FACILITIES SUBCOMMITTEE MINUTES

Gilroy Unified School District
9 a.m. Friday, Sept. 8, 2023

PRESENT

Maribel Guizar	Anna O'Connor	Marissa Van Patten
Alvaro Meza	James Pace	Matt Woolman
Anisha Munshi	Linda Piceno	
Paul Nadeau	Aurelio Rodriguez	

1.

ITEM
A. Approval of minutes: Aug. 4, 2023
MINUTES B. First lp Second jp C. All in favor to approve.
D. Time certain, 9 a.m.: ABM Building Solutions
MINUTES • From ABM: Tony Roehrick, Derek R., Stefan Slattery, Robert Stanton. • Discussed scope and pricing. Lighting and backup generation project for D.O. and Rucker. • $315K in utility incentives paid directly to district. $100K PG&E rebate for generators. • Impacts on project cost refresh: 6.4% increase over price presented in spring. $145,329. New price is $2,417,100. Lighting increase is because work will be done on second shift (after school). Generator increase of $18K because of equipment cost increase. Lighting has to be installed by PG&E deadline to qualify for deadline. • 15-year cash flow. Projected project cost is $2,417,000; net cost is $1,822,100. • Lighting only a standalone project is $1,929,932; net cost is $1,434,932. Commercial-grade light bulbs of at least 60K hours with useful life of 15 years. • Retail-quality bulbs have life of 36K hours. Commercial quality-bulbs come with 10-year material warranty and 1-year labor warranty. • Lighting upgrades would be at every district site. The project would be completed in about three months. The goal is to be done by March. Four to six technicians would work on the project. Florescent lamps will to go approved recycler. • Proposed natural gas generators would keep Rucker and D.O. operational during a utility power outage. • The agreement would include all permitting, site preparation, electric connections. • Next steps: This is approved to go to the board for approval.

2. FACILITIES & NEW CONSTRUCTION (PAUL NADEAU)

ITEM	SITE	VENDOR	COST	FUNDING SOURCE
A. Facilities modification form	N/A	N/A	N/A	N/A
MINUTES • This form would be used to initiate and access requests that come from sites for Facilities and Maintenance. It will help to identify project needs, funding and feasibility. • Matt suggests making the form available in the Facilitron work order system. • Dr. Munshi would like the goals updated. • Next steps: This will be implemented.				
B. Updated contract with Kasavan Architects	Las Animas ES	Kasavan Architects	$10,000	Measure E
MINUTES • Kasavan is working on closing out projects with the Division of the State Architect (DSA). This would be for extremely limited in scope. • Next steps: This will go to the board for approval.				
C. Appliances	South Valley MS	Home Depot	$3,710.32	Measure E
MINUTES • This for refrigerator for life skills classroom and lactation room. • A corrected quote will go the board for fridges that are the correct size. • Next steps: This will go the board for approval.				
D. New GPRS requirements for contractors	All	All	N/A	N/A
MINUTES • Ground penetration radar survey. This would set a policy for any projects that require digging at district sites. • Next steps: The committee approves this new procedure.				
E. **REQUEST** for new sign / shade structure	Preschool at Glen View ES	TBD	TBD	TBD
MINUTES • The sign in front of this preschool site is faded, has incorrect information and is facing the wrong direction. • The requested shade structure would be near or over the playground. • Next steps: Paul will research prices for new sign, after confirming the official name of the preschool site. He'll also gather more information about the shade.				

F. Fire alarm system design	Mt. Madonna HS	Atium Eng.	$23,900	Deferred Maintenance

MINUTES

- Atrium will design a new fire alarm system.
- The implementation will be $140K for a different vendor. That contract will go to the board in the second September board meetings.
- Next steps: This will go to the board for approval.

G. New contract with ARC Document Solutions, Inc.	N/A	Arc Document Solutions Inc.	$5,000	Measure E

MINUTES

- This is a renewal of a contract for the large-scale printer in Facilities.
- Next steps: This will go to the board for approval.

H. SecureBids Contract	N/A	Colbi Tech	$3,500	Measure E

MINUTES

- This would create repository for bid documentation. It would be helpful for future public records act (PRA) requests, for example.
- First year would be $3K, additional years $3.5K each.
- Next steps: This will go to the board for approval.

I. **REQUEST** for new pressbox, lights, scoreboard & AV (stadium), HVAC in gym, basketball courts in quad	Gilroy HS	TBD	TBD	TBD

MINUTES

- Request 1: Permanent basketball hoops near the B building. Students have been using portable hoops. Until permanent solution can be implemented, maintenance staff can add basketball striping to enhance the area.
- Request 2: A new or refreshed pressbox in stadium. This would be a significant project, rough estimate of $350K or more.
- Request 3: Update outdated scoreboard and lighting. Modern LED lighting was quoted at $510K last year.
- Next steps: Paul will continue researching rough numbers for all of these requests.

J. Offer of free trees from Google	Any	Google / irrigation vendor	~$100K	Deferred Maintenance

MINUTES

- Google has overstock of trees.
- The district would be responsible for $100K in associated costs for moving services, irrigation, etc.
- Dr. Munshi recommends looking into grant funding.
- Next steps: Paul will research grant opportunities.

3. MAINTENANCE (MATT WOOLMAN)

ITEM	SITE	VENDOR	COST	FUNDING SOURCE
A. Quote for natural gas generator	District office	Silver Creek Electric	$324,000	Fund 35 (state-matching funds)
MINUTES • Matt says the ABM proposals are less than what in quotes he's received for similar equipment. • Matt recommends the ABM project for generator. • Next steps: The committee approves the ABM proposal.				
B. **REQUEST** to move two trees (planted by My City Forest) **INFORMATION ONLY**	Eliot ES	N/A	N/A	N/A
MINUTES • The principal has requested that these trees be moved because they are in the way of students playing soccer. The trees were planted in last year. • Next steps: The committee does not approve this request.				

4. ALVARO MEZA'S ITEMS

ITEM	SITE	DETAILS
A. Amended Board Policy 3600, Consultants. Threshold for Board contracts.	All sites	Ratification contracts below threshold would be itemized on a list to the Governing Board. A sample from another district is attached. *NOTE: Contracts funded by bonds will continue to follow the current process.*
MINUTES • New language says contracts for $30K go to the board. Contracts below the threshold goes as on an itemized list of ratifications. • James and Linda would like to consider limiting those going for this type of ratification to non-instructional vs. instruction contracts. • Next steps: The committee would like to this brought back to discuss at another time.		

5. MARIBEL'S ITEMS

ITEM	SITE	VENDOR	COST	FUNDING SOURCE
A. Update on cybersecurity steps **INFORMATION ONLY**	All sites	N/A	N/A	N/A

MINUTES

- Completed items:
  - Identity and access management: Streamlining of network access for students, staff, etc. Most student-accessed services have been moved to be cloud-based, not locally hosted.
  - Identity and access management for IT staff with authentication tools like DUO, Authenticator and SMS. IT is also using Keeper Security for administrative password store and management.
  - Reduced footprint of service accounts to better track issues and breaches.
  - Implemented single sign-on for dozens with Google IdP and Clever IdP. IT continues on integrating applications into either Google or Clever.
  - Aeries is the latest application to be integrated into SSO.
  - VPN for access to internal network is available for a handful of services and limited users.
  - IT is working on moving from a perimeter network architecture (PNA) to zero trust architecture (ZTA). ZTA will add additional identity verification levels to check who is accessing district resources. This process includes improving password policies, enforcing Google Drive rules and policy; multifactor authentication.
  - Also implemented: web filter, anti-virus protection, network access control.
- In progress: Fire software upgrades, email filters.
- Coming up: Cloud assessments, core network updates, work on back-up processes, awareness training, endpoint protection.
- Estimated cost: $1,329,800. Recurring costs: $737,150.
- Dr. Munshi suggests rolling out multifactor implementation in phases in smaller groups to test how it works.
- This plan would be partly paid from one-time funds.
- Next steps: This presentation will be developed for an eventual board presentation, including an implementation plan.

NEXT MEETING: 9 A.M. FRIDAY, Oct. 6, 2023