

# Physical Resources Committee

Meeting of November 6, 2019

1:30 p.m.

Executive Conference Room – District Office

**Attendees:** Carri Matsumoto, Darryl Taylor, Adam O’Connor, Bart Hoffman, James “Marty” Rudd, Mario Gaspar, Arleen Satele, Patricia Alvano, Ambar Nakagami, and Craig Rutan.

## Minutes

**Call to Order:** Ms. Matsumoto called the meeting to order at 1:32 p.m. and attendees introduced themselves.

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

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

### Measure Q:

- Science Center & Building J Demolition: Final completion is anticipated in April 2020. Target occupancy is the Fall semester in 2020.
- Johnson Student Center & Demolition: The project is under construction and going well. New underground utilities are being installed at the Express West location.

### Scheduled Maintenance:

- The state allocation for 2019-2020 scheduled maintenance projects is \$229,136 for Building T at SAC.
- The state allocation for 2018-2019 scheduled maintenance projects at SAC is \$431,479 and will be used for the barrier removal Library restroom upgrade project.
- The state allocation for 2018-2019 scheduled maintenance projects at SCC is \$184,920 and will be used for various barrier removal projects.
- The 2017-2018 scheduled maintenance projects at SCC are to correct the Blaser Settlement items. Many exterior deficiencies have been corrected.
- SM 18 SCC BR Phase 4C Parking Ticket Kiosks: This project will replace the existing parking ticket kiosks to make them accessible and add an additional parking ticket kiosk. Scheduled maintenance funds can be used for this project at SCC since it is a barrier removal project and was noted as a deficiency in the Blaser Settlement Agreement.
- The 2017-2018 scheduled maintenance projects that have been completed are: SM 18 SCC BR Phase 4C Lower Toilets in Building E, SM 18 SCC BR Phase 4C Science Center Stairwell Wheel Guard, and SM 18 SCC BR Phase 4C Stair Treads.
- The state allocation for 2016-2017 scheduled maintenance projects at SCC is \$2,817,909 and several projects are underway. The state has provided an allocation to RSCCD each year for the past few years but the allocation has been significantly reduced each year. The state allocation for 2017-2018 scheduled maintenance projects at SCC is \$1,371,504. It is a condition of state funding that if a district applies for capital funding for construction projects, the District must have a scheduled maintenance plan. The state

scheduled maintenance plan needs to be updated every year just like the five year capital construction plan is updated every year.

#### Current Capital Projects:

- SAC Russell Hall Replacement (Health Sciences Building): This is a state funded project and the estimated contribution from the state is \$20 million. The estimated budget for the project is \$58.8 million. The project is currently in DSA for review. Prequalification of contractor applications is currently under review. Since this project is a state funded project, each phase of the project needs to be approved by the state before moving forward into the next phase. Mr. Hoffman inquired when construction is supposed to start. Ms. Matsumoto noted that construction is anticipated to start in summer 2020 and really depends on when the project receives approval from DSA. Demolition of the existing Russell Hall Building is required at the end of this project.
- SAC Campus Entrance Improvements: The location of Russell Hall after its demolition will need restoration at minimum. The agreement for architectural services for Phase 1 preliminary schematic design phase was approved by the Board of Trustees on September 23, 2019.
- Secondary Effect Relocations: There are multiple relocations of groups that need to occur as a result of secondary effects related to the demolition of Russell Hall. The project budget is to be determined because there is a lot of planning involved to determine the scope of work.
- SAC & SCC Emergency Blue Phones & ADA POT: The phones have been installed at both campuses and are being programmed and tested now.
- ITS Copper Wire Project: The architect is finalizing drawings and the District will review them before the project is submitted to DSA.
- SCC Orange Education Center Building Certification: Hazardous material abatement activities are in progress within the building and should be wrapping up this month. Physical building demolition is anticipated to start early in December 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.
- SCC Safety Portable Offices: Work is about 95% complete.
- District-Wide Emergency Blue Phone & ADA Path of Travel: DO and CEC have yet to be scheduled.
- District-Wide Access Control & Door Hardware: Several constituent groups and committee meetings have occurred to discuss the new Draft Key Distribution Procedures and the plan for re-keying of buildings as part of a district-wide retrofit program. 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). District Campus Safety will be the entity responsible for distributing keys to employees. Mr. Gaspar inquired if a key system has already been created. Ms. Matsumoto stated the master key hierarchy has been established. Mr. Gaspar inquired how and who will be cutting keys for each building. Ms. Matsumoto stated this is not clearly defined yet but Safety will be responsible for changing lock cores.

**Agenda item:** Sustainability Committee Update

**Discussion:** Ms. Matsumoto stated the committee had recently met and the committee's one campaign is still plastic reduction. The committee reviewed the draft updated programs, projects and planning list and discussed planning for the upcoming Earth Day events at the campuses. Mr. Hoffman inquired if the District has a waste disposal vendor that abides by separating trash and recyclables. Ms. Matsumoto stated that the District has a new waste hauler and there are items in the contract that require them to undertake separation as requested to conform with the law.

<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 is at 65% spent for a total of \$130 million, 27% encumbered totaling \$54 million and an 8% balance to spend down. Measure Q will hopefully be fully spent down by 2022. Ms. Satele inquired when Measure Q was approved and Mr. O'Connor stated 2012. Ms. Matsumoto noted that if a project is a major capital improvement, the programming phase takes at least two years, design and agency approval takes at least another two years, and construction takes about another two years.

**Agenda item:** Campus Facilities Meetings Update

**Discussion:** Meeting Minutes were distributed from the SCC Facilities Committee meetings from May 20, 2019 and September 16, 2019. Ms. Satele noted the president of the campus did a presentation on the proposed bond projects. Meeting minutes were distributed from the SAC Facilities Committee meetings from May 21, 2019 and September 17, 2019. Mr. Hoffman noted that more hand dryers will be installed at the campus.

**Agenda item:** Meeting Minutes – September 4, 2019

**Discussion:** Ms. Matsumoto called for a motion to approve the PRC Minutes of the September 4, 2019 meeting. Mr. O'Connor made a motion, seconded by Ms. Satele and approved unanimously.

**Agenda item:** Future Meeting Schedule

**Discussion:** It was noted that the next meeting would be by email only on February 5, 2020. The next scheduled in-person meeting is on Wednesday, March 4, 2020 at 1:30 p.m. in the Executive Conference Room, District Office.

**Adjournment:** Ms. Matsumoto called for a motion to adjourn the November 6, 2019 PRC meeting. Mr. Hoffman made a motion, seconded by Ms. Satele and approved unanimously to adjourn at 2:19 p.m.