

AGENDA
SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES STUDY SESSION
May 16, 2011, 12:00 p.m.
District Office Board Room
3401 CSM Drive, San Mateo, CA 94402

NOTICE ABOUT PUBLIC PARTICIPATION AT BOARD MEETINGS

The Board welcomes public discussion.

- *The public's comments on agenda items will be taken at the time the item is discussed by the Board.*
- *To comment on items not on the agenda, a member of the public may address the Board under "Statements from the Public on Non-Agenda Items;" at this time, there can be discussion on any matter related to the Colleges or the District, except for personnel items. No more than 20 minutes will be allocated for this section of the agenda. No Board response will be made nor is Board action permitted on matters presented under this agenda topic.*
- *If a member of the public wishes to present a proposal to be included on a future Board agenda, arrangements should be made through the Chancellor's Office at least seven days in advance of the meeting. These matters will be heard under the agenda item "Presentations to the Board by Persons or Delegations." A member of the public may also write to the Board regarding District business; letters can be addressed to 3401 CSM Drive, San Mateo, CA 94402.*
- *Persons with disabilities who require auxiliary aids or services will be provided such aids with a three day notice. For further information, contact the Executive Assistant to the Board at (650) 358-6753.*
- *Regular Board meetings are tape recorded; tapes are kept for one month.*
- *Government Code §54957.5 states that public records relating to any item on the open session agenda for a regular board meeting should be made available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to the members of the Board. The Board has designated the Chancellor's Office at 3401 CSM Drive for the purpose of making those public records available for later inspection; members of the public should call 650-358-6753 to arrange a time for such inspection.*

12:00 p.m. CLOSED SESSION

1. Closed Session Personnel Items
 - A. Employment: **College of San Mateo** – Microbiology Instructor, Math/Science; **District Office** – Groundskeeper, Facilities Planning, Maintenance & Operations; Custodian (Swing Shift), Facilities Planning, Maintenance & Operations (3 positions); Facilities Operations Manager, Facilities Planning, Maintenance & Operations
 - B. Public Employee Discipline, Dismissal, Release
2. Conference with Legal Counsel – Potential Litigation – 1 Case
3. Conference with Labor Negotiator
Agency Negotiator: Harry Joel
Employee Organizations: AFT, AFSCME and CSEA

CLOSED SESSION ACTIONS TAKEN

1:00 p.m. CONVENE TO OPEN SESSION

ROLL CALL

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

MINUTES

11-5-1 Minutes of the Board Meeting of April 27, 2011

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

NEW BUSINESS

11-5-1A Approval of Personnel Actions: Changes in Assignment, Compensation, Placement, Leaves, Staff Allocations and Classification of Academic and Classified Personnel

Other Recommendations

11-5-1B Vacancy on San Mateo County School Boards Association Executive Board

11-5-100B Adoption of Addendum to Initial Study and Mitigated Negative Declaration for Facility Improvements at College of San Mateo and Approval of Demolition of the Building 20 Complex at CSM

11-5-101B Augmentation for Districtwide Interior and Exterior Painting Unit Price Contract

11-5-102B Contract Award for Cañada College Electrical Infrastructure Replacement Project

11-5-103B Contract Award for Skyline College Electrical Infrastructure Replacement Project

STATEMENTS FROM BOARD MEMBERS

RECONVENE TO CLOSED SESSION (if needed)

ADJOURNMENT

**Minutes of the Regular Meeting of the Board of Trustees
San Mateo County Community College District
April 27, 2011, San Mateo, CA**

The meeting was called to order at 6:03 p.m.

Board Members Present: President Richard Holober, Vice President-Clerk Dave Mandelkern, Trustees Helen Hausman, Patricia Miljanich and Karen Schwarz, Student Trustee Barry Jointer

Others Present: Chancellor Ron Galatolo, Executive Vice Chancellor Jim Keller, Skyline College President Regina Stanback Stroud, College of San Mateo President Michael Claire, Cañada College President Tom Mohr, District Academic Senate President Diana Bennett

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

None

MINUTES

It was moved by Trustee Hausman and seconded by Trustee Miljanich to approve the minutes of the meeting of April 13, 2011. The motion carried, all members voting "Aye."

SWEARING IN OF STUDENT TRUSTEE

President Holober administered the oath of office to Student Trustee-Elect Barry Jointer. Mr. Jointer introduced his mother, who has been a member of the Oakland Police Department for 18 years, and his sister, who is a Marine Corps sergeant and Iraq War combat veteran. She is currently a student at College of San Mateo. Mr. Jointer said he has been a student at College of San Mateo since fall 2009 and is a Marine Corps veteran. He said he will do the best job he can as a trustee and will work to help make the best choices when budget cuts are necessary. President Holober said he looks forward to working with Mr. Jointer.

STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

Chancellor Galatolo congratulated Mr. Jointer. He said he has been impressed with Mr. Jointer during the brief time he has known him and is confident he will do a good job representing the interests of students at the three Colleges. Chancellor Galatolo also welcomed Mr. Jointer's mother and sister.

President Stanback Stroud said the April 21st ribbon cutting for Building 4, the Multicultural, Cosmetology and Administration Building, was a wonderful and well-attended event. Students performed the song "Lift Every Voice and Sing," often called the Negro National Anthem. Filipino music and dance was presented by the Kababayan Learning Community. Refreshments and tours of the building followed. It was particularly gratifying to see how pleased the staff of the Cosmetology Program are with their new instructional space. The Skyline College President's Breakfast raised more than \$53,000. The Automotive Technology Program was recently recertified by the National Automotive Technicians Education Foundation (NATEF). The Career Network Night was successful and people were impressed with Vice Chancellor Harry Joel's presentation. Beta Theta Omicron, Skyline's chapter of Phi Theta Kappa, was recognized as a Distinguished Chapter at the Phi Theta Kappa convention in Seattle. Skyline has been contacted by the South San Francisco Rotary Club which has announced a \$27,000 ambassadorial scholarship for a student who lives in South San Francisco and wants to study abroad.

President Claire congratulated Student Trustee Jointer and said he has served well on College of San Mateo's College Council. President Claire thanked all who attended the ribbon cutting for the new College Center. The fall schedule just came out and the back cover features Jon Miller, broadcaster for the San Francisco Giants; his story is paired with that of a current student in the digital media program. On May 2, author Jeanne Wakatsuki Houston will be a guest at a screening of the movie *Farewell to Manzanar*; Ms. Houston wrote the memoir and also wrote the screenplay for the film. On April 29, President Claire, District Academic President Bennett, College of San Mateo Vice President of Instruction Susan Estes and Vice Chancellor Jing Luan will make a presentation on behalf of the Accrediting Commission for Community and Junior Colleges (ACCJC) on planning. College of San Mateo is now recognized as having a model planning system. All information on planning can be found on the College's planning website.

President Mohr said that seven Cañada College students have received grants from the Statewide Mathematics Engineering Science Achievement (MESA) program. Cañada had more scholarship recipients than any other community college in the State. The MESA program at Cañada College currently serves 131 students, all of whom are expected to transfer. Seventy-three percent of MESA students are students of color. In the past three years, 26 colleges throughout the United States have welcomed MESA students from Cañada. Cañada College hosted an Honors Research Conference on April 25 at which students presented their original research. Cañada also hosted a workshop on student completion rates; representatives from more than 25 Bay Area community colleges were in attendance. Cañada will host a Social Justice Conference on May 3 and a Women in Gaming Conference on May 13.

Chancellor Galatolo told President Mohr he was sorry he could not attend the Honors Research Conference. On that day, he was attending the Foundation's first annual golf tournament. The tournament raised close to \$60,000. Rick Bennett, Executive Director of Construction Planning, was instrumental in the event's success and was able to recruit professional golfer Russ Cochran who spent time with each golfer.

Executive Vice Chancellor Keller said the State of California reported that it received approximately \$6 billion more this month than anticipated. The auditors are currently gathering information at the District Office. The District has streamlined its process and all of the information needed by the auditors is now available electronically. Food service revenue at the new College Center (Building 10) at College of San Mateo has already doubled. The food service vendor's catering business has also seen a double digit increase. The District receives 7% of the gross for the catering activities based at the College, which benefits the enterprise operations.

President Bennett provided an update on SB 1440; 16 CSU campuses have agreed to the first three transfer model curricula – sociology, psychology and communications studies. CurricuNet will be implemented in the fall. Faculty across the District have asked to have open access; some faculty feel they can use CurricuNet without training. The Academic Senate is working with the curriculum chairs at the Colleges on training for faculty in June. There will be a District Academic Senate and Vice Presidents joint meeting in May and a focus will be curriculum and District collaboration. The Senate is identifying faculty to serve on the Tianhua Taskforce and is also reviewing the PIV policy. President Bennett attended the State Academic Senate Spring Plenary. The AFT and District Academic Senate Social has been rescheduled to May 12.

Jonathan Werden, Vice President of the Associated Students of Cañada College (ASCC), said there are currently 13 ASCC officers. There are 16 clubs and ASCC hopes to have 40 clubs next year. Students serve on 15 College and District committees. ASCC sponsored many events over the last semester, including World AIDS Day, Holiday Season Spirit Thursday, Welcome Back Week, Black History Week, St. Patrick's Day Spirit Thursday, Club Mixer, Spring Fever Spirit Thursday, and the Student Health Fair. Ten ASCC officers attended the Districtwide Winter Leadership Retreat at which they created ASCC benchmarks for leadership, community, change and mentorship. Four officers attended the Student Senate Spring General Assembly in Sacramento. Students also went by bus to participate in the March in March in Sacramento. The election for a student trustee was held and four Cañada students were candidates. ASCC elections are currently in progress. Upcoming events include Multicultural Week and the Transition Dinner and Club Leadership Awards Ceremony. ASCC has achieved many of their 2010-11 academic year goals – to improve ASCC communication; to have more than one candidate for the student trustee position; and to have a well planned and eventful spring semester. Trustee Miljanich said she is impressed with the concept of benchmarking and said it is a smart way to guide activities and leadership. Vice President Mandelkern thanked Mr. Werden for his report and said ASCC is doing good things and having fun while doing them.

BOARD SERIES PRESENTATION – INNOVATIONS IN TEACHING, LEARNING AND SUPPORT SERVICES: CAREER NETWORK NIGHT AT SKYLINE COLLEGE (11-4-4C)

Vice Chancellor Jing Luan said the March 23rd Career Network Night involved professionals from the community and the District Office, including Vice Chancellor Harry Joel, Chief Financial Officer Kathy Blackwood and Director of Web Services Jasmine Witham. Skyline College Vice President of Student Services Joe Madrigal said it was a successful event with approximately 300 people in attendance, including approximately 26 professionals. The purpose of the event was to provide students with the opportunity to connect with professionals from a wide variety of occupations. Vice President Madrigal introduced Virginia Padrón, counselor and Director of the Career Center at Skyline College. He said Ms. Padrón is an outstanding individual who has been with the District for 32 years and at Skyline College for 13 years. She began her District career in EOPS and was the first bilingual counselor hired by the District.

Ms. Padrón said Career Network Night offered a wonderful opportunity for students to connect with professionals in the field as well as to hold an event involving all of the learning communities on campus. The event brought professionals to talk with students about careers in six career clusters. Ms. Padrón said it takes a community to bring about understanding and support for students as they bridge between education and the world of work. Vice Chancellor Joel served on the Coordinating Committee as well as doing an outstanding job as guest speaker. Along with recruiting the District Office presenters mentioned by Vice Chancellor Luan, he recruited presenters from the community. Also serving on the Coordinating Committee were career counselors Lavinia Zanassi, Darlene Cárdenas and Lorraine De Mello, Counseling Aide Nadia Tariq and student helper Romina Muñoz. Career Night had complete support from the directors, coordinators and students in all of the learning communities, as well as College and District administration and the outstanding presenters from the community who gave of their time. Food was catered by Never Too Latte Café and Bakery in San Bruno. Ms. Padrón played a video, produced by a student in the First Year Experience learning community, which showed highlights of the evening.

Trustee Schwarz asked how attendance compared with the first Career Night held last year. Ms. Padrón said attendance was considerably higher this year.

Trustee Hausman said there were excellent presenters and asked if participants are given written information or direction. Ms. Padrón said she emails presenters directing them what to focus on and they are also provided brief training. Students are encouraged to ask questions about career paths. Faculty and student facilitators are present in all of the rooms with presenters. Students have informal communication with the professionals after their presentations.

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

College of San Mateo student Shawn Kann said students were asked to hand deliver a letter from the Peninsula Chapter of the Sierra Club. Mr. Kann said students consulted a California Environmental Quality Act (CEQA) attorney. He said it appears that the demolition of Building 20 and the garden to build a parking lot is not currently part of the College Master Plan. He said it appears that this project has not yet been approved. He asked that the students be directed to the document or resolution if it has been approved. He said that, because there are potential environmental impacts, a CEQA initial study and environmental document should be prepared before approval of the Building 20 and gardens demolitions are considered.

College of San Mateo student Brandon Snyder made the following statement regarding comments at the last Board meeting:

“It is disappointing to hear from an elected official that they will not participate in a process in which constituents attend public meetings to voice concerns on important issues. It is especially so when this is the position taken by the Vice President of the Board of Trustees which governs our San Mateo County Community College District. Statements like these only help to foster a growing feeling of alienation felt by students who pay taxes and support public education and ultimately are supposed to be who the District serves. If students do not feel welcome to express their concerns within the system that was set up for them, then what do they do? At the last Board meeting, Vice President Mandelkern said ‘this issue should play out through a process that is well-established and should not play out at Board meetings over and over again.’ I and other students would like to know what this well-established process is and where it is laid out. On March 1, CSM President Claire told three students that he would put us in contact with the Dean of the Math/Science Division and be included to voice our concerns about the construction plans. This never happened and, because of that, you have groups of students coming to Board meetings trying to find answers. I can assure you that we will continue to attend public meetings and respectfully speak our minds, which is our right to do.”

Barbara Christensen, Director of Community/Government Relations, said a CEQA study is underway. Once an initial study is adopted, CEQA requires that any change in the plans initially studied needs to be examined to see if there is an additional significant effect or if one of the impacts that was previously identified is more severe. The District has contracted with a firm to do that and the study should be completed in May.

College of San Mateo student Vivian Abellana said the quality of the surveillance cameras on campus is not good; it is difficult to identify people and to read the license plate numbers of cars driving by in the parking lots. She asked who she should contact to find out what the budget is for campus security and whether the security systems and surveillance cameras can be upgraded. President Holober said the Board will ask staff to respond to Ms. Abellana’s concern.

NEW BUSINESS**APPROVAL OF PERSONNEL ACTIONS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (11-4-2A)**

It was moved by Trustee Hausman and seconded by Trustee Schwarz to approve the actions in Board Report No. 11-4-2A. The motion carried, all members voting "Aye."

RATIFICATION OF THE 2009-2010 CONTRACT MODIFICATIONS AND A NEW CONTRACT EFFECTIVE JULY 1, 2010 THROUGH JUNE 30, 2013 BETWEEN THE DISTRICT AND THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA), CHAPTER 33 (11-4-3A)

It was moved by Trustee Hausman and seconded by Trustee Miljanich to approve the actions in Board Report No. 11-4-3A. The motion carried, all members voting "Aye."

Other Recommendations**ADOPTION OF RESOLUTION NO. 11-5 IMPLEMENTING GOVERNMENT CODE SECTION 53094 TO EXEMPT THE CAPITAL IMPROVEMENT PROJECT AT CAÑADA COLLEGE FROM APPLICATION OF CITY OF REDWOOD CITY AND COUNTY OF SAN MATEO ZONING ORDINANCES (11-4-100B)**

It was moved by Trustee Miljanich and seconded by Trustee Hausman to approve adoption of Resolution No. 11-5. The motion carried, all members voting "Aye."

ADOPTION OF RESOLUTION NO. 11-6 IMPLEMENTING GOVERNMENT CODE SECTION 53094 TO EXEMPT THE CAPITAL IMPROVEMENT PROJECT AT CAÑADA COLLEGE FROM APPLICATION OF TOWN OF WOODSIDE AND COUNTY OF SAN MATEO ZONING ORDINANCES (11-4-101B)

It was moved by Trustee Hausman and seconded by Trustee Miljanich to approve adoption of Resolution No. 11-6. The motion carried, all members voting "Aye."

ADOPTION OF RESOLUTION NO. 11-7 IMPLEMENTING GOVERNMENT CODE SECTION 53094 TO EXEMPT THE CAPITAL IMPROVEMENT PROJECT AT SKYLINE COLLEGE FROM APPLICATION OF CITY OF SAN BRUNO AND COUNTY OF SAN MATEO ZONING ORDINANCES (11-4-102B)

It was moved by Trustee Hausman and seconded by Trustee Miljanich to approve adoption of Resolution No. 11-7. The motion carried, all members voting "Aye."

APPROVAL OF SAN MATEO COUNTY COLLEGE DISTRICT PROPOSED BOARD GOALS FOR 2011-12 (11-4-103B)

It was moved by Trustee Hausman and seconded by Trustee Miljanich to approve the Board goals as presented in the report. The motion carried, all members voting "Aye." Trustee Holober noted that the goals contain minor changes suggested during previous discussions.

APPROVAL OF CONSTRUCTION CONSULTANTS (11-4-104B)

It was moved by Trustee Miljanich and seconded by Trustee Hausman to approve the construction consultants as detailed in the report. The motion carried, all members voting "Aye."

AUTHORIZATION TO AUGMENT THE CONTRACT FOR CAÑADA COLLEGE BUILDINGS 5 AND 6 MODERNIZATION PROJECT (11-4-105B)

It was moved by Trustee Hausman and seconded by Trustee Miljanich to approve the authorization as detailed in the report. The motion carried, all members voting "Aye."

AUTHORIZATION TO AUGMENT THE DESIGN-BUILD CONTRACT FOR COLLEGE OF SAN MATEO CIP2 DESIGN-BUILD PROJECT (11-4-106B)

It was moved by Trustee Schwarz and seconded by Trustee Miljanich to approve the authorization as detailed in the report. Trustee Schwarz said she would like an explanation of the request for augmentation for this and the other design-build projects in the reports that follow. She noted that the Board has approved augmentations for this contract several times to include things that came up along the way. Mr. Bennett said this is correct; the original contract, in the amount of \$150,000,000, was augmented on March 25, 2009 in the amount of \$21,100,000 and on September 22, 2010

in the amount of \$3,250,000. The augmentation being requested tonight is for a small amount (less than 1% of the project) for the contractor to complete additional work to finish the project.

Chancellor Galatolo said that with the design-bid-build method, changes are typically made because the builders realize that the designer's specs are not correct or clear and thus ask that the plans be redrawn. In design-build projects, more often than not the modifications are owner-driven. For example, in the San Mateo Fitness Center, Chancellor Galatolo noticed that, originally, a large portion of the wall looking out to the pool deck would block the view of Fitness Center patrons and, after conferring with the architect and builder, it was changed to a glass wall. A similar change was made in the Bay View and City View rooms in Building 10 which originally were to have solid walls going the entire length of the rooms. In the Aquatics Center, it was determined that the pumps for the swimming pool were not performing as desired and it would be wiser to use energy efficient pumps to lower energy consumption and reduce operational costs; this change will pay for itself in one year.

Chancellor Galatolo said the Construction Planning Department team has listed all of the recommended augmentations and the reasons for them. He said he meets regularly with them, Vice Chancellor Nuñez and others and they discuss all changes to determine if they are in the best interests of the District. Some potential changes are rejected and, therefore, do not come to the Board.

Trustee Schwarz said that with the design-build method, the price is known at the beginning and she questioned whether adding augmentations defeats the purpose. Mr. Bennett said he believes the design-build method is being used as intended. For example, in the park that was created for students across from Building 10 at College of San Mateo, there was a knoll that was not noticed until the building went up. The knoll was flattened so that students can sit in the park and look over the Bay. If the project had been a design-bid-build project, the change would have had to be re-bid. Chancellor Galatolo said the design-build mechanism allows for flexibility. He said contingency dollars were put in the budget, knowing that changes might be recommended.

Trustee Schwarz said that if her understanding is correct, the main difference is that when a need for change in a design-build project is recognized, it does not have to be re-bid but will be included in the existing contract. Mr. Bennett said that is correct. He added that there is negotiation about any change order; staff looks at industry standard practices and pricing and brings in a cost consultant if necessary.

Trustee Schwarz said she appreciates the explanation and feels more comfortable about the augmentations. She said it is important to make sure the remaining money is spent correctly and wisely.

Tricia Gardner asked if the authorization would allow the Executive Vice Chancellor to make changes to the contract other than the changes specifically listed in the board report. President Holober said the Board is being asked to approve only the specific list of items in the board report.

After this discussion, the motion carried, all members voting "Aye."

AUTHORIZATION TO AUGMENT THE DESIGN-BUILD CONTRACT FOR THE COLLEGE OF SAN MATEO BUILDINGS 12/15/17/34/9 MODERNIZATION PROJECT AND THE HILLSDALE PARKING LOT PROJECT (11-4-107B)

It was moved by Trustee Miljanich and seconded by Trustee Hausman to approve the authorization as detailed in the report. The motion carried, all members voting "Aye."

AUTHORIZATION TO AUGMENT THE DESIGN-BUILD CONTRACT FOR THE CAÑADA COLLEGE PARKING LOT 4, FIRE LANES, AND 5/6/8 PEDESTRIAN PATH PROJECT (11-4-108B)

It was moved by Vice President Mandelkern and seconded by Trustee Miljanich to approve the authorization as detailed in the report. Trustee Schwarz noted that previous augmentations to this contract include work at different campuses. Mr. Bennett said the base contract with Robert A. Bothman was for the Cañada College Gateway project. Subsequent augmentations were approved and the contract was used to supplement other projects at Cañada College and Skyline College. The original contract has been kept open because of the flexibility it allows. Chancellor Galatolo said that when the need arises to request augmentations to existing contracts, the District approaches the design-build contractors that are being used throughout the District and conducts negotiations through an internal bidding structure in order to get the best value it can. After this discussion, the motion carried, all members voting "Aye."

ACCEPTANCE OF CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE CAREER ADVANCEMENT ACADEMY GRANT (11-4-109B)

It was moved by Trustee Schwarz and seconded by Trustee Hausman to accept the grant as detailed in the report. The motion carried, all members voting "Aye."

ACCEPTANCE OF CALIFORNIA COMMUNITY COLLEGES CHANCELLOR OFFICE CAREER PATHWAYS INITIATIVE COMMUNITY COLLABORATIVE GRANT (11-4-110B)

It was moved by Trustee Hausman and seconded by Vice President Mandelkern to accept the grant as detailed in the report. The motion carried, all members voting "Aye."

INFORMATION REPORTS

SPRING 2011 CENSUS REPORT (11-4-5C)

Vice Chancellor Jing Luan asked if there were questions about the report. Trustee Hausman noted that Skyline College was the only College that did not have a decrease in total number of students. Chancellor Galatolo said the District is consciously shrinking its institutions with the goal of getting to within 100 FTES of the funded cap. For every dollar the District is above the funded cap, it has a marginal expense with no benefit of revenue to offset it. The unfortunate effect is that the District continues to serve fewer and fewer students. Enrollment for summer session opened today and classes are already full and have waitlists. The District is trying to maximize utility to students but minimize the economic impact to the District. President Claire said College of San Mateo had the largest decline in headcount. He said the College had to cut sections by 7% to balance the budget. A good portion of the losses were in classes that had high student count but were the farthest away from the Board's core values statement. Therefore, President Claire believes the cuts were made in the right places. Vice Chancellor Luan pointed out that for the first time, there was a significant increase in the number of out-of-state students.

REPORT ON DISTRICT INVESTMENTS (11-4-6C)

Chief Financial Officer Kathy Blackwood said State Government Code 53601 allows governments to invest funds not needed for immediate cash flow. It sets limits on the type and term of investments and on the proportions of investments. District Board Policy 8.06 sets somewhat stricter limits on the types of investments, sets priority of investments, and sets criteria of (1) safety, (2) liquidity and (3) yield. While the Local Agency Investment Fund (LAIF) has recently increased the amount that local agencies can invest to \$50 million, District policy limits investment in LAIF to \$20 million. District policy allows investment costs of normally no more than 0.25% of the amount invested.

As of March 31, the District had a total of \$143 million in cash and investments, as follows: \$125 million in the County Pool, \$14 million in LAIF, \$3 million in the East-West Bank, \$1 million in the Bank of East Asia, and \$27,000 in the 1st National Bank. The 1st National Bank investment is being phased out because the rates are not as good as the District can get elsewhere. Of that \$143 million, a total of \$135 million could not be invested:

- General Obligation Bond Fund and Bond Redemption Fund (\$96 million) – must be in County Pool per contract. CFO Blackwood said the District would write a different contract if it went out for a new bond.
- Tax and Revenue Anticipation Notes (TRANS) (\$14.6 million) – the repayment fund will be used up in June.
- Post-Retirement Reserve (\$24 million) – is gradually being moved to the Futuris Trust Fund.

The remaining amount - \$8 million – is small because the State is borrowing from school districts and the District does not receive its money in the year it is owed. Based on the budget just passed for 2011-12, community colleges will be lending the State close to \$1 billion and will not get their 2011-12 money until 2012-13. The \$8 million figure does not include property tax revenue which the District will receive in April when \$40 million of the \$50 million due the District is received. Because the District operates for months without the bulk of its property tax revenue, the cash flow situation is difficult and it is hard to put aside money to invest.

Chancellor Galatolo said he did not realize that general obligation bond and bond redemption funds were restricted through a contract with the County. He asked how enforceable that contract is. Executive Vice Chancellor Keller said it is not a contract with the County but is in the District's bond issuance documents. He said the County oversees the documents and the County Treasurer insisted, during several meetings, that the funds be put into the County Pool. Chancellor Galatolo said that before the Lehman Brothers collapse, he argued vehemently with the County that he wanted to take the District's money out and put it in a guaranteed investment contract. He was told he could not do this

for other legal reasons but the bond issuance documents were never raised as an issue. Executive Vice Chancellor Keller said the District asked to be allowed to do directed investments; the County Treasurer said he had the ability to do so but would not.

CFO Blackwood said the District does not have staff to do significant investing, which would include cash flow predictions and research into appropriate investments. The District could use an outside investment advisor for a fee. The fee currently being paid for the Retirement Board of Authority to receive investment management is .36%. The District maintains excellent relationships with the local banks for its Certificates of Deposit; these relationships result in scholarships that support the internship program.

Ms. Blackwood said the Board might want to consider changing Board policy to allow more flexibility, increase the amount that can be invested in LAIF to \$50 million, and allow more than .25% for investment advice. She suggested that the District should continue to explore relationships with local banks, monitor cash flow closely and provide more reporting to the Board.

CFO Blackwood provided websites resources on investments. She noted that the County of San Mateo's website contains an investment policy dated 2008 and another "proposed and adhered to" policy dated 2010, which obviously has not been adopted. Vice President Mandelkern asked what would happen if there is a conflict between a policy that has been adopted and one that has been "proposed and adhered to." CFO Blackwood said an agency can only be held to the policy that has been adopted.

Vice President Mandelkern asked for clarification on the Futuris Trust Fund. CFO Blackwood said the District has established its own Retirement Board of Authority which is a separate entity and has more flexibility in terms of investments. The Board approved contracts with Keenan, which provides management advice and support, and Benefit Trust Co., which holds funds in the District's name and monitors and manages the funds. Benefit Trust contracts with Morgan Stanley for advice about investments. The 2009-10 Retirement Futuris Public Entity Investment Trust audit report was presented to the Board earlier this year.

Trustee Miljanich said she is concerned about where the District's money is currently being invested. She asked if there is anything that can be done at this time. CFO Blackwood said the District must keep enough money in the County Treasury to cover payroll and accounts payable checks, and there is not much money available after covering day-to-day operations. Trustee Miljanich asked if it is conceivable that the District could lose money that would be used for payroll if investments are not properly covered in the County Pool. CFO Blackwood said this could happen and noted that, along with the Lehman Brothers loss, the District lost \$4 million from the general fund; the student bodies and auxiliary operations also lost money. Executive Vice Chancellor Keller said that if the District passed another bond, it would make different choices on how the funds would be invested and managed. He said that if the District becomes basic aid and receives property tax payments on a regular basis, there would be an opportunity to have surplus funds which could be invested.

Trustee Miljanich asked if there is any reason to have greater confidence in how the District's money is being invested now as opposed to when the Lehman Brothers bankruptcy occurred. Executive Vice Chancellor Keller said he does not have greater confidence. CFO Blackwood added that staffing in the County Treasurer's office has not changed and, therefore, the same people are doing the investing.

Vice President Mandelkern expressed concern that under the County's proposed investment policy, they can lend securities and reverse repos without collateralization up to the full value of the portfolio. Chancellor Galatolo said he thought government code requires that repurchase agreements be fully collateralized for governmental agencies. Executive Vice Chancellor Keller said that after the Lehman Brothers collapse, the Federal Reserve was granted the ability to back up commercial paper.

Vice President Mandelkern said he is less concerned about events that occurred in the past and more about unforeseen next steps, particularly with regard to securities lending out of the portfolio. He said the District has \$96 million committed to a fund and he does not have faith in the current management of that fund. He asked if there is any way that the District can insure its invested funds. Executive Vice Chancellor Keller said the District has the ability to request that the County Treasurer direct the investment of its funds. He said a resolution could be brought to the Board asking the County Treasurer to put District funds into a special account and to allow directed investment of these funds

and securities as the District feels comfortable. Chancellor Galatolo said this would be particularly important for long-term funds, i.e. if another bond were to be passed. Vice President Mandelkern agreed that the District should make the request, but said he recalls that, during a meeting some time ago at which superintendents, chancellors and chief financial officers were present, the current County Treasury administration soundly rejected the idea of allowing directed investments. He asked if there is another way to purchase insurance to protect the District's investments. Executive Vice Chancellor Keller said he does not believe the District has that ability. Chancellor Galatolo added that most of the insurers which took the District from A+ to AAA went broke and are no longer in existence, proving that insurance is only as good as the resources the insurers have to back up the insurance.

Trustee Miljanich said she believes the District should at least ask to be allowed to have directed investments. She asked if there are further steps that can be taken. Chancellor Galatolo suggested that the executive staff of the County Treasury be invited to come and speak to the Board.

President Holober said there seems to be consensus that discussions regarding the District's investments should occur, including the request to allow directed investments. He asked that executive staff begin to have those discussions.

President Holober said it was his understanding that there is one comingled fund that held the District's money, along with that of most other school districts and other agencies. He asked if there are segregated funds for specific local governments within the County Pool. Vice President Mandelkern said he believes there are three different funds, differentiated by the expense charge but basically having the same investment policy. CFO Blackwood said she believes there is a difference in the term of the investments as well. Chancellor Galatolo said there have been circumstances in which funds were segregated but he does not believe that it the case currently. When he requested directed investment of the original bond funds, he was told that a previous exception had been granted but the Treasurer's office did not have sufficient resources and manpower and would not make exceptions again.

Vice President Mandelkern said he believes the suggestion to increase the investment limit in LAIF to \$50 million makes sense and he would like that recommendation to be brought to the Board for action. He would also be willing to review and consider other suggestions to update the District's investment policy to increase flexibility. He believes the option to use an outside investment advisor would be cost prohibitive given the relatively small amount of money that is discretionary. Vice President Mandelkern said the financial markets are still extremely unstable and he is not confident that there will not be another loss in the County Fund similar to Lehman Brothers.

President Holober asked if District funds invested with banks are all fully covered by federal deposit insurance; CFO Blackwood said they are. President Holober asked if the \$50 million investment limit in LAIF is the maximum allowed by the State. CFO Blackwood said it is. President Holober asked if other large issuers of bonds, such as cities and school districts, also turn to their counties to invest the funds. Chancellor Galatolo said he is not sure, but would assume that they do. Vice President Mandelkern said that some local entities were not affected by the Lehman Brothers loss; for example, the City of South San Francisco has their own investment fund and investment advisor. However, the costs required to do that must be weighed against the benefits.

President Holober asked if the documents associated with the voting and issuance of the bonds bound the District to the County. Executive Vice Chancellor Keller said the documents included specifications about who has the authority to invest, where to invest and how much has to be insured. The documents had to be sent to the County for review. For the first issuance, the District was informed that it must put the money in the County Pool. President Holober asked if the County has the ability to stop the District from investing the funds elsewhere. Executive Vice Chancellor Keller said that in this case, his recollection is that the County Board of Supervisors agreed to the issuance of the bonds. President Holober said that, speaking as an individual, he does not want the District to ever again have to get the approval of another agency if it can be avoided.

STATEMENTS FROM BOARD MEMBERS

Student Trustee Jinter thanked everyone for welcoming him, including College of San Mateo Associated Students President Vivian Abellana and other students in the audience, who he encouraged to continue to advocate for their cause. He said he understands these are difficult times because of the budget crisis and knows that everyone on the Board wants to do the best they can for students. He is happy to be a member of the Board and is ready to go to work.

Trustee Hausman said Student Trustee Jinter is off to a very good start and she looks forward to working with him over the next 18 months. Trustee Hausman attended the ribbon cuttings at College of San Mateo and Skyline College and said there was a high level of enthusiasm at both events. She also attended the Peninsula Interfaith Action luncheon at which Chancellor Galatolo was honored as a Community Hero. State Senator Joe Simitian introduced Chancellor Galatolo and said he not only thought outside the box, but did not even know a “box” exists! Trustee Hausman said the honor bestowed on Chancellor Galatolo is well-deserved.

Trustee Miljanich told Student Trustee Jinter that Board members will do everything they can to support him in his role. She said the student perspective is very important to the Board. Trustee Miljanich congratulated Chancellor Galatolo on his honor from Peninsula Interfaith Action.

Trustee Schwarz welcomed Student Trustee Jinter. She said was pleased with the election process as each College put forth a serious effort and found several candidates to run. She said the Board is here for students. She said she is sure Student Trustee Jinter will enlighten the Board and will also gain a great degree of patience during his term. Trustee Schwarz attended the following events:

- CSM Athletes as Readers & Leaders Appreciation Reception. She said this is a successful program that benefits both the children at the Child Development Center and the athletes who read to them. The head of College of San Mateo’s Athletic Department said he would like to see this become a Districtwide program.
- Skyline College President’s Breakfast which was a wonderful event; the video plays regularly on Peninsula TV.
- Building 10 ribbon cutting at College of San Mateo. She said she was told that many employees, along with students, are using the new cafeteria.
- President Claire’s all-College meeting. She said President Claire’s presentation contained valuable information that all employees should hear. She was particularly impressed with his words on the shared governance process.
- Building 4 ribbon cutting at Skyline College. She noted the excitement of the Cosmetology Program staff and added that the music provided by the Kababayan Learning Community was beautiful.
- Cañada College Honors Transfer Program Honors Research Conference. Cañada Alumna Veo Rice’s speech inspired confidence in other students. Trustee Schwarz chose to attend the Theatre Improvisation session which was entertaining and enjoyable.

Trustee Schwarz said she will not be at the May 25th Board meeting. She will attend commencement ceremonies at College of San Mateo and Cañada College. Trustee Hausman said she also will be out of town on May 25. Chancellor Galatolo said staff will work on finding an alternate date for the May meeting.

Vice President Mandelkern said he would like to address the students in the audience and respond to Mr. Snyder’s earlier comments. Vice President Mandelkern said he reviewed his comments from the previous meeting. He believes he explicitly stated that students are always welcome to come and address the Board and the Board welcomes student input. The comment Mr. Snyder referred to was that Vice President said the mere repetition of the same information over and over again does not help advance the debate. Vice President Mandelkern previously advised that providing solutions to problems is much more helpful than just coming and repeating the same information. Also, continuing to present this in outside forums – whether it be the Sierra Club, other elected officials or bodies, or in the press – and stating that students can go around the College President or above the President’s head is not particularly productive and does not advance the student cause. Vice President Mandelkern asked the students to take as friendly advice that the students’ current tactics are not an effective way to succeed in trying to influence this Board or other people.

Regarding identifying a “process that is well-established,” Vice President Mandelkern said he is sure President Claire would be happy to tell the students about the shared governance process, which governs every aspect of the institution, including the budget process, how and where budget cuts should be made, which buildings should go up, where they should go up and what should be in the buildings. There is student involvement at every step of the way in the shared governance process and Vice President Mandelkern said he would encourage students to get involved upfront and early on in the process because that is how the student voice can be heard.

Vice President Mandelkern welcomed Student Trustee Jinter and said he looks forward to working with him. He congratulated Student Trustee Jinter and his family for their dedication to public service, noting his mother’s service to the City of Oakland and his sister’s and his own service to the country. Vice President Mandelkern attended the following events:

- Skyline President's Breakfast. There was a record attendance of approximately 370 people.
- Foundation golf tournament which raised a substantial amount of money for student scholarships. He said the event was well organized and congratulated Foundation Executive Director Stephani Scott, Board of Directors President Ken Varner and the entire Board of Directors.
- Ribbon cuttings for Building 10 at College of San Mateo and Building 4 at Skyline College. He said the highlights for him were the student involvement, including the Polynesian dancers at College of San Mateo and the African American students singing "Lift Every Voice and Sing" and the performance by the Kababayan group at Skyline College. Vice President Mandelkern said a number of people have told him they plan to have non-college related events in Building 10 and he hopes they will avail themselves of Pacific Dining's catering services as well.
- Peninsula Interfaith Action luncheon, at which Chancellor Galatolo received a well-deserved honor.
- Progress Seminar, at which President Mohr did an excellent job chairing a workforce development panel. Vice President Mandelkern said that because of the priorities of the State, the Colleges are forced to turn away students every year and it is difficult to focus on what is being done to generate additional student graduates. At the Progress Seminar, President Mandelkern met someone from Tesla Motors, who is also a Redwood City public official, who is interested in working with the Automotive Technology program to create an electric vehicle track within the program. Vice President Mandelkern will work on putting this individual in contact with President Stanback Stroud and the appropriate Automotive Technology staff.

Vice President Mandelkern reminded voters that an election is in progress and ballots must be mailed and received in the elections office by May 3rd.

President Holoher welcomed Student Trustee Jointer and saluted his service to the country. President Holoher attended the Peninsula Interfaith Action luncheon. He said Peninsula Interfaith Action is an interfaith alliance focused on social justice. One of the honorees was Cañada College student Linda Martinez who worked to get streets paved in East Palo Alto so that people could walk safely. President Holoher congratulated Chancellor Galatolo for being honored as a Community Hero. He said Chancellor Galatolo always makes sure someone else gets credit, including the Board, District employees and students; however, the truth is that the lion's share of credit goes to Chancellor Galatolo for his innovative ideas. The reason for Chancellor Galatolo's honor is his creative brain. President Holoher is pleased to see him recognized for furthering the cause of social justice.

COMMUNICATIONS

President Holoher said the Board will accept the letter from the Sierra Club and direct it to staff.

RECESS TO CLOSED SESSION

President Holoher announced that during Closed Session, the Board will consider the personnel items listed as 1-A and 1-B on the printed agenda and conduct a conference with District Labor Negotiator Harry Joel; the employee organizations are AFSCME, AFT and CSEA.

The Board recessed to Closed Session at 8:50 p.m. and reconvened to Open Session at 9:45 p.m.

CLOSED SESSION ACTIONS TAKEN

President Holoher reported that at the Closed Session just concluded, the Board considered the personnel items listed on the printed agenda and voted 5-0 to approve the personnel items listed as 1-A and 1-B.

ADJOURNMENT

It was moved by Trustee Miljanich and seconded by Trustee Hausman to adjourn the meeting. The motion carried, all members voting "Aye." The meeting was adjourned at 9:50 p.m.

Submitted by

Ron Galatolo
Secretary

Approved and entered into the proceedings of the May 16, 2011 meeting.

Dave Mandelkern
Vice President-Clerk

BOARD REPORT 11-5-1A

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor
PREPARED BY: Harry W. Joel, Vice Chancellor, Human Resources and Employee Relations, (650) 358-6767

APPROVAL OF PERSONNEL ITEMS

Changes in assignment, compensation, placement, leaves, staff allocations and classification of academic and classified personnel:

A. REASSIGNMENT

College of San Mateo

Krystal Romero Interim Director of Student Support Student Services

New temporary academic supervisory employment, effective July 1, 2011 through June 30, 2012. Employee has been reassigned from classified status for this temporary position.

Skyline College

Nohel Corral Director of Learning Center & TRiO Program Language Arts/
Learning Resources

New academic supervisory employment, effective July 1, 2011. Employee has been reassigned from faculty status. He also served as Interim Director of the Learning Center & TRiO Program during 2010-11.

B. CHANGE IN STAFF ALLOCATION

Cañada College

Recommend a change in staff allocation to add one full-time (75%) 12-month per year Financial Aid Technician position at Cañada College, effective May 17, 2011. This position will be funded by the State's Board Financial Assistance Program (BFAP).

Skyline College

1. Recommend a change in staff allocation to add one temporary full-time (100%) 12-month per year Planning & Research Analyst position in the Planning, Research & Institutional Effectiveness Office, effective August 1, 2011 through June 30, 2012 with the possibility for extension. This position will be funded by the RP Group.
2. Recommend a change in staff allocation to add one full-time (100%) 12-month per year Office Assistant II position in the Office of the President, effective July 1, 2011. The position is needed to provide clerical support to the Office of the President and reception for administrative offices in Building 4.

3. Recommend a change in staff allocation to add one temporary full-time (100%) 10-month Respiratory Therapy Instructor/Coordinator in the Science, Math & Technology Division, effective for the 2011-12 academic year, to replace Ray Hernandez who is serving as Interim Dean of Science, Math & Technology.
4. Recommend a change in staff allocation to add one full-time (100%) 12-month per year Project Director position in the Center for International Trade Development, effective May 17, 2011. The position is needed to develop, implement, and maintain international projects for the CITD and to assist the College to increase the number of international students enrolled.
5. Recommend a change in staff allocation to add one full-time (100%) 12-month per year Office Assistant II position in the Center for International Trade Development, effective May 17, 2011. The grant-funded position is needed to provide clerical support related to the Youth Entrepreneurship Program.
6. Recommend a change in staff allocation to add one temporary full-time (100%) per year faculty coordinator position to serve as a Career Technician Education – Environmental Technology Coordinator, effective for the 2011-12 academic year. This temporary position will be funded by a San Mateo County Workforce Investment Board HERO (Home Energy Retrofit Occupations) grant.

District Office

Recommend a change in staff allocation to add three full-time (100%) 12-month per year IT Support Technician II positions at the District Office, effective May 17, 2011. The new positions are needed to support increased technical needs at each of the campuses.

C. SHORT-TERM, NON-CONTINUING POSITIONS

The following is a list of requested classified short-term, non-continuing services that require Board approval prior to the employment of temporary individuals to perform these services, pursuant to Assembly Bill 500 and its revisions to Education Code 88003:

<i>Location</i>	<i>Division/Department</i>	<i>No. of Pos.</i>	<i>Start and End Date</i>		<i>Services to be performed</i>
Cañada	Operations/Cashiers Office	1	5/17/2011	6/30/2011	Accounting Technician: Processing student payments, issuance of parking permits, and other student payment processing responsibilities. This position is needed for the Summer registration period.
Cañada	Student Services/Financial Aid	1	5/17/2011	6/30/2011	Financial Aid Assistant: Provide front counter assistance to students and direct the work of student assistants.
Cañada	Enrollment Services/Admissions & Records	1	6/1/2011	6/30/2011	A & R Assistant III: Provide temporary assistance while the Degree Audit Program Services Coordinator completes the training and implementation for the new Degree Works program.

San Mateo County Community College District

May 16, 2011

BOARD REPORT NO. 11-5-1B

**VACANCY ON SAN MATEO COUNTY SCHOOL BOARDS
ASSOCIATION EXECUTIVE BOARD**

There is no printed report for this agenda item.

BOARD REPORT NO. 11-5-100B

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Barbara Christensen, Director of Community/Government Relations, 574-6510

ADOPTION OF ADDENDUM TO INITIAL STUDY AND MITIGATED NEGATIVE DECLARATION FOR FACILITY IMPROVEMENTS AT COLLEGE OF SAN MATEO AND APPROVAL OF DEMOLITION OF THE BUILDING 20 COMPLEX AT CSM

When the 2006 Facilities Master Plan was adopted by the Board of Trustees, the plan recommended that the District remodel the Building 20 complex which, at that time, housed the CSM floristry and horticulture programs and several student services offices. The District applied for State funding for this project, but the project was not funded, which caused the District to re-evaluate the usefulness and need for Building 20.

Building 20 and the associated greenhouses are nearly 50 years old, in great disrepair, non-ADA compliant and grossly underutilized (programs that had been located there have moved to the new College Center). The Horticulture program has been on hiatus for the past two years, due to budget cuts and the Floristry program serves 4.3 full time equivalent students, most of whom are non-majors. In addition, the one classroom located in Building 20 is not needed due to the fact that the College has added approximately 41,750 sq. ft. of new classroom, lab and office space over the past eight years. The District's facilities condition database indicates that all building systems in Building 20 are beyond their service life, except for the floor slab, exterior walls and roof. The FCI Facilities Condition Index for Building 20 is 68.36%, which indicates it is in very poor condition.

As a result, the Administration decided that it would be best to demolish Building 20 and the associated greenhouses; construct approximately 125-200 parking spaces (replacing 30-40 spaces now there); and retain a garden area to be used by science classes. Due to the opening of the new Building 10, new parking spaces on the east side of campus are definitely needed. The garden area (which currently is in great disrepair due to years of neglect) can be used for the plant species that are most critical to the College's biological sciences programs.

Because the Building 20 project was changed from what was studied in the Initial Study (IS)--completed in late 2006 and the Initial Study/Mitigated Negative Declaration (MND) completed in early 2007--the California Environmental Quality Act (CEQA) requires an evaluation of the impact that the changed project might have on the environment. Specifically, the project change requires evaluation under CEQA Section 15162 of the State Guidelines, which provides that when a negative declaration has been adopted for a project, no subsequent MND is required for a later activity under that project unless one or more of the following has transpired:

1. Substantial changes are proposed in the project which will require major revisions of the previous EIR or negative declaration due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects;

2. Substantial changes occur with respect to the circumstances under which the project is undertaken which will require major revisions of the previous EIR or Negative Declaration due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects; or
3. New information of substantial importance, which was not known and could not have been known with the exercise of reasonable diligence at the time the previous EIR was certified as complete or the Negative Declaration was adopted, shows any of the following:
 - a. The project will have one or more significant effects not discussed in the previous EIR or negative declaration;
 - b. Significant effects previously examined will be substantially more severe than shown in the previous EIR;
 - c. Mitigation measures or alternatives previously found not to be feasible would in fact be feasible, and would substantially reduce one or more significant effects of the project, but the project proponents decline to adopt the mitigation measure or alternative; or
 - d. Mitigation measures or alternatives which are considerably different from those analyzed in the previous EIR would substantially reduce one or more significant effects on the environment, but the project proponents decline to adopt the mitigation measure or alternative.

When a new or more severe impact is identified that can be mitigated to a less-than-significant level, the lead agency can adopt a subsequent MND. When the project change does not result in a new or substantially more severe impact than identified in an earlier study, the lead agency can adopt an Addendum, per CEQA Guidelines Section 15164.

The District contracted with ICF International, a global firm that provides a variety of professional services, including environmental analysis, to government and commercial clients. ICF International acquired Jones & Stokes, the firm that completed the District's 2006-2007 environmental analyses of the three campus Facilities Improvement Projects. The same scientists and professionals who were involved in the earlier study worked on the subsequent environmental work on the Building 20 complex.

The results of the ICF analysis are attached for the Board's review. ICF concluded, after studying the potential impact of the proposed change in the Building 20 project on all categories of the CEQA checklist, that the changed project would not result in a new or substantially more severe impact than that identified in the 2006 Initial Study/MND. Therefore, they have prepared the attached Addendum for the Board's approval.

RECOMMENDATION

It is recommended that the Board consider the environmental analysis included in the attached Addendum and adopt the Addendum to the 2006 Initial Study/MND. It is further recommended that the Board approve the change in the Building 20 project from a remodeling project to demolition of the building and associated green houses, retention of a garden area, and creation of approximately 125-200 parking spaces.

CEQA ADDENDUM

EVALUATION OF PROJECT CHANGE TO BUILDING 20 COMPLEX, COLLEGE OF SAN MATEO

PREPARED FOR:

San Mateo County Community College District
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Contact: Barbara Christensen
650.574.6560

PREPARED BY:

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Contact: Kate Giberson
408.216.2820

May 2011



ICF International. 2011. *CEQA Addendum - Evaluation of Project Change to Building 20 Complex, College of San Mateo*. May. (ICF 00296.11.) San Jose, CA. Prepared for San Mateo County Community College District, San Mateo, CA.

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Acronyms and Abbreviations

BAAQMD	Bay Area Air Quality Management District
BMPs	Best Management Practices
CEQA	California Environmental Quality Act
CSM	College of San Mateo
cy	cubic yards
EIR	environmental impact report
GHG	greenhouse gas
IS	initial study
MND	Mitigated Negative Declaration
sf	square feet
SMCCCD	San Mateo County Community College District
SWPPP	Stormwater Pollution Prevention Plan
TAC	Toxic Air Contaminants

Introduction

The following comprises an addendum to the 2006 Initial Study/Mitigated Negative Declaration (IS/MND) for Facility Improvements at College of San Mateo¹. Pursuant to CEQA Guidelines Section 15164, it is concluded from the following analysis that the changes in the project described below would not result in a new or more severe impact relative to the prior 2006 IS/MND. The District Board will consider this addendum, with the 2006 IS/MND, when approving the project.

Instead of renovating the Building 20 complex on the College of San Mateo campus as previously proposed and analyzed in the 2006 IS/MND, the San Mateo County Community College District (SMCCCD) would demolish the Building 20 complex and replace it with parking lot, accessibility, and landscaping improvements. The College of San Mateo (CSM) is located in San Mateo, California. The existing Building 20 complex is comprised of:

- Building 20, a small cast in place concrete classroom and lab structure wherein floristry instruction is delivered, horticulture instruction has been delivered in the past; and student services (Multicultural Center and Educational Opportunity Programs and Services) have been provided in the past;
- Greenhouse, a glass and metal frame structure housing plant specimens for horticulture and certain science courses;
- Lath house, a small open structure comprised of wood fencing with a small enclosed storage room wherein seedlings are cultivated and materials stored; and
- Parking lots 20, 20A and 20M with approximately 40 parking spaces.

This addendum includes the following sections.

- CEQA Requirements, describing the findings necessary for adoption of an addendum
- Description of Project Changes to the Building 20 Complex
- Analysis of Project Changes Relative to the 2006 IS/MND

¹ Jones & Stokes. 2006. Initial Study and Mitigated Negative Declaration for Facility Improvements at College of San Mateo. Prepared for the San Mateo County Community College District, San Mateo, California. December. San Jose, California.

CEQA Requirements

In 2007, SMCCCD approved a program of facilities improvements at CSM. In compliance with the California Environmental Quality Act (CEQA), the SMCCCD analyzed the potential for environmental impacts and concluded that, as mitigated, the project would have no significant adverse effect on the environment, and adopted a Mitigated Negative Declaration (MND) to that effect. The facilities improvements analyzed in the 2006 IS/MND included renovating the Building 20 complex. Since that time, the SMCCCD added 41,750 square feet of instruction and office space through other facility improvements and determined that space in the Building 20 complex is no longer needed. The student services housed in the Building 20 complex have been moved to new Building 10. There is a need for additional parking on the east side of the campus where the Building 20 complex is located. No additional construction, beyond that described in the Facilities Improvement program and in this project description, would result. The Building 20 complex would be replaced with a parking lot and landscaping.

This project change requires evaluation under CEQA. Section 15162 of the State CEQA Guidelines provides that when a negative declaration has been adopted for a project, no subsequent environmental impact report (EIR) is required for a later activity under that project unless one or more of the following has transpired:

1. Substantial changes are proposed in the project which will require major revisions of the previous EIR or negative declaration due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects;
2. Substantial changes occur with respect to the circumstances under which the project is undertaken which will require major revisions of the previous EIR or Negative Declaration due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects; or
3. New information of substantial importance, which was not known and could not have been known with the exercise of reasonable diligence at the time the previous EIR was certified as complete or the Negative Declaration was adopted, shows any of the following:
 - a. The project will have one or more significant effects not discussed in the previous EIR or negative declaration;
 - b. Significant effects previously examined will be substantially more severe than shown in the previous EIR;
 - c. Mitigation measures or alternatives previously found not to be feasible would in fact be feasible, and would substantially reduce one or more significant effects of the project, but the project proponents decline to adopt the mitigation measure or alternative; or
 - d. Mitigation measures or alternatives which are considerably different from those analyzed in the previous EIR would substantially reduce one or more significant effects on the environment, but the project proponents decline to adopt the mitigation measure or alternative.

When a new or more severe impact is identified that can be mitigated to a less-than-significant level, the lead agency can adopt a subsequent MND. Where the activity does not cause a new impact or

substantially more severe impact, the lead agency can adopt an addendum, per CEQA Guidelines Section 15164.

The proposed change in the project analyzed in the 2006 IS/MND (i.e., the demolition of the Building 20 complex rather than its renovation) is analyzed below in light of the provisions of Section 15162. All of the pertinent mitigation measures from the 2006 IS/MND continue to apply to the proposed change in the project (see Attachment 1, Mitigation Monitoring Program). The conclusion of the analysis that follows is that the changes in the project would have no new or substantially more severe impact.

The following analysis will first describe the project changes relative to the Building 20 complex and then provide a brief analysis for all the environmental topics addressed in the 2006 IS/MND. A more extensive analysis of air quality and greenhouse gas (GHG) emissions has been conducted because new requirements have been adopted since the approval of the 2006 MND. This analysis requires detailed information regarding the cubic yards (cy) of materials being demolished, recycled and hauled offsite. Some of this information is provided in the body of this report, while most of the details are included in the air quality and GHG technical memorandum (see Attachment 2, Air Quality and Greenhouse Gas Analysis for the Demolition of San Mateo County Community College District's Building 20 Complex).

Description of Project Changes to the Building 20 Complex

The facility improvements approved in 2007 and covered in the 2006 IS/MND include renovation of 10 buildings, including the Building 20 complex, and demolition of more than 14 buildings. Renovation of existing buildings could include upgrades for compliance with Americans with Disabilities Act requirements including reconstruction of the bathrooms; improvements to mechanical systems, new lighting, and new telephone/data systems; cosmetic improvements such as paint, new flooring, and new window coverings; and acoustic upgrades such as new ceiling tile. Renovation activities at the Building 20 complex would have included partial demolition of interior spaces and removing hazardous building materials.

Since that time, the SMCCCD added 41,750 square feet of instruction and office space and determined that space in the Building 20 complex is no longer needed. The student services housed in the Building 20 complex have been moved to new Building 10. There is a need for additional parking on the east side of campus where the Building 20 complex is located. Therefore, SMCCCD proposes to change the Facilities Improvement project to demolish existing facilities at the Building 20 complex (see Figure 1) and replace existing facilities with the Edison parking lot, accessibility, and landscaping improvement plan in its place (Figure 2). Table 1 presents the existing conditions and land uses, and Table 2 presents the proposed conditions and land uses. There would be no additional construction beyond that described in the Facilities Improvement program approved in 2007 and in this project description.

Relocation of Functions

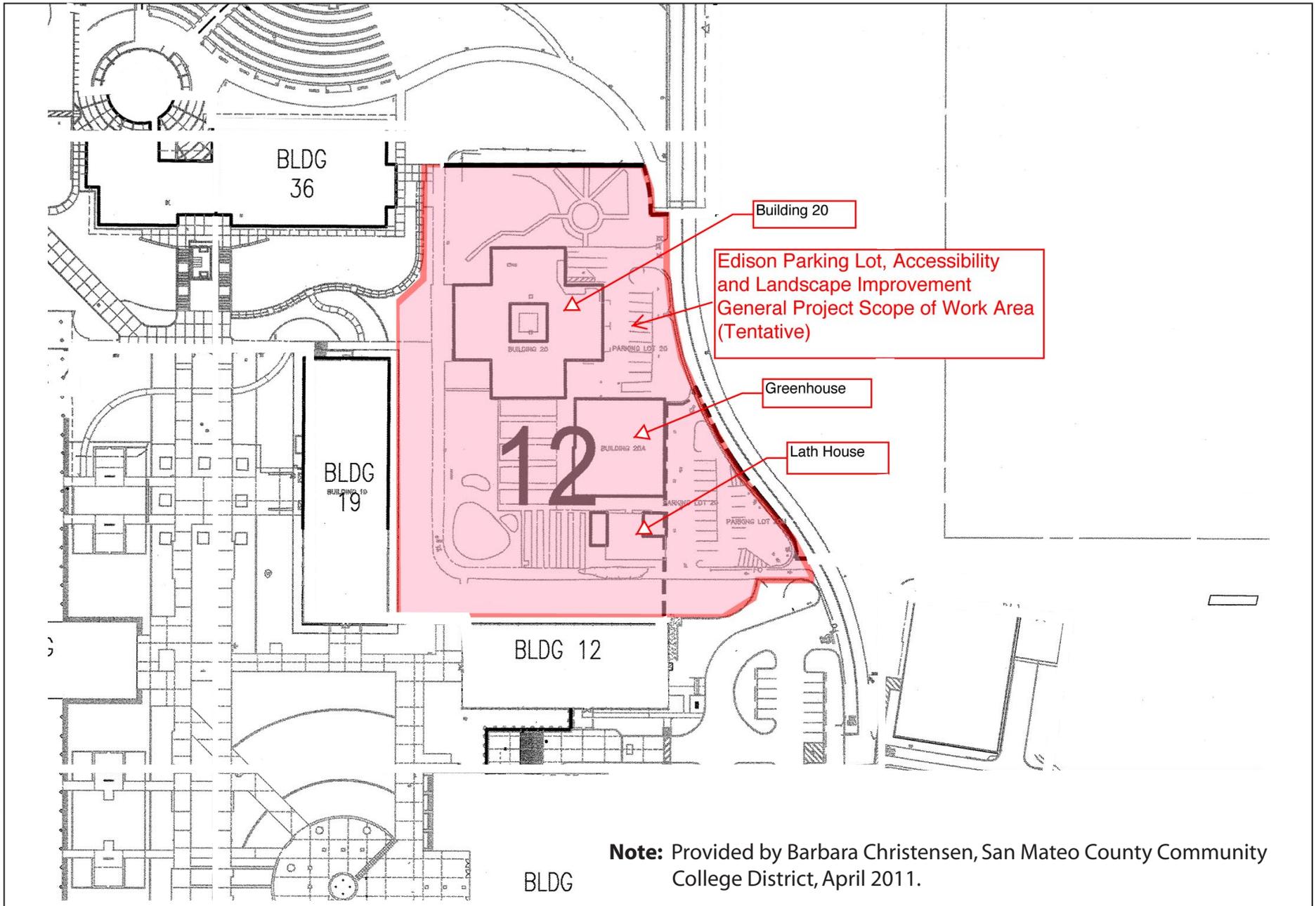
Functions currently occurring in the Building 20 complex would be accommodated in existing facilities, as necessary, elsewhere on the CSM campus. The instruction functions would be relocated elsewhere on campus because there is 41,750 square feet of additional instruction and office space available. The student services functions have been relocated to Building 10 .

The existing greenhouse and lath house (storage facility) would not be relocated. The approximately 40 parking spaces would be replaced onsite as part of the Edison parking lot, accessibility, and landscaping improvement plan.

Demolition of Building 20 Complex

The Building 20 complex is comprised of:

- Building 20, a small cast in place concrete classroom and lab structure wherein floristry instruction is delivered and horticultural instruction had been delivered in the past;
- Greenhouse, a glass and metal frame structure housing plant specimens for horticulture and certain science courses;
- Lath house, a small open structure comprised of wood fencing with a small enclosed storage room wherein seedlings are cultivated and materials stored; and



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- Parking lots 20, 20A and 20M with approximately 40 parking spaces.

Table 1. Existing Conditions at the Building 20 Complex

Component	Estimated Square Feet
North garden/landscape areas	16,175
Slope areas	18,000
South landscape areas	23,325
Buildings, asphalt parking, sidewalks	44,500
Total	102,000
Note: Refer to Figure 1.	

Table 2. Proposed Conditions (Edison Parking Lot, Accessibility and Landscape Improvement Plan)

Component	Estimated Square Feet
North garden/landscape areas	16,175 – 18,825
Slope/berm landscape area (west of Building 19 and north of Building 12)	18,000
Sidewalks, islands, street planter areas	12,000
Asphalt parking lot with 125-200 spaces	53,175 – 55,825
Total	99,350 – 104,650
Note: Refer to Figure 2. The specific number of parking spaces and the specific size of the north garden/landscape area would be determined when engineering and design are complete.	

There are also existing plants, trees and landscape elements which would be removed entirely, or relocated within the Edison parking lot landscape project area prior to demolition. As indicated in the 2006 IS/MND project description, tree removal would be compensated with the planting of replacement trees and vegetation.

Materials Generated

The combined gross square footage of the three structures is 13,126 square feet (sf)². Demolition of the three structures and minor site improvements in their vicinity would yield approximately 910 cy of building materials (Table 3).

² Building 20 is a 6,991 sf concrete structure. The greenhouse and lath house comprise 6,135 sf.

Table 3. Materials Generated from Demolishing Building 20 Complex¹

Component	Estimated Materials Generated from Demolition (cubic yards)
Building 20	400 cy concrete
Greenhouse and Lath House (curb and gutter removal)	100 cy concrete
Walkways (excluding the walkway between the two stairs at each end of Building 19)	50 cy concrete
Parking areas	160 cy asphalt and concrete
Planting and landscape area stripping (concrete, asphalt, and miscellaneous stone walkway removal)	200 cy
Total	910 cy

Notes: Refer to Figure 1. At least 50% of the demolished asphalt and concrete would be recycled on site.

Of the 910 cy of materials generated by demolition, approximately 610 cy would be concrete or asphalt. Demolition of this nature is generally accomplished utilizing a D-9 dozer with one ripping tooth, a large excavator, and a claw excavator. As part of the overall facility improvements plan covered in the 2006 IS/MND, demolished concrete and asphalt would be brought to an onsite crushing operation where it would be reduced to the allowable sizes for recycling as engineered fill and incorporated into future improvements³. The remaining approximately 300 cy would be comprised of glass, steel, wood, and miscellaneous rubbish and would be removed from the site to licensed recycling and/or disposal facilities. Removal activities are expected to occur concurrently with demolition and recycling activities. All materials are expected to be removed from the site in as few as two or as many as 20 trucks leaving the site per day, depending on the efficiencies determined by the construction contractor. The removal schedule is included in the air quality and GHG analysis (Attachment 2).

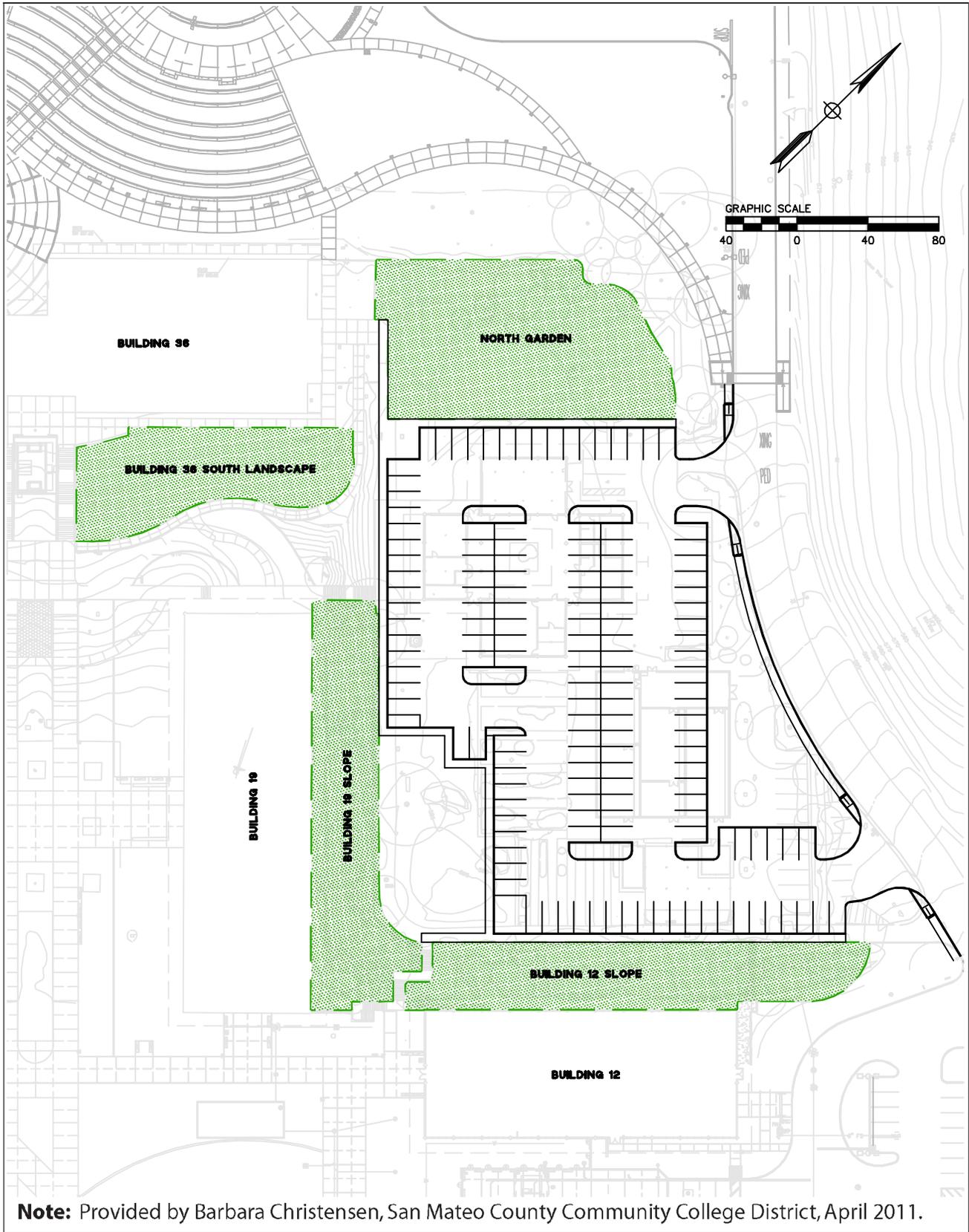
The structures are known to contain hazardous building materials. A certified industrial hygienist has completed testing of the buildings materials and is developing plans and specifications for abatement of hazardous materials. Abatement would be completed by a licensed abatement contractor under the supervision of the certified industrial hygienist prior to the commencement of any demolition activities.

Construction Schedule and Hours

Demolition of the Building 20 complex would occur as part of the remaining work for the overall facility improvements plan, which called for the demolition of more than 14 other buildings (some of which were to be replaced with new buildings). Specifically, the abatement of hazardous materials at the Building 20 complex is planned to occur during July and August, 2011. Demolition of the subject structures is planned to occur between September 2011 and February 2012, depending upon the general contractor's sequencing of activities, in conjunction with Buildings 21 -29⁴ to the northwest.

³ Demolition and disposal would be consistent with applicable laws and regulations identified in the 2006 IS/MND.

⁴ Buildings 21-29 comprise 58,958 sf.



Note: Provided by Barbara Christensen, San Mateo County Community College District, April 2011.

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Consistent with Measure N-1 described in the MMP (see Attachment 1): “The normal working day for construction activities will be between 7:00 a.m. and 7:00 p.m. on weekdays. If construction is scheduled for Saturdays or Sundays to avoid disrupting college operations, construction hours will be between 9:00 a.m. and 5:00 p.m. construction on Sundays will be avoided if possible, and there will be no construction on public holidays.”

Construction Equipment and Duration

The estimated construction equipment and duration of use is presented below for purposes of the air quality and GHG analysis. The construction durations are based on a 7:00 a.m. to 3:00 p.m. work day.

Estimated Parking Lot Construction Schedule Duration⁵

Rough Grading: 2-3 weeks (start October 17 – end November 11)

Utility Installation: 3-4 weeks (start November 7 – end December 2)

Concrete Work: 3-4 weeks (start November 28 – end December 30)

Paving and Striping: 2-3 weeks (start January 2 – end January 20)

Landscape and Irrigation: 3-4 weeks (start January 23 – end February 24)

Parking Lot Construction Equipment

Rough grading equipment:

- A D-9 bulldozer with a ripper (2 weeks during rough grading phase)
- A compactor for road sub-grade (2 weeks during rough grading phase)
- An excavator to rough grade other areas (2 weeks during rough grading phase)
- A 10-wheel dump truck to move material around the site (3 weeks during rough grading phase)
- A water truck to provide dust control on a daily basis (3 weeks during rough grading phase)

Utility installation equipment:

- A backhoe for utility trenching (3 weeks during utility installation phase)
- Manual labor forces to place utility pipes, structures, catch basins and storm water treatment facilities (4 weeks during utility installation phase)
- A wheel vibrator on a backhoe for compacting utility trench backfill (4 weeks during utility installation phase)
- Multiple concrete trucks for placing concrete structures associated with the utilities (3 weeks during utility installation phase)
- Multiple 10-wheel dump trucks to bring trench backfill material to the site from off-site sources (4 weeks during utility installation phase)

⁵ The specific dates are estimates for purposes of conducting the air quality and GHG analysis (see Attachment 2) and represent assumed start and end dates based on the construction durations provided by the project applicant. Although the duration for each phase would be the same, the specific dates could change.

- A water truck to provide for dust control on a daily basis (4 weeks during utility installation phase)

Concrete work equipment:

- A road grader and compactor to prepare sub-grade installation of curb, gutter, sidewalk and final asphalt paving (3 weeks during concrete work phase)
- Multiple concrete trucks for placing concrete curbs, gutters and sidewalk (3 weeks during concrete work phase)
- Multiple 10-wheel dump trucks to import aggregate base rock for installation and compaction of curb, gutter and sidewalk (4 weeks during concrete work phase)

Paving and striping equipment:

- A road grader and compactor to prepare sub-grade installation of final asphalt paving (2 weeks during paving work phase)
- Paving machine with manual labor for placing asphalt material. (2 weeks during paving phase)
- Multiple 10-wheel dump trucks to bring hot asphalt to the site for placement (2 weeks during paving phase)
- A water truck to provide for dust control on a daily basis (9 weeks during concrete and paving phase)

Landscape and irrigation equipment:

- Skid steer w/ multiple attachments (4 weeks during landscape and irrigation phase)
- Ripper (4 weeks during landscape and irrigation phase)
- A backhoe for trenching (4 weeks during landscape and irrigation phase)
- Auger (4 weeks during landscape and irrigation phase)
- Plate compactor (4 weeks during landscape and irrigation phase)
- Rototillers (4 weeks during landscape and irrigation phase)
- Multiple 10-wheel dump trucks for soil amendment (4 weeks during landscape and irrigation phase)
- Manual labor forces for final landscaping, planting and irrigation with multiple trucks to deliver trees, shrubs, top soil, irrigation and erosion control materials (4 weeks during landscape and irrigation phase)

Additional Best Management Practices

The Bay Area Air Quality Management District (BAAQMD) strongly recommends that construction projects incorporate its latest Best Management Practices (BMPs) for dust, construction emissions, and greenhouse gas emissions reduction. Although these requirements are not technically mandated by the BAAQMD, they help reduce pollution from those sources. In order to conform to the BAAQMD's current recommendations and proactively address the issue of air quality, the

SMCCCD modifies the 2006 IS/MND's implementation measure AQ-1 as follows and incorporates it into the project as a BMP:

Measure AQ-1: Implement BAAQMD Basic Construction Mitigation Measures to Control Construction-Related Fugitive Dust, Exhaust, and Greenhouse Gas Emissions

The SMCCCD will ensure that the construction contractor implements all required BAAQMD basic control measures to minimize fugitive dust emissions. The SMCCCD will ensure, through contract provisions and specifications, that the contractor adheres to the mitigation measures before and during construction and documents compliance with the adopted mitigation measures. Documentation will be provided to the SMCCCD on a weekly basis. The contract provisions and specifications will authorize the SMCCCD to sanction contractors for non-compliance. These measures include the following to address construction-related fugitive dust emissions:

- All exposed surfaces (e.g., parking areas, staging areas, soil piles, graded areas, and unpaved access roads) will be watered two times per day.
- All haul trucks transporting soil, sand, or other loose material off-site will be covered.
- All visible mud or dirt track-out onto adjacent public roads will be removed using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited.
- All vehicle speeds on unpaved roads will be limited to 15 miles per hour.
- All roadways, driveways, and sidewalks to be paved will be completed as soon as possible. Building pads will be laid as soon as possible after grading unless seeding or soil binders are used.
- Post a publicly visible sign with the telephone number and contact person at the SMCCCD regarding dust complaints. This designated person will respond and take corrective action within 48 hours. The Air District's phone number will also be visible to ensure compliance with applicable regulations.

These measures include the following to address construction-related exhaust emissions:

- Idling times will be minimized by shutting off equipment when it is not in use or by reducing the maximum idling time to 5 minutes (as required by the California airborne toxics control measure Title 13, Section 2485 of California Code of Regulations [CCR]). Clear signage will be provided for construction workers at all access points.
- All construction equipment will be maintained and properly tuned in accordance with manufacturer's specifications. All equipment will be checked by a certified mechanic and determined to be running in proper condition prior to operation.

In addition, to conform to the BAAQMD's guidance to reduce GHG emissions, the SMCCCD will implement, to the extent feasible, the BAAQMD's GHG BMP practices outlined in their CEQA Guidelines to address GHG emissions. The SMCCCD will ensure, through contract provisions and specifications, that the contractor adheres to the feasible and appropriate mitigation measures before and during construction and documents compliance with the adopted mitigation measures. Documentation will be provided to the SMCCCD by the contractor on a weekly basis.

The contract provisions and specifications will authorize the SMCCCD to sanction contractors for non-compliance. These BMPs include:

- Alternative-fueled (e.g., biodiesel, electric) construction vehicles/equipment of at least 15 percent of the fleet;
- Local building materials of at least 10 percent; and
- Recycle at least 50 percent of construction waste or demolition materials.

Analysis of Project Changes Relative to 2006 IS/MND

This section evaluates the project changes proposed for the Building 20 complex relative to the 2006 IS/MND, which analyzed the project's impacts and serves as the baseline for this subsequent analysis. This evaluation describes the changes to the project and determines if there is substantial evidence of a new or substantially more severe impact not disclosed in the 2006 IS/MND. All mitigation measures identified in the 2006 IS/MND, including Measure AQ-1 as revised in this document, will remain in place for the changed project.

Aesthetics

The 2006 IS/MND adopted for the Facilities Improvement project found no significant adverse impacts on aesthetics as a result of that project. The project change would install a new 125-200 space parking lot in place of an existing building, greenhouse and lath house, and small parking lot (with approximately 40 spaces).

The lighting of the proposed parking lot would be as described in the 2006 IS/MND for the project as a whole: focused onsite, generally directed downward, and incorporating shielding to prevent fugitive glare. Light standards would be low enough to limit the potential for light backscatter into the night sky, as well as incidental light spillover. Therefore, the proposed project change would not result in a new or substantially more severe impact than disclosed in the 2006 IS/MND.

Agricultural Resources

The College of San Mateo is an urban campus and the changed project would not affect agricultural land. The 2006 IS/MND determined that the Facilities Improvements would have no impact on agricultural resources. This conclusion is unchanged. Therefore, the proposed project change would not result in a new or substantially more severe impact than disclosed in the 2006 IS/MND.

Air Quality

The 2006 IS/MND analyzed the potential for the Facilities Improvement project to adversely affect air quality for criteria pollutants, based on the BAAQMD's then applicable 1999 guidelines. The 2006 IS/MND concluded that all potentially significant impacts could be reduced to a less-than-significant level with mitigation. The SMCCCD committed to Measure AQ-1 (implement dust-control measures to protect air quality during construction) to address this potential impact. No analysis was done in 2006 of the Facility Improvement project's potential contribution to GHG emissions since that was not required by either the BAAQMD or the State CEQA Guidelines at that time.

Since adoption of the 2006 IS/MND, the BAAQMD has updated its CEQA Guidelines (June and December 2010) and the California Natural Resources Agency has amended the State CEQA Guidelines (March 2010). These now require that lead agencies analyze a project's GHG emissions as part of CEQA review process. In addition, the BAAQMD adopted "Screening Tables for Air Toxics Evaluation During Construction" in May 2010.

ICF International air quality technical specialists prepared a memorandum to examine whether the proposed change, in light of the new requirements of the BAAQMD and State CEQA Guidelines, would result in a new or substantially more severe impact from GHG or Toxic Air Contaminants (TAC) emissions in relation to the 2006 IS/MND. The air quality technical memorandum is attached to this evaluation of project change (see Attachment 2).

The memorandum provides an analysis of the degree of change between renovation of existing CSM Building 20 complex, as previously analyzed in the 2006 IS/MND and the proposed project change that would demolish, rather than renovate, Building 20, existing greenhouse and lath house, as well as provide for other improvements (landscaping and new parking lot). It evaluates the change in criteria pollutant, TAC, and GHG emissions between the two project scenarios based on the BAAQMD's current guidance. The analysis assumed that the only difference between the previously analyzed project and the proposed project change would be with respect to construction activities. No substantial operational changes that would impact air quality are expected because the functions in Building 20 (student services, instruction and office space) have been or would be relocated elsewhere on the CSM campus.

The 2006 IS/MND concluded that the Facilities Improvement project would not conflict with or obstruct implementation of the applicable air quality plan, with implementation of Measure AQ-1. The analysis of the changed project found the change in the project would cause no change in this conclusion.

The 2006 IS/MND found that the Facilities Improvement project would not violate any air quality standard or contribute substantially to an existing or projected air quality violation. The BAAQMD's 1999 air quality guidance did not contain numeric thresholds for construction emissions; the 2010 guidance does. As shown in Table 2 of Attachment 2, implementation of the changed project instead of the previously analyzed renovation would not result in new or more severe significant impacts on air quality. Daily emissions of NO_x, PM₁₀ exhaust, and PM_{2.5} exhaust would increase slightly with demolition compared to renovation, but at levels far below current BAAQMD construction-related thresholds. Given that emissions would not be more severe than previously analyzed in the 2006 IS/MND, as well as the fact that emissions would be far below BAAQMD's construction thresholds, the proposed project is deemed to not violate any air quality standard or contribute substantially to an existing or projected air quality violation.

Additionally, because the BAAQMD has modified its recommended *Basic Construction Mitigation Measures* since preparation of the 2006 IS/MND, the SMCCCD has modified Measure AQ-1 to conform to the BAAQMD's current recommendations (refer to *Additional Best Management Practices* above).

The 2006 IS/MND concluded that the Facilities Improvement project would have a less than significant impact on exposure of sensitive receptors⁶ to substantial pollutant concentrations. Since

⁶ The BAAQMD's CEQA Guidelines define a sensitive receptor as a facility or land use that includes members of the population that are particularly sensitive to the effects of air pollution, such as children, the elderly, and people with illnesses (BAAQMD 2011, Attachment 2). Examples of sensitive receptors include schools, hospitals, and residential areas. The BAAQMD's CEQA Guidelines further indicates that sensitive individuals are "those segments of the population most susceptible to poor air quality: children, the elderly, and those with pre-existing serious health problems affected by air quality" (BAAQMD 2011, Attachment 2). Based on this definition, a community college/university campus and its students are generally not considered to be a sensitive land use or contain sensitive receptors, as the population of a community college/university campus and its students do not generally consist of children, the elderly, and those with pre-existing serious health problems affected by air quality.

that time, the BAAQMD has developed a screening approach to conduct initial evaluation of potential health risks associated with construction activities. The screening methodology lists the minimum distance required between construction activities and sensitive receptors to ensure that cancer and non-cancer risks associated with the project are less than significant per BAAQMD significance thresholds. Applying that methodology to the proposed change, the closest sensitive receptors to the construction site are over 560 feet (170 meters) away, and the child development center is in over 640 feet (195 meters) from construction activities. Therefore, sensitive receptors would not be subject to significant health risks, as these distances are beyond the 100 meter distance recommended in the BAAQMD's construction screening criteria. The construction period is well below the recommended cancer risk assessment period of 70-years. In addition, implementation of BAAQMD *Basic Construction Mitigation Measures* would help to reduce diesel particulate matter emissions during construction. TAC and PM2.5 levels generated by the proposed project are therefore not expected to exceed the BAAQMD thresholds, nor result in increased health risks to sensitive receptors within 1,000 feet of the project area. Therefore, the proposed project change would not result in a new or substantially more severe impact than disclosed in the 2006 IS/MND.

The 2006 IS/MND concluded that the Facilities Improvement project would not create objectionable odors affecting a substantial number of people. The analysis of the proposed change found that any odors emitted during construction would be temporary and localized. Therefore, the proposed project change would not result in a new or substantially more severe impact than disclosed in the 2006 IS/MND.

The 2006 IS/MND did not examine the State CEQA Guidelines' new GHG questions (i.e., whether the project would generate a significant amount of GHG emissions, either directly or indirectly, or conflict with any applicable plan, policy, or regulation adopted for the purpose of reducing GHGs). As a result, it did not make a conclusion regarding the significance of the project's contribution to GHG emissions. The air quality technical memorandum (Attachment 2) evaluated the GHG emissions of the changed project in light of the BAAQMD's 2010 guidance and concluded that construction emissions are anticipated to be well below the BAAQMD's operational threshold of 1,100 metric tons/year (the BAAQMD has no threshold for construction emissions – because GHGs are long lasting in the atmosphere, construction and operational emissions are essentially the same). The BAAQMD recommends the implementation of GHG BMPs to further minimize construction-related GHG emissions. As described under "Additional Best Management Practices", these BMPs are incorporated into Measure AQ-1.

Therefore, the proposed project change would not result in a new or substantially more severe impact than disclosed in the 2006 IS/MND.

The air quality technical memorandum (Attachment 2) further concluded that implementation of the project would generate a less than significant level of GHG emissions following implementation of best management practices for GHGs. Thus, project-generated GHG emissions would not conflict with the State goals listed in AB32 or in any preceding state policies adopted to reduce GHG emissions. Furthermore, once construction is completed, there would be no long-term operational activities associated with the demolished buildings and parking lot. Thus, this impact is considered less-than-significant.

The BAAQMD does not have separate thresholds for analyzing climate change cumulative impacts. If annual emissions of operational-related GHGs exceed the thresholds, then the proposed project as changed would result in a cumulatively considerable contribution of GHG emissions and a

cumulatively significant impact to global climate change. The project's construction-related emissions are short-term and would be below BAAQMD thresholds. In addition, there would be no net long-term sources of emissions, as no operational increase is expected. Therefore, the project would not result in cumulative impacts on GHG emissions and climate change.

Biological Resources

The 2006 IS/MND examined the potential for the Facilities Improvement project to adversely affect biological resources and found that the area is currently developed/landscaped and has little habitat value for sensitive species. This examination included a review of the pertinent literature regarding sensitive species (including the California Natural Diversity Database) and a reconnaissance survey of the site. In the 2006 IS/MND, the analysis concluded: "proposed activities would directly disturb only developed/landscaped and ruderal/disturbed areas; therefore, the proposed project would not affect important natural communities." With regard to sensitive plant species, the analysis concluded: "[b]ased on the absence of suitable habitat, no sensitive plant species are expected to occur in the study area". Sensitive plant species are those listed under the California Native Plant Protection Act or by the California Native Plant Society on its native plants lists. Similarly, with regard to special status wildlife species, the campus lacks suitable habitat for most species. The analysis concluded: "non-special-status migratory birds, including raptors, have the potential to nest on campus. Although most of these species are not considered special status wildlife species, their occupied nests and eggs are protected under the California Fish and Game Code, Sections 3503 and 3503.5 and the Migratory Bird Treaty Act (MBTA)." As a result of these findings, the 2006 IS/MND concluded that the impact would be less than significant with a mitigation measure (Measure BIO-1) that will avoid the potential to destroy migratory birds' nests.

The Building 20 complex includes landscaped areas and a garden that support a number of specimen plants that are either non-native or not a part of a natural landscape on the campus. As noted in the 2006 IS/MND, the original construction of the campus removed all native vegetation from the site. The existing campus is an urbanized setting with no natural vegetation at the Building 20 complex. The 2006 IS/MND found that botanical specimens were not sensitive biological resources because they do not fall under the accepted definition of a natural community or sensitive plant species. This circumstance has not changed.

Specifically, Table 4 lists the plant and tree species that would be replaced, removed or relocated as a result of demolishing the Building 20 complex site and indicates that each specimen will either be replaced with a new plant or transplanted to the available garden/landscape areas in and around the Building 20 complex as part of the proposed Edison parking lot, accessibility and landscape improvement plan⁷.

The proposed change would occur within the area previously studied in the 2006 IS/MND and would be subject to Mitigation Measure BIO-1. Therefore, the proposed project change would not result in a new or substantially more severe impact than disclosed in the 2006 IS/MND.

⁷ San Mateo County Community College District (SMCCCD). 2011. *Faculty Report on the College of San Mateo Botanical Collection*. Prepared by SMCCCD faculty for the SMCCCD, San Mateo, California. May. San Mateo, California.

Table 4. Plant and Tree Species Replaced, Removed or Relocated Due to Demolition of Building 20 Complex

Species	Current Location and Proposed Action	Species Status
<i>Agave americana</i>	Current: South landscape area Proposed: Transplant to north garden landscape area	Non-Native, not protected
<i>Aloe arborescens</i>	Current: South landscape area Proposed: Transplant to north garden landscape area	Non-Native, not protected
<i>Bryophytes</i>	Current: Lath House Proposed: Transfer to terrariums for classroom use	Some species could be native, but horticulturally grown specimens would not be protected
<i>Cycas revolute</i>	Current: Building 20 courtyard Proposed: Transplant to north garden landscape area	Non-Native, not protected
<i>Garrya elliptica</i> 'James Roof'	Current: South landscape area Proposed: Replace in kind in north garden landscape area	Native, not protected
<i>Metasequoia glyptostroboides</i>	Current: South garden area Proposed: Remain in place, remove or transplant to available landscape area	Non-Native, not protected
<i>Pieris Formosa forrestii</i>	Current: South landscape area Proposed: Replace in kind in north garden landscape area	Non-Native, not protected.
<i>Pieris japonica</i>	Current: South landscape area Proposed: Replace in kind in north garden landscape area	Non-Native, not protected
<i>Psilotum</i>	Current: Greenhouse Proposed: Transfer to terrariums for classroom use	Non-Native, not protected
<i>Selaginella</i>	Current: Greenhouse Proposed: Transfer to terrariums for classroom use	Some species could be native, but horticulturally grown specimens would not be protected
<i>Taxus baccata</i> 'Stricta'	Current: Adjacent to southwest corner of Building 20 Proposed: Transplant to north garden landscape area	Non-Native, not protected

Cultural Resources

A cultural resources inventory was undertaken for the College of San Mateo as part of the 2006 IS/MND analysis. No cultural resources, including historic structures, were identified at that time. In order to ensure that any unknown archaeological resources would not be adversely affected during construction of the Facilities Improvement project, the 2006 IS/MND incorporated two mitigation measures relating to the discovery of resources and Native American burials (Measures CR-1 and CR-2, respectively).

There is no evidence that the proposed change to the Facilities Improvement project would adversely affect cultural resources. Therefore, the proposed project change would not result in a new or substantially more severe impact than disclosed in the 2006 IS/MND.

Geology and Soils

The 2006 IS/MND concluded that the Facilities Improvement project would not result in any significant impact or require any mitigation in order to reduce an impact below the level of significance. The proposed change would involve the demolition of existing structures and installation of a parking lot. It would not involve any activities that would expose persons to increased risk, nor would it result in substantial soil erosion or instability. Therefore, the proposed project change would not result in a new or substantially more severe impact than disclosed in the 2006 IS/MND.

Hazards and Hazardous Materials

The 2006 IS/MND examined the potential for the Facilities Improvement project to result in significant impacts in regard to hazards and hazardous materials. It concluded that impacts would be less than significant, with the adoption of mitigation for naturally occurring asbestos that might be encountered during ground disturbing activities through early identification of such deposits (Measure H-4) and minimization of exposure during such activities (Measures H-5 and H-6). In addition to those measures, the SMCCCD committed to three additional measures requiring: preparation and implementation of a spill prevention, control, and countermeasure program for construction activities in order to avoid accidental contamination by hazardous, toxic, or petroleum substances during construction and demolition (Measure H-1); and preparation of a site safety plan to protect people from residual soil or groundwater contamination during construction (Measure H-2); and measures to protect people from exposure to lead and asbestos as a result of building renovation and demolition activities (Measure H-3).

The proposed changed project would incorporate all of these measures. The demolition and construction activities now proposed for the Building 20 complex would be essentially the same as demolition and construction activities expected to occur elsewhere on campus as part of the Facilities Improvement project. Therefore, the proposed project change would not result in a new or substantially more severe impact than disclosed in the 2006 IS/MND.

Hydrology and Water Quality

The 2006 IS/MND examined the potential for the Facilities Improvement project to result in significant effects on hydrology and water quality and concluded that any impacts would be less than significant with mitigation. Project construction is not expected to contribute to reduced surface water quality as a result of mitigation requiring preparation and implementation of a Stormwater Pollution Prevention Plan (SWPPP) as described in Measure WQ-1, and the spill prevention, containment, and countermeasures required by Measure H-1. Potential impacts from changes in drainage patterns are mitigated by Measure WQ-2 (implement measures to ensure new impervious surfaces do not result in increased hydrograph modification impacts to local creeks).

The proposed changed project would incorporate all of these measures. The demolition and construction activities now proposed for the Building 20 complex would be essentially the same as demolition and construction activities expected to occur elsewhere on campus as part of the Facilities Improvement project. Whereas the proposed change would result in additional impervious surface in the form of the parking lot, its impact will be mitigated by Measure WQ-2. Therefore, the proposed project change would not result in a new or substantially more severe impact than disclosed in the 2006 IS/MND.

Land Use and Planning

The 2006 IS/MND found that the Facilities Improvement project would not result in any impact on land use and planning. The demolition and construction activities now proposed for the Building 20 complex would be essentially the same as demolition and construction activities expected to occur elsewhere on campus as part of the Facilities Improvement project. Therefore, the proposed project change would not result in a new or substantially more severe impact than disclosed in the 2006 IS/MND.

Mineral Resources

The 2006 IS/MND concluded that the Facilities Improvement project would have no impact on known mineral resources or mineral recovery. There is no evidence that this has changed. The demolition and construction activities now proposed for the Building 20 complex would be essentially the same as demolition and construction activities expected to occur elsewhere on campus as part of the Facilities Improvement project. Therefore, the proposed project change would not result in a new or substantially more severe impact than disclosed in the 2006 IS/MND.

Noise

The 2006 IS/MND examined the potential for the Facilities Improvement project to result in significant effects on noise and concluded that any impacts would be less than significant with mitigation. The SMCCCD committed to Measure N-1 (implement measures to minimize effects of construction-related noise) as part of the project description.

The demolition and construction activities now proposed for the Building 20 complex would be essentially the same as demolition and construction activities expected to occur elsewhere on campus as part of the Facilities Improvement project. The same is true of operations, albeit with noise levels from the proposed parking lot potentially lower than from renovated and occupied buildings. Therefore, the proposed project change would not result in a new or substantially more severe impact than disclosed in the 2006 IS/MND.

Population and Housing

The 2006 IS/MND concluded that the Facilities Improvement project would have no impact on population and housing. The proposed change would not increase the size of the College of San Mateo or otherwise result in more students moving to the surrounding community. Therefore, the proposed project change would not result in a new or substantially more severe impact than disclosed in the 2006 IS/MND.

Public Services

The 2006 IS/MND found that the Facilities Improvement project would not result in any impact on public services. The proposed change would not increase capacity or student enrollment at the College of San Mateo. Nor, would it create a greater demand for services. The demolition of the Building 20 complex and its replacement with a parking lot and landscaping would reduce needed services below those discussed in the 2006 IS/MND. Therefore, the proposed project change would not result in a new or substantially more severe impact than disclosed in the 2006 IS/MND.

Recreation

The Facilities Improvement project analyzed in the 2006 IS/MND would not have any significant impacts on recreation. As discussed under Public Services, the proposed change would not result in an increase in students and therefore would not increase demand for recreational facilities. Therefore, the proposed project change would not have a new or substantially more severe impact than disclosed in the 2006 IS/MND.

Transportation and Traffic

The 2006 IS/MND examined the potential for the Facilities Improvement project to result in significant impacts on traffic and concluded that any impacts would be less than significant with mitigation. The SMCCCD committed to Measure T-1 (implement a traffic control plan during construction) as part of the project description in order to reduce the potential impact on traffic to a less than significant level. As discussed above, the proposed demolition of the Building 20 complex and construction of the Edison parking lot, accessibility, and landscaping improvement plan would generate only a small amount of additional daily traffic during construction. It would not result in a new or substantially more severe impact on construction-related traffic than disclosed in the 2006 IS/MND.

The proposed project change would not increase student populations or substantially increase traffic to and from the campus. Therefore, it would not result in a new or substantially more severe impact on area traffic than disclosed in the 2006 IS/MND.

The proposed project change would exchange parking lots 20, 20A and 20M with a capacity of approximately 40 parking spaces for a larger lot, Edison lot with the capacity for 125-200 parking spaces. Currently, the parking at CSM is concentrated at the west end of campus near the main entrance, and at the northern end along Perimeter Road which circles the main campus buildings. This project change would provide additional parking capacity within the campus to meet existing parking demand at its eastern end. Access to Edison lot would be directly from Perimeter Road. The proposed project change would result in additional traffic along the eastern portion of Perimeter Road to reach the new parking spaces. However, the additional trips would be dispersed throughout the day as students come and go to classes and are not expected to result in an unacceptable level of congestion on Perimeter Road. Therefore, the proposed project change would not result in a new or substantially more severe impact on area traffic than disclosed in the 2006 IS/MND.

Utilities and Service Systems

The Facilities Improvement project analyzed in the 2006 IS/MND would not have any significant impacts on utilities and service systems. As discussed above, the proposed project change would not result in an increase in students and therefore would not increase demand for utilities and service systems. Demolition of the Building 20 complex and its replacement with the Edison parking lot, accessibility, and landscaping improvements would most likely reduce operational demand for utilities and service systems in comparison to renovation and continued operation of the Building 20 complex, as described in the Facilities Improvement project examined in the 2006 IS/MND.

The proposed project change would generate an additional approximately 300 cy of solid waste to be disposed, in comparison to the Facilities Improvement project. As part of the overall Facility Improvements plan covered in the 2006 IS/MND, demolished concrete and asphalt would be brought to an onsite crushing operation where it would be reduced to the allowable sizes for recycling as engineered fill and incorporated into future improvements. The remaining approximately 300 cy would be comprised of glass, steel, wood, and miscellaneous rubbish and would be removed from the site to licensed recycling and/or disposal facilities. Removal activities are expected to occur concurrently with demolition and recycling activities.

The Facilities Improvement project examined in the 2006 IS/MND included the demolition of 14 or more buildings on campus. The additional 300 cy of demolition waste does not amount to a substantial increase in solid waste and is not expected to adversely affect the capacity of the nearby landfill. Therefore, the proposed project change would not result in a new or substantially more severe impact than disclosed in the 2006 IS/MND.

Conclusion

For all issue areas, the project changes would not result in a new or substantially more severe impact than disclosed in the 2006 IS/MND. Therefore, an addendum to the 2006 MND is the appropriate CEQA documentation. An addendum need not be circulated for public review but can be included in or attached to the adopted MND. The decision-making body (SMCCCD Board of Trustees) shall consider the addendum with the adopted MND before making a decision on the project changes. [CEQA Guidelines sec. 15164]

List of Preparers

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Attachment 1

**Mitigation Monitoring Program, San Mateo
County Community College District Facility
Improvements at College of San Mateo**

Mitigation Monitoring Program, San Mateo County Community College District Facility Improvements at College of San Mateo

	Mitigation Measure	Responsibility for Implementation	Responsibility for Monitoring
Before Construction			
	<p>N-1. Implement Measures to Minimize Effects of Construction-Related Noise. The following noise-control measures would be included in the construction contract specifications to reduce and control noise generated from construction, demolition, and renovation-related activities.</p> <ul style="list-style-type: none"> ■ The normal working day for construction activities will be between of 7:00 a.m. and 7:00 p.m. on weekdays. If construction is scheduled for Saturdays or Sundays to avoid disrupting college operations, construction hours will be between 9:00 a.m. and 5:00 p.m. Construction on Sundays will be avoided if possible, and there will be no construction on public holidays. When activities must occur outside the hours specified above, local barriers around equipment and other noise attenuating devices will be used if necessary to limit noise to acceptable levels. ■ Construction equipment will have appropriate mufflers, intake silencers, and noise-control features, and would be properly maintained and equipped with exhaust mufflers that meet state standards. ■ Vehicles and other gas- or diesel-powered equipment will be prohibited from unnecessary warming up, idling, and engine revving. ■ A sign will be posted at the construction site giving the name and telephone number or e-mail address of the District staff member whom the public should contact with any noise complaints. If necessary due to complaints, the construction contractor will provide additional noise-attenuating measures such as additional mufflers or engine shrouding. 	Construction Planning Office	Facilities Planning Office
	<p>WQ-2. Implement Measures to Ensure New Impervious Surfaces do not Result in Increased Hydrograph Modification Impacts to Local Creeks. If the total area of new impervious surface is greater than 10,000 square feet, the District will comply with the Provision C.3 measures as directed by guidelines presented in STOPPP (2005). To ensure that new impervious surface associated with the proposed project do not cause increased hydrograph modification impacts, the District will either (1) comply with the provisions of the existing STOPPP Hydrograph Modification Management Plan (HMP) under the STOPPP municipal NPDES permit (if approved and in-place by the time the project is implemented); or (2) develop and implement their own HMP for proposed project facilities. If prepared, a project-specific HMP will be developed by a state-certified hydrogeologist (CHg) or state-licensed civil engineer, and will be subject to review and approval by the STOPPP and Regional Board prior to implementation. Measures will be designed and implemented to ensure that the volumes and durations of post-project runoff from the site match the characteristics of pre-project runoff.</p>	Construction Planning Office	Facilities Planning Office

	Mitigation Measure	Responsibility for Implementation	Responsibility for Monitoring
	<p>To meet hydromodification management requirements, the project-specific HMP will address the following.</p> <ul style="list-style-type: none"> ■ Site planning to reduce runoff effects by minimizing impervious surface and maximizing the extent of landscaping and other permeable surface treatments to the maximum extent consistent with accomplishing project goals and objectives. ■ Installation of end-of-pipe, instream, and/or restorative measures that stabilize or restore the receiving channel to a level that can absorb flows from project runoff which are capable of moving sediment and eroding stream bank material; or, installation of a detention facility using a flow duration control approach that retains runoff onsite with gradual discharge to groundwater through infiltration, reduction by evapotranspiration, and/or discharge to the downstream watercourse, at a level less than the critical flow for bed and bank mobility of the stream. ■ Administrative and operational requirements, including operational runoff management measures, operations and maintenance agreements, to ensure continuing performance of hydromodification measures as intended by the designer. 		
	<p>H-1. Prepare and Implement a Spill Prevention, Control, and Countermeasure Program for Construction Activities. The District or its contractor will develop and implement a Spill Prevention, Control, and Countermeasure Program (SPCCP) to minimize the potential for and effects from spills of hazardous, toxic, or petroleum substances during construction and demolition activities. The SPCCP will be completed before any construction or demolition activities begin. Implementation of this measure will comply with state and federal water quality regulations.</p> <p>The District will review and approve the SPCCP before onset of construction activities. The District will routinely inspect the construction area to verify that the measures specified in the SPCCP are properly implemented and maintained. The District will notify its contractors immediately if there is a noncompliance issue and will require compliance.</p> <p>The federal reportable spill quantity for petroleum products, as defined in 40 CFR 110, is any oil spill that includes any of the following.</p> <ul style="list-style-type: none"> ■ Violates applicable water quality standards. 	<p>Construction Planning Office</p>	<p>Facilities Planning Office</p>

	Mitigation Measure	Responsibility for Implementation	Responsibility for Monitoring
	<ul style="list-style-type: none"> ■ Causes a film or sheen on or discoloration of the water surface or adjoining shoreline. ■ Causes a sludge or emulsion to be deposited beneath the surface of the water or adjoining shorelines. <p>If a spill is reportable, the contractor’s superintendent will notify the District, and the District will take action to contact the appropriate safety and clean-up crews to ensure that the SPCCP is followed. A written description of reportable releases must be submitted to the San Francisco Bay RWQCB. This submittal must contain a description of the spill, including the type of material and an estimate of the amount spilled, the date of the release, an explanation of why the spill occurred, and a description of the steps taken to prevent and control future releases. The releases would be documented on a spill report form.</p> <p>If a reportable spill has occurred and results determine that project activities have adversely affected surface water or groundwater quality, a detailed analysis will be performed by a registered environmental assessor to identify the likely cause of contamination. This analysis will conform to American Society for Testing and Materials (ASTM) standards, and will include recommendations for reducing or eliminating the source or mechanisms of contamination. Based on this analysis, the District and its contractors will select and implement measures to control contamination, with a performance standard that groundwater quality must be returned to baseline conditions. These measures will be subject to approval by the District.</p>		
	<p>H-2. Prepare a Site Safety Plan (Soil and Groundwater Management Plan) to Protect People from Residual Soil /Groundwater Contamination During Construction. The construction specifications will include this measure to protect construction workers and/or the public from known or previously undiscovered soil and groundwater contamination during construction activities. Prior to excavation, a Site Safety Plan (Soil and Groundwater Management Plan) will be prepared and, at a minimum, include the following.</p> <ul style="list-style-type: none"> ■ Require all construction activities involving work in proximity to potentially contaminated soils and/or groundwater be undertaken in accordance with California Occupational Safety and Health Administration (Cal-OSHA) standards, contained in Title 8 of the CCR. ■ Establish soil and groundwater mitigation and control specifications for construction activities, including health and safety provisions for monitoring exposure to construction workers, procedures to be undertaken in the event that previously unreported contamination is discovered, and emergency 	Facilities Planning Office	Facilities Planning Office

	Mitigation Measure	Responsibility for Implementation	Responsibility for Monitoring
	<p>procedures and responsible personnel.</p> <ul style="list-style-type: none"> ■ Procedures for managing soils and groundwater removed from the site to ensure that any excavated soils and/or dewatered groundwater with contaminants are stored, managed, and disposed in accordance with applicable regulations. 		
	<p>H-3. Implement Measures to Protect People from Exposure to Lead and Asbestos in Buildings During Building Renovation or Demolition Activities. To protect construction workers and members of the public from known or undiscovered hazardous building materials, including asbestos and lead, all demolition activities will be undertaken in accordance with Cal-OSHA standards, contained in Title 8 of the California Code of Regulations (CCR). During demolition activities, all building materials containing lead-based paint shall be removed in accordance with Cal-OSHA Lead in Construction Standard, Title 8, California Code of Regulations 1532.1. All potentially friable asbestos-containing materials (ACMs) shall be removed in accordance with National Emissions Standards for Hazardous Air Pollutants (NESHAP) guidelines prior to building demolition or renovation that may disturb the materials. Applicable standards include the following.</p> <ul style="list-style-type: none"> ■ The facility will be inspected before any renovation occurs in which 160 square feet or more of building materials or 260 linear feet or more of pipe insulation will be disturbed at a regulated facility , or any demolition occurs at a regulated facility. ■ An asbestos notification form will be submitted to the Bay Area Air Quality Management District (BAAQMD) for any regulated asbestos abatement project or regulated demolition 10 working days before the activity begins. ■ If ACMs are discovered during a renovation or demolition, they must be removed before the project may proceed. Also, the Cal-OSHA and California Environmental Protection Agency (Cal-EPA) hazardous waste regulations apply in most cases. 	Construction Planning Office	Facilities Planning Office
	<p>H-4. Identification of Naturally-Occurring Asbestos, Serpentine, or Ultramafic Rock Prior to Ground-Disturbing Activities. In order to determine whether areas subject to ground disturbance are subject to hazards associated with naturally occurring asbestos, and ensure that any such hazards are appropriately mitigated, the District will require the site-specific geotechnical investigation (soils report) prepared for each project to include an assessment of the potential for the presence of naturally occurring asbestos, serpentine/serpentinite, and ultramafic rock at the surface and to the anticipated depth of</p>	Construction Planning Office	Facilities Planning Office

	Mitigation Measure	Responsibility for Implementation	Responsibility for Monitoring
	excavation or disturbance, within the entire disturbance footprint. If any of these materials is present, or potentially present, and could be disturbed by project activities, Mitigation Measure H-5 will be implemented. Mitigation Measure H-6 will be implemented at all times, to ensure that hazards associated with previously unknown naturally occurring asbestos hazards are appropriately mitigated.		
	<p>H-5. Implement Measures to Protect People from Exposure to Known Areas of Naturally Occurring Asbestos During Ground Disturbing Activities. To protect construction workers and members of the public from exposure to known areas of naturally-occurring asbestos (NOA), all ground disturbing activities will be undertaken in accordance with all applicable Cal-OSHA standards, contained in Title 8 of the California Code of Regulations (CCR). In addition, any ground-disturbing activity in an area that meets one or more of the applicability criteria for the Asbestos Airborne Toxic Control Measure (ATCM) for Construction, Grading, Quarrying, and Surface Mining Operations, as adopted by the California Air Resources Board (CARB), is subject to the requirements therein. Per section 93105(b) of the ATCM, these criteria are as follows.</p> <p>(1) The area to be disturbed is located in a geographic ultramafic rock unit; or</p> <p>(2) The area to be disturbed has naturally-occurring asbestos, serpentine, or ultramafic rock as determined by the owner / operator, or the Air Pollution Control Officer (APCO); or</p> <p>(3) Naturally-occurring asbestos, serpentine, or ultramafic rock is discovered by the owner/operator, a registered geologist, or the APCO in the area to be disturbed after the start of any construction, grading, quarrying, or surface mining operation.</p> <p>For construction projects that disturb areas of 1 acre or less, the District will implement standard dust mitigation measures before construction begins, and will maintain each measure throughout the duration of the construction project. The following additional measures will be implemented in accordance with Section 93105 (e)(1) of the ATCM and will be undertaken in concurrence with the dust control measures identified in Environmental Measures AQ-1, Implement Dust-Control Measures to Protect Air Quality During Construction, and WQ-1, Implement Erosion-Control Measures to Protect Water Quality During Construction.</p> <ul style="list-style-type: none"> ■ Equipment used during excavation, grading, and construction activities will be washed down before moving from the property onto a paved public road. 	Construction Planning Office	Facilities Planning Office

	Mitigation Measure	Responsibility for Implementation	Responsibility for Monitoring
	<ul style="list-style-type: none"> ■ Any visible track-out on the paved public road will be cleaned using wet sweeping or a high-efficiency particulate air (HEPA) filter equipped vacuum device within twenty-four hours. <p>For construction projects that disturb areas greater than 1 acre in size, the District will submit an asbestos dust mitigation plan to the Bay Area Air Quality Management District (BAAQMD) for review and approval, in accordance with Section 93105(2)(A) of the ATCM, before the start of any construction or grading activity. The provisions of the dust mitigation plan will be implemented before construction begins, and will be maintained throughout the duration of the construction or grading activity. The asbestos dust mitigation plan will address the following:</p> <ul style="list-style-type: none"> ■ Prevention of dust emissions offsite ■ Control of dust for disturbed areas and storage piles ■ Traffic control for on-site unpaved areas; ■ Control for earthmoving activities ■ Track-out prevention ■ Control for off-site transport ■ Post-construction stabilization of disturbed areas ■ Air monitoring for asbestos (if required by the district Air Pollution Control Officer [APCO]) <p>For at least 7 years after completion of the project, the District will maintain records of the results of any air monitoring conducted at the request of the BAAQMD Air Pollution Control Officer; documentation for any geologic evaluation conducted on the property; and/or the results of any asbestos bulk sampling that was completed at the project site.</p>		
During Construction			
	<p>AQ-1. Implement Dust-Control Measures to Protect Air Quality During Construction. To control dust emissions generated during construction of the proposed project, the following Bay Area Air Quality Management District (BAAQMD) measures for construction emissions of particulate matter over 10 microns in size (PM10) will be implemented.</p>	Construction Planning Office	Facilities Planning Office

	Mitigation Measure	Responsibility for Implementation	Responsibility for Monitoring
	<ul style="list-style-type: none"> ■ Water all active construction areas at least twice daily. ■ Cover all trucks hauling soil, sand, and other loose materials, or require all trucks to maintain at least 2 feet of freeboard. ■ Pave, apply water three times daily, or apply (nontoxic) soil stabilizers on all unpaved access roads, parking areas, and staging areas at construction sites. ■ Sweep streets daily (with water sweepers) if visible soil material has been carried onto adjacent public streets. ■ Suspend excavation and grading activity when winds (instantaneous gusts) exceed 25 miles per hour. ■ Limit speed of vehicles to 15 miles per hour or less at construction sites. 		
	<p>B-1. Conduct Tree Removal and Building Demolition Outside of the Migratory Bird Nesting Season. Removal of trees and demolition of structures will occur outside of the migratory bird nesting season. The typical nesting season for migratory birds in this part of California is April 15 through July 31. If tree removal or building demolition must take place during the nesting season, these activities shall be preceded by a survey for nesting migratory birds. If bird nests are discovered in the trees or on the buildings, they shall not be removed while the nest(s) are active.</p>	Construction Planning Office	Facilities Planning Office
	<p>WQ-1. Implement Erosion-Control Measures to Protect Water Quality During Construction. To minimize the mobilization of sediment to storm drains and adjacent water bodies the following erosion- and sediment-control measures would be included in the Storm Water Pollution Prevention Plan (SWPPP); this plan will be included in the project’s construction specifications, based on standard industry measures and standard dust-reduction measures.</p> <ul style="list-style-type: none"> ■ Cover or apply nontoxic soil stabilizers to inactive construction areas (previously graded areas inactive for ten days or more) that could contribute sediment to waterways. ■ Enclose and cover exposed stockpiles of dirt or other loose, granular construction materials that could contribute sediment to waterways. ■ Contain soil and filter runoff from disturbed areas by berms, vegetated filters, silt fencing, straw wattle, plastic sheeting, catch basins, or other means necessary to prevent the escape of sediment from the disturbed area. 	Construction Planning Office	Facilities Planning Office

	Mitigation Measure	Responsibility for Implementation	Responsibility for Monitoring
	<ul style="list-style-type: none"> ■ Prohibit the placement of earth or organic material where it may be directly carried into a stream, marsh, slough, lagoon, or body of standing water. ■ Prohibit the following types of materials from being rinsed or washed into streets, shoulder areas, or gutters: concrete, solvents and adhesives, fuels, dirt, gasoline, asphalt, and concrete saw slurry. <p style="margin-left: 40px;">Conduct dewatering activities according to the provisions of the SWPPP. Prohibit placement of dewatered materials in local waterbodies or in storm drains leading to such bodies without implementation of proper construction water quality control measures.</p>		
	<p>CR-1. Implement Measures to Protect Previously Unidentified Cultural Resources During Construction. In order to minimize or avoid impacts on buried cultural resources, including human remains, should any be present on the project site, the District has committed to the following measures.</p> <ul style="list-style-type: none"> ■ Stop Work if Buried Cultural Resources Are Discovered. If buried cultural resources, such as chipped or ground stone, historic debris, building foundations, or human bone or paleontological resources are discovered inadvertently during ground-disturbing activities, work will stop in that area and within 100 feet of the find until a qualified professional archaeologist can assess the significance of the find and develop appropriate treatment measures in consultation with the District, the City and other appropriate authority. The District will be responsible for ensuring that treatment measures are implemented. ■ Comply with State Laws Relating to Human Remains. According to the California Health and Safety Code, six or more human burials at one location constitute a cemetery (Section 8100); disturbance of Native American cemeteries is a felony (Section 7052). Section 7050.5 requires that construction or excavation be stopped in the vicinity of discovered human remains until the coroner can determine whether the remains are those of a Native American. If the remains are determined to be Native American, the coroner must contact the Native American Heritage Commission (NAHC). <p>If human remains of Native American origin are discovered during project construction, it will be necessary to comply with state laws relating to the disposition of Native American burials, which fall under the jurisdiction of the NAHC (Public Resources Code [PRC] Section 5097). Consequently, if any human remains are discovered or recognized in any location other than a dedicated cemetery, there will be no further excavation or disturbance of the site or any nearby area reasonably suspected to overlie adjacent human remains (1) until the San Mateo County Coroner has been informed and has determined that no investigation of the cause of death is required; and (2) if the remains are of</p>	Construction Planning Office	Facilities Planning Office

	Mitigation Measure	Responsibility for Implementation	Responsibility for Monitoring
	<p>Native American origin:</p> <ul style="list-style-type: none"> ❑ the descendents of the deceased Native American(s) have made a recommendation to the landowner or the person responsible for the excavation work regarding means of treating or disposing of, with appropriate dignity, the human remains and any associated grave goods as provided in PRC Section 5097.98; or ❑ the NAHC has been unable to identify a descendent or the descendent failed to make a recommendation within 24 hours after being notified by the NAHC. 		
	<p>H-6. Implement Measures to Protect People from Exposure to Previously Unrecognized Areas of Naturally Occurring Asbestos During Ground Disturbing Activities. To protect construction workers and members of the public from exposure to previously unrecognized areas of naturally-occurring asbestos (NOA), all ground disturbing activities will be undertaken in accordance with all applicable Cal-OSHA standards, contained in Title 8 of the California Code of Regulations (CCR). If previously unrecognized areas of naturally-occurring asbestos, serpentine, or ultramafic rock are discovered by the District, a registered geologist, or the APCO in the area to be disturbed after the start of any construction or grading, the District will notify the BAAQMD of the discovery no later than the next business day. In addition, the following conditions apply:</p> <ul style="list-style-type: none"> ■ For construction projects that disturb areas of 1 acre or less, the District will implement standard dust control measures in accordance with 93105 (e)(1) of the ATCM and as identified in Environmental Measures AQ-1 and WQ-1 within 24 hours of the discovery. These measures will be implemented before construction begins, and will be maintained throughout the duration of the construction project. ■ For construction projects that disturb areas greater than 1 acre in size, the owner/operator will submit an asbestos dust mitigation plan to BAAQMD within 14 days of the discovery, and will implement standard dust control measures in accordance with 93105 (e)(1) of the ATCM and as identified in Environmental Measures AQ-1 and WQ-1 until the provisions of the approved asbestos dust mitigation plan are implemented. The dust mitigation will be implemented within 14 days of approval. The measures required therein will be implemented before construction begins, and will be maintained throughout the duration of the construction or grading activity. <p>For at least 7 years after completion of the project, the District will maintain records of the results of any air monitoring conducted at the request of the BAAQMD Air Pollution Control Officer; documentation for any geologic evaluation conducted on the property; and/or the results of any</p>	<p>Construction Planning Office</p>	<p>Facilities Planning Office</p>

	Mitigation Measure	Responsibility for Implementation	Responsibility for Monitoring
	asbestos bulk sampling that was completed at the project site.		
	<p>T-1. Implement a Traffic Control Plan During Construction. The District will require the construction contractor(s) to develop a traffic control plan to minimize the effects of construction traffic on the surrounding area, as appropriate. (A traffic control plan may not be required for minor construction activities.) The plan will be subject to review and approval by the District. The District will be responsible for monitoring to ensure that the plan is effectively implemented by the construction contractor. The construction traffic control plan will include the following requirements.</p> <ul style="list-style-type: none"> ■ Provide clearly marked pedestrian detours if any sidewalk or pedestrian walkway closures are necessary. ■ Provide clearly marked bicycle detours if heavily used bicycle routes must be closed, or if bicyclist safety would be otherwise compromised. ■ Provide crossing guards and/or flag persons as needed to avoid traffic conflicts and ensure pedestrian and bicyclist safety. ■ Use nonskid traffic plates over open trenches to minimize hazards. ■ Locate all stationary equipment as far away as possible from areas used heavily by vehicles, bicyclists, and pedestrians. ■ Notify and consult with emergency service providers and provide emergency access by whatever means necessary to expedite and facilitate the passage of emergency vehicles. ■ Avoid routing construction traffic through residential areas to the extent feasible. Prohibit mobilization and demobilization of heavy construction equipment during AM and PM peak traffic hours. ■ Provide access for driveways and private roads outside the immediate construction zone by using steel plates or temporary backfill, as necessary. ■ Prohibit construction worker parking in residential areas. 	Construction Planning Office	Facilities Planning Office

Attachment 2

**Air Quality and Greenhouse Gas Analysis for the
Demolition of San Mateo County Community
College District's Building 20 Complex**



Memorandum

Date:	May 5, 2011
To:	Kate Giberson, Project Manager, ICF
From:	Shannon Hatcher and Matthew McFalls, Air Quality Specialists
Subject:	Air Quality and Greenhouse Gas Analysis for the Demolition of San Mateo County Community College District's Building 20 Complex, College of San Mateo

Introduction

This memorandum provides an analysis of the degree of change in air quality impacts that would occur if the Building 20 complex is demolished instead of renovated, as analyzed in the San Mateo County Community College District's (SMCCCD) 2006 Initial Study and Mitigated Negative Declaration (IS/MND) for the Facilities Improvements at College of San Mateo (CSM)¹. This memorandum also addresses impacts the proposed project change would have relevant to greenhouse gas emissions, a new requirement since the 2006 IS/MND was prepared.

The existing CSM Building 20 complex, which is comprised of:

- Building 20, a small cast in place concrete classroom and lab structure wherein floristry is delivered, horticulture instruction has been delivered, and student services (Multicultural Center and Educational Opportunity Programs and Services) have been provided in the past;
- Greenhouse, a glass and metal frame structure housing plant specimens for horticulture and certain science courses;
- Lath house, a small open structure comprised of wood fencing with a small enclosed storage room wherein seedlings are cultivated and materials stored; and
- Parking lots 20, 20A and 20M with approximately 40 parking spaces.

The proposed project change would result in the demolition, rather than renovation, of the Building 20 complex and replacement with the Edison parking lot, accessibility, and landscaping improvement plan (which includes 125-200 parking spaces). The combined gross square footage of the three existing structures is 13,126 square feet (sf). Demolition of the three structures and minor site improvements in their vicinity would yield approximately 910 cubic yards (cy) of building materials.

¹ Jones & Stokes. 2006. Initial Study and Mitigated Negative Declaration for Facility Improvements at College of San Mateo. Prepared for the San Mateo County Community College District, San Mateo, California. December. San Jose, California.

Of the 910 cy of materials generated by demolition, approximately 610 cy would be concrete or asphalt. Demolition of this nature is generally accomplished utilizing a D-9 dozer with one ripping tooth, a large excavator, and a claw excavator. As part of the overall facility improvements plan covered in the 2006 IS/MND, demolished concrete and asphalt would be brought to an onsite crushing operation where it would be reduced to the allowable sizes for recycling as engineered fill and incorporated into future improvements. The remaining approximately 300 cy would be comprised of glass, steel, wood, and miscellaneous rubbish and would be removed from the site to licensed recycling and/or disposal facilities. Removal activities are expected to occur concurrently with demolition and recycling activities. All materials are expected to be removed from the site in as few as two or as many as 20 trucks leaving the site per day, depending on the efficiencies determined by the construction contractor.

Additionally, the SMCCCD modifies the 2006 IS/MND's mitigation measure AQ-1 to incorporate the Bay Area Air Quality Management District (BAAQMD)'s current recommendations and Best Management Practices (BMPs) for dust, construction emissions, and greenhouse gas emissions. Although these requirements are not technically mandated by the BAAQMD, they help reduce pollution from those sources. In order to conform to the BAAQMD's current recommendations and proactively address the issue of air quality, the SMCCCD modifies the 2006 IS/MND's implementation measure AQ-1 as follows and incorporates it into the project as a best management practice (BMP):

Measure AQ-1: Implement BAAQMD Basic Construction Mitigation Measures to Control Construction-Related Fugitive Dust, Exhaust, and Greenhouse Gas Emissions

The SMCCCD will ensure that the construction contractor implements all required BAAQMD basic control measures to minimize fugitive dust emissions. The SMCCCD will ensure, through contract provisions and specifications, that the contractor adheres to the mitigation measures before and during construction and documents compliance with the adopted mitigation measures. Documentation will be provided to SMCCCD on a weekly basis. The contract provisions and specifications will authorize the SMCCCD to sanction contractors for non-compliance. These measures include the following to address construction-related fugitive dust emissions:

- All exposed surfaces (e.g., parking areas, staging areas, soil piles, graded areas, and unpaved access roads) will be watered two times per day.
- All haul trucks transporting soil, sand, or other loose material off-site will be covered.
- All visible mud or dirt track-out onto adjacent public roads will be removed using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited.
- All vehicle speeds on unpaved roads will be limited to 15 miles per hour.
- All roadways, driveways, and sidewalks to be paved will be completed as soon as possible. Building pads will be laid as soon as possible after grading unless seeding or soil binders are used.
- Post a publicly visible sign with the telephone number and contact person at the SMCCCD regarding dust complaints. This person will respond and take corrective action within 48 hours. The Air District's phone number will also be visible to ensure compliance with applicable regulations.

These measures include the following to address construction-related exhaust emissions:

- Idling times will be minimized by shutting off equipment when it is not in use or by reducing the maximum idling time to 5 minutes (as required by the California airborne toxics control measure Title 13, Section 2485 of California Code of Regulations [CCR]). Clear signage will be provided for construction workers at all access points.
- All construction equipment will be maintained and properly tuned in accordance with manufacturer's specifications. All equipment will be checked by a certified mechanic and determined to be running in proper condition prior to operation.

In addition, to conform to the BAAQMD's guidance to reduce GHG emissions, the SMCCCD will implement, to the extent feasible, the BAAQMD's GHG BMP practices outlined in their CEQA Guidelines to address GHG emissions. The SMCCCD will ensure, through contract provisions and specifications, that the contractor adheres to the mitigation measures, where feasible and appropriate, before and during construction and documents compliance with the adopted mitigation measures. Documentation will be provided to the SMCCCD by the contractor on a weekly basis. The contract provisions and specifications will authorize the SMCCCD to sanction contractors for non-compliance. These BMPs include:

- Alternative-fueled (e.g., biodiesel, electric) construction vehicles/equipment of at least 15 percent of the fleet;
- Local building materials of at least 10 percent; and
- Recycle at least 50 percent of construction waste or demolition materials

This analysis evaluates the change in criteria pollutant, toxic air contaminant (TAC), and greenhouse gas (GHG) emissions between the two project scenarios. This analysis takes into account BAAQMD CEQA Guidelines, which were updated in June and December 2010 and finalized in May 2011 (BAAQMD 2010, 2011), as well as the revised State CEQA Guidelines, which went into effect in March 2010 and require that lead agencies analyze a project's GHG emissions as part of CEQA review process. This analysis assumes the only difference between the previously analyzed project and the proposed project would be with respects to construction activities. No changes are expected in the operations that were previously analyzed.

Analysis of Criteria Pollutant, Toxic Air Contaminant, and Greenhouse Gas Emissions

Thresholds of Significance

Based on the CEQA Guidelines Appendix G, an impact pertaining to air quality is considered significant if it would:

- conflict with or obstruct implementation of an applicable air quality management plan;
- violate any air quality standard or contribute substantially to an existing or projected air quality violation;

- result in a cumulatively considerable net increase of any criteria pollutant for which the project region is in nonattainment under an applicable NAAQS or CAAQS (including releasing emissions that exceed quantitative thresholds for ozone precursors);
- expose sensitive receptors to substantial pollutant concentrations; or
- create objectionable odors affecting a substantial number of people.

In addition, based on the CEQA Guidelines Appendix G, a proposed project would have a potentially significant effect related to GHG emissions if it would:

- generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment, or
- conflict with any applicable plan, policy, or regulation of an agency adopted for the purpose of reducing the emissions of greenhouse gases.

The CEQA Guidelines further state that the significance criteria established by the applicable air quality management or air pollution control district may be relied on to make the determinations above. The BAAQMD has developed significance criteria, as updated in their CEQA Guidelines (Bay Area Air Quality Management District 2011). Consequently, the proposed project would have a significant impact on air quality if it would exceed any of the thresholds summarized in Table 1.

The 2006 IS/MND has analyzed the project's potential impacts on air quality. CEQA Guidelines Section 15162 provides that no subsequent Environmental Impact Report (SEIR) is required unless a substantial change in the project or its circumstances or new information of substantial importance indicates that the project, as changed, would have a new significant effect not previously analyzed or result in a substantial increase in the severity of a previously analyzed significant effect. Therefore, this analysis examines whether the change in the previously approved project would result in a new or substantially more severe impact than was disclosed in the 2006 IS/MND. The change in air emissions would be the net change between the project as previously analyzed and with the proposed change involving the demolition, rather than renovation, of the Building 20 complex.

After the 2006 IS/MND was approved, the BAAQMD updated their CEQA guidelines in 2010. As part of the update to their CEQA guidelines, the BAAQMD expanded their construction analysis requirements. In their previous 1999 CEQA guidelines, the BAAQMD did not have quantifiable thresholds of significance for construction activities and only addressed fugitive dust emissions. The BAAQMD's 1999 CEQA guidelines indicated that implementation of BAAQMD-required mitigation measures would be sufficient to control fugitive dust emissions from construction activities to a less-than-significant level. The BAAQMD revised their CEQA guidelines in June 2010 (updated in May 2011) to include numeric thresholds of significance for construction activities, revised their standard construction fugitive dust control measures, and expanded their required control measures to include exhaust emissions. Consequently, this analysis evaluates changes in emissions between the 2006 IS/MND and the proposed project change and also updates the mitigation strategies to include those now currently required by the BAAQMD. The SMCCCD revised Measure AQ-1 to account for BAAQMD's changes to fugitive dust control measures and additional exhaust and greenhouse gas control measures. As previously indicated, these measures have been incorporated into the project and comply with BAAQMD mitigation requirements.

Table 1. Summary of Current BAAQMD CEQA Thresholds

Pollutant	Construction Phase	Operational Phase
ROG	54 pounds per day	54 pounds per day
NO _x	54 pounds per day	54 pounds per day
PM2.5	54 pounds per day (exhaust only) or implement fugitive dust best management practices (BMPs)	54 pounds per day (exhaust only)
PM10	82 pounds per day (exhaust only) or implement fugitive dust BMPs	82 pounds per day (exhaust only)
CO	Exceed the CAAQS 1-hour or 8-hour standard	
TACs	<p>At the Project level, result in an increase of 10 in 1 million cancer risk or an increased non-cancer risk of >1.0 Hazard Index for sensitive receptors located within 1,000 feet of the project area; or increase PM2.5 concentrations by 0.3 µg/m³ for sensitive receptors located within 1,000 feet of the project area</p> <p>At the Cumulative level, result in an increase of 100 in 1 million cancer risk or an increased non-cancer risk of >10.0 Hazard Index for sensitive receptors located within 1,000 feet of the project area; or increase PM2.5 concentrations by 0.8 µg/m³ for sensitive receptors located within 1,000 feet of the project area</p>	
GHGs	None	Compliance with Qualified GHG Reduction Strategy OR 1,100 MT of CO ₂ e/yr OR 4.6 MT CO ₂ e/SP/yr (residents+employees)
Source: BAAQMD 2011		

Methods

Construction of the changed Project would generate criteria pollutant, TAC, and GHG emissions. In addition, the proposed 1.4 acre parking lot would attract motor vehicle trips to the project site. However, no operational changes are associated with the new parking lot, as it would not generate any new trips and is expected to accommodate approximately 125-200 cars that are currently parking elsewhere on campus. The methods to evaluate construction-related emissions are described below.

Criteria Pollutant Emissions

Construction

Construction of the changed Project would result in the short-term generation of emissions of ROG, NO_x, PM10 and PM2.5. Emissions would originate from construction equipment exhaust, heavy duty haul truck exhaust and road dust, employee vehicle exhaust and road dust, fugitive dust from demolition and site clearing, exposed soil eroded by wind, and reactive organic gases (ROGs) from asphalt paving.

Emissions were estimated using the URBEMIS2007, Version 9.2.4 emissions model. It was assumed that construction associated with demolition, debris hauling, concrete recycling, and paving activities would occur beginning in July 2011 and continuing until February 2012. It should be noted that the actual construction dates represent assumed start and end dates based on the construction durations provided by the project applicant; while actual construction dates may vary, the total construction duration of each phase would remain unchanged. Based on the information summarized in the description of the changed Project, the following assumptions were made:

- 13, 126 square feet (ft²) would be demolished, which would yield 910 cy of debris.
- Up to 20 trucks per day would haul demolition debris
- Of the 910 cy of debris, 300 cubic yards would be hauled to offsite locations. The remaining 610 cy would be recycled on-site.
- Construction related to the 1.4 acre parking lot would include grading, utility installation, concrete work, paving, and landscaping. On-road hauling trips would include two of each dump, concrete, and asphalt trucks per day, with materials hauling and import distance of 50 miles.

Information regarding the construction schedule, types and number of construction equipment, the number of heavy duty truck trips, and acreage to be paved was obtained from the SMCCCD (SMCCCD 2011). URBEMIS defaults with respect to horsepower and load factor for off-road equipment, round-trip truck hauling distance, and employee commute amount and distance were used, and are summarized in Table 2.

Toxic Air Contaminants

Construction of the changed project would result in the short-term generation of toxic air contaminants (TACs) emissions. TAC emissions would originate primarily due to the operation of diesel fueled off- and on-road construction equipment and vehicles. The BAAQMD has established thresholds for the evaluation of TACs relevant to cancer and non-cancer risks as well as exhaust PM_{2.5} concentrations, as shown in Table 1. The BAAQMD's *Screening Tables for Air Toxics Evaluation During Construction* (BAAQMD 2010) was used to analyze construction-related TAC emissions resulting from the proposed project.

In addition, as disclosed in the 2006 IS/MND, the existing structures are known to contain hazardous building materials (i.e., asbestos and lead paint). A certified industrial hygienist has completed testing of the buildings materials and is developing plans and specifications for abatement of hazardous materials. As the facility plan was originally envisioned and analyzed, abatement was to occur before the Building 20 complex was renovated.

For the changed project, abatement would be completed by a licensed abatement contractor under the supervision of the certified industrial hygienist prior to the commencement of any demolition activities. Demolition of buildings containing asbestos would be subject to BAAQMD Regulation 11, Rule 2. The purpose of BAAQMD Regulation 11, Rule 2 is to limit asbestos emissions from demolition or renovation of structures and the associated disturbance of asbestos-containing waste material generated or handled during these activities. BAAQMD Regulation 11, Rule 2 addresses the national emissions standards for asbestos, and also includes additional requirements. BAAQMD Regulation 11, Rule 2 requires Lead Agencies and their contractors to notify BAAQMD of any regulated renovation or demolition activity, including a description of structures and methods utilized to determine whether asbestos-containing materials are potentially present. All asbestos-containing material found on the site must be removed prior to demolition or renovation activity in accordance with BAAQMD Regulation 11, Rule 2, including specific requirements for surveying, notification, removal, and disposal of material containing asbestos. The BAAQMD has indicated that minimizing the release of airborne asbestos emissions through compliance with BAAQMD Regulation 11, Rule 2 would result in a less-than-significant impact to air quality and no further analysis about the demolition of asbestos-containing materials is needed in a CEQA document (BAAQMD 2011).

Table 2. Assumptions Used in URBEMIS Modeling

Phase	Start date¹	End date¹	Equipment Type	Number per Day
<i>Demolition Activities</i>				
Demolition of Building 20	7/11/2011	7/29/2011	Excavators	2
			D-9 Dozer	1
Demolition of Lath and Greenhouse	8/29/2011	9/30/2011	Excavators	2
			D-9 Dozer	1
Concrete Recycling	7/11/2011	9/13/2011	Crushers	4
Haul Building 20 Debris	7/13/2011	7/19/2011	Hauling Trucks	20
Haul Lath and Greenhouse Debris	8/31/2011	9/13/2011	Hauling Trucks	20
<i>Parking Lot and Landscaping</i>				
Rough Grading	10/17/2011	11/11/2011	D-9 Dozer	1
			Compactor	1
			Excavator	1
			Dump Truck (on-site only)	2
			Water Truck	1
Utility Installation	11/7/2011	12/2/2011	Backhoe	1
			Wheel Vibrator (on backhoe)	1
			Water Truck	1
			Concrete Trucks	2
			Dump Trucks	2
Concrete	11/28/2011	12/30/2011	Road Grader	1
			Compactor	1
			Water Truck	1
			Concrete Trucks	2
			Dump Trucks	2
Paving and Striping	1/2/2012	1/20/2012	Road Grader	1
			Paving Machine	1
			Water Truck	1
			Dump Trucks	2
Landscaping and Irrigation	1/23/2012	2/24/2012	Skid Steer Loader	1
			Ripper	1
			Backhoe	1
			Auger	1
			Rototiller	1
			Water Truck	1
			Dump Trucks	2
			Material Deliveries	2
¹ Actual construction dates may vary, although the total construction duration of each phase will remain unchanged. Source: SMCCCD 2011				

Greenhouse Gases

GHG emissions from construction are primarily the result of fuel use by off-road construction equipment and on-road delivery, hauling, and construction employee vehicles. The primary GHG emissions generated by these sources are carbon dioxide (CO₂), methane (CH₄), and nitrous oxides (N₂O).

CO₂ emissions were estimated using URBEMIS2007 and the assumptions described above for criteria pollutant emissions. URBEMIS does not quantify CH₄ and N₂O emissions from off-road equipment or vehicle traffic. Emissions of CH₄ and N₂O from diesel equipment and haul trucks were determined by scaling the construction CO₂ emissions predicted by URBEMIS by the ratio of CH₄/CO₂ (0.000057) and N₂O/CO₂ (0.000026) emissions expected per gallon of diesel fuel according to the California Climate Action Registry (CCAR) (California Climate Action Registry 2009). GHG emissions from gasoline-powered worker commutes were determined by dividing the annual CO₂ emissions from construction worker and vendor commutes by 0.95. This statistic is based on the EPA's recommendation that CH₄, N₂O, and other GHG emissions account for 5% of on-road emissions (U.S. Environmental Protection Agency 2011).

Project-Level Impacts

Conflict with or Obstruct Implementation of the Applicable Air Quality Plan

The 2006 IS/MND identified this impact as less than significant with mitigation and identified Measure AQ-1, Implement Dust-Control Measures sufficient to mitigate impacts to less than significant. Since the 2006/IS/MND, Measure AQ-1 has been revised for the proposed project to include revisions to the BAAQMD's required construction mitigation measures, including measures to control exhaust emissions.

A project is deemed inconsistent with air quality plans if it would result in population and/or employment growth that exceeds growth estimates included in the applicable air quality plan, which, in turn, would generate emissions not accounted for in the applicable air quality plan emissions budget. Therefore, proposed projects need to be evaluated to determine whether they would generate population and employment growth and, if so, whether that growth would exceed the growth rates included in the relevant air plans.

Functions occurring in the Building 20 complex are either no longer needed or would be accommodated elsewhere on the CSM campus. The one classroom in Building 20 is no longer needed, and the student services have been relocated to Building 10. There would be no additional construction beyond that described in the facilities improvement program approved in 2007 or this project description. Therefore, the proposed project Change would not create jobs nor would it increase population growth or student enrollment. In addition, the changed project would implement BAAQMD's *Basic Construction Mitigation Measures* to further minimize construction-related air emissions, and emissions would neither exceed applicable BAAQMD thresholds, as described below, nor impede attainment or maintenance of the NAAQS or CAAQS. Consequently, the project would not conflict with or obstruct implementation of the applicable air quality plan. This impact is considered to be less than significant.

Violate Any Air Quality Standard or Contribute Substantially to an Existing or Projected Air Quality Violation

The 2006 IS/MND identified this impact as less than significant. Construction-related emissions would originate from construction equipment exhaust, heavy duty haul truck exhaust and road dust, employee vehicle exhaust and road dust, fugitive dust from demolition and site clearing, exposed soil eroded by wind, and ROGs from asphalt paving. Emissions would vary substantially depending on the level of activity, specific construction operations, and wind and precipitation conditions.

Daily construction emissions associated with demolition, paving, and associated activities (hauling, concrete recycling, utility installation, etc.) are presented in Table 3. As shown in Table 3, implementation of the changed project instead of the previously analyzed renovation (i.e., the 2006 IS/MND) would not result in new or more severe significant impacts on air quality. Daily emissions of NO_x, PM10 exhaust, and PM2.5 exhaust would increase slightly with demolition compared to renovation, but at levels far below BAAQMD construction-related thresholds. Given that emissions would not be more severe than previously analyzed in the 2006 IS/MND, as well as the fact that emissions would be far below BAAQMD's construction thresholds, the proposed project is deemed to not violate any air quality standard or contribute substantially to an existing or projected air quality violation. This impact is considered to be less than significant.

Table 3. Summary of Construction Emissions (Unmitigated Pounds per Day)^a

Year and Phase	ROG	NO _x	CO	PM10 Exhaust	PM10 Dust	PM2.5 Exhaust	PM2.5 Dust
2011							
Demolition	5	46	27	2	21	2	4
Paving	5	40	19	2	7	2	1
2012							
Paving	2	16	9	1	3	1	1
Max Daily (Proposed Project)	5	46	27	2	21	2	4
Max Daily (2006 IS/MND)	8	37	61	1	--	1^b	--
<i>Change from 2006 IS/MND</i>	-3	9	-34	1	--	1	--
BAAQMD Threshold	54	54	--	82	--	54	--
Significant?	No	No	--	No	--	No	--
^a Unmitigated emissions include BAAQMD <i>Basic Construction Mitigation Measures</i> , which are required for all projects. ^b URBEMIS2002, used in the 2006 IS/MND, did not present PM2.5 emissions. For purposes of analysis, URBEMIS2007 default PM2.5/PM10 fraction of 0.992 was used.							

While Table 3 indicates that construction emissions would be below BAAQMD's construction thresholds, the BAAQMD recommends that all projects implement all *Basic Construction Mitigation Measures* whether or not construction-related emissions exceed applicable thresholds of significance. Consequently, Mitigation Measure AQ-1 (Implement BAAQMD Basic Construction Mitigation Measures to Control Construction-Related Fugitive Dust, Exhaust, and Greenhouse Gas Emissions), which has been incorporated into the project and is described above, would comply with BAAQMD mitigation requirements.

Expose Sensitive Receptors to Substantial Pollutant Concentrations?

The 2006 IS/MND identified this impact as less than significant. The BAAQMD's CEQA Guidelines define a sensitive receptor as a facility or land use that includes members of the population that are particularly sensitive to the effects of air pollution, such as children, the elderly, and people with illnesses (BAAQMD 2011). Examples of sensitive receptors include schools, hospitals, and residential areas. The BAAQMD's CEQA Guidelines further indicates that sensitive individuals are "those segments of the population most susceptible to poor air quality: children, the elderly, and those with pre-existing serious health problems affected by air quality" (BAAQMD 2011). Based on this definition, a community college/university campus and its students are generally not considered to be a sensitive land use or contain sensitive receptors, as the population of a community college/university campus and its students do not generally consist of children, the elderly, and those with pre-existing serious health problems affected by air quality. In addition, there are no residential units located on campus. Sensitive receptors located within 1,000 of the project site include residential land uses located over 560 feet (170 meters) northeast of the project site and a child development center over 640 feet (195 meters) northeast of the project site, located on campus.

Diesel particulate matter (DPM), which is classified as a carcinogenic toxic air contaminant by the ARB, is the primary pollutant of concern with regards to health risks to sensitive receptors. Construction equipment operating on-site and heavy duty truck hauling will emit diesel exhaust, which can be inhaled by nearby sensitive receptors. DPM emitted by these sources can remain airborne for several days. After the 2006 IS/MND was prepared, the BAAQMD revised their CEQA guidelines to include a screening approach to conduct initial evaluation of potential health risks associated with construction activities (BAAQMD 2010). The screening methodology lists the minimum distance required between construction activities and sensitive receptors to ensure that cancer and non-cancer risks associated with the project are less than significant per BAAQMD significance thresholds (BAAQMD 2010).

The screening approach lists the minimum distance required between construction activities for residential, commercial, and industrial land uses and sensitive receptor locations to ensure health risks remain below BAAQMD thresholds. Table 4 summarizes the BAAQMD's Construction Screening Criteria for commercial land uses. Construction activities associated with a community college land use are not included in the screening approach. However, construction activities associated with the proposed project would be similar in terms of equipment and intensity as for a commercial project of similar size. The minimum distance required for a commercial project on up to 2.8 acres is 100 meters from the project site (Table 4). Sensitive receptor locations at distances greater than 100 meters away would not be subject to significant health risks, as health risk would be reduced at locations beyond 100 meters.

The closest sensitive receptors to the construction site are over 560 feet (170 meters) away, and the child development center is over 640 feet (195 meters) away from construction activities. Therefore, sensitive receptors would not be subject to significant health risks, as these distances are beyond the 100 meter distance recommended in the BAAQMD's construction screening criteria. Construction is anticipated to last approximately five months, which is well below the recommended cancer risk assessment period of 70-years. In addition, implementation of BAAQMD *Basic Construction Mitigation Measures* would help to reduce DPM emissions during construction. TAC and PM_{2.5} levels generated by the proposed project are therefore expected to neither exceed the

BAAQMD thresholds nor result in increased health risks to sensitive receptors within 1,000 feet of the project area. This impact is considered less than significant.

Table 4. BAAQMD Commercial Land Use Construction HRA Screening Distances

Number of Units or Square Feet for Commercial Land Use	Project Site Acres	Minimum offset distance (meters) from the project fence line to ensure that a sensitive receptor would have a less than significant impact ¹					Offset Required for Combined Risk w/ ASF ³
		DPM		PM2.5	Acrolein ²		
		Cancer Risk w/ ASF ³	Chronic Hazard Index	Annual Average Concentration (µg/m ³)	Acute Hazard Index	Chronic Hazard Index	
5,000	0.2	100	8	75	55	1	100
10,000	0.5	100	8	75	55	1	100
30,000	1.4	100	8	80	55	1	100
<u>60,000</u> ⁴	<u>2.8</u>	<u>100</u>	<u>9</u>	<u>85</u>	<u>55</u>	<u>1</u>	<u>100</u>

Notes:

- ¹ The District thresholds are an increased cancer risk of 10 in a million, a hazard index of 1, and a PM2.5 annual average concentration of 0.3 µg/m³.
- ² The OEHHA proposes weighting cancer risk by a factor of 10 for exposures that occur from the third trimester of pregnancy to 2 years of age, and by a factor of 3 for exposures that occur from 2 years through 15 years of age. These factors are called Age Sensitivity Factors (ASF). The methodology for applying ASF to cancer risk is discussed in the documentation sections above.
- ³ Acrolein was chosen because it has greatest non-cancer health risks for toxic air contaminants contained in diesel exhaust.
- ⁴ Underlined values represent screening criteria used in the analysis.

Source: BAAQMD 2010

Create Objectionable Odors Affecting a Substantial Number of People

The 2006 IS/MND identified no impact. The generation and severity of odors is dependent on a number of factors, including the nature, frequency, and intensity of the source; wind direction; and the location of the receptor(s). Typical facilities known to produce odors include landfills, wastewater treatment plants, manufacturing plants, and certain agricultural activities.

Implementation of the proposed project would result in the addition of any of these facilities. Diesel fuel combusted onsite or along hauling routes may create minor odors. However, any odors emitted during construction would be temporary and localized, and they would cease once construction activities have been completed. This impact is considered less than significant

Greenhouse Gases

Generate a significant amount of GHG emissions, either directly or indirectly

This impact was not evaluated in the 2006 IS/MND. The BAAQMD does not have an adopted threshold of significance for construction-related GHG emissions. However, the BAAQMD recommends that GHG emissions that would occur during construction be quantified and disclosed, and a determination should be made on the significance of these construction generated GHG emission impacts in relation to meeting Assembly Bill (AB) 32 GHG reduction goals. Construction

activities would generate short-term emissions of CO₂, CH₄, and N₂O. Generation of these emissions would result from fuel combustion associated with off- and on-road equipment and vehicles. GHG emissions resulting from project construction are summarized in Table 5 below.

As shown in Table 5, the changed project would result in 199.7 metric tons of CO₂e during construction activities. Although the BAAQMD has not identified a construction threshold to evaluate climate change, the BAAQMD's operational threshold indicated in Table 1 are used to determine construction-related impacts to climate change. As seen in Table 5, construction emissions are anticipated to be well below the BAQMD's operational threshold of 1,100 MT. In addition, these emissions are considered short-term as the source of emissions will cease once construction is complete. In addition, the BAAQMD recommends the implementation of GHG best management practices (BMP) to further minimize construction-related GHG emissions. These measures are identified in Mitigation Measure AQ-1 (Implement Implement BAAQMD Basic Construction Mitigation Measures to Control Construction-Related Fugitive Dust, Exhaust, and Greenhouse Gas Emissions), which has been incorporated into the project and is described above. With implementation of Mitigation Measure AQ-1, this impact is considered less than significant. No additional mitigation is required.

Table 5. Summary of Construction-Related GHG Emissions (Metric Tons per Year)

Year	Off-Road Equipment			On-Road Vehicles		Total CO ₂ e
	CO ₂	CH ₄	N ₂ O	CO ₂	Other	
2011						
Demolition	85.4	0.005	0.002	15.1	0.796	102.1
Paving	48.2	0.003	0.001	9.5	0.501	58.7
2012						
Paving	31.5	0.002	0.001	6.7	0.351	38.8
<i>Total</i>	<i>165.2</i>	<i>0.01</i>	<i>0.004</i>	<i>31.3</i>	<i>1.648</i>	<i>199.7</i>

Conflict with any applicable plan, policy, or regulation adopted for the purpose of reducing GHGs

This impact was not evaluated in the 2006 IS/MND. The State has adopted several polices and regulations for the purpose of reducing GHG emissions, beginning with AB32. To achieve these GHG reductions, there will have to be widespread reductions of GHG emissions across California. Some of those reductions will need to come in the form of changes in vehicle emissions and mileage, changes in the sources of electricity, and increases in energy efficiency by existing facilities, as well as other measures. The remainder of the necessary GHG reductions will need to come from requiring new facility development to have lower carbon intensity than business-as-usual (BAU) conditions.

As discussed above, implementation of the project would generate a less than significant level of GHG emissions following implementation of best management practices for GHGs. Thus, project-generated GHG emissions would not conflict with the State goals listed in AB32 or in any preceding state policies adopted to reduce GHG emissions. Furthermore, once construction is completed, there would be no long-term operational activities associated with the demolished buildings and parking lot. Thus, this impact is considered less-than-significant.

Cumulative Impacts

Criteria Pollutants

The BAAQMD states that the proposed projects cumulative effects are to be analyzed using the same thresholds of as used to the project-level analysis. As discussed above, project-related construction emissions with the proposed change would be below BAAQMD thresholds of significance. Therefore, the changed project would not result in cumulative impacts.

Toxic Air Contaminants

The BAAQMD thresholds for analyzing the cumulative impacts associated with TACs and health risk are less stringent than the project-level thresholds. As such, because the changed project would not result in TAC impacts at the project level, the project is not anticipated to result in TAC impacts at the cumulative level.

Climate Change

The BAAQMD does not have separate thresholds for analyzing climate change cumulative impacts. If annual emissions of operational-related GHGs exceed the thresholds shown in Table 1, then the proposed project as changed would result in a cumulatively considerable contribution of GHG emissions and a cumulatively significant impact to global climate change. The project's construction-related emissions are short term and would be below BAAQMD thresholds. In addition, there would be long-term sources of emissions, as no operational increase is expected. Therefore, the project would not result in cumulative impacts on GHG emissions and climate change.

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BOARD REPORT NO. 11-5-101B

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Rick Bennett, Executive Director, Construction Planning Department,
358-6752

**AUGMENTATION FOR DISTRICTWIDE INTERIOR AND EXTERIOR PAINTING
UNIT PRICE CONTRACT**

In order to achieve cost-effective and efficient procurement of interior and exterior painting projects, District administration developed a unit price bid for interior and exterior painting. The Board awarded a contract for future interior and exterior painting to Bay View Painting and Construction on August 18, 2010 (Board Report No. 10-8-100B). The award was for a two-year term with three one-year renewals and was for an amount not-to-exceed \$349,400 based on a sampling of prospective painting projects.

Since August of last year, Bay View Painting has painted or is under contract to paint many of the exteriors of the buildings at Cañada College, College of San Mateo and Skyline College. The painting has brought fresh life and energy to those buildings and contributed toward the renaissance of the campuses. Based on the success of the new painting, District Facilities now foresees a need to paint several additional buildings that were not listed when the Unit Price Contract was bid. The buildings include Cañada College Building 12, CSM Buildings 1, 8, 9, 12, 30, 34, 35 and 36, plus the colonnades, and Skyline Buildings 6 and 9. Bay View will continue to assist with smaller interior painting project throughout the District.

Funding for interior and exterior painting is from Measure A Bonds.

RECOMMENDATION

It is recommended that the Board of Trustees augment the Unit Price Contract to Bay View Painting and Construction in an amount not to exceed \$350,000.

BOARD REPORT NO. 11-5-102B

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Rick Bennett, Executive Director, Construction Planning Department,
358-6752

**CONTRACT AWARD FOR CAÑADA COLLEGE ELECTRICAL
INFRASTRUCTURE REPLACEMENT PROJECT**

Because the existing 43-year-old electrical infrastructure system at Cañada College lacks adequate grounding and is subject to other life-safety shortcomings, the District submitted a Life Safety A-4, high priority project to the state in 2007 to rectify the deficiencies of the system. The project was approved and funded and the bid has been let. The District is now prepared to award the contract for the replacement Cañada College's electrical infrastructure.

Over the past decade, the Cañada electrical system has been the subject of multiple failures. An electrical failure forces the college to de-energize the entire electrical system so repairs can be made safely, creating undue hardship on the college and maintenance issues for the Facilities Department. This State-funded project will replace the 12,000 (12kV) volt electrical infrastructure system and remedy life-safety hazards. Aging switches and breakers will be replaced to ensure reliable electrical service to Cañada College. The existing load centers in Buildings 3 and 16 will be replaced with new equipment. Replacement sectionalizing switches will enable the Facilities Department to easily isolate different portions of the electrical system. All of the 12kV wiring will be replaced, as will the main transformer in Building 13. Once all work is complete, engineers will inspect and test the new electrical equipment and calibrate the circuitry and the personnel protection systems. The scope of work also includes construction of a small new structure to house PG&E's new service main. This new concrete block structure, Building 30, will be built across The Loop Road from the tennis courts, tucked into the existing hillside. A college-wide power shutdown will be required to facilitate the transfer to the new equipment. The shutdown has been coordinated with college administration and is scheduled for the Winter Break 2011.

On March 17 and 24, 2011, the District published a legal notice inviting pre-qualified general contractors to bid on this project. For this project, the District qualified electrical subcontractors in advance of the bid, so that there would be a match between electrical subcontractors' capabilities and experiences and the complicated, potentially disruptive and hazardous nature of the electrical work. A total of nine electrical contractors successfully qualified to bid this work, ensuring healthy competition and a level playing field of electrical subcontractors experienced with medium voltage electrical work on occupied campuses. The project team conducted an aggressive contractor outreach campaign via email and phone to encourage maximum bid participation. Twenty pre-qualified firms, including fifteen general contractors, attended at least one of two Mandatory Pre-bid Conferences held on March 21 and April 5, 2011. On April 28, 2011, seven of these firms submitted bids as follows:

General Contractor	Total Bid
John Plane Construction, Inc.	\$2,498,629
Rosendin Electric, Inc.	\$2,513,400
Big-D Pacific Builders, L.P.	\$2,532,000
BNBT Builders, Inc. dba BNBuilders	\$2,595,728
Schembri Construction Co., Inc.	\$2,649,876
Cupertino Electric, Inc.	\$2,740,000
Blocka Construction, Inc.	\$3,120,000

After bid opening, District staff conducted due diligence investigation of the bid results to ascertain the lowest responsive, responsible bid that meets all the requirements of the project. In addition to pricing, all bidders were evaluated for their conformance with bidding requirements, as well as their ability to meet the requirements of the District's Owner Controlled Insurance Program (OCIP). Based on this process, John Plane Construction, Inc. was deemed the lowest responsive, responsible bidder.

This project will be funded by State Capital Outlay and Measure A general obligation bond funds.

RECOMMENDATION

It is recommended that the Board of Trustees award the contract for the Cañada College Electrical Infrastructure Replacement Project to John Plane Construction, Inc. in an amount not to exceed \$2,498,629.

BOARD REPORT NO. 11-5-103B

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Rick Bennett, Executive Director, Construction Planning Department,
358-6752

**CONTRACT AWARD FOR SKYLINE COLLEGE ELECTRICAL
INFRASTRUCTURE REPLACEMENT PROJECT**

In 2007 the District submitted a Life Safety A-4, high priority project to the state to replace a 43-year-old electrical load center at Skyline College. The project was approved and funded by the state and it is now time to award the construction contract for the replacement of the aging electrical infrastructure. The existing Load Center 2 (LC2) was built below grade and is subject to flooding, which puts Facilities staff at risk and causes excessive wear to the equipment and wiring. LC2 supports five buildings (7, 8, 9, 10 and 11), so failures or planned shutdowns affect a substantial portion of the campus.

This project will replace the existing subsurface LC2 with a new above-ground load center. The new LC2 will be located adjacent to Automotive Technology program storage containers on the southwest side of Building 8. The scope of work includes a new structure, equipment and wiring. A power shutdown of the buildings supported by LC2 will be required to facilitate the cutover to the new equipment. The shutdown, discussed and coordinated with campus administration, is scheduled for the 2011-2012 Winter Break.

On March 18 and 25, 2011, the District published a legal notice inviting pre-qualified general contractors from the District's annual pre-qualified pool to bid on this project. For this electrical work, the District decided to qualify electrical subcontractors, in advance of the bid, so that there would be a match between those qualified electrical subcontractor's capabilities and experiences and the complicated, disruptive and hazardous nature of the electrical work. A total of nine electrical contractors successfully qualified to bid this work, ensuring healthy competition and a level playing field of electrical sub-contractors experienced with medium voltage electrical work on occupied campuses. The project team conducted an aggressive contractor outreach campaign via email and phone to encourage maximum bid participation. Sixteen pre-qualified firms, including twelve general contractors, attended at least one of two Mandatory Pre-bid Conferences held on March 28 and April 4, 2011. On May 3, 2011, seven of these firms submitted bids as follows:

General Contractor	Total Bid
BNBT Builders, Inc. dba BNBuilders	\$849,504
Rosendin Electric, Inc.	\$863,500
Cupertino Electric, Inc.	\$896,700
Schembri Construction, Inc.	\$940,590
Blocka Construction, Inc.	\$959,500
Gonsalves & Stronck Construction Co., Inc.	\$971,000
John Plane Construction, Inc.	\$1,020,000

After bid opening, District staff conducted due diligence investigation of the bid results to ascertain the lowest responsive, responsible bid that meets all the requirements of the project. In addition to pricing, all bidders were evaluated for their conformance with bidding requirements, as well as their ability to meet the requirements of the District's Owner Controlled Insurance Program (OCIP). Based on this process, BNBT Builders, Inc. dba BNBuilders was deemed the lowest responsive, responsible bidder.

This project will be funded by State Capital Outlay and Measure A general obligation bond funds.

RECOMMENDATION

It is recommended that the Board of Trustees award the contract for the Skyline College Electrical Infrastructure Replacement Project to BNBT Builders, Inc. dba BNBuilders in an amount not to exceed \$849,504.