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**BOARD FACILITIES & LAND USE  
PLANNING COMMITTEE**  
Peralta Community College District

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**ADOPTED MINUTES – NOVEMBER 25, 2008**

**Meeting of the Board’s Facilities & Land Use Planning Committee**

Meeting Date: **Tuesday, November 25, 2008**  
Time: 4:00 pm to 6:00 pm  
Location: District Administrative Center, Department of General Services  
Physical Plant Conference Room  
333 E. 8<sup>th</sup> Street  
Oakland, CA 94606

**Present:**

✓ Nicky Gonzalez Yuen, Trustee (Chairperson)	✓ Joseph Bielanski, Academic Senate President, BCC
✓ Robert Beckwith, DGS, M & O	✓ Kevin MacQuarrie, WLC Architects
✓ Abel Guillén, Trustee	✓ Michael Terry, WLC Architects
✓ John Banisadr, Purchasing Compliance Manager	✓ Yvonne Thompson, Student Trustee
✓ Dr. Sadiq B. Ikharo, Vice Chancellor of General Services	✓ Rosemary Vazquez, Staff Service Specialist, DGS
✓ Jack Lin, Organizer for the Sustainable Peralta Initiative	✓

**AGENDA ITEMS DISCUSSED**

**1. APPROVAL OF AGENDA ITEMS:** At the request of Trustee Yuen, items #4, 5, 8 and 11 were removed. Item #9 was move up on the agenda to be considered first. Agenda was then approved with revisions.

**2. MINUTES:** Both the September 18, 2008 and October 16, 2008 agendas were adopted, as presented. Trustee Yuen commended Rosemary Vazquez for a job well done.

**3. FACILITIES MASTER PLANNING - SMART CLASSROOMS, IT PLANNING, SECURITY ISSUES, FUNCTIONALLY, EDUCATIONAL MASTER PLANNING TRAINING**

WLC gave a presentation regarding Interactive Learning environment Technology Standards (ILETS); also know as “smart classroom technologies”. Presentation included information relating to the collaboration process with stakeholders to develop the District’s definition of an ILET classroom, ILET methodologies, different teaching methodologies and a PowerPoint presentation which included an ILET performance matrix and sample graphics of different component descriptions (projected media, image capture technologies, lighting/daylight controls, media controls, sound systems, technology infrastructure and furniture & equipment). Presentation was followed by a question and answer session, with discussions on furniture and classroom flexibility that will meet curriculum needs.

WLC concluded that the next steps includes receiving input back from staff, finalizing the standards, proving cost estimating and then implementing them through the master plan and bond program.

#### **4. PLANNING FOR HEALTH CLINICS IN OUR MASTER PLAN**

At the November 18, 2008 Board of Trustee meeting a resolution was approved asking the Chancellor to develop a plan to improve health services for Peralta Students. Trustee Guillén lead an introductory discussion on one of the items in this resolution discussing how this can be integrated into the facilities master plan process. Dr. Ikharo explained that the District has addressed this issue including it in the FMP planning process and gave examples for each campus, except BCC where there is no room at this time. He added that because of the small size (2,000/3,000 sq. ft.), clinics would not be counted as part of the ratio capacity load data. The plan will be to use these clinics as a point of entry into the larger health care system by partnering with Alameda County or Public Health. Dr. Ikharo also explained the process on how spaces will be reclassified. Atheria Smith will coordinate with WLC to integrate this concept into future discussion.

#### **6. SUSTAINABLE PERALTA**

Director Beckwith gave on update on the following projects:

- Water Audit: Because the audit found a major leak at Merritt in June/08 and it was fixed by July/08, the District has saved approx. \$3,000/month and 900,000 gallons of water on its water bill. Merritt is now in compliance with water conservation goals. Dr. Ikharo gave historical information relating to this leak.
- Irrigational Controllers: All controllers have been integrated at all three campuses into the Rain Master System. This system was designed to collect the weather data, use the ET value provided by the weather central station and send an adjusted irrigation schedule to the irrigation controllers. It also allows for overrides.
- Graywater Program (recycling water project): EBMUD East Bayshore Recycling Project is still in the construction phase with some pipes having already been laid. EBMUD projection is that by 2010 they will have completed this project and PCCD can start the planning process to use graywater to irrigate some of its fields. Graywater is defined as untreated wastewater from clothes washers, showers, bathtubs, bathroom sinks, and laundry tubs that is applied to the landscape. Wastewater from toilets and kitchen sinks or dishwashers is not allowed. Dr. Ikharo also suggested that capturing rainwater for the purposes of irrigating field would also beneficial to Peralta's sustainability goals.

Jack Lin distributed a document containing graphics of water usage of various meters District wide (2006-2007). Charts listed water usage, savings and overuses. Group discussed data. Jack commented that overall, Peralta has met its target by 15%. Trustee Yuen asked that Jack along with Dr. Ikharo present this information to the entire Board and suggested that this information also be translated into dollars.

Manager Banisadr commented that the Purchasing department, in conjunction with DGS, is incorporating and educating vendors, staff and campus personnel on Peralta's sustainable goals by developing guidelines and conducting training sessions, sending out periodic announcement District-wide, adding language to bid packages, procuring green chemicals for use by both

warehouse and custodians, procuring other sustainable goods such as 100% recyclable copy paper and by continuously raising awareness.

## **7. UPDATES**

Purchasing – New Meters: Manager Banisadr gave an update. Meters have been installed, District-wide and are working fine. There are a few minor quirks, but they are being addressed. Old meters are scheduled to be removed this week.

Signage & Wayfinding: Manager Banisadr gave an update. Bid has gone to board for approval and contractor has been awarded contract. Phase I will take approximately 180 days to complete. Group discussed marquee systems with Trustee Guillén suggesting that the District partner with sponsoring companies to cut costs. Dr. Ikharo explained that the District is looking at the overall plan.

Laney Athletic Upgrade: Dr. Ikharo gave an update. The District is in contract negotiations with the awarded vendor. In addition, Cordova Corp. has been hired, on a half-time basis, to provide PM services to reduce costs. A project kick-off meeting is scheduled for Wednesday, November 26, 2008.

Laney Beginners Inn: Dr. Ikharo gave an update. Kitchen will be available by the end of this month. The dining room should be ready by Feb./2009.

Trustee Guillén request an update on the Alertify Mass Communication System at a future meeting.

**Meeting Adjourned at 5:50 pm**