



Wednesday, July 26, 2023
REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT

Closed Session 5:00 p.m.; Open Session 6:00 p.m.

In person at 3401 CSM Drive, San Mateo, CA 94402

Remote Location: Hilton Garden Inn, 420 Inwood Avenue North, Oakdale, Minnesota

Members of the Public may also participate via Zoom.

Zoom Meeting ID - <https://smccd.zoom.us/j/85261660267>

Dial-In: 1-669-900-9128 - Webinar ID: 852 6166 0267

NOTICE ABOUT PUBLIC PARTICIPATION AT BOARD MEETINGS

OBSERVING THE MEETING

Members of the public who wish to observe the meeting in-person or remotely by accessing the link or calling the following telephone number above at the beginning of the meeting.

For individuals who attend the meeting in person: San Mateo County's current COVID Community Level is LOW, and face masks are strongly recommended but not required while indoors any SMCCCD facility. As the San Mateo County community level changes, information will be provided to students, employees, and visitors.

PROVIDING PUBLIC COMMENT DURING THE MEETING ON NON-AGENDA ITEMS

To make a comment regarding a non-agenda item, members of the public:

(1) If in person, may seek recognition at the speaker's lectern when called upon by the Board President, or

(2) If remote, once in the Zoom meeting (via above link), can utilize the raise hand function at the bottom right corner of the screen. This will allow for the Board President to recognize members for comment and will allow staff to activate audio access to individual participants. Members of the public who raise their hand will be called upon in the order they appear.

(3) Members of the public making comment are reminded of the 3-minute time limit for comment. Reasonable time limits may be placed on public comment during an open meeting so that meetings can be concluded within a reasonable time.

PROVIDING PUBLIC COMMENT DURING THE MEETING ON AGENDA ITEMS

To make a comment regarding an item on the agenda, members of the public:

(1) If in person, may seek recognition at the speaker's lectern when called upon by the Board President, or

(2) If remote, once in the Zoom meeting (via above link), can utilize the raise hand function at the bottom right corner of the screen. This will allow for the Board President to recognize members for comment and will allow staff to activate audio access to individual participants. Members of the public who raise their hand will be called upon in the order they appear.

(3) Members of the public making comment are reminded of the 3-minute time limit for comment. Reasonable time limits may be placed on public comment during an open meeting so that meetings can be concluded within a reasonable time.

ACCOMMODATIONS

Persons with disabilities who require an accommodation or service should contact the Chancellor's Office (650) 358-6877 at least 24 hours prior to the Board meeting.

1. CLOSED SESSION - 5:00 p.m.

Subject **1.1 Call to Order / Roll Call**

Meeting Jul 26, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 1. CLOSED SESSION - 5:00 p.m.

Access Public

Type Procedural

2. CLOSED SESSION ITEMS FOR DISCUSSION

Subject **2.1 Conference with Labor Negotiator - Agency Designated Representative: Randy Erickson and Richard Storti Employee Organizations: AFT**

Meeting Jul 26, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 2. CLOSED SESSION ITEMS FOR DISCUSSION

Access Public

Type

Subject **2.2 Public Employee Performance Evaluation: Review of Goals - Chancellor; Evaluation - Chancellor**

Meeting Jul 26, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 2. CLOSED SESSION ITEMS FOR DISCUSSION

Access Public

Type Discussion

Subject **2.3 Liability Claims: Gov. Code 54956.95 | Workers' Compensation Claim: Four Cases | Agency Claimed Against: San Mateo County Community College District**

Meeting Jul 26, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 2. CLOSED SESSION ITEMS FOR DISCUSSION

Access Public

Type Discussion

3. PUBLIC COMMENTS ON CLOSED SESSION ITEMS ONLY

Subject **3.1 Comments by Community Members**

Meeting Jul 26, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 3. PUBLIC COMMENTS ON CLOSED SESSION ITEMS ONLY

Access Public

Type Information

4. CLOSED SESSION

Subject **4.1 Recess to Closed Session**

Meeting Jul 26, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 4. CLOSED SESSION

Access Public

Type Procedural

5. OPEN SESSION - 6:00 p.m.

Subject **5.1 Call to Order / Roll Call / Pledge of Allegiance**

Meeting Jul 26, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 5. OPEN SESSION - 6:00 p.m.

Access Public

Type Procedural

Subject **5.2 Announcement of Any Reportable Action Taken in Closed Session**

Meeting Jul 26, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 5. OPEN SESSION - 6:00 p.m.

Access Public

Type Information, Procedural

Subject **5.3 Discussion of the Order of the Agenda**

Meeting Jul 26, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 5. OPEN SESSION - 6:00 p.m.

Access Public

Type Discussion

6. STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

Subject **6.1 Chancellor and Chancellor's Cabinet**

Meeting Jul 26, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 6. STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

Access Public

Type Informational

Subject **6.2 District Academic Senate**

Meeting Jul 26, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 6. STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

Access Public

Type Informational

Subject **6.3 Student Trustee and/or Associated Student Body**

Meeting Jul 26, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 6. STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

Access Public

Type Informational

7. RECOGNITION OF THE PRESIDENT OF COLLEGE OF SAN MATEO

Subject **7.1 Recognition and Adoption of Resolution No. 23-20 Honoring President of College of San Mateo, Dr. Jennifer Taylor-Mendoza (10 Mins.)**

Meeting Jul 26, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 7. RECOGNITION OF THE PRESIDENT OF COLLEGE OF SAN MATEO

Access Public

Type Action

Recommended Action It is recommended that the Board adopt Resolution No. 23-20, honoring President of College of San Mateo, Dr. Jennifer Taylor-Mendoza.

File Attachments
[Board Resolution 23-20 Jennifer Taylor-Mendoza.pdf \(66 KB\)](#)

8. CELEBRATORY RECESS

Subject **8.1 Celebratory Recess in Honor of President of College of San Mateo, Dr. Jennifer Taylor-Mendoza (15 Mins.)**

Meeting Jul 26, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 8. CELEBRATORY RECESS

Access Public

Type

TO:

FROM:

PREPARED BY:

9. STATEMENTS FROM OTHER REPRESENTATIVE GROUPS

Subject **9.1 AFT, Local 1493**

Meeting Jul 26, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 9. STATEMENTS FROM OTHER REPRESENTATIVE GROUPS

Access Public

Type Information

Subject **9.2 CSEA, Chapter 33**

Meeting Jul 26, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 9. STATEMENTS FROM OTHER REPRESENTATIVE GROUPS

Access Public

Type Information

Subject **9.3 AFSCME, AFL-CIO, Local 829, Council 57**

Meeting Jul 26, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 9. STATEMENTS FROM OTHER REPRESENTATIVE GROUPS

Access Public

Type Information

10. PUBLIC COMMENTS ON NON-AGENDA ITEMS

Subject **10.1 Comments by Community Members**

Meeting Jul 26, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 10. PUBLIC COMMENTS ON NON-AGENDA ITEMS

Access Public

Type Information

11. APPROVAL OF MINUTES

Subject **11.1 Approval of Minutes from June 12, 2023 Special Meeting (5 Mins.)**

Meeting Jul 26, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 11. APPROVAL OF MINUTES

Access Public

Type Action

Preferred Date Jul 26, 2023

Absolute Date Jul 26, 2023
Fiscal Impact No
Budgeted No
Recommended Action It is recommended that the Board of Trustees approve the presented minutes.

TO: Members of the Board of Trustees
FROM: Melissa Moreno, J.D., Interim Chancellor
PREPARED BY: Candice E. Bell, Executive Assistant to the Board

APPROVAL OF MINUTES FROM JUNE 12, 2023 SPECIAL MEETING

Minutes are to specifically reflect reportable Actions taken by the Board of Trustees during the times at which they meet. Minutes do not have to reflect verbatim statements or comments by any Member of the Board, Faculty, Staff, and/or Community Member(s). We encourage all to visit the San Mateo County Community College District's website to view the recorded Board Meetings in order to review and/or hear detailed statements or comments.

RECOMMENDATION

It is recommended that the Board of Trustees approve the presented minutes.

File Attachments
[2023-06-12 Special Meeting Minutes.pdf \(73 KB\)](#)

Subject 11.2 Approval of Minutes from June 28, 2023 Regular Meeting (5 Mins.)

Meeting Jul 26, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category 11. APPROVAL OF MINUTES
Access Public
Type Action
Preferred Date Jul 26, 2023
Absolute Date Jul 26, 2023
Fiscal Impact No
Budgeted No
Recommended Action It is recommended that the Board of Trustees approve the presented minutes.
TO: Members of the Board of Trustees
FROM: Melissa Moreno, J.D., Interim Chancellor
PREPARED BY: Candice E. Bell, Executive Assistant to the Board

APPROVAL OF MINUTES FROM JUNE 28, 2023 REGULAR MEETING

Minutes are to specifically reflect reportable Actions taken by the Board of Trustees during the times at which they meet. Minutes do not have to reflect verbatim statements or comments by any Member of the Board, Faculty, Staff, and/or Community Member(s). We encourage all to visit the San Mateo County Community College District's website to view the recorded Board Meetings in order to review and/or hear detailed statements or comments.

RECOMMENDATION

It is recommended that the Board of Trustees approve the presented minutes.

File Attachments
[2023-06-28 Minutes.pdf \(279 KB\)](#)

12. NEW BUSINESS

Subject **12.1 Approval of Personnel Items (5 Mins.)**

Meeting Jul 26, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 12. NEW BUSINESS

Access Public

Type Action

Recommended Action It is recommended that the Board of Trustees approve the attached Personnel Report.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Interim Chancellor

PREPARED BY: Julie Johnson, Chief Human Resources Officer
David Feune, Director, Human Resources

APPROVAL OF PERSONNEL ITEMS

Staff presents in the attached report for the Board's consideration and recommendations for approval of new employment; changes in assignment, compensation, and placement; leaves of absence; changes in staff allocation and classification of academic and classified personnel; retirements, phase-in retirements, and resignations; equivalence of minimum qualifications for academic positions; and short-term temporary classified positions.

File Attachments
[Approval of Personnel Items 07-26-23.pdf \(370 KB\)](#)

Subject **12.2 Acceptance and Approval of Revised 2023 Board of Trustees Meeting Dates (5 Mins.)**

Meeting Jul 26, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 12. NEW BUSINESS

Access Public

Type Action

Preferred Date Jul 26, 2023

Absolute Date Jul 26, 2023

Fiscal Impact No

Budgeted No

Recommended Action It is recommended that the Board of Trustees approve the revised 2023 Board of Trustees Meeting Dates.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Interim Chancellor

PREPARED BY: Candice E. Bell, Executive Assistant to the Board

ACCEPTANCE AND APPROVAL OF REVISED 2023 BOARD OF TRUSTEES MEETING DATES

During the Board Retreat of the Board of Trustees on July 15, 2023, an additional meeting date was determined to be needed to continue discussing a few of the items from the retreat. Attached is a revised calendar of meeting dates for board approval.

RECOMMENDATION

It is recommended that the Board of Trustees approve the revised 2023 Board of Trustees Meeting Dates.

File Attachments
[2023 Board of Trustees Meeting Dates - REVISED.pdf \(20 KB\)](#)

13. CONSENT AGENDA

Subject 13.1 Approval of Agreement with San Mateo Union High School District Regarding Middle College at Skyline College

Meeting Jul 26, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 13. CONSENT AGENDA

Access Public

Type Action (Consent)

Preferred Date Jul 26, 2023

Absolute Date Jul 26, 2023

Fiscal Impact Yes

Dollar Amount \$136,000.00

Budgeted Yes

Budget Source SMUHSD

Recommended Action It is recommended that the Board of Trustees approve the Agreement between the San Mateo Union High School District and San Mateo County Community College District

regarding the Middle College at Skyline College effective July 1, 2023 through June 30, 2024.

TO: Members of the Board of Trustees
FROM: Melissa Moreno, J.D., Interim Chancellor
PREPARED BY: Joseph U. Morello, Jr., Acting President, Skyline College
Vinicio Lopez, Vice President of Instruction

APPROVAL OF AGREEMENT WITH SAN MATEO UNION HIGH SCHOOL DISTRICT REGARDING MIDDLE COLLEGE AT SKYLINE COLLEGE

In collaboration with San Mateo Union High School District (SMUHSD), the Middle College at Skyline College developed an Agreement to allow students from Capuchino High School to attend the Middle College at Skyline College. This Agreement facilitates the enrollment of Capuchino High School students in the Middle College at Skyline College, the Middle College that is closest to many of the students who attend Capuchino High School. Effective FY 2023-2024, SMUHSD agrees to pay SMCCCD \$7,038 per student for those who attend the Middle College at Skyline College.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Agreement between the San Mateo Union High School District and San Mateo County Community College District regarding the Middle College at Skyline College effective July 1, 2023 through June 30, 2024.

File Attachments
[2023-24 Middle College at Skyline Agreement_SMUHSD.pdf \(785 KB\)](#)

Approval of Consent Agenda All items on the consent agenda may, by unanimous vote of the Board members present, be approved by one motion after allowing Board member questions about a particular item. Prior to a motion for approval of the consent agenda, any Board member, interested student or citizen or member of the staff may request that an item be removed to be discussed in the order listed, after approval of remaining items on the consent agenda.

Subject	13.2 Approval of Agreement with South San Francisco Unified School District Regarding Middle College at Skyline College
Meeting	Jul 26, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	13. CONSENT AGENDA
Access	Public
Type	Action (Consent)
Preferred Date	Jul 26, 2023
Absolute Date	Jul 26, 2023
Fiscal Impact	Yes
Dollar Amount	\$612,000.00
Budgeted	Yes
Budget Source	SSFUSD

Recommended Action It is recommended that the Board of Trustees approve the Agreement between South San Francisco Unified School District and San Mateo County Community College District regarding the Middle College at Skyline College effective July 1, 2023 through June 30, 2024.

TO: Members of the Board of Trustees
FROM: Melissa Moreno, J.D., Interim Chancellor
PREPARED BY: Joseph U. Morello, Jr., Acting President, Skyline College
Vinicio Lopez, Vice President of Instruction

APPROVAL OF AGREEMENT WITH SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT REGARDING MIDDLE COLLEGE AT SKYLINE COLLEGE

Since 2015, the South San Francisco Unified School District (SSFUSD) has worked in partnership with SMCCCD to establish a Middle College at Skyline College. In collaboration with the Superintendent of South San Francisco Unified School District, the agreement permits students from District high schools to attend the Middle College at Skyline College. As in years past, effective for Fiscal Year 2023-2024, SSFUSD agrees to pay SMCCCD \$7,038 per student who attend the Middle College at Skyline College.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Agreement between South San Francisco Unified School District and San Mateo County Community College District regarding the Middle College at Skyline College effective July 1, 2023 through June 30, 2024.

File Attachments
[23-24 Skyline Middle College Agreement Final SSFUSD.pdf \(7,859 KB\)](#)

Approval of Consent Agenda All items on the consent agenda may, by unanimous vote of the Board members present, be approved by one motion after allowing Board member questions about a particular item. Prior to a motion for approval of the consent agenda, any Board member, interested student or citizen or member of the staff may request that an item be removed to be discussed in the order listed, after approval of remaining items on the consent agenda.

Subject **13.3 Approval of Contract Award for Meal Services for the Child Development Centers at College of San Mateo and Skyline College**

Meeting Jul 26, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 13. CONSENT AGENDA

Access Public

Type Action (Consent)

Preferred Date Jul 26, 2023

Absolute Date Jul 26, 2023

Fiscal Impact Yes

Dollar Amount \$102,514.00

Budgeted Yes

Budget Source State and Local Funds

Recommended Action It is recommended that the Board of Trustees award the District's Meal Services for the Child Development Centers contract to Big Break, LLC dba: Chefables for a period of five years, commencing July 1, 2023 and ending June 30, 2028. The annual cost for the first year based on anticipated enrollments for 2023-2024 will not exceed \$102,513.52. Any increase or decrease of the unit price(s) will be negotiated at least sixty (60) days prior to the end of each 12-month period.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Interim Chancellor

PREPARED BY: Yanelly Pulido, Director of General Service
Bob Domenici, Purchasing Supervisor

APPROVAL OF CONTRACT AWARD FOR MEAL SERVICES FOR THE CHILD DEVELOPMENT CENTERS AT COLLEGE OF SAN MATEO AND SKYLINE COLLEGE

In June 2023, the District solicited bids (ITB# 86923) from qualified vendors to provide breakfast, lunch and afternoon snack meal services for the District's Child Development Centers at College of San Mateo and Skyline College. The meals are partially subsidized by state and federal funding and, as such, qualified vendors must agree to provide meals, facilities and menus that meet or exceed stringent U.S. Department of Agriculture requirements. The bid was advertised in the newspaper and on the District's bid portal.

The District received one response to the bid from Big Break, LLC dba Chefables. Pacific Dining had a series of questions that were addressed during the bid period, however this potential bidder did not submit a proposal.

Chefables has been providing meal services to the District's Child Development Centers since 2010. The District and the Center Directors have been pleased with Chefables' level of service and meal quality. The firm supplies meals in compliance with the USDA Child and Adult Food Care Program standards and Chefables' facilities have received highest ratings from both USDA and CDE inspections.

The proposed maximum price per child for the 2023-24 year is \$6.65 per day which includes breakfast, lunch and an afternoon snack. The price per child varies slightly between the Centers depending upon the type of breakfast provided and whether or not the meal pattern at the Center includes an afternoon snack.

It is estimated that the annual cost for meals for 2023-2024 will not exceed \$51,256.76 for the Mary Meta Lazarus Child Development Center at College of San Mateo and \$51,256.76 for the Skyline College Children's Center. The Child Development Centers serve meals to a maximum of forty (40) children per day at College of San Mateo and forty (40) children at Skyline College. More than one-half the cost for meals is reimbursed by the State of California. Additional funding comes from the State Child Development Division and parent fees.

RECOMMENDATION

It is recommended that the Board of Trustees award the District's Meal Services for the Child Development Centers contract to Big Break, LLC dba Chefables for a period of five years, commencing July 1, 2023 and ending June 30, 2028. The annual cost for the first year based on anticipated enrollments for 2023-2024 will not exceed \$102,513.52. Any increase or decrease of the unit price(s) will be negotiated at least sixty (60) days prior to the end of each 12-month period.

Approval of Consent Agenda All items on the consent agenda may, by unanimous vote of the Board members present, be approved by one motion after allowing Board member questions about a particular item. Prior to a motion for approval of the consent agenda, any Board member, interested student or citizen or member of the staff may request that an item be removed to be discussed in the order listed, after approval of remaining items on the consent agenda.

14. OTHER RECOMMENDATIONS

Subject **14.1 Proposed Extension of the Third Amended Master Agreement between the District and Foundation (10 Mins.)**

Meeting Jul 26, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 14. OTHER RECOMMENDATIONS

Access Public

Type Action

Preferred Date Jul 26, 2023

Recommended Action It is recommended that the Board of Trustees approves an extension of the Third Amended Master Agreement between the District and Foundation through August 29, 2023.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Interim Chancellor

PREPARED BY: Dr. Richard Storti, Executive Vice Chancellor of Administrative Services

PROPOSED EXTENSION OF THE THIRD AMENDED MASTER AGREEMENT BETWEEN THE DISTRICT AND FOUNDATION

The San Mateo County Community Colleges Foundation ("Foundation") was formed by the Board of Trustees of the San Mateo County Community College District ("District") on March 25, 1966. The Foundation is a nonprofit California corporation existing to serve the District. The purposes of the Foundation include promoting student success and nourishing program innovation and excellence by securing donations and grants and providing financial support for students and the colleges of the District.

A master agreement establishing parameters of the relationship between the District and Foundation was established in 2002 and later amended in 2007, 2013, and 2018. With the Third Amended Master Agreement expiring on June 30, 2023, the Board of Trustees authorized the Executive Vice Chancellor ("EVC") to negotiate a new agreement between the District and Foundation at its meeting on April 26, 2023. The Board of Trustees also established an ad hoc subcommittee of the Board that includes two trustees to work with the EVC. The EVC has had several meetings with the Foundation Chair and the District's legal counsel in an effort to create and finalize a new agreement. At its meeting on June 28, 2023, the Board of Trustees authorized a 30 day extension of the existing agreement through July 30, 2023. While negotiations are progressing, a final agreement is not complete at this time and staff is recommending a second 30 day extension through August 29, 2023 to allow additional time to finalize the new agreement.

RECOMMENDATION

It is recommended that the Board of Trustees approves an extension of the Third Amended Master Agreement between the District and Foundation through August 29, 2023.

File Attachments

15. DISCUSSION ITEMS

Subject **15.1 Discussion of Process and Timeline for Chancellor Search (30 Mins.)**

Meeting Jul 26, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 15. DISCUSSION ITEMS

Access Public

Type Discussion

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Interim Chancellor

PREPARED BY: Julie Johnson, Chief Human Resources Officer

DISCUSSION OF PROCESS AND TIMELINE FOR CHANCELLOR SEARCH

It is the will of the Board of Trustees to begin a national search for its next permanent Chancellor, with the intention of filling the position for a start date of July 1, 2024. The board will discuss the Chancellor search process and include a discussion of the general timeline for the search.

Subject **15.2 College of San Mateo Building 9 Library Modernization Project (20 Mins.)**

Meeting Jul 26, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 15. DISCUSSION ITEMS

Access Public

Type Informational

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Interim Chancellor

PREPARED BY: Dr. Richard Storti, Executive Vice Chancellor of Administrative Services
Michele Rudovsky, Chief Facilities and Operations Officer
Marie Mejia, Director of Capital Projects

COLLEGE OF SAN MATEO BUILDING 9 LIBRARY MODERNIZATION PROJECT

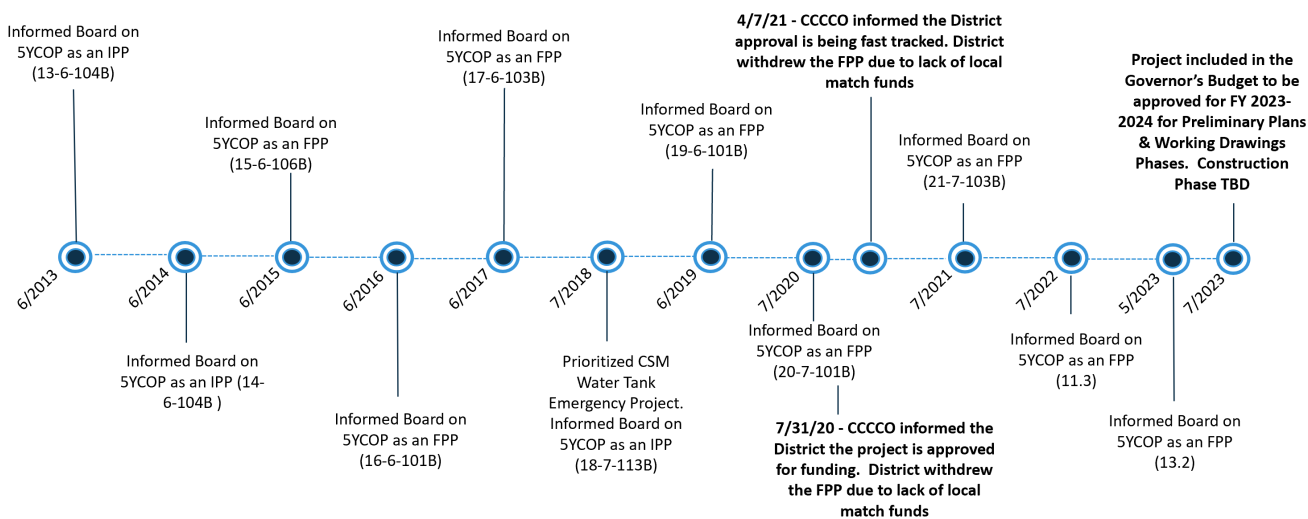
Project Summary

This proposed project will modernize the College of San Mateo Library, originally built in 1969. The library project is a comprehensive modernization of 49,402 gross square feet (GSF) and 38,785 assignable square feet (ASF) of space and infrastructure, housing library and technology support programs, and one academic pathway. These include the Library, the Center for Transformative Teaching and Learning (CTTL), the Information Technology Help Center, and the Broadcast and Electronic Media pathway of the Digital Media academic program.

The current building arrangement and infrastructure hinder the ability for these services to meet these goals effectively. The reconfiguration of the top two floors will integrate the current media-technology-internet based learning systems throughout, provide a diversity of learning environments for study, collaboration and making, robust wired and wireless network and connection points, as well as comfortable flexible furniture. The project will also modernize the first floor to downsize TV/Radio spaces and convert the balance of the floor into two Academic Technology Support services: Center for Transformative Teaching and Learning (CTTL) for faculty and staff, and an Information Technology Help Center for students. To provide the necessary infrastructure and environmental conditions to support these programs, and to improve energy efficiency, the modernization includes the replacement and increase in capacity for the aged mechanical, electrical, telecommunications, fire protection, security and lighting systems, as well as the removal of hazardous substances. The building will also be seismic strengthened to reduce seismic risk and, the deteriorated roof and single pane glazing will be replaced. Stairs, elevators, restrooms, doors and signage will be upgraded for accessibility and other code related changes.

The need for the project has been identified through College of San Mateo and District planning efforts and is included in the Facilities Master Plan. To assist with the cost of the project, the District applied for State match funding with an Initial Project Proposal (IPP) submitted to the State in 2013. The project later became a Final Project Proposal (FPP) in 2015. The project was approved for State match funding in 2020 and 2021 but was rejected by the District due to lack of local match. Included in the FY 2023/24 State Budget is \$21.8 million of State funding to support the project. In order to proceed, the District will need to commit a total of \$26.2 million in local match over the next four years. See below funding request timeline and project budget.

Project Timeline



*FIVE-YEAR CAPITAL OUTLAY PLAN (SYCOP) - California Community Colleges Chancellor's Office (CCCCO) annual submittal of Initial Project Proposal (IPP) and Final Project Proposal (FPP) for State funding.

Project Budget

	<u>STATE FUNDED</u>	<u>DISTRICT FUNDED</u>
PRELIMINARY PLANS (PP)	\$828,000	\$827,000
WORKING DRAWINGS (WD)	\$932,000	\$1,152,000
CONSTRUCTION (C)	\$20,005,000	\$16,184,000
FURNITURE, FURNISHINGS & EQUIPMENT (FF&E)	\$0	\$3,048,000
	<u>\$21,765,000</u>	<u>\$21,211,000</u>
SWING SPACE/RELOCATION OF EXISTING OCCUPANTS (ROM)		\$3,000,000
ADDITIONAL FF&E and UNFORESEEN CONDITIONS (ROM)		<u>\$2,000,000</u>
Total District Match		\$26,211,000

<u>PROJECTED LOCAL MATCH</u>	
FY23-24	\$2,745,000
FY24-25	\$2,234,000
FY25-26	\$995,000
FY26-27	<u>\$20,237,000</u>
Total	\$26,211,000

Local Match

In order to proceed with the project, the District is required to commit a total of \$26.2 million in local match over the next four year. In the past, the District has relied on funding from local bond measures for similar type projects. With proceeds from the last bond measure fully exhausted / allocated, other funding options need to be considered.

Staff is working to identify possible sources for funding the required local match and will update you at the next Board discussion.

With State funding available to cover \$21.8 million of the total project cost of \$48.0 million, this is a prime opportunity to proceed with the modernization, subject to identifying local match. Staff seeks Board discussion and direction.

16. COMMUNICATIONS

17. STATEMENTS FROM BOARD MEMBERS

18. RECONVENE TO CLOSED SESSION (if necessary)

Subject 18.1 Reconvened to Close Session

Meeting Jul 26, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 18. RECONVENE TO CLOSED SESSION (if necessary)

Access Public

Type Procedural

19. RECONVENE TO OPEN SESSION (if necessary)

Subject 19.1 Reconvened to Open Session

Meeting Jul 26, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 19. RECONVENE TO OPEN SESSION (if necessary)

Access Public

Type Procedural

Subject 19.2 Announcement of Reportable Action Taken In Closed Session (if necessary)

Meeting Jul 26, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 19. RECONVENE TO OPEN SESSION (if necessary)

Access Public

Type Procedural

20. ADJOURNMENT

Subject 20.1 Adjourn

Meeting Jul 26, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 20. ADJOURNMENT

Access Public

Type Procedural