FACILITIES SUBCOMMITTEE MINUTES

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

PRESENT

Hilda Aguirre	Anna O'Connor	Dr. Anisha Munshi	Claudia Valencia
Patty Cattoor	James Pace	Alvaro Meza	Marissa Van Patten
Mark Good	Linda Piceno	Paul Nadeau	Joe Vela
Maribel Guizar	Aurelio Rodriguez	Guillermo Ramos	Matt Woolman

CALLED TO ORDER: 9:01 a.m.

1.

ITEM
A. Approval of minutes: Sept. 8, 2023
MINUTES • James moved to approve the minutes. Linda seconded. • All in favor to approve.
B. Time certain, 9 a.m.: Principal Guillermo Ramos and counselor Claudia Valencia, South Valley MS
MINUTES • This request to add a wellness center to support the school's initiative for student mental health. This would fall under LCAP 3.1 (promote positive school climate). • The proposed wellness center would go into a room that is set up as a standard classroom. It would have three areas: calmness area, individual counseling area (for crisis support) and group counseling area. The center would need new furniture, a ViewBoard. • The district goal is to have wellness centers at all three middle schools that will be available five days a week. Solorsano MS and Brownell MS have wellness centers in classrooms. Those rooms do not have interior walls to create separate zones, like this request proposes. South Valley MS does not a wellness center yet. • The counseling team has applied to several grants for potential funding for furniture and other supplies. • Costs are not known at this time. Alvaro: Learning recovery may be the funding source. Bond money cannot be used. • Paul proposes a uniform plan for all three wellness centers at the middle schools. • Potential costs could reach into the hundreds of thousands of dollars for full rebuilds. Dr. Munshi recommends studying Eliot ES's wellness center, which has a modular "pod" that offers confidential office space within an existing room. • Next steps: The committee requests that the schools develop a uniform plan for middle school wellness centers that can be presented in a future FSC meeting. That plan will be the basis for developing funding costs and facilities needs. The committee will also research modular "pods" as options.

2. FACILITES (PAUL NADEAU)

ITEM	SITE	VENDOR	COST	FUNDING SOURCE
A. Installation of EV charging stations (2) **INFORMATION ONLY**	Brownell MS	GLS	$104,000	TBD
MINUTES • The school was built under code that required some infrastructure (parking spaces and conduit) for EV stations, not other hardware, etc. This estimate is installation a total of four charging stations. These would not be super chargers. • Mark would like additional quotes. • Next steps: Paul will explore costs for other schools to present to committee at future meetings.				
B. Delivery and assembly of G building furniture	South Valley MS	OTM	$1,936.00	Measure E
MINUTES • This is owner-furnished items for the modernization project. • Next steps: This will go to the board for approval.				
C. Utility scan for shade structure boring	Mt. Madonna HS, Rucker ES, Las Animas ES	GPRS	$3,600	ELOP
MINUTES • This company specializes in utility scanning to ensure that all utilities are identified before digging work can be done before shade or solar structures are installed. • Next steps: This will go to the board for approval.				
D. Bike cage fencing	Solorsano MS	ASI Inc.	$11,140	Site funds
MINUTES • School staff would like a place to hold bicycles for the P.E. program's bicycle unit. The request to move and reuse the bike cage that is already on campus. • The other two schools have new bike enclosures. • Next steps: The committee approves this request. It does not have to go to the board.				
E. Update on solar and shade projects **INFORMATION ONLY**	Multiple sites	N/A	N/A	N/A
MINUTES • Final work continues on solar structures, including PG&E power shut downs that are part of the connection process. The solar power can be pulled in February. • Shade structures: MMHS, Rucker, Las Animas quotes arrived yesterday and Facilities will bring to committee at future meeting. Ancillary work is done. This is projected for summer installation.				
F. Update on KB homes development on Club Drive **INFORMATION ONLY**	Solorsano MS	N/A	N/A	N/A

MINUTES

- This is across next to Solorsano MS. The developer reached out about the retaining wall and 5-foot fence it is required to install. The wall will on the developer side of the property line.
- A chain link fence that is on the school side of the property line will have to be removed to make room for the building of the wall/fence.

G. Tree planting with OCF	Luigi Aprea ES	Our City Forest	$2,000	Site Funds

MINUTES

- This school did not qualify for free planting or trees. But OCF offered free planting if the school can pay for the trees. In addition, OCF offered trees for discounted price. Also, the district would be responsible for irrigation costs.
- The proposal is to plant trees on perimeter of playground and along drop-off line. The trees are from the district's approved species list.
- Trees would be paid out of the Luigi Aprea ES site funds.
- Next steps: The committee approves this project.

H. Relocation of buildings to ADB site	Antonio Del Buono ES site	Anaya Construction	$62,000	Measure E

MINUTES

- This item was being held.
- Next steps: This will come back for a future committee.

I. Geotech and third-party Inspections	ADB ES site	Earth Systems Inc.	$47,962.90	Measure E

MINUTES

- These inspection services are required for this project.
- Next steps: This will go to the board for approval.

J. IOR services	ADB ES site	Jerry Furman	$17,500	Measure E

MINUTES

- This is for required inspector of record services.
- Next steps: This will go to the board for approval.

K. Architectural services for installation of cold storage	Luigi Aprea ES & Las Animas ES	Aedis Architecture	$427,380	Measure E

MINUTES

- Joe Vela from Aedis Architects presented about these projects.
- Food Services has gone from $4M to $12M program with increased scratch cooking and serving more students.
- The kitchens are too small for the student population at these schools. The project would provide additional cold storage. The production and storage needs has become more complex because meals are being prepared from scratch and at the site (vs. food being prepared in a central kitchen).
- Las Animas ES:
    - The largest fridge allowed for this area 250 square feet. Three options: 1) take over counseling/RSP area that is separate from kitchen; 2) place fridge in trash enclosure area, which is closer to kitchen but involves moving infrastructure; 3) use classroom space near stairwell.

- The estimated costs for the work beyond architect fee would be about $2M (option 3), $1M-1.5M (option 2), $750K (option 1).
- Temporary work-arounds would be reach-in refrigerators/freezers in a couple of areas near the MPR.
- This would have to be a project that has to go through the Division of the State Architect (DSA). The completion time would depend on complexity of project but Joe roughly estimates completion in fall 2025.
- Next steps: Committee would like architects and Facilities to explore additional options, including portable options. Facilities will install additional reach-ins to see if it alleviates the problem.

- Luigi Aprea ES:
  - It is going to be attachment to MPR as an external attachment. It would address the replacement of the existing unit, which is original to school from mid-1990s, and housed as a standalone in the parking lot. The proposed new location would take up space on the playground asphalt area. Cost: $750K from Measure E and Food Services fund.
  - Next steps: Aedis will need to revise proposal to be Luigi Aprea only. The Luigi Aprea-only proposal will go to the board for approval.

L. Alternative adds	ADB State Preschool	Flint	$1M	Measure E

MINUTES

- The original scope was to only move the state preschool. This additional scope includes migration of special education part of the preschool program.
- The total project budget, including this amendment, is $6.5M. The projected completion is May and for students to start in fall 2024.
- Next steps: This will go to the board for approval.

M. IT relocation project	District Office	TBD	TBD	Measure E

MINUTES

- This proposal is move to the I.T department from the leased building next to D.O. into the warehouse space in D.O. building. The lease is about $150K-170K. The district is in the lease until 2025.
- It would include office and storage space for I.T., space for professional development and additional office spaces for D.O. employees. Costs are unknown at this time.
- To project would include re-allocating contents of warehouse and installing office space.
- Next steps: The committee approves exploring options to present at future FSC meeting.

N. COG key request	Gilroy Prep	N/A	$200	Maintenance

MINUTES

- The City of Gilroy has requested 15 keys to access the gym, which is used for city program.
- The agreement for use of the gym expires in 2026 so that the use management transfers back to GUSD.
- Matt proposes instead of keys installing device to allow access using a code that is managed by district.
- Next steps: The committee approves installing device to allow code access.

O. Replace heating units in gym **INFORMATION ONLY**	Gilroy Prep	Val's Plumbing	$195,440	Measure E

MINUTES

- This gas to the heating unit in this building was cut off because all gaslines was eliminated during the building of South Valley MS.
- This plan is on hold because Matt recommends these solutions this winter until permanent solution is found: install temporary heat-pump unit outside the doors or smaller units inside the doors.

- Long-term solution: If existing heating units were to be replaced, the district would have to consider if aging roof would have to be replaced as well.

3. MAINTENANCE (MATT WOOLMAN)

ITEM	SITE	VENDOR	COST	FUNDING SOURCE
A. Change out restroom dispensers	All sites	Bradly	$0 - $50K	General Fund
MINUTES • This is change paper and soap dispensers to make them all uniform to dispense same products across the district. 2,500 fixtures. • Bradly will return extra paper products the district has in storage. If Bradly installs the fixtures, the cost is $0. If GUSD staff installs the fixtures would be $20 each • Matt proposes plan to have GUSD staff remove the fixtures and Bradly install the fixtures. • This is existing vendor for district. • Matt confirmed that the dispensers being installed will accommodate more than one brand of product so district is not tied to one vendor or project. • Next steps: The committee approves allowing Bradly to install dispensers.				
B. Wood shop lathe approval	Christopher HS	In-house	N/A	CTE
MINUTES • This is a request from the wood shop teacher for lathes to be reinstalled into the shop. • Next steps: The committee denies this request.				
C. Wood shop computer numerical control (CNC) request	Christopher HS	Woodcraft of San Carlos	$15,375.18	Perkins
MINUTES • This is request to install a new machine for wood shop. • Next steps: The committee would like this request checked with an inspector of record (IOR) to see the facility can accommodate.				
D. Tool cage	Maintenance & Operations yard	ESI	$11,268	RRM
MINUTES • This would house tools for the department to prevent theft and keep track of inventory. • Next steps: The committee approves this project.				
E. Perimeter fencing request **INFORMATION ONLY**	Eliot ES	ASI	$215,452	RRM
MINUTES • This would swap the chain-link fence for wrought-iron fence that aligns with district standard. The perimeter would not change.				

• Next steps: The committee denies this request.				
F. Lighting submittals **INFORMATION ONLY**	District-wide	ABM	N/A	N/A
MINUTES • These are the specs and details for the lighting fixture ABM will be installing.				
G. Generator submittals **INFORMATION ONLY**	D.O., Rucker ES	ABM only	N/A	N/A
MINUTES • These are the specs and details for the generators ABM will be installing.				
H. Sewer line update (summer replacement) **INFORMATION ONLY**	El Roble ES	N/A	N/A	N/A
MINUTES • The site recently had a sewer backup that was caused by normal accumulation. It was repaired but this is to alert the committee that this may evolve into a summer project to address any other similar issues sitewide.				
I. 6" sewer line break **INFORMATION ONLY**	El Roble ES	Plumbing America	N/A	N/A
MINUTES • This was repaired but this is to alert the committee that this may evolve into a summer project to address any other similar issues sitewide.				
J. Building E electrical issues **INFORMATION ONLY**	Christopher HS	BJG Construction	N/A	N/A
MINUTES • The electricity in this building recently went down and was fixed. But it is unusual for this site part of the site. • Next steps: Additional maintenance work will need to be done during summer.				
K. Main fire panel failure **INFORMATION ONLY**	Gilroy HS	Johnson Electronics	N/A	N/A
MINUTES • The panel went down during a recent night and continues to be down. Full-time fire watch is at the school while this is down. • Installation of new fire panel will start Dec. 18. New fire panel will work with existing district systems. • The committee approves this to go as a ratification to get the work done at ASAP.				
L. Microwave/fridge in classrooms? **INFORMATION ONLY**	All sites	N/A	N/A	N/A
MINUTES • Matt wanted to make the committee aware that personal appliances in classrooms have caused issues that require fire department response, staff response and missed instruction time. This includes fire department				

having to respond to fire alarms triggered by burned food in classrooms as well as problems with rodents and insects. • Dr. Munshi would like human resources to be involved in discussions for how to deal with this.				
M. New lunch tables **INFORMATION ONLY**	Luigi ES (11 tables) Las Animas (10) Glen View (12)	School Fix	About $2,200/table: – $24,200 (Luigi) – $22,000 (LA) – $26,400 (GV)	RRM
MINUTES • This would replace aging outdoor wooden tables with updated district standard tables. • Next steps: The committee approves this purchase.				
N. Window tinting protocol **INFORMATION ONLY**	District-wide	N/A	N/A	N/A
MINUTES • Eliot ES requested additional window tinting. Matt is requesting what the district standard is for tinting. • Next steps: The committee says blinds are preferred over tinting.				

4. SAFETY & SECURITY (AURELIO RODRIGUEZ'S ITEMS)

ITEM	SITE	VENDOR	COST	FUNDING SOURCE
A. Bosch alarm replaced to a Verkada alarm **INFORMATION ONLY**	Brownell MS	QOVO	$63,687.63	N/A
MINUTES • This item is being pulled while Aurelio and Matt do more research.				
B. Gunshot detection at the fields **INFORMATION ONLY**	Gilroy HS and Christopher HS	EAGL	$20,525 recurring monthly cost $491.25	N/A
MINUTES • The comprehensive high schools have large areas – such fields, etc. – that are outside of camera site lines. • For both sites: Installation would $20,525 and $491.25 each month. • Aurelio is working with district insurer ASCIP if any funding is available through the district's insurance policy. He will bring more information to the committee at a future meeting.				

C. Second intercom in admin building **INFORMATION ONLY**	Rucker ES	QOVO	N/A	N/A

MINUTES
- This is a request for an intercom at the double doors at the rear of the admin building to allow office staff to see who is at that entrance.
- Aurelio has an extra intercom unit available. The cost would be the cost of cabling and the labor.
- Next steps: The committee approves this request.

D. Access control at the Migrant Ed double doors **INFORMATION ONLY**	District Office	QOVO	$7,301.77	N/A

MINUTES
- This proposal is to allow card access through a set of exterior doors on the south side of the district office. It is a main entry way for employees in this part of the building.
- Next steps: The committee approves this request.

5. ALVARO MEZA'S ITEMS

ITEM	SITE	VENDOR	COST	FUNDING SOURCE
A. Walking path	Glen View ES	KYA Services	$271,282.80 (50% cost share with SCCOE)	Measure E

MINUTES
- SCCOE's Gateway program shares the same block as Glen View ES. Gateway students and staff use one of the school's playgrounds. This proposal is for an accessible walking path to connect Gateway and the playground.
- The district and SCCOE would each pay 50 percent of the $271K cost.
- The proposal does not include seating pictured in the packet but benches, etc., could be added later.
- James would like to see more curved corners the design.
- Next steps: This is will go to the board for approval.

6. FACILITY MODIFICATION REQUESTS (MARISSA VAN PATTEN)

ITEM	SITE	VENDOR	COST	FUNDING SOURCE
A. Bike repair station	Christopher HS	Dero	$2,321.27	Site funds

MINUTES
- This would be for students and staff to use.
- Next steps: The committee approves this request.

B. Grass replacement	Solorsano MS	TBD	TBD	TBD

MINUTES

- Principal Hilda Aguirre was present to request replace grassy areas with more solid surface materials in several interior areas of campus.
- The major area of concern is a high-traffic area near the field and gym, where 700-plus students pass through.
- This would be funded out of Measure E.
- Next steps: The committee approves installing concrete in the high-traffic area near locker room/gym. Committee also approves additional trees and seating in center quad. The committee would like to see several options for the other areas of campus.

C. Wellness Center	South Valley MS	TBD	TBD	TBD

- See minutes for Item 1B.

7. OTHER PROJECTS/FACILITY ISSUES AT SITES

GILROY HS

- The stadium scoreboard isn't working properly because the antenna is broken. The committee would like to see quotes to replace and a quote to repair. $100K-plus estimate.

ADJOURNED: 1:36 p.m.

NEXT MEETING: 10:30 a.m. Friday, Jan. 12, 2024