

BCC Milvia and Facility Planning Meeting Notes
December 20, 2018

1. Building User Group (BUG):

Timeline:

- **January 18, 2019:** College Flex:
Reconstitution of BUG as part of the Facility Committee
Share "needs" for facility and technology from FTMP (highlights)
- **Week of February 5:** First meeting of BUG by and **February 19th, 2019**
- **1/9, 1/23, 2019:** BCC Cabinet meets with the District capital project and architects
- **Week of March 6, 20, 2019:** BUG starts meeting once a month
- **April 22, 2018:** Presentation of the plan to Roundtable

BUG Membership:

Director, Administrative Services
District, project manager (Sharon)
Dean of Business, Science, Technology (Francisco Gamez)
Dean of Liberal arts, Social Sciences, etc.(Lisa Cook)
VPI
VPSS
3 staff
3 faculty
2 students

2. SPACE:

Milvia (new, 6F building)	BCC (Main)
<ul style="list-style-type: none"> • All Lisa C's Division: English, ESOL. ASL, Languages, Humanities (except studio art), social sciences, and maybe Math? • Need Umoja, LatinX, Learning Communities Student Success/Multicultural w/ offices. • International Studies Program • Veterans Center 	<ul style="list-style-type: none"> • Bayer Science Wing? • STEAM • MMART • Science • Student Life to stay in the main building • Science Labs will be added • CS classroom to be added • Veteran's needs expansion • International Program expansion • Math department to be brought back to Francisco's area after 18-19.

1F:

Book store

Health Center

3 classrooms (50+ capacity for 2 classrooms and 45+ for 1 classroom)

1 conference room (230 Sf)- do we need this on the 1F?

Student lounge/study area

All gender bathrooms x 1

Men's and Women's restrooms

Lactation room (to be added/law) - look at current planned storage room/utilities and facilities storage area

Lactation room to be closer to the Health SVS (sink)

Add "staff lounge"

2F:

4 classrooms (LC):

40 for 2 classrooms, 50+ for the other 2 (Add one more classroom, minimally 40 capacity)

Division office & reception area

Faculty offices: 3

Wellness/Mental Health counselors: 2

Small Conference room:1

Open Study Session (change it to Faculty offices)

Add "staff lounge"

3F:

Ban the current plan!

5 classrooms (50+ capacity each)

Faculty offices

Add "staff lounge" (consider converting current open study area for 1 faculty office and a staff lounge)

4F:

Replicate the 3F

Convert current Administrative office and reception area (3F) to TLC or large conference room.

Add "staff lounge"

5F:

International Student Program

- If TLC moves to Milvia, potential move of Veterans or Transfer and Career Center.
- Current DSPS testing area to move to the current Career and Transfer Center.
- Current LD testing room to be converted to an office?
- Math moves to Milvia, then UCRC or another program can move into these areas. Or, Move UCRC to Milvia 5F with Multicultural and Success Center.
- Shirley's office will move to the 4F vacated space if the president and VPI and their staff move to Milvia 6F.
- If 4F is vacated, consider adding a couple of classrooms?
- Move book store and student lounge to Milvia. Use the 5F vacated space for Science Labs. Need to maintain student lounge.
- Library expansion: Expand library into current LRC.
- If ASBCC moves to 6F Milvia, there will be a vacated room.

<p>Multicultural Center/Student Success Center Veterans Centralized Success Center (Tutoring, LRC,)</p> <p>6F:</p> <p>Scenario 1: Administrative Suites? President, PIO, Executive Assistant, Web content developer, Researcher VPI, Assistant, Scheduler, etc. LG conference room Consider leasing spaces to partners.</p> <p>Scenario 2: Student lounge to be moved here. Half of the 6F space will be open. Supervision is needed. Move ASBCC here from Main building. Move Director's office, ASBCC office and meeting room.</p> <p>or Also move IT staff as part of 6F along with student lounge.</p>	
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Next steps and action:

- Ask Sharon for an updated floor plan (Sharon)
 - Faculty office minimum Sq.F? (Sharon)
 - Cost of setting up the = chemistry and bio labs. (Sharon)
- Get information re: # of classrooms and analyze them (Kuni)
- **WHAT WE HAVE SO FAR:**
- Sq. F for student lounge, TLC, LRC (double the size), Chemistry (521/1032 SQF, Service area (annex) = 198, 255, 514/1402 SQF) and Bio lab (522/1022 SQF, Service area (annex) = 187, 252, 513/1334 SQF) (Shirley)
- Can the existing walls be taken down?
- Student lounge = 1439 SQF
- Bookstore = 585 SQF
- TLC 341 = 937 SQF + Office/155 SQF, 82 SQF/storage
- LRC = 1228 SQF, Office/70 SQF
- Veterans = 337 SQF
- Math 353 = 260 SQF
- ASBCC 57 = 716 SQF, 768 SQF
- Transfer and Career Center 243 = 424 SQF, 80 SQF/Office

BCC Two Building Projects Combined

(New Milvia + Science at Center)

Executive Team Meeting Minutes 2019 01 09

Attendees:

Rowena Tomaneng, Shirley Slaughter, Kuni Hay, Stacy Shears, Sharon Millman, Merideth Marschak

Distribution: attendees

Handouts:

- Classroom List/Capacity (KH)
- Minutes from internal BCC cabinet mtg on 20 Dec 2018 (RT)
- Floor plan diagrams for 2050 Center (MM)
- Preliminary floor plan scheme 01 and 02 for 2118 Milvia (MM)

1. Project Direction

- Per RT: official change in project direction.
 - Abandon the remodel project for 2118 Milvia.
 - Replace with project that builds a new building at 2118 Milvia and also remodels 2050 Center (focusing on expansion of the science program).
 - Combined total project budget of \$92.1M (\$12.1M previously allocated to BCC MARR project plus minimum \$80M allocated to BCC from Measure G).
- **SM** will email Chancellor to record change in direction for project file.
- Per RT: Chancellor agreed to move Milvia project up in priority for Measure G (similar to aviation for COA).

2. Project Meeting Logistics

- This team will continue to meet every other Wednesdays at noon, at BCC President's office.
 - **RT and SM** will jointly author agendas in advance.
 - **SM** will record and distribute minutes.
 - Next meeting in this series = Jan 23 confirmed (RT will be absent).
- SM and MM will meet separately on the alternate Wednesdays.

3. Program Inventory

- Discussion and review of preliminary program distribution described in notes from 20 Dec 2018 BCC cabinet meeting. MM took notes.
- **MM** will develop a master inventory of existing and desired program spaces, including size, location, and priority. (SM sent format template after meeting).
- **SS** will obtain floor plan of currently leased space.

4. Major Design Challenges/Direction

- Structural system layout to support future interior remodeling
- Bring natural light deep into the building
- Welcoming entry sequence
- Encourage the use of stairs
- Easy, gracious wayfinding (no snaking hallways, yes public views to the exterior)
- Something to unify the two buildings as the “BCC Campus”

5. Other Notes/Direction for Design Team

- Continue BCC standard of shared offices for full time faculty.
- Add separate unassigned small spaces for faculty to meet privately with students near (but not in) faculty office pods.
- KH to provide info on how many stations per pod existing at 2050 Center.
- Document control: MM to ensure that all documents, diagrams, sketches, etc. are identified with baseline (and revision) dates.
- Provide two full height passenger elevators, no separate freight elevator.
- All new classrooms to be 45 student station minimum.

6. Scheme 1 and Scheme 2 (9 Jan 2019)

- Main difference is placement of the second stair
- Likely to be classified as a high rise for code purposes due to occupied roof
- Main entry placed/finessed on Milvia to avoid need for access ramp (site is sloped)
- Both elevators will be gurney sized.
- Yes, include indoor bike storage (existing at 2050 Center gets used).
- 1008 SF = 50 student stations for lecture space.

7. BUG (Building User Group)

- SS will lead BUG process/meetings, targeting 3rd wk of Feb for first session
- Faculty preference to group offices together or to disperse throughout?

8. Next Steps (in addition to red font items, above):

- KH will obtain preliminary ideas from deans re LRC and TLC
- KH will engage writing center dean
- KH/BCC exec team to develop program inventory/related parameters for science floor at 2050 Center
- SM will draft project budget model
- SM will work with Merideth on contract transitions
- MM recommends SM to begin CEQA process

please submit any suggested edits to the Minutes within 7 calendar days of receipt.

BCC Campus Expansion

(New at Milvia + Science Expansion at Center)

Executive Team Meeting Minutes 2019 02 06

Participants:

Rowena Tomaneng (absent), Shirley Slaughter, Kuni Hay, Stacy Shears, Sharon Millman, Merideth Marschak, Lisa Cook, Francisco Gamez.

Distribution of Minutes: participants

Handouts at or from This Meeting / Other Documents Recently Distributed to This Group:

- 2050 Center Fifth Floor occupants (email from Shirley)
- Working draft of floor plans
 - Mark-ups from discussion at today's meeting 2050 Center and 2000 Center (from Merideth)
- Cost model update (scenarios for each site)

1. Program Inventory

(Orientation for Lisa and Francisco)

Review of current floor plan diagrams from MM.

What is the best target size for a general classroom?

Francisco:

- One fourth of the combinable four-plex of classrooms on 4th floor is a little too small once you have 50 (or 60?) students plus all the furniture, etc. needed.
- Tiered lecture very useful science (have one, desire another?).
- Need tutoring lounge for science.

Lisa:

- Tiered lecture also helpful for math and for humanities (showing films). 50 stations would be adequate. But maybe more for math.
- Existing Art spaces are inadequate. Can it be moved to the new building, with a floor specifically designed for it? Studio art target size is 40 students.

- Multi-media and studio art do not share space and they do not need to be adjacent.
- Anthropology lab needed (we have a storage space next to a classroom, but anthro should be considered for better lab space). Merideth: possible synergy with multi-cultural center (storage of artifacts, etc.)?
- Add 4-5 labs (2 chem, 2 bio).
- Basement of 2050 Milvia – probably can't afford to have zero classrooms in that location, but can combine to make larger.

Shirley:

- Existing IT space on 3F of 2050 Center is not conducive to what they do. Can we free up that space and move IT to basement?
- Existing AV space (Joe) not adequate either.

Other Thoughts/Ideas:

- Potential use of 2050 Center space to be vacated by Bookstore move to 2118 Milvia:
 - 2 labs or
 - Expand lounge
- Existing classrooms at 4th floor of 2050 Center may be a bit too small.
- Should we target a new tiered classroom at Milvia or at Center?
- Flexible "Design Think" space in location to be vacated by Art studio?

Sharon: recommend doing a comprehensive review of all existing programs/space for ideal size, prioritization of adjustments, then the whole package goes to Meredith for design ideas.

Rowena: reminder to focus on relationship to program review, Facilities Master Plan.

Total quantity of general classrooms in both locations after projects complete?

Stacey will check to find out if any existing issues with accessibility in labs, quantity of accessible stations.

Sharon/Merideth will add columns to the inventory to distinguish between existing locations and "after the projects" locations and to accommodate notes regarding "why" and current/target ASF per program space.

2. Cost Models and Implications

(orientation for Lisa and Francisco).

Review of changes made per request from last meeting: parking mitigation payments to City, IT, remodel percentage, foundation and site utilities. **What is an appropriate amount to use as a placeholder in the budget at this point?**

Shirley: air rights meeting with owner of adjacent property will be rescheduled.

Rowena will contact Suzanne to schedule a meeting w/Chancellor (and Sadiq) to brief on current approach.

Rowena: is the schedule for construction of additional labs too far out in the future?

3. Campus Engagement

Kuni: important for project personnel to avoid raising or engaging with sensitive topics during enrollment planning discussions directly with BUG, faculty.

Shirley will reschedule BUG from 19 Feb to a different date.

There will be one more BCC Exec Team prior to the first BUG. **Sharon** to extend meeting on Feb 20 to 2 hours.

4. Other Notes/Direction for Design Team

5. Name of This Combined Project

- Develop short, distinctive name for this pair of projects: BCC Campus Expansion

6. Items For Future Agenda

- Introduce next level of detail for combined project schedule

7. Next Meeting in this Series: two weeks = Feb 20. 1.5 hours for future meetings in general, but 2.0 for Feb 20.

please submit any suggested edits to the Minutes within 7 calendar days of receipt.

BCC CEXP

2019 02 13

Sharon, Merideth

Feb 20 (+prep for BUG):

Which of these questions will be decided in advance by Exec, and which will be forwarded for input (or decision) by BUG or overall campus community?

Also need to document the decision-making process regarding program.

Handouts:

1. All existing rooms at Center, by room number, with name/use and ASF – for reference
2. Program inventory, grouped by space type – working version
3. Colored overlay floor plans

Approach

1. Identify Net Needs (“What should we have, total, when the projects are complete”)
2. Prioritize
3. Place the Big Stuff
4. Best Value for Remaining

Structured Questions

FACULTY OFFICE

A. Who Should Be/Could Be At Each Site

- Total faculty in Lisa’s division, including future hires during the planning period associated with this project?
 - Full time
 - Part time
 - Which/any faculty offices that need to be IN/Adjacent to their program spaces? (i.e. not in a faculty office suite)
- How many total faculty should be in Milvia (“moving with their classrooms”) including moves from Center and future hires?
- Any of Lisa’s faculty that must stay at Center? (for example, multimedia, math?)
- Are there any that could be reasonably located in either building?

B. Configuration

- Is configuration (stations per room) different for full time and part time?

- Stations per room at Milvia
- Stations per room at Center

GENERAL CLASSROOMS

A. General flat classrooms required/desired when projects complete

- a. Total quantity for both sites, combined
- b. Ideal size (or assortment of sizes), station count(s)
- c. General computer classroom(s)

B. Tiered lecture

- a. How many rooms, total
- b. Ideal size (and station count)
- c. Ideal location(s)
- d. Any Existing? (Lessons Learned)

LABORATORIES

A. Identify Unique Categories (Discipline specific/specialized? If yes, to what degree?)

- a. Bio ... and?
- b. Chem ... and?
- c. Studio Art?
- d. Discipline-specific computer lab?

B. Ideal Quantity, Size (and Station Count), Location

C. Special Requirements, by Category

- a. Gas, hoods, etc.
- b. Which classes/types can share the same lab?

LRC/LIBRARY

- A. Together or separate?
- B. Ideal size(s)
- C. Ideal location(s)
- D. Configuration(s)

BOOKSTORE

- A. Use same as Milvia remodel?

WELLNESS CENTER

- A. Use same as Milvia remodel?

VETERANS CENTER

- A. Use same as Milvia remodel?

MULTI-CULTURAL

- A. Size, configuration?
- B. Relationship to existing?
- C. Umbrella of programs? (If yes, which?)
 - a. UMOJA?
 - b. International?
- D. Adjacencies to other programs?

GROUP or SPRINKLE

- A. Faculty offices (beyond the must-be-next-to-discipline-specific-space)
- B. Administrator office(s)
- C. Program adjacencies (these program spaces in a suite, and/or these two programs near each other)
- D. Tutoring for STEM?
 - a. Include in LRC or Place Near STEM (or Faculty Office?)
 - b. What size, configuration?

BCC Campus Expansion

(New at Milvia + Science Expansion at Center)

Project Oversight Meeting Minutes 2019 02 20

Participants:

Rowena Tomaneng, Shirley Slaughter, Kuni Hay, Stacey Shears (absent), Lisa Cook (absent), Francisco Gamez, Sharon Millman, Merideth Marschak.

Distribution of Minutes: participants.

Info/clarification added shortly after the meeting is in gold. Action items in red.

HANDOUTS:

- 20 Feb 2019 version of space inventory, updated to include comments from today's meeting
- 20 Feb 2019 version of Center Street base maps, updated to include comments from today's meeting
 - Shading
 - Blue – existing space not conducive for classroom use
 - Yellow – stay at Center, unchanged
 - Gray – stay at Center but relocate within Center
 - Font Color
 - Red – existing
 - Blue – proposed changes

1. SCHEDULE and STAKEHOLDER ENGAGEMENT

Are we ready for BUG after today's meeting?

Major Milestones (current schedule):

- Jun 2019 – schematic design complete
- Spring 2020 – DSA submittal for Milvia
- Fall 2020 – DSA submittal for Center
- Spring 2023 – classes start in new building at Milvia
- Spring 2024 – classes start in remodeled portion of Center

Schematic Design : Definition of Milestone

“All programming and general layout complete for both sites, all the big decisions made”

NEED TO KNOW/DECIDE	DON'T NEED TO KNOW/DECIDE
Total inventory and general description of all spaces involved in the project <ul style="list-style-type: none"> •Name/ID number of space •Location before and after project 	Specific names of occupants, move map
General understanding/map of interior and exterior context (spaces untouched by the project, but which inform the design of the project, clarify extent of project)	Detailed understanding of spaces untouched by the project
Sizing of spaces <ul style="list-style-type: none"> •Required/desired ASF •Station counts and types •Any other program use with a significant impact on sizing the space, including clearance/access requirements, ceiling heights •General preference for built-in versus freestanding cabinets/furniture 	Layouts or selections of furniture, equipment, built-ins, power and data outlets
Adjacencies : what needs or wants to be close (or far) from what <ul style="list-style-type: none"> •daylight/no daylight •privacy/public engagement •sound •odors 	
Program impacts on building systems •structural (heavy items) <ul style="list-style-type: none"> •electrical (special outlet type or unusual quantity of outlets, special lighting requirements) •plumbing (sinks/drains not in bathrooms or custodial closets) •ventilation (fume hoods, odors) •hazmat use and/or storage •special acoustic conditions (noisy, quiet) •accessibility/accommodation requirements beyond code compliance 	
General character of interior and exterior	Material and color selections
Priorities – required versus desired, order of importance	

“Basic design selected and stabilized”

- Floor plan (position and size of rooms)
 - But not details of lighting, doors, windows
- For new construction:
 - Type of structural system, layout of major elements (columns, floor heights)

- Quantity and location of elevators
- Foundation system (and is there a basement?)
- Definition/quantification of major offsite issues (parking mitigation, loading zones, accessible drop-off zones)
- General character of interior and exterior
- For remodel
 - What areas and building systems will be touched by the project, and to what degree

2. SPACE INVENTORY WORKING SESSION

DECISIONS

2118 Milvia (new 6F)	2050 Main
<p>Existing, Moving to Milvia:</p> <ul style="list-style-type: none"> • President and their staff • VPI and their staff (Including Curriculum and Assessment Specialist currently located in the office within TLC) • Dean of Liberal Arts, Social Sciences and their staff • Veterans program • International program • Bookstore • ASL classrooms (existing 223/226 Center) • English Writing lab (existing 313 Center) • International program (ask for their needs) • LRC • Wellness Center • IT • Anthro lab <p>New, Create at Milvia:</p> <ul style="list-style-type: none"> • Learning communities and multicultural center (new), ideally same floor as LRC 	<p>Existing at Center, Not Moving to Milvia:</p> <ul style="list-style-type: none"> • Director of Administrative Services office and staff • VPSS office and staff • Business Director and staff • Counseling faculty • Dean of Science, Technology, Business and their staff • Science program (and faculty and staff) • Math 3F • Library - Expand into existing LRC as LRC vacates to Milvia. • Business • Economics • CIS/CS • MMART, including labs on 2F (MMART Mac lab) • Sciences (Bio, Biotech Chemistry, Physical science and physics), including labs on 3F (PC, MMART and CIS share) • ASBCC <p>New/Additional, Create at Center:</p> <ul style="list-style-type: none"> • Use the 5F vacated space for additional Science Labs. <ul style="list-style-type: none"> ▪ 1 Chemistry lab ▪ Tissue culture room (Bio Lab) ▪ 2 Bio labs (Bio tech and environmental biology, plant bio and ecology) ▪ 1 Science Classroom for Physics (like existing 518 Center)

	<ul style="list-style-type: none"> ▪ 1 Science Classroom for Geography and Geology • Expand the service elevator from 1F to 5F?
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QUESTIONS

- Art studio? (target enrollment is 40, per Lisa at 6 Feb 2019 meeting)
- Do we need an additional 1-2 tiered-seating lecture space?
 - If yes, quantity, size, location. (50+ stations good for math, per Lisa at 6 Feb 2019 meeting)
- Mail room
- IT
 - Night time IT
 - Satellite IT at Milvia?
- Anthropology storage
- Facility's manager office
- Custodial storage (Security)
- TLC? Faculty decision via Chairs
- Faculty office configuration to be discussed by the Chairs – existing, new, whether mix of full time and adjunct faculty, shared (if yes, by how many, and stations assigned or not to individuals)
- Student lounge at Center and/or Milvia
- Tutoring lounge for science (from 6 Feb 2019 meeting notes)
- Verify quantity of general classrooms at Center after projects are complete will still be adequate to support the various programs at Center (especially STEM).

3. OTHER NOTES, MISC.

Per Rowena, BCC is guaranteed \$80M for Measure G, plus remainder of Measure A (\$12M minus what was spent on prep for Milvia remodel).

Per Francisco, this limits the Milvia site to six stories for a new building, less money for remodel at Center.

Program information from Francisco:

- Science faculty, full time: 5
- Science adjunct faculty: at least 10-12, varies by course offerings
- Science lab assistants: 2 (1 each for chem and bio), and a lab coordinator – all in one room together
- Ideally science offices would be physically close to each other / en route for each other
- Chem lab enrollment capped at 25 due to best practice guidelines
- Size of existing chem lab is ok
- New science labs for physics and for geography/geology can be size and format similar to existing 518 Center.

Program information from Lisa: (Kuni will ask Lisa for info similar to Francisco)

Program information from Kuni:

Total full time faculty: 67

Total adjunct faculty: ____?

Who physically sits where, any overlap?

Program information from Stacey:

- Configuration of space for international program

Action items from previous meeting:

- What is the best target size, station count for various instructional spaces (general classroom, tiered lecture, science lab)?
- Total quantity of general classrooms in both locations after projects complete? Double-check quantity versus station counts (if larger classrooms, lower total quantity?)
- Any existing issues with accessibility in labs, quantity of accessible stations? (Stacey)
- Parking mitigation payments to City - what is an appropriate amount to use as a placeholder in the budget at this point? (Rowena).
- Air rights meeting with owner of adjacent property will be rescheduled (Shirley).
- Rowena will contact Suzanne to schedule a meeting w/Chancellor (and Sadiq) to brief on current approach. Scheduled for Wed 27 Feb at 2pm.
- Introduce next level of detail for combined project schedule (Sharon)
- Reschedule first meeting of BUG (Shirley).

4. NEXT MEETING in THIS SERIES

~~Two weeks – Mar 6, 1.5 hours (11:30-1:00).~~ **Wed Feb 27, 12:30-1:30pm.** Important to have working session with Lisa and Stacey similar to the ones with Francisco and Shirley today.

please submit any suggested edits to the Minutes within 7 calendar days of receipt.

BCC Campus Expansion

(New at Milvia + Science Expansion at Center)

Project Oversight Meeting Minutes 2019 02 27

Participants:

Rowena Tomaneng, Shirley Slaughter, Kuni Hay, Stacey Shears, Lisa Cook, Francisco Gamez, Sharon Millman, Merideth Marschak.

Distribution of Minutes: participants.

Info/clarification added shortly after the meeting is in gold. Action items in red.

HANDOUTS:

- 26 Feb 2019 version of space inventory, with notes from today's meeting
- 26 Feb 2019 version of 2050 Center and Annex base maps, with notes from today's meeting
 - Shading
 - Blue – existing space not conducive for classroom use
 - Yellow – stay at Center, unchanged
 - Gray – stay at Center but relocate within Center
 - Font Color
 - Red – existing
 - Blue – proposed changes

1. SCHEMATIC DESIGN MILESTONE

(Review decisions/info required to achieve completion of milestone)

(Review schedule implications)

2. SPACE INVENTORY WORKING SESSION

(Working session w/Lisa)

- Full time faculty in Lisa's division (head count):
- Adjunct faculty in Lisa's division (head count):

- Teaching assistants?
- Faculty offices close to “their” classrooms, sprinkled, or grouped together (“collegial”)?
- Program spaces that need/want to be close (or far) from each other?
- Special program requirements, at SD level: plumbing, air, light/view, sound, special equipment
- Ideal sizes of various program spaces compared to existing
- Art studio change? (Goal, Priority?)
- Anthropology storage

(Working session w/Stacey)

- Components of International Program space
- Any existing issues with accessibility in labs, quantity of accessible stations? (Stacey)
- Student lounge
- TLC
- Tutoring lounge for STEM

(Loose ends from previous)

- (Shirley)
 - Existing service elevator at 2050 Center – expand to 5F?
 - Mail room
 - IT – night time IT, satellite at Milvia?
 - Facility manager’s office (storeskeeper, business office, DFO, or ... ?)
 - Air rights meeting with owner of adjacent property will be rescheduled
- (Kuni)
 - Total quantity of tiered lecture, size, location?
 - Total quantity of general classrooms in both locations after projects complete? Double-check quantity versus station counts (if larger classrooms, lower total quantity?)
 - Total quantity of classrooms (also verify adequate quantity at 2050 Center to support programs at 2050 Center or ok to go to Milvia?)
- (Rowena)
 - Parking mitigation payments to City - what is an appropriate amount to use as a placeholder in the budget at this point? (Rowena).
 -

DECISIONS

2118 Milvia (new 6F)	2050 Main
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Existing, Moving to Milvia:	Existing at Center, Not Moving to Milvia:
New, Create at Milvia:	New/Additional, Create at Center:
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QUESTIONS for BUG:

- What is the best target size, station count for various instructional spaces (general classroom, tiered lecture, science lab)?
- Faculty office configuration (existing, new, mix or separate full time and adjunct, private or shared+conf (if shared, how many stations per pod), permanent assignment or “hoteling”)

3. BUDGET, SCOPE PARAMETERS

(Update from Andrea?)

Is there a working model of quantity of floors, shell or not, total SF of remo?

4. READY FOR BUG?

(Final list of questions for BUG)

(Reference documents to prep for BUG)

(BUG membership / attendance/facilitation)

(Schedule for BUG)

- Work plan for BUG: topics, deliverables, cycles, dates
- Relationship to current project schedule (SD complete Jun 2019)

5. OTHER

(Report from mtg w Chanc)

6. RECAP ACTION ITEMS from THIS MEETING

7. NEXT MEETING in THIS SERIES

Sharon on vacation first week of March.

Wed Mar 13 11:30am-1:00pm.

please submit any suggested edits to the Minutes within 7 calendar days of receipt.

BCC CEXP

Executive Team Meeting

2019 04 17

Attendees: Rowena, Shirley, Kuni, Stacy, Sharon, Merideth, Suraj.

PRIMARY SUBJECT: **Preparation for Roundtable**

Pending action items in **red**.

DESIGN

Changes Requested During or After the BUG Meeting:

1. Science
 - a. Move existing physical sciences lab to the pair of "TBD" class/lab spaces, convert existing physical science lab to chemistry. Cost add. Exec Team: **YES**.
 - b. Change student gallery / lounge at former art studio space to science tutoring. Cost neutral-ish. Exec Team: **NO**.
 - c. Provide dedicated science tutoring elsewhere. Cost neutral-ish. Exec Team: **NO**. Tutoring is being consolidated at Milvia.
 - d. Relocate student gallery / lounge from former art studio space to elsewhere. Cost add. Exec Team: **NO**.
2. IT/AV
 - a. Expand IT/AV into all of the adjacent classroom and storage (032, 032A) in the basement level, reduce total classroom count by 1. 032 is not a great space for classroom use. Cost add. Exec Team: **YES**.
3. Career Center and TLC
 - a. Improve architectural transparency at Career Center location. Cost add. Exec Team: **YES**.
 - b. Swap locations of TLC and Career Center. Cost add. Exec Team: **MAYBE**. **Pose this question to Roundtable.**
4. International
 - a. Provide space for International at Center, move Undocumented as part of Multicultural at Milvia. Cost neutral. Exec Team: **YES**.

BUDGET / FUNDING

Net cost add of approved items: approximately \$5M. Current recommendation for augment beyond Measure A + 10% of Measure G = **\$22M**.

OTHER

Food Pantry

Discussion of potential support space for food pantry program at Center. Potential locations:

- Stair #2 nook
- Room 044 Storage (need to verify adequate for food storage)
- Room 011 Bike Storage

Contract Amendment #3 for Noll + Tam

This item supports the design work to transition from the Milvia Remodel project to the Campus Expansion project. It is currently in the Board agenda item workflow for the Board meeting on 23 Apr 2019 and **may need executive-level advocacy** from BCC to keep it from dropping off the agenda during the VC transition in General Services.

MEETINGS / SCHEDULE

- Exec Team Mtg Series at BCC: on pause for now.
- Roundtable: **Monday, 22 April 2019**. 30 minutes (12:30 – 1:00), including presentation and Q+A. BCC Conference Room 451 A+B.
- Town Hall: Wednesday, 8 May 2019. 50 minutes (12:30 – 1:20). **Location = Auditorium?**
- Board: **awaiting coordination/guidance** from Chancellor and incoming VC General Services.

4/22/2019 BCC CEXP N&T Talking Points for ROUNDTABLE

Reconnect

Orient new participants

BUG met on 3/27 and provided good suggestions

Walk through where we came from; where we are, and what we hope to accomplish

Leave time for Q&A, regroup, confirm direction at the end of the meeting

2118 Milvia Renovation: Where it left off. Completed REH process August 2018 and poised to complete DSA process based on worst case assumption: no bond money.

Rowena laying the groundwork to earmark bond money for a larger project at BCC if the bond passed. Now looking to combine funds remaining from the original plan plus new bond money to fund a larger project that would include BOTH a new building AND renovation in 2050 Center to expand STEM Labs

For those who participated – a quick look at the 2118 renovation plans, program areas – consistency with the current proposal PLUS

Also note CONSTRAINTS of site which will continue to apply

Opportunity to connect to a future building on the north

Program comparison slide

WHAT WE ARE DOING NOW IS PRE-DESIGN: Test fit to establish the desired program can fit, but spaces and infrastructure can and will move around

NOT a final design

Represent the result of a number of meetings with the Executive Group and Deans, plus input from the BUG. Arrived at these plans through a series of test fits

Big Picture in Milvia:

6 classrooms; plus 1 large lecture format divisible

Plus Anthro Lab, 2 Art Studios, Communications Classrooms, shared computer lab

LRC, Health Center & Mental Wellness, Veterans, Administration and Faculty offices, bookstore and lounge

Big Picture in 2050 Center:

5 new labs with support spaces (chem, biotech, physical sciences, environmental sciences), 1 new large lecture, relocate student lounge, repurpose current Admin area, expand Library; reconfigure faculty offices to reduce crowding and provide meeting/collaboration space – layout TBD

Talk about TLC and Career Center

WHAT WILL TAKE PLACE IN SCHEMATIC DESIGN: Focused programming with each group - Then continue

What remains to be done within this PRE-DESIGN task:

- Confirm we're on the right track: New building is the right size and broad programs in both buildings are correct; identify any new goals/initiatives
- Talk about qualitative aspects and project values: What makes this BCC?

CONCLUDE THIS MEETING with CONFIRMATION ... THEN

Preliminary talks with City of Berkeley

Start CEQA Process

Start consultant efforts:

Utility capacity

MEP feasibility within Center Street regarding labs

Structural concept for new building

Cost model

Would like to return after summer to begin Schematic Design Phase

5/08/2019 BCC CEXP Talking Points for TOWNHALL

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