**Berkeley City College – Facilities Committee**

**April 1, 2016**

Present: Shirley Slaughter (Co-Chair), Samuel Gillette, Heather Dodge, Jennie Braman, Johnny Dong, John Pang, Windy Franklin, Ralph Smeester, Alan Kwok (ASBCC)

Guests: Janine Greer

Absent: Lynn Massey, Kelly Pernell, Willard Cheng, Ramona Butler, Cynthia Reese, Joe Doyle, Vincent Koo

Recorder: Joanna Louie

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| **Agenda Item** | **Discussion** | **Follow-up Action** | **Decisions (Shared Agreement/Resolved or Unresolved?)** |
| Call to order | Call to order- 12:21pmFacilities Committee 2015-2016 Schedule- please mark your calendars! * ~~Friday,~~ **~~November 6~~**~~, 2015 12:15-1:30pm room 451~~
* ~~Friday,~~ **~~December 4~~**~~, 2015 12:15-1:30pm room 542~~
* ~~Friday,~~ **~~February 5~~**~~, 2016 12:15-1:30pm room 451~~
* ~~Friday,~~ **~~March 4~~**~~, 2016 12:15-1:30pm room 451~~
* Friday, **April 1**, 2016 12:15-1:30pm room 451
* Friday, **May 6**, 2016 12:15-1:30pm room 451
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| 1. Approve Agenda
 | Agenda Approved. |  | Resolved. |
| 1. Review & Approval of 2/5/16 Minutes
 | Minutes approved. \*Last meeting was cancelled due to the active shooter training.  |  | Resolved.  |
| 1. Report Out on District Facilities Meeting
 | Shirley: * The 2016-2017 Proposed Scheduled Maintenance Projects from each of the colleges were discussed at length during the District Facilities Committee meeting. The total cost *estimates* to fund scheduled maintenance projects amounts to $3.8M. Understandably, a majority of the budget is consumed by Laney, Merritt and COA simply because they have more buildings that have deteriorated to point where is it affecting the District’s FTE.

***Ralph:*** * Currently, the District is working on the generator.
* The energy management system controls our rooms, the lighting, and runs the building. We need a service contract to assist with repairs and obtaining necessary parts and equipment.
* 2nd floor window pane- Ralph will get quote to fix the window. Dr. Ikharo has informed us that he has directed the Dept. of General Services to address the window issue immediately.
* Status on elevator- Elevator 2 has been out for months. Chandevy Eng is trying to get the contract signed at the District’s Office.
* In keeping with the District’s sustainability initiatives, we will convert all of the fluorescent lighting throughout the building to LED lighting.
* Effective May 1st, Maintenance Connection will replace MainStar as the new work order system.
* Please forward all requests concerning heating, ventilation and air conditioning to Roger Toliver at rtoliver@peralta.edu Upon receipt, he will initiate a work order and advance your request to the engineers.
* Do not hesitate to report any obstacles, hazards or anything in need of repair to the Business Office.

***Sam:*** * The floor indicator lights in Elevator 3 are not working so if you are hearing impaired, you may not know which floor you are on. Ralph will add this issue to the Elevator 2 issue to the contractor.

***John:*** * An ongoing concern and issue (for several months) is the gateway that communicates with the smart classroom doors.

Classrooms currently affected by the malfunctioning hardware are rooms 218, 221, 224. The gateway needs to be replaced.* The second issue has to do with the last batch of employee cards purchased by the District. On the back of each of the cards is an identifying number. Once this card number is programmed in the system, the cardholder swipes the card to gain access to his/her classroom. Here lies the problem - The new card numbers are incompatible and are not matching up to the numbers in the system. Consequently, instructors are unable to use their cards and have to rely on Security to open their classrooms.
* It should be noted that the contract with Lenel has expired.

***Heather:*** * There are issues with the library card barcodes. The new student ID cards do not work with our scanners. The barcodes are used for students to check out books and to use the library computers. Currently, the library student workers have to manually type in the student ID number for it to work. Shirley recommends Heather to bring this to Brenda Johnson and Andre Singleton’s attention as they student ID’s are issued in Student Services.

***Jennie:**** The drinking fountains get a lot of use and do not look clean. Shirley will follow up with the custodians.
 | **Action Item:** Shirley will get a finalized date and notify us.**Action Item:** Ralph will follow up with contractor.**Action Item**: Shirley will follow up with the District’s Director of Facilities.  |  |
| 1. Future 2016-2017 Meeting Dates
 | * Our current meeting conflicts with the District Facilities meeting and the committee decided to meet **every other month for the new fiscal year.**
* Sam spoke with Cleavon about the need for more faculty participation on this committee. He has not heard from Cleavon and will follow up.

 | **Action Item:** Sam will follow up with Cleavon again.  |  |
| 1. Open Discussion Concerning Direction of Facilities Committee
 | Should we consider combining the Building User Group (BUG) and with the Facilities Committee?BUG has been suspended for now. ***Interim President Krista Johns:*** * BUG has been working for a while to identify key principles and needs for the use of the new property. The work has been for the benefit of our architects so they can prepare an estimate that can go out for bid for construction. About a month ago, the architects, VC Ikharo, Chancellor Laguerre, VPI Vo-Kumamoto, and Krista met to discuss what needs to be done further. The architects said the BUG’s work was sufficient to put together a bid for the rehabilitation of the building. Rehabilitation has certain drawbacks. More than half of the budget will be used to stabilize the foundation- $6M of the $11M will just be used for that. The refurbishment was primarily going to be a spruce up, the ceiling heights would not change which is not workable for classroom environment, the bathrooms will not be relocated which is inopportune for space usage. BCC’s planning already identified that we will need double the footprint we have now by the mid 2020’s. Currently we have 165,000 sq. ft. 100,000 is usable. If we were going to maximize the new building to get us towards our goal, we need to look at more stories. The rehab of 3 stories will only result in 25,000 sq. ft. we should be aiming for 100,000 sq. ft. It is anticipated construction would wrap up in 4 years or so. The net result of the architects’ assessment is that the chancellor says we need to look at other options. Chancellor Laguerre charged the architects with getting some cost scenarios which they can run for us- what could we get now with a new building using $11M, what would it cost to have a brand new 3-story building which would cost $26M. The architects suggest going multiple stories up. They raised the idea of raising revenue by addressing goals for Downtown Berkeley, such as adding affordable housing for staff and faculty at the top of the building. Another scenario would be to have a 3, 5, or 8-story college . We are now waiting for cost projections.

**\*\*\* Next meeting is rescheduled to May 13th!! \*\*\***  | **Action Item**: Jennie & Sam will ask the community what they want to see from the Facilities Committee.  |  |
| 1. Adjourn
 | 1:18PM  |  |  |