



Facilities & Sustainability Committee
October 21, 2025 – 12:00 PM
Student Chambers (SUN-3305)
Zoom: <https://csusb.zoom.us/j/88691537976>

AGENDA

1. Call to Order
2. Roll Call
3. Approval of Minutes
 - a. September 23, 2025
4. Open Forum
5. Adoption of Agenda

Old Business

There is no old business at this time.

New Business

- | | |
|----------|---|
| FS 05/26 | SMSU Leases & Executive Summary (Informational, Del Rossi) |
| FS 06/26 | SMSU South HVAC Upgrades (Action, Roberson) |
| FS 07/25 | Reimagining Our Walls: Communication, Art, and Engagement (Discussion, Rosas) |

Announcements

Adjournment



Facilities & Sustainability Committee

September 23, 2025 – 12:00pm

Student Chambers (SUN-3305)

Zoom: <https://csusb.zoom.us/j/88691537976>

MINUTES

- Members Present:** Karolyn Chery, Ahlad Dendukuri, Sean Kinnally, Darshkumar Rakeshkumar Pancholi, Jocelyn Paz, Anthony Roberson,
- Members Absent:** Kimberly Rosas
- Staff Present:** Vilayat Del Rossi, Elizabeth Junker
- Guests Present:** Jason Espinoza, Michelle Mondorf
- Call to Order:** Meeting called to order by Chair Mendoza-Placencia at 12:12 p.m.
- Roll Call:** A verbal roll call was conducted, and quorum was confirmed.
- Approval of Minutes:** M/S Pancholi/Chery motion to approve Facilities and Sustainability Meeting Minutes from April 17, 2025.
Motion passed.
- Open Forum:** No members of the public were present for open forum.
- Adoption of Agenda:** M/S Roberson/Chery motioned to amend FS 02/26 from an action item to a discussion item.
Motion passed.
- M/S Pancholi/Dendukuri motion to approve agenda as amended.
Motion passed.

New Business

FS 01/26 Election of Committee Chair (Action, Roberson)

M/S Roberson/Kinnally; motion to open FS 01/26 Election of Committee Chair.

The committee held an election for the Facilities and Sustainability Committee Chair. Jocelyn Paz self-nominated and shared that her interest in serving was based on supporting the committee's efficiency, given the number of items the group typically reviews. No other nominations were received. Mr. Roberson and Mr. Del Rossi encouraged newer members to consider leadership roles in the future, noting that other committees have adopted a model where experienced members chair in the fall and transition leadership mid-year to support student development.

M/S Roberson/Kinnally; motion to elect Jocelyn Paz as Chair of Facilities and Sustainability Committee.

Motion passed.

Mr. Roberson formally passed the gavel to Ms. Paz at 12:20 p.m.

FS 02/26 Review of Committee Accomplishments from 24-25 AY (Discussion, Roberson)

M/S Dendukuri/Pancholi; motion to open FS 02/26 Review of Committee Accomplishments from 24-25 AY.

Mr. Roberson provided a recap of the Facilities and Sustainability Committee's accomplishments from the 2024–2025 academic year. Highlights included the approval of the Graduate Student Success Center space, implementation of the Heritage Month Policy and submission form, approval of the Project Rebound site proposal, and a collaborative student dining survey to explore future food options for SMSU South. He also shared a sustainability partnership with ASI involving the reuse of SMSU materials for the Coyote Garden. Chair Paz encouraged new members to bring forward ideas for future agenda items and clarified the process for doing so. Interim Executive Director Del Rossi added that the Board's overarching goal themes—such as improving access to food and increasing awareness of Union and Rec services—may help guide future projects. The committee discussed the value of aligning future efforts with these goals and suggested reviewing them at a future meeting.

FS 03/26 UEC Director Introduction & SMSU Dining & Retail Overview (Introduction, Roberson)

M/S Pancholi/Dendukuri; motion to open FS 03/26 UEC Director Introduction & SMSU Dining & Retail Overview.

The committee welcomed Jason Espinoza, the new UEC Executive Director, and Michelle Mondorf, who provided an overview of dining and retail operations at SMSU North and South. Mr. Espinoza shared current challenges and improvements in student dining, including efforts to activate underutilized spaces in SMSU South. He noted a renewed focus on expanding food diversity, affordability, and enhancing student engagement across dining locations, including increased transactions at venues like Bobo's Pizza and Starbucks. Updates were also provided on menu revisions, such as the transition to a more traditional taqueria-style menu at the Cantina, and exploring new food options based on recent student survey feedback. Mr. Espinoza and Ms. Mondorf also highlighted retail improvements in the bookstore, emphasizing affordability and expanded merchandise options. Committee members expressed appreciation for the student-centered approach and discussed ideas such as activating the bowling alley for food access and social engagement.

Ms. Mondorf also addressed ongoing sustainability efforts in collaboration with SMSU and Chartwells, including compliance with state recycling mandates, reducing single-use plastics, and preparing for upcoming CSU sustainability guidelines. She explained current efforts in vending and food packaging practices, and the importance of balancing sustainability with affordability. The conversation included a

student request for more vegetarian options on campus, which both speakers acknowledged and expanded upon. They highlighted enhancements at The Commons, such as the Rooted program, and efforts to ensure culturally inclusive and dietary-sensitive options, including Halal and Ramadan accommodations. Students were encouraged to participate in the upcoming Campus Dining Advisory Committee meeting on October 2 to further share feedback. The committee expressed appreciation for the informative presentation and ongoing partnership with UEC leadership.

FS 04/26 Review of Tasks and Assignments for 25-26 AY (Discussion, Roberson)

M/S Pancholi/Dendukuri; motion to open FS 04/26 Review of Tasks and Assignments for 25-26 AY.

Mr. Roberson provided updates on several completed and ongoing facilities projects, including the completion of the theater lighting upgrade and the launch of the SMSU South Refresh Project. The refresh initiative includes new carpeting, signage, painting, furniture replacement, and infrastructure improvements such as HVAC and lighting upgrades. He also shared that VETI funding was approved for refrigerator lockers at both the San Bernardino and Palm Desert campuses, with launch events planned to promote their use. Mr. Kinnally added updates from the Recreation Center, including outdoor area repairs, resurfacing of the tennis and volleyball courts, equipment replacement, and exploration of a cold plunge installation. Interim Executive Director Del Rossi concluded by reminding members to review proposal cover sheets before meetings to stay informed and explained upcoming projects at the Palm Desert Campus, as well as expectations for committee participation and collaboration.

Announcements

- California Native American Day events will take place on Friday evening in the amphitheater. Committee members and their families are encouraged to attend.
- The Leadership Challenge Center (LCC) will host a Night Climb event on Thursday, September 25, featuring free access to the course, music, and food. All are welcome to participate.

Adjournment

Kinnally/Dendukuri; motion to adjourn meeting at 1:05 pm.

Motion passed unanimously.

Reviewed and respectfully submitted by:

Jocelyn Paz, Chair

Date

Executive Summary on SMSU Leases

The Santos Manuel Student Union (SMSU) is a 501(c)(3) auxiliary organization of CSUSB. SMSU does not receive state funding for its facilities, programs, or services. Instead, operations are supported through Category II Student Fees and earned revenues, including leasing space to campus units and enterprise partners. The SMSU also leases space from the state at the Palm Desert Campus.

In 2021–22, following a Chancellor’s Office (CO) review, CSUSB adopted a standard methodology for charging auxiliaries and enterprise functions through the Cost Allocation Plan (CAP). The SMSU applies this same methodology to all leased spaces, ensuring consistency, fairness, and transparency. While SMSU has the ability to escalate lease rates annually, it has chosen not to during active terms. This practice provides stability and fiscal relief to our partners, with rates only updated at renewal to align with current campus methodology and rates.

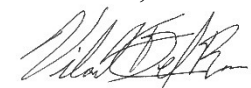
Beyond the numbers, SMSU has invested in improvements to leased spaces, such as painting, electrical, and reconfigurations, at its own expense to help campus partners succeed. For example, Project Rebound’s new location was supported with SMSU-funded upgrades that ensured the space was ready for use.

Our approach reflects SMSU’s ongoing commitment to be a good campus partner:

- We align with campus policies and methodologies.
- We provide predictable and supportive lease terms.
- We invest in our partners’ success through space improvements and collaboration.

Together, these efforts demonstrate SMSU’s role in creating mutually beneficial, win-win partnerships that strengthen the overall campus environment.

In Health,



Vilayat Del Rossi

Interim Executive Director & CFO, SMSU

Attachment: Current leases & lease rates

Attachment

Lessee	Suite Number	Square Footage	Rent per square foot	Total Rent	utilities/cust. price per square foot	Total Utilities/cust.	Total Cost per square foot	Total Cost Per Month	Lease Starts	Lease Ends	Notes
Division of Student Affairs											
Associated Students Incorporated.	SUN 304	3587	\$1	\$1	\$0.54	\$1,936.98	\$1.54	\$1,937.98	Jan-22	Dec-23	* Provided \$1 million for down payment on expansion/special lease rate
Office of Student Engagement	SUN 302	2339	\$1	\$2,339	\$0.54	\$1,263.06	\$1.54	\$3,602.06	Jan-22	Dec-26	
Career Center	SUS108/112	2909	\$1	\$2,909	\$0.54	\$1,570.86	\$1.54	\$4,479.86	Jul-20	Jan-27	
Den/Basic Needs	SUS 224	1600	\$1	\$1,600	\$0.54	\$864.00	\$1.54	\$2,464.00	Aug-21	Sep-26	
VPSA	SUS 222/223	2575	\$1	\$2,575	\$0.54	\$1,390.50	\$1.54	\$3,965.50	Jan-22	Dec-26	
Undocumented Student Success Center	SUN3313	1055	\$1.41	\$1,488	\$0.56	\$590.80	\$1.97	\$2,078.35	7/1/2025	6/30/2027	Newly Resigned leases
Other Divisions											
Title IX Office	SUS 103	647	\$1.41	\$912	\$0.56	\$362.32	\$1.97	\$1,274.59	Jul-25	Jun-26	Newly Resigned leases
Office of First Year Experience	SUS203	1762	\$1	\$1,762	\$0.54	\$951.48	\$1.54	\$2,713.48	Feb-22	Jan-27	
Club HUB	SUS303	2841	\$1	\$2,841	\$0.54	\$1,534.14	\$1.54	\$4,375.14	Jan-22	Dec-26	
Project Rebound	SUS116	1085	\$1.41	\$1,530	\$0.56	\$607.60	\$1.97	\$2,137.45	TBD	TBD	Pending improvements
University Enterprise Corp.											
Follett/Bookstore	SUN 102/103	8846	\$1	\$8,846	\$0.54	\$4,776.84	\$1.54	\$13,622.84	Jul-20	Jun-27	
Chartwells/Pub	SUN 110	2403	\$1	\$2,403	\$0.54	\$1,297.62	\$1.54	\$3,700.62	Jul-20	Jun-27	
Chartwells/Habit	SUN 104	1140	\$1	\$1,140	\$0.54	\$615.60	\$1.54	\$1,755.60	Jul-20	Jun-27	
Chartwells/Panda	SUN 105	815	\$1	\$815	\$0.54	\$440.10	\$1.54	\$1,255.10	Jul-20	Jun-27	
Chartwells/BoBo/Blue	SUS 121/122	3952	\$1	\$3,952	\$0.54	\$2,134.08	\$1.54	\$6,086.08	Jul-20	Jun-27	
SMSU/RMSC/PDC	RG111/RG115	1726	\$1.41	\$2,434	\$0.56	\$966.56	\$1.97	\$3,400.22	ADJUST ANNUAL CAP		SMSU Pays Through Cost Allocation Plan

Santos Manuel Student Union South HVAC Upgrades

Date: October 15, 2025

Santos Manuel Student Union Board of Directors

Proposed By: Anthony Roberson, Associate Director of Operations (SMSU)

Proposal: The Santos Manuel Student Union (SMSU) South building is a central hub for student life, programming, and engagement at Cal State San Bernardino. The existing Heating, Ventilation, and Air Conditioning (HVAC) system has exceeded its service life, resulting in reduced efficiency, inconsistent temperature control, and increased maintenance costs.

To ensure SMSU South continues to provide a comfortable, energy-efficient, and sustainable environment, this proposal seeks approval to proceed with a comprehensive HVAC system upgrade.

The primary scope is removed and replace existing controls, install high-efficiency HVAC equipment and control systems. Integrate with the university's Building Management System (BMS). Perform system testing, balancing, and commissioning for optimal operation.

Rationale:

The existing HVAC system in SMSU South is aging and increasingly inefficient, resulting in inconsistent temperature control, higher utility costs, and greater maintenance demands. These issues not only affect the daily experience of students, staff, and visitors but also limit the building's ability to support larger events and extended operational hours.

To ensure proper temperature control, and efficient functionality, the following work is proposed:

- Upgrading air handler controller, chilled water valve, valve actuator, variable frequency drive for the return and outside air. Exhaust air damper actuators, install all controls, communication wiring, removal and replacement of all existing control cabinet components (relays, wiring, sensors, power supplies, etc.) Programming, updating floorplan graphical interface, control wiring schematic detail, as well as commissioning for Air Handler #2, #6, MUA #1
- Upgrade all Air Handler #2 associated variable air volume boxes (VAV's) to include new VAV controllers, space temperature sensors, communication wiring, and new reheat valve/actuator assembly. Programming, air balancing, and commissioning.

Air Handler 2: ALC Controls Upgrade - \$38,500.00

Air Handler 6: ALC Controls Upgrade - \$38,00.00

Make- Up Air Unit: ALC Controls Upgrade - \$28,200.00

VAV'S Upgrade: Air Handler 2 - \$ 96, 500.00

Budget Impact: The total cost of this project, \$201,200.00, includes materials, labor, and all associated installation costs.

Timeline: Upon approval, the SMSU South HVAC Upgrade project will be completed in four-five months

Chartfield: 660876-RO001-S6110

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September 26, 2025



CSUSB HVAC DEPT

ALC CONTROLS UPGRADE ESTIMATE: AIR HANDLER #2

Prepared for:
Anthony Robertson

Prepared By:
Johnny Diaz &
Guillermo Valdovinos

SCOPE OF WORK SUMMARY

This outlines the scope of work needed to complete the centralized building automation system upgrade to Automated Logic Controls for Air Handler #2.

The job will entail upgrading the air handler controller, chilled water valve as well as valve actuator, variable frequency drive for both the supply fan as well as return fan, all outside air, return air, and exhaust air damper actuators, running all necessary control as well as communication wiring, removal and replacement of all existing control cabinet components (relays, wiring, sensors, power supplies, etc.), programming, graphics, updating floorplan graphical interface, control wiring schematic detail, as well as commissioning for Air Handler #2.

COST ESTIMATE (parts & labor)

Air Handler #2 only:

\$38,500.00



CSUSB HVAC DEPT

ALC CONTROLS UPGRADE ESTIMATE: AH#2 ASSOCIATED VAV'S

Prepared for:
Anthony Robertson

Prepared By:
Johnny Diaz &
Guillermo Valdovinos

SCOPE OF WORK SUMMARY

This outlines the scope of work needed to complete the centralized building automation system upgrade to Automated Logic Controls for all Air Handler #2 VAV's. The job will entail upgrading all Air Handler #2 associated variable air volume boxes (VAV's) to be upgraded to include new VAV controllers, space temperature sensors, discharge air temperature sensors, communication wiring, and where applicable, new re-heat valve/actuator assembly. Front end user interface graphics/ floorplans as well as air balancing and commissioning will also be completed.

COST ESTIMATE (parts & labor)

(x32) Air Handler #2 VAV's only:

\$96,500.00

September 26, 2025



CSUSB HVAC DEPT

ALC CONTROLS UPGRADE ESTIMATE: AIR HANDLER #6

Prepared for:
Anthony Robertson

Prepared By:
Johnny Diaz &
Guillermo Valdovinos

SCOPE OF WORK SUMMARY

This outlines the scope of work needed to complete the centralized building automation system upgrade to Automated Logic Controls for Air Handler #6. The job will entail upgrading the air handler controller, chilled water valve as well as valve actuator, variable frequency drive for both the supply fan as well as return fan, all outside air, return air, and exhaust air damper actuators, running all necessary control as well as communication wiring, removal and replacement of all existing control cabinet components (relays, wiring, sensors, power supplies, etc.), programming, graphics, updating floorplan graphical interface, control wiring schematic detail, as well as commissioning for Air Handler #6.

COST ESTIMATE (parts & labor)

Air Handler #6 only:

\$38,000.00

September 26, 2025



CSUSB HVAC DEPT

ALC CONTROLS UPGRADE ESTIMATE: MAKE-UP AIR UNIT#1

Prepared for:
Anthony Robertson

Prepared By:
Johnny Diaz &
Guillermo Valdovinos

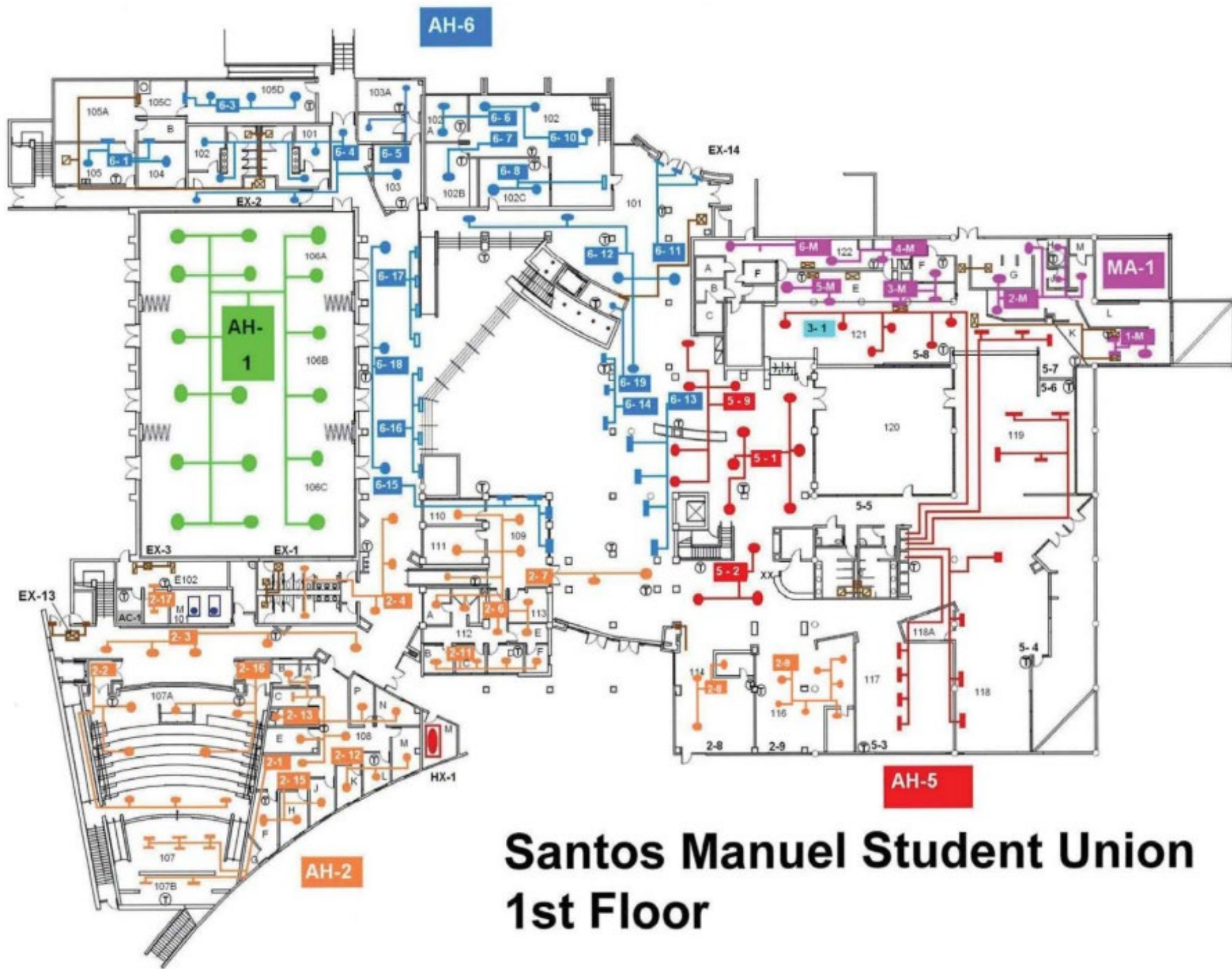
SCOPE OF WORK SUMMARY

This outlines the scope of work needed to complete the centralized building automation system upgrade to Automated Logic Controls for Make-up Air Unit #1. The job will entail upgrading the air handler controller, hot water valve as well as valve actuator, variable frequency drive for the supply fan, running all necessary control as well as communication wiring, removal and replacement of all existing control cabinet components (relays, wiring, sensors, power supplies, etc.), programming, graphics, updating floorplan graphical interface, control wiring schematic detail, as well as commissioning for Make-up Air unit #1. To include pulling in exhaust fans numbers 7, 8, 9, 10, 11, & 12.

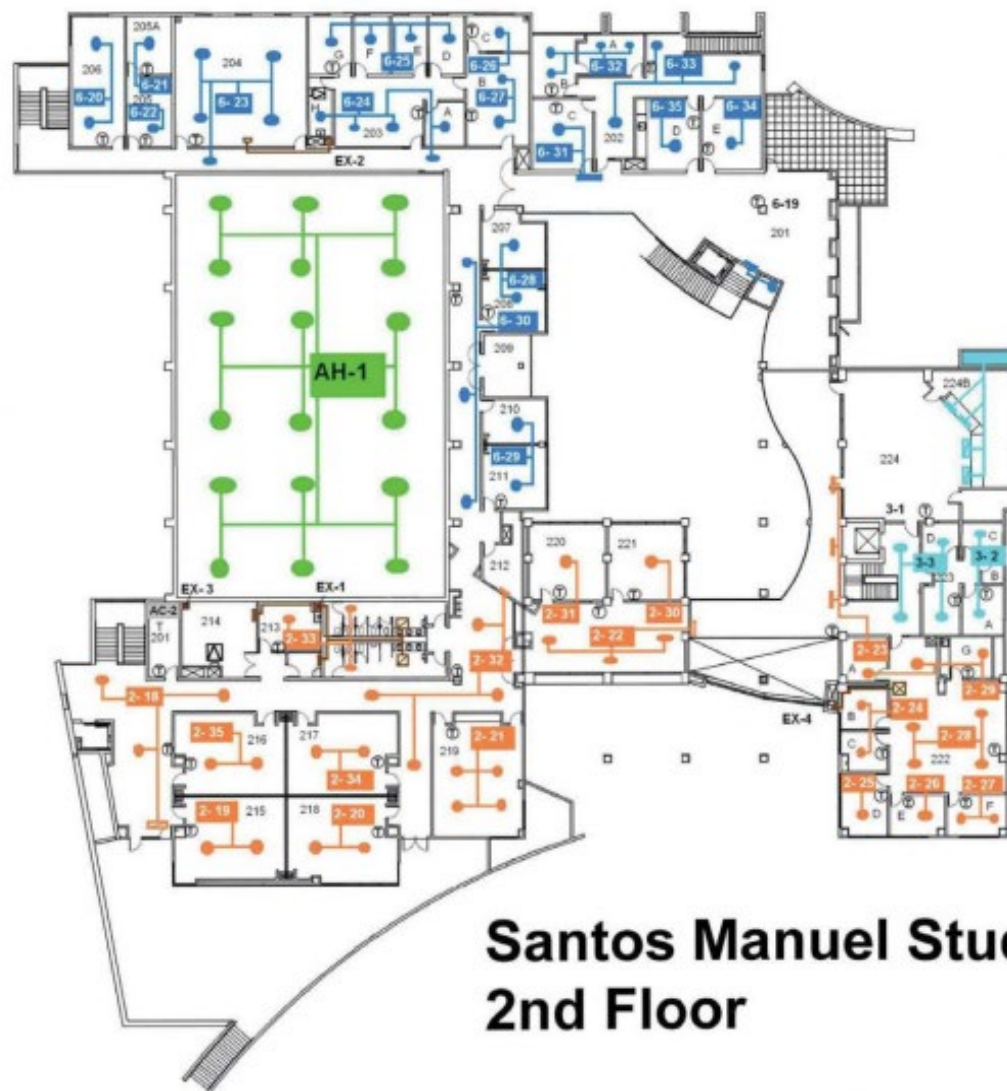
COST ESTIMATE (parts & labor)

Make-Up Air Unit #1 only:

\$28,200.00



**Santos Manuel Student Union
1st Floor**



**Santos Manuel Student Union
2nd Floor**

September 26, 2025



CSUSB HVAC DEPT

ALC CONTROLS UPGRADE ESTIMATE: AH#6 ASSOCIATED VAV'S

Prepared for:
Anthony Robertson

Prepared By:
Johnny Diaz &
Guillermo Valdovinos

SCOPE OF WORK SUMMARY

This outlines the scope of work needed to complete the centralized building automation system upgrade to Automated Logic Controls for all Air Handler #6 VAV's. The job will entail upgrading all Air Handler #6 associated variable air volume boxes (VAV's) to be upgraded to include new VAV controllers, space temperature sensors, discharge air temperature sensors, communication wiring, and where applicable, new re-heat valve/actuator assembly. Front end user interface graphics/ floorplans as well as air balancing and commissioning will also be completed.

COST ESTIMATE (parts & labor)

(x33) Air Handler #6 VAV's only:

\$101,700.00



CSUSB HVAC DEPT

ALC CONTROLS UPGRADE ESTIMATE: MAU#1 ASSOCIATED VAV'S

Prepared for:
Anthony Robertson

Prepared By:
Johnny Diaz &
Guillermo Valdovinos

SCOPE OF WORK SUMMARY

This outlines the scope of work needed to complete the centralized building automation system upgrade to Automated Logic Controls for Make-up Air Unit #1 associated VAV's. The job will entail upgrading all Mixed Air Unit #1 associated variable air volume boxes (VAV's) to include new VAV controllers, space temperature sensors, discharge air temperature sensors, communication wiring, and where applicable, new re-heat valve/actuator assembly. Front end user interface graphics/floorplans as well as air balancing and commissioning will also be completed.

COST ESTIMATE (parts & labor)

(x7) Mixed Air Unit #1 VAV's only:

\$36,400.00