



BOARD FACILITIES COMMITTEE (BFC)

MEETING MINUTES

April 3, 2018 2:00-3:00pm ~ Plover Hall, Room 526 Santa Rosa Campus

Members

Jordan Burns, Terry Lindley, Jeff Kunde (Committee Chair), Dr. Frank Chong (Superintendent-President/Ex Officio)

Staff supporting BFC

Doug Roberts (SVP Finance & Administrative Services), Leigh Sata (Senior Director, CP), Alicia Virtue (Senior Dean, Learning Resources & Educational Technology), Don Webb (Director, Systems and Programming, Information Technology)

Additional Support

Susan Brouwer (AAIII, Support Staff CP), Kimberly Kalember (EA, Support Staff, FPO)

Consulting Project and Construction Managers

Scott Connors (FPPS – FacOps Projects), Serafin Fernandez – Harris CM (Burbank), Heather Chierici (Elliott, Petaluma, Shone, PSTC)

Absent

David Liebman (Manager, Energy & Sustainability), Laura Rivera (Director of Purchasing)

Guests:

Maggie Fishman (Board Member), Victor Tam (Dean, STEM), Robert Martinez (Student Trustee)

The March 6, 2018 meeting minutes were approved.

M/S/C

ITG & MEDIA

- The committee will finalizing a proposed recommended Technology budget for 2018/19, and present it to the Vice Presidents for review in late April.
- Student workstations and are being updated in classrooms and labs and Plover.
- Network and infrastructure installations include the new Fiber Ring and Data Center upgrade.
- Fall and Summer registration programming updates are completed.
- The SIS RFP is in process.
- Six classrooms were upgraded in Petaluma over Spring Break, and a drop-in video production and lecture capture studio was installed in CETL so that instructors can create easy instructional videos for quick integration into class lectures.
- Failing and outdated AV equipment in various conference rooms and the Doyle production studio were replaced.

PURCHASING

- Current bids for approval, and bids in progress were shared.

FACILITIES PLANNING & OPERATIONS

- The status of district-wide projects, 22 in progress, 9 completed year to date, was shared and discussed.

MEASURE H UPDATES

- FPP (Final Project Proposal) Architect RFP (Request for Proposal).
- Project Manager and Energy & Sustainability Manager hiring process.
- STEM Project –DBE prequalification.
- Vet Tech Classroom Conversion.
- PSTC Windsor Projects.
- Elliott Avenue Swing Space Project.
- Shone Farm PV Update.
- Bussman LED's – Prop 39.
- Bailey Field Geothermal Project & Track and Field Upgrade.
- Elliott Avenue Demonstration Garden Grant.
- SRJC Micro Grid Grant.
- Burbank Theatre Update.

APRIL BOARD ITEMS

- The April Board items from Facilities Planning & Operations (FPO), Purchasing, and Capital Projects were reviewed.