APPROVED: 9/6/24

FACILITIES SUBCOMMITTEE MINUTES

Gilroy Unified School District
7810 Arroyo Circle, Gilroy and via Zoom teleconference
9 a.m. Friday, Aug. 2, 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
1a	Approval of minutes: May 31, 2024

MINUTES:
- James moved to approve. Mark seconded.
- All in favor to approve.

SECTION 2: FACILITIES (PAUL NADEAU)

ITEM #	ITEM	SITE	VENDOR	COST	FUNDING SOURCE
2a	GUSD Facilities Master Plan draft RFP	N/A	N/A	N/A	N/A

MINUTES:
- Facilities has put together a draft RFP for a master plan.
- This would be in preparation for a potential future bond measure.
- Next steps: This will go to the board for approval.

2b	Master plan for Club Drive – architectural proposal from Aedis	Club Drive property	Aedis Architects	$362,250	Measure E

MINUTES:
- About 12 acres of land near Solorsano MS. The state imposes an annual $40K fee for unused property.
- The fee is not imposed if the land is used,
- The district also spends money on weed mitigation, such as the goats that are clearing weeds this summer.
- One potential proposal is to create a practice field that could be used by district students as well as a rental facility that could generate revenue.

- Now that the major projects are done, this area needs to be leveled.
- Next steps: Facilities will develop a plan to compact field and to fence it in for a maintenance storage. The district will not engage Aedis to develop this as a sports/playing field. This will be included in the new master plan to see if that plan can address future use for this area.

2c	Contract for topography for refrigerator project	Luigi Aprea ES	Carroll Engineering	$4,500	Measure E

MINUTES:

- This has to be done before installing the new refrigerator area.
- The fridge will be likely be installed during winter break.
- Next steps: This will go to the board for approval.

2d	Annual Skysite platform subscription	N/A	ARC Document Solutions	$6,320	Measure E

MINUTES:

- Facilities use this platform to archive facilities plan.
- Next steps: This will go to the board for approval.

2e	Update on the warehouse project	District Office	N/A	N/A	Measure E

MINUTES:

- The focus for the warehouse is to give I.T. office and work spaces. The proposed design is for the northeast corner of the building. The cubicles would be the existing cubicles from I.T.'s area in the Annex. The proposed office area will have dropped ceiling and be HVAC-controlled.
- Dr. Paul Winslow spoke to the committee about ergonomic design concerns with some existing district office spaces. The district works with insurance company to provide ergonomically correct work stations. The insurance company has reported that some cubicles aren't structurally sound enough to install recommended ergo furniture. If some of these issues aren't addressed, they may correlate to workers' comp claims because of potential work place injuries.
- The solution for work areas in existing D.O. would be bring in more structurally sound cubicles.
- Filing storage would be moved to warehouse.
- Two parts of the project: 1) warehouse and room for I.T.; 2) revamp parts of the interior of D.O. to address safety and ergonomic concerns.
- The goal is to procure office furniture on the Silicon Valley reselling market.
- The board would get updated on warehouse plans as information item in August monthly update. The request for permission to solicit bids would be at the next meeting.
- Next steps: Facilitiies will solicit furniture plans to present at future committee meetings.

2f	Update on summer projects	Multiple	N/A	N/A	N/A

MINUTES:

- Paul and Marissa reported on the projects they've worked on this summer: ADB state preschool, shade canopies, roofing projects, kinder playground at Glen View ES, furniture for new TK classrooms,

- Glen View ES playground project is delayed because the equipment delivery was late. It will to be able to be installed until after school starts.
- Shade structures are in progress at Mt. Madonna HS (2), Las Animas ES (3) and Rucker ES (2).

2g	Contract amendment for ancillary work	Las Animas ES	Oveisi Construction	$107,687.24	ELOP

MINUTES:
- This will fix ADA concerns along path-of-travel through area where shade structure will go and out to parking. It would also close-out other open Division of the State Architect (DSA) projects at this site.
- Next steps: This will go to the board for approval.

2h	Notice of completion board resolutions	Multiple	N/A	N/A	N/A

MINUTES:
- Facilities will bring several resolutions to officially record these as notices of completion on projects.
- Next steps: These will go to the board for approval.

2i	Contract for new restroom at Transportation	MOTS	Aedis	$165,720	Measure E

MINUTES:
- This to prepare the Transportation area for installation of new restroom.
- Next steps: This will go to the board for approval.

2j.	New scoreboard	Gilroy HS	Daktronics	$209,908.07	Measure E

MINUTES:
- This cost is for the scoreboard only. Additional costs will include installation costs and base pedestal.
- Paul does not recommend this as a standalone project. He recommends replacement be part of a larger project to address other fixes in the stadium.
- He suggests fixing the existing scoreboard to get it operational for at least a couple of more years.
- Next steps: The committee approves fixing the existing scoreboard only. The committee does not approve replacing the scoreboard at this time.

2k.	Temporary shade structure	Glen View PS	Special Events	$8,291.44	State Preschool Funds

MINUTES:
- This is to provide temporary shade at this site.
- Next steps: The committee approves this purchase.

SECTION 3: ALVARO MEZA'S ITEMS

ITEM #	ITEM	SITE	VENDOR	COST	FUNDING SOURCE
3a	Proposal for consulting services	N/A	School Facility Consultants	$15,000	Measure P

MINUTES:

- This is a proposal to renew this contract with this firm. This firm helps the district target state funds for modernization projects.
- Next steps: This will go to the board for approval.

SECTION 4: OTHER PROJECTS/FACILITY ISSUES AT SITES

CHRISTOPHER HS

- MINUTES: City of Gilroy has been working with firm to boost radio reception. The firm would like to add additional booster and battery backup to an existing agency radio booster. The booster is at corner of Cougar Court and Day Road, at the northwest corner of the campus. This would be at no cost to the district. Next steps: The committee approves this project proposal.

NEXT MEETING: Friday, Sept. 6, 2024