APPROVED: 5/10/24

FACILITIES SUBCOMMITTEE MINUTES

Gilroy Unified School District
7810 Arroyo Circle, Gilroy and via Zoom teleconference
9 a.m Friday, March 29, 2024

PRESENT

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

SECTION 1: APPROVAL OF MINUTES & TIME CERTAINS

ITEM #	ITEM	PAGE
1a	Approval of minutes: Feb. 2, 2024	1

MINUTES
- Linda moved to approve. James seconded.
- All in favor.

1b	Time certain, 9 a.m.: Middle school principals wellness center presentation	N/A

MINUTES
- Principal Guillermo Ramos and social worker Bianca Soto presented about the South Valley MS Wellness Center, which is now open.
- Guillermo is requesting two additional features: an interior office pod (similar to the pod at Eliot ES) for confidential counseling space; locks for cabinets to keep confidential files. Now, if students request individual, confidential services, those services have be provided in another area on campus.
- Brownell MS and Solorsano MS have opened their wellness centers as well.
- South Valley MS has received a $350K grant that is earmarked for only for a wellness center at this site. This grant could fund this request.
- The pod at Eliot ES was about $35,000 for the pod and furniture.
- Next steps: The committee approves this request.

1c	Time certain, 11 a.m.: Artik Architects will present the GPS Modernization Plan (Prop 51)	4

MINUTES
- Marty Hochroth from Artik presented the GPS modernization plan.
- The main part of the project is the additional of four classrooms for TK and kindergarten and a new administration building.
- The plan will also address issues across the site, including parking and traffic flow. A second entry point will be added. A space for future shade structure and middle school playground.
- The same landscape architect on this project worked on the South Valley MS modernization project.

- GPS was approved for a Prop. 51 loan for site improvement, which will pay for this project.
- Construction would theoretically start in June, as soon as school is out. The first phase would be the parking lot. The aim is for project completion by October.
- Next steps: This was an information-only item to update the committee on the plan progress.

SECTION 2: FACILITIES (PAUL NADEAU)

ITEM #	ITEM	SITE	VENDOR	COST	FUNDING SOURCE
2a	ADA handrail and drinking grab rails	Rucker ES	Architectural Systems Inc.	$17,881	ELOP

MINUTES
- DSA-required ancillary work at this site to complete the shade structure.
- This addresses these items on campus that need to be brought up to code. This is for handrail near a classroom and handrails at a drinking fountain.
- Next steps: Paul would like to present to the board as $24K to include the demolition work. This item will go to the board approval.

2b	Installation of the restroom at Transportation	MOTS yard	AMS Inc.	$328,020	Measure E

MINUTES
- This is to replace the temporary restroom at the new Transportation office. The old Transportation building, where the former restrooms are housed, has been condemned and vacated.
- The standalone restroom will be attached to the current Transportation office so it would be in the same area of the yard.
- Next steps: This item will go to the board for approval.

2c	Legal services agreement with DWK	N/A	DWK LLC	N/A	N/A

MINUTES
- This agreement with this firm to develop the district's lease-leaseback, CUPPCA and other construction contracts.
- Next steps: This item will go to the board for approval.

2d	Ancillary work for shade structure	Mt. Madonna HS	101 Builders	$198,000	ELOP

MINUTES
- DSA-required ancillary work at this site to complete the shade structure.
- This includes removing the current shade structure, modifying the parking lot, leveling work and installing a water fountain guard rail.
- Next steps: This item will go to the board for approval.

2e	Ancillary work for shade structure	Las Animas ES	Oveisi Const.	$178,500	ELOP

MINUTES
- DSA-required ancillary work at this site to complete the shade structure.
- This includes fixing ADA sidewalk access and the installation of a concrete pad for under the new shade structure.
- Trustees request itemized list of work being done for items 2c, 2d and 2f when these items go to the board. Also include the notification, if possible, from DSA to explain justification of why the work has to be done.
- Next steps: This item will go to the board for approval.

2f	Bleachers and jump pits for track **INFORMATION ITEM**	South Valley MS	N/A	N/A	N/A

MINUTES
- South Valley MS principal has asked to that old bleachers to be moved to track for spectators. Paul recommends against using those old bleachers on the new track surface because the bleachers could damage the surface.
- Principal has also requested jump pit.
- Neither bleachers or jump pit was part of the original design of the South Valley MS modernization project. The other middle schools do not have bleachers on their tracks.
- Dr. Munshi would like to consult with the middle school prinicipals and athletic director to assess track needs.
- Next steps: The committee does not approve this request.

2g	Architectural design for DO modifications	District Office	Aedis Architects	$174,106	Measure E

MINUTES
- This is an initial design for reworking the warehouse to house I.T. and professional development space (see item 2h for background) and to redesign the existing interior of the D.O.
- This design also includes expansion of parking lot to include more parking and spaces for EV charging. This area could house Conex boxes to house district records until those files are digitize in the years ahead.
- Next steps: The committee requests that the design be revised to be for architectural services for modifications to the warehouse. The contract is not to exceed for $80K.

2h	DO warehouse and office modification	District Office	N/A	~$6M	Measure E

MINUTES
- Background: The lease for 7800 Arroyo Circle is up at the end of 2024. Alvaro is anticipating the new lease to increase to $200,000 or more per year. The initial proposal was to not renew this lease and move I.T. and the professional development space into the warehouse pace at 7810 Arroyo Circle.
- This would add office spaces for I.T., additional D.O. staff, P.D. space and room for a small warehouse. It would also reconfigure the existing work spaces in the district office.
- Next steps: The committee will revisit this when the revised design in item 2g has been submitted for review. The revised design will be for the warehouse only, not the interior of the D.O.

2l.	Contract Amendment with Flint	South Valley MS	Flint	$78,880	Measure E

MINUTES
- This is for the aggregate change orders for the South Valley MS modernization project. These change orders have exceeded the contingencies. The overall project is $1M+ under budget.
- Next steps: This will go to the board for approval.

SECTION 3: MAINTENANCE (MATT WOOLMAN)

ITEM #	ITEM	SITE	VENDOR	COST	FUNDING SOURCE
3a	CalShape Phase 1 discussion	Multiple sites	ABS	$985,140	CalShape Grant Phase 1

MINUTES
- This grant will fund the change over schools to Pelican thermostat controls except two-three district sites.
- The district is required to spend $500K (54 percent) of the grant on assessments. The remaining 46 percent is what will be used to change most sites (except two-three) to the new thermostats.

3b	Paging system replacement	Glen View ES	EKC	$85,515.97	Measure E

MINUTES
- The paging system at this school has to be replaced. This includes indoor clocks. speakers and installation. The phones have been configured to be the temporary intercom system but those are only heard inside.
- This is an urgent safety issue. Matt and Maribel recommend that this is done as soon as possible.
- Next steps: This will go to the board as a ratification.

SECTION 4: ALVARO MEZA'S ITEMS

ITEM #	ITEM	SITE	VENDOR	COST	FUNDING SOURCE
4a	Securing playing fields **DISCUSSION ITEM**	El Roble ES & Rod Kelley ES	N/A	N/A	N/A

MINUTES
- Playing fields at both of these schools are outside the fenced perimeters. This item is to discuss whether the district should consider fencing.
- Mark recommends taking this issue to the monthly meeting with the executive committee and the mayor to start a discussion about next steps.

- Next steps: Dr. Munshi and the executive committee will bring this to the next meeting with the city and mayor.

4b	Proposal from Bay Area Community Health – MOU with a 5-year term	Glen View ES	Utilities, Custodial, routine maintenance? Should **not** be on GUSD.

MINUTES

- This was Foothill Community health clinic that was at Glen View ES. This proposed MOU puts utilities, custodial and routine maintenance on GUSD. Alvaro recommends against this.
- $60K in damages.
- The recommendation is to revert to terms GUSD that in original contract in which utilities, custodial and routine maintenance are not the responsibility on GUSD. Also, include clauses that would inspection.
- Next steps: Alvaro will work with the clinic to revise this MOU to incorporate the committee's requests.

4c	Status check of cameras, PAs, intercoms, fire alarms, burglar alarms, etc **INFORMATION ONLY**	All sites	Information only: **Status checker**

MINUTES

- Staff has been directed to check on all district cameras, PAs, intercoms, fire alarms, burglar alarms and other safety system.
- Progress on the status checks and notes from those checks are being recorded in an online tracker.

4d	Accessible perimeters (windows, library, MPR, etc). **INFORMATION ONLY**	Eliot, Glen View, Las Animas, Luigi Aprea, Rod Kelley, CHS, GECA	N/A

MINUTES

- This is a follow up to request from recent board meetings.
- This summary of status of which student-occupied spaces at districts are directly accessible from exterior perimeters (sidewalks, city streets, etc.).
- Next steps: This will be sent to the board as part of a Sunday report.

4e	Summer school proposal from Gilroy Prep	South Valley MS	N/A

MINUTES

- GPS asked Dr. Munshi and Alvaro if it could use some classrooms at South Valley MS for its summer school program because of the modernization of the GPS campus.
- South Valley MS is not a summer school site for GUSD. Staff recommends that is not used because it would impede summer maintenance schedules throughout the district.
- Next steps: South Valley MS is not available. Dr. Munshi and Alvaro will meet with GPS admin to discuss other options.

APPROVED: 5/10/24

SECTION 5: FACILITY MODIFICATION REQUESTS (MARISSA VAN PATTEN)

ITEM #	ITEM	SITE	VENDOR	COST	FUNDING SOURCE
5a	New marquee	El Roble ES	TBD	$10-12K est.	HSC/GUSD

MINUTES

- This proposal is for a new, non-digital marquee. The HSC provided this quote from Steward Signs. The HSC is asking to share the cost with the district and/or school.
- James and Mark propose a district standard that elementary schools do not have digital marquees.
- Next steps: The committee does not approve the request as is. District staff will develop a district standard for elementary school marquees.

5b	New messaging center	El Roble ES	TBD	$1-2K est.	HSC

MINUTES

- This is a proposal for a free-standing messaging center outside of the campus perimeter. The HSC would pay for this project.
- The proposal includes installation by vendor HSC hires or by parent volunteers. The committee does not approve of this part of the proposal.
- The committee would like to emphasize that the school and district has oversight over what is posted in the messaging center.
- If approved, staff would figure out the best location for this project and installation details. The center cost and installation costs would invoiced to the HSC.
- Dr. Munshi would like to consult with Principal Epps about how this would be used and what issues would it be solve.
- Next steps: This request is not approved. Dr. Munshi would consult with Principal Epps.

5c	New storage shed for HSC	El Roble ES	TBD	$2,200	HSC

MINUTES

- This proposal for two sheds (also includes information about item 5d) to store items on this campus.
- One shed would be for HSC items used for school events and one for P.E./playground equipment.
- The district has eliminating non-standard and standalone storage units.
- Next steps: The committee does not approve these requests at this time because the committee has follow-up questions. Dr. Munshi will discuss these with Principal Epps and the HSC president.

5d	New storage shed for PE equipment	El Roble ES	TBD	$2,200	HSC

MINUTES

- See item 5c for information about this item.

5e	New garden gazebo and floor	Rucker	TBD	TBD	Grant/Parent Club/GUSD

MINUTES

- This proposal is to replace a gazebo in the school garden with a larger structure.

- This proposal would have to be a Division of the State Architect (DSA) project. The proposal as is would not pass DSA review and would have to be configured with a more appropriate structure – at an increased cost.
- Next steps: The committee does not approve this request.

ADJOURNED: 12:16 p.m.

NEXT MEETING: Friday, May 10, 2024