

Physical Resources Committee

Wednesday, May 1, 2024 – 1:30 p.m.

Zoom Meeting: <https://rscdd-edu.zoom.us/j/84726781298>

Agenda

1. Call to Order – Matsumoto
2. Introductions – Matsumoto
3. Approval of Meeting Minutes – March 6, 2024 (Action) – Matsumoto
4. Projects Update – Matsumoto
 - Capital
 - Scheduled Maintenance
 - Addendum to Facilities Master Plan Update
 - Five-Year Capital Outlay Plan
5. Colleges' Earth Day Events
6. Sustainability Committee Update – Matsumoto
 - Sustainable RSCCD (SRC) Next Meeting May 15, 2024
 - Website:
<https://www.rscdd.edu/Departments/BusinessServices/sustainable-rscdd-committee/Pages/default.aspx>
7. Update on Campus Facilities Meetings
 - [SAC – Facilities and Safety Committee Update](#) - Hoffman
 - Next Meeting May 21, 2024
 - [SCC – Facilities and Safety Committee Update](#) – Satele
 - Next Meeting May 20, 2024
8. Potential Bond Measure
9. Meeting Schedule 2024-25: September 4, 2024; October 2, 2024 (Email only); November 6, 2024, February 5, 2025 (Email only); March 5, 2025, and May 7, 2025
10. Other
11. Adjournment

The Rancho Santiago Community College District aspires to provide equitable, exemplary educational programs and services in safe, inclusive, and supportive learning environments that empower our diverse students and communities to achieve their personal, professional, and academic goals.

Physical Resources Committee Minutes of March 6, 2024

Members Present: Carri Matsumoto, Diane Diaz (arrived after introductions), Dane Clacken, Bart Hoffman, Shannon Kaveney, Joe Melendez, Amber Nakagami, Arleen Satele, Tommy Tong, Michael Turrentine, and Monica Zarske

Members Absent: Iris Ingram, Christine Gascon, and Jason Huskey

Guests Present: Hugo Curiel, David Nakagami, Tae Kim, Chuck Wales (arrived at 1:37 pm), and Kennethia Vega (recorder)

1. Call To Order
Matsumoto called the meeting to order upon achieving quorum at 1:33 pm due to the absence of Vice Chancellor Ingram.
2. Introductions
Committee members and guests introduced themselves and announced the constituency group they represent.
3. Approval of Meeting Minutes – November 1, 2023 (Action)
A motion made by Clacken was seconded by Satele to approve the minutes of the November 1, 2023, meeting as presented. The motion passed unanimously.
4. Projects Update (Matsumoto)
Matsumoto screenshared the projects update and provided an extensive review with the assistance of Joe Melendez, Tae Kim, Hugo Curiel and David Nakagami. Updated photos of various capital projects, scheduled maintenance projects at each site were shared with detailed information on the status/completion of projects, facility modification request projects, Blaser Settlement update, access control and key projects with updates noted in **blue text**. The Projects Update presentation is posted on the PRC webpage for ease of review and reference.

Major highlights include:

- Russell Hall Replacement (Health Science Building) is in closeout with stairwell flooring, window shades and bathroom accessories, and card readers completed. The interior and exterior signage is in bid process while building HVAC receives fine tuning. The building is in use but experienced flooding due to excessive rain, which is being addressed.
- Russell Hall Demolition/Restoration and Campus Entrance Improvement Project – This is phase 2 and required as part of the replacement of Russell Hall with the construction of both the Health Science and Science Center buildings. Russell Hall is now closed, and interior demolition will begin. Construction fencing has been erected at the front of campus with vehicular and pedestrian traffic redirected to alternate pathways during construction. Hazmat work will begin in mid-April through June with specific dates blocked out for finals so as not to interrupt classrooms in the vicinity. The duration of this project is 24 months. Discussion ensued with confirmation of two cameras that need to be moved as part of the secondary projects.

- Parking Lot 9 is now completed and open. Positive feedback was received by the campus.
- Other Projects include the Temporary Village at SAC with bids due March 11 and Building S Safety Key room that has been completed.
- CEC Redevelopment Project is progressing to design stage. A selection panel has been established with representatives from SAC, SCC, and the District Office to review proposals from architectural firms. Nine proposals were received, a short list of interviews is being scheduled and a recommendation will be forwarded to the Board of Trustees soon.
- The Bristol and 17th Street project remains on the list with a report completed and shared with the campus. There is no new activity until funding is identified to move forward.
- The Facility Modification Request process has been initiated by SAC for a new synthetic football field that includes a scoreboard and lighting. Architectural approval is anticipated for the March 11, 2024, Board meeting. The Building K canopy in the welding program received architectural approval by the Board on January 16, 2024, and is now procuring land surveying and geotechnical services. Discussion ensued about SAC safety programs being combined with SAC-OCSRTA (SAC-Orange County Sheriff's Regional Training Academy) with proposals anticipated by the end of this month.
- Orange Education Center Site Remediation & Redevelopment is ongoing for a minimum of five years or longer until clearance is received by the Orange County Health Department. There is approval by the Board of Trustees to enter into a short-term lease to generate revenue during the remediation process. Anaheim Hyundai is considering the property for vehicle parking storage and the lease is contingent upon a conditional use permit to operate off-site vehicle storage site.
- SCC is working with Orange Unified to partner on a future development. The partnership would include career technical education, a new middle college high school, and potentially adult education classes. The property is currently owned by Orange Unified School District and a joint occupancy partnership is being considered with future bond measure consideration for funding. Also work continues with continuing education to consolidate their lease spaces with current leases extended out to the end of 2028.
- SCC Campus Entrance Improvement Project is nearing completion of phase 1 with anticipated opening by March 25 for the March 27 SCC event. Positive feedback was received from the campus. Phases 1 and 2 are the result of the Blaser Settlement Agreement to correct paths of travel and ADA accessibility barriers. Discussion ensued regarding project budgets, potential rescoping, and phasing of the remaining work to meet settlement agreement requirements.
- SCC Building D Restroom Restoration Project is near completion and positive feedback was received by the campus.
- Soccer Path of Travel at SCC is ongoing with construction budget and schedule under review. DSA approval is pending. The dean has requested work start at the end of the year to not interfere with soccer program.
- Scheduled Maintenance Projects (SM23) were discussed.
- Access Control & Key Projects were discussed.
- Fire System and Code Repairs are needed at both campuses and briefly discussed.
- HVAC and roof repairs at SAC are being combined for efficiency purposes. Engineering peer review of construction drawings has been completed and

bids should go out later this month. Coordination is key as this project includes Buildings G, H, W, L, T and X with many at the front of the campus where the Russell Hall demolition is occurring. A phasing plan is being established so as not to impact the college all at once. Work is anticipated to begin in late summer/early fall. Discussion ensued regarding the upgrade of HVAC for data centers which is critical to the infrastructure and is part of the 5-year scheduled maintenance plan.

- Middle College High School roof replacement phase 1 is completed and phase 2 is in bid process and anticipated for Board approval on March 25, 2024.
- Furniture and equipment deliveries continue to be delayed by vendors.

Matsumoto reported there are over 100 active projects in addition to FMRs which amounts to over 160 projects being addressed by Facilities with the highest workload ever seen in the department. This includes scheduled maintenance, FMRs, backlog of campus requests, fire, life, and safety projects with lots of planning to support the execution of these projects. There is a whole host of FMRs in the queue; criteria evaluation will be used to address requests in a robust manner with assistance by the colleges for determining the highest priorities.

Discussion ensued regarding the access control project – mechanical rekey for the entire district. Estimated funding has been established, key records from both campuses have been received and will serve as the basis for the key schedule. A key schedule consultant will develop the key hierarchy system starting with SAC. A workgroup will be assembled to validate key schedules which will take place prior to the installation of any new hardware. SCC will follow in early 2025. Discussion followed regarding the piloted updated key approval process with feedback affirming its effectiveness and efficiency. An inquiry was made about legacy keys for the DMC, and it was determined that further review and discussion is required off-line to address this issue.

Matsumoto briefly reported on the Sustainable Master Plan Update noting workgroup met on March 1. Once the Comprehensive Master Plan is completed there will be a new cycle of planning. The sustainable master plan will be added to the 8-year cycle. Ongoing activities include CEC redevelopment, alternatives to lease spaces for OEC and the addendum for the Facilities Master Plan Update.

Matsumoto commented on the facilities advisories posted on the employee intranet, with the latest advisory on Fire Rated Assemblies Inventory and Repair. This is to ensure that fire rated assemblies and walls are identified accurately so that when the campus or other vendors do maintenance work, such assemblies are not damaged.

5. Sustainability Committee Update

Matsumoto announced the Sustainability Committee will meet March 20, 2024. Earth day events were confirmed for the colleges with SAC hosting on (Monday) April 22 and SCC hosting on (Thursday) April 25. Facilities will provide support and set up a booth at each campus.

6. Update on Campus Facilities

- SAC – Hoffman reported on the activities of the SAC Facilities & Safety Committee. Topics focused on lock-down drill, EOC training and AR 3900 speech, time, and manner, as well as campus-wide notifications and use of RAVE

alert, with consideration for mass-email to advise individuals of information relative to safety and security. The next Safety and Security Town Hall was discussed, and future agenda items include key access issues, disaster service workers, and reviewing accreditation standards for total cost of ownership which have changed.

- SCC – Satele reported on the activities of the SCC Facilities and Safety Committee. Topics focused on the U Village decommissioning task force, lock-down drill on March 13, updated restrooms, and campus entrance projects. The next meeting is March 18 to potentially include a college-wide discussion of the utilization study via zoom.
- Matsumoto explained that a utilization study was initiated for both campuses to compare space utilization and classrooms for pre-pandemic 2019 and fall 2023. To better understand classroom space, lab space and how use occurred on campus before COVID, then when teaching modalities changed with online and hybrid classes and see what the impact was to space. That comparison was completed against the State’s standards in terms of efficient utilization. The report is a snapshot in time and provides information for the campuses to plan and use spaces differently, making improvements as needed. Presentations on these findings will be provided to the campuses at their respective Facilities and Safety Committee meetings in March.
- Training on Dabblefox at the campuses was briefly discussed.

7. Potential Bond Measure

The district is considering a potential bond measure for November 2024. Poll to be conducted in April to determine support for a potential bond districtwide. Though there may be consideration for SFID, the consensus of the board may be for a districtwide bond. The amount is still to be determined while the planning continues. Public information offices are doing a great job of informing our communities, college constituency and the general public.

8. Meeting Schedule

Matsumoto confirmed the next meeting is May 1, 2024, via zoom.

9. Other

There were no questions or concerns expressed.

SCC student representative was unable to attend meeting but submitted the attached email announcement.

10. Adjournment

The meeting adjourned with a motion made by Hoffman and seconded by Clacken that passed unanimously at 2:39 pm.

From: [Gabriel](#)
To: [Vega, Kennethia](#)
Subject: [EXTERNAL] ASGSCC Absense
Date: Wednesday, March 6, 2024 1:27:54 PM

****External****

Hello,

I hope this email finds you well. This is the delegate from Santiago Canyon College for the Physical Resources Committee. Unfortunately, I will not be able to attend today's meeting as something last minute has come up for me to attend to. Given that this was last minute, I was not able to find someone else to go in my place. However, I did attach what I would have given as my report below:

ASGSCC Report:

- Brain Awareness week from 3/11-3/13
- Go-Green Trivia on 3/13
- National Student Advocacy Conference in Washington D.C from 3/15-3/19
- Cabinet meeting this Friday

Thank you and I hope you have a great meeting!

Best Wishes,
Gabriel

Sent from [Mail](#) for Windows

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