



**FACILITIES COMMITTEE MEETING AGENDA**  
**March 27, 2024 at 10:30 AM or immediately following the board meeting**  
**41550 Eclectic St. Palm Desert, CA 92260**  
**1600 Holcombe Blvd Houston Texas 77030**  
**51625 Desert Club Dr., Ste 101, La Quinta, CA 92253**

Board members must attend in person. The public may participate in person or by way of Zoom/Teleconference:

Join Zoom Meeting: <https://us02web.zoom.us/j/87940239322>  
Call-In: 16699006833 Meeting ID: 879 4023 9322

This meeting will be conducted in-person and is consistent with Governor Newsom's Assembly Bill 2449, preserving AB 361 and adding two more options for hybrid meetings: "just cause" and "emergency circumstances."

**Committee Members: Mike Gialdini, Craig Borba, Aurora Wilson, Matt Gonda, Rudy Gutierrez, and Claudia Galvez.**

**I. CALL TO ORDER- Roll Call**

**II. APPROVAL OF THE AGENDA**

In order to meet Brown Act requirements, items may be added to the agenda only upon decision by a majority of the Board of Directors to add the item because of a need for immediate action.

**Motion:      Second:      Approved:      Opposed:      Abstention Name(s):**

**III. PUBLIC COMMENTS/PRESENTATIONS**

Public Comments: Persons wishing to speak are requested to be recognized at the appropriate time. General comments regarding non-agenda items will be called for at this time. Specific comments regarding agenda items will be called for during discussion of each item. Please be prepared to limit your Public Comment remarks to three (3) minutes.

**IV. CONSENT ITEMS: **Action Required****

**Approval of the Draft Minutes February 28, 2024 ([Attach. #1](#))**

**Motion:      Second:      Approved:      Opposed:      Abstention Name(s)**



## V. NEW BUSINESS ITEMS – Action Required

### A. LOI – Inland Coalition for Immigrant Justice ([Attach. #2a](#)) Floor Plan ([Attach. 2b](#)) Brief organization Description. ([Attach. #2c](#))

Inland Coalition for Immigrant Justice has expressed interest in office space E2, located on the First Floor.

**Motion:      Second:      Approved:      Opposed:      Abstention Name(s)**

### B. Estimates from Shades West, Ivan’s Blinds, Budget Blinds – ([Attach. #3](#))

Shades for the windows in the building.

M. Reyes contacted Costco regarding shades for the building. Costco doesn’t offer commercial shades. As a result, there will be no estimate from Costco. Staff has obtained the required three (3) estimates.

Staff recommendation: Hire Shades West for the cost of \$75,451.50. Although this is not the lowest price, there is better customer service, detailed explanations, proactive feedback. Easily accessible and available for questions.

**Motion:      Second:      Approved:      Opposed:      Abstention Name(s)**

### C. Guthy Renker – Would like to renew the lease.

Guthy Renker is aware that they don’t have an option to renew the lease but would like to extend their lease. If there is a preference to extend the lease, the increased amount would be the standard 3%.

**Motion:      Second:      Approved:      Opposed:      Abstention Name(s)**

### D. NOMINATE COMMITTEE VICE CHAIR – PER BOARD POLICY- THIS IS TO BE Considered EVERY TWO YEARS. the same person currently serving may be nominated.

**Motion:      Second:      Approved:      Opposed:      Abstention Name(s)**

## VI. Informational Only –

### A. Update on estimates for potential office construction on the second floor and improvements to Room 201.

- The Administrative Director contacted Statewide Services, Inc. to inquire about estimates for both the improvements to Room 201 and the potential construction of offices on the second floor. The Administrative Director is still working on getting two more estimates to obtain 3. These bids will be reviewed at the next meeting.

### B. Management Company - Scope of Work options for selection -

- The staff is exploring three bids, encompassing the scope of work and associated costs. These bids will be reviewed for a decision at the next meeting.



## VII. BOARD MEMBER / STAFF COMMENTS

### VIII. ADJOURNMENT: **Next Meeting May 22, 2024**

**Agenda Posting:** Agendas will be posted on the Foundation website – [www.rapfoundation.org](http://www.rapfoundation.org) - a minimum of 72 hours prior to the meeting date. All public record documents for matters on the open session of the Agenda are available for inspection at the meeting listed in this Agenda, and at the following location three (3) days prior to the meeting date: Regional Access Project Foundation, 41-550 Eclectic St., Palm Desert, CA 92260. If a public record document that relates to a matter on the open session of the Agenda is distributed less than 72 hours prior to the meeting date, the public record document shall be available for inspection, at the same time it is distributed, at the address listed above. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990.