



Berkeley Unified School District

Facilities Division
1707 Russell Street
Berkeley, CA 94703
p. 510.644.6066
F.510.644.8983

www.berkeleyschools.net/departments/facilities

Draft Meeting Minutes of January 7, 2016

Members Present: Stephanie Allan Susi Marzuola (by phone) Eric Weaver
Nicolie Bolster-Ott David Goldin Carl Bridgers Allen Nudel

Board Directors
Present:

Members of the Public Present: Karen Weinstein

Staff Present: Timothy E. White, Executive Director of Facilities
Chanita Stevenson, Administrative Coordinator

1. **Call to Order:** The meeting was called to order at 6:03 PM.
2. **Approval of Meeting Minutes:**
Secretary Weaver moved to approve the minutes. Member Nudel seconded the motion. The minutes were approved unanimously.
3. **Public Comments:** There were no public comments. Karen Weinstein was invited to participate in the meeting.
4. **Staff Report**

Timothy White, Executive Director of Facilities gave the staff report.

- Timeline for Future Projects: Executive Director White outlined the various projects for 2016, including:
 1. Two grounds improvement projects (Rosa Parks and Washington) – The public process
 2. Three roofing projects (Thousand Oaks, Berkeley High School and Longfellow)
 3. Portables at Thousand Oaks and LeConte
 4. Malcolm X and John Muir – Both projects may require larger budgets. An inspection will be done at Malcolm X to determine the project scope and phasing.
 5. Cragmont Paint and Floor

6. Blacktop

7. Franklin Preschool Playground

- Timeline for Future Projects

Executive Director White stated that he is gathering data to create a formal report to provide detailed information to the Committee regarding future projects. The report would include an updated timeline for the projects along with their financial and schedule implications related to the Bond.

The timeline will look at how fast projects can be implemented to avoid arbitrage. He states that the Facilities Division plans to spend \$25M on projects in 2016 and \$40M or more in 2017. The 2017 projects will include the Maintenance Facility and the Community Theater.

- Prop 39/ Solar:

Staff provided an update related to solar and that the District plans to issue an RFP for services related to Prop 39.

- Facilities Modifications: Staff provided an overview of this document.

- Educational Specifications: Staff stated that the Board will receive a report on capacity and enrollment in late February. A final draft will be due in March/April. The information gathering process has started.

Questions/Concerns related to the Staff report:

- Karen Weinstein, member of the public, asked if a public process is required for all projects. Staff responded that the District's community participation process procedures were formally adopted by the Board. The process includes community involvement only if it impacts the site in a significant way. The public process is followed for modernizations, landscape projects, additions and exterior painting projects. An extensive public process is not required for systems replacement which may include electrical or heating/ventilation projects.
- Co-Chair Allan asked if the Berkeley Adult School will receive new HVAC system. Staff responded that he will check in with the maintenance division.
- Co-Chair Allan requested information about the Portables project, including what locations are receiving portables this summer. Staff responded that the original project included:
 - a. One classroom portable at John Muir
 - b. Two classroom portables and one restroom portable at LeConte
 - c. Two classroom portables for Thousand Oaks

Staff explained that the District will proceed with placing portables at LeConte. Staff is going to the next Board meeting for approval to stop the planning process at Thousand Oaks.

Member Bolster-Ott asked if the panic related to over enrollment is panning out. Staff believes that there are ways to accommodate TK enrollment that are less expensive than adding portables at multiple sites. The District is in the process of creating a multi-year strategy that includes adding two classrooms at LeConte with the portables addition project and by adding five additional TK classes at Malcolm X (2) and King CDC (3). This transition period may last for an additional year. Facilities is working with other departments to provide some long term analysis about where to house TK centrally.

- Co-Chair Allan would like to look at the Plant Operations/Facilities site in depth because it offers a lot of opportunities for the District. Executive Director White hopes that the educational specifications process would look at the District inventory across the Board to determine how to deal with this site. Co-Chair Allan suggested that the site could be used as workforce housing.
- Member Bolster-Ott asked about the status of the small area on Gilman near the Transportation facility. Staff explained that the District is working to form a surplus committee to determine the future of the site.
- Member Nudel asked a question about the portables. He stated that the portables addition project was created as a stop gap measure to keep flex spaces at the site. He asked if flex spaces are being taken from sites as classrooms to accommodate enrollment growth. Staff responded that no flex spaces will be taken. The District will place TK at LeConte, Malcolm X and King CDC.
- Member Nudel asked that since it is hard to find contractors to bid on projects if the District should delay projects for a potential cost savings. Member Goldin noted that historically postponing projects in anticipation of downturn has not provided any significant cost savings. Member Bridgers added that it has been hard for general contractors to find qualified subcontractors.

5. **Committee Comments:**

- Co-Chair Allan is concerned about planning for the Maintenance Building and the Berkeley High School Community. She would like to have a discussion at our next meeting about these projects.
- Secretary Weaver would like for everyone to consider recruiting new members to serve on the CBOC. Current committee member terms will end in 2017.

6. **Monthly Report from the Subcommittees:** There were no reports.

7. **Next Scheduled Meeting Date:**

- The next CBOC meeting will take place on Thursday, February 25, 2016. 6-7:30 PM

8. **Adjournment:**

- The meeting adjourned at 7:17 PM.