APPROVED: 1/17/25

FACILITIES SUBCOMMITTEE MINUTES

Gilroy Unified School District
7810 Arroyo Circle, Gilroy and via Zoom teleconference
9 a.m Friday, Dec. 13, 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

ITEM #	ITEM
1a	Approval of minutes: Nov. 1, 2024

MINUTES
- James first Mark second
- Next steps: All appove.

SECTION 2: FACILITIES (PAUL NADEAU)

ITEM #	ITEM	SITE	VENDOR	COST	FUNDING SOURCE
2a	Contract renewal with Colbi Technologies, Inc. (Quality Bidders)	N/A	Colbi Technologies	$29,000	Measure E

MINUTES
- Renewal for agreement for software that pre-qualifies contractors for Facilities.
- Contract renewal is $19,000; $10K is for the total per contractor qualification.
- Next steps: This will go to the board for approval.

2b	TK/kinder playground replacement	Rucker ES	SPEC	$250,815.89	UPK or Deferred Maintenance

MINUTES
- This would be for the playground for kindergarten playground, in anticipation of a potential TK classrooms to the site. The proposed playground has elements for ages 2-4; all-inclusive playground for all abilities.
- Would not be poured-in-place ground cover.
- Would be purchased through the Sourcewell contract and installed during summer break.
- Next steps: This will go to the board for approval.

2c	Contract with LPA Design for SWPPP closeout of math building	Gilroy HS	LPA	$2,376	Measure E

MINUTES
- This is for the Storm Water Pollution Prevention Plan (SWPPP) for the closeout of the math building, from 2017.
- Next steps: This will go to the board for approval.

2d	Dirt importation @ Club Drive from Gavilan College	Club Drive	Flint	N/A	N/A

MINUTES
- Flint Builders, who has worked with GUSD for recent projects, has proposed bringing clean soil from their project at Gavilan College to the Club Drive property. Flint would move 15 truckloads of soil to Club Drive and work with Padre for placement.
- Flint would pay for the soil testing to make sure the soil is clean and pay for the transportation.
- Next steps: Paul will work with Flint to coordinate the importation and soft grading.

2e	Warehouse RFP/bid progress **INFORMATION ONLY**	District Office	TBD	N/A	Measure E

MINUTES
- The process is in process for this project. Four bids came in for this RFP.
- Interview panel will be set up soon to narrow down the candidates.

2f	Facilities Master Plan RFP progress **INFORMATION ONLY**	N/A	N/A	N/A	Measure E

MINUTES
- Eight bids came in for this RFP. They will go to the FSC in new year for its consideration.

2g	Furniture plan for Ed Services	D.O.	N/A	N/A	N/A

MINUTES
- Cubicles from former I.T. office in Annex will replace old cubicles in Ed Services. The cubicles correct the safety issues and add more work spaces in that area. The cubicles will be installed during winter break.

SECTION 3: MAINTENANCE (MATT WOOLMAN)

ITEM #	ITEM	SITE	VENDOR	COST	FUNDING SOURCE
3a	OSHA Heat Illness Prevention Plan **INFORMATION ONLY**	Multiple sites	N/A	N/A	N/A

MINUTES

- This is to make sure district is compliant with OSHA's heat illness standards.
- Matt identifies Gilroy HS gym and Gilroy Prep School as areas that need most attention. He will request the purchase, not rental, of equipment so staff has flexibility of use throughout the district.

3b	Install new slide VS playground	Rucker ES	Playsystems	$10,109.52	RRM

MINUTES

- The existing slide is damaged and needs to be replaced.
- Next steps: The committee approves this purchase.

3c	Replace marquee LED panels	Luigi Aprea ES	Impact LED Signs	$16,807.60	RRM

MINUTES

- This is damaged beyond repair. This proposal would be to repair it working order but this marquee model is not the district standard.
- The district standard is about $23K for the marquee itself, plus installation costs.
- Next steps: Matt will bring back a quote from the district standard. Matt will ask if the parent club could donate toward the cost.

3d	Water leak and mold remediation **INFORMATION ONLY**	Rod Kelley ES	Belfor	Quote TBD	RRM

MINUTES

- Roof leaked and water got into administration building. Mold developed.
- The rook creak was patched. The mold was removed and area cleaned.
- So far, $16K has been spent for abatement *(amount was not ready when the agenda was published)*.
- Additional work would be needed to make the cosmetic repairs so that the area is back to where it was before the leak.
- Next steps: Matt will collect multiple quotes to bring to a future committee meeting.

3e	Broken water line and new main installation	Glen View Preschool	Plumbing America	TBD	RRM

MINUTES

- This is the third recent line break in this water line (off Hanna Street).
- The water line is patched but the pipe needs to be replaced because it is deteriorating. Matt proposes boring from 8th Street side and tie into existing into the 2-inch line into the structure. That eliminates having to use the meter on Hanna.
- Next steps: Matt get multiple quotes to bring to a future committee meeting.

SECTION 4: FACILITY MODIFICATION REQUESTS (MARISSA VAN PATTEN)

ITEM #	ITEM	SITE	VENDOR	COST	FUNDING SOURCE
4a	Memorial plaque for Calvin Kitchen, campus supervisor	Gilroy HS	N/A	TBD	Donations
MINUTES • Gilroy School administration has request placement of this plaque to commemorate a former campus supervisor. • Next steps: The committee approves this request. The committee also 0requests establishing a process for any similar requests in the future to set district standard, including a release form that gives the district ownership of the memorial.					
4b	New softball dugout/locker room facilities	Gilroy HS	TBD	TBD	Def. Maint.
MINUTES • The softball coach has requested extensive improvements to the softball facilities, including covered dugouts and new locker rooms. • Next steps: Dr. Munshi would like a walk-through of Gilroy HS to evaluate issues and take inventory of what else can and should be fixed, potential costs for items 4b, 4c and 4d. Additionally, an inventory should be taken of what is needed at baseball and softball fields at both comprehensive high schools.					
4c	Dugout wood repairs, shed door replacement and dugout expansion	Gilroy HS	TBD	TBD	Def. Maint.
MINUTES • The baseball coach has requested repairs and removal of mold to the rolling door of shed; renovation of dugout wood; and expansion of first-base dugout. • Next steps: Maintenance staff will repair the rolling door.					
4d	Digital design classroom (H7) power and data relocations	Gilroy HS	TBD	TBD	TBD
MINUTES • Staff has requested reconfiguration of the classroom set up to accommodate different power sources, new locations for view boards, etc. • Next steps: Staff will work with the CTE team to come up with a project scope and cost for a future FSC meeting.					

NEXT MEETING: Friday, Jan. 17, 2025