara Marrero** Chapter President SEIU 1021
Mark Johnson Marketing PIO	**Royl, Sharon, Jamille, Bobby K (Alma)**
Keith Kajiya AECOM	

  * COA – College of Alameda   * PIO – Public Information Officer

  * PFT – Peralta Federation of Teachers   * SEIU – Service Employees International Union Local 1021

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Agenda Items	Discussion
I. STANDING ITEMS	
A. Call to Order	9:85AM
B. Adoption of the Agenda	Agenda not available. This meeting is only information.
C. Approval of Minutes from Last Meeting Date	
D. Public Comment(s)	
E. Update from Alma Strategies	Presenter: Bobby Khushal Definition: IPP means Initial Project Proposal FPP means Final Project Proposal Two Step Process: 1. Initial proposal request for state funding. Unlimited number of IPP's can be submitted for State funding in a given year. 2. Only one project per site location/campus can move forward as FPP for state funding. Once in FPP phase, additional information is needed to justify the project; floor plan diagram, program information, etc. Projects: **Laney College:** • Stem Replacement • Culinary Arts Modernization

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- Student Services Library Modernization

Update(s):
No options to submit FPP for last year.
Three IPP Projects Proposals submitted this year for FPP. Stem Building and Culinary Arts Building highest priority. To be determined which project will be funded locally or FPP to the state.

College of Alameda
- Auto and Diesel Technologies Building - FPP
- Aviation Complex Phase 2 – FPP

Update(s):

Merritt College
- Horticulture
- CDC (Child Development Center)

Update(s):
Submit last year; submitted FPP for Buildings E and F, Gymnasium and Locker Room replacement.

IPP submitted for Building D renovation.

Timeline: February through May to create user group for information; building size, justifications, etc.
June for Final Document to submit to State end of June.
State has category; Health and Safety Infrastructure projects. If project meets qualification, only FPP is needed. All Infrastructure Projects campus-wide or smaller will be reviewed to identified as State Health and Safety Project.

District Office
FPP Projects for the District will be discussed.

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F. Update from AECOM	Presenter: Keith Kajiya
	From Power Point:
	• General Obligation Bond Measures for Measure A and G.
	• 2020 Issuance of GO Bonds
	• Projects Underway for all locations, Measure G and A Budgeted and Expended as of September 30, 2020:
	o College of Alameda – New Liberal Arts Building, Auto & Diesel Technologies Building, Aviation Complex Phase 1 and 2, New Science/Administration Building, Swing Space in Science Buildings C/D, Install Alameda Bleacher, infrastructure and information Technology.
	o Berkeley City College – New Building 2118 Milvia Street, ADA Modernization, Infrastructure and Information Technology.
	o Laney College – Locker Room Modernization, EBMUD Water Main Relocation, Central Plant Cooling Tower, Learning Theater Modernization, ADA Modernization, BEST (Building Efficiency for a Sustainable Tomorrow) Center, Leak Remediation, Infrastructure and Information Technology.
	o Merritt College – Child Development Center, Horticulture Building, Science/Allied Health, Merritt Building Modernization, Infrastructure, Fence at Parking Lot B and Information Technology.
	o Districtwide – Administrative Complex Repairs, Information Technology, Blue Phone Installation Phase 2, Districtwide Elevator Upgrades, Districtwide Security, Districtwide Fire Panel Upgrades, Districtwide Planning, 860 Atlantic HVAC Upgrades, Districtwide Signage, Chromebook Purchase, Program Support Services and Library Equipment & Books.
	• Long Term Planning
	• Leveraging State Matching Funds – Laney Learning Resource Center, Laney Theater Modernization, Merritt Child Development Center, Merritt Horticulture, Alameda Auto & Diesel Technologies and Alameda Aviation Complex Phase 2.
	Total Anticipated State Funding $77.33 M
	• Communications infrastructure – Transparent Engagement with Oversight and Stakeholders:
	o Facilities and Finance Subcommittee Meetings
	o Bond Update Board Presentations
	o Citizens Bond Oversight Committee Presentations
	o Districtwide Facilities Committee Presentations
	o College Facilities Committee Presentations
	o Bond Website and Business Outreach Workshops

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	o Finance/DGS Coordination for Written Reports. Q&A Session: Merritt College Barbara Lee Building S: Medical and Hazardous Waste has to be removed through building and side or front door. Dock needed to remove waste. Q – Who monitors warranties for buildings? A - Director of Facilities and Chief Engineer Monitors Warrantees for buildings. Q - Breakout infrastructures for each campus, will each campus review information? Q - Can AECOM attend Facilities Committee meetings at college locations to share presentation? A - AECOM will meet with CM Firms in the next cycle of reviews to get prioritized list and visit each campus Facilities Committee to collect input related to Prioritization List. Q – Merritt College Return to Campus Committee wants to emphasize high priority for campus HVAC ventilation system. Shot Clocks already installed in Gym. A – Based on State Health and Safety Project funding, HVAC consultant maybe hired to evaluate HVAC for each location; testing, screening, cleaning, etc.

G. Updates from each Campus	Berkeley City College: No representation.
	
	College of Alameda:
	• Need Key for new building.
	   Update: AECOM will check in with Roebbelen.
	• Time sensitive, water at the field. No water to clean or use the bathrooms, health concern.
	• Temporary fix for Child Center water. Health concern.
	   Update: Looking for contract sign off today or tomorrow with Vendor Big Blue to start project at the campus next week.
	• New ADA Evaluation at RFP level from last year.
	   Update: ADA issues will be addressed for all locations soon. Timeline for evaluation possibly April for ADA Consultant to be on board. Rachel to send MIG Report to Vice Chancellor Smith.
	• Aviation Facility no running water, sewer line repair.
	   Update: New Portable Toilets and Hand Sanitizing Stations be to installed in January 2021.
	• COA to discussion with Faculty, Location 860 to move back to campus or stay at currently location. Regardless of decision, repairs HVAC system and roofing system still need to be

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addressed.

Laney College:
- All projects moving along.
- Facilities Committee discussed Covid safety protocols and how it will be implemented.
- During Fire Extinguisher Inventory, a few Extinguishers missing in outside open areas. Boxes continue to be broken and extinguishers stolen. Discussion about the boxes to be discussed.
- Homeless garbage throughout campus without police presence, how will this situation be addressed? To be discussed.
- Contract for Security Replacement will be January 14th Board Item.

Merritt College:
- Fume Hoods Repairs for S Building and two at BCC. Carrie Burdick working on Quotes from Vendor for the Repairs and getting the annual certifications.
- Hazardous Waste at Receiving Dock for six months attracting pests. Store Keeper, David Pounds to contact Carrie Burdick for training. Contract for Medical Waste, still waiting for ICC to be signed and then contact Vendor to visit the campus. Contract for Hazardous Waste with legal for review and then to Board for Approval.
- Midnight side shows on Campus Drive. Tara Marrero inquiring who to contact to place Botts' Dots on the road to stop side shows. For areas outside of the campus, the city needs to be contacted.
- Windows for S Building. Interim Chief Engineer, Jason Busby already has the quote for window repairs throughout Peralta.
- Fruitvale Center Lease, VC Smith to discuss offline with Tara Marrero for next steps.
- Request to add Brock Drazen's earlier comment:
  "Merritt College Return to Campus Committee wants to emphasize high priority for campus HVAC ventilation system."
- Carrie Burdick to visit Merritt in January.
- Elite Tree in Parking B lot. Who will work with Carlos? Tara Marrero to email VC Smith.

Announcement from VC Smith:
Her focus will be hiring Chief Engineer. Acting Chief Engineer is currently Jason Busby. Based on Local 39 contract, if the position is not filled within 90 days; Acting position will go to the next senior person which is Curtis Tod.

Also looking into hiring additional Stationary and Utility Engineers to perform work on site. Repairs and projects will be reviewed every six months as new Engineers are on boarding.

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	Sharon Millman is no longer Acting Director for Facilities. She will be working on Special Projects. Digital Storage for Documents for DFC Committee to be determined. Needed for accreditation. Recommendation for BoardDocs to store all committee work.
H. New Business (Parking Lot)	
I. *ADJOURNMENT*	10:38AM
J. *NEXT MEETING*	February 5, 2021 from 9:00am – 11:00am via Zoom