

Committee on Space, Facilities, and Physical Plant

Minutes for Thursday, February 11, 2021

12:00 PM, Zoom Meeting Recording:

https://us02web.zoom.us/rec/share/N5grU7ZxfDzmovaNmMM-73SizjSFdwjZd9dEKtDIHIHdZVPe07_y02tDvRogiMZB.AvfC_WTEequWiv9z

Access Passcode: !3JJ?F2G

Present (members): Laura Broughton, Kay Ellis, Octavio Gomez, Shelley Liu, Elissa Nelson,
Present (guests): Jeanette Batiz, David Taylor

- I. Call to Order 12:10 PM
- II. Welcome
- III. Approval of Agenda as amended for 2/11/21 by unanimous voice vote.
- IV. Approval of Minutes as amended from 10/8/20 by unanimous voice vote.
- V. Covid-19 Emergency: Effects on College operations under the mandate of this committee
 - A. Re-occupancy committee is meeting every other week. The Chancellor did tell campuses to be ready to open fully in the Fall 2021 semester. Facilities is working to make sure everything on campus is operational, 2) HVAC facilities are being updated and improved, 3) classrooms, spaces, testing, and training are all happening in Meister, 4) they are moving to North Hall classrooms next. First goal is to identify buildings with HVAC and the second is to set up the spaces. They have been changing filters and cleaning filters. Only buildings that have HVAC will have classes in them.
 - B. They set up two rooms in the first floor of Meister for students between classes who had nowhere to go. They identified all furniture in a classroom, then marked out 6 ft around each individual then determined how many students could fit. In collaboration with PPS they put up the signage to determine which positions are open and closed. They've incorporated locations for hand sanitizers and have created an egress floor plan for each room. They tried to limit as much as possible cross-connections. They want to avoid entering and exiting through the same door. They have replaced bulbs to make them brighter. Octavio has put together a chart of the buildings with and with HVAC and the classrooms in the buildings with HVAC that need to be set up.

C. How are these floor plans being used to plan for class sizes and logistics in the Fall to maintain social distancing? K. Ellis says the Provost and Luis Montenegro are looking at this. How is the HVAC air handling repair in the library going? They are working with a vendor – they are hoping to be done by the end of this semester. The buildings being looked at are Meister, CPH, North Hall, Roscoe Brown & the Annex, then Colston. Will the floor plans be shared with chairs? This will be referred to the Provost and Luis Montenegro. They will also be working with CTLT to potential add more technology into classrooms to make blended learning possible. They are also trying to plan and provide spaces for students on campus (outside) for them to use – so they are trying to get additional outdoor seating. The BCC carpenters have made wooden chairs to put outside in public spaces: the chair is designed by 1960s landscape architect, Lester Collins, based on a 1918 Gerrit Reitveld design. Chairs will still allow social distancing (as opposed to benches).

D. Lack of drinking water in Meister

1. There was only drinking water in the basement. K. Ellis pointed out that there is now drinking water on the third floor. CLTs, instructors, and students are currently in Meister for laboratory classes and need access to drinkable water. D. Taylor discussed the multiple trades necessary to replace the fountains. The fifth floor (where classes are being held now) is the next one to be replaced. They took out all of the fountains at the same time but did not replace them in a timely manner. K. Ellis will provide refillable bottles to be used with the fountains. K. Ellis thanked J. Batiz for the feedback from their team. J. Batiz asked if the water is tested, and K. Ellis confirmed that it is city water and that once they've completed the installations they will have it tested.

2. There are hoods in the biology spaces – all hoods should have been repaired, permitted, and now are working. There was an intensive clean in all of the biology spaces in Meister. They are also trying to find a table and plexiglass for it for the blood drawing doll for ME 516. The fifth floor prep room still needs to be dust and cleaned, as a result of contractors using the door to the service corridor.

VI. Discussion items:

A. Mandate and composition of the Committee on Space, Facilities, and Physical Plant – Tabled until next time.

VII. Standing Items:

A. Facilities Update

1. RSCB roof & façade project: all of the scaffolding is down, except at the terrace locations. They are waiting for concrete to come in and then the terraces will be complete. They have rebuilt the stairs to the field. They are buying more chairs to populate the terraces, including the new east terrace.
2. The GML roof membrane has been completed. They are in the process of adding the shingles.

3. They are starting demolition for the GML egress project.
4. The 2020 Patterson automotive garage and Meister Lab is moving quickly – potentially done by late spring/ early summer.
5. The local law 11 project is about 75% complete for Colston exterior and the bridges and Community Hall exterior should be done by the end of the semester.
6. The contractors are complying with all safety regulations.
7. There is a project out to bid that will replace all of the light fixtures in Meister Hall. Four other buildings (Colston, CPH, Nichols, & Loew) are starting their design to also have all light fixtures replaced with LEDs. Meister lights will be replaced in 2021.
8. Utility upgrade IV project (new electrical service building) is 99% complete.
9. Phase V electrical infrastructure 13 substations being installed – first major shutdowns of Meister Hall next weekend and then spring break recess. All buildings on campus will have this done (removing old breakers).

B. Parking and Access to Campus

1. The mobile app has your BCC ID with photo but no date. Please download the BCC mobile app. The mobile ID does not have a date, so that may be a problem for people getting vaccines, since the physical IDs are expired.
2. Time will be set aside in the March committee meeting to further discuss creating a report on the finance and recommended fee structure.
3. How can we minimize PPS interactions, to minimize contact? An automated parking arm at gates is being considered.

C. Sustainability

1. Report:
 - a) The Sustainability Report has been issued and should be shared by next meeting – it lists every sustainability project that has occurred on campus. D. Taylor shared the Sustainability Report.
 - b) The Sustainability Council in 2008 set out 10 points to work on (this will be sent to us).
 - c) K. Ellis would like to incorporate Sustainability into the Master Planning process and as a routine item on our agenda.
2. Greenhouse
 - a) Electrical is almost complete. The carpenters have built new tables and will be able to install them this spring. By the time the campus reopens, the greenhouse should be ready.

D. BCC and CUNY Policies

1. Suggestions for Master Planning Process – Tabled until next meeting.
2. Policies

- a) Recycling – They have been continuing to work with the sanitation department who have been very helpful removing the debris. They expect to be back up to normal once we reoccupy. E. Nelson noted that at some point we need to address the messaging for the recycling processes. Richard (from marketing) has been included in the Reoccupancy committee because of issues like this.

E. Internal Initiatives

- 1. Building Intensive Clean (BIC) is ongoing. There are finishing in Bliss. They are removing the 12 x 12 floor tiles (that must be stripped and waxed annually) and polishing the existing concrete floor instead. The hallway outside of the President's Conference room has been repainted and pictures of presidents and trustees have been put up on the wall. They have moved the pictures from the President's Conference room and reinstalled them in Philosophy Hall. The next cleaning and set up will be North Hall. There have been a couple of breakages with pumps, etc., but everything could be repaired by BCC staff.

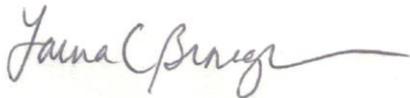
VIII. New Business

A. How do we improve communication of the things under the remit of this committee with the campus? BCCclean@bcc.cuny.edu can still be used by all BCC community members.

B. The electrical work for the smart market in Meister lobby is completed - they are waiting on water and CUNY central for the contract to be amended to accommodate the correct type of machines. They've removed the food from the vending machines on all floors except the main floors in Colston, Meister, and RSBC, which have been restocked.

IX. Meeting Adjournment at 1:46 PM

Respectfully submitted,



Laura C. Broughton, Ph.D.
Chairperson, Secretary *pro tem*, Committee on Space, Facilities, and Physical Plant