Facilities Planning and Advisory Committee
July 27, 2006
Minutes

Present: Doug Deaver, Rick Graziani, Renee Kilmer, Brian King, Joe Nugent, Rory O’Brien, Nikki Oneto, Manuel Osorio, Bob Owen, Rock Pfotenauer, Mike Siegel

Absent: Pegi Ard, Dale Attias, Arturo Cantu, Dan Martinez, Kathie Welch, Micki Witzig

Notetaker: Tatiana Bachuretz

Doug opened the meeting at 3:03 pm

The minutes of June 28, 2006 were approved unanimously (Owen/Deaver). All others abstained.

Doug gave a brief update on each of the Facilities Master Plan projects:

- **Student Activities Center (SAC):** Due to rain has been 144 days behind schedule; 39 days have been recovered so far. Anticipated occupancy is March, 2007. Most of the upper floor space is allocated; the bottom east side is earmarked for the bookstore. Occupancy of bottom west side includes the possibility of Student Health Services and the Sheriff’s department. A water main broke in the SAC yesterday while a worker was using a pick. The worker was not injured.

- **Arts Education Classrooms (AEC):** The basement and orchestra pit are becoming visible. The foundation for the music recital hall and 2D art has begun. Target occupancy for 2D and 3D art is April 2008; June 2008 for the theatre.

- **Allied Health Parking Structure:** Grand opening anticipated in spring 2007.

- **Allied Health Buildings:** The design development phase is 50% complete. The goal is to go to bid in May 2007 and 14 months of construction.

- **November Bond Measure:** Doug reminded the committee that there is an education bond measure on the ballot in November. Preliminary polling shows a positive outcome. Cabrillo would gain $11 million for the Allied Health Buildings plus $3 million to renovate the 300 building.
- **Scotts Valley facility:** A potential facility has been located; staff is negotiating a lease and is seeking a use permit since the space is not zoned commercial. It is anticipated that 4-5 classrooms will be available for instruction by spring, 2007.

- **Watsonville campus expansion:** Staff is holding preliminary discussions with Watsonville to purchase the library.

**Request for Proposals (RFP) for Space Planner:** Doug distributed the RFP for a space planner and reviewed the priorities and timeline. Doug reminded the committee that the terms agreed upon to date are:

1. The SAC, AEC, and Allied Health buildings and parking structure will be completed.
2. There is no need to fill vacated space immediately; space will be reallocated consistent with the long-term campus master plan. Adjacencies and program needs will be reviewed, and as few walls will be torn down as possible.
3. The outcome of the November ballot will affect how secondary effects evolve. $3 million is earmarked for renovating building 300. Some Measure D money could be freed up.
4. FPAC decided to find a space planner to start working with the divisions and dept. to do an assessment of existing space and that which will be freed up including lighting, painting, dept. needs above what they have now, etc.

The committee suggested that on the RFP the words “including but not limited to” be included in the description of buildings on page 1.

Brian asked the committee for feedback on using some space to generate revenue. A building is leased for an English language institute for foreign students to generate several hundred thousand dollars revenue a year at Santa Barbara City College, for example. Dominican urgent care has expressed an interest in having a presence mid-county. Is there a philosophical or political problem of having someone else on campus?

Rory stated that privatizing the bookstore or having Starbucks on campus would be met with resistance, but Dominican’s presence would not be a huge stretch. Nikki suggested that instructors in small office spaces might provide some backlash to having others on campus if their needs are not considered first. Rock commented that while backlash may be inevitable, people need to know how they can participate in the decision making so that their voice can be heard. Opposition doesn’t surface until the last moment when a decision has already been made. The more people that can be engaged in the process beforehand, the better.

Page 3, D.: It was suggested that it would be helpful for the architect/space planner to educate the college community about trade offs, not just determine what are their preferences. It was suggested that the outline was too prescriptive on page 3, and that over specifying details and a required process could limit the scope of responses, e.g., those who want to perform a regimented process. If the RFP can be left more open.
ended, we may get a superior product than was anticipated. The RFP could be the evaluation tool of responses. It was agreed that an excellent process can produce not such an excellent outcome if people did not have a chance to participate in the discussion.

Doug reviewed the outline of the process as determined to date (page 10). The process is inclusive of all stakeholders. The space planner will identify constraints early on. If DSA approval is required (walls are knocked down) that will add 3-6 months.

It was moved and seconded (Owen/Graziani) that this process be presented for approval at the next CPC meeting. The motion was approved unanimously.

It was also agreed that it would be determined at the second CPC meeting in August if all constituents are adequately represented on the proposed Space Evaluation and Allocation Committee (SEAC). Any and all interested members of FPAC are invited to participate on the SEAC.

There was discussion on the rating/ranking process once a pool is selected. Brian suggested ranking the list rather than putting a number on a subjective process. Doug will check the requirements of the public RFP process.

A revised RFP will be emailed to the FPAC members. Doug reminded the committee that we are not legally required to go with a RFP process. Committee members responded that we need to make sure this opportunity is available locally if we choose someone from outside of the area. It was determined a full RFP is more suitable.

The meeting was adjourned at 4:20pm. The next meeting will be scheduled after RFPs are received.