



Solano Community College District

**MEASURE Q STEERING COMMITTEE**

**Fairfield Campus Building 600 – Denis Honeychurch Board Room**  
Solano Community College, 4000 Suisun Valley Road, Fairfield, CA 94534  
**Monday, March 18, 2015**  
**4:00 p.m.**

NOTES

**Present**

Ms. Leslie Minor  
Mr. Myron Hurd  
Ms. Amy Kennedy  
Mr. Spencer Marks  
Ms. Patsy Itaya  
Ms. Robin Darcangelo  
Trustee Young  
Trustee Thurston (arrived at 4:50pm)  
Trustee Chapman  
Mr. Robert Fuselier  
Mr. Robert Collins  
Ms. Ines Zildzic  
Mr. Leigh Sata  
Ms. Renee Pegues

**Guests**

Ms. Stephanie O'Brien  
Mr. Brian Grattidge

**1. Introductions**

Executive Bonds Manager, Leigh Sata welcomed everyone and asked everyone to introduce themselves

**2. Comments from the Public**

*No public comments were made at this time.*

Due to time constraints of one of the presenters, Mr. Sata asked to change the order of the agenda.

3. Furnishings, Fixtures, and Equipment (FF&E) Program (Slides 3-8)

Ms. O'Brien gave a brief overview of the Furnishings, Fixtures, and Equipment (FF&E) Program including scope which is defined in the Facilities Master Plan as well as the program objectives.

Ms. O'Brien is currently working with the FF&E Committee which meets bi-weekly on Thursdays from 10:00 a.m.-12:00 p.m. The committee has made a lot of progress in a short amount of time including:

- Engaged vendors to participate in product evaluation process
- Created Draft Faculty Office configurations
- Developed approach for Non-Standard Selection Process

The committee has also established performance specifications. The top 3 priorities identified by the committee were #1 – Quality; #2 Comfort and Safety; and #3 Total cost of ownership.

Question from Trustee Young - How does this compare to other standards? *100% of our work is done with community colleges. We create specifications for each individual campus.*

The next steps for the committee include arranging a side by side product test as well as completing the Strategic Sourcing Protocol by end of the spring semester. What we are going to do is recommend a process to secure items and pricing for the college that best uses the available resources.

Ms. O'Brien recognized attendee Mr. Myron Hurd as an FF&E Committee member. Mr. Hurd commented "It has been a good process, much better than previous processes." Attendee Mr. Spencer Marks is on the FF&E committee as well but unfortunately has not been able to attend the last couple of meetings.

The side by side comparison or "Furniture Fair" would be for two weeks beginning April 24. We will bring in lab stools, chairs, student desks, etc. We would like to encourage students to come and test the products and provide the committee with feedback. We will have 2 vendors who have already met preliminary specifications such as a height adjustable desk table as oppose to a desk with attached chair.

Question from Trustee Chapman – Will the adjustable height desk work anyone hired for a position? In other words, can it adjust to various people? *Yes. It can be adjusted to any height. This is a valuable asset to the campus.*

4. California Environmental Quality Act (CEQA), Vacaville Biotechnology Building (Slides 9-12)

Ms. Zildzic defined California Environmental Quality Act or “CEQA” is a statute that requires state and local agencies to identify the significant environmental impacts of their actions prior to beginning a project and to avoid or mitigate those impacts, if feasible. She introduced Mr. Brian Grattidge, who is assisting us with the Vacaville Biotechnology Building.

Mr. Grattidge gave an overview of the CEQA process. When constructing new buildings, the environmental impacts must be considered, which include traffic and noise; air quality and greenhouse gas emissions; and resources including biological, cultural and hazardous materials/contamination. Based on level of impact to the environment, lead agencies are required to complete the appropriate type of compliance documentation that includes a summary of the environmental conditions and mitigating, if any, measures that will be taken. The documentation is circulated for a public review for 30 days for comment by other government agencies and the general public. Following the review period, the District reviews and considers any comments received and moves towards approval in order to implement the project.

The Vacaville Biotechnology Project is considered to be a Mitigated Negative Declaration (MND). An MND is a project that may have potentially significant effects, but revisions (or mitigation measures) can be made in the project to avoid or reduce the effects. There was some discussion regarding the effects on any endangered species at or near the Vacaville Center.

Mr. Grattidge explained that the team is currently completing the traffic study and anticipates releasing the report to the public on April 1, 2015. It will be available to the public for 30 days, and would conclude on April 30, 2015. He is hoping to bring it to the Board of Trustees for consideration on May 20, 2015.

Mr. Sata gave a brief status report regarding the addition of a crosswalk at the Vacaville Center. The District is working with the City of Vacaville. The city has a process in place that we are required to follow.

Question from Trustee Chapman – We can request an exemption from the city? *Yes. However, we would like to follow the standard process which concludes with the Vacaville City Council approval. If the Vacaville City Council fails to approve the item, we can then claim an exemption.*

##### 5. Science Project, Fairfield (Slides 13-17)

Ms. Zildzic reported that the Science Project User Group had a kick off meeting in January. The group meets every other Friday with their focus being to complete program planning.

Several members of the users and design team had the opportunity to visit Veteran’s Centers at two other colleges – Sierra College in Rocklin and Napa Valley College. The

centers are quite different in size, Sierra College is xx square feet while Napa Valley College is xx square feet.

Both schools expressed the importance of having both formal and informal meeting spaces. The users really liked the idea of having a study area with computers. It is also important to have some private office spaces where they can perform counseling sessions. Key is being located in an area that provides a safe haven but is located in an area of the campus that is centrally located

Ms. Kennedy stated that Cerritos College in Norwalk, California is the best model.

Mr. Marks commented that Solano Community College will be the first school to build a Veteran's Center from the ground up builds in the state, not renovating an existing space.

6. Agenda items for the next Meeting – Wednesday, April 15, 2015

Reminder that the next meeting is scheduled for Wednesday, April 15, 2015 at 4:00 p.m. in the Honeychurch Board Room.

7. Adjournment

**Attachments:**

A. 150318 Steering Committee Presentation

Renee Pegues  
Business Operations Coordinator