

San Benito County Campus Taskforce Meeting Notes
August 27, 2020 – 1:30 pm to 3:00 pm
Zoom Conference Call

Present: Dr. Kathleen Rose, Superintendent/President
Michael Renzi, Vice President, Administrative Services
Denee Pescarmona, Vice President, Academic Affairs and Student Services
Veronica Martinez, Interim Dean, Student Success and Equity, Enrollment Services and Student Pathways
Jeff Gopp, Director of Facilities Services
Christina Salvin, Faculty

Absent: Judy Rodriguez, Hollister @ Briggs Building Site Director
David Perez, Faculty

Also Present: Rob Barthelman, Steinberg Hart
Benedetta Del Vecchio, Steinberg Hart
Matt Kennedy, AKG
Carol Anderson, AKG
Damon Felice, Felice Consulting Services

1. Matt gave a project status update and reviewed the SBCC schedule on the Measure X website (gavilanmeasurex.com). Site grading can start in spring 2021 and can happen simultaneously with the design and construction documents phase. Building occupancy is currently scheduled for September 2024 with classes beginning in February 2025.

Matt reviewed the RFP process, noting that it is a two-step process:

Step 1: Request for Statement of Qualifications (RFSOQ). This is the phase where interested Design-Build teams submit their Statement of Qualifications (SOQ's) to the District. Sixteen firms submitted SOQ's and after a scoring evaluation of all firms, three firms were shortlisted to move on to the next step.

Step 2: Request for Proposal (RFP). The three shortlisted firms were invited to submit proposals to design and build the San Benito County Campus.

2. Design Guidelines: Rob reviewed the three design guidelines: Campus, Building and Landscape and the elements that are included in each guideline. Each design guideline has four supporting performance objectives:
 - a. Equity and Success
 - b. Campus Identity
 - c. Sustainability
 - d. Maintenance & Security

Rob also reviewed with the taskforce how to use the Design Guidelines. Each guideline has four sections:

- a. Summary of the design guideline topic
- b. Cultural Awareness
- c. Supporting Performance Objectives
- d. Design guidelines and imagery

3. Design Standards:

The Design Standards are compiled in a living, ever-changing document and should be checked periodically to ensure the content remains relevant. The Standards are more prescriptive than the Design Guidelines and include three specific parts:

- a. Intent
- b. Reference Documents
- c. Participants

Rob reviewed how to use the Design Standards, noting the following:

- a. Specification Division section numbers-black ink identifies items that have been discussed with the District
- b. Standard (District Preference)-identifies product or product type
- c. Additional Information-any information or feedback from the District
- d. Updates-updates to the standards should be recorded with a version number and date

Jeff Gopp will have these standards and can update as necessary.

4. Next agenda topics:

- a. RFP Update

5. Next meeting is October 16, 2020 from 9:00 am – 10:00 am