

OHLONE COMMUNITY COLLEGE DISTRICT
FACILITIES COMMITTEE
Fremont Campus Room 7101

Minutes of Facilities Committee
October 4, 2011

MEMBERS PRESENT: Gari Browning, President/Superintendent
Don Eichelberger, Stegeman & Kastner (Chair)
Jim Wright, V.P., Academic Affairs
Ron Travenick, V.P., Student Services
Scott Thomason, Interim Chief Business Officer
Leta Stagnaro, A.V.P., Newark Center
Elva Duval, Building 1: Floors 1 & 2
Kathy Sparling, Building 1: Floors 3 & 4
Walt Birkedahl, Building 2: Music/GE
Tim Roberts, Building 2: Music GE
Bruce Griffin, Building 4: Art/GE – IT Staff
Peter Lucido, Building 5
Bob Bradshaw, Hyman Hall: Floor 2, English/ESL, Math, GE
Ann Burdett, Building 6
Ron Quinta, Building 8 and Hyman Hall Floor 1
Chris Warden, Building 9
Brian Adair, Building 10
Kelly Abad, Administrative Services (minutes)

MEMBERS ABSENT: Joanne Schultz, Building 1: Floors 1 & 2
Darren Bardell, Building 3: GE
Rick Arellano, Hyman Hall: Floor 1, CS
David Wood, Hyman Hall: Floor 2, English/ESL, Math, GE
Carmen Madden, Hyman Hall: Floor 2, English/ESL, Math, GE
Fred Alim, Smith Center: Theater/Dance, Broadcasting
Michael Martinez, Building 10
Phil Zimmerman, Building 10

GUESTS: Casey Michaelis, Gilbane (Measure G)
Ann Kennedy, Gilbane (Measure G)
Chris Wilson, Gilbane (Measure G)
Arti Damani, Staff
Jennifer Parker, Staff
K.G. Greenstein, Staff
Leslie Buehler, Staff
Patrice Birkedahl, Staff / PIO
Steve Osawa, Staff
Nancy Le, Gilbane/EISPro (Measure G)
Leticia Cuellar, Gilbane (Measure G)

MEETING: Dr. Browning opened the meeting at 10:38 a.m.

SCHEDULED ITEM

1. Review Draft list of Design Standards

Gilbane drafted a list of what would have been typically done for design standards. This list was discussed with BIG and some pieces have been added to it, such as Educational Master Plan, sustainable design principles, technology and e-campus standards.

Draft listing of standards includes:

- A. Campus Design Guidelines
 - Educational Master Plan will be added
- B. Building Design Guidelines
 - How do classrooms get laid out?
 - What type of technology?
 - Size requirement for each space?
- C. Site Systems
- D. Building Systems
 - How environments are controlled
- E. Technology
- F. E-campus

Gilbane will be working with user groups and capture everything that will become a standard on campus. Is there anything that was missed? No comment from committee. Student Services Building and the Newark Center will be used as basis to develop a list of things that are liked to become proposed design standards. There is talk about doing a survey in both buildings to get feedback on what is like and what is not liked. The Educational Master Plan will also be used as a basis for the list of campus design standards.

2. Program/Project Schedule Review

Chris Wilson walked the group through the scheduling of projects. What is the best sequencing? There will be items that impact timelines as we discuss the DFMP and we'll have to update the schedule. It is an ongoing living document.

Q: Athletics is so much a part of phase 1. Where are we?

A: The next meeting with HMC will define the sequencing because the decision needs to be made of where to put the baseball field.

Renewable energy generation projects are currently being worked on. Surveying both Newark and Fremont at the moment.

Building 1 and the Science Complex – developing user groups going forward to define the relationship, adjacencies and space needs.

Roof replacement needs to occur for the Smith Center. Most likely happen next summer.

Newark: Additional parking spaces will begin closer to the beginning because we'll need more spaces while the solar project is interrupting the parking while they are building the solar panels. Solar remediation is more of a priority. Loop roadway improvements may not be as much a priority. Maintenance and warehouse space – late fall of next year.

Quick fix items were discussed. Accessibility of building 1 will be taken care of in the renovation of the building. As bond funds become available at the end of this month, we want to start getting some of those projects going right away. Need process for prioritizing the quick fix projects.

First issuance is not the same as phase 1. A conversation about the fields needs to happen. This phase 1 drives the first issuance of \$80M. We'll meet more with HMC now and they'll figure out what is going to happen with soccer, baseball, etc. There will be scenarios at the October 18th meeting.

Q: Is there a possibility of integrating solar into the smith center roof?

A: we'd have to look at the structure of the roof. We can look at the costs associated with adding the possibility of adding more solar. It may make more sense for the top of the parking structure.

Q: Roof of building 9 has solar for the swimming pool heat. Are we looking at upgrading solar side of roof or replacing non solar side of roof?

A: That technology has not changed a whole lot but we can look into upgrading.

3. Three month look ahead

Gilbane went over what will be happening over the next three months. Items include:

- District Facilities Master Plan
 - District facilities master plan is moving forward. The whole future meeting schedule at this point is reserved for completion of the plan.
- Architect pool selection
- Photovoltaic system design
 - Process of doing soil samples now.
- Policy & Procedures Manual
 - Gilbane is currently working on this manual.
- District design standards
- Civil/Infrastructure investigative analysis
 - Find out where we can build and where we cannot.
- Evaluation of DSA projects
 - Currently evaluating old DSA projects. Previous projects need to be closed out and certified. DSA can hold up new projects if the old ones are not closed out.
- Architect selection for Building 1 & 8
 - Need to get architects on board, but probably take place at the end of the 3 months.
- Consultant selection for quick fix projects

Project labor agreement should be added to this list.

Q: When designing or renovating buildings, when does FF&E (furniture, fixtures & equipment) come into play and user groups?

A: It's part of the design process. A lot of times the architects assist us. The group will also be going through design standards, so we have some commonality, a single look. We may want to have a single architect to keep the same look of the campus. User groups will guide how we use that specific space.

Q: What document would all of these decisions be delivered?

A: The Policy and procedures manual is the document. Gilbane is working on the draft for design process, construction process and anything we'd want to add to the front of it: charter user groups, master architects. Manual will incorporate all of these items together over the next 3 months.

Q: The district standards are already in place in the Newark Center and SSB.

A: We don't have a District Facilities Master Plan. What we think is standard at Newark may change. We'll sit down with facilities and figure out which one will be the standard by what is working and not working.

Q: What colors are we going to use?

A: There will be different user groups for each standard. Want to make sure that we keep student in mind as well, not just what is easy for the District.

Q: Will Gilbane have an engineer on staff to evaluate mechanical items?

A: We can put it in the design standards.

Q: Will we want to hire a third party design engineer for each project?

A: Maybe not every project – we may not have a peer review. We should have a commissioning agent for each project.

Q: Do we want to add elevators to item 6?

A: We can put it under site systems as well.

Q: Where are warranty periods going to be?

A: It can be put that in the manual.

Q: Building 1 – user groups do we know what will be happening on the other floors of that building?

A: There will be a user group process. It includes administration in building 1 right now, so the design will be interesting. HMC will be working on programming the building.

Q: Will the Building 1 architect have library experience? Can we make suggestions about firms?

A: We'll make sure the architect for building 1 will have library experience. Forward suggested firms to Gilbane, through Kelly Abad. This will be publically advertised, but we'd like to send information to those that the District has worked with favorably.

Dr. Browning mentioned that Lucky Lofton has left the District and Don Eichelberger has assumed the role of Executive Director of Facilities. He will be focusing on Measure G, but has oversight responsibilities for both A & G. He will chair the committee with the assistance of Gilbane.

Don Eichelberger mentioned that the next meeting will be extremely important and we'll look forward to the work product from HMC. Next meeting will be long with a lot of discussion. We'll try to get materials out ahead of time.

Meeting concluded at 11:50 a.m.

Schedule upcoming meetings:

October 18, 2011

November 8, 2011

November 15, 2011

November 29, 2011

December 13, 2011