



Date: October 1, 2020

Time: 10:30 am – 12:00 pm

Location: Zoom

Meeting: Furniture, Fixtures and Equipment (FF&E) and Audiovisual and Information Technology Standards (AV/IT) Taskforce

Taskforce Members:

Michael Renzi	Denee Pescarmona	Candice Whitney*	Jeff Gopp
Veronica Martinez	Kyle Billups	Saul Salinas	Ozzy Zamora
Erik Medina*			

Consultants:

Matt Kennedy	Carol Anderson	Stephanie O'Brien	Rob Barthelman
Benedetta Del Vecchio			

Charge: To provide recommendations to the Superintendent/President on the selection and standardization of the furniture, fixtures and equipment to be purchased with Measure X bond funds as well as Audiovisual and Information Technology standards. Taskforce members are to disseminate information to their constituents and bring any concerns back to the taskforce.

Agenda:

1. Status of process completed to date
 - a. Product Types
 - b. Contracts
 - c. Vendors
2. Next steps in process to establish standards program
 - a. Physical Evaluation
 - b. Product Details
 - c. Documentation
3. Product Evaluation Process
 - a. Products for initial review
 - b. Timing
 - c. Information gathering process
4. Making final recommendations
 - a. Computer Tables
 - b. General Products
 - c. Specialty Products
5. Next Steps
6. Review next meeting agenda topics
7. Next Meeting: TBD

*Co-Chairs