Members Present
Nick Anast, Paul Bielen, Tony Ichsan, Doug Kuula, Erik Oden, Diana Rangaves, Doug Roberts, Mike Seibold, Jill McCormick

Members Absent
Mike Garcia, Keith Simons, Gary Watts, Patie Wegman

Staff
Kimberly Kalember

1. Approval of Minutes
The minutes of October 21 were approved as presented.  

2. PLANNING ISSUES, UPDATES, CONCERNS
- Tony shared that the blue highlighted agenda items were schedule maintenance projects, per the request made at the October meeting.
- DFPC discussed the College Council Committee Survey and answered appropriate survey questions and accomplishments of 2013-14. A key aspect was communication both within the committee and externally to the college community.
  - Committees that DFPC interfaces with is Institutional Planning Council (IPC), Parking & Transportation, Disability Access Committee (DAC), KAD Facilities Task Force, and Information Technology Group (ITG).
- Tony urged the committee to bring forward any desired changes to function, process etc.
- The FRG group listing on the PRPP flow chart was replaced with DFPC.
- Tony shared the facilities request PowerPoint - Accreditation IIIB (Physical Resources)/IIIB (Effectiveness of Physical Resources). Key points were:
  - Total cost of ownership of both the physical and the environment perspective from birth (Stage 1) to demolition (Stage 3). The typical age of a building is 50 years.
    - Stage 1 - Land, design, construction, occupancy
    - Stage 2 - Operation, maintenance, renewal, modernization
    - Stage 3 – Decommission, demolition
  - An example of a facilities Life cycle stage is the cost of a $20M building results in a total cost of ownership of $136M.
  - Tony explained and showed detailed examples of the district’s facility request process.
- Every year each component area (Academic Affairs, Information Technology, Human Resources, Student Services, Human Resources, Petaluma Campus) submit their most urgent facilities requests. The requests are merged into one master list and presented to IPC. Specific line items, the PRPP approval process, and elements of the requests, i.e. funding sources, space requests and allocation, review, and completed items was shared with the group. For more details, please ask Tony or Kimberly for the complete PowerPoint presentation (DFPC 2014-15 FRG PRPP 2014).
3. CURRENT MAJOR AND MINOR CAPITAL PROJECTS UPDATE:

A. 1700/1710 Mendocino Ave Project (R House Coffee Shop)
   I. The three structures in this area, although slated for demolition, are per a required process, if there is interest the District may consider donation to a non-profit on a specific schedule. The parking lot will also function as overflow for the Culinary Arts Center. The bidding is scheduled for December and the award of bid will go to the January board for approval. Approximate cost, from Measure A funds, is $475K for both properties.

B. Bailey Field Switchgear and Transformer Replacement Project
   I. This project is in the final design and bid walk phase. There is an 8-12 week timeline for the building of the transformers. Approximate cost, from Measure A matching funds (schedule maintenance), is $240K for both.
   II. Doug Roberts explained the bond process of cost, funding, and fiscal timelines.

C. College Skills Lab Project
   I. This project is in phase II of modular E. Once the end-user information is received this project will go to DSA in December and board approval in January.

D. Plover Re-Roofing
   I. The BFC (Board Facilities Committee) approved the removal of the existing solar panels and roof replacement, to include the metal standing seams, which will alleviate ongoing leaks. A shade structure (144 kw) will also be installed to house a portion of the solar panels.

E. Forsyth Hall HVAC Unit 1 & 2
   I. A bid walk was done for Forsyth Hall HVAC unit 1 and 2 in the band and choral rooms. A roof and electrical repair will be conducted while the AC units are removed, and the bid is scheduled December 2.

F. OES Athletic Field Scoreboards
   I. A donor is interested in updating the Scoreboard on the athletic field and the JC is now working with the logistics required for this project including BFC approval. The committee discussed the completion timeline.

G. 1500 Mendocino Avenue Surplus
   I. This project will be going for resale to the December board. In order to surplus a property it must first be offered to the UC regions. A sealed big is advertised for a minimum of $425K which is based on the most recent appraisal.

H. Facilities Switchgear and Transformer Replacement Project (Schedule Maintenance)
   I. This is the last of the switchgear and transformer replacement projects.

I. Bailey Hall HVAC Replacement (Schedule Maintenance)
   I. The tarp over the HVAC will be replaced to include flashing and roofing repairs.

J. Call Developmental Center Project/Hot Water Boilers/Roofs Flat (Schedule Maintenance)
4. CURRENT MAINTENANCE PROJECT UPDATE:

District-Wide
   o Evening Stroll Lighting Review Update
      The evening stroll had a successful turnout and wide participation resulting in 282 line items that have been converted into service requests. Thanks to Doug Kuula for his work in creating this valuable effort.

A. Santa Rosa

1. Bertolini Cleaning: 7-8 vendors participated in the bid walk and the end users will be asked to remove all important items during the open plenum cleaning.
2. 3 Meter Board Maintenance: New handrails were installed and the painting of the physical structure is next steps. Pit repair and safety enhancements have been completed.
3. Maggini N/S Water Intrusion/Roof Repair: This project is in design/review with the architect on exterior waterproofing for the southeast and northeast corners of Maggini. An extensive exterior water test will be conducted on the 3rd floor offices and the results will be used as a beta test for the remaining 18 locations.
4. Water Leaks: There were four emergency repair on underground water leaks in Bailey, PSTC, RACE and Maggini; all of them have been repaired. Tony shared that at the Petaluma Campus and PSTC the Landmark Utility Company is working with the JC to layer and identify all the underground lines.
5. Lark hot water line repair: There was a hot water leak from Lark to Bech in three different locations. The leaks have been repaired.
6. Tony mentioned the creation of the Facilities Master Plan, and the opportunity it will provide for all stakeholders to provide their input. This process will include the educational master plan, PRPP, facilities and services requests, demographics, pedestrian and vehicle traffic, and population and enrollment growth. The plan is intended to be in place before the bond is implemented. Stakeholders would want to have their requests ready by mid-spring 2015. The group discussed the bond project management and RFP process.

B. PETALUMA

1. Boiler for Doyle and Jacobs update (Prop 39 Year 3)
2. Cooling Tower Upgrade & Modernization (Schedule Maintenance)
3. Call Hall Re-Roof (Schedule Maintenance)

ADJOURNMENT
   • The meeting adjourned at 11:00 a.m.

The next DFPC meeting will be held on Tuesday, January 20, 2015
9:30-11:00 am, Video conference rooms Plover 526 & Mahoney Library 726