

Facilities Committee Meeting 4.24.2023

Minutes by Katrin

Present: Eivind, Aly, Allan, Shafee, Fred, Victoria, Todd, Kimi, Katrin

Eivind called the meeting to order at 9:02 a.m.

1. Alan moved to approve the mtg minutes and Shafee seconded. Minutes from Mar 13, 2023 were approved.
2. Castle L1 development and Campus Study and Conceptual Plan – Todd provided updates as follows:
 - a. Castle L1 - we are on track of proposed timeline (9-14 months), complete by September. Work on Phase 1 & 2 is ongoing simultaneously; Phase 3 has not yet started. One engineering firm came to assess mechanical, electrical, plumbing (MEP) work and submitted two proposals:
 - i. \$7K for Mechanical and Plumbing planning - signed;
 - ii. \$15K for Mechanical and Plumbing constructions drawings. Not yet signed.
 - iii. Need separate company for electrical work.

IT Team reviewed L1 plans and conducted walkthrough. Pointed out limited space availability for IT needs, i.e. servers and operations. If IT is to be moved to the Castle perhaps the garden level area (currently health clinic would be appropriate, bcz of direct access, cooling, ventilation), which would require to reconfigure the whole space.

=> decision to be made soon and thoughtfully to ensure safe, secure and continuous IT connectivity as critical infrastructure on campus.

Budget: As of Mar 1, 2023 - \$55K spent against \$120K budget + \$22K engineering proposals.

- b. Campus Study and Conceptual Plan: Part 2 - we are on track of proposed timeline (8.5-12 months) with completion of Phase 1 and 2 predicted for Sep. Producing drawings with design ideas is limited because the topographic survey was pushed back by facilities committee for delayed spending.

=> questions were asked: do we need to revisit this decision? Are we delaying decision making because of the missing topographic survey?

=> need to seek approval by board before committing to spending \$55K for survey (budgetary decisions dependent on completion of audits).

=> Old Stone Hotel / Kluge connection, the field, water study, and central spine will have to remain conceptual until board approval to move ahead with survey.

=> sustainability and accessibility are most important to consider in plan. (access ramp preferred over mechanical solution for longevity)

3. CAPEX budget and deferred maintenance update – Kimi explained CapEx and deferred maintenance budget.
 - Most important is compliance with fire and safety inspection recently conducted by State Fire Marshall. First in 6 years. State spent a lot of money in protecting the campus and expects UWC to comply with all safety instructions to become more fire resilience.
 - IT Spending is prioritized to ensure connectivity as critical safety infrastructure.
 - \$60K surplus at end of fiscal year predicted - perhaps better labeled contingencies to account for increased costs. 10-15% contingency costs is customary for construction documents as well as for construction.

=> Question was asked: will the great number of un-done budgeted projects result in higher expenses / bills next year?

 - **Water** expenses - monitoring water infrastructure (1 Mill gal reservoir, pumps, meters) to ensure safe drinking water will be one of the biggest budget items next year. Perhaps there will be some reimbursement from Hermits Peak / Calk Canyon relief fund, however it's unclear and unpredictable.
 - **Transportation**: need a new bus and a new SUV.
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4. High Performance Building Construction and Renovation Narrative - no input has been received to the draft so far. Please review this [document](#) and suggest edits as necessary to Katrin before our next meeting.
5. Upcoming Facilities Committee meeting ON CAMPUS IN PERSON on June 26, 2023 in the morning. Eivind to find a start and stop time that works for all since it will be appropriate to make this a longer meeting than we normally have.

Meeting adjourned at 10:03 a.m.