

# Physical Resources Committee

Wednesday, September 4, 2019 – 1:30 p.m.  
Executive Conference Room (114) – District Office

## Agenda

1. Call to Order – Matsumoto
2. Projects Update – Matsumoto
  - Measure Q
  - Scheduled Maintenance
  - Capital Outlay
  - Prop 39
3. Board of Trustees Exploring Potential 2020 General Obligation Bond Measure in March or November 2020 – Matsumoto
4. Sustainability Committee Update – Matsumoto
  - Sustainable RSCCD (SRC) Website:  
<https://rsccd.edu/Departments/Business-Operations/sustainable-rsccd-committee/Pages/default.aspx>
5. Measure Q Financial Summary Update – O'Connor
6. Update on Campus Facilities Meetings – Hoffman/Satele
  - SAC – Facilities Committee Update
    - March 19, 2019; and April 16, 2019
  - SCC – Facilities Committee Update
    - April 15, 2019
7. Action - Physical Resources Committee Membership – Matsumoto
8. Action - 2019/2020 Proposed Meeting Schedule – Matsumoto
9. Action - Approval of Meeting Minutes – March 6, 2019 and May 1, 2019 – Matsumoto
10. Next Meeting: October 2, 2019 by email only, November 6, 2019 at 1:30 p.m. – Executive Conference Room, District Office
11. Other
12. Adjournment

**The mission of the Rancho Santiago Community College District is to provide quality educational programs and services that address the needs of our diverse students and communities.**



**PHYSICAL RESOURCES COMMITTEE MEETING  
PROJECT UPDATES  
SEPTEMBER 4, 2019**





## PROJECTS

- ▶ Dunlap Hall Renovation - Completed
- ▶ Central Plant & Infrastructure - Completed
- ▶ Johnson Student Center & Demolition
- ▶ Science Center & Building J Demolition



# PROJECT UPDATE SANTA ANA COLLEGE SCIENCE CENTER & BUILDING J DEMOLITION

## Project Summary:

- ▶ Construction of a new three-story, 64,785 square foot science center and 880 square foot greenhouse
- ▶ Programs Include: Division Office, Faculty Offices, (2) Standard Classrooms, (1) Large Classroom, (1) Large Divisible Classroom, (1) Computer Lab, (1) Engineering Lab & Support Space, (6) Biology Labs & Support Space, (2) Geology Labs & Support Space, (5) Chemistry Labs & Support Space, (1) Physics Lab & Support Space, Student Collaboration Areas
- ▶ Project includes demolition of (3) J Buildings

## Current Status:

- ▶ New Startup of mechanical, electrical and plumbing systems
- ▶ New Installation of overhead low voltage systems and acoustical ceilings
- ▶ New Exterior window assemblies, exterior plaster, and exterior metal lathing
- ▶ New Elevator installation completed and greenhouse activities underway
- ▶ Target occupancy for 2020 Fall semester opening

## Budget:

- ▶ \$70.48 million





# PROJECT UPDATE SANTA ANA COLLEGE JOHNSON STUDENT CENTER

## Project Summary:

- ▶ Demolition of existing building
- ▶ Construction of a 63,642 square foot new Johnson Student Center
- ▶ Building Programs Include: Campus Store, Quick Stop/Café, DSPS, EOPS/CARE & CalWORKS, Student Business Office, SSSP/Upward Bound, Warehouse, Reprographics, Conference Center, Financial Aid, Student Placement, Health & Wellness Center, Office of Student Life, ASG, The Spot
- ▶ Site improvements include new hardscape, landscape and shade shelter around the Johnson Center as well as renovations in the West Plaza including new landscape, hardscape, a shade structure, and a campus serving kiosk (Express West)

## Current Status:

- ▶ New Completed the building footprint slab on grade
- ▶ New Installation of new underground site utilities (site lighting and storm drain)
- ▶ New Structural steel underway
- ▶ Target occupancy Spring 2021

## Budget:

- ▶ \$60 million
- ▶ New \$59.43 million funded by Measure Q
- ▶ New Note: The budget is currently deficient by \$568,468



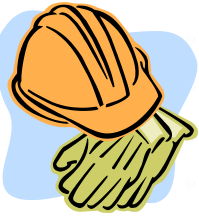


# 2019-2020 SCHEDULED MAINTENANCE (SM20) PROJECTS

## **Santa Ana College**

State Allocation 2018                      \$229,136

- ▶ Building T



# 2018-2019 SCHEDULED MAINTENANCE (SMI9) PROJECTS

## **Santa Ana College**

State Allocation 2018                      \$431,479

- ▶ BR Library Restroom Upgrade

## **Santiago Canyon College**

State Allocation 2018                      \$184,920

- ▶ Project to be determined



# SCHEDULED MAINTENANCE PROJECTS SANTA ANA COLLEGE

PROJECT	STATUS	ESTIMATED BUDGET
BR Library Restroom Upgrade (SM 18-19)	The architect provided conceptual design options to the District for review and cost estimates for the options were provided by one of the District's on-call cost estimators for the District to review. User group meetings occurred on August 7, and 14, 2019 to review the scope of work and design plans for the project.	\$431,479





# 2017-2018 SCHEDULED MAINTENANCE (SM18) PROJECTS

## Santiago Canyon College

State Allocation 2017	\$1,371,504
Fund 13	\$628,000
	<hr/>
	\$1,999,504

- ▶ All to be allocated to Barrier Removal projects





# 2017-2018 SCHEDULED MAINTENANCE PROJECTS (SM18) SANTIAGO CANYON COLLEGE

PROJECT	STATUS	ESTIMATED BUDGET
2017-2018 (SM18) Scheduled Maintenance Projects		\$1,371,504
Barrier Removal Phase 4A East Chapman Entrance Improvements	This project is related to Blaser Settlement corrective items. This includes fixing the sidewalk and curb at the east Chapman entrance (road near the gym and aquatics building).	TBD
Barrier Removal Phase 4A Concession Walkway Repairs	This project is to correct and fix the path of travel on the walkway adjacent the concession stand building. This work may need to be completed when the campus is closed because the main path of travel and restrooms in this location need to be closed during construction.	TBD
Barrier Removal Phase 4A Lot 2 Crosswalk Repairs	This project is to correct and fix the crosswalk path of travel that connects Lot 2 to the sidewalk.	TBD



2017-2018

# SCHEDULED MAINTENANCE PROJECTS (SM18) SANTIAGO CANYON COLLEGE

PROJECT	STATUS	ESTIMATED BUDGET
Barrier Removal Phase 4B Broadmoor Trail Repairs	This work is to fix and repair the existing pavement in the road along with the asphalt adjacent the temporary drop off and cross walks adjacent Building A and the internal road. Geotechnical investigations are currently underway.	TBD
Barrier Removal Phase 4C Parking Ticket Kiosk	This project will replace the existing parking ticket kiosks to make them accessible and add an additional parking ticket kiosk.	TBD



# 2017-2018 COMPLETED SMI 8 PROJECTS SANTIAGO CANYON COLLEGE

PROJECT	STATUS	EXPENDED AMOUNT
Barrier Removal Phase 4C Lower Toilets in Building E	The toilets in the accessible restroom stalls were lowered to a compliant height.	\$10,970
Barrier Removal Phase 4C Science Center Stairwell Wheel Guard	This project provided metal tubing to ensure the edge height of the stairwell complies with accessibility codes and will provide a plate to reduce the gap between the railing and walkway.	\$10,548
Barrier Removal Phase 4C Stair Treads	This project consisted of painting of stair treads near the Science Center building to provide a color transition on the stairs.	\$16,500



# 2016-2017 SCHEDULED MAINTENANCE (SM17) PROJECTS

## **Santa Ana College**

State Allocation 2017                      \$440,000

- ▶ Window Replacement (H) - Completed

## **Santiago Canyon College**

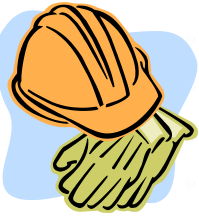
State Allocation 2017                      \$2,817,909

- ▶ Fan Coil Units (D) - Completed
- ▶ Barrier Removal Phase I- Exterior (Path of Travel and Parking) - Completed
- ▶ Barrier Removal Phase 2 A
- ▶ Barrier Removal Phase 2 B
- ▶ Barrier Removal Phase 3



# 2016-2017 SCHEDULED MAINTENANCE PROJECTS (SM17) SANTA ANA COLLEGE

PROJECT	STATUS	ESTIMATED BUDGET
Window Replacement (H)	A deductive change order and notice of completion were approved by the Board of Trustees on April 29, 2019. This project has been completed and will be removed from future updates.	\$731,535*  * Budget Breakdown: <ul style="list-style-type: none"><li>• \$440,000 funded by SM17</li><li>• \$260,000 funded by the Campus</li><li>• \$31,535 funded by Capital Facilities Fund</li></ul>
<b>TOTAL BUDGET ALLOCATION</b>		<b>\$731,535</b>

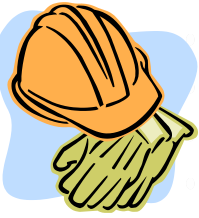


# 2016-2017

## SCHEDULED MAINTENANCE PROJECTS (SM17)

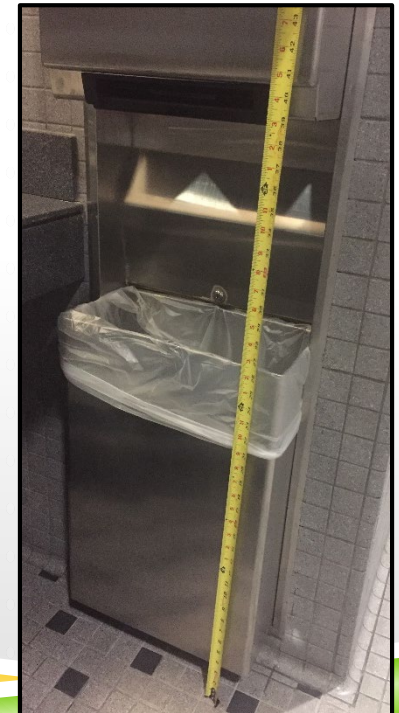
### SANTIAGO CANYON COLLEGE

PROJECT	STATUS	ESTIMATED BUDGET
2016-2017 (SM17) Scheduled Maintenance Projects		\$2,817,909
Barrier Removal Phase 2A Truncated Domes Repair	The truncated domes at pedestrian crossings need to be repaired in multiple locations around campus. This is to assist pedestrians crossing who may be vision impaired to have delineators at crossings so they know where the curbs are that lead to sidewalk or path. The truncated domes are cracked and need to be replaced. This project is currently in the planning phase and a schedule for replacement is under review.	TBD
Barrier Removal Phase 2A Building T Egress Repairs	The existing back exit of the T portable (Health & Wellness) hand rails need to have added edge protection, along with a contrasting stripe at the step, and the overgrown trees need to be removed as they are damaging the concrete sidewalk and creating a tripping hazard.	TBD
Barrier Removal Phase 2A Floor Mat Replacement	This project will remove the existing walk off and recessed metal floor mats at entry doors throughout the campus.	TBD
Barrier Removal Phase 2A Tree Grate Repairs	The material for the tree grates has a long lead time and is currently being procured by the contractor. The current tree grates need to be replaced as they are a tripping hazard. The project is not anticipated to be completed until the end of fall.	TBD



# 2016-2017 SCHEDULED MAINTENANCE PROJECTS (SM17) SANTIAGO CANYON COLLEGE

PROJECT	STATUS	ESTIMATED BUDGET
Barrier Removal Phase 2B - Barrier Removal PTD Replacement	This project is part of a Settlement Agreement. The hand dryers have been installed along with the new paper towel dispensers in Buildings H, L and SC. The second phase of paper towel dispensers will be installed during the winter intercession in Buildings D, E, G, T and CS.	\$612,853







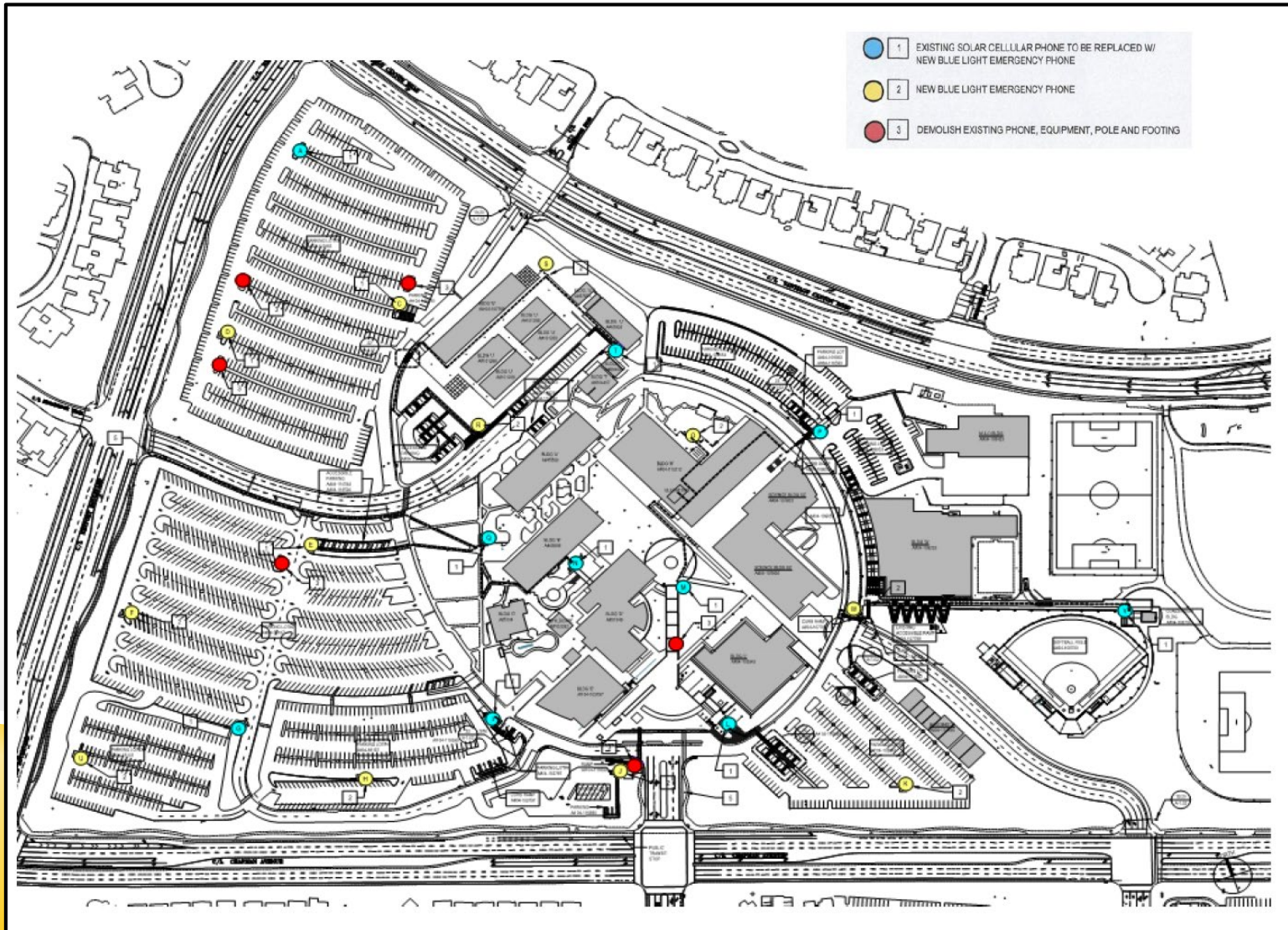
# 2016-2017 SCHEDULED MAINTENANCE PROJECTS (SM17) SANTIAGO CANYON COLLEGE

PROJECT	STATUS	ESTIMATED BUDGET
Barrier Removal Phase 3 Emergency Blue Phone & ADA POT	The award of bid for SCC was approved by the Board of Trustees on July 15, 2019. The 22 new phones have been installed at SCC and need to undergo testing of phones.	TBD





# EMERGENCY BLUE PHONE LOCATIONS





# 2016-2017 COMPLETED SMI 7 PROJECTS SANTIAGO CANYON COLLEGE

PROJECT	STATUS	EXPENDED AMOUNT
Barrier Removal Phase I – exterior (Path of Travel and Parking)	This project was part of a Settlement Agreement and was dual funded by Scheduled Maintenance and Capital Outlay funds. The NOC was approved by the Board of Trustees on February 25, 2019.	\$980,847 * \$101,029 funded from Capital Outlay (Fund 13) due to budget short fall.
Barrier Removal Phase 2A Drinking Fountains	The NOC was approved by the Board of Trustees on July 15, 2019.	\$80,943
Barrier Removal Phase 2A Cable Railing at U Portables	This project added a cable railing adjacent the hillside at the U portable village for accessibility purposes as a barrier and guide along a path for individuals who may be vision impaired. This project is complete.	\$24,099

# CURRENT CAPITAL PROJECTS RUSSELL HALL REPLACEMENT (HEALTH SCIENCES BUILDING)

## Project Summary:

- ▶ Construction of a new 55,563 square foot Health Sciences Building to include Nursing, Occupational Therapy Technology, Emergency Medical Services, Pharmacy Technology, general classrooms and computer labs. The new building will be located south of the existing library and north of the new Science Center
- ▶ Demolition of existing Russell Hall Building
- ▶ The District will have to adhere to a strict state process and guidelines

## Current Status:

- ▶ DSA approval anticipated Winter 2019
- ▶ New The resolution to adopt a uniform system for prequalifying and rating bidders was approved by the Board of Trustees on June 17, 2019
- ▶ New the agreement for construction management services was approved by the Board of Trustees on August 12, 2019
- ▶ Target construction start Spring 2020
- ▶ Target occupancy Summer/Fall 2022
- ▶ Demolition anticipated to start Summer/Fall 2022

## Budget:

- ▶ \$58.8 million
- ▶ \$20,475,000 state funded (estimated contribution)
- ▶ Budget under review





# RUSSELL HALL REPLACEMENT SECONDARY EFFECTS AND RELOCATIONS SANTA ANA COLLEGE

PROJECT	STATUS	ESTIMATED BUDGET
Campus Entrance Improvements	The agreement for architectural services for Phase I Preliminary Schematic Design Phase is anticipated for approval by the Board of Trustees at an upcoming meeting. A surveyor is also needed to undertake an assessment for the Russell Hall area that will be demolished and in need of improvements. The location of Russell Hall after its demolition will need restoration at minimum.	TBD (Under Review)
Secondary Effect Relocations	There have been several meetings with the college to finalize recommendations on relocation locations as a result of secondary effects related to the demolition of Russell Hall. The moves will be done in phases and a schedule is to be determined. Reconfigurations of spaces could occur as early as spring 2021.	TBD (Under Review)

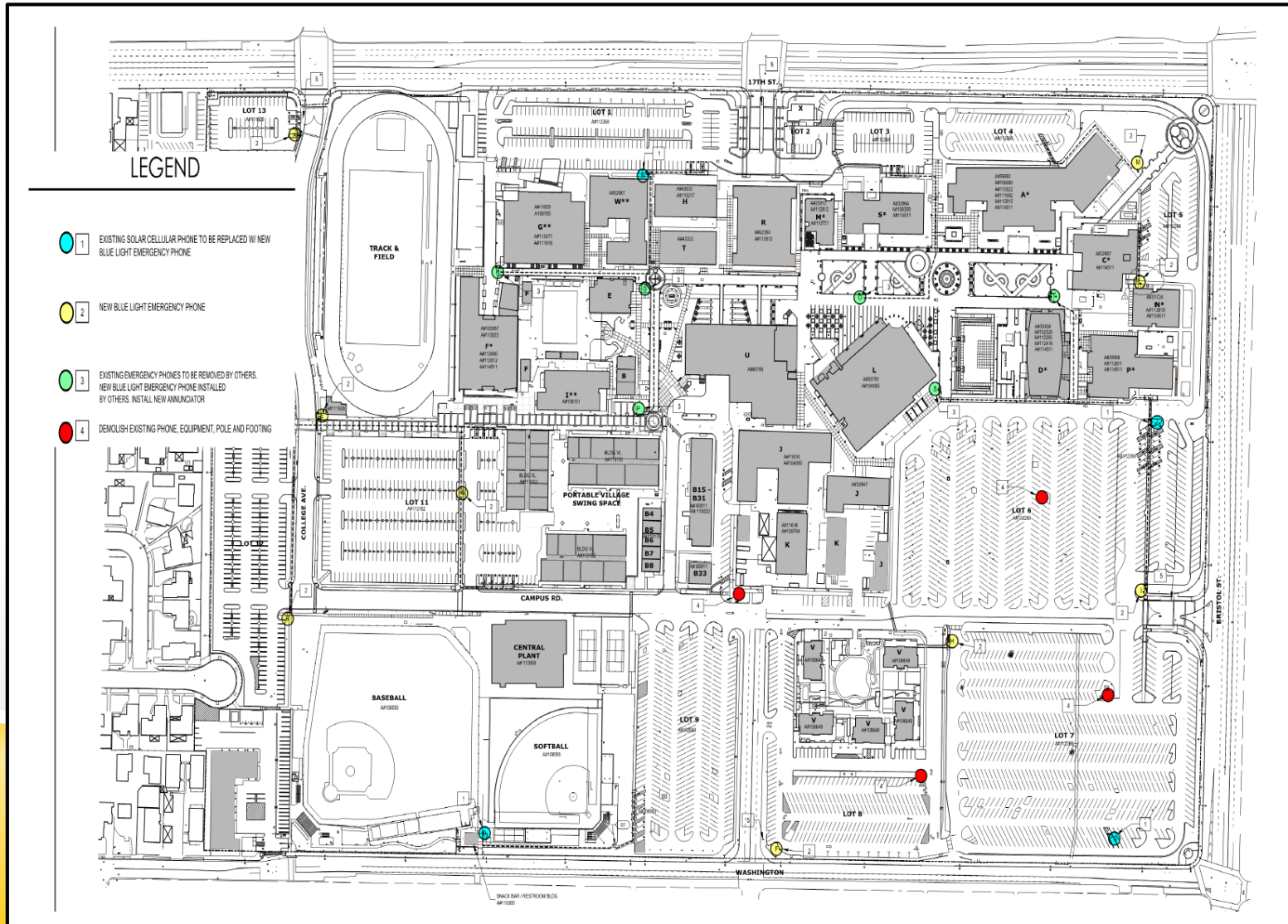


# CURRENT CAPITAL PROJECTS SANTA ANA COLLEGE

PROJECT	STATUS	ESTIMATED BUDGET
Campus Directory (Electronic)	The architect provided final drawings to the District for review. The architect and electronic directory vendor are coordinating a mock-up demonstration at the campus. A schedule has yet to be determined.	\$272,613
Barrier Removal Signage/Wayfinding	The mock-up installation to test various sizes and colors of lettering has been completed on Dunlap Hall. Selection of color type and size has been made. The architect will submit final drawings to the District for review.	\$345,025
Emergency Blue Phone & ADA POT	The award of bid for SAC was approved by the Board of Trustees on July 15, 2019. The contractor will be starting work in September following the start of the semester. There were seven existing blue phones at SAC previously installed with the Central Plant project. This project adds 13 more blue phones. The Science Center project will add one additional blue phone. There will be a total of 21 blue phones campus-wide at SAC.	\$531,350



# EMERGENCY BLUE PHONE LOCATIONS





# CURRENT CAPITAL PROJECTS SANTA ANA COLLEGE

PROJECT	STATUS	ESTIMATED BUDGET
ITS Copper Wire	<p>With the completion of the Central Plant project, new twisted pair copper wire lines were installed to replace the old lines as part of the infrastructure improvements across campus. These copper lines were replaced and then terminated (landed) at 22 buildings on campus at their respective Intermediate Distribution Frame (IDF) rooms or the Building Distribution Frame (BDF) rooms associated with the buildings. The new copper lines provide connectivity to support service for telephone voice systems, emergency telephone lines, elevator telephones, and fax machines. It is the intent of ITS to now abandon the old lines and utilize the new copper lines. The new copper lines are installed at each major building on the campus which are then directly connected back to the campus's main computer communication center located at the Chavez Building (A). The architect's assessment is still underway with ITS for the transition at each building from the old lines to the new lines. This project is required to be submitted to DSA for approval before it can be implemented.</p>	\$474,339



# CURRENT CAPITAL PROJECTS SANTIAGO CANYON COLLEGE ORANGE EDUCATION CENTER BUILDING CERTIFICATION

## Project Summary:

- ▶ DSA Certification of Orange Education Center
- ▶ Upgrade to meet current structural, fire & life safety, ADA and energy codes
- ▶ Partial demolition of existing building as well as relocation of some programs and services
- ▶ Proposed rehabilitated building reduced to 63,170 gross square feet (under review)
- ▶ This project assumes operation of an Adult Education Center and Child Development Center

## Current Status:

- ▶ New A CEQA Notice of Exemption for the demolition was approved by the Board of Trustees on June 17, 2019 and has been filed at the County Recorder's Office and filed with the State Clearinghouse
- ▶ New The award of bid for the demolition of the building and the agreement for hazardous materials removal oversight and air monitoring services were approved by the Board of Trustees on July 15, 2019
- ▶ New Physical building demolition is anticipated to start at the end of September or early October with construction activities on-going through the end of the year
- ▶ A remediation plan is to be developed following demolition which requires approval by the Orange County Health Care Agency
- ▶ Design is on hold until environmental testing and review is completed



## Budget:

\$34.66 million target (under review)

\$33.53 million allocated

- \$1.34 million Measure E
- \$3.66 million SAC Redevelopment Funds
- \$4 million SCC Redevelopment Funds
- \$7 million Stabilization Funds
- \$14.43 million one-time Mandated Cost funds (State Budget Act)
- \$3.1 million from Settlement

Note: Budget is currently deficient by \$1.13 million (under review)



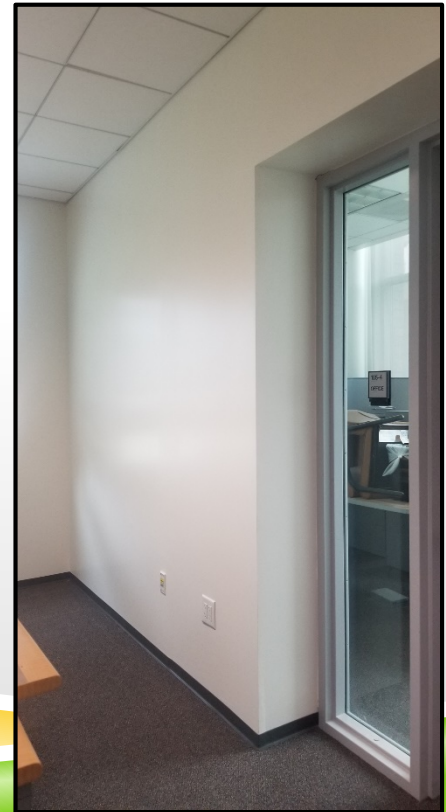
## CURRENT CAPITAL PROJECTS SANTIAGO CANYON COLLEGE

PROJECT	STATUS	ESTIMATED BUDGET
Campus Directory (Electronic)	Coordination ongoing with concurrent barrier removal projects as these may affect electronic directory locations. The architect provided final drawings to the District for review. The architect and electronic directory vendor are coordinating a mock-up demonstration.	\$192,087
Barrier Removal Signage & Wayfinding	Coordination ongoing with concurrent barrier removal projects as these may affect monument locations. A monument sign mock-up is being coordinated for the campus. The architect will submit final drawings to the District for review.	\$373,378
Campus Entrance Improvements	The District's traffic consultant, LSA, has completed the traffic counts and submitted their draft report for District review. Once reviewed by the District and design team, a final recommendation on project scope/boundaries can be made and the design process can move forward.	TBD (Under Review)



# CURRENT CAPITAL PROJECTS SANTIAGO CANYON COLLEGE

PROJECT	STATUS	ESTIMATED BUDGET
LRC Drywall Repairs	The repairs have been completed and a deductive change order and Notice of Completion are anticipated for approval by the Board of Trustees at an upcoming meeting.	\$363,919





# CURRENT CAPITAL PROJECTS SANTIAGO CANYON COLLEGE

PROJECT	STATUS	ESTIMATED BUDGET
Safety Portable Offices	The contractor has completed the electrical duct bank encasements and concrete footings. Delivery of portables is anticipated at the end of September.	\$2,045,425





## PROP 39 YEAR FIVE PROJECTS

### SANTA ANA COLLEGE LIGHTING OCCUPANCY SENSOR RETROFIT

#### Project Summary:

- ▶ This is a new project to spend down the surplus budget from the previous Year 5 project

#### Current Status:

- ▶ The notice of completion was approved by the Board of Trustees on July 15, 2019
- ▶ This project will be removed from future updates

#### Budget:

- ▶ \$150,000



## PROP 39 YEAR FIVE PROJECTS

SANTIAGO CANYON COLLEGE U PORTABLES HVAC UPGRADES PHASE I

### Project Summary:

- ▶ This is a new project to spend down the surplus budget from the previous Year 5 project

### Current Status:

- ▶ The notice of completion was approved by the Board of Trustees on August 12, 2019
- ▶ This project will be removed from future updates

### Budget:

- ▶ \$269,300



## PROP 39 YEAR FIVE PROJECTS

SANTIAGO CANYON COLLEGE U PORTABLES HVAC UPGRADES PHASE 2

### Project Summary:

- ▶ This is a new project to spend down the surplus budget from the previous Year 5 project

### Current Status:

- ▶ The notice of completion was approved by the Board of Trustees on August 12, 2019
- ▶ This project will be removed from future updates

### Budget:

- ▶ \$143,000



# CURRENT PROJECTS DISTRICT OFFICE

PROJECT	STATUS	ESTIMATED BUDGET
<p>ADA Parking Lot Improvements at District Office (parking lots and path of travel to building entrances)</p>	<p>The scope of work includes a new ramp at the front entrance, new accessible parking spaces, the addition of a path of travel from the Santa Clara Street sidewalk, and improvements to handrails and stairs. The District met with the design team to discuss phasing of work due to the recently updated ALTA property survey, concerns over storm drain runoff, and timelines for procurement. The scope of work is currently under review again due to concerns over phasing and construction work of the deck around the building. This project may need redesign work and may need to go back to DSA for additional approval. The schedule is under review.</p>	<p>\$435,652 (under review)</p>





## CURRENT PROJECTS DISTRICT-WIDE

PROJECT	STATUS	ESTIMATED BUDGET
District-Wide Emergency Blue Phone & ADA Path of Travel (SAC, SCC, CEC, DO, OCSRTA, DMC)	The award of bid for SAC and SCC were approved by the Board of Trustees on July 15, 2019 (see slides 16 and 21 for site specific project updates).  DO and CEC have yet to be scheduled.	\$1.9 Million



# CURRENT PROJECTS DISTRICT-WIDE

PROJECT	STATUS	ESTIMATED BUDGET
<p>District-Wide Electronic Access Control and New Key Distribution Procedures</p>	<p>The District intends to undertake several test pilots for a variety of building conditions and door types to retrofit adding or upgrading electronic access control features, changing out mechanical locks to the new lock standard, and to test pilot the new draft of the Key Distribution Procedures and Guidelines developed by the District Working Group per Administrative Regulation 6520.</p> <p>Test Pilot locations:</p> <ul style="list-style-type: none"> <li>• Santa Ana College: new Science Center and Dunlap Hall</li> <li>• Santiago Canyon College: Science Center and Building D</li> <li>• Digital Media Center</li> <li>• District Office</li> </ul> <p>The electronic access control system includes adding new access control hardware and readers at selection locations across doors and integrating equipment into a new district-wide access control platform (which is planned to be installed with the new SAC Science Center).</p> <p>The test pilot is anticipated to last several years while concurrently, the District works to develop an implementation plan for all other buildings district-wide.</p> <p>Upcoming meetings are being scheduled with several constituent groups and committees to discuss the new Draft Key Distribution Procedures and the plan for re-keying of buildings as part of a district-wide retrofit program.</p> <p>The schedules for all buildings have yet to be determined but the above test pilot locations are currently in the planning phase with the Santa Ana College Science Center being completed as the model test location.</p>	<p>TBD</p>



## QUESTIONS



RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

MEASURE Q

Projects Cost Summary  
07/31/19 on 08/14/19

Special Project Numbers	Description	Project Allocation	Total PY Expenditures	FY 2019-2020		Cumulative Exp & Enc	Project Balance	% Spent
				Expenditures	Encumbrances			
<b>ACTIVE PROJECTS</b>								
<b>SANTA ANA COLLEGE</b>								
3035/ 3056	Johnson Student Center	59,431,532	12,097,425	597,175	43,180,258	55,874,858	3,556,674	94%
	Agency Cost		477,737	-	2,982	480,720		
	Professional Services		3,710,137	-	3,477,747	7,187,884		
	Construction Services		7,909,551	597,175	39,699,528	48,206,254		
	Furniture and Equipment		-	-	-	-		
3049	Science Center & Building J Demolition	70,480,861	38,623,078	202,190	19,794,389	58,619,657	11,861,204	83%
	Agency Cost		427,263	-	1,696	428,959		
	Professional Services		7,089,932	-	2,375,787	9,465,719		
	Construction Services		31,105,882	176,297	17,201,055	48,483,234		
	Furniture and Equipment		-	25,893	215,852	241,745		
<b>TOTAL ACTIVE PROJECTS</b>		<b>129,912,393</b>	<b>50,720,503</b>	<b>799,365</b>	<b>62,974,647</b>	<b>114,494,515</b>	<b>15,417,878</b>	<b>88%</b>
<b>CLOSED PROJECTS</b>								
3032	Dunlap Hall Renovation	12,620,659	12,620,659	-	-	12,620,659	0	100%
	Agency Cost		559	-	-	559		
	Professional Services		1,139,116	-	-	1,139,116		
	Construction Services		11,480,984	-	-	11,480,984		
	Furniture and Equipment		-	-	-	-		
3042	Central Plant Infrastructure	57,277,129	57,266,535	-	-	57,266,535	10,594	100%
	Agency Cost		416,740	-	-	416,740		
	Professional Services		9,593,001	-	-	9,593,001		
	Construction Services		47,216,357	-	-	47,216,357		
	Furniture and Equipment		40,437	-	-	40,437		
3043	17th & Bristol Street Parking Lot	198,141	198,141	-	-	198,141	0	100%
	Agency Cost		16,151	-	-	16,151		
	Professional Services		128,994	-	-	128,994		
	Construction Services		52,996	-	-	52,996		
	Furniture and Equipment		-	-	-	-		
<b>TOTAL CLOSED PROJECTS</b>		<b>70,095,929</b>	<b>70,085,334</b>	<b>-</b>	<b>-</b>	<b>70,085,334</b>	<b>10,594</b>	<b>100%</b>
<b>GRAND TOTAL ALL PROJECTS</b>		<b>200,008,322</b>	<b>120,805,837</b>	<b>799,365</b>	<b>62,974,647</b>	<b>184,579,849</b>	<b>15,428,473</b>	<b>92%</b>
<b>SOURCE OF FUNDS</b>								
	ORIGINAL Bond Proceeds		198,000,000					
	Interest Earned		2,008,322					
	<b>Totals</b>		<b>200,008,322</b>					



SAC FACILITIES MEETING  
 MINUTES – MAR. 19, 2019  
 1:30P.M. – 3:00P.M.

*Santa Ana College Mission Statement: Santa Ana College inspires, transforms, and empowers a diverse community of learners.*

Administrators		Academic Senate		CSEA	
Bart Hoffman, Co-Chair	Stephanie Paramore	Marty Rudd, Co-Chair	Susan Sherod	Sarah Salas (a)	Mike Turrentine (a)
Jim Kennedy (a)	Christine Leon	Ben Hager (a)	Tommy Strong		
Vaniethia Hubbard	Mario Gaspar	Monica Zarske (a)	Jaki King	District Liaison	
Jeffrey Lamb (a)	Don Mahany (a)	John Zarske	Roy Shahbazian	Carri Matsumoto	Darryl Taylor
Jennie Adams	Veronica Oforlea	Elliot Jones (a)			
Brian Kehlenbach					
Guests				Campus Safety & Security	
Michelle Parolise	Aggie Kellett	Matt Schoeneman	Alicia Kruizenga	Scott Baker (a)	
Tim Winchell	Dale Mixer	Rudy Delgadillo		ASG Representative	
				Theodore Moreno	
<b>1. WELCOME AND INTRODUCTIONS</b>					
	Self-Introductions were made.			Meeting called to order at 1:32pm Adjourned at 2:45pm.	
<b>2. PUBLIC COMMENTS</b>					
	None				
<b>3. MINUTES</b>					
	<b>DISCUSSION/COMMENTS</b>			<b>ACTIONS/ FOLLOW UPS</b>	
	Approval of <a href="#">Feb 19, 2019 meeting minutes</a> .			<b>ACTION</b> Motion moved to approve by Dr. Hoffman, 2 <sup>nd</sup> by John Zarske. Motion carried unanimously.	
<b>4. PROJECT UPDATES</b>					
	<b>DISCUSSION/COMMENTS</b>			<b>ACTIONS/ FOLLOW UPS</b>	
	<a href="#">Project update reports</a> – Carrie Matsumoto, Rudy Delgadillo, Matt Schoeneman <ul style="list-style-type: none"> <li>Rudy Delgadillo gave an update on the Science Center project. He reported that the sheathing to the interior is going up, also exterior metal panels and plaster. The heavy exhaust fans are also in place. Roofing activity and enclosing of the building has started. Carri Matsumoto added that there have been some rain delays but will not change the summer occupancy 2020 date.</li> <li>Matt Schoeneman gave an update on the Johnson Student Center progress. He reported that they are currently removing the pile caps. Then they will start moving dirt (earthwork) activity for about a month. After the dirt is moved,</li> </ul>				

	<p>they will start the new site utilities and structural foundations.</p> <ul style="list-style-type: none"> <li>• Carri Matsumoto reported on the following items: <ul style="list-style-type: none"> <li>○ Window replacement – completed in Building H.</li> <li>○ Library restroom upgrade – hazardous report was provided to the District on March 1, 2019. An RFP for architectural services is under way.</li> <li>○ Russell Hall replacement (Health Sciences Bldg.) – no changes to this project without approval from state is allowed. Russell Hall will be demolished as part of the master plan. Currently a study of the front traffic area is being conducted in order to create an improved drop off area. Budget is low for this project. We will need a scope of work and recommendations from a traffic engineer. Several relocations from 13:30.</li> <li>○ Campus Electronic Directory/Wayfinding Signage project is still underway. Mock-ups going up on the Dunlap Hall building (colors and letter types).</li> <li>○ ITS Copper wire – The architect’s assessment is underway with ITS for the transition at each building from the old lines to the new lines. This project will be submitted to DSA for approval before it can be implemented</li> <li>○ Chavez Hall Renovation – last phase of flooring work was completed in the Fire Tech Offices. This project is now completed.</li> <li>○ Prop 39 Projects – this is a new project to spend down the surplus budget for the previous Year 5 projects.</li> <li>○ Emergency Blue Phone – this project has gone out to bid and is under review.</li> <li>○ District wide access control &amp; door hardware – The District has decided to test pilot the installation of a new door access control system prior to a full roll out districtwide.</li> <li>○ AR 6520 – A meeting was held with both Colleges members of President’s Cabinet to discuss the key hierarchy and organization of keying per building. A subsequent internal meeting will be scheduled to review the key distribution samples from other districts and Draft Administrative Regulation on procedures as this is currently a work in progress.</li> <li>○ ADA Transition Planning update – report will be shared at the upcoming Board of Trustees meeting on march 25th</li> </ul> </li> </ul>	
<b>5. STANDING REPORTS</b>	<b>DISCUSSION/COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
HEPSS (Health, Emergency Preparedness, Safety and Security) Task Force	<p>HEPPS Task Force – Don Mahany</p> <ul style="list-style-type: none"> <li>• Dr. Hoffman reported that there is a skateboarding and scooter issues on campus that are being addressed. There is also therapy animal update. See <a href="#">attached</a> HEPSS meeting minutes.</li> </ul>	
Facilities Report	<p>Facilities Report – Mario Gaspar reported the following:</p> <p><b>Santa Ana College</b></p> <ul style="list-style-type: none"> <li>• Water leakage in building J is currently being repaired.</li> <li>• COSCO will be out to repair fire riser. Will be in compliance for complete certification.</li> <li>• Power will be out in buildings; G, E, I, J, T, H, VL during spring break. (Monday</li> </ul>	

	<p>&amp; Tuesday).</p> <ul style="list-style-type: none"> <li>• Tinting of Kinesiology office windows (W-102) to take place.</li> <li>• Carpet replacements to take place at the at Sheriff’s Academy and SAC office.</li> <li>• Lights will stay on during the power outage.</li> <li>• Looking into using hand dryers in restrooms, mainly in the student restrooms. They will be more efficient. Paper towel usage costs approximately \$40,000 per year. Marty Rudd requested this be a topic of discussion at next meeting.</li> </ul>	
<b>Environmental Task Force</b>	<p>Environmental Task Force – Susan Sherod See attached <a href="#">Power Point presentation</a> – International World Water Day Tap-a-Palooza take plunge and leave plastic bottles and use tap water. Use hydration stations to refill their containers.</p>	
<b>Student Report</b>	<p>Theodore Moreno reported that a group of selective leaders went to Washington DC to lobby for three key legislations; Increase Pell Grant Funding, DACA, and Higher Education Re-Authorization Act. This Act simplifies the FAFSA form and more funding to student workers. They spoke to the office of Senators Feinstein, Harris and Congressman Lou Correa. They were able to speak directly with Congressman Lou Correa. The following day the Democrats launched the new DACA bill that will be up for voting. It will affect many students here at SAC. Regarding Student Government, the student trustee debate will be next week. Elections will be held on April 29<sup>th</sup> and 30<sup>th</sup>. Theodore encouraged faculty members to push students to apply for student government positions.</p> <p>He also reported that many of the hallways on campus are untidy, the handrails in Dunlap Hall need cleaning as well as the windows. Mario Gaspar informed the committee that the windows around campus will be cleaned during the summer. Theodore requested that a bulletin board be designated for students to post sales of textbooks/items. He also asked if there is any way they can get a storage unit to store their larger items. This will give them more seating space for their meetings held in their bungalow. Dr. Hubbard suggested for Theodore speak to her to discuss these topics further. John Zarske recommended posting the items for sale on the Student Life webpage as well.</p>	
<b>6. ACCREDITATION</b>		<b>ACTIONS/ FOLLOW UPS</b>
	No report at this time.	
<b>7. OLD BUSINESS</b>	<b>DISCUSSION/COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
	<ul style="list-style-type: none"> <li>• <b>Shade for Central Mall/SAC Plaza de Artes Proposal 2018</b> – this project is under review at this time. District Facilities and Planning have assigned a project manager. They are looking at the designated areas to find the best shading options and artistic murals.</li> <li>• <b>Hydration Stations</b> – an additional hydration station needed at the Early Children’s Education Center. Theodore Moreno asked if any added hydration</li> </ul>	

	<p>stations would be dual hydration stations. Darryl Taylor explained that it would depend on the location and may be need to meet ADA requirements.</p> <ul style="list-style-type: none"> <li>• <b>CEC Building Lease</b> – a 2 year extension was granted.</li> <li>• <b>Campus Cleanliness &amp; Maintenance Workgroup</b> – Dr. Hoffman met with CSEA representatives to get the workgroup started. Cheryl Martin will assist in identifying individuals to participate in the workgroup.</li> </ul>	
<b>8. NEW BUSINESS</b>		<b>ACTIONS/ FOLLOW UPS</b>
<b>9. FUTURE AGENDA ITEMS</b>	<ul style="list-style-type: none"> <li>• Hand Dryers vs Paper Towels</li> </ul>	
<b>10. OTHER</b>	<b>DISCUSSION/COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
	Next meeting April 16, 2019 – S-215	

SUBMITTED BY Maria Cardona





SAC FACILITIES MEETING  
 MINUTES – APR. 16, 2019  
 1:30P.M. – 3:00P.M.

*Santa Ana College Mission Statement: Santa Ana College inspires, transforms, and empowers a diverse community of learners.*

Administrators		Academic Senate		CSEA	
Bart Hoffman, Co-Chair	Stephanie Paramore	Marty Rudd, Co-Chair	Susan Sherod	Sarah Salas (a)	Mike Turrentine (a)
Jim Kennedy (a)	Christine Leon (a)	Ben Hager (a)	Tommy Strong (a)		
Vaniethia Hubbard (a)	Mario Gaspar	Monica Zarske	Jaki King (a)	<b>District Liaison</b>	
Jeffrey Lamb (a)	Don Mahany	John Zarske	Roy Shahbazian (a)	Carri Matsumoto (a)	Darryl Taylor (a)
Jennie Adams	Veronica Oforlea (a)	Elliot Jones (a)			
Brian Kehlenbach					
Guests				Campus Safety & Security	
Brian Schroder	Aggie Kellett	Rudy Delgadillo	Maria Taylor	Scott Baker	
Mark Reynoso	Doug Manning			ASG Representative	
				Theodore Moreno, Maggie Sorio	
<b>1. WELCOME AND INTRODUCTIONS</b>					
	Self-Introductions were made.			Meeting called to order at 1:35pm Adjourned at 2:27pm.	
<b>2. PUBLIC COMMENTS</b>					
	None				
<b>3. MINUTES</b>					
	<b>DISCUSSION/COMMENTS</b>			<b>ACTIONS/ FOLLOW UPS</b>	
	Approval of <a href="#">March 19, 2019</a>			<b>ACTION</b> Minutes not approved due to lack of quorum.	
<b>4. PROJECT UPDATES</b>					
	<b>DISCUSSION/COMMENTS</b>			<b>ACTIONS/ FOLLOW UPS</b>	
	<p><a href="#">Project update reports</a> – Carrie Matsumoto, Rudy Delgadillo, Matt Schoeneman</p> <p>Rudy Delgadillo – update on the Science Center project: He reported that two initial layers of roofing is in progress. The final layers will include a cap coat and gravel. Currently the roof is weather protected. You will notice two colors on the building; the green is the drywall weather barrier and the blue is the moisture barrier. There are sheet metal flashings framing the windows. Once they are complete, windows will be installed. In the interior part of the building, the heavy mechanical, electrical, and plumbing trade lines are being installed. Consultants are walking the jobsite to assure that backing, location and provisions are in place that are required in the walls.</p>				

	Maintenance and Operations and IT departments will walk-through to view all aspects such as spacing, openings, etc. that pertain to their departments to maintain the building appropriately. Next milestone would be to get the in-wall rough-in signed off in order to complete the drywall on the interior of the building.	
<b>5. STANDING REPORTS</b>	<b>DISCUSSION/COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
<b>Student Report</b>	<p><b>Student Report</b> – Theodore Moreno announced the upcoming student event is the Angeles game on Wednesday, April 24<sup>th</sup>. More than 100 tickets have been sold. He also reported that the legislative and executive branch by-laws have been amended to add four new positions representing students of engineering, legal studies, child development and communication. Beginning July 1<sup>st</sup> of this year, these positions will be open for students to apply. He reported that elections campaigning starts next week. There are two SAC students running for Student Trustee. The Associated Student Government (ASG) has two open positions.</p> <p>Theodore added that he reported a concern to Academic Senate regarding, the electric company that was changing the light switches in Dunlap Hall. The company assumed that the entire Dunlap building was to be evacuated. This occurred before Spring Break, therefore classes were in session and it was inconvenient walking through the hallways while they were working. It was difficult getting around the workers and their equipment.</p> <p>Maggie Sorio reported that the judicial branch will be hosting the elections. There will be free food and live music. The ASG returned from attending a conference in Sacramento. Our ASG spoke on issues along with other California Community Colleges. One of the issues was the banning access codes. Students are required to pay for a textbook and an access code, however, professors don't always use either the textbook or the access code. Another issue was the student housing insecurity initiative. The initiative is requiring that SSCCC offer student training and available resources regarding housing insecurity and basic need resources for students. She also added that one of the VP Chancellors was speaking on fixing Financial Aid. Some interesting facts that were brought up were; 80% of low income do not get Cal-Grants, 6% of community college students are homeless and lack of access equitable financial aid.</p> <p>Theodore Moreno brought up an incident that took place on campus. Sgt. Baker reported that there was a short foot pursuit that started away from campus but ended on campus. The suspect was apprehended. Lt. Baker added that because the incident began outside of campus, shelter in place was the best call as opposed to a lockdown.</p>	
<b>HEPSS (Health, Emergency Preparedness, Safety and Security) Task Force</b>	<p><b>HEPSS Task Force</b> – Don Mahany</p> <ul style="list-style-type: none"> <li>See <a href="#">attached</a> HEPSS report. Next meeting is May 2, 2019. You can also retrieve these reports: H:\Department Directories\HEPSS</li> </ul>	
<b>Facilities Report</b>	<b>Facilities Report</b> – Mario Gaspar reported the following: <b>Santa Ana College</b>	

	<ul style="list-style-type: none"> <li>Transformer maintenance was completed</li> <li>Window tinting W-102 completed</li> <li>Back flow testing and repairs inspection completed</li> <li>Science Fume Hoods inspection was completed</li> <li>EMS batter backup installation will begin April 22, 2019</li> <li>Carpet replacement in SAC offices and OCSTRA completed</li> </ul> <p><u>Projects planned for Summer</u></p> <ul style="list-style-type: none"> <li>Tree trimming</li> <li>Roof repairs</li> <li>Asphalt/Stripping work</li> </ul>	
Environmental Task Force	<p><b>Environmental Task Force</b> – Susan Sherod See <a href="#">attached</a> presentation regarding Earth Day.</p>	
<b>6. ACCREDITATION</b>		<b>ACTIONS/ FOLLOW UPS</b>
	No report at this time.	
<b>7. OLD BUSINESS</b>	<b>DISCUSSION/COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
	<p><b>Hydration Stations</b> – Maggie Sorio stated that an additional hydration stations are needed in the following areas; Early Children’s Education Center, between buildings P and D and B and J and in or around the A building. Theodore Moreno asked there could have watering stations outside of buildings? Dr. Hoffman suggested that all be kept indoors due to vandalism. Moreno also asked if any added hydration stations would be dual hydration stations. Darryl Taylor explained that it would depend on the location and may be need to meet ADA requirements. Dr. Hoffman reported that the Shade project is under investigation. There are on-going meeting between project managers and consultant engineers to complete this project.</p> <p><b>Campus Cleanliness &amp; Maintenance Workgroup</b> – Dr. Hoffman met with CSEA representatives to get a workgroup started. Sheryl Martin will assist in identifying individuals to participate in the workgroup. Student Representatives reported that the following cleanliness issues; Building D – handrails are dirty, the walls need painting and the floors need to be cleaned and gum needs to be removed. The upper floors need more cleaning. Building I – bird droppings on handrails. Theodore Moreno added that it is possible that by having the campus cleaner, students may want to enroll at SAC and this in turn will help increase enrollment.</p>	
<b>8. NEW BUSINESS</b>		
	<p><b>Hand Dryers vs Paper Towels</b> – Mario Gaspar demonstrated a hand dryer. The dryer is small and compact, not as noisy as larger ones. The hand dryers cost about \$500 each. Currently we spend \$40,000 per year on towel dispenser maintenance. We will still have some paper towel dispensers on campus as well. Maggie Soria asked about the</p>	<p><b>ACTIONS/ FOLLOW UPS</b> Committee to review and vote on the placement areas of the hand dryers at the next committee meeting.</p>

	<p>water dripping from your hands would cause the water to spill and cause slips. Mario Gaspar added that there are mats that can be placed under the dryer. Monica Zarske expressed that the noise is heard when a bathroom and classroom share a wall. Mario Gaspar will test the noise level before installing the dryers. John Zarske added that other issues may occur with hand dryers like how long will they last and vandalism? The dryers will last longer than paper towel dispensers and we will try to find something they can add over them to help avoid vandalism.</p> <p><b>Relocation of Tables Near Construction</b> - Tabled for next meeting</p>	
<b>9. FUTURE AGENDA ITEMS</b>		
	<ul style="list-style-type: none"> <li>• Application for Parking Stalls</li> <li>• Relocating Loading Stalls</li> </ul>	
<b>10. OTHER</b>	<b>DISCUSSION/COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
	Next meeting May 21, 2019 – S-215	

SUBMITTED BY Maria Cardona

**Santiago Canyon College Facilities & SAFETY Committee**

**Minutes**

**April 15, 2019**

**Attendees:** Beth Hoffman, Scott Sakamoto, Arleen Satele, Ambar Nakagami, Jim Granitto, Stew Myers, Isabel Garcia, Rick Adams, , Zulema Mendez, Tania Lopez

**Absent:** Pat Alvano, Julie Peeken

**Guest:** Frank Prado, Darryl Taylor, Chuck Wales, Carri Matsumoto, Matthew Cotter, Denise Bailey

NEW BUSINESS	REPORT/OUTCOME	MEMBER
1. Review of Minutes from March 18, 2019 meeting	Approved	Scott Sakamoto
2. INTRODUCTIONS/ANNOUNCEMENTS	<ul style="list-style-type: none"> <li>• Tania Lopez new student rep</li> <li>• Earth Day and Stem day 4/18, 9-2pm.</li> <li>• Hawk's Perch open 7am-9pm M-Th</li> </ul>	
3. District Presentations	District Facilities Update	District Facilities <a href="#">..\District PP\190415 SCC Update FINAL.pdf</a>
4. Public Safety	No update	Manny Pacheco (Frank Prado designee)
5. College Facilities Update	SCC Facilities Update <ol style="list-style-type: none"> <li>1. Construction               <ol style="list-style-type: none"> <li>a. Drinking fountain replacement/relocation is continuing in various buildings throughout campus</li> <li>b. Wheel guards were installed to the safety railing at the SC/H bridge stairwell</li> <li>c. Engineering is completed and submittals approved to replace multiple HVAC units in the U and T portable buildings.</li> <li>d. Wayfinding signage is scheduled to begin throughout campus once all submittals and mockups are complete</li> </ol> </li> <li>2. B Building door painting               <ol style="list-style-type: none"> <li>a. Vendor addressed punch items last weekend. Inspection to be completed this week.</li> </ol> </li> <li>3. CDC               <ol style="list-style-type: none"> <li>a. A general cleanup of CDC is underway for the State inspection this month</li> </ol> </li> </ol>	Chuck Wales

	<ol style="list-style-type: none"> <li>4. Landscaping <ol style="list-style-type: none"> <li>a. Mariposa sprayed pre-emergent during spring break</li> <li>b. The rainy days this season have compounded the extraordinary growth and reduced service time. Mariposa is attempting to catch up within the allotted service time</li> <li>c. Evaluations and estimates for sprinkler repairs have been submitted.</li> </ol> </li> <li>5. Fire control <ol style="list-style-type: none"> <li>a. Annual testing of the fire alarm system was conducted during spring break <ol style="list-style-type: none"> <li>i. Reports pending</li> </ol> </li> <li>a. Sprinkler repairs from the 5 year inspection were conducted during spring break <ol style="list-style-type: none"> <li>a. Areas of the gym and D building will still need sprinkler replacement</li> <li>b. Reports pending</li> </ol> </li> <li>b. D4 is replacing conduit to the D building post indicator valve</li> </ol> </li> <li>6. Hawks Perch <ol style="list-style-type: none"> <li>a. The District Facilities Department is scoping out exterior improvements for the Perch</li> <li>b. The flooring contractor repaired the floor during spring break with a dramatic improvement over the first attempt</li> </ol> </li> <li>7. HVAC <ol style="list-style-type: none"> <li>a. HVAC systems were serviced during spring break to include coil cleaning and overall inspections</li> <li>b. Detailed inspections will continue through the spring</li> </ol> </li> </ol>	
6. Hawk's Nest Food Pantry	<ul style="list-style-type: none"> <li>• <b>During Spring 2019 there have been 434 unique students served at HNFP.</b></li> <li>• <b>Refrigeration is reportedly pulling too much electricity from the Snack Shack building so there are discussions about reducing the total units used to store cold food.</b></li> <li>• <b>Coastkeeper Community Garden grows fruit and vegetables &amp; donates proceeds to HNFP.</b></li> </ul>	Beth Hoffman

	<ul style="list-style-type: none"> <li>All SCC and Community members interested in helping plant and grow food may volunteer time.  <a href="https://www.coastkeeper.org/the-garden/">https://www.coastkeeper.org/the-garden/</a></li> </ul>	
7. NEW BUSINESS /OTHER		
<b>OLD BUSINESS &amp; PROJECT STATUS REPORTS</b>		<b>OUTCOME/FOLLOW UP</b>
1. . Relocation OEC Classes	Due to environmental study, district facilities is waiting for approval from the County environmental office in order to continue construction. District facilities is looking into other options such as not including child development center inside the Batavia site. Architect has been hired to develop a design for the Batavia site. There continues to be funding issues and project target date early 2020. OEC location destructive testing is completed. Continued user group meetings and identify other additional funding sources to complete the project.	Ongoing
2. Noise Transmission between SC103 and SC104, from SC 105, and between SC205 and SC206	No further action. Remains open	Pending Funding.
3. Naming of Buildings - Process	No further action has been taken.	Progress report will be provided.
4. Protocol for installing commemorative pieces, such as the proposed busts, on campus.	District is working on options regarding installing commemorative pieces.	Progress report will be provided.
Next Meeting	May 20, 2019 SC 104 3:00 p.m. - 4:30 p.m.	

**Santiago Canyon College  
Mission Statement**

Santiago Canyon College is an innovative learning community dedicated to intellectual and personal growth. Our purpose is to foster student success and to help students achieve these core outcomes: to learn, to act, to communicate and to think critically. We are committed to maintaining standards of excellence and providing accessible, transferable, and engaging education to a diverse community. (Approved by RSCCD Board of Trustees, 9-23-13)

**Current Physical Resources Committee Membership as of 2019**

<b><u>Santa Ana College</u></b>	<b><u>Santiago Canyon College</u></b>	<b><u>District Office</u></b>
Vice President, Administrative Services Management	Vice President, Administrative Services Management	Vice Chancellor, Business Operations/Fiscal Services - Chairperson
Faculty	Faculty (currently vacant)	CSEA - Co Chair (currently vacant)
Faculty	Faculty	Assistant Vice Chancellor, Facility Planning, District Construction & Support Services
CSEA	CSEA	Assistant Vice Chancellor, Fiscal Services
		Director, Facility Planning, District Construction & Support Services

**Membership Summary**

- Vice Chancellor, Business Operations/Fiscal Services - Chairperson
- Assistant Vice Chancellor, Facility Planning, District Construction & Support Services
- Assistant Vice Chancellor, Fiscal Services
- Director, Facility Planning, District Construction & Support Services
- Vice President, Administrative Services from Santa Ana College & Santiago Canyon College
- Two faculty members appointed by each Academic Senate, Santa Ana College & Santiago Canyon College
- One Administrator appointed by Santa Ana College President
- One Administrator appointed by Santiago Canyon College President
- Three Classified representatives appointed by CSEA (District Office, Santa Ana College & Santiago Canyon College)

**Note: One of the classified representatives shall serve as committee co-chair**

**Student representatives (SAC, SCC when possible)**

**Total members 15**



# Physical Resources Committee

## 2019/2020 Fiscal Year Proposed Meeting Schedule

All meetings will be held from 1:30 p.m. – 3:00 p.m.  
Executive Conference Room – District Office

July 2019 – No meeting

August 2019 – No meeting

September 4, 2019 – Meeting

October 2, 2019 – Email update

November 6, 2019 – Meeting

December 2019 – No meeting

January 2020 – No meeting

February 5, 2020 – Email update

March 4, 2020 – Meeting

April 2020 – No meeting

May 6, 2020 – Meeting

June 2020 – No meeting

**The mission of the Rancho Santiago Community College District is to provide quality educational programs and services that address the needs of our diverse students and communities.**

# Physical Resources Committee

Meeting of March 6, 2019

1:30 p.m.

Executive Conference Room – District Office

**Attendees:** Carri Matsumoto, Darryl Taylor, Adam O’Connor, Diane Hill, Bart Hoffman, James “Marty” Rudd, Arleen Satele, Ambar Nakagami, Patricia Alvano, Beth Hoffman, Kelvin Leeds and Mark Reynoso.

## Minutes

**Call to Order:** Ms. Matsumoto called the meeting to order at 1:36 p.m. and attendees introduced themselves.

**Agenda item:** Measure Q, Scheduled Maintenance, Capital and Prop 39 Projects Update – dated March 6, 2019

**Discussion:** Ms. Matsumoto provided the committee with an overview of the following projects:

### Measure Q:

- Science Center & Building J Demolition: Currently steel construction is nearing completion. Interior deck work and welding of structural stairs is on-going. Air handlers are up and the project is making good progress. Exterior mock-up assembly and metal framing is on-going.
- Johnson Student Center & Demolition: Project is in the demolition phase. The building is down and underground site demolition is underway. Daily air monitoring in Russell Hall is on-going. Mr. Leeds noted that the emergency exit at the end of the L Building is often propped open instead of being shut and locked. Mr. Hoffman and Ms. Matsumoto noted that they will both look into the issue.
- There have been no changes to the Measure Q project budget history since 2018.

### Scheduled Maintenance:

- SM 19 SAC BR Library Restroom Upgrade: The project is in the planning phase and an RFP for architectural services is under way.
- SM 18 SCC BR Phase 4C Science Center Stairwell Wheel Guard: The work will only take one day and is anticipated to occur on the Cesar Chavez holiday.
- SM17 SAC Building H Window Replacement: The work has been completed. The District and contractor are working to close out the project and settle costs owed to the District.
- SM 17 SCC BR Phase 1 – Exterior (Path of Travel and Parking): This project has been completed and will be removed from future updates.
- SCC BR Phase 2 A Drinking Fountains: The contract was awarded and work is anticipated to start in mid March.
- SCC BR Phase 2B Paper Towel Dispenser Replacement: The project went out to bid and bids were rejected due to low bidder turnout. The project will go out for a second bid in the spring and work is anticipated to start in the summer and last through the fall.

- SCC BR Phase 3: This project will be divided into multiple smaller projects. Some of the current projects are the sidewalk replacement work near the softball concessions building and sidewalk and path of travel repair work in multiple locations.

#### Current Capital Projects:

- SAC Russell Hall Replacement (Health Sciences Building): Project is at 100% construction document phase and is anticipated to be submitted to DSA this spring. The District needs approval from the state before moving into the bid phase. Target construction is anticipated to start in spring 2020. Demolition of the existing Russell Hall Building after the new Health Sciences building is built, is a requirement for this project.
- SAC Campus Entrance Improvements: The District is working on the traffic engineering consultant services agreement.
- SAC & SCC Campus Directory (Electronic): The District is developing one standard for an electronic directory.
- SAC Barrier Removal Signage/Wayfinding: A mock-up is underway to test three different colors of exterior lettering (on Building D) before the campus-wide project moves forward.
- ITS Copper Wire Project: With the completion of the Central Plant project, new twisted pair copper wire lines were installed to replace the old lines as part of the infrastructure improvements across campus. ITS plans to now abandon the old lines and activate/connect these new ones. They support elevator telephones, fax machines, etc. The new copper lines are installed at each major building which then connect back to the campus main communication center in Chavez.
- Chavez Hall Renovation: The last phase of flooring work in the Fire Tech Offices was completed during the holiday break. This project will be removed from future updates.
- SCC Orange Education Center Building Certification: There was a presentation to discuss the status of the project, including environmental investigation progress and eight development options at the Board Meeting on February 25, 2019. The recommendation is to demolish the building and continue with a remediation plan. The District has an environmental consultant to continue with the next phase of remediation planning services. As a recap to the history of the project budget, \$34.66 million has been the budget since 2016 when the Board approved the project concept and it has not changed since. The budget was originally \$36 million but the difference between \$36 million and \$34.66 million was due to the relocation of the Publications and Warehouse project which moved those departments from OEC to SCC which cost \$1.34 million and that project phase is closed out. The \$34.66 million budget was based off of the concept to rehabilitate the building. \$5 million was set aside from Measure E for this project but Measure E was closed out on June 30, 2017. \$1.34 million in expenses were paid out from Measure E for this project leaving a balance of \$3.66 million still owed from Measure E. To close out Measure E, expenses of \$3.66 million were transferred from Measure Q for valid project expenses. SAC agreed to then utilize Redevelopment Funds to cover the \$3.66 million still owed for the SCC project. Mr. O'Conner noted that the auditors audited all of these transfers to ensure they were appropriate expenditures. The budget will need to be re-evaluated because now the building is going to be demolished

and environmental remediation could last several years. A newly constructed building needs to be designed and built.

- SCC LRC Drywall Repairs: Project is preparing to go out to bid.
- SCC Safety & Security Office: Project is currently out for bid and bids are due March 12, 2019.
- DO ADA Parking Lot Improvements: Project will make the parking lot and entrances accessible. Work will be done in multiple phases. The scope of work includes a new ramp at the front entrance, new accessible parking spaces, the addition of a path of travel from the Santa Clara Street sidewalk, and improvements to handrails and stairs.
- DO Elevator Tank-Cylinder and Pump Repairs: Project is completed and will be removed from future updates.
- DO Mailroom: Project is completed and will be removed from future updates.
- District-Wide Emergency Blue Phone & ADA Path of Travel: SAC & SCC are currently pending bid. Bids for SAC are due March 13, 2019. SCC will bid after SAC. DO and CEC have yet to be scheduled.
- District-Wide Access Control & Door Hardware: The District has decided to test pilot the installation of a new door access control system at the District Operations Center prior to a full roll out district- wide.

#### Prop 39 Year Five Projects:

- SAC Lighting Occupancy Sensor Retrofit: This is a new project to spend down the surplus budget from the previous Year 5 project. Work is anticipated to start in mid March. The project has to be completed and closed out with the state in June.
- SCC U Portables HVAC Upgrades: This is a new project to spend down the surplus budget from the previous Year 5 project. Work is anticipated to start in mid March. The project has to be completed and closed out with the state in June.

#### ADA Transition Plan:

- The report will be shared at the Board of Trustees meeting on March 25, 2019

**Agenda Item:** Physical Resources Committee Purpose, Responsibilities and Membership

**Discussion:** Ms. Matsumoto noted she would like to bring the 5 Year Construction Plan to the next meeting in May. The committee reviewed the membership and noticed a couple errors in membership and this item will be brought back in May as an action item.

**Agenda Item:** Sustainability Committee Update

**Discussion:** Ms. Matsumoto noted that the next Sustainable RSCCD Committee meeting will be on March 20, 2019.

<http://rscdd.edu/Discover-RSCCD/Pages/Sustainable%20RSCCD%20Committee.aspx>

**Agenda Item:** Measure Q Financial Summary

**Discussion:** Mr. O'Connor reviewed the project cost summary for Measure Q and noted the District has spent about \$96 million and encumbered another \$87 million.

**Agenda item:** Campus Facilities Meetings Update

**Discussion:** Meeting minutes were distributed from the SCC Facilities Committee meeting Minutes from the October 15, 2018 and November 19, 2018 meetings. Meeting Minutes were distributed from the SAC Facilities Committee meeting Minutes from the October 16, 2018; November 20, 2018; and December 18, 2018 meetings. Mr. Hoffman noted that the students have requested more shade in the Central Mall area and more hydration stations at Santa Ana College. Mr. Hoffman noted that the City of Santa approved a two year extension for CEC. Ms. Satele noted that Santiago Canyon College will be submitting an FMR for a permanent location for their food bank and the priority of upcoming projects is as follows: 1) signage, 2) window for cashier's office, and 3) outdoor awning. Ms. Satele noted that SCC's Earth Day will be on April 18, 2019 from 9:00am – 2:00pm.

**Agenda item:** Meeting Minutes – September 5, 2018 and November 7, 2018

Ms. Matsumoto called for a motion to approve the PRC Minutes of the September 5, 2018 and November 7, 2018 meetings. Ms. Hoffman made a motion, seconded by Ms. Satele and approved unanimously.

**Agenda item:** Future Meeting Schedule

**Discussion:** The next scheduled meeting is on Wednesday, May 1, 2019 at 1:30 p.m. in the Executive Conference Room, District Office.

**Agenda item:** Other

**Discussion:** Ms. Hoffman noted that they received a grant for \$20,000 from the truth initiative to create a 100% smoke and tobacco free district and there is a partner at the Orange County Health Care Agency that was awarded \$655,000 to work with North Orange County, Rancho and Coast districts.

**Adjournment:** Ms. Matsumoto called for a motion to adjourn the March 6, 2019 PRC meeting. Ms. Satele made a motion, seconded by Mr. Rudd and approved unanimously to adjourn at 2:47 p.m.

# Physical Resources Committee

Meeting of May 1, 2019

1:30 p.m.

Executive Conference Room – District Office

**Attendees:** Peter Hardash, Carri Matsumoto, Darryl Taylor, Adam O’Connor, Bart Hoffman, Arleen Satele, Ambar Nakagami, Kelvin Leeds and Roy Shahbazian.

## Minutes

**Call to Order:** Mr. Hardash called the meeting to order at 1:38 p.m.

**Agenda item:** Measure Q, Scheduled Maintenance, Capital and Prop 39 Projects Update – dated May 1, 2019

**Discussion:** Ms. Matsumoto provided the committee with an overview of the following projects:

### Measure Q:

- Science Center & Building J Demolition: The project is making good progress. Dry wall installation has commenced.
- Johnson Student Center & Demolition: Project is in the underground demolition phase.

### Scheduled Maintenance:

- SM 19 SAC BR Library Restroom Upgrade: The agreement for architectural services is anticipated for approval by the Board of Trustees at an upcoming meeting.
- SM 18 SCC BR Phase 4C Science Center Stairwell Wheel Guard: The project was completed and will be removed from future updates.
- SM17 SAC Building H Window Replacement: A deductive change order and Notice of Completion was approved by the Board of Trustees on April 29, 2019.
- SCC BR Phase 2 A Drinking Fountains: The project is almost complete.
- SCC BR Phase 2B Paper Towel Dispenser Replacement: This project was re-bid and bids are under review.
- SCC BR Phase 3: This project will be divided into multiple smaller projects. Some of the current projects are the sidewalk replacement work near the softball concessions building and sidewalk path of travel repair work in multiple locations.

### Current Capital Projects:

- SAC Russell Hall Replacement (Health Sciences Building): Plans were submitted to DSA. The prequalification process for contractors and subcontractors is starting this summer. Demolition of the existing Russell Hall Building is anticipated to start Summer/Fall 2022.
- SAC Campus Entrance Improvements: The District is working on the traffic engineering consultant services agreement.
- SAC & SCC Campus Directory (Electronic): The architect is preparing drawings to submit to DSA for review.
- SAC & SCC Barrier Removal Signage/Wayfinding: This project will improve the exterior signage on campus.

- ITS Copper Wire Project: This project is required to be submitted to DSA for approval before it can be implemented.
- SCC Orange Education Center Building Certification: The bid for demolition of the building is being prepared and the demolition is anticipated to start at the end of August if the bid goes well. The second phase will be the remediation plan.
- SCC LRC Drywall Repairs: Bids are due May 1, 2019. If the bid is successful, the work is anticipated to start this summer. Night and weekend work is anticipated.
- SCC Campus Entrance Improvements: The architect has presented three conceptual designs to the campus to consider. The agreement for traffic engineering consultant services was approved by the Board of Trustees on April 29, 2019.
- DO ADA Parking Lot Improvements: The parking lot and entrances need to be accessible. Work will be done in multiple phases. The scope of work includes a new ramp at the front entrance, new accessible parking spaces, the addition of a path of travel from the Santa Clara Street sidewalk, and improvements to handrails and stairs.
- District-Wide Emergency Blue Phone & ADA Path of Travel: Bids for SAC are due May 14<sup>th</sup> and bids for SCC are due May 21<sup>st</sup>. DO and CEC have yet to be scheduled.
- District-Wide Access Control & Door Hardware: The door hardware assessment at the District Operations Center has been completed. The District will test pilot the installation of a new door access control system at the District Operations Center prior to a full roll out district-wide.

#### Prop 39 Year Five Projects:

- SAC Lighting Occupancy Sensor Retrofit: The contractor has completed 85% of the sensor upgrades. The project will be closed out in June.
- SCC U Portables HVAC Upgrades: The HVAC equipment is anticipated to be delivered mid May. The project will be closed out in June. There will be a second phase of this project since there is a surplus budget to use.

#### ADA Transition Plan:

- Mr. Shahbazian asked to see a summary of the 10,276 district-wide facilities deficiencies and Ms. Matsumoto noted she will send him a link to view the 2016 assessment.

#### **Agenda Item:** Survey Study for Potential Bond Measure in March 2020

**Discussion:** Mr. Hardash noted that at the Board meeting on March 11, 2019, a Trustee requested that staff research the necessary planning steps and timeline for a possible General Obligation bond measure for the March 3, 2020 primary election ballot. The Board of Trustees approved an agreement with True North Research, Inc. for a bond measure feasibility study on March 25, 2019. The Board of Trustees approved the agreement with TBWB Strategies for bond measure strategy and communications consulting services on April 16, 2019.

#### **Agenda Item:** Sustainability Committee Update

**Discussion:** Ms. Matsumoto noted that the last meeting on March 20, 2019 went well and the committee decided on a goal to focus on for the next year. Luis Ortiz, the student representative from Santa Ana College, created the campaign “Reuse for Better Use” to promote the reduction of plastic use. The District participated in both campus Earth Day events and gave away reusable

water bottles that were purchased by Fiscal Services, Facility Planning, Purchasing Services and Safety.

<https://rscdd.edu/Departments/Business-Operations/sustainable-rscdd-committee/Pages/default.aspx>

**Agenda Item:** Measure Q Financial Summary

**Discussion:** Mr. O'Connor reviewed the project cost summary for Measure Q and noted the District has spent about \$103 million to date and still has \$57 million left to issue.

**Agenda item:** Campus Facilities Meetings Update

**Discussion:** Meeting minutes were distributed from the SCC Facilities Committee meetings on February 25, 2019 and March 18, 2019. Meeting Minutes were distributed from the SAC Facilities Committee meeting from February 19, 2019.

**Agenda Item:** Physical Resources Committee Purpose, Responsibilities and Membership

Mr. Hardash noted the District Office CSEA Co Chair representative position, the Santa Ana College Management representative position and a Santiago Canyon College Faculty representative position are vacant. There was no action on this item due to a lack of quorum.

**Agenda item:** 2019/2020 Proposed Meeting Schedule

Mr. O'Connor noted that since there are a fewer number of proposed meetings, the meetings should be an hour and a half long and end at 3:00 p.m. instead of 2:30 p.m. There was no action on this item due to a lack of quorum.

**Agenda item:** Meeting Minutes – March 6, 2019

There was no action on this item due to a lack of quorum.

**Agenda item:** Future Meeting Schedule

**Discussion:** The next scheduled meeting is on Wednesday, September 4, 2019 at 1:30 p.m. in the Executive Conference Room, District Office.

**Adjournment:** Mr. Hardash adjourned the meeting at 2:55 p.m.