

Physical Resources Committee

Wednesday, November 7, 2018 – 1:30 p.m.
Executive Conference Room (114) – District Office

Agenda

1. Call to Order – Hardash
2. Projects Update – Matsumoto
 - Measure Q
 - Scheduled Maintenance
 - Capital
 - Prop 39
3. Sustainability Committee Update – Matsumoto
 - Sustainable RSCCD (SRC) Website:
<https://rsccd.edu/Discover-RSCCD/sustainable-rsccd-committee/Pages/default.aspx>
4. Measure Q Financial Summary Update – O'Connor
5. Update on Campus Facilities Meetings – Hoffman/Satele
 - SAC – Facilities Committee Update
 - March 20, 2018; May 15, 2018; August 21, 2018 and September 18, 2018
 - SCC – Facilities Committee Update
 - May 21, 2018 and September 17, 2018
6. Approval of Meeting Minutes – September 5, 2018 – Hardash
7. Next Meeting: February 6, 2018 by email only, March 6, 2018 at 1:30 p.m. – Executive Conference Room, District Office
8. Other
9. 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
NOVEMBER 7, 2018*





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 Crane Delivered and Setup
- ▶ New Steel Construction Underway
- ▶ New Site Utilities Completed
- ▶ New Pouring Concrete Slab On Grade Completed
- ▶ New Sealing of Slab On Grade Completed
- ▶ New Under Slab MEP's Completed
- ▶ Target occupancy Summer 2020

Budget: \$73.38 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, Grab-n-Go/Coffee & Juice, DSPS, EOPS/CARE & CalWORKS, Student Financial Services, SSSP/Upward Bound, Warehouse, Reprographics, Conference Center, Financial Aid, Student Placement, Health & Wellness Center, DSPS, Office of Student Life, ASG, The Spot
- ▶ Site improvements include new hardscape, landscape and shade shelter around the Johnson Center as well as renovations to the “West Plaza” including new landscape, hardscape, a shade structure, and a lunch serving kiosk for Middle College High School (MCHS)



Current Status:

- ▶ Increment 1 (Site Preparation) received DSA approval on February 20, 2018
- ▶ Increment 2 (Building) received DSA approval on August 31, 2018
- ▶ RFP for lease-leaseback construction delivery was advertised on September 5, 2018 and proposals are due November 7, 2018
- ▶ Bid phase September – November 2018
- ▶ Target construction start Winter 2018 - Spring 2021
- ▶ Target occupancy Spring 2021

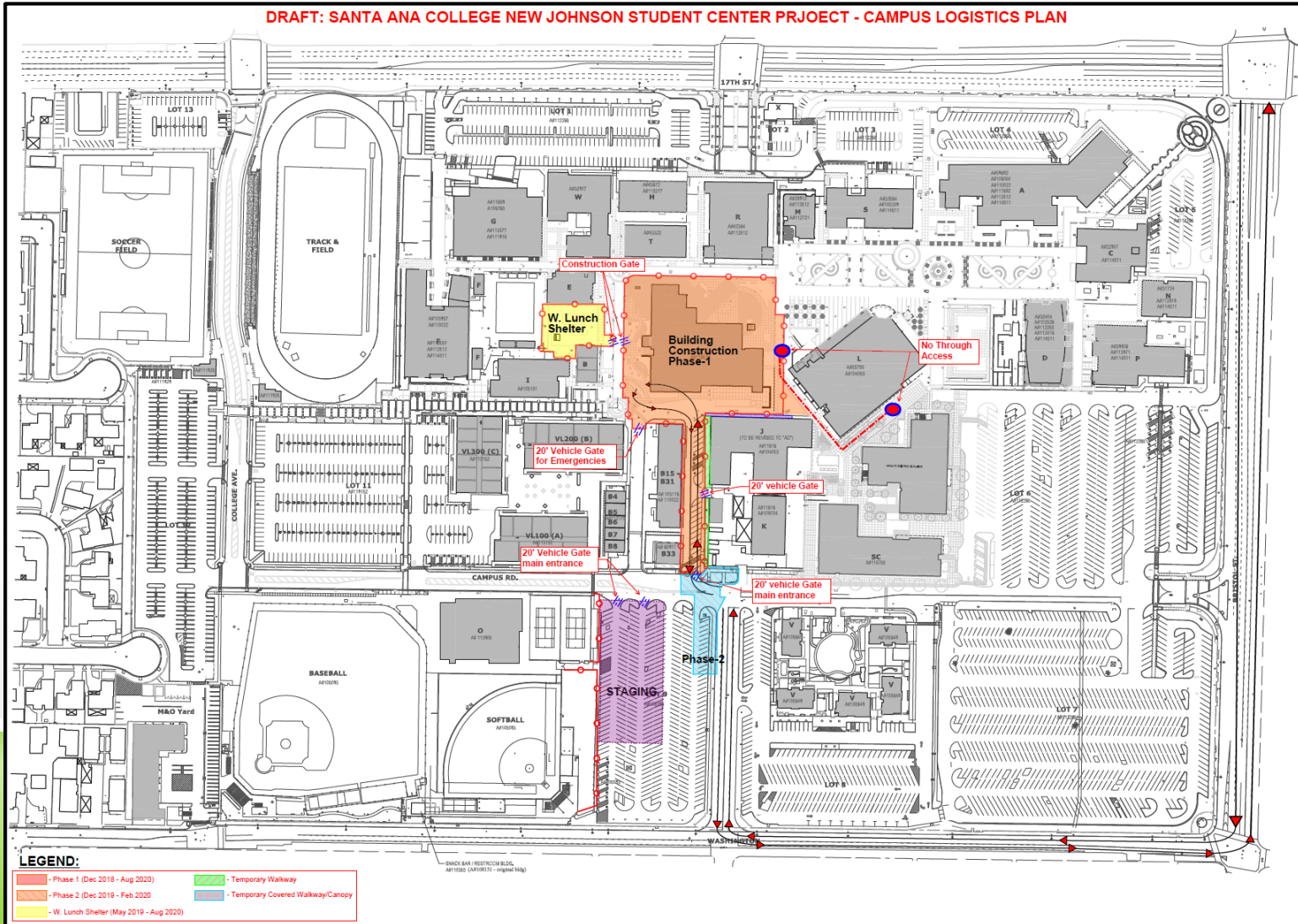
Budget:

- ▶ \$51 million (Budget is under review pending bid phase)
- ▶ \$44.74 million funded by Measure Q
- ▶ Note: The budget is currently deficient by \$6.26 million and a new budget update is pending upon a reallocation of budgets from the Central Plant project



PROJECT UPDATE SANTA ANA COLLEGE JOHNSON STUDENT CENTER

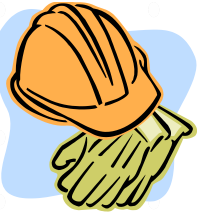
DRAFT: SANTA ANA COLLEGE NEW JOHNSON STUDENT CENTER PROJECT - CAMPUS LOGISTICS PLAN





PROJECT BUDGET HISTORY

MEASURE Q BUDGET HISTORY			
PROJECT	INITIAL START-UP PLANNING TOTAL PROJECT BUDGET (February 2014) M (Million)	CURRENT ESTIMATED TOTAL PROJECT BUDGET (June 2018)	BUDGET MODIFICATION NOTES
Dunlap Hall Renovation	\$14.2M	12.63M	<ol style="list-style-type: none"> 1) Prior to 2014, the project budget was initially set-up in Measure E. Certain softs costs are still expensed to Measure E. 2) In 2014, a new project budget was set-up in Measure Q to cover construction costs. 3) In November 2014, increase in budget due to expense transfers from Measure E. 4) In November 2014, increase in costs associated with an extension of time due to unforeseen conditions on the roof. 5) In April 2016, decrease budget by \$2.6 million expense transfers to Measure E. 6) In August 2016, decrease budget by \$1.2 million expense transfers to Measure E.
17th & Bristol St Parking Lot	\$1.7M	\$0.00	<ol style="list-style-type: none"> 1) The acquisition of the property was paid out of Measure E in April 2014. 2) In 2014, a new budget was needed for the development of property into a surface parking lot. 3) In 2015, adjusted costs for construction of parking lot based on estimator's review of construction documents. 4) In June 2018, project budget balance of \$2.3M was allocated to Johnson Center.
Central Plant	\$68.17M	\$68.17M	<ol style="list-style-type: none"> 1) In February 2014, adjustment made to conceptual budget of \$40 million, due to a final scope of work, a new target construction budget, and a new construction schedule.
Johnson Center	\$16.7M	\$51M	<ol style="list-style-type: none"> 1) In 2014, an initial conceptual budget of \$16.7 million was established based on a renovation project. 2) In October 2014, budget increased to \$28.49 million due to a change in scope from a renovation project to a replacement project. 3) In November 2015, budget increased to \$40.70 million based on College's selection of Option 7 which included additional programs and an increase in square footage. 4) In April 2016, re-allocated \$2.7 million from Dunlap budget to increase budget to cover deficiency. The budget was deficient by \$5.64 million and is now deficient by \$2.9 million. 5) In August 2016, re-allocated \$1.2 million from Dunlap budget to increase budget to cover deficiency. The budget was deficient by \$2.9 million and is now deficient by \$1.7 million. 6) In October 2017, re-allocated \$492,134 from bond interest to increase budget to cover deficiency. The budget was deficient by \$1.74 million and is now deficient by \$1.25 million. 7) In April 2018, re-allocated \$2.5 million from Johnson Demolition; budget was increased from \$40.70 million to \$50 million. Project is deficient by \$8.05 million as the current budget allocation available is \$41.95 million. 8) In June 2018, re-allocated \$2.3 million from 17th & Bristol project and an additional \$13,382 from Dunlap Hall project balance. Project balance is currently deficient by \$6.73 million as the current allocated budget is \$44.27 million 9) In October 2018, re-allocated \$474,276 from bond interest to cover deficiency. The budget was deficient by \$6.73 million and is now deficient by \$6.26 million
Johnson Demolition	\$0.00	\$0.00	<ol style="list-style-type: none"> 1) In 2015, a new budget was needed due to a change in scope from a renovation to a replacement project. 2) In April 2016, increased budget by \$700,000 due to estimated increase in demolition costs from \$1.8 million to \$2.5 million. 3) In April 2018, reallocated budget to Johnson Student Center due to consolidation of phases into one project.
Science Center	\$66M	\$73.38M	<ol style="list-style-type: none"> 1) In 2014, an initial conceptual budget of \$66 million was established. 2) In October 2014, a new planning total budget was established of \$62.94 million based on a more defined scope. 3) In July 2015, budget increased to \$73.38 million based on College's selection of Option A3 which outlined the final program including additional labs and an increase in square footage. The new program changed from STEM to Science Center.



2018-2019 SCHEDULED MAINTENANCE (SM19) PROJECTS

Santa Ana College

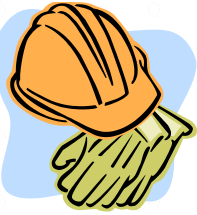
State Allocation 2018 \$431,479

- ▶ Evaluating restroom upgrade as a potential barrier removal project in either Neally Library or Building C

Santiago Canyon College

State Allocation 2018 \$184,920

- ▶ Project to be determined



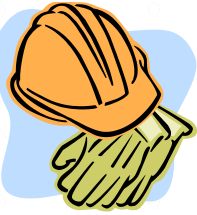
2017-2018 SCHEDULED MAINTENANCE (SM18) PROJECTS

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
BR Campus Entrance Improvements	A new RFP for architectural services was solicited on August 13, 2018 with a due date of September 14, 2018. The screening panel convened and interviewed all three architectural firms that submitted proposals on September 27, 2018. The contract is anticipated for approval by the Board of Trustees on October 29, 2018.	\$639,000





2016-2017 SCHEDULED MAINTENANCE (SM17) PROJECTS

Santa Ana College

State Allocation 2017 \$440,000

- ▶ Window Replacement (H)

Santiago Canyon College

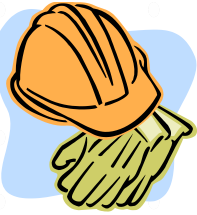
State Allocation 2017 \$2,817,909

- ▶ Fan Coil Units (D)
- ▶ Barrier Removal Phase 1- exterior (Path of Travel and Parking)
- ▶ Barrier Removal Phase 2 A
- ▶ Barrier Removal Phase 2 B – exterior (Sidewalks and Handrails)
- ▶ Barrier Removal Phase 3



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

PROJECT	STATUS	ESTIMATED BUDGET
Window Replacement (H)	<p>The District has rejected the window installation due to failure to pass water test. The District has hired two independent consultants: an architect and a water intrusion consultant. The independent parties will provide a recommendation of corrective action to the District. The independent water test and window removal observation occurred on October 12, 2018. The District is waiting for the independent report and recommendations.</p>	<p>\$731,535*</p> <p>* Budget Breakdown:</p> <ul style="list-style-type: none"> • \$440,000 funded by SM17 • \$260,000 funded by the Campus • \$31,535 funded by Capital Facilities Fund
TOTAL BUDGET ALLOCATION		\$731,535

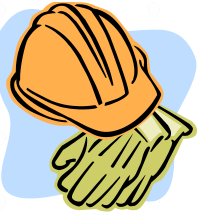


2016-2017

SCHEDULED MAINTENANCE PROJECTS (SM17)

SANTIAGO CANYON COLLEGE

PROJECT	STATUS	ESTIMATED BUDGET
Fan Coil Units (D)	A Notice of Completion is anticipated for approval by the Board of Trustees on October 29, 2018.	\$878,197* * \$278,197 funded from Capital Outlay due to budget short fall.
Barrier Removal Phase I – exterior (Path of Travel and Parking)	This project is part of a Settlement Agreement and is dual funded by Scheduled Maintenance and Capital Outlay funds. The next phase of construction began on September 17, 2018 and is on-going.	\$656,000
Barrier Removal Phase 2A (Sidewalks and Handrails)	This project is part of a Settlement Agreement. The project is in the close-out phase and a Notice of Completion and deductive change order are anticipated for approval by the Board of Trustees on October 29, 2018.	\$656,000

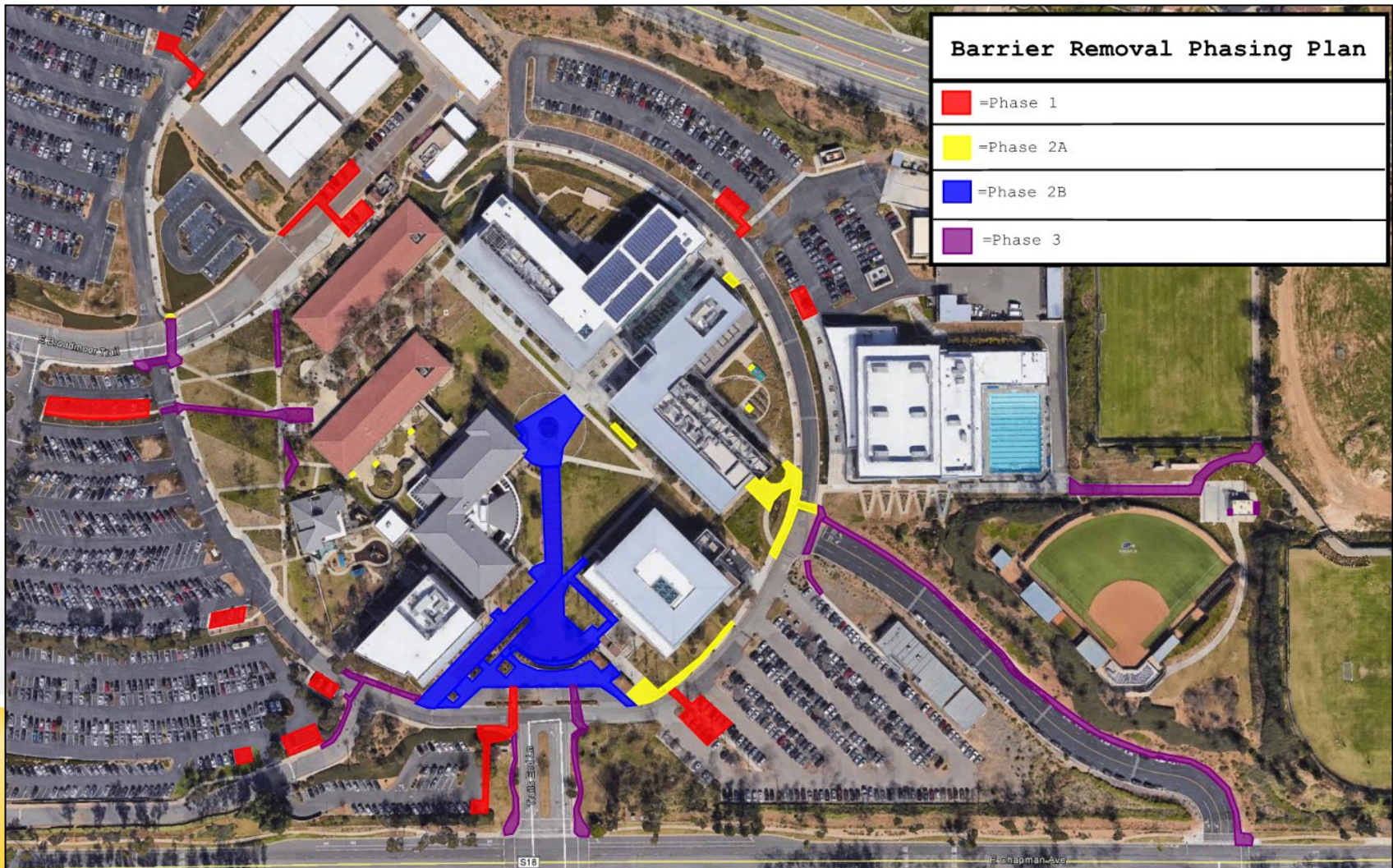


BARRIER REMOVAL PHASE 2B AND CAMPUS ENTRANCE IMPROVEMENTS SANTIAGO CANYON COLLEGE

PROJECT	STATUS	ESTIMATED BUDGET
Barrier Removal Phase 2B - Barrier Removal PTD Replacement	This project is part of a Settlement Agreement. This project is part of a Settlement Agreement. The project plans have been DSA approved on January 4, 2018. The District is obtaining pricing for the procurement of the owner furnished paper towel dispensers and preparing for bid. Anticipated construction is targeted to start in the winter break.	\$612,853 * \$62,944 funded from Capital Outlay due to budget short fall.
Barrier Removal Phase 3	This project is part of a Settlement Agreement and construction documents will be divided into multiple phases of work. Review and coordination of plans is ongoing. A City of Orange encroachment permit for Public Right of Way curb ramps is needed for the Chapman entrance.	\$356,000
TOTAL ALLOCATION		\$2,817,909



BARRIER REMOVAL PHASE MAP SANTIAGO CANYON COLLEGE





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:

- ▶ The design team submitted 60% construction documents to the District on September 4, 2018 and is under review
- ▶ New The contract for non-medical equipment was approved by the Board of Trustees on September 10, 2018
- ▶ New The contract for medical equipment was approved by the Board of Trustees on October 15, 2018
- ▶ **No changes are allowed to square footage and/or programs**
- ▶ DSA submittal anticipated February 2019
- ▶ DSA approval anticipated November 2019
- ▶ Target construction start April 2020
- ▶ Target occupancy May 2022

Budget:

- ▶ \$58.8 million* (District to contribute 50% - subject to change based on annual State Budget changes for inflation adjustments)
- ▶ \$20,475,000 state funded
- ▶ Budget under review





RUSSELL HALL REPLACEMENT SECONDARY EFFECTS PROJECTS SANTA ANA COLLEGE

PROJECT	STATUS	ESTIMATED BUDGET
Campus Entrance Improvements	This project is in the initial start-up of planning. An RFP for architectural services has been solicited on August 13, 2018 with a due date of September 14, 2018. The screening panel convened and interviewed all three architectural firms that submitted proposals on September 27, 2018. Contract negotiations are underway.	\$3.5 million
Secondary Effect A-214	The College has decided to change the location from A-214 to another potential location on campus, which has yet to be decided. This move is necessary to relocate two main groups of offices (the Division Offices of Human Services and Technology, and the Career Education and Workforce Development) as they are to be relocated from Russell Hall due to the demolition and growth in staff as not all staff can be accommodated in the new buildings. Meetings are being scheduled with college staff to discuss the potential relocations.	TBD



CURRENT CAPITAL PROJECTS SANTA ANA COLLEGE

PROJECT	STATUS	ESTIMATED BUDGET
Campus Directory & Wayfinding	The architect and District continue to explore electronic directory manufacturers and products. An electronic directory demonstration occurred on September 26, 2018. Additional investigation for directories is in progress as well as standardizing the lettering type materials.	\$82,500 (under review)
Barrier Removal Signage/Wayfinding	This project is for miscellaneous additional accessibility signage as needed (i.e. signage in Parking Lot 11 to fields).	\$115,000
Chavez Hall Renovation	The next phase of flooring work will be in the Fire Tech Offices which is tentatively scheduled for winter break.	\$388,851 (under review)

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 building 63,170 square foot (under review)

Current Status:

- ▶ The environmental consultant submitted the latest report and findings to OCHCA on August 20, 2018 and the agency has confirmed it is in the review process
- ▶ District has solicited an RFP to retain a professional environmental consultant for the next phase of work and interviews are scheduled for the week of October 22, 2018
- ▶ Design is on hold until environmental testing and review is completed



Budget:

\$34.66 million target

\$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



CURRENT CAPITAL PROJECTS SANTIAGO CANYON COLLEGE

PROJECT	STATUS	ESTIMATED BUDGET
Campus Directory & Wayfinding	The architect and District continue to explore electronic directory manufacturers and products. An electronic directory demonstration occurred on September 26, 2018. Additional investigation for directories is in progress as well as standardizing the lettering type materials.	\$130,600
LRC Drywall Repairs	The work involves modification of minor wall details and drywall repairs to fix all of the cracks on multiple floors in multiple locations within the LRC. The project is in design. The structural engineer conducted site observations to review current conditions against conditions noted in original investigation and additional areas were recently discovered by the engineer that had new cracking on the exterior of the building. The structural engineer will provide a report of new findings along with recommendations.	\$363,919
Safety & Security Office	The project received DSA approval on September 6, 2018. Construction is anticipated to begin as early as mid-January 2019, but is under review due to the volume of work currently anticipated and on-going on campus.	\$1,200,000



CURRENT PROJECTS DISTRICT OFFICE

PROJECT	STATUS	ESTIMATED BUDGET
<p>ADA Parking Lot Improvements at District Office (SM16) (parking lots and path of travel to building entrances)</p>	<p>The District met with the design team to discuss phasing of work. There will be several phases of construction which is anticipated to start in the spring and last through the fall.</p>	<p>\$435,652 (under review)</p>
<p>Elevator Tank-Cylinder and Pump Repairs</p>	<p>The contractor started work in October. State inspection for the first elevator is scheduled for the end of October. The second elevator will be taken out of service after the completion of the first elevator. The project is anticipated to complete in February.</p>	<p>\$235,772</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 District is going to do a test pilot and mock-up starting at the DMC site. Other sites will be scheduled after the test pilot is complete. Footings for the two phones were installed on October 12, 2018 at the DMC. Start-up and testing of the blue phones at the DMC is anticipated to occur at the end of October through early November. The District is still in the process of procuring blue phones as an owner furnished item, contractor installed coordinated project and will be developing a schedule for the other sites at the completion of the DMC test pilot.	\$1.9 Million



CURRENT PROJECTS DISTRICT-WIDE

PROJECT	STATUS	ESTIMATED BUDGET
District-Wide Access Control & Door Hardware Survey Assessments	<p>A. A meeting was conducted with the colleges on July 9, 2018. Three firms demonstrated access control software products to the Working Group (representatives from SAC, SCC, ITS and Safety & Security) on July 12, 2018. A follow up access control software demonstration occurred on September 17, 2018. The Working Group has concluded their review and recommendation for a software product and has selected Genetec after an in-depth review and reference checks with other colleges that use the software.</p> <p>B. The district-wide door survey was completed and the data is being compiled and reviewed.</p>	\$76,500
AR 6520 Safety of District Property – Keying Guidelines	<p>C. The District is working with a consultant and with both campus Working Groups to retain feedback on the development of keying, re-keying, and access control guidelines to ensure consistent integrity is maintained for both key and access control systems per AR 6520.</p>	N/A
Future Retrofit & Access Control Project	<p>D. AR 6520 will be updated once the guidelines are completely developed. A new plan will be developed as part of this planning process as the last step is to identify future projects, building door retrofits (i.e. hardware changes, for locks, access control, etc.).</p>	TBD



YEAR FIVE PROP 39 PROJECTS

SANTA ANA COLLEGE, SANTIAGO CANYON COLLEGE, DIGITAL MEDIA CENTER, ORANGE COUNTY SHERIFF'S REGIONAL TRAINING ACADEMY, DISTRICT OPERATIONS CENTER

Project Summary:

- ▶ LED lighting conversion at Santa Ana College, Santiago Canyon College, Digital Media Center, Orange County Sheriff's Regional Training Academy and District Operations Center

Current Status:

- ▶ The contractor is preparing to complete punch corrections and closing out the project
- ▶ The project was substantially completed on October 8, 2018
- ▶ A Notice of Completion is anticipated for approval by the Board of Trustees on October 29, 2018

Budget:

- ▶ \$993,328



ADA TRANSITION PLANNING UPDATE AND SELF EVALUATION

The Working Group has been meeting and working on developing a first draft of the Self Evaluation and Transition Plan update. The next Working Group meeting is scheduled for November 15, 2018.

- ▶ Labor Market Boom!!!
 - Lowest unemployment rate for construction workers
 - Wage and material inflation (tariff impacts: framing lumber, steel, concrete, copper, etc.)
 - All time record highs for commercial and industrial development, apartment development at a high from mid 80s
 - High Speed Rail (Madera, Fresno, San Joaquin County – 2,101 construction workers)
- ▶ Escalation
 - Current Budgets at 4 – 6%
 - Current Market trending between 5-8%
 - Latent escalation is unpredictable!
- ▶ Impacts of Fires in California (Northern CA, Santa Barbara)
 - Residences Destroyed: 8,679
 - Commercial Buildings Destroyed: 618
 - Buildings Damaged: 1,507
- ▶ Local Impacts to Construction Market
 - Material, Labor, Supply Shortages
 - Lower Bid Turnout, Less Available Contractors
 - Higher Construction Costs than Typical
 - Schedule Delays
- ▶ Planning and Preparing for Project Impacts
 - Project Phasing
 - Contingencies
 - Alternates or Deducts



QUESTIONS



RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

MEASURE Q

Projects Cost Summary
09/30/18 on 10/10/18

Special Project Numbers	Description	Project Allocation	Total PY Expenditures	FY 2018-2019		Cumulative Exp & Enc	Project Balance	% Spent
				Expenditures	Encumbrances			
ACTIVE PROJECTS								
SANTA ANA COLLEGE								
3035/3056	Johnson Student Center	44,739,281	2,894,922	580	2,986,203	5,881,705	38,857,576	13%
	Agency Cost		375,487	-	6,253	381,740		
	Professional Services		2,517,260	580	2,979,950	5,497,790		
	Construction Services		2,175	-	-	2,175		
	Furniture and Equipment		-	-	-	-		
3042	Central Plant Infrastructure	68,170,000	57,052,336	75,782	1,661,998	58,790,116	9,379,884	86%
	Agency Cost		416,740	-	1,658	418,397		
	Professional Services		9,381,093	75,782	1,658,115	11,114,990		
	Construction Services		47,216,357	-	-	47,216,357		
	Furniture and Equipment		38,146	-	2,226	40,371		
3049	Science Center & Building J Demolition	73,380,861	12,903,939	2,249,454	42,444,064	57,597,458	15,783,403	78%
	Agency Cost		423,648	2,846	2,465	428,959		
	Professional Services		4,962,728	127,538	3,771,296	8,861,562		
	Construction Services		7,517,563	2,119,070	38,670,303	48,306,937		
	Furniture and Equipment		-	-	-	-		
TOTAL ACTIVE PROJECTS		186,290,142	72,851,197	2,325,816	47,092,266	122,269,279	64,020,863	66%
CLOSED PROJECTS								
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		-	-	-	-		
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		-	-	-	-		
TOTAL CLOSED PROJECTS		12,818,800	12,818,799	0	0	12,818,799	0	100%
GRAND TOTAL ALL PROJECTS		199,108,942	85,669,997	2,325,816	47,092,266	135,088,078	64,020,863	66%
SOURCE OF FUNDS								
	ORIGINAL Bond Proceeds	198,000,000						
	Interest Earned	1,108,942						
	Totals	199,108,942						



SAC FACILITIES MEETING
 MINUTES – MAR. 20, 2018
 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	
Adam O'Connor	Veronica Oforlea(a)	Brian Kehlenbach, Co-Chair	Susan Sherod	Sarah Salas(a)	Mike Turrentine(a)
Jim Kennedy(a)	Christine Leon(a)	Ben Hager	Jaki King		
Nilo Lipiz	Heller Sanchez	Marty Rudd	Michelle Parolise(a)	District Liaison	
Jennie Adams	Don Mahany(a)	John Zarske		Carri Matsumoto	Darryl Taylor
Eve Kikawa					
Guests				Campus Safety & Security	
Matt Schoeneman	Brian Schroeder	Rudy Delgadillo		Scott Baker	
Doug Manning	Roy Shahbazian			ASG Representative	
				Mariely Figueroa-Hernandez Brandon Vu(a)	
1. WELCOME AND INTRODUCTIONS					
	Self-Introductions were made.			Meeting called to order – 1:35p.m. Adjourned at 3:05p.m.	
2. PUBLIC COMMENTS					
	None				
3. MINUTES					
	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	The Feb. 20, 2018 meeting minutes were presented for approval.			ACTION Moved by Ben Hager to approve the Feb. 20, 2018 Facilities Committee minutes as presented. 2 nd Marty Rudd. Motion carried.	
4. PROJECT UPDATES					
	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	Project Updates – Carri Matsumoto/Darryl Taylor/Matt Schoeneman (attached) <ul style="list-style-type: none"> Central Plant Update – Matt Schoeneman stated that this project is completed. Bond Projects Update – The Johnson demolition is in Phase 1. Phase 1 is the RFP/RFQ process which includes building demolition and site work preparation. Rudy Delgadillo reported that the Science Center & Building J Demolition has been completed. The concrete caissons were completed and 				

	<p>most of the walls are in place and future gates will be put in place. A layout of the foundation and the pile caps will be completed. Then the main underground utilities will be in place. It will be about 6 – 8 weeks before we can start putting in structural steel. Carri Matsumoto added that the parking lot project is on hold.</p> <ul style="list-style-type: none"> • Scheduled Maintenance Projects – Carri Matsumoto stated that the Water Conservation project is out to bid and are due March 27, 2018. The Window Replacement project has already been awarded and we are waiting for materials and will be scheduling the work for the summer. • Current Capital Projects – The DMC 2nd floor repairs is being reviewed by the District for fee proposal structural engineering services. The barrier removal project in parking lot #9 will be reconfiguring some of the parking stalls to restore accessible parking spaces. The construction fencing will be flipped. Barrier removal from parking lot #11 to add an additional 16 accessible stalls will be conducted during spring break. Other projects are: signage/wayfinding, electronic campus directories and Chavez Hall renovation of floor replacement. Year Four, Prop 39 projects have all been completed. Year Five projects will be started in the summer. • Current Projects District-Wide – Darryl Taylor reported that the door lockdown devices are magnetic strips that block the latch were the door goes in. This method will be used to cover about 80% of the campus. There will be other types of devices used as well to supplement different door types. Security will be putting the devices in place during Spring Break. Devices are going in place in classrooms primarily, offices, conference rooms, and break rooms. They will work on any metal frame and will be made available for the other campus as well. There will be overstock for replacements. Information via email and videos will be disseminated to all on instructions on how to use the door lock devices. Campus Safety will work with Administrative Services regarding the dissemination of instructions and deployment of the devices. 	
5. STANDING REPORTS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
HEPSS (Health, Emergency Preparedness, Safety and Security) Task Force	HEPPS Task Force – Sgt. Baker reported the latest HEPSS meeting minutes (attached).	
Facilities Report	<p>Facilities Report – Heller Sanchez reported the following:</p> <ul style="list-style-type: none"> ○ Received 243 work requests. Out of the 243, 149 have been completed. ○ New wind and privacy screen installed on the north side of swimming pool. ○ Sommerset Electrical contractor is on site, and working on pole lights throughout SAC and CEC. ○ We are working with Joe Melendez, District Project Manager, on getting all wall pack and soffit lights replaced with LED lighting. ○ Also working with Mr. Doug Manning, Dean of Athletics on replacing the football goal post, which is a safety concern. ○ At CEC irrigation water was turn back on and grounds crew are working on 	

	<ul style="list-style-type: none"> planters. o As of March 5th our skilled maintenance crew are able to view EMS lighting control systems on our desk tops. o Electrical Contractor is working on very old UPS emergency lighting systems on campus. o Backflow testing starts March 27th for SAC and CEC. o Received a preliminary report from Cosco Fire Protection. Fire Hydrants, Fire Risers, PI valves, sprinkler systems. Everything is good except for the upgrading of gauges on Fire Riser's. 	
Environmental Task Force	Environmental Task Force – Susan Sherod	
	<ul style="list-style-type: none"> • No report 	
6. STUDENT REPORT		ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • Mariely Figueroa-Hernandez provided an email from Brandon Vu with ASG updates (attached). Carri Matsumoto also added that District Facilities will be working with ASG to produce a map that shows hydration and bike rack locations for their upcoming event. 	
7. ACCREDITATION		ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • There will be a site visit regarding the Bachelor's degree program on April 18, 2018. 	
8. OLD BUSINESS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • CEC Work Orders Updates – Heller Sanchez reported that the irrigation was taken care of and grounds crew will fill up any holes in the dirt. A contractor will be contracted to fix the uneven cement paths. Quotes are in the works. • CEC Lease Update – Adam O'Connor reported that there is no current update, but according to Jim Kennedy, will hopefully have an update soon. 	
9. NEW BUSINESS		ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • Parking <ul style="list-style-type: none"> o Electric vehicle parking – There is potential for additional electrical vehicle parking once the charging stations are set. There will be an additional four in Lot 11, making it a total of six charging stations. There is a possibility of two additional stations in Lot 6 in the future. o M & O parking – M & O staff are to begin parking outside of yard area to avoid any crowding in the yard area. • Replacement of Island Oak tree with a Holly Oak tree – The Island Oak tree in Centennial Circle will be replaced by a Holly Oak tree beginning March 26, 2018. 	
10. FUTURE AGENDA ITEMS		
	<ul style="list-style-type: none"> • Wayfinding and Campus Directory • Issue with the rigging of the lights that are used for production in the ceiling of Phillips Hall – Adam O'Connor met with Eve Kikawa and Sean Small. They did a walk through to assess the issue. Adam O'Connor will meet with Carri Matsumoto to discuss this issue. Carri Matsumoto added that there is District policy that needs to be followed for most facility modifications. 	

11. OTHER	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • Eve Kikawa – Inquired about storage space located on the 2nd floor of Central Plant to store a portable dancefloor. Heller Sanchez reported that they are currently looking for a space to store the dancefloor. Adam O’Connor added that this should happen by the end of May. • Eve Kikawa would like to see an “art space” between the D and C buildings. This area will be used for art events and students working on art projects. • Susan Sherod asked, “Why doesn’t SAC install solar panels”? • April 17, 2018 meeting – this meeting will be an “email meeting”, committee will not physically meet. <p>Next meeting May 15, 2018</p>	<p>Moved by Ben Hager to have an “email meeting” in place of the April 17, 2018 meeting, Eve Kikawa 2nd</p>

SUBMITTED BY Maria Cardona



SAC FACILITIES MEETING
 MINUTES – MAY 15, 2018
 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	
Adam O'Connor (a)	Veronica Oforlea (a)	Brian Kehlenbach, Co-Chair	Susan Sherod	Sarah Salas (a)	Mike Turrentine (a)
Jim Kennedy (a)	Christine Leon (a)	Ben Hager	Jaki King (a)		
Nilo Lipiz (a)	Heller Sanchez	Marty Rudd	Michelle Parolise (a)	District Liaison	
Jennie Adams	Don Mahany (a)	John Zarske		Carri Matsumoto	Darryl Taylor
Eve Kikawa					
Guests				Campus Safety & Security	
Matt Schoeneman	Rudy Delgadillo	Doug Manning	Heather Gillette	Scott Baker	
Roy Shahbazian	Darren Hostetter			ASG Representative	
				Mariely Figueroa-Hernandez(a) Brandon Vu	
1. WELCOME AND INTRODUCTIONS					
	Self-Introductions were made.			Meeting called to order at 1:35 p.m. Adjourned at 3:00 p.m.	
2. PUBLIC COMMENTS					
	None				
3. MINUTES					
	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	The Mar. 20, 2018 meeting minutes were presented for approval (attached).			ACTION Moved by Ben Hager to approve the Mar. 20, 2018 Facilities Committee minutes as presented. 2 nd Marty Rudd. Motion carried.	
4. PROJECT UPDATES					
	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	Project Updates – Carri Matsumoto/Darryl Taylor/Matt Schoeneman (attached) <ul style="list-style-type: none"> Dunlap Hall and Central Plant projects are now completed. Johnson Student Center – Demolition to building will take place in the Summer 2018. Bids 1 & 2 will be combined as one project. There will be one contractor for the entire project. Target construction to start Fall 2018 through Spring 2021. With a target occupancy of late Spring 2021. 				

	<ul style="list-style-type: none"> • Johnson Demolition – The deadline to vacate the building is May 19, 2018, including items that were stored. • Science Center & Building J Demolition – Rudy Delgadillo reported that the contractor has flip-flopped some of the activities. There are some slight delays. Pouring the foundation in the next two weeks. The materials will be moving in the next 4-6 weeks. • 17th & Bristol Street Parking Lot – Still on hold. • Scheduled Maintenance Projects – <ul style="list-style-type: none"> ○ Water conservation project will start this week and will last several weeks. ○ Window replacement project, temporary offices have been set up in Russell Hall during this project. • Current Capital Projects – <ul style="list-style-type: none"> ○ Welding relocation project - completed. ○ Health Sciences Building project – meetings with user groups, budget has been updated since there is a shortage of state funding. ○ Barrier Removal project – DSA has given stamp of approval, project is out to bid, hopefully before Fall semester. ○ Campus Directory (electronic) – a scope of work is under development. ○ Chavez Hall renovation – last area of flooring in the Business Development department, will be completed by Summer. ○ Building K – vetting through the process. Waiting for FMRs. ○ Spirit Sculpture – completed. • Current Projects District-Wide – Emergency Door Lockdown – Darryl Taylor reported that devices have been provided for many of the doors. Assessment is needed for other door types. The District Office is supporting Security with this project. Questions regarding door devices should be directed to Security. The District-Wide Access Control and Door Hardware project is being recommended to go to the Board of Trustees to hire a consultant. Would like to see it go to the June Board meeting. There is no funds now and it is a long-range project. • Emergency Blue Phone Locations – Going to bid in the Summer. The goal is to have it completed by Spring. 	
5. STANDING REPORTS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
HEPSS (Health, Emergency Preparedness, Safety and Security) Task Force	HEPSS Task Force – Lt. Baker reported the latest HEPSS meeting notes (attached).	
Facilities Report	Facilities Report – Heller Sanchez reported the following: <ul style="list-style-type: none"> ○ Work requests summited in the last two months = 420. Completed 360, pending work request 60. This does not include phone calls and emails to M&O. ○ Our techs fixed exterior lighting around building F and P. Replaced photocell in building P and an electrical short in underground vault in building F. 	

	<ul style="list-style-type: none"> o The exterior lights on building D will remain on until the electrical issue between a classroom and restroom is resolved. o SAC techs will be replacing all the filters in all hydration systems this week throughout SAC campus. o Two trailer-mount goal posts for football were put together and placed on the field. About 6 hours of labor. o At CEC, two small water heaters were replaced in building A. o I sent grounds crew to CEC to do regular maintenance and they will be going back Thursday AM to finish up and fix irrigation south of building B. o Criminal Justice Training Center - 40 gallon w/heater and expansion tank was replace. o SAC grounds crew are working with contractor and project manager to restore irrigation to different locations on SAC campus. o Parking lot #5 center planter water was off for some time during construction, and now we are having issues with controllers. (District) new Cal sense 3000 project. o The HVAC mechanics replace two blower motors in buildings A and G at CEC. o Pyro-Comm still working on upgrading firmware in different buildings here at SAC. o Student furniture was moved from R-307 to B-4 and from B-4 to T101. o Currently, obtaining quotes for resurfacing of G-105 Gym floor. 	
Environmental Task Force	Environmental Task Force – Susan Sherod	
	<ul style="list-style-type: none"> • Susan Sherod brought up the subject of solar panels. Brian Kehlenbach stated that this topic is the agenda under “future agenda items”. 	
6. STUDENT REPORT		ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • Brandon Vu announced this would be his last meeting as an ASG representative. He reported that the Earth Day event was a success. They are finishing up with the survey regarding infrastructure and environmental issues. There will be a meeting this summer for the incoming student leaders. The committee thanked him for his participation on the committee and emphasized the importance of having the student’s voices as part of the committees. 	
7. ACCREDITATION		ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • Dr. Rose received a glowing letter from the ACCJC regarding their recent site visit of our OT Bachelor’s Degree Program (attached). The faculty/Coordinator of that program was just named Distinguished Faculty of the Year! 	
8. ART SPACE		
	<ul style="list-style-type: none"> • Darren Hostetter made a presentation of a proposed “Plaza de Artes”, Art Center. It would be located on the far-east side of campus by the C & P buildings. It would be a multi-use space for students, faculty, and college events. A foam/aluminum material could be attached to the brick wall for murals, etc. Cost for the foam board is about \$100 for a 4’x8’ sheet and each 	

	holds 100 lbs. Possibly shaded with sun sails. Lighting and sound could be similar to what is in the amphitheater. Maybe ask the Foundation to help fund it since it could be a good spot for their events as well. Carri Matsumoto said she loves the idea and that it creates a nice gathering space for students while other construction is being done. We need to follow new adopted AR 6601 on the facilities modification process. A fillable PDF will be available online soon. Brandon requested that the PPT on the Art Space proposal be sent to ASG.	
9. OLD BUSINESS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • Wayfinding and Campus Directories – attached report • Phillips Hall Lighting – Carri Matsumoto reported that the engineer has made an assessment, and two riggings need to be removed immediately. Some temporary lighting will be placed. They will do a full review of all lighting needs for Phillips Hall. Structural Engineer report to come and will be followed by a more lengthy report later. • Storage Space for Dance Floor – behind the theatre. 	
10. NEW BUSINESS	<ul style="list-style-type: none"> • None 	ACTIONS/ FOLLOW UPS
11. FUTURE AGENDA ITEMS	<ul style="list-style-type: none"> • Solar Panels • CEC Building Lease • ADA Transition Plan 	
12. OTHER	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	Next meeting August 21, 2018	

SUBMITTED BY Maria Cardona



SAC FACILITIES MEETING
MINUTES – AUG 21, 2018
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	Veronica Oforlea (a)	Monica Zarske, Interim Co-Chair	Susan Sherod	Sarah Salas (a)	Mike Turrentine (a)
Jim Kennedy (a)	Christine Leon	Ben Hager (a)	Jaki King (a)		
Vaniethia Hubbard	Mario Gaspar	Marty Rudd (a)		District Liaison	
Jeffrey Lamb	Don Mahany	John Zarske		Carri Matsumoto	Darryl Taylor
Jennie Adams (a)	Lorena Chavez (a)	Elliot Jones			
Brian Kehlenbach					
Guests				Campus Safety & Security	
Matt Schoeneman	Rudy Delgadillo			Scott Baker	
				ASG Representative	
			(a) = absent	Mariely Figueroa-Hernandez (a)	
1. WELCOME AND INTRODUCTIONS					
	Self-Introductions were made.			Meeting called to order at 1:34 p.m. Adjourned at 3:00 p.m.	
2. PUBLIC COMMENTS					
	None				
3. MINUTES					
	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	The May 15, 2018 meeting minutes were presented for approval.			ACTION Moved by John Zarske to approve the May 15, 2018 Facilities Committee minutes as presented. 2 nd by Elliott Jones. Motion carried.	
4. PROJECT UPDATES					
	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	Project Updates – Carri Matsumoto/Darryl Taylor/Matt Schoeneman <ul style="list-style-type: none"> Science Center & Building J Demolition – Some items that were completed for this project are importing of under slab select fill material, forming and pouring of pile caps & grade beams, underground site utilities and underground chilled water lines. The target occupancy Summer 2020. Johnson Student Center & Demolition – Increment 1 (Site Preparation) received DSA approval on February 20, 2018. Increment 2 (Building) was submitted to 				

DSA on February 15, 2018 and approval is anticipated August 2018. New Request for Proposals (RFP) for lease-leaseback construction delivery is anticipated to be solicited in September 2018. New bid phase anticipated September – November 2018. Target construction to start Winter 2018 – Spring 2021. Target occupancy Spring 2021.

- Scheduled Maintenance Projects –
 - Water Conservation – Notice of Completion approved by Board of Trustees on Aug.13, 2018.
 - Windows Replacement H Bldg. – The windows were installed, however the District has rejected the window installation due to failure to pass water test. Scope of corrective work is currently under review and a timeline for correction has yet to be determined.
 - Future Barrier Removal – The District is currently evaluating a restroom upgrade as a potential barrier removal project.
- Current Capital Projects –
 - Russell Hall Replacement (Health Sciences Bldg.) – Preliminary Plan was approved by the State on June 6, 2018. Design team is working on 60% construction drawing plans which are due to the District September 2018. The geotech/geohazard report will be submitted to California Geological Survey for review/comment. No changes are allowed to the square footage and/or programs. DSA submittal anticipated February 2019 and approval anticipated November 2019. Target construction April 2020 and occupancy May 2022.
 - Campus Entrance Improvements – A RFP for architectural services has been solicited on August 13, 2018 with a due date of September 14, 2018.
 - Campus Directory & Wayfinding – Modifications to existing wayfinding monument signs will be made by adding direction. In addition, new ones and various signs will be added to enhance the exterior wayfinding around the campus and parking lots. New metal building name signs are also being considered for some buildings.
 - Barrier Removal Signage/Wayfinding – Miscellaneous additional accessibility signage as needed.
 - Barrier Removal Exterior (Parking Lot 9 stalls) – This project bid was rejected as the bids came in over budget. Therefore, the construction fencing will remain in place.
 - Chavez Hall Renovation – New carpet and vinyl flooring has been replaced in the A-107 front offices. Paint was touched up and furniture returned to its place once the painting was completed on July 13, 2018. The next phase of work will be in the Fire Tech Offices which is tentatively scheduled for winter break.
 - Facility Modification Requests (FMRs) –AR 6601 – Currently 20 FMRs have been submitted and are in various stages of review and approval process.

	<ul style="list-style-type: none"> • Prop 39 Projects – <ul style="list-style-type: none"> ○ LED lighting conversions for all campuses – Buildings G & W interior work is complete. Building Z exterior canopies are complete. Building 930 exterior is complete and upcoming activities include exterior installation at Buildings C, I and L and exterior installation of canopies in Buildings D and H. • Current District-Wide Projects – <ul style="list-style-type: none"> ○ District-Wide Emergency Blue Phone & ADA Path of Travel (SAC, SCC, CEC, DO, OCSRTA and DMC). This project will go out to bid in September with a board approved contract in November or December. ○ District-Wide Access Control & Door Hardware Survey Assessments – Follow up access control software demonstration is scheduled for Sept. 17, 2018. Software products are still under review. A district-wide door survey started on July 30, 2018 and is anticipated to finish on or around the week of August 13, 2018. ○ AR 6520 Safety of District Property – Keying Guidelines – the district is working with a consultant and with both campus Working Groups regarding key access control guidelines per AR 6520. ○ Future Retrofit & Access Control Project – AR 6520 will be updated once the guidelines are completely developed. • ADA Transition Planning Update & Self Evaluation – The Working Group has been meeting and working on developing a first draft of the Self Evaluation & Transition Plan update. The next Working Group meeting is scheduled for Sept. 19, 2018. 	
5. STANDING REPORTS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
HEPPS (Health, Emergency Preparedness, Safety and Security) Task Force	HEPPS Task Force – No report at this time. Next HEPPS meeting is Sept. 6, 2018	
Facilities Report	Facilities Report – Mario Gaspar reported the following: Santa Ana College <ul style="list-style-type: none"> • Installed Hot water in Village 100 and 200 Men’s and Women’s Restrooms • New Windows have been installed in H- Building • Repaired an Electrical Short in G- Building • Resolved EMS lighting issues in D- Building • Repaired Flooring and installed new carpet in G-106 • H-210 Pharmacy Lab Project completed • Campus wide repair LED lighting interior/exterior retrofit (ongoing) • Install ADA sink, GFI outlets and Removal of cabinet door blocking electrical panel in T-212 • Annual Fire Extinguisher Service • Fire Hydrant Repair 	

	Centennial Education Center <ul style="list-style-type: none"> • Broke the water main leading into CEC • Irrigation Repairs • Annual Fire Extinguisher Service <p>80% of Work Orders that have been submitted between 1/1/18-8/17/18 have been closed out.</p>	
Environmental Task Force	Environmental Task Force – Susan Sherod	
	<ul style="list-style-type: none"> • No report at this time 	
6. STUDENT REPORT		ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • No report at this time 	
7. ACCREDITATION		ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • No report at this time 	
8. ART SPACE		
	<ul style="list-style-type: none"> • No report at this time 	
9. OLD BUSINESS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • Wayfinding and Campus Directories – Carri Matsumoto addressed this in her project update report above. 	
10. NEW BUSINESS	<ul style="list-style-type: none"> • BP6332 and AR6332 – Competitive Bidding Quotation & Contracts • BP6603 and AR6603 – Informal Bidding Procedures Under UPCCAA • Maintenance Work vs Public Works <p>These items were tabled for next month’s meeting in September.</p>	ACTIONS/ FOLLOW UPS
11. FUTURE AGENDA ITEMS	<ul style="list-style-type: none"> • CEC Building Lease – no report on this item. 	
12. OTHER	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	Next meeting September 18, 2018 – F-126	

SUBMITTED BY Maria Cardona



**SAC FACILITIES MEETING
MINUTES – SEPT. 18, 2018
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	Veronica Oforlea (a)	Marty Rudd, Co-Chair	Susan Sherod	Sarah Salas (a)	Mike Turrentine (a)
Jim Kennedy (a)	Christine Leon	Ben Hager (a)	Jaki King		
Vaniethia Hubbard	Mario Gaspar	Monica Zarske	Tommy Strong	District Liaison	
Jeffrey Lamb (a)	Don Mahany (a)	John Zarske		Carri Matsumoto	Darryl Taylor
Jennie Adams	Lorena Chavez	Elliot Jones (a)			
Brian Kehlenbach					
Guests				Campus Safety & Security	
Brian Schroeder	Allison Coburn -RSCCD			Scott Baker (a) Ray Wert	
Miguel Simental - HGA	Amy Treat - DSPS			ASG Representative	
Satoshi Teshima - HGA	Aggie Kellett, A&R		(a) = absent	Mariely Figueroa-Hernandez (a)	
1. WELCOME AND INTRODUCTIONS					
	Self-Introductions were made.			Meeting called to order at 1:35p.m. Adjourned at 3:00 p.m.	
2. PUBLIC COMMENTS					
	None				
3. MINUTES					
	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	The Aug. 21, 2018 meeting minutes were presented for approval.			ACTION Moved by Brian Kehlenbach to approve the Aug 21, 2018 Facilities Committee minutes as presented. 2 nd by Brian Schroeder. Motion carried.	
4. PROJECT UPDATES					
	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	Project Update Reports – Carri Matsumoto/Darryl Taylor/Matt Schoeneman <ul style="list-style-type: none"> Report was distributed for review only. HGA Presentation on Health Science Building – presentation by HGA attached. 				
5. STANDING REPORTS					
	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
HEPSS (Health, Emergency Preparedness, Safety and Security) Task Force	HEPPS Task Force – Don Mahany <ul style="list-style-type: none"> No report 				

Facilities Report	Facilities Report – Mario Gaspar reported the following: Santa Ana College <ul style="list-style-type: none"> • Installed brick path between T and R • Fixed tripping hazard in front of Johnson Center • Repaired wall in C-207 • Working on Improvement of Washington/Pacific Entrance • Tree trimming Company will start 9/24 • Scheduling Somerset to come out and install and service inverters • 90% of Work Orders that have been submitted between 8/22/18 – 9/18/18 have been closed out. 	
Environmental Task Force	Environmental Task Force – Susan Sherod <ul style="list-style-type: none"> • Susan Sherod reported that most of the recommendations of the Environmental Task Force (ETF) are realized at this point. There was a lot of input on the Master Plan and the Sustainable Master Plan. Some of the items that have already been done are LED lighting and xeriscaping. However, we would like to see solar panels and solar powered high efficiency fans, and more bike racks. Susan Sherod will share the final ETF report with this committee. She recommended the use of beacons to help with wayfinding issues. These beacons can be used through a smart phone to find your way through campus. Dr. Vaniethia Hubbard added that we have a mobile app that helps you maneuver through campus. It was suggested that Susan Sherod speak to the ASG Sustainability Committee to pitch any ideas. 	
Student Report	<ul style="list-style-type: none"> • Teddy Moreno and Kayla Walker – the students reported that there is lack of shaded areas and water stations on campus. They would like to see more trees for shade. Dr. Hoffman will work with Carri Matsumoto to address the shading issue. 	
6. ACCREDITATION	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • No report at this time 	
7. OLD BUSINESS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • None 	
8. NEW BUSINESS	DISCUSSION/COMMENTS <ul style="list-style-type: none"> • BP6332 and AR6332 – Competitive Bidding Quotation & Contracts • BP6603 and AR6603 – Informal Bidding Procedures Under CUPCCAA • <u>Maintenance Work vs Public Works</u> – Carri Matsumoto pointed out that there is a difference on how maintenance work and public works are processed. It is important to follow the steps in the document provided. Maintenance work will go through the SAC Maintenance and Operations department as the Public works would go through District Facilities department. 	ACTIONS/ FOLLOW UPS

	<ul style="list-style-type: none"> Facilities Modification Request (FMR) Process – The Board Policy, Administrative Regulations and forms are available in the Employee Intranet under the Facilities Department. These forms are used when doing a modification to a facility (i.e., exterior, interior, building related, change or reconfiguration in the classroom, space, alteration or any type of modification, etc.). Any of these changes will have to go through further review. 	
9. FUTURE AGENDA ITEMS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> CEC Building Lease – no report on this item. 	
10. OTHER	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	Next meeting Oct. 16, 2018	

SUBMITTED BY Maria Cardona

Santiago Canyon College Facilities & SAFETY Committee


Minutes

May 21, 2018

Attendees: Beth Hoffman, Eric Hovanitz, , Scott Sakamoto, Arleen Satele, Von Lawson, Ambar Nakagami, Pat Alvano, Jim Granitto, Julie Peeken, Stew Myers, , Isabel Murray, Rick Adams, , Zulema Mendez

Absent:

Guest: Manny Pacheco, Darryl Taylor, Chuck Wales, Carri Matsumoto

NEW BUSINESS		OUTCOME
1. Review of Minutes from April 16, 2018 Minutes	Approved by committee	
2. INTRODUCTIONS/ANNOUNCEMENTS	None	Eric Hovanitz
3. District Presentations	District Facilities Update	 180521 SCC Update FINAL.PDF District Facilities
4. Public Safety	Update 1. Redoing parking lots and road signage during the summer.	Manny Pacheco
5. College Facilities Update	SCC facilities update <ul style="list-style-type: none"> • A206 undergoing renovation for a meditation room. New flooring and refresh. • D 129 soffit currently under repair from bee removal • D building Fan coil update <ul style="list-style-type: none"> ○ Final submittals and schedule complete. Works begins June 4th. • ADA phase schedules have been submitted and are pending final revisions. <ul style="list-style-type: none"> ○ Work to be phased between June and December throughout campus (primarily concrete/asphalt repairs) • Fire control inspection reports received, bidding underway next week for repairs 	Chuck Wales

	<ul style="list-style-type: none"> • Work has begun on automating the field lighting and irrigation pump controller • D building chiller problem persists. ACCO being advised to get problem resolved. • LED lighting retrofits are underway in the H and SC buildings. <ul style="list-style-type: none"> ○ Exterior has begun ○ Interior in offices will be completed before or after staff hours ○ Classrooms will be done during the summer break.. • Successful bidder awarded gym resurfacing this summer • Facilities undergoing all AHU checks prior to summer <ul style="list-style-type: none"> ○ Inspection of all equipment ○ Rebuilding pumps and motors ○ Megger all motors ○ AC charge inspections ○ Calibrations ○ Filters • Custodial Team schedules modified for OT savings 	
7. Food Bank	<p>Status update</p> <ul style="list-style-type: none"> - Food Bank is growing well and provide summer service hours. 	Beth Hoffman
8. NEW BUSINESS /OTHER	NONE	
OLD BUSINESS & PROJECT STATUS REPORTS		OUTCOME/FOLLOW UP
1. . Relocation OEC Classes	<p>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.</p>	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	September 17, SC 103 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)

Santiago Canyon College Facilities & SAFETY Committee

Minutes

September 17, 2018

Attendees: Beth Hoffman, Scott Sakamoto, Arleen Satele, Ambar Nakagami, Pat Alvano, Jim Granitto, Julie Peeken, Rick Adams, , Zulema Mendez

Absent: Jennifer Coto, Stew Myers, Isabel Murray

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

NEW BUSINESS		OUTCOME
1. Review of Minutes from May 21, 2018 Minutes	Approved by committee	
2. INTRODUCTIONS/ANNOUNCEMENTS	Scott Sakamoto new Co-chair	Arleen Satele
3. Review Facilities and Safety Committee	Revisions to Mission, Responsibilities and Membership to be made and brought to next meeting.	Scott Sakamoto
4. District Presentations	District Facilities Update	District Facilities ..\180917 SCC Update FINAL.pdf
5. Public Safety		
6. College Facilities Update	<p>Status update</p> <ol style="list-style-type: none"> 1. ADA Construction - <ol style="list-style-type: none"> a. All of the prescribed scopes of work for phase 1.1 was completed for the start of the semester. b. Phase 1.2 will begin on September 14th and will include; <ol style="list-style-type: none"> i. The complete closure of Lot 5 ii. Closure of ADA parking at the south end and middle of Lot 4 iii. Completion of the sidewalk landing from Lot 1 ADA to U village c. This work will continue through December 2018. 2. Lighting retrofit - <ol style="list-style-type: none"> a. The exterior lighting was retrofit throughout campus except for parking lot lights. 	Chuck Wales

- b. Project is in its punch phase
- 3. D Building fan-coil project -
 - a. The project reached substantial completion and staff took occupancy in the middle of August
 - b. Commissioning is still ongoing (fine tuning), all testing, adjusting and balancing is complete.
- 4. Landscaping -
 - a. Consultants for FPPS have begun the study of the Campus Landscaping/ Athletic fields and have interviewed contractors and staff
 - b. Anticipated completion of rough draft in November
- 5. Fire Control Inspections/Repairs
 - a. Cosco has completed the 5 year inspection and are tallying necessary corrections
 - b. Pyro-Comm will be onsite this week to correct a master list of deficiencies
- 6. H Building electrical/HVAC/Elevator-
 - a. One of the two H building chillers is down due to a failed thermostatic expansion valve (refrigerant control) that will need to be converted to electronic
 - b. Bids were received and ACCO was awarded the contract. Material is being rushed with repairs expected inside of 2 weeks.
 - c. The remaining chiller was tripping a main breaker during the hotter weeks. Infrared scanning revealed a bad bus bar connection of the main breaker which was repaired during a nighttime shutdown.
 - d. The interior elevator has had a consistent problem with hydraulic fluid leaking from the main ram seal. A second new seal was installed today (different type) to hopefully rectify this.
- 7. B building refresh-
 - a. Contract documents were submitted to the District to begin the bidding process for new paint and flooring in 14 rooms of the B building.
 - b. Anticipate a 30 day turnaround in the month of October.

7. Food Bank	Status update - Food Bank open once so far this semester. Looking for volunteers.	Beth Hoffman
8. NEW BUSINESS /OTHER	Arleen Satele <ul style="list-style-type: none"> Special events can no longer take place in areas such as the circle turn about east of D due to emergency access. Student member <ul style="list-style-type: none"> Student member requests better communication when special events impact SCC students. Campus access is difficult when entrances are closed and/or parking lots are not accessible for students. 	
OLD BUSINESS & PROJECT STATUS REPORTS		OUTCOME/FOLLOW UP
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Physical Resources Committee

Meeting of September 5, 2018

1:30 p.m.

Executive Conference Room – District Office

Attendees: Peter Hardash, Diane Hill, Adam O'Connor, Carri Matsumoto, Darryl Taylor, Arleen Satele, Ambar Nakagami, Patricia Alvano, Bart Hoffman, Monica Zarske, and Roy Shahbazian.

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 September 5, 2018

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

- Science Center & Building J Demolition: Project is still in construction. Once the structural steel is delivered, construction will go vertical. Structural steel erection will last about 10 weeks. There was some delay with structural steel delivery, but it will not impact the target opening of summer 2020.
- Johnson Demolition and New Student Center: Final DSA approval was received on August 31, 2018. RFP for lease-leaseback construction delivery was advertised with a due date of November 7, 2018. Board approval anticipated November/December 2018. The budget is currently at \$51 million. \$2.3 million was re-allocated from the 17th & Bristol Street project since the project is on hold. The Johnson Demolition budget was re-allocated to the Johnson Student Center due to consolidation of phases into one project.

Scheduled Maintenance:

- There is a new state allocation for 2018-2019 scheduled maintenance projects. \$431,479 for Santa Ana College and \$184,920 for Santiago Canyon College. Projects for these funds have yet to be determined.
- SM17 SAC Building H Window Replacement: This is the last 2016-2017 scheduled maintenance project at SAC. A third party architect and an independent third party consultant will be hired to do an assessment on the windows due to the water intrusion test failure.
- SM 17 SCC Fan Coil Units (D): This project is almost complete.
- SM17 SCC Barrier Removal Phase 1: Construction is on-going.
- SM17 SCC Barrier Removal Phase 2A: Project is in the close-out phase.
- SM17 SCC Barrier Removal Phase 2B and Campus Entrance Improvements: This is a new project. RFP for architectural services was solicited on August 13, 2018 with a due date of September 14, 2018.
- SM 17 SCC Barrier Removal Phase 3: Review and coordination of plans is on-going. This project will be divided into multiple phases of work. An encroachment permit from the City of Orange is needed for Public Right of Way curb ramps for the Chapman entrance.
- SM 16 SAC Water Conservation: This is the last 2015-2016 scheduled maintenance project. A notice of completion was approved by the Board of Trustees on August 13, 2018.

Current Capital Projects:

- SAC Russell Hall Replacement (Health Sciences Building): Project is in the second phase of design. DSA submittal is anticipated in February 2019.
- SAC Campus Entrance Improvements: This is a new project. RFP for architectural services was solicited on August 13, 2018 with a due date of September 14, 2018.
- SAC Campus Directory & Wayfinding: The scope of work includes making modifications to the existing wayfinding monument signs by adding direction. In addition, new ones and various signs will be added to enhance the exterior wayfinding around the campus and parking lots. Various electronic directories are also being explored.
- SAC Barrier Removal Signage/Wayfinding: Project is to add more signage in parking lots to improve wayfinding for accessibility.
- SAC Parking Lot 9: The bids were rejected due to being over budget. The construction fencing will remain in place.
- SAC Chavez Hall Renovation: The next phase of flooring work will be in the Fire Tech Offices which is tentatively scheduled for winter break.
- SAC Facility Modification Requests (FMRs): The campus has currently submitted 20 FMRs and are in various stages of the review and approval process.
- SCC Orange Education Center Building Certification: The environmental consultant submitted the latest report and findings to the Orange County Health Care Agency (OCHCA) on August 20, 2018. The District is developing an RFP to retain a professional environmental consultant for the next phase of work to implement a new remediation plan.
- SCC Campus Directory & Wayfinding: The scope of work includes making modifications to the existing wayfinding monument signs by adding direction. In addition, new ones and various signs will be added to enhance the exterior wayfinding around the campus and parking lots. Various electronic directories are also being explored.
- SCC LRC Drywall Repairs: Project is in design.
- SCC Safety & Security Office: DSA approval is anticipated this week.
- SCC Barrier Removal Paper Towel Dispenser Replacement: All paper towel dispensers at SCC have to be replaced due to the Settlement Agreement.
- SCC Facility Modification Requests (FMRs): The campus has currently submitted five FMRs and are in various stages of the review and approval process.
- DO ADA Parking Lot Improvements: Project has received DSA approval and the budget is deficient. A ramp needs to be added to the front entrance of the building and accessible parking spaces need to be added.
- DO Elevator Tank-Cylinder and Pump Repairs: One elevator will be out of service at a time while the work is being under taken.
- DO Facility Modification Requests (FMRs): The District Operations Center has received four FMRs and are in various stages of the review and approval process.
- District-Wide Emergency Blue Phone & ADA Path of Travel: The District is going to do a test pilot starting at the Digital Media Center site. Other sites will be scheduled after the test pilot is complete.
- District-Wide Access Control & Door Hardware: The door survey has been completed. AR 6520 will be updated once guidelines are completely developed for keying procedures.

Prop 39 Year Five Project:

- At SAC and SCC, all interior work is complete and the remaining exterior work will be completed by mid-September. At DO, all work is complete. At OCSTRA and DMC, work will be completed the first week in September.

Agenda Item: AR 6601 Facility Modification and New Construction

Discussion: Ms. Matsumoto stated this is a new administrative regulation. A facility modification is defined as any addition to, removal of or alteration to existing facilities, including, reconstruction, new construction, improvements to site or buildings, parking lot striping or parking reconfigurations. This administrative regulation is not applicable to routine, recurring and preventative maintenance work.

Agenda Item: Sustainability Committee Update

Discussion: Ms. Matsumoto stated the committee had no update and the first meeting is this month.

<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 stated the District is about 66 percent spent and/or encumbered as of June 30, 2018.

Agenda item: Campus Facilities Meetings Update

Discussion: Meeting Minutes were distributed from the SCC Facilities Committee meeting Minutes from the April 16, 2018 meeting and there was no update from the SAC Facilities Committee.

Agenda item: Meeting Minutes – May 2, 2018

Discussion: Mr. Hardash called for a motion to approve the PRC Minutes of the May 2, 2018 meeting. Mr. O'Connor made a motion, seconded by Ms. Satele and approved unanimously.

Agenda item: Future Meeting Schedule

Discussion: The next scheduled meeting is on Wednesday, November 7, 2018 at 1:30 p.m. in the Executive Conference Room, District Office.

Adjournment: Mr. Hardash called for a motion to adjourn the September 5, 2018 PRC meeting. Ms. Matsumoto made a motion, seconded by Ms. Zarske and approved unanimously to adjourn at 3:15 p.m.