

Committee on Space, Facilities, and Physical Plant
Minutes for Thursday, March 11, 2021
12:00 PM, Zoom Meeting Recording:

https://us02web.zoom.us/rec/share/f-HgstPqvkm0Ox-HOXKijUFPhmvi_XkcNALDh05TUO18MUL-fOuywFGBresIIPe.nLoGzGv2gGIEDPfM

Present (members): Laura Broughton, Kay Ellis, Octavio Gomez, Shelley Liu, Elissa Nelson,
Present (guests): Abdu Bassett Audi

- I. Call to Order 12:06 PM
- II. Welcome
- III. Approval of Agenda as for 3/11/21 by unanimous voice vote.
- IV. Approval of Minutes as amended from 2/11/21 by unanimous voice vote.
- V. Covid-19 Emergency: Effects on College operations under the mandate of this committee
 - A. The Re-occupancy Committee has been in place officially for one year. It was restructured into 3 standing committees: (a) safety, (b) facilities, and (c) student success and instruction. In preparation for Fall 2021, they are currently working on: contactless service, workflow improvements, facilities upgrades like the food market, gate access (using Everbridge app). The Bronx is currently in the yellow zone. The Chancellor has said that school will open in September. How are classes going to spaced out (both in space and time)? Time to allow for cleaning between classes? The Re-occupancy Committee Safety Subcommittee is addressing this issue. The six-foot distances are being calculated based on the center mass of the body – not on the perimeter of the person. Room occupancy is being calculated using the 6-foot distance, total air volume, and air exchange capacity for each room. The standards are universal and have been approved by NYS and other oversight agencies. In many cases, the calculated occupancy is 50% of the standard occupancy. Other buildings (than Meister, North Hall, CPH, RSCB, and Colston) will be open for offices, but not classrooms. Social-distancing and scheduled meetings will reduce risk for offices in buildings without HVAC. They plan to provide meeting spaces for faculty members to hold office hours in buildings with HVAC. Floor plans will be posted into the Re-occupancy plan and shared with L. Montenegro.
 - B. Food service on the campus is closed. The smart market in Meister is under construction.
- VI. Discussion items:
 - A. Mandate and composition of the Committee on Space, Facilities, and Physical Plant: there are new election procedures for the fall.
- VII. Standing Items:
 - A. Facilities Update (O. Gomez)

1. RSCB roof & façade project: They are 99% complete. 99% of scaffolding has been removed. Working on final terrace.
2. The GML roof membrane has been completed. They are in the process of adding the copper on the roof. They are preparing to remove the upper cupola, which will be completely replaced with a new safety glass and aluminum structure.
3. They are starting demolition for the GML egress project.
4. The 2020 Patterson automotive garage and Meister Lab is moving quickly – about 60 to 70% complete, it will potentially be done by late spring/ early summer.
5. The local law 11 project is about 85% 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. Lighting project: The project has been awarded for Meister. Meister lights will be replaced in 2021. Four other buildings (Colston, CPH, Nichols, & Loew) are starting their design to also have all light fixtures replaced with LEDs.
8. Utility upgrade IV project (new electrical service building) is complete – they are finishing the punchlist.
9. Phase V electrical infrastructure 13 substations are 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). Many buildings will require multiple shutdowns (including Meister).
10. Four buildings are getting a new fire alarm system (Colston/Community, Nichols, Bliss, Gould). It will start near the end of March. This is part of the twelve-building fire alarm project. They picked the ones in most need and least likely to be occupied. The remaining 8 buildings will be done later.
11. The weather monitoring station on 9th floor Meister got new instruments and the roof was repaired using grant funding supplied by Neal Phillip.
12. The heat exchanger for CPH was changed.

B. Parking and Campus Access

1. A fee increase is unlikely at this time. A fee analysis right now would also be affected by the severe decrease in enrollment. However, the parking arm provides the opportunity to charge by visit (in addition to having an annual pass). A Parking Report does not seem realistic at this time. Each year about \$160,000 is taken in by Auxiliary Enterprises (which includes the parking fees).
2. An automated parking arm at gates is being procured. There is a quote from the vendor. The arm should respond using your BroncoID.

C. Sustainability

1. Report:

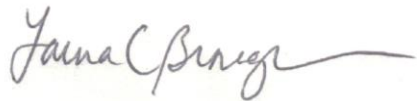
- a) We will ask D. Taylor to provide The Sustainability Report one week prior to the next meeting. It is posted in Teams.
- 2. Greenhouse – Tabled
- D. BCC and CUNY Policies – Tabled until next meeting
 - 1. Suggestions for Master Planning Process –
 - 2. Policies - There will be an information push about trash and recycling before September.
- E. Internal Initiatives
 - 1. Building Intensive Clean (BIC) is ongoing. Facilities is finishing in Bliss. Campus Planning is piloting the removal of the 12 x 12 floor tiles (that must be stripped and waxed annually) and polishing the existing concrete floor instead.

VIII. New Business

- A. We discussed the structure of the Annual Report to Senate, which will be approved at the April meeting.
- B. BCC has posted job listings for a facilities director and a health and safety officer and the search committees have been charged.

IX. Meeting Adjournment at 1:53 PM

Respectfully submitted,



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