Meeting Minutes – FPC

April 3, 2012, 1:00 PM

Project
Marin Community College District
College of Marin : Master Plan Update
11020

Location:
SS Room A

Attendees:
Don Flowers (DF)
Maridel Barr (MB)
Erik Dumire (ED)
Raemond Bergstrom-Wood (RBW)
Rob Barthelman vbn (RB)

CONTEXT
The District has developed a May 1 deadline for development of draft materials supportive of the WASCH response. The Facilities Master Plan will be in draft by May 1 and a schedule of meetings/check-ins with the District has been defined to achieve this deadline. The below meeting minutes are supportive of this deadline and interim check-in during bi-weekly interface with the Facilities Planning Committee.

PURPOSE/INTENDED RESULTS
- Space justification, desired approach
- Review responsibility matrix/status
- Review materials received, needed
- Graphics developed/in-process
- FUSION/ONUMA interface status
- M&O work ticketing, tool development
- Pilot Projects, additional project definition

NOTES:

+ Space Justification, overview and next steps
  o Reviewed vbn space justification analysis
  o Prepared graphs to identify opportunities to position for better alignment with State standards
  o Will require review with Dr. Coon to determine desired course of actions
  o Attached to these minutes
+ Responsibility Matrix, review
  o Dr. Coon introductory letter needed
  o Other items not discussed due to time constraint
+ Review of materials received, needed
  o Not reviewed, due time constraints
  o Don followed up to ensure vbn had needed materials
    ▪ Have received desired systems for tracking in software for SMCP and LRC
    ▪ Have existing work orders for LRC
+ Graphics developed/in-process
  o Showed graphic site plans developed of campus today
• Post-Measure C site plan in progress, but need additional data from Swinerton on floor plans for NAC, Performing Arts, and Fine Arts (in progress)

+ FUSION/Onuma interface status
  • Share Onuma interface with LRC
  • SMCP is also documented, though not linked to FUSION as it is not in FUSION, yet.

+ M&O Work Ticketing
  • Shared work ticketing within the Onuma interface
  • While not part of the overall master plan scope, Laura had suggested sharing opportunity for District to
  • To-date, vbn has scanned and linked existing work orders for LRC into Onuma interface

+ Pilot Projects, additional project definition
  • Have shifted majority of efforts to the draft FMP document, will prepare pilot project data/system post May 1

END MEETING

Upon review of these meeting notes, please notify the author of corrections or additional information within 3 days of receipt.