

COLLEGE OF
MARIN

**Board of Trustees Special Meeting
June 14, 2005
Minutes**

A. Special Meeting

1. Call to Order, Roll Call, and Adoption of Agenda

The Board of Trustees of the Marin Community College District met in open Session in Room 111, Deedy Student Services, on the Kentfield campus, all members having received notice as prescribed by law. Board President Long called the meeting to order at 3:10 p.m. Board Clerk Hayashino called the roll and all members were present with the exception of Trustee Moore, who was on vacation, and Trustee Treanor, who arrived at 3:15 p.m.

M/s Dolan/Brockbank to approve adoption of the agenda. The motion passed unanimously.

2. Final Interviews for District Architect

José Nuñez, the District's Modernization Consultant, reviewed the consultant selection process resulting in the selection of the finalists. He stated that the full selection committee felt that both of the finalist architectural firms were equally qualified. Mr. Nuñez reviewed the consultant presentation format, noting that representatives from each firm would have 25 minutes to make their presentations, followed by a 15-minute question-and-answer session.

Representatives from the two finalist firms, Steinberg Architects and tBP/Architecture, provided the Board with information on their experience and expertise in educational and facilities master planning. They described their approaches to planning, design, and implementation, and provided examples of successful projects in other California community colleges. They also submitted written materials and sample documents for review.

Immediately following each firm's presentation, Board members asked the following questions of each finalist firm:

- 1) Public projects frequently run behind schedule. What is the accountability of your company? What are the consequences when documents are inadequate, there are delays, and the change orders are more than 3%? Who pays?

- 2) How would you include principles of sustainability (LEED) and commissioning requirements in Facilities Standards and Design Guidelines?
- 3) Describe how your firm will establish lines of communication and manage and share information between the Owner's Representative and other District consultants.
- 4) Discuss your firm's approach to budgeting, cost estimating, and quality control methods.
- 5) Discuss your team's approach to visioning an architectural theme for the Kentfield campus which unites such diverse buildings as the Harlan Center, Science Center, and historic structures such as Fusselman Hall.
- 6) There is an abundance of research on architectural design and its impact on student learning, and how teachers teach, such as George Keller's work on *The Best Planning for Higher Education*, and Lennie Scott's work, *In Sync-Environmental Behavior Research and Design of Learning Spaces*.
 - 1) Please give specific examples of your understanding of the research;
 - 2) Describe how you have implemented some of the design concepts for greater learning in your architectural designs of school/college/universities projects; and
 - 3) Describe what worked to enhance learning and teaching, and
 - 4) Describe what did not work (particularly some years later).

Board officers expressed their appreciation to the two firms for their excellent presentations.

Board President Long asked the Trustees to express their opinions about the two finalist firms and to express their preferences. There was a consensus to approve Steinberg Architects as the District Architect.

3. Adjournment

Board President Long adjourned the meeting at 5:45 p.m.

