Committee: PBIM DISTRICT FACILITIES COMMITTEE  
Date/Time 9:00 am – 12:00 pm  

Present: Brock Drazen, Charles Neal, Don Petrilli, Sadiq B. Ikharo, Helena Lengel, Dettie Del Rosario, Louis Quindlen, Brian Adair, Rosemary Vazquez, Bill Love, Michael Dioquino, Atheria Smith, Tina Vasconcellos, Gregory Valentine, Mary Beth Benvenutti, Norma Ambriz- Galaviz, Phyllis Carter, Molly Sealund; Phyllis Carter  

Absent: Carlotta Campbell, Kelly Purnell, Rich Lee, Shirley Slaughter,  
Excused: Mike Lanbarkis,  
Guest: Linda Sanford, Johnnie Fudge  

Facilitator: Tina Vasconcellos  
Chair: Dr. Ikharo B. Ikharo  
Co-Chairs: Don Petrilli & Mike Lanbarkis

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<td>1. Meeting Called to Order</td>
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| 2. Agenda Review | Linda Sanford asked for the following change to today’s agenda relating to agenda item #4:  
4. District Technology Committee Presentation:  
• Updating the PCCD Mission Statement  
• Updating the overall PBIM Shared-Governance Process | Motion by MaryBeth, 2nd by Louis Quindlen to accept today’s agenda with amended change passed unanimously. | |
| 3. Approve Meeting Minutes | The 3/19/14 draft meeting minutes, previously sent to committee members, was reviewed and approved, as presented. | Motion by Louis Quindlen, 2nd by Greg Valentine to approve the 3/19/14 meeting minutes, as presented passed unanimously. | |
## Agenda Item Discussion Follow-up Action Decisions (Shared Agreement/Resolved or Unresolved?)

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| 4. PBIM DFC Accreditations        | Linda Sanford distributed a copy of Board Policy 1200 – Mission and the PCCD Planning and Budgeting Integrated Model 2014 Update Process and Recommendations. She presented these proposed documents to DFC membership explaining that the mission statement has not been updated since 2008; the PBI model has not been updated since its inception. She asked that any feedback and/or recommended changes be sent to her before May 1, 2014. The final revise versions will be presented to the Board at the June 2014 Board meeting.  
One suggestion was to have a DFC committee member serve on the PBC as a voting member.  
VC Ikharo gave an overview of Accreditation 3B Standards and what is required for a college to be accredited. When planning, some items that are covered are: (a) Human Resources (b) Physical Resources (c) Technology (d) Finances. VC Ikharo is working with Linda Sanford relating question regarding PCCD’s physical resources. In spring of next year (2015) accreditation assessments are taking place at Peralta.  
A brief discussion ensued on the challenges of regular attendance from college faculty representatives. | Tina Vasconcellos will communicate in writing to the PBC with DFC’s membership request to have a DFC representative serve on the PBC as a voting member.                                                                                                                                                                                                 | 1 abstention (Greg Valentine)                                                                                                                                                                                                                                                                                                                                                                                                                                      |

Peralta Community College District  
Peralta Planning & Budget Integration Model  
District Facilities Committee Meeting (DFC)  
ADOPTED – 04-11-14 Meeting Minutes
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<td><strong>5. Update – Capital Projects in Progress &amp; Construction Schedule</strong></td>
<td>Director Fudge reported on the Capital Project in-progress, summarizing Measure A, E, and State distributed lists of capital projects in-progress and the construction schedule. He provided answers to specific project questions.</td>
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<td><strong>6. Review &amp; Discuss – Preliminary Master List of 2014-2015 College Maintenance &amp; Repairs Priority List</strong></td>
<td>Director Fudge gave a progress report on the seven projects listed on the 2014-2015 College Maintenance &amp; Repairs Priority List. He answered questions on specific projects. Projects are on schedule and moving forward. VC Ikharo shared that the Merritt Independent Domestic Hot Water System (Project #6 on the list) is complete. Kudos to the DGS Engineering Staff, especially Benny Aranda for his contribution to the expeditious completion of this project. A bid has been advertised for a Construction Manager to oversee the remaining projects. Merritt Library IT contract issues were finally resolved. It took seven months for IT to get the contract approved. As a result the Africana Center and Library Learning Center was delayed. Work will begin soon on both projects. VC Ikharo asked the college representatives to please share this progress report with their colleges. VC Ikharo also shared that there will be several ongoing construction work in progress during the Summer and Fall 2014 semesters, such as the Breezeways-Drainage and</td>
<td>Action item for VC Ikharo to will provide more details regarding construction project scheduled for Summer/Fall 2014.</td>
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<td>1. Pavement Project and Deep Cleaning Projects, District-wide.</td>
<td>The Deep Cleaning Project will be coordinated not to impact construction projects. Every effort will be made to schedule deep cleaning project after construction is completed.</td>
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| 7. Review and Discuss Preliminary Master List of 2014-15 Collet Maintenance & Repairs Priority List | The items on the list were reviewed. There was a brief discussion on whether some items listed should be moved. VC Ikharo indicated that he will review this list with DGS staff with the intent to move some items to separate lists. Criteria will be as follows:  
  - Major Capital Projects (these items will be addressed separately)  
  - Items to be addressed by Maintenance & Operations (M&O) staff (some may already be work orders)  
  - Projects in-progress and/or completed will be moved off this list.  
  
DGS staff will calculate cost estimates for the remaining items.  
DFC members passed a resolution to have VC Ikharo, on behalf of the committee, present the final list of 2014-15 Emergency College Facilities Maintenance & Repair Priority Needs (with calculated cost estimates) to the PBIM Planning & Budget Council at their April 25, 2014 meeting. The intent is to have a budget line item for the 2014-15 school year, passed unanimously. | VC Ikharo will send memorandum to Chancellor Ortiz, Deputy Chancellor Hendrickson and Susan Rinne to attend the next DFC meeting. | Motion to have a DFC Representative (VC Ikharo) present DFC’s 2014-15 Emergency College Facilities Maintenance & Repair Priority Needs List to the PBIM Planning & Budget Council at their April 25, 2014 meeting. The intent is to have a budget line item for the 2014-15 school year, passed unanimously. |
2014-15 school year.

Discussions included:
- Issues with the ICC process to efficiently move forward to meet project schedule deadlines;
- Basic College needs vs. beautification projects. This needs to be revisited.
- The challenges with completing the large amount of work order requests with limited M&O staff.
- The need to hire more M&O staff with a broad scope of expertise, especially journeyman and electricians.
- The difficulty to execute contact in a timely manner, the process needs to be streamlined;
- Clarification is needed on the responsibility and roles for “piggyback” contacts.
- Until the systematic issues are address the District cannot serve the Students.

By consensus, DFC membership agreed that an invitation will be extended to Chancellor Ortiz, Deputy Chancellor Hendrickson and Vice Chancellor Rinne to attend the next DFC meeting in May to discuss the colleges’ facilities maintenance and repair needs with limited funding and procurement challenges.

Other discussions included the Laney Health Clinic and the need to find solutions to assist students at the other colleges, such as Merritt, get to the Laney location with limited public transportation options. Suggestions included:

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<td>2014-15 school year. Discussions included:</td>
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| 7. Relocating clinic to an off-site location close by public transportation | - Relocating clinic to an off-site location close by public transportation  
  - Provide some type of shuttle services  
  - Resolve the funding issues                                                                                                                 |                  |                                                     |
|                                | VC Ikharo shared that he and Merritt President Ambritz-Galaviz will bring this to the Chancellor’s Cabinet as part of the updated Facilities Master Plan. It is important that all PCCD students have access to healthcare.  
  Bill Love asked that the District include Faculty in these discussions.                                                                              |                  |                                                     |
|                                | A memo has been received from CA Community Colleges Chancellor’s Office (CCCCO) indicating that, based on current polling, CCCCCO is hopeful that the Legislature and the Governor will place on the ballot and the electorate will vote to approve a state-education general obligation bond for facilities in November 2014.  
  New FPP must be submitted to complete for future funding. The memo listed the criteria.                                                                 |                  |                                                     |
|                                | CCCCO asked the District to please confirm that for any projects on the Draft 2015-16 Spending Plan, the cost, scope & calendar are accurate and the project remains the top priority for 2016-17. If the college does not have a |

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Agenda Item | Discussion | Follow-up Action | Decisions (Shared Agreement/Resolved or Unresolved?)
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| | project in the proposed 2015-16 spending plan, Districts may develop and submit a FPP from CCCCO list of Potential Projects for 2016-17 for state funding consideration. VC Ikharo also gave a brief overview of the submittal process for IPPs & FPPs. A brief discussion ensued relating to the State access points. | | |
| 9. Reports – Campus Facilities Committees | College of Alameda (MaryBeth Benvenutti)  
- Funding for the Veteran’s Center has been secured. Project is moving forward  
- The Aviation School needs to be ready for class before the 2014 Fall semester. She will work with Director Adair to get quotes for this work.  
- Brian will address exit door issues at the 860 Atlantic building and get quotes.  
Merritt College (Brook Drazen)  
- DGS will work with the College to remove weeds around solar panels;  
- The College is working to finalize the final list of FPP’s.  
Laney College  
- Elevator issues need to be addressed. Per VC Ikharo, a consultant has been hired to conduct an analysis and calculate cost estimates. When this independent analysis is complete it will be presented to the College President to discuss funding options. | | |
## Agendas Item Discussion

Berkeley City College: No report.

### 10. RECOMMENDATION / ACTION ITEMS TO BE SENT TO OTHER PBIM COMMITTEES

"To have a DFC Representative (VC Ikharo) present DFC’s 2014-15 Emergency College Facilities Maintenance & Repair Priority Needs List to the PBIM Planning & Budget Council at their April 25, 2014 meeting. The intent is to have a budget line item for the 2014-15 school year."

"Recommendation to have a voting representative from the PBIM District Facilities Committee to serve as a voting committee member on the PBIM Planning & Budget Council."

VC Ikharo will send a memo to the PBC with a request to present this item at their 4/25/14 staff meeting.

### 11. Adjournment:

12:15 pm

Next meeting: May 2, 2014 – 10:45 am – 12:45 pm

Upcoming meetings: TBA

Minutes Recorded by: Rosemary Vazquez

All PBIM Committee Agendas and Minutes are posted on the Peralta Planning & Budget Integration Model webpage:  
http://eperalta.org/wp/pbi/