LAS POSITAS
COLLEGE

Facilities Committee

December 16, 2013
2:30pm Room 1874

MINUTES

Present: **Members:** Mike Ansell, Janice Cantua, Rich Duchscherer, Katie Eagan, Steve Gunderson, Tina Inzerilla, PJ Johnson, Dyan Miller, Janice Noble, Diana Rodriguez,

Guests: Rita Carson, Lisa Everett, Gerry Gire, Richard Grow, Doug Horner, Ann Kroll, Natasha Lang, Scott Miner, Tim Nelson, Mario Rebholz, Bruce Rich,

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Called to Order: 2:38 pm

1. **Welcome**

2. **Accreditation –** All committees have received their mapped standards. This committee will respond to Standard 3B. Please look at the standard and review the questions. The committee should have a dialogue regarding these questions and attach to the minutes. We are asking the committees to develop a descriptive summary regarding how we as a college have met the standard and what evidence we have to support it. The worksheet has been handed out to the various chairs. Chairs will review with their committees.

3. **Review and Approval of October Minutes**
   - **Motion: To Approve October Minutes:**
     Moved: T. Inzerilla/Second: D. Miller
     Approved: Unanimously

4. **Review of November Meeting Notes –** No Action Required; Amended - additional notes received from C. Eagan.

5. **Updates**

   Construction – Presentation ***(Attachment A)***

   Question – What is the LEED status for the new Science Building? *It is still being evaluated. We anticipate silver.*

   Question - Regarding the DG around the trees along the walkway between 2400 and 2200? Has it been addressed? *Yes it has been resolved.*

Question - It is still an issue. How was it addressed? *We put a stabilizer in. However, it was built according to the plans therefore any changes are an additional cost. If it is a safety issue, it needs to be brought to the Executive Staff for review and action*

District – T. Nelson – No official report, however wanted the campus to be aware that we have been given approval to replace M&O Site Supervisor position previously held by Allan Ambrecht. Also the Earth Tub for the composting project should arrive tomorrow, December 17.

Question – Is there a possibility of getting another grounds person? *Unfortunately not at this time. Only current positions with funding can be filled. It would require funding that M&O does not have at this time.*

Question – Any long term plans to fund new positions in M&O? *Long term wishes, however, no plans. With the new allocation model, there doesn't seem to be any potential for funding new positions. We are severally under staffed. Our allocation needs to change.*

6. **Old Business**

Small Projects Update –Suggested Criteria ***(Attachment B)*** & List ***(Attachment C)*** given to Committee Members. There was a great deal of angst with the new building because current projects are falling apart or need repair. Also concern regarding items that were changed on projects without the user group's knowledge or approval.

Reviewed - Removed from Ranking for Small Projects List. Items were removed for various reasons. DSA issues were removed as items requiring DSA are not considered small projects and would be very costly.

Question - Why was the amphitheater removed due to DSA? Didn't it go to DSA fully equipped originally? *The costs weren't accurate. We need to define the project more thoroughly with scope and design. The Theater Department can use the space once the ground issue is resolved. Then the department can begin to define the scope and we can begin to build what they need.*

Question - Wasn't the bleachers and press box part of the original scope sent to DSA? *No it was removed prior going to DSA. We could not take it all the way thru DSA with all the costs associated for a project that was not funded.*

Reviewed HOLD Items – These are items that Space, cost and scope cannot be identified as of yet. Some of these may be addressed with the new building.

LAS POSITAS COLLEGE

Facilities Committee

December 16, 2013
2:30pm Room 1874

Reviewed Maintenance Items – These are items that are relatively low cost and could be addressed by our M&O staff. General Funds would be used to pay for time and materials. This will also establish a history for funding for M&O.

Reviewed – Not Feasible and Removed Items – These particular items just aren't possible and removed due to other funding or by the requestor.

We removed the costs for 2 reasons - Some were not reflective of the project and you should rank based on need not costs. We do not need to rank the small projects today.

New Building Proposal – *(Attachment D)*

Reviewed recommendation. We want to make sure the amphitheater is taken care of....

Question – Is there a contingency if the building comes in under bid by say a million? What happens to the excess money? *We will reallocate it under the terms of the bond.*

Question– What about matching funds for the new building? We can then use the $8.5 for other projects. *As per D. Horner, the state is almost assuredly not funding any capital projects. We will need to self fund.*

There is concern that if we (LPC) do not spend the money Chabot may get our funding. Jeff Kingston had identified $30 mil. However, that has changed due to the PG&E projects and technology. If we hadn't put the money aside for IT, we would not have the money for new phones or the next cycle of computers. Chabot has been reduced from $32mil to $28mil. And they are concerned that they may not have the money to build a new building. They may have to renovate.

This recommendation is the best we can do with what we have. There was a recommendation to reduce the Building Project down to $27 mil and move $440,000 to small projects. However, we need to make it clear that the $27.44 is for the entire project –not just the building. The project includes – demolition, portables for additional space during construction, FF&E, etc.

Question – Do we jeopardize the building by reducing the money? *It will be a reduction either in scope or size.*

Question – Does the money have to be spent or encumbered in the next 3 years? *We need to have spent 80% percent of the Bond Money. We need to spend $75mil to get there.*

Comment – We had the conversation earlier about not enough staffing and now we want to add more square footage. We will need to address the staffing at some point.

LAS POSITAS COLLEGE

Facilities Committee

December 16, 2013
2:30pm Room 1874

- **Motion: To Forward the Recommendation for the Re-Allocation of the Remaining Measure B Funds as written *(Attachment D)***
  Moved: C. Eagan/Second: D. Rodriguez
  Approved: 4 yeas 0 nays 6 abstentions

7. **New Business**

   Ranking Criteria for Ranking Small Projects – Reviewed suggested criteria. The current form doesn't address safety, student success legislation, cost savings, SLO, Program Review. Suggested that each division prioritize and the Dean should forward to the Committee. We need to build a criteria based on the existing form. We invite feedback from the divisions to help with this.

8. **Good of the Order**

9. **Adjournment @ 4:40pm**

LAS POSITAS
COLLEGE

Facilities Modernization Program
Funded by Measure B
Project Report

December 16, 2013

ATTACHMENT A

PROJECT PROGRESS REPORT
Library Remodel

LAS POSITAS COLLEGE
December 16, 2013

Project Team:

Architect: Noll & Tam
Construction Manager: Parsons Brinckerhoff
Contractor: TBD

Project Update:

- Project has reached 90% Construction review.
- Architect has submitted Drawings to DSA November 21, 2013
- Construction to begin Summer 2014.

Occupancy: December 2014

PROJECT PROGRESS REPORT
Renovations – 100, 900, 1000, 1310/1320, 1700

LAS POSITAS COLLEGE
December 16, 2013

Project Team:

Architect: Charles Ham and Associates
Construction Manager: Parsons Brinckerhoff
Contractor: TBD

Project Update:

- .B1700 Final Design has been approved–Print Shop, Mail Room and Large Group Meeting Room
- B1310/20 Final Design has been approved; Drawings into DSA December 16, 2013 - Veterans Program
- B100 on Hold,
- B900 – temporary classroom- renovate Spring/Summer 2014
- B1000 will be demolished once vacant- Summer 2014
- B700– Swing space for Library during B2000 renovation

Occupancy: Phased

PROJECT PROGRESS REPORT
Renovations – 1310/1320 Veterans

LAS POSITAS COLLEGE
December 16, 2013

PROJECT PROGRESS REPORT
Renovations – 1700 Print Shop/Mailroom

LAS POSITAS COLLEGE
December 16, 2013

Las Positas College Prop 39 Log

	Project description	Submitted	Approved	Phase	Estimate	$ 400,000 Grant Funding	Net Cost
1	Replace 4 HVAC units Bld 2000/2100	11/14/13					
2	Connect HVAC units to Central Plant- Bld 2000/2100	11/14/13					
3	Replace 25 VAV Boxes	11/14/13					
4	Replace Pneumatic controls with Direct Digital- Bld 2000	11/14/13					
5	Replace Roadway light with LED fixtures	11/14/13					
6	Replace Parking lot light s with LED fixtures	11/14/13					
7	Replace Gyp High Bay lights with LED fixtures	11/14/13					
8	Recommissioning for Bld 1800 and 2400	11/14/13					

Las Positas College Small Projects Log

						Status				Total Remaining
Project description	Requested by	Estimated Cost	Final Pricing	Exec Committee?	Fac Ctte Review?	Work Request	Requisition	Purchase Order	Status	$2,000,000.00
Water Bottle Filling stations	Mike Ansul		$35,479.00	Approved	YES				Complete	$1,964,521.00
M&O Trench drain	Raymond Salas		$19,248.00	Approved	YES				Complete	$1,945,273.00
Bldg 4000 Planter Waterproofing	Mike Rinaldi		$43,079.00	Approved	YES				Complete	$1,902,194.00
Bike racks	Mike Ansell		$2,313.00	Approved	YES				Complete	$1,899,881.00
Stainless Steel Rails at Science	Gere Gire		$6,500.00	Approved	YES				Complete	$1,893,381.00
Radio System digital upgrade	Sean Prather		$7,693.70	Approved	YES			PO	Complete	$1,885,687.30
Fire technology electrical	Ron Johanson		$14,900.00	Approved	YES			PO	Complete	$1,870,787.30
CDC Signage	Corine		$8,387.66	Approved	YES			PO	Complete	$1,862,399.64
Pool gate electric lock	Sean Prather	$5,000.00	$4,442.39	Approved	YES		1/31/2013	PO	Complete	$1,857,957.25
Horticulture fencing			$16,745.00	Approved	YES		2/5/2013	PO	Complete	$1,841,212.25
Chalkboards to whiteboards 1800	Mike Ansell	$11,000.00	$10,345.00	Approved	YES		2/6/2013	PO	Complete	$1,830,867.25
Pool stair tile	Dyan Miller	$5,000.00	0	Approved	YES				Complete	$1,830,867.25
Slippery Pool Tile and Bathrooms	Steve Navarro	$39,000.00	61,000.00	Approved	YES					$1,791,867.25
PE III Double Gate	Rene Pegues	$7,500.00	$8,263.00	Approved	YES					$1,783,604.25
Cabinet locks 1800	Mike Ansell	$7,500.00	$15,614.00	Approved	YES			PO	Complete	$1,767,990.25
Amphitheater Grass issue	M&O Grouds	$200,000.00		To Bond Exec Committee	YES					$1,567,990.25
Crosswalk from PE II to PE III	PJ	$15,000.00	$12,787.00	Approved	YES				Complete	$1,555,203.25
Parking Lot										$1,555,203.25
Bldg 1700/Richo Mail Room	Renee/Steve G									$1,555,203.25
Bldg 1300 ABC	Janice Noble/Marilyn Flores									$1,555,203.25
Bldg 100 - One Stop/Classrooms	Diana Rodriguez									$1,555,203.25
Bldg 100B Removal										$1,555,203.25
Bldg 710/720 Copmuter Lab										$1,555,203.25
Bldg 900 - Classroom										$1,555,203.25
										$1,555,203.25
										$1,555,203.25
										$1,555,203.25

ATTACHMENT B

LAS POSITAS COLLEGE

Small Projects Prioritization 2013-2014

Criteria	Strong Evidence	Adequate Evidence	Limited Evidence
Ranking scale	8-10	4-7	0-3
Educational Items: Programmatic Impact and Institutional Support *(10 points)*	**Clear and compelling** evidence/data (as stated in program review) that this project will have substantial impact on program curriculum	**Clear** evidence/data (as stated in program review) that this project should have substantial impact on program curriculum	**Limited** evidence/data (as stated in program review) that this project will have an impact on program curriculum
Teaching & Learning *(10 points)*	**Clear and compelling** evidence/data that project provides much needed or **beneficial enhancement** to instruction.	Project provides enhanced instruction that is not currently met through current means. Project will allow the program to **operate on par** with other institutions.	Project allows for little or no enhancement of current instructional opportunities and **limited** or no appeal to potential students.

Criteria	Strong Evidence	Adequate Evidence	Limited Evidence
Ranking scale	5	2-4	0-1
Outcomes *(5 points)*	Evidence that this project will support course and/or program outcomes **above and beyond current capability**	Clear evidence/data that this project **meets** stated course/program outcomes.	Project provides **little or no impact** on course and/or program outcomes above or beyond current capability.

LAS POSITAS COLLEGE

SMALL PROJECT LIST

Nov 7, 2013

Project #	Type of Request	Location	Description	Division	Educational Items: Programmatic Impact & Institutional Support (0-10 pts)	Teaching & Learning (0-10pts)	Outcomes (0-5 pts)	Total Ranking
13	Renovation	Amphitheater	Replace grass	ALSS				In Progress
32	Space	2100	Honors Center	ALSS				In Progress
36	Space	700	Computer Lab classroom space-renovation of vacated office space for multi-discipline computer lab.-- space renovation in current renovation budget, technology FF&E only	STEMPS				In Progress
52	Renovation		Re-align entry into parking lot B/C	Admin				In Progress
4	Renovation	400	Renovate 400, Basic Skills English Center - Replace carrels with spectrum desks with computers, remove wing walls in Rm 401A	ALSS				0
8	Renovation	4130/4138	Rooms 4130 and 4138 - Dropped ceilings and/or acoustic discs (ceiling panels/circles) installed in MCA Rooms 4130 and 4138 *Extra acoustical treatment necessary from 4138 to 4226, downstairs to upstairs.	ALSS				0
9	Space	Outside 4000	Storage Shed - 9'x32' Shed for storage of flats, platforms and risers.	ALSS				0
11	Equipment	Lobby 4000	Student Furniture in Building 4000 Foyer	ALSS				0
12	Renovation	4000	Key pad locks and security cameras in Music Practice Rooms	ALSS				0
15	Renovation	Track Field	Pole Vault area needs to be cemented.	BSBA				0
16	Equipment	Equip	Gym net divider with removable poles	BSBA				0
17	Renovation	2500	Remodel Team rooms to be more functional and accomadating for home teams.	BSBA				0
18	Equipment		Purchase 25 passenger Van	BSBA				0
23	Renovation	810	Electrical Outlets-Welding Lab	STEMPS				0
24	Equipment	2300	Tilt Zoom Cameras for three (of the 7) Child Development Center Classrooms	BSBA				0
26	Equipment	2500	replacing desks and chairs in room PE 209 and PE 212	BSBA				0

ATTACHMENT C

LAS POSITAS COLLEGE

SMALL PROJECT LIST

Nov 7, 2013

Project #	Type of Request	Location	Description	Division	Educational Items: Programmatic Impact & Institutional Support (0-10 pts)	Teaching & Learning (0-10pts)	Outcomes (0-5 pts)	Total Ranking
27	Equipment		1850 Install and Mount a Video Camera & Feed to Website of Two Bird Nesting areas on second floor of building (see Gire for specifics)	STEMPS				0
30	Renovation	1850	Replace Biology lab countertops throughout 1850 with heat resistant, chemical resistant, scratch resistant black countertops similar to the recent change made in 1807 with epoxy resin solid core countertops	STEMPS				0
31	Renovation	2500	Removal of plants & rosemary inside pool are and cement over it.	BSBA				0
33	Renovation	4000	Sound Proof-FIX-elevator noise in room 4130	ALSS				0
37	Equipment	607	Math X Program-FF&E	STEMPS				0
38	Renovation	2300	Add fence at the Child Development Center	BSBA				0
39	Renovation	1812	Vent ammonia storage cabinet to outside of building	STEMPS				0
43	M&O	1800	Power wash and paint interior and exterior of the 1800 building including power wash of surrounding sidewalks.	STEMPS				0
44	Renovation	1850	1851, 1854, 1855, 1858 Instructor Desk add additional electrical quad receptacles to end near hoods (see Gire for specifics)	STEMPS				0

55

SMALL PROJECT REMOVED FROM RANKING

Nov 7, 2013

Status		Project #	Type of Request	Location	Description	Division
DSA Issue		1	Equipment	2500	Scoreboard for synthetic field	BSBA
DSA Issue		13	Equipment	Amphitheater	Completion of Amphitheater - Truss, lighting, sound, cabling, etc plus covered seating area	ALSS
DSA Issue		14	Renovation	Track/Field	Permanent bleachers and Press Box at Grass Field and Track	BSBA
DSA Issue		21	Space	New	Welding Yard Cover	STEMPS
Hold	Space, cost and scope not identified.	3	Space	New	Renovate part of 700 building or a similar vacant space near the current English basic skills space in the 400 building for a multi-use classroom space with computers and small office space for an Instructional Assistant.	ALSS
Hold	Space, cost and scope not identified.	5	Space	New	Radio, Television, and Video Laboratory	ALSS
Hold	Space, cost and scope not identified.	7	Space	New	Language Lab	ALSS
Hold	Space, cost and scope not identified.	10	Space	New	An additional MAC lab for VCOM and PHTO courses	ALSS
Hold	Space, cost and scope not identified.	19	Space	804A-808	Renovation of space between 804A and 808 as part of the toolroom.	STEMPS
Hold	Space, cost and scope not identified.	22	Space	804A	Welding Lecture Room	STEMPS
Hold	Space, cost and scope need to be identified.	25	Space	New	Dedicated or additional computer photography & print lab-- Duplicate with Item # 10	ALSS
Hold	Contract Issue	35		4000	Immediate Access to ATM or Credit Card Payment	ALSS
M&O	Work Order	6	Equipment	802	Room 802 - Shades or screens on windows and 10 ft. wide(+/-) window to interior hall space.	ALSS
M&O	Work Order	45	M&O	1812-1856	1812 & 1856 attach backing or lip to prevent items from falling off shelving. (see Gire for specifics)	STEMPS

SMALL PROJECT REMOVED FROM RANKING

Nov 7, 2013

Status		Project #	Type of Request	Location	Description	Division
M&O	Work Order	34	M&O	4000	Fix the bathroom on first floor of MCA between rooms 4133 and 4135. Fix wall boarding/dry wall near floor by soap dispenser & grout around toilet. Relocate equipment	ALSS
M&O	Work Order	40	M&O	1850	1850 Greenhouse needs a peephole added to the door (see Gire for specifics)	STEMPS
M&O	Work Order	42	M&O	1850	1851, 1854, 1855, 1858 microscope cabinets needs to be realigned so the microscope tray does not dig into the microscope door when opened. (see Gire for specifics)	STEMPS
M&O	Work Order	2	M&O	4211	Lock for Room 4211 Forensics Lab - Programmable key pad for student access.	ALSS
M&O	Work Order	41	M&O	1850	1851, 1854, 1855, 1855, 1871, 1872, 1873, 1874 window covering tracks need to be more robust (see Gire for specifics)	STEMPS
Not Feasible	May be DSA Issue	29	Remove	1850	Redesign one of the 1850 second floor classrooms to allow 56 students to have seats. Code restriction, can not implement	STEMPS
Not Feasible	Not available	47	Remove		Acquire Portables - 100B, 1300ABCD for use at the Grass Field and Track--conflicts with Master Plan, no long term portables	BSBA
Not Feasible	Conflict use with item # 32, bathroom expansion not possible	46	Remove	2100	2100 Building Updates	ALSS
Remove		20	M&O	200	Maintenance/Renovation of Building 200 Classrooms	STEMPS
Remove	Other Funding Request	49	Equipment		Purchase 70 folding tables to be used for various events - internal and external	Admin
Remove	Other Funding Request	50	Equipment		Purchase 5 canopies to be used for various events - internal & external	Admin
Remove	Funded thru IE	51	Equipment	2500	Ten Quick connect pool deck plates for the starting blocks on competition pool	BSBA
Remove		28	Renovation	1850	1850 Men's Restroom adjust urinal height	STEMPS
Remove		48	Renovation	2400	Renovate and replace screen in 2420 - Possibly replace projectors if needed	Admin

ATTACHMENT D

LAS POSITAS COLLEGE

Facilities Committee

Monday, December 16, 2013

Background: *In May 2013, the Facilities Committee recommended to the President to allocate the remaining Measure B Funds as follows:*

Future Classroom Building – State Match	$ 8,500,000
Library Remodel (Bldg 2000)	$ 5,000,000
Reconfiguration of Vacated Space	$ 5,000,000
Small Projects/Instructional Materials	$ 5,000,000
Total	$23,500,000

Recommendation: *Due to the time limitation for the expenditure of all Measure B Funds district wide, there is a proposal to consolidate our remaining funds along with an allocation from the District for a total of $30,440,000 to be re-allocated as follows:*

New Classroom Building 100	$27,440,000
Small Projects/Instruction Equipment (allocated below)	$ 3,000,000
	$30,440,000

Instructional Equipment	$ 375,000
Library	$ 300,000
Emergency/Program Review	$ 325,000
Small Projects	$1,600,000
Amphitheater Surface Issue	$ 200,000
10% Contingency	$ 200,000
Total:	$3,000,000

Note: The following projects are currently underway with funding identified and are not affected by this re-allocation:

Library Remodel
Renovation of Buildings 900, 1310/1320, 1700
Removal of Building 1000
Renovation of Building 700