

**FACILITIES SUBCOMMITTEE MEETING**

MINUTES FROM JUNE 4, 2021

**PRESENT**

Debbie Flores  
Mark Good  
Maribel Guizar

James Pace  
Linda Piceno  
Alvaro Meza

Paul Nadeau  
Aurelio Rodriguez  
Anna O'Connor

**MEETING CALLED TO ORDER: 9:01 A.M.**

1.

ITEM
<b>A. Approval of minutes: May 7, 2021</b>
<p>MINUTES</p> <ul style="list-style-type: none"> <li>Mark made the motion to approve. Linda seconded.</li> <li>All approved.</li> </ul>

**2. FACILITIES & NEW CONSTRUCTION (PAUL NADEAU)**

ITEM	SITE	VENDOR	COST	FUNDING SOURCE
<b>A. TMP proposal for easement</b>	<b>Gilroy HS</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>
<p>MINUTES</p> <ul style="list-style-type: none"> <li>The developer group has presented a proposal for easement of area near Gilroy HS.</li> <li>The group is open to including access from district property to Royal, if the city and all other entities approve. The plans for the TMP property aren't finalized.</li> <li>Mark: What's the advantage to the district? How is this not a gift of public funds? How does GUSD get out this agreement if the area is needed in the future?</li> <li>Mark: Assuming the district wants to do this, we may be better off giving the group a license instead of an easement.</li> <li>Alvaro asked that legal review this proposal.</li> <li>One potential option is to sell the parcel to the developers. That would be subject to rules about regulate sales of public agency properties.</li> <li>James: I'm not opposed to making this happen but I don't know how this good for the district.</li> <li>Mark and James: Property line adjustment proposal may be the best solution.</li> <li>A civil engineer could look at this area to see what's feasible in this area.</li> <li>Linda: Is too early to get City of Gilroy involved so they address their concerns early on?</li> <li>As is, the proposal doesn't benefit the district. The district needs to have a takeaway or a benefit at some point.</li> <li>Next steps: Paul will run this by the City of Gilroy and see if RJA civil engineering can review this area. Legal counsel will review this, noting Mark and James' concerns.</li> </ul>				

<b>B. Outdoor deck furniture</b>	<b>Gilroy HS</b>	<b>Belson</b>	<b>\$12,892.66</b>	<b>Measure E</b>
<p>MINUTES</p> <ul style="list-style-type: none"> <li>• Tables and chairs for pool deck. Vinyl-coated metal.</li> <li>• Also Trash receptacles.</li> <li>• Next steps: This will go to the board for approval.</li> </ul>				
<b>C. Bid award for new plaza</b>	<b>Gilroy HS</b>	<b>Kent Construction</b>	<b>\$787,571</b>	<b>Measure E</b>
<p>MINUTES</p> <ul style="list-style-type: none"> <li>• Eight contractors submitted bids.</li> <li>• This is the final step for area near the math building.</li> <li>• Separated out elements to lessen the cost (landscaping and irrigation).</li> <li>• The list of other bids should be included with the board item.</li> <li>• The landscaping may be put off to the late fall, when water restrictions are eased.</li> <li>• Assuming board approval, this may tentatively start mid- to early July. The goal is to complete by first day of school.</li> <li>• Next steps: This will go to the board for approval.</li> </ul>				
<b>D. GMP/Lease-lease buyback</b>	<b>South Valley MS</b>	<b>Flint Builders</b>	<b>\$76,452,626</b>	<b>Measure E</b>
<p>MINUTES</p> <ul style="list-style-type: none"> <li>• These are the lease-leaseback documents for the South Valley MS modernization.</li> <li>• They are based on the same set of documents developed for the Brownell MS project.</li> <li>• The variable with this project: Payment schedule to reflect a lease payment plus a schedule of value completion.</li> <li>• Next steps: This will go to the board for approval.</li> </ul>				
<b>E. Additional moving needs</b>	<b>South Valley MS</b>	<b>S&amp;M Movers Inc.</b>	<b>\$10,780</b>	<b>Measure E</b>
<p>MINUTES</p> <ul style="list-style-type: none"> <li>• This is for moving furniture to make way for phase 1 of South Valley MS Modernization Project: Adult Ed, Head Start, Gavilan College wing and music department.</li> <li>• Next steps: This will go to the board for approval.</li> </ul>				
<b>F. Purchase of moving supplies</b>	<b>South Valley MS</b>	<b>S&amp;M Movers Inc.</b>	<b>\$1,216.44</b>	<b>Measure E</b>
<p>MINUTES</p> <ul style="list-style-type: none"> <li>• This for buying boxes and trollies needed for this move. It is less expensive to buy than to lease this equipment.</li> <li>• Maintenance will be able to use the materials after this move.</li> <li>• Next steps: This will go to the board for approval.</li> </ul>				

<b>G. Head Start buildings on Murray</b>	<b>South Valley MS</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>
<p>MINUTES</p> <ul style="list-style-type: none"> <li>• SCCOE owns these buildings on Murray: six sections of portables, which make up two classrooms, two offices and one kitchen. SCCOE can't afford to move or demolish these structures.</li> <li>• SCCOE would like to sell them to the district for \$1. The proposal is to buy them and keep them in storage for future needs, like the state preschool.</li> <li>• Adult Ed portables will move to transportation yard on June 5.</li> <li>• The SCCOE lease with the GUSD is up on June 30. SCCOE is trying to get a building appraisal to prepare an offer to GUSD.</li> <li>• These structures have to move to make way for the South Valley MS modernization. The new admin building will go on this part of the property.</li> <li>• Paul said he thinks we'll move these at the very least while the offer is being prepared. The buildings are in good shape. He proposes put them in the field that's part of the maintenance yard or near transportation.</li> <li>• Flint has moved its trailer from Brownell MS to South Valley MS. It is in the maintenance yard outside the campus footprint so they won't have to move during the project.</li> <li>• Connex boxes outside the gym are scheduled to be emptied Monday or Tuesday.</li> <li>• Next steps: Paul will bring back a proposal from SCCOE to sell/buy those portables.</li> </ul>				
<b>H. AQM oversight during demolition</b>	<b>South Valley MS</b>	<b>EnviroScience Inc.</b>	<b>\$38,982</b>	<b>Measure E</b>
<p>MINUTES</p> <ul style="list-style-type: none"> <li>• Air quality management (AQM) for demolition of buildings I and J. (Gav computer lab and music room; former wrestling room and health clinic)</li> <li>• Additional AQM bid will be coming for rest of campus later in the year.</li> <li>• Next steps: This will go to the board for approval.</li> </ul>				
<b>I. Soils testing during demolition</b>	<b>South Valley MS</b>	<b>Earth Systems Inc.</b>	<b>\$5,500</b>	<b>Measure E</b>
<p>MINUTES</p> <ul style="list-style-type: none"> <li>• Monitoring of soil compaction in that area.</li> <li>• This and the AQM item will happen in July.</li> <li>• Next steps: This will go to the board for approval.</li> </ul>				
<b>J. Purchase of roofing materials</b>	<b>Glen View ES</b>	<b>WTI</b>	<b>\$33,459</b>	<b>Deferred Maintenance</b>
<p>MINUTES</p> <ul style="list-style-type: none"> <li>• This is similar to what we did at Luigi ES for that roofing project.</li> <li>• Through the CMAS piggyback contract, the district has the power to buy the materials for far less than a contractor would.</li> <li>• Next steps: This will go to the board for approval.</li> </ul>				

<b>K. Installation of roofing</b>	<b>Glen View ES</b>	<b>DuBois Roofing Inc.</b>	<b>\$99,520</b>	<b>Deferred Maintenance</b>
<p>MINUTES</p> <ul style="list-style-type: none"> <li>• DuBois was the winning contractor for this project.</li> <li>• Labor-only bid.</li> <li>• Next steps: This will go to the board for approval.</li> </ul>				

### 3. MAINTENANCE (DAN MCAULIFFE)

ITEM	SITE	VENDOR	COST	FUNDING SOURCE
<b>A. Going green DISCUSSION/ INFORMATION ITEM</b>	<b>District-wide</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>
<p>MINUTES</p> <ul style="list-style-type: none"> <li>• Information item.</li> <li>• The only gas on site at Brownell MS modernization is for the labs for the eighth-grade science curriculum. The Brownell MS solar panels are designed to produce enough power for most of the campus.</li> <li>• South Valley MS will not have natural gas. The buildings and parking areas are being designed as solar-ready, with infrastructure and orientation.</li> <li>• Mark asks that information be included in board items about why solar is important on campuses.</li> <li>• Drought and fire preparation: <ul style="list-style-type: none"> <li>○ We are level 1 with City of Gilroy. Non-essential landscape irrigation has been minimized. Athletic fields will be maintained so students can use them. The new field at Brownell MS is being watered until it's established, otherwise it will be not be recoverable. If you see water is on our sites, it's because of something is not right in the system or a test is being run.</li> <li>○ The district is in contact with fire agencies. The EOC is set up and ready to go in case of fires.</li> <li>○ HVAC units can be monitored remotely for about half of sites. The others would be shut down manually in case of extreme conditions.</li> <li>○ We learned a lot during the last two seasons for how to pivot district crews inside in case of poor air quality.</li> </ul> </li> </ul>				
<b>B. Key machine</b>	<b>Maintenance/ locksmith Shop</b>	<b>IDN-Wilco</b>	<b>\$4,492.44</b>	<b>RRM</b>
<p>MINUTES</p> <ul style="list-style-type: none"> <li>• This to replace the district machine, which is at least 30 years old and cannot make all of the keys needed.</li> <li>• Next steps: This is less than \$5,000 so the purchase can be made without board approval.</li> </ul>				
<b>C. Lunch canopy replacement</b>	<b>Rucker ES</b>	<b>Park Planet</b>	<b>\$11,972.36</b>	<b>RRM</b>
<p>MINUTES</p> <ul style="list-style-type: none"> <li>• This can be done before students return for school. It is replacing canopies that are 15 to 20 years old.</li> </ul>				

- This includes the labor to take down the old canopies and install new canopies/cables.
- If a lower price comes in next week, Dan will work with that vendor.
- Next steps: The committee approves this going to the board as a ratification

<b>D. Intrusion alarm</b>	<b>DO Annex</b>	<b>Superior Alarm</b>	<b>\$3,745 +\$50 per month monitoring fee</b>	<b>RRM</b>
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**MINUTES**

- This is long overdue for the Annex and technology equipment needs.
- An existing, dormant system in the building will be restarted with new panels.
- Dan and Alvaro will check with landlord if this approved for this building.
- Next steps: This is less than \$5,000 so the purchase can be made without board approval.

<b>E. Window repairs</b>	<b>Eliot ES</b>	<b>Morgan Hill Glass</b>	<b>\$95,344.57</b>	<b>RRM</b>
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**MINUTES**

- The windows at the site are failing, unsightly and not energy efficient. The proposed replacements for the panels have to be custom-made with insulated glass panels with tubular foam. The expected lifespan of these replacements would about 20 years.
- Dan has reached out to window contractors and Morgan Hill Glass has been the only one to respond.
- This is not a safety issue but, if left for too much longer, it could be in case of an earthquake.
- If those goes to the board in August, the work would not be done until a school break later in the year because it will done over the several weeks. If it's taken to the June 17 special board meeting, the board to consider so, if approved, the work could be done this summer.
- Next steps: Dan will seek quotes from other vendors. This will go to the board for approval at the special closed-session meeting on June 17.

<b>F. Exterior stucco cracks INFORMATION</b>	<b>Eliot ES</b>	<b>TBD</b>	<b>TBD</b>	<b>TBD</b>
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**MINUTES**

- Extensive cracking on exterior walls, especially higher up on the buildings. Constant throughout the campus. If not addressed, these cracks will allow water intrusion so they have to be addressed.
- It can be patched with acrylic compound and painting.
- Dan will start looking to vendors for quotes to paint the campus.
- Estimated cost may be up to \$200K for repair and painting.
- Windows repairs are recommended first before this project.

<b>G. Server room cooling issues INFORMATION</b>	<b>DO Server Room</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>
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**MINUTES**

- The room in the D.O. was having temperature issues. Val's Plumbing evaluated and fixed the issue for \$500.

#### 4. ALVARO MEZA'S ITEMS

ITEM	SITE
<b>A. Follow up on Rucker's Fence</b>	<b>Rucker ES</b>
<p>MINUTES</p> <ul style="list-style-type: none"> <li>This is a follow-up with requests from Rucker for new fence around the campus perimeter. The main concerns are key access and egress issues that be addressed with some work by Maintenance and I.T. Maintenance will work on gates and I.T. will look into adding additional cameras, especially near the front office.</li> <li>Next steps: Dan will work on a plan for crash gates at access points on campus. Maribel and Aurelio will meet with Jean discussion plans for security cameras near the front office.</li> </ul>	

#### 5. MARIBEL GUIZAR'S ITEMS

ITEM	SITE
<b>A. Verkada Camera's vulnerabilities (risk factor)</b>	<b>All</b>
<p>MINUTES</p> <ul style="list-style-type: none"> <li>This is an update on a data breach for this vendor. The district was not affected by the Verkada data breach. The breach affected 2 percent of Verkada's customers.</li> <li>The company says it is developing a plan for preventing and dealing with this in the future.</li> <li>Maribel said she's comfortable with continuing with Verkada. No company providing this service is 100 percent secure.</li> <li>Maribel said the camera is separate VLAN than other district systems. That means the camera network cannot access other district networks.</li> </ul>	

#### OTHER PROJECTS/FACILITY ISSUES AT SITES

SITES
<p><b>DISTRICT OFFICE</b></p> <p>MINUTES</p> <ul style="list-style-type: none"> <li>Facilities rentals: The district is preparing to return to facilities rental. Alvaro and Aurelio are looking at pricing structure and agreements, for the pools, for example. James asked Dr. Flores to brief the board on this. Alvaro will communicate with the interested party to confirm their status.</li> <li>Proposed Aug. 6 as the next meeting date. We'll have a full calendar of proposed meeting dates for the committee to review.</li> </ul>

**NEXT MEETING:** 9 a.m. Friday, Aug. 6.