FACILITIES PLANNING COMMITTEE
April 25, 2011
Meeting Summary

Members Present: Fernando Agudelo-Silva, Maridel Barr, Erik Dunmire, Don Flowers, Laura McCarty, Robert Thompson, John Rodriguez,
Members Absent: Mercede Ramjerdi
Others Present: None

Agenda

1. Agenda Review/Approve – approved

<table>
<thead>
<tr>
<th>TOPIC</th>
<th>DESCRIPTION</th>
<th>TIME</th>
<th>CATEGORY:</th>
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<tbody>
<tr>
<td>1. Intro, agenda</td>
<td>Approve agenda</td>
<td>5 min</td>
<td>Action</td>
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<tr>
<td>2. Facilities Master Plan</td>
<td>Review timeline, consultant procurement process, draft report for AJCC recommendation #7</td>
<td>50 min</td>
<td>Information</td>
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<td>3. Closing</td>
<td>Confirm next meeting date if indicated by group</td>
<td>5 min</td>
<td>Action</td>
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2. Approve Minutes
3. Insert Additional Agenda Item(s) - none
4. Meeting Wrap Up
5. Agenda Items for Next Meeting

Meeting Summary

Agenda Review
- The Committee reviewed and approved agenda

Approve Minutes
- Approved minutes

FPC Minutes 04/25/11
Facilities Master Plan Discussion

- Bob and Don brought up the importance of having some guidelines in the Master Plan for maintenance inspections and schedules. Eric noted that the FMPs he has seen are not that specific and the closest he has seen is a blank “total cost of ownership” form included in a FMP. Laura noted that the consultants would not have experience working with a maintenance schedule, but would understand “total cost of ownership”.

- The suggestion was made that we have someone from the Educational Master Plan committee or Academic Senate to work with us as a resource on this. Or maybe we could invite someone from the PRAC, since they are the ones who allocate resources.

- Laura presented the Draft Request for Qualifications which we’ll use to interview the possible vendors for the Master Facilities Plan. The group reviewed the language and recommended a few changes.

- John mentioned we need to keep in mind path of travel as we work toward creation of a plan. Laura agreed that ADA issues of accessibility need to be an important part of this group’s work.

- The key to success revolves around creating a process for creating the FPC which includes someone from the Educational Master Plan committee, facilities conditions, maintenance, ADA and is informed by the Educational Master Plan.

- The Master Facilities Plan will establish our priorities and help determine what work should be done on what buildings.

- Laura presented a timeline for the FPM process. Our deadline for completion is October 15, 2011.