



Facilities & Sustainability Committee
October 20, 2026 – 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 22, 2026
4. Open Forum
5. Adoption of Agenda

Old Business

FS 07/27 Appointment of Art Unveiling Committee Members (Action, Fisk)

New Business

FS 08/27 SMSU South & North Exterior Window Cleaning Project | Recommended Vendor: Sunshine Windows | Budget Impact: \$12,700.00 | Chartfieldstring: 660876-RO001-S6110 (Action, Roberson)

Announcements

Adjournment



**California State University, San Bernardino
Santos Manuel Student Union Board of Directors
Facilities & Sustainability Committee
September 22, 2026– 12:00pm
Zoom: <https://csusb.zoom.us/j/89009705795>**

MINUTES

Members Present:	Sebastian Bautista, Jason Espinoza, Jared Fisk, Alicia Juarez, Anthony Roberson, Robinpreet Waraich, Swikar Pokharel
Members Absent:	Samantha Coronado, Laili Rodriguez, Unnati Sisodiya
Staff Present:	Vilayat Del Rossi, Elizabeth Junker
Guests Present:	Jalonis Taylor
Call to Order:	Meeting called to order at 12:02 p.m.
Roll Call:	A verbal roll call was conducted, and quorum was confirmed.
Approval of Minutes:	<u>M/S Pokharel/Waraich;</u> motion to approve minutes from April 7, 2026. <i>Motion passed.</i>
Open Forum:	No public comments.
Adoption of Agenda:	<u>M/S Fisk/Pokharel;</u> motion to adopt agenda for September 22, 2026 as presented. <i>Motion passed.</i>

NEW BUSINESS:

FS 01/27 Election of Facilities and Sustainability Committee Chair (Action, Roberson)

M/S Pokharel /Fisk; motion to open FS 01/27 Election of Facilities and Sustainability Committee Chair

The Facilities and Sustainability Committee began its first meeting by opening nominations for Committee Chair. Members were informed that staff would provide support to anyone without prior committee experience, including a meeting script or template for future meetings. Anthony and Liz will provide ongoing support, with Anthony serving as the full-time administrator appointed to the committee. Sean then nominated Laili, the graduate assistant, for Committee Chair, noting that she was not present but would attend future meetings. No other nominations were received. Due to the only nominee not being presented the committee requested to table this item.

M/S Waraich/Pokharel; motion to table FS 01/27 Election of Facilities and Sustainability Committee Chair.

Motion passed.

FS 02/27 Review of Committee Accomplishments for 25-26 AY (Informational, Roberson)

M/S Pokharel /Fisk; motion to open FS 02/27 Review of Committee Accomplishments for 25-26 AY.

Anthony provided an overview of the Facilities and Sustainability Committee's accomplishments during the 2025–26 academic year. He explained that the committee focused on facility safety and compliance, infrastructure renewal, equipment replacement, student experience enhancements, and long-term capital planning across the Santos Manuel Student Union and Recreation and Wellness facilities. He highlighted projects that the committee supported and advanced to the Board, including emergency lighting replacement, SMSU South HVAC improvements, climbing wall inspection and repairs, and a new TRX storage bay to improve safety, reliability, and facility functionality. The committee also supported the replacement of Event Center banquet and vendor tables, Recreation and Wellness cardio equipment, and a Recreation and Wellness golf cart. Additional improvements included wall graphics, visual enhancements, furniture, and other student-facing upgrades in SMSU North and SMSU South. Anthony also discussed ongoing planning for outdoor recreation facilities and capital improvements, including preliminary funding for evaluation and concept development. He noted that the committee will continue receiving updates on facility projects and improvements throughout the year.

FS 03/27 26-27 Facilities and Sustainability Committee Charge (Informational, Del Rossi)

Anthony reviewed the Facilities and Sustainability Committee's charge and responsibilities for the 2026–27 academic year. He explained that the committee is responsible for reviewing operational systems within the Santos Manuel Student Union and Recreation and Wellness facilities, including long-range planning, construction, expansion, renovations, and space usage. The committee also reviews Commercial Services operations, including dining and convenience store services, pricing changes, and recommendations to the Board. Sustainability is another major responsibility, including researching CSU and other institutions' sustainability efforts, environmental strategies, and energy-saving initiatives. The committee's focus areas for 2026–27 include facilities and projects, Commercial Services, sustainability, Recreation and Wellness, and other matters referred by staff or campus partners. Anthony also explained that the committee has 10 voting members, with students making up the majority. The committee reviews and discusses matters within its charge and develops findings or recommendations for Board consideration. Any facilities-related matter going to the Board must first be reviewed by the committee, which may request additional information before recommending the item to the Board.

FS 04/27 Student Recreation & Wellness Center (SRWC) Recreation & Wellness Outdoor Facility Improvement Initiative Additional Funding Approval
Securitas Technology | Fiscal Impact: Not to Exceed \$9,719.20 | CFS:
660876RO001-S7100 (Action, Kinnally)

Sean Kinnally presented a proposal to replace eight cameras currently offline inside the Recreation and Wellness Center and to add cameras to the facility's exterior as part of the planned outdoor project. The project would replace the cameras in the mat gym and provide additional coverage of the outdoor area and the backside of the Recreation and Wellness Center. The proposal includes Ethernet and hardware support and would cost \$8,835.64, with a 10% contingency bringing the maximum cost to \$9,719.20. If approved by the Board, installation by Securitas is expected to take approximately 4–6 weeks.

Sean explained that staff had been working since the spring semester to obtain a quote, but it had been difficult to get responses from campus vendors. A campus vendor eventually inspected the space and provided a quote, which is why only one quote was included. Combining the indoor camera replacements with the outdoor cameras would also be more cost-effective than submitting two separate proposals. The cameras are important for security and risk management because staff and Campus Police currently cannot view areas where the cameras are offline. Once repaired, Campus Police will have access to the cameras. The footage can also be used for incident investigations, insurance claims, and other risk-mitigation purposes. The committee discussed the importance of restoring the cameras as soon as possible to improve security, compliance, and the organization's protection.

M/S Pokharel /Fisk; motion to approve **FS 04/27 Student Recreation & Wellness Center (SRWC) Recreation & Wellness Outdoor Facility Improvement Initiative Additional Funding Approval** Securitas Technology | Fiscal Impact: Not to Exceed \$9,719.20 | CFS: 660876RO001-S7100 (Action, Kinnally)

ROLL CALL VOTE: 6 - In-Favor 0 - Opposed 0 - Abstentions
Motion passed

FS 05/27 SMSU South Exterior Window Graphics Replacement (Action, Fisk)

Jared presented a proposal to replace two damaged exterior window graphics on SMSU South. One graphic on the west side is incomplete because a window is missing, while the east-side graphic has significant sun damage and fading. The project would remove the outdated graphics and replace them with updated designs that align with the Student Union's current rebranding efforts. Jared recommended using Alpha Graphics, which has worked with the organization previously and provided a lower quote than the other vendors. The goal is to complete the installation before the ACUI Conference in November, pending approval. Anthony added that the project supports the broader rebranding of the Santos Manuel Student Union, with Jared and his team leading the effort to update outdated graphics throughout the building. He emphasized that the east-side graphics are highly visible from Student Union Lane and the amphitheater and has become noticeably faded from sun exposure.

M/S Pokharel /Juarez; motion to approve FS 05/27 SMSU South Exterior Window Graphic Replacement proposal.

ROLL CALL VOTE: 7 In-Favor 0 Opposed 0 Abstentions
Motion passed

FS 06/27 SMSU Dining and Retail Spaces: Current Status and Future Plans (Informational, Espinoza)

Jason provided an update on Commercial Services and discussed efforts to increase student and community engagement with afternoon, evening, and other events in the Student Union. He highlighted the recent soft opening of the Korean BBQ Chicken restaurant, introduced in response to student feedback requesting options such as fried chicken and Korean-style dishes. Chartwells, the campus food service provider, helped bring the concept to campus after other options, including a Taco Bell Cantina concept, were explored. A grand opening and ribbon-cutting for Korean BBQ Chicken is being planned for the 21st. Jason also discussed efforts to expand food options throughout the Student Union. The team is exploring additional sandwich options and ways to expand existing menus beyond pizza and calzones. Another potential concept, Pueblo, would offer a modern Mexican-style menu similar to Chipotle and include more fresh and vegetarian options. These efforts are intended to provide students with a greater variety of healthier food choices, based on feedback on current campus dining options

Announcements

No announcements were shared.

Adjournment

With no further discussion, the meeting was adjourned at 12:39 p.m.

Reviewed and respectfully submitted by:

Chair, Facilities and Sustainability Committee

Date

Appointment of Art Unveiling Committee Members

Date: October 6, 2026

Body: Santos Manuel Student Union Board of Directors

Proposed By: Jared Fisk, SMSU/RecWell Marketing Manager

Background: The SMSU Art Policy provides for an annual selection committee to be formed by the SMSU Board Chair and Executive Director. The committee consists of the Board Chair and Executive Director, along with 2 SMSU student assistants, 2 Board of Directors members, and 2 staff members. The committee tours the annual Art Department student showcase and makes recommendations for the issuance of purchase awards.

Proposal: Confirm the members who will serve on the 2026-2027 Art Selection Committee in accordance with the SMSU Art Policy. The Board Chair and Executive Director serve by role; the remaining positions are to be filled as follows:

- **SMSU Student Assistants (2)** - TBD
- **Board of Directors Members (2)** - TBD
- **Staff Members (2)** - Jared Fisk and TBD

Recommendation: Approve the proposed 2026-2027 committee membership so the annual art selection process may proceed in accordance with the SMSU Art Policy.

Recommendation Source: ☒ Staff/Management ☐ Originating Committee ☐ Proposal Sponsor/Other

Alternatives / Other Options Considered: No alternative committee structure is proposed; the membership composition is established by the SMSU Art Policy.

Rationale: Selecting the committee members fulfills the annual process outlined in the Art Policy and ensures representation from students, Board members, and staff in reviewing student artwork and developing recommendations.

Budget Impact: No direct budget impact is associated with the selection of committee members.

Timeline: Following appointment, the committee will participate in the annual art selection cycle. Specific dates are coordinated with RAFFMA and the Art Department and may vary. The Art Unveiling is generally planned for the end of the fall semester; this year's unveiling is scheduled for December 4, 2026, from 7:00-8:00 p.m. In the spring, the art purchase process typically occurs in mid- to late April, followed by the Art Purchase Awards in early May, when the Board Chair is generally invited to provide remarks.

Chartfield / Funding Source: N/A

Recommended Committee Action: Appoint the 2026-2027 Art Selection Committee membership, consistent with the SMSU Art Policy.

Attachments:

Attachment A: SMSU Art Policy (approved June 6, 2019)

Santos Manuel Student Union
of
California State University, San Bernardino

Art Policy

PURPOSE

The purpose of this policy is to enhance the intellectual and aesthetic environment of the Santos Manuel Student Union (SMSU).

TENETS

In order to advance the highest level of support and showcase campus talent, the SMSU has established a collection consisting entirely of art created by CSUSB students. All art considered should demonstrate the highest standards of quality and artistic expression. Contents of art shall be reviewed for suitability in relation to display in a public place. Due to this aspect, some pieces may be considered unsuitable for purchase or display in a public setting that needs to focus on being appropriate for all ages.

DISPLAYS & INSTALLATION

All artwork displays or installations in SMSU facilities shall be done under the supervision of SMSU personnel, utilizing appropriate assistance from the artist, Art Department, and/or other resources as necessary.

Each year a selection committee will be formed by the SMSU Board Chair and Executive Director, consisting of those individuals along with 2 SMSU student assistants, 2 BOD members and 2 Staff members. The selection committee will arrange to tour the annual Art Department student showcase in order to make recommendations for the issuance of purchase awards.

INSURANCE

All artwork that is property of the SMSU shall be covered by the appropriate SMSU insurance policies.

DISCLAIMER

The SMSU reserves the rights of full and exclusive ownership of any piece of artwork acquired for its permanent collection. These rights include but are not limited to: rotation in display or removal of any piece; the ability to hold pieces in storage; the right to sell or donate any piece, and the right to dispose of any piece at any time. Upon request, art may be temporarily loaned back to the artist for inclusion in on-campus or off-campus exhibits. Changes in the display of art or in the collection's inventory shall be recommended by staff and be reviewed through the Facilities Committee or the Board of Directors.

All artists will sign a SMSU Art Contract signifying their understanding and agreement with the above disclaimer.

Approved SUBOD 4-11-02
Approved SMSUBOD 5.9.13
Approved SMSUBOD 6.6.19

SMSU South & North Exterior Window Cleaning Project

Date: October 20, 2026

Body: Santos Manuel Student Union Board of Directors / Facilities & Sustainability Committee

Proposed By: Anthony Roberson, Associate Director of Operations SMSU, Facilities & Sustainability Committee Chair

Background: The extensive glass and exterior window systems are prominent architectural features of the facilities and contribute significantly to the appearance. Due to the building height, architectural configuration, accessibility limitations, and specialized equipment required to safely clean exterior glass surfaces, routine custodial operations cannot effectively address all exterior windows.

Proposal: Clean all exterior windows for the SMSU North & South Facilities

Recommendation: Staff/Management recommend Sunshine Windows at a quoted total of \$12,700.00 subject to final procurement review and confirmation of the services schedule.

Recommendation Source: ☐ Staff/Management ☐ Originating Committee ☐ Proposal Sponsor/Other: _____

Alternatives / Other Options Considered: Dutch Touch Window Cleaning quoted \$15,100.00 for exterior window cleaning for SMSU North and South facilities. There is currently two window cleaning approved through our campus CSUBuy system. The staff reviewed the two quotes and recommends Sunshine Windows as the preferred vendor.

Rationale: The Santos Manuel Student Union is often one of the first campus destinations experienced by students and visitors. As the center of student life, the physical condition and appearance of SMSU facilities communicate the organization's standards of care, hospitality, and pride.

Exterior windows are continuously exposed to environmental conditions including:

- Dust and airborne debris
- Bird residue
- Rain and Mineral Deposits

Budget Impact: One-time project cost of \$12,700.00 based on Sunshine Windows Estimate #. No ongoing cost is anticipated from this project.

Timeline: Proceed promptly following approval, with a goal of completing the services within four weeks.

Chartfield / Funding Source: 660876-RO001-S6110

Recommended Committee / Board Action: Recommend that the Board approve the SMSU South & North exterior window cleaning project in an amount not to exceed \$12,700.00 and authorize management to proceed with Sunshine Windows, subject to final procurement review and applicable

Attachments:

- Attachment A: Sunshine Windows Estimate #
- Attachment B: Dutch Touch Window Cleaning Estimate #



ESTIMATE #213824

SENT ON:

Sep 21, 2026

RECIPIENT:

Cal State San Bernardino

5500 University Parkway
(Student Union / North / South)
San Bernardino, California 92407

265 Corporate Way
Upland, California 91786

Phone: (800) 824-0519

Email: info@sunshinewindows.net

Website: <https://www.sunshinewindows.net>



Thank you for choosing Sunshine Windows!

Since 1978, we've been keeping homes and businesses throughout the Upland area sparkling. We pride ourselves on clear communication, reliability, and delivering a premium customer experience. For your peace of mind, our highly trained field staff are fully uniformed, bonded, and insured.

We are obsessed with making sure our clients Love our service, and you can see that from the over 250 5 Star reviews we have across various platforms including Google, Yelp, Facebook, Nextdoor, and many more.

Below, you'll find your personalized quote. If everything looks good, you can approve it directly through this portal, and we'll get you on the schedule! We look forward to bringing a little more sunshine to your property.

— The Sunshine Windows Team

Product/Service	Description	Total
Commercial Window Cleaning	Student Union North- Windows Cleaning Outside Only	\$7,800.00*
Commercial Window Cleaning	Student Union South- Windows Cleaning Outside Only	\$4,900.00*



ESTIMATE #213824

SENT ON:

Sep 21, 2026

Product/Service	Description	Total
Commercial Window Cleaning	Job will require 80' Boom Lift, Price of boom lift included in quote.	

* Non-taxable

Reviews

BETTY QUINTERO



Great service and friendly staff. We have been using Sunshine Windows for many years and always reliable.

Dennis Clark



Always dependable and professional. Work done is excellent

Debra Godinez



The technician arrived on time and did a great job. My exterior windows had hard water mineral deposits, but were beautifully dealt with.

We accept check, credit card, and Zelle payments. Your payment is due in full at the conclusion of your cleaning appointment.

Window Cleaning Quotes

For the safety of our team members, we can not clean any windows that are damaged, cracked or broken.

Water spots, (calcium & lime deposits) paint and silicon do not come off windows with routine window cleaning and is an additional charge.

Solar Panel Cleaning-

Customer understands that roof mounted solar panels require our technicians to walk on your roof. We make every effort to be as careful as possible, but there is a potential that roof tiles could be damaged. Customer understands that Sunshine Windows will not be responsible for replacement or repair of any roof tiles.

Our liability for damaged property, window film coating, drapes, windows, furniture, stained glass, screens, plants and blinds is limited to the price of the service only. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control.

Appointments can be rescheduled prior to 1 business day before the appointment time. Appointments canceled within 1 business day of the scheduled time will be assessed a \$50 late cancellation fee.

Acceptance of estimate: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

This quote is valid for the next 30 days, after which values may be subject to change. All prices quoted on a per service basis.



ESTIMATE #213824

SENT ON:

Sep 21, 2026

Signature: _____ Date: _____



Dutch Touch Window Cleaning

P.O. Box 576 | Yucaipa, California 92399
(909)790-3097 | dutchtouchwc@gmail.com | www.dutchtouchwindowcleaning.com

RECIPIENT:

Cal State San Bernardino

5500 University Parkway
San Bernardino, California 92407

Quote #1001

Sent on Sep 23, 2026

Total \$10,500.00



We Bring Buildings Back to Life!

Thank you for the opportunity to work with you. At Dutch Touch Window Cleaning, we specialize in larger commercial properties where reliability, safety, and attention to detail matter.

We focus on buildings, complexes, and university campuses, bringing the equipment and experience needed to handle projects of all sizes. Whether the job requires ladders, lifts, or specialized access, we are prepared to safely and efficiently reach every window.

Public safety is always a top priority. We take the time to properly set up our work areas, use cones and controlled access zones where needed, and stay aware of foot traffic to ensure a safe environment for students, staff, visitors, and tenants.

We understand that your property reflects your organization, so we focus on consistent results, clear communication, and minimal disruption to daily operations. We show up when scheduled, work efficiently, and leave your glass looking its best.

We take pride in doing things the right way and delivering results you can rely on.

We appreciate the opportunity to serve you.

Dutch Touch Window Cleaning

Product/Service	Description	Qty.	Unit Price	Total
Commercial Outs Only	Window cleaning outsides only	1	\$10,500.00	\$10,500.00*

* Non-taxable



Dutch Touch Window Cleaning

P.O. Box 576 | Yucaipa, California 92399

(909)790-3097 | dutchtouchwc@gmail.com | www.dutchtouchwindowcleaning.com

Total

\$10,500.00

If your building was recently painted, remodeled, had windows replaced, or has solar sun screens covering windows—please let us know. It helps us estimate properly, ensures your crew is fully prepared & enough time is allowed for our team to do the job correctly.

**** Please note that this estimate is for standard window cleaning only and does NOT include removal of paint, stain, caulking, hard water spots or removal and cleaning of solar sun screens unless otherwise stated on the bid.****

IMPORTANT NOTE ABOUT WINDOW SCREENS: Please also note any window screens that are 10 years or older and get in direct sunlight will have sun weather damage. This can cause the mesh on the screen to become frail, turn silver in color and could tear easily when being cleaned. If the screen frame has plastic corners they most likely have become extremely brittle and in most cases crack or break if the screen is removed and cleaned. We here at Dutch Touch will take the upmost care when removing and cleaning the screens but cannot be responsible for any damages caused to sun weathered screens. We recommend all sun weathered screens to be rescreened by your local glass company or ScreenMobile.com

****All prices quoted are valid for 90 days from date of estimate**

Signature: _____ **Date:** _____



Dutch Touch Window Cleaning

P.O. Box 576 | Yucaipa, California 92399
(909)790-3097 | dutchtouchwc@gmail.com | www.dutchtouchwindowcleaning.com

RECIPIENT:

Cal State San Bernardino

5500 University Parkway
San Bernardino, California 92407

Quote #1000

Sent on

Sep 23, 2026

Total

\$4,600.00



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We appreciate the opportunity to serve you.

Dutch Touch Window Cleaning

Product/Service	Description	Qty.	Unit Price	Total
Commercial Outs Only	Window cleaning outsides only	1	\$4,600.00	\$4,600.00*

* Non-taxable



Dutch Touch Window Cleaning

P.O. Box 576 | Yucaipa, California 92399

(909)790-3097 | dutchtouchwc@gmail.com | www.dutchtouchwindowcleaning.com

Total

\$4,600.00

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****All prices quoted are valid for 90 days from date of estimate**

Signature: _____ **Date:** _____