

# Physical Resources Committee

Wednesday, May 5, 2021 – 1:30 p.m.

Zoom Meeting: <https://cccconfer.zoom.us/j/96163477721>

## Agenda

1. Call to Order – O'Connor
2. Action - Approval of Meeting Minutes – March 3, 2021 – O'Connor
3. Action - 2021/2022 Proposed Meeting Schedule – O'Connor
4. Projects Update – Matsumoto
  - Measure Q
  - Scheduled Maintenance
  - Capital
5. Sustainability Committee Update – Matsumoto
  - Sustainable RSCCD (SRC) Website:  
<https://rsccd.edu/Departments/Business-Operations/sustainable-rsccd-committee/Pages/default.aspx>
6. Measure Q Financial Summary Update – O'Connor
7. Update on Campus Facilities Meetings – Hoffman/Satele
  - SAC – Facilities Committee Update
    - February 16, 2021 and March 16, 2021
  - SCC – Facilities Committee Update
    - February 22, 2021; March 15, 2021; and April 19, 2021
8. Next Meeting: September 1, 2021 at 1:30 p.m. – Zoom or TBD
9. Other
10. 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 of March 3, 2020

1:30 p.m.

Zoom Meeting

**PRC Members Present:** Carri Matsumoto, Darryl Taylor, Adam O'Connor, James "Marty" Rudd, Arleen Satele, Bart Hoffman, Alex Taber, Ambar Nakagami, Michael Turrentine, Dane Clacken, Binh Dau, Max Newman, and Ben Colin

**PRC Members Absent:** Mario Gaspar, Christine Gascon, Beth Hoffman, and Monica Zarske

**Guests Present:** Kelvin Leeds

## Minutes

**Call to Order:** Mr. O'Connor called the meeting to order at 1:32 p.m. and attendees introduced themselves.

**Agenda item:** Meeting Minutes – November 4, 2020

**Discussion:** Mr. O'Connor called for a motion to approve the PRC Minutes of the November 4, 2020 meeting. Mr. Hoffman made a motion, seconded by Ms. Matsumoto and approved by the committee unanimously.

**Agenda item:** Measure Q, Scheduled Maintenance, Capital and Prop 39 Projects Update – dated November 4, 2020

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

### Measure Q:

- Science Center & Building J Demolition: The project is still in construction and is delayed. There is ongoing corrective work due to failed sealant adhesion. This issue has been disputed for several months. The District is working with the contractor on a schedule for this corrective work. There are over 115 windows in the building with this sealant issue. The target occupancy is Summer 2021 for Fall 2021 semester classes, but this is not guaranteed. The exterior metal panel reinstallation is almost complete.
- Johnson Student Center & Demolition: The project has had delays, but overall is making good progress in construction. Target occupancy is Summer 2021. Completed installation of window shades, visual display boards, flooring & base, toilet accessories, prefabricated walls and won door. Completed water infiltration testing. Completed food facilities health inspections. First phase of furniture and equipment delivered. Installed site lighting. Completed testing of the fire alarm system.

### Current Capital Projects:

- SAC Russell Hall Replacement (Health Sciences Building): This is a state funded project and the Notice to Proceed was issued to commence construction on March 1, 2021. Decommissioning of Russell Hall must be complete by Winter 2023 and the demolition of

Russell Hall is anticipated to start Spring 2023 to complete the project by the State construction deadline.

- SAC Campus Entrance Improvements: The project is to restore the location when Russell Hall is demolished. Phase 1 will consist of front entry improvements off of 17<sup>th</sup> Street, softscape and hardscape improvements, the introduction of a new “hairpin” vehicular driveway with a drop-off, and front entry plaza improvements. The budget is \$5.3 million for Phase 1 only.
- SAC ITS Copper Wire Project: The project received DSA approval. This project has to be completed prior to the demolition of Russell Hall as some of the active infrastructure runs through the Russell Hall building. The project is in the bid phase.
- Building B Relocation and Restoration: The MCHS move and Adult Education moves are under review for a future move schedule to be coordinated.
- SAC Campus Directory (Electronic): The project is on hold due to budget concerns and unselected manufacturer product type.
- SAC Barrier Removal Signage/Wayfinding: The project has been approved by DSA. A schedule for bid and construction is under review.
- SAC Parking Ticket Kiosks: The award of bid was ratified by the Board of Trustees on February 22, 2021 and construction has begun.
- Northgate Proposal for Student Housing (4th & Minter Streets): The proposal by Northgate is still under review.
- Centennial Education Center (Capital Improvement Contribution & Future Redevelopment): An RFQ/RFP for solicitations to hire a third party consultant to undertake site development planning was re-advertised. An internal campus and district work group is being developed.
- Bristol & 17th Street Property: An RFQ/RFP for solicitations to hire a third party consultant to undertake site master planning to determine the opportunities and options for development will be re-advertised. An internal campus and district work group is being developed.
- SCC Orange Education Center Building Certification: The building was demolished and completed March 23, 2020 as a result of discovered underground soil vapor contamination while undertaking a redevelopment design option to upgrade the building to meet the DSA building code standards. As a result of newer environmental regulations and in order to meet Orange County Health Department requirements for commercial clean-up standards, it was determined the building would need to be demolished in order to clean up the soil vapors on the property that resided beneath the building due to historical prior industrial business use on the site. The remediation design is currently in the bid phase. The construction of the underground system is anticipated to commence spring/summer 2021. The budget is under review and does not include the millions of dollars it is going to cost for remediation.
- SCC Campus Entrance Improvements: This project is a result of the Blaser Settlement to correct path of travel slope deficiencies in and around the quad adjacent several building locations, the front campus entrance and access from the public right of way and nearest bus stop, including areas around the fountain. The project is now phased into two construction phases and two project areas. The first phase being the implementation and construction of a new roundabout and drop-off adjacent the east side of the Library,

between Parking Lot 6, going down from the east Chapman entry. The second phase of work includes all of the path of travel from the main Chapman entrance west sidewalk up to the front of campus adjacent the fountain and up through Strenger Plaza with hardscape work near Buildings D, E and the Library. We are currently in construction document design for Phase 1. Phase 1 DSA submittal anticipated Summer 2021.

- SCC Campus Directory (Electronic): The project is on hold due to budget concerns and unselected manufacturer product type.
- SCC Barrier Removal Signage/Wayfinding: The project has been approved by DSA. A schedule for bid and construction is under review.
- DO ADA Parking Lot Improvements: Phase 1 is currently in the bid phase.
- District-Wide Electronic Access Control & New Key Distribution Procedures: The contract for architectural and engineering design services for the following test pilot project locations was approved by the Board of Trustees on February 22, 2021: Building D at SAC, Buildings D and H at SCC, DMC and mechanical re-key at CEC.

#### Scheduled Maintenance:

- SM 19 SAC Barrier Removal Library Restroom Upgrade: The award of bid was approved by the Board of Trustees on February 8, 2021.
- SM 20 SAC Building T Hazardous Material Abatement: This project will look at evaluating the possibility of undertaking hazardous material floor abatement work on the second floor in two labs while the nutrition and fashion labs are not being utilized due to the long lead time it takes to do this work. The project is in the planning phase.
- SM 18 SCC Barrier Removal Phase 4A Lot 2 and Lot 7 Crosswalk Repairs: The contract for architectural services was approved by the Board of Trustees on February 22, 2021.
- SM 18 SCC Barrier Removal Phase 4B Broadmoor Trail Repairs: The construction has commenced and is anticipated to last through May. The project has experienced delays due to inclement weather and unforeseen wet soils conditions.
- SM 18 SCC Barrier Removal Phase 4C Parking Ticket Kiosks: All 13 parking ticket kiosks have been installed at SCC and a Notice of Completion was approved by the Board of Trustees on February 22, 2021.
- SM 18 SCC Barrier Removal Phase 4A Bldg D Multi-User Restroom Renovation: This project consists of the interior demolition and renovation of two multi-user restrooms on both the first and second floors of Building D. The contract for architectural services was approved by the Board of Trustees on February 8, 2021.
- SM 18 SCC Barrier Removal Phase 4A Bldg D Single-User Restroom Renovation: This project consists of the interior demolition and renovation of two single-user restrooms on the first floor of Building D. The contract for architectural services was approved by the Board of Trustees on February 8, 2021.
- SM 18 SCC Barrier Removal Phase 4A Bldg D Elevator: The project will improve and modernize the elevator in Building D.
- New Barrier Removal Projects in Planning at SCC: Buildings A and B Elevator Modernizations.
- Blaser Settlement deficiency items completed to date: 347 out of 418 exterior (83%) deficiencies have been corrected and 198 completed out of 241 items for interior (82%).

Overall, the Blaser Settlement barrier corrective items are 82% complete. Multiple projects are currently in various phases of planning, design and construction.

**Agenda item:** Sustainability Committee Update

**Discussion:** Ms. Matsumoto noted the committee has not recently met and the next scheduled meeting is coming up on March 17, 2021. <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 about 95% spent or encumbered.

**Agenda item:** Campus Facilities Meetings Update

**Discussion:** Meeting minutes were distributed from the SAC Facilities Committee meeting from October 20, 2020; November 17, 2020 and December 15, 2020. Mr. Hoffman noted the campus has been painting classrooms, cleaning carpets and preparing to install MERV 13 filters to replace the filters in all the buildings and sites. There is a new form that was created and approved for use for special events. The campus is now a vaccination dispensing site for the county Wednesday through Sunday from 8am-4pm. All athletes on campus are tested for COVID every week. There will be upcoming blood drives on March 19, 2021 and April 23, 2021.

Meeting Minutes were distributed from the SCC Facilities Committee meetings from October 19, 2020 and November 16, 2020. Ms. Satele noted the campus is working on a small landscaping project around the Safety Building. The campus is still offering COVID testing. All athletes on campus are tested for COVID every week. The campus is looking into purchasing more plexiglass dividers. The food distribution drives on Fridays have been very successful. Mr. Leeds inquired what the campuses were doing in regards to ventilation. Ms. Satele noted the campus is flushing the air out of the buildings in the morning and in the evening and has ordered MERV 13 filters. The MERV 13 filter orders are delayed. Ms. Matsumoto noted the air is flushed out of the building every evening, the coils are cleaned regularly and the custodians are following strict cleaning protocols district-wide. Some locations have portable hepa filters.

**Agenda item:** Future Meeting Schedule

**Discussion:** The next scheduled meeting on May 5, 2021 at 1:30 p.m. via zoom.

**Agenda item:** Other

**Discussion:** Mr. Leeds inquired about refunds for employees who purchased parking passes. Mr. O'Connor noted that all employees need to pay for parking and Ms. Satele noted that all students who paid for parking were refunded.

**Adjournment:** Mr. O'Connor called for a motion to adjourn the March 3, 2021 PRC meeting. Mr. Hoffman made a motion, seconded by Ms. Satele and approved unanimously to adjourn at 2:33 p.m.

# Physical Resources Committee

## 2021/2022 Fiscal Year Proposed Meeting Schedule

All meetings will be held from 1:30 – 3:00 p.m.  
Location TBD

September 1, 2021 – Meeting

October 6, 2021 – Email update

November 3, 2021 – Meeting

February 2, 2022 – Email update

March 2, 2022 – Meeting

May 2, 2022 – Meeting

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*PHYSICAL RESOURCES COMMITTEE MEETING  
PROJECT UPDATES  
MAY 5, 2021*





## 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) 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:

- ▶ Ongoing punch list activities
- ▶ Ongoing corrective work due to failed window water intrusion testing and recent failed sealant adhesion tests
- ▶ Project is delayed due to the above unfinished work
- ▶ Target occupancy Summer 2021 for Fall semester classes (The schedule is under review. A decision about whether a move can be scheduled for summer will be made at the end of April/early May.)

## Budget:

- ▶ \$70.48 million





# PROJECT UPDATE SANTA ANA COLLEGE JOHNSON STUDENT CENTER

## Project Summary:

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

## Current Status:

- ▶ The project reached substantial completion on March 15, 2021
- ▶ Anticipated final completion is late May 2021
- ▶ Phased moves will occur through end of June 2021 for a Fall Semester Opening

## Budget:

- ▶ \$60 million
- ▶ \$59.20 million funded by Measure Q
- ▶ Note: The budget is currently deficient by \$801,778





# PROJECT UPDATE SANTA ANA COLLEGE JOHNSON STUDENT CENTER





# PROJECT UPDATE SANTA ANA COLLEGE JOHNSON STUDENT CENTER



# 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, and 20 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 contractor mobilized trailers on March 18, 2021 and installed the perimeter construction fence
- ▶ Surveying and grading started in mid-April
- ▶ During recent grading activities, the contractor discovered a killdeer bird's nest in the gravel on site. A biologist has been called out to assess the nest. The bird is a protected bird on the American Migratory Bird Treaty Act of 1918, although not endangered. The District is required to protect the nest until eggs have hatched and fledged. This may cause an unexpected delay to the project.
- ▶ Target occupancy Spring 2023 (subject to change)
- ▶ Decommissioning of Russell Hall must complete Winter 2023 and demolition anticipated to start Spring 2023 to complete the project by the State construction deadline (subject to change)

### Budget:

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



# CURRENT CAPITAL PROJECTS CAMPUS ENTRANCE IMPROVEMENTS

## Project Summary:

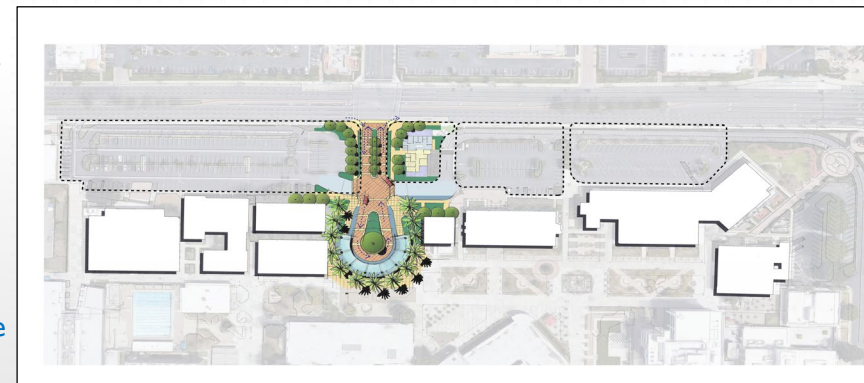
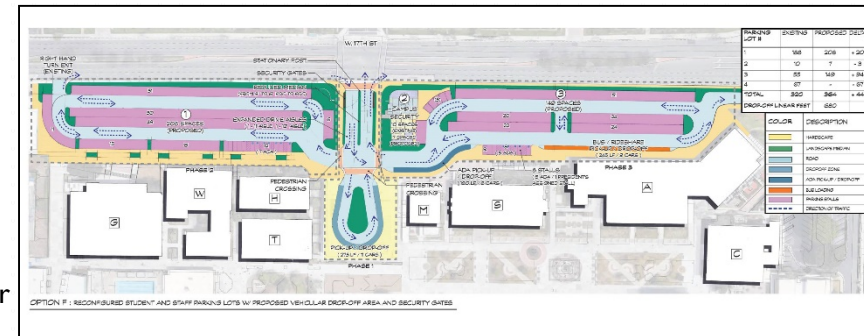
- ▶ The Campus Entrance Improvement project is scheduled to start upon completion of the Russell Hall Demolition project around Winter 2023. The project objectives include traffic congestion reduction, improve pedestrian and vehicle circulation, remove accessibility barriers, increase bus/ ride-share drop-offs, and improve the campus front entry.
- ▶ In an effort to minimize college impacts and provide flexible construction budget options, the project will be phased into three (3) phases.
- ▶ Phase 1 will consist of front entry renovations, softscape and hardscape improvements, the introduction of a new “hairpin” vehicular turn, and front entry plaza improvements.
- ▶ Phase 2 will consist of Parking Lot # 1 renovations with hardscape and softscape improvements and increased parking stalls counts.
- ▶ Phase 3 will consist of Parking Lot # 3 and # 4 renovations with hardscape and softscape improvements, increased parking stall counts, increased drop-off areas, and dedicated ride-sharing areas.
- ▶ All phases will improve traffic and pedestrian circulation & safety, and remove accessibility barriers.

## Current Status:

- ▶ Phase I design services are underway.
- ▶ A Work Group meeting was held on April 27, 2021 to review three options for front entry architectural features (hardscape and landscape design) and Option I was selected.

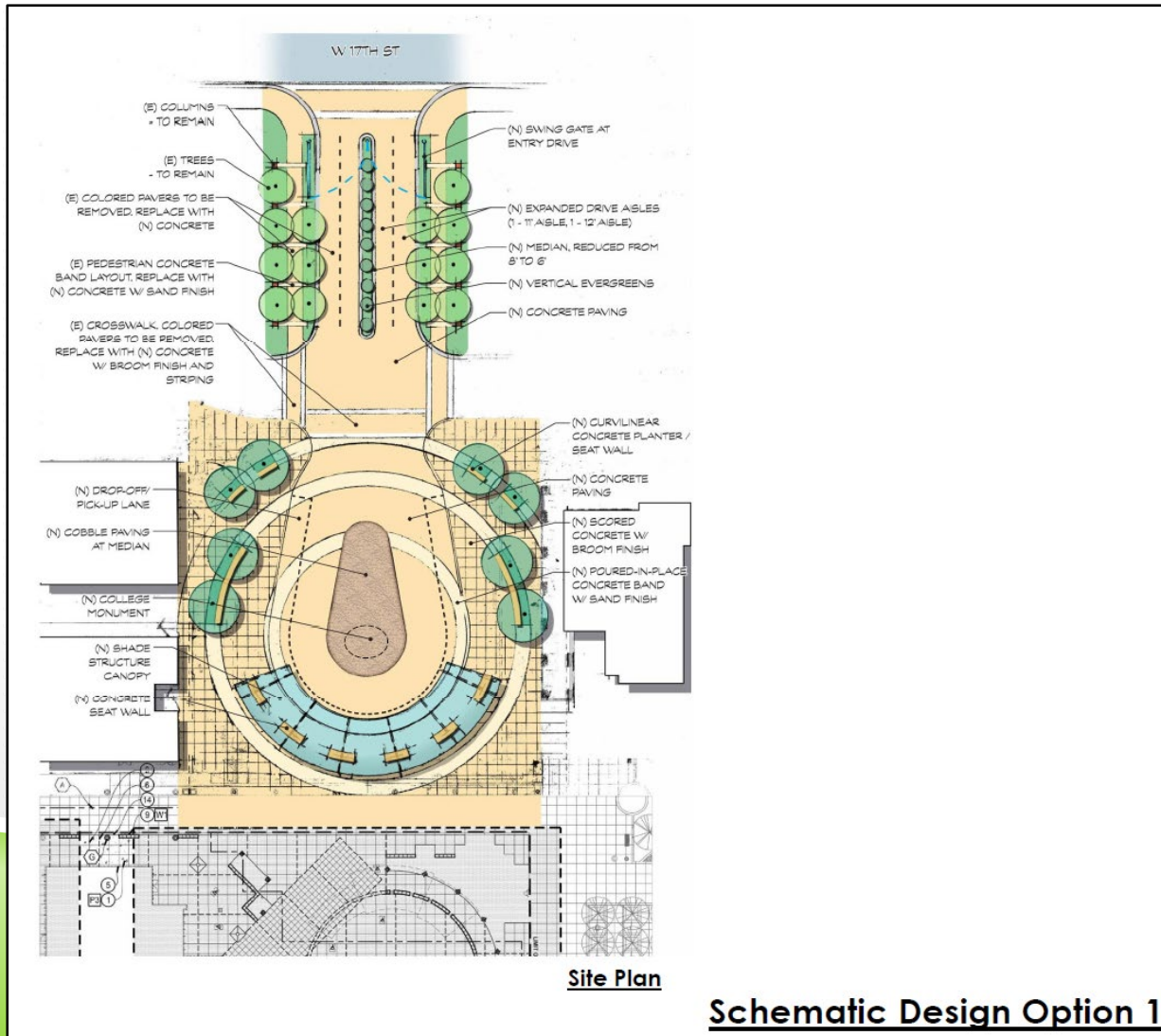
## Budget:

- ▶ \$5.3 million for Phase I only



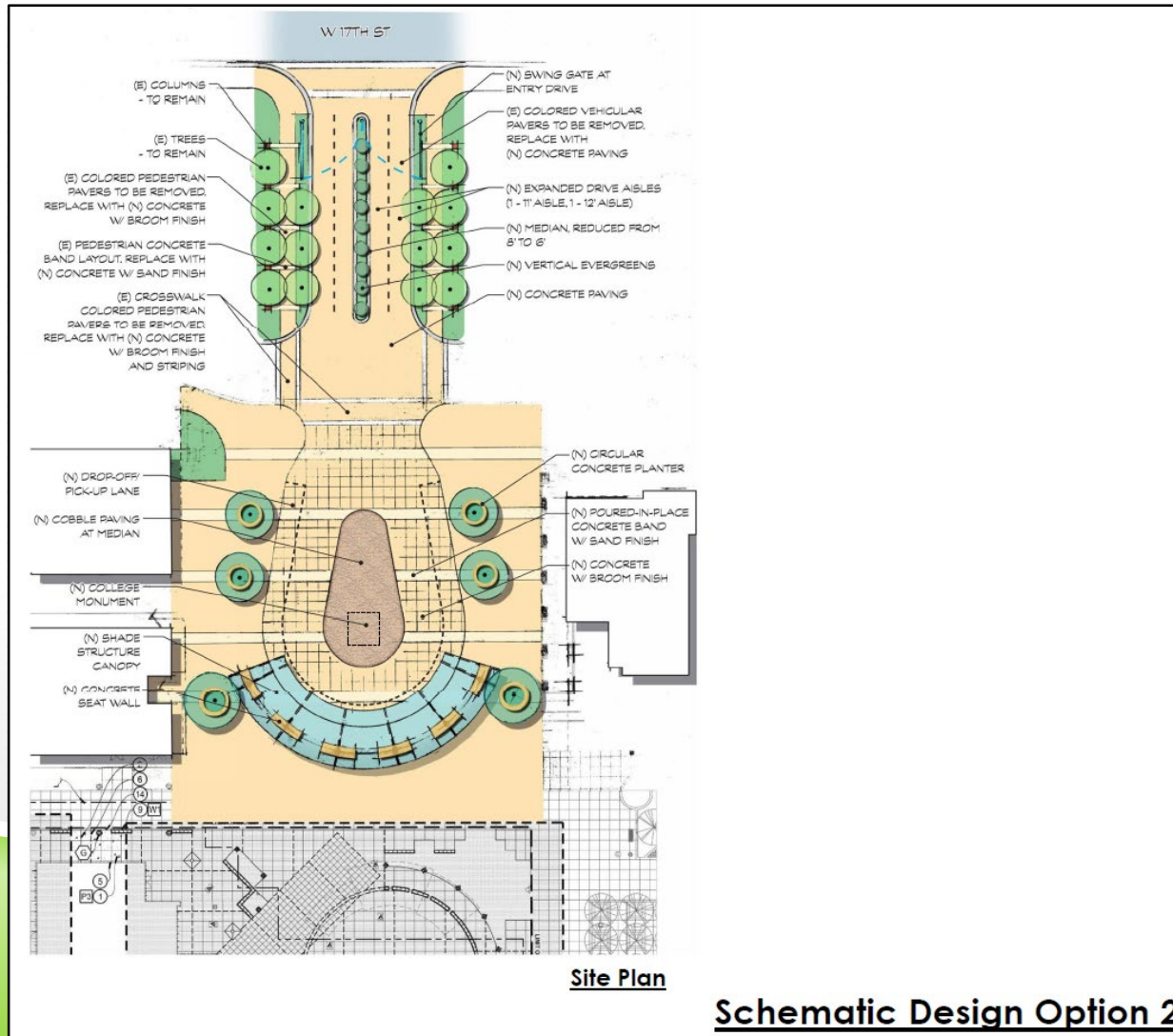


# CURRENT CAPITAL PROJECTS CAMPUS ENTRANCE IMPROVEMENTS OPTION I





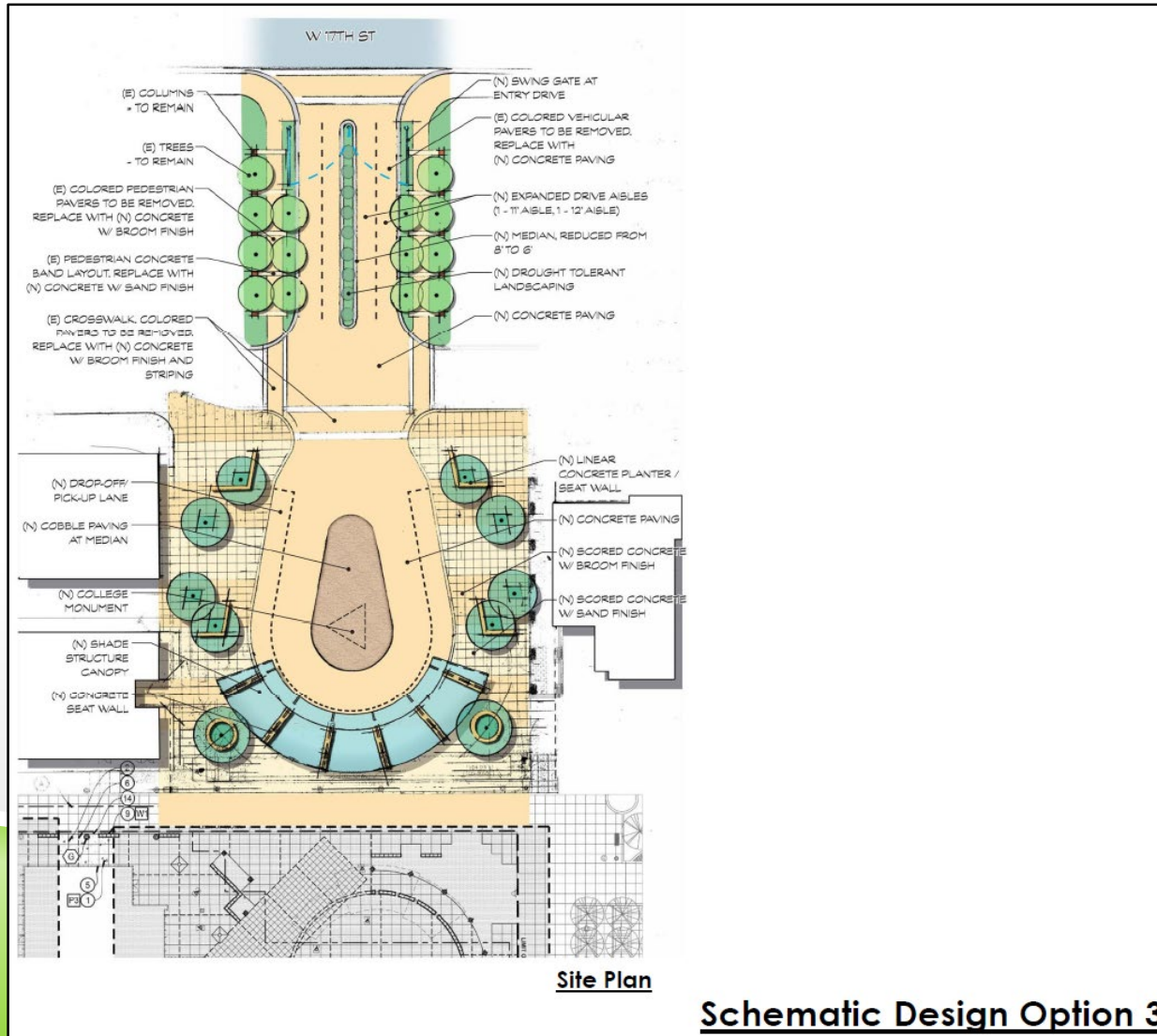
# CURRENT CAPITAL PROJECTS CAMPUS ENTRANCE IMPROVEMENTS OPTION 2







# CURRENT CAPITAL PROJECTS CAMPUS ENTRANCE IMPROVEMENTS OPTION 3



# CURRENT CAPITAL PROJECTS

PROJECT	STATUS	ESTIMATED BUDGET
ITS Copper Wire	<p>With the completion of the Central Plant project, new twisted pair copper wire lines were installed to replace the old lines as part of the infrastructure improvements across campus. These copper lines were replaced and then terminated (landed) at 22 buildings on campus at their respective Intermediate Distribution Frame (IDF) rooms or the Building Distribution Frame (BDF) rooms associated with the buildings. The new copper lines provide connectivity to support service for telephone voice systems, emergency telephone lines, elevator telephones, and fax machines. It is the intent of ITS to now abandon the old lines and utilize the new copper lines. The new copper lines are installed at each major building on the campus which are then directly connected back to the campus's main computer communication center located at the Chavez Building (A). This project has to be completed prior to the demolition of Russell Hall as some of the active infrastructure runs through the Russell Hall building. The project has been approved by DSA. <a href="#">Bids were due on March 25, 2021.</a> <a href="#">The award of bid is anticipated for approval by the Board of Trustees at an upcoming meeting.</a></p>	\$474,339



# CURRENT CAPITAL PROJECTS SECONDARY RELOCATIONS & RESTORATIONS

PROJECT	STATUS	ESTIMATED BUDGET
Building B Relocation and Restoration (MCHS)	The MCHS move and Adult Education moves are under review for a future move schedule to be coordinated. <a href="#">The temporary portables currently utilized by MCHS will need to be removed from the campus upon MCHS move back into the two-story B Building.</a>	TBD
Temporary Village Reconfiguration Phase 5	<a href="#">All portables in the temporary village are currently under review to determine reconfiguration and relocation options of various programs and services.</a>	TBD
Parking Lot 11 Restoration	This may become a new project as there was a plan to add additional electric vehicle charging stations in Lot 11 where the C portables currently reside. This needs further assessment and would occur after the MCHS moves back to Building B.	TBD
Parking Lot 9 Restoration	The college will need to fund the restoration of Lot 9 post construction activities which is anticipated after the completion of the Health Sciences project. In the interim, lot resurfacing work was completed in November.	TBD



## CURRENT CAPITAL PROJECTS

PROJECT	STATUS	ESTIMATED BUDGET
Campus Directory (Electronic)	This project is on hold due to budget concerns and unselected manufacturer product type.	\$272,613
Barrier Removal Signage/Wayfinding	The plans have recently been approved by DSA. A schedule for bid and construction is under review.	\$345,025
Parking Ticket Kiosks	The project has been completed and a Notice of Completion was approved by the Board of Trustees on April 26, 2021. This project will be removed from future updates.	TBD



## CURRENT CAPITAL PROJECTS PLANNING ACTIVITIES

PROJECT	STATUS	ESTIMATED BUDGET
Northgate Proposal for Student Housing (4th & Minter Streets)	Work Group meetings, Focus Group meetings and a Student Survey occurred in October. The survey had an 11.3% response rate. <a href="#">The report is being finalized and will be complete at the end of April.</a>	TBD
Centennial Education Center (Capital Improvement Contribution & Future Redevelopment)	<a href="#">An RFQ/RFP for solicitations to hire a third party consultant to undertake site development planning was re-advertised. The proposals were reviewed by the screening panel and interviews were conducted. A recommendation for a consultant is forthcoming.</a>	\$1 million for CEC Capital Improvement Contribution and Future TBD
Bristol & 17th Street Property	<a href="#">An RFQ/RFP for solicitations to hire a third party consultant to undertake site master planning to determine the opportunities and options for development was re-advertised. The proposals are currently under review by the screening panel.</a>	TBD



# CURRENT CAPITAL PROJECTS ORANGE EDUCATION CENTER SITE REMEDIATION AND REDEVELOPMENT

## Project Summary:

- ▶ The Orange Education Center must comply with DSA certification requirements to meet current structural, fire & life safety, ADA and energy codes.
- ▶ The building was demolished and completed March 23, 2020 as a result of discovered underground soil vapor contamination while undertaking a redevelopment design option to upgrade the building to meet the DSA building code standards.
- ▶ As a result of newer environmental regulations and in order to meet Orange County Health Department requirements for commercial clean-up standards, it was determined the building would need to be demolished in order to clean up the soil vapors on the property that resided beneath the building due to historical prior industrial business use on the site.
- ▶ The last proposed new building plan was to reduce the building size to approximately 63,170 gross square feet.

## Current Status:

- ▶ Bids were due on April 15, 2021 and a recommendation to reject all bids will be on an upcoming Board of Trustees meeting due to the bid being non-responsive.
- ▶ The construction of the underground system will be rescheduled as the District is re-evaluating procurement options.
- ▶ Once the system is installed, a monitoring and reporting protocol will be developed and submitted for approval to the OCHCA. The current estimated costs for the construction of a remediation system is roughly \$3 million.
- ▶ Design options for redevelopment are contingent upon remediation progress.
- ▶ Campus review of program ongoing.
- ▶ Staff is exploring other options including offsite leased buildings and phased construction development.



## Budget (under review) :

\$34.66 million target (prior to remediation requirements)  
\$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 remaining is approximately \$28.6 million (April 2021)

# CURRENT CAPITAL PROJECTS CAMPUS ENTRANCE IMPROVEMENTS

## Project Summary:

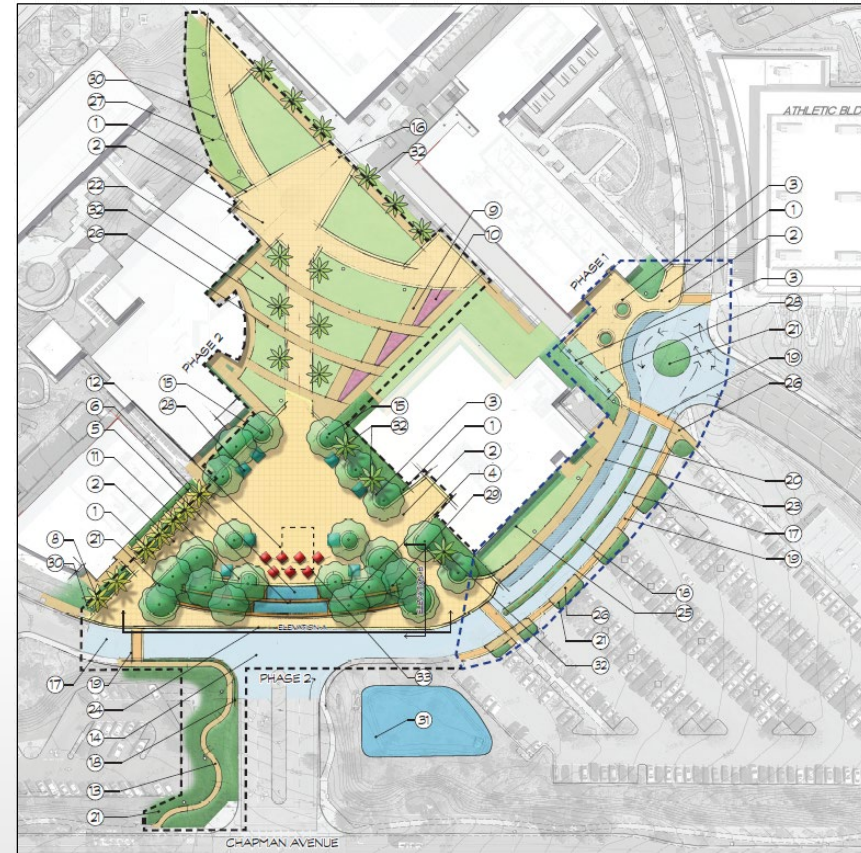
- ▶ This project is a result of the Blaser Settlement to correct path of travel slope deficiencies in and around the quad adjacent several building locations, the front campus entrance and access from the public right of way and nearest bus stop, including areas around the fountain.
- ▶ The project consists of two construction phases and two project areas.
- ▶ Phase 1 includes the construction of a new roundabout and drop off east of the Library, between parking lot 6, and the East Chapman entry, which is in alignment with the Campus Facility Master Plan.
- ▶ Phase 2 will consist of path of travel improvements from the main Chapman entrance west sidewalk up through Strenger Plaza, fountain improvements, and hardscape/landscape work adjacent Buildings D, E and the Library.

## Current Status:

- ▶ In construction document phase
- ▶ The geotechnical study was completed
- ▶ Phase 1 & 2 DSA submittal anticipated Fall 2021
- ▶ Phase 1 & 2 DSA approval anticipated Spring 2022
- ▶ Phase 1 Target out to bid Spring 2022
- ▶ Phase 1 Target construction Summer 2022
- ▶ Work Group meeting to be scheduled May 2021

## Budget:

- ▶ \$10 million (under review)





## CURRENT CAPITAL PROJECTS

PROJECT	STATUS	ESTIMATED BUDGET
Campus Directory (Electronic)	This project is on hold due to budget concerns and unselected manufacturer product type.	\$192,087
Barrier Removal Signage & Wayfinding	The plans have recently been approved by DSA. A schedule for bid and construction is under review.	\$373,378
Erosion Control	The project will add new landscape and irrigation at existing campus safety building to protect from storm water runoff and further site erosion due to undeveloped property. It will also add an enclosure for all new electrical equipment and provide new drainage.	TBD



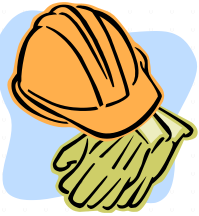


# 2019-2020 SCHEDULED MAINTENANCE (SM20) PROJECTS

## **Santa Ana College**

State Allocation 2020                      \$229,136

- ▶ Building T



# 2018-2019 SCHEDULED MAINTENANCE PROJECTS (SM19)

## **Santa Ana College**

State Allocation 2019                      \$431,479

- ▶ BR Library Restroom Upgrade

## **Santiago Canyon College**

State Allocation 2019                      \$184,920

- ▶ Barrier Removal Projects



## SCHEDULED MAINTENANCE PROJECTS

PROJECT	STATUS	ESTIMATED BUDGET
BR Library Restroom Upgrade (SM 18-19)	<p>Construction commenced March 23, 2021. Hazardous material abatement was completed on April 5, 2021. The contractor is continuing with interior demolition activities. The estimated project completion is scheduled for August 2021.</p>	<p>\$487,860</p> <p>* \$56,381 funded from Capital Outlay due to budget short fall.</p>
Building T Hazardous Material Abatement (SM 19-20)	<p>This project is on hold due to the extensive work required to address legacy code deficiencies in both labs (fashion/sewing and nutrition/culinary). It is impractical to abate the floor without triggering an upgrade to the building that is unaffordable at this time as the scope of work would include accessibility, electrical, mechanical, ducting, and additional utility upgrades.</p> <p>This project is on hold and the budget will be reallocated to another Scheduled Maintenance Project at SAC.</p> <p>Other options are currently being explored for both labs so that they can maintain existing operations.</p>	<p>TBD</p>



## 2017-2018 SCHEDULED MAINTENANCE PROJECTS (SM18)

### **Santiago Canyon College**

State Allocation 2018	\$1,371,504
Fund 13	\$628,000
	<hr/>
	\$1,999,504

- ▶ All to be allocated to Barrier Removal projects



## SCHEDULED MAINTENANCE PROJECTS (SM18)

PROJECT	STATUS	ESTIMATED BUDGET
2017-2018 (SM18) Scheduled Maintenance Projects		\$1,371,504
Barrier Removal Phase 4A Lot 2 and Lot 7 Crosswalk Repairs	The work for another crosswalk in Lot 2 and a crosswalk in Lot 7 is in the planning phase. The contract for architectural services was approved by the Board of Trustees on February 22, 2021.	TBD

PROJECT	STATUS	ESTIMATED BUDGET
Barrier Removal Phase 4B Broadmoor Trail Repairs	The final punch-walk has been conducted and substantial completion reached. The construction fences have been removed and Broadmoor Trail is open for use as of April 15, 2021.	\$842,370



## SCHEDULED MAINTENANCE PROJECTS (SM18)

PROJECT	STATUS	ESTIMATED BUDGET
Barrier Removal Phase 4A Bldg D Multi-User Restroom Renovation	This project consists of the interior demolition and renovation of two multi-user restrooms on the first and second floors of Building D. The contract for architectural services was approved by the Board of Trustees on February 8, 2021 and design has commenced.	TBD
Barrier Removal Phase 4A Bldg D Single-User Restroom Renovation	This project consists of the interior demolition and renovation of two single-user restrooms on the first floor of Building D. The contract for architectural services was approved by the Board of Trustees on February 8, 2021 and design has commenced.	TBD
Barrier Removal Phase 4A Bldg D Elevator	The project is currently in the bidding phase and a mandatory job walk occurred on March 30, 2021 and there were nine attendees. Bids were due on April 20, 2021 and are under review.	\$200,000



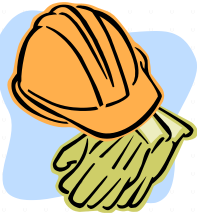
## SCHEDULED MAINTENANCE PROJECTS (SM18)

PROJECT	STATUS	ESTIMATED BUDGET
Barrier Removal Phase 4C Loading Zone Repairs (main entry/fountain location)	This project is currently in design and is a temporary improvement at the loading zone at the fountain location of the main entry.	TBD
Barrier Removal Phase 4C Curb Ramp Removal (adjacent Building E)	This project is currently out to bid and will eliminate an unnecessary curb ramp that is non-compliant just behind Building E along the internal road.	TBD



PROJECT	STATUS	EXPENDED AMOUNT
Barrier Removal Phase 4A East Chapman Entrance Improvements	This project is related to Blaser Settlement corrective items. The Notice of Completion was approved by the Board of Trustees on April 13, 2020.	\$269,480 (*Funded by both SM17 & SM18)
Barrier Removal Phase 4A Concession Walkway Repairs Phase 2	This project removed and replaced the existing concrete walkway with compliant slopes. The project has been completed.	\$97,516
Barrier Removal Phase 4A Lot 2 North Crosswalk Improvements	This project removed existing asphalt paving and curb ramps and replacement with new concrete crosswalk and curb ramps.	\$66,225
Barrier Removal Phase 4C Lower Toilets in Building E	The toilets in the accessible restroom stalls were lowered to a compliant height.	\$10,970

PROJECT	STATUS	EXPENDED AMOUNT
Barrier Removal Phase 4C Science Center Stairwell Wheel Guard	This project provided metal tubing to ensure the edge height of the stairwell complies with accessibility codes and provided a plate to reduce the gap between the railing and walkway.	\$10,548
Barrier Removal Phase 4C Stair Treads	This project consisted of painting stair treads near the Science Center building to provide a color transition.	\$16,500
Barrier Removal Phase 4C Parking Ticket Kiosks	All 13 parking ticket kiosks have been installed at SCC and a Notice of Completion was approved by the Board of Trustees on February 22, 2021.	TBD



# 2016-2017 SCHEDULED MAINTENANCE PROJECTS (SM17)

## **Santa Ana College**

State Allocation 2017                      \$440,000

- ▶ Window Replacement (H) - Completed

## **Santiago Canyon College**

State Allocation 2017                      \$2,817,909

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

PROJECT	STATUS	EXPENDED AMOUNT
Barrier Removal Phase I – exterior (Path of Travel and Parking)	This project was part of a Settlement Agreement and was dual funded by Scheduled Maintenance and Capital Outlay funds. The NOC was approved by the Board of Trustees on February 25, 2019.	\$919,398  * \$263,398 funded from Capital Outlay (Fund 13) due to budget short fall.
BR Exterior Path of Travel (Phase 2A)	This project removed and replaced sidewalks, curb ramps, handrails, drainage grates, and added new crosswalk adjacent to SC building and the walk of champions.	\$224,285
Barrier Removal Phase 2A Drinking Fountains	The Notice of Completion was approved by the Board of Trustees on July 15, 2019.	\$84,573
Barrier Removal Phase 2A Cable Railing at U Portables	This project added a cable railing adjacent the hillside at the U portable village for accessibility purposes as a barrier and guide along a path for individuals who may be vision impaired. This project is complete.	\$24,099
Barrier Removal Phase 2A Tree Grate Repairs	The project has been completed.	\$16,300

PROJECT	STATUS	EXPENDED AMOUNT
Barrier Removal Phase 2A Truncated Domes Repair	This project has been completed.	\$22,798
Barrier Removal Phase 2A Floor Mat Replacement	This project has been completed.	\$51,800
Barrier Removal Phase 2A Softball Bleacher Repairs	This project has been completed.	\$17,028
Barrier Removal Phase 2B - Barrier Removal PTD Replacement	The Notice of Completion was approved by the Board of Trustees on March 23, 2020.	\$612,853
Barrier Removal Phase 2B - Interior Restroom Specialties	This project insulated drains and supply piping at lavatory sinks, removed and relocated toilet accessories such as grab bars, soap dispensers, toilet paper dispensers, and adjusted toilet partitions.	\$14,741

PROJECT	STATUS	EXPENDED AMOUNT
Barrier Removal Phase 2B - BR Interior Floor Repairs	This project fixed the ramp inside of Building D to repair slope.	\$23,344
Barrier Removal Phase 3 Emergency Blue Phone & ADA POT	The Notice of Completion was approved by the Board of Trustees on November 18, 2019.	\$364,681



## NEW BARRIER REMOVAL PROJECTS IN PLANNING

PROJECT	STATUS	ESTIMATED BUDGET
Buildings A and B Elevator Modernizations	This is a new project related to the Blaser Settlement deficiency items. The project is in the early stages of planning and scope development. If new elevator cabs are required, the scope of work could be significant and challenging to replace. This project will be split into two different projects (one for each building).	TBD



- ▶ Blaser Settlement deficiency items completed to date: **369** out of 418 exterior (**88%**) deficiencies have been corrected and 198 completed out of 241 items for interior (82%). Overall, the Blaser Settlement barrier corrective items are **86%** complete. Multiple projects are currently in various phases of planning, design and construction.





# CURRENT PROJECTS DISTRICT OFFICE

PROJECT	STATUS	ESTIMATED BUDGET
<p>ADA Parking Lot Improvements at District Office (parking lots and path of travel to building entrances)</p>	<p>The scope of work includes a new ramp at the front entrance, new accessible parking spaces, the addition of a path of travel from the Santa Clara Street sidewalk, and improvements to handrails and stairs. <a href="#">Bids for phase I were due on April 22, 2021 and are under review.</a> Phase I work will include new accessible parking stalls along the freeway wall and across from the east entrance. New striping will be applied at the new accessible stalls and for the path of travel walkways. At the east entrance, the existing stairs (including handrails), ramp (including handrails) and landings will be demolished and reconstructed. A footing will be constructed adjacent to the reconstructed ramp for installation of the emergency blue phone. The phone is owner furnished and contractor installed.</p>	<p>\$430,763 (under review)</p>



# CURRENT PROJECTS DISTRICT-WIDE

PROJECT	STATUS	ESTIMATED BUDGET
District-Wide Emergency Blue Phone & ADA Path of Travel	The projects at SCC, SAC, DMC, CEC and OCSRTA have been completed. DO has yet to be scheduled and will be included in the ADA Parking Lot Improvements Phase I.	\$1.9 million



# CURRENT PROJECTS DISTRICT-WIDE

PROJECT	STATUS	ESTIMATED BUDGET
<p>District-Wide Electronic Access Control and New Key Distribution Procedures</p>	<p>The District intends to undertake several test pilots for a variety of building conditions and door types to retrofit adding or upgrading electronic access control features, changing out mechanical locks to the new lock standard, and to test pilot the new draft of the Key Distribution Procedures and Guidelines developed by the District Working Group per Administrative Regulation 3501.</p> <p><b>Test Pilot Projects</b> In progress:</p> <ul style="list-style-type: none"> <li>• District Office</li> <li>• Santa Ana College Science Center</li> </ul> <p>The contract for architectural and engineering design services for the following test pilot project locations was approved by the Board of Trustees on February 22, 2021 and a building conditions and infrastructure assessment occurred on March 8<sup>th</sup> and 9<sup>th</sup>. Design activities will continue into spring 2022.</p> <ul style="list-style-type: none"> <li>• Santa Ana College Building D</li> <li>• Santa Ana College Centennial Education Center (mechanical re-key only)</li> <li>• Santiago Canyon College Buildings D and H</li> <li>• Digital Media Center</li> </ul> <p>The electronic access control system includes adding new access control hardware and readers at select locations across doors and integrating equipment into a new district-wide access control platform. Test pilot buildings have been identified above to test a variety of features and procedures for access to buildings and will be on-going for several years.</p>	<p>TBD</p>



## COLLEGE FACILITY MASTER PLAN UPDATES

- ▶ The District is currently engaging in planning activities to update both College Facility Master Plans.
- ▶ The SAC and SCC Facilities Committees will be the Work Group to assist the District in facilitating the update to the Facility Master Plans.
- ▶ Kick-off meetings to start this process were held in April.
- ▶ Steinberg Hart Architects will assist the District and Colleges through this update.
- ▶ Master planning activities are anticipated to last through the end of the calendar year.
- ▶ A final update to both College Facility Master Plans is expected in the new year 2022.



## QUESTIONS



RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

MEASURE Q

Projects Cost Summary

03/31/21 on 04/05/21

Special Project Numbers	Description	Project Allocation	Total PY Expenditures	FY 2020-2021		Cumulative Exp & Enc	Project Balance	% Spent
				Expenditures	Encumbrances			
<b>ACTIVE PROJECTS</b>								
<b>SANTA ANA COLLEGE</b>								
3035/3056	Johnson Student Center	59,198,222	36,998,707	15,202,352	6,759,832	58,960,891	237,331	100%
	Agency Cost		479,276	(1)	3,443	482,718		
	Professional Services		5,273,249	849,802	917,390	7,040,440		
	Construction Services		31,161,950	14,338,597	4,011,957	49,512,503		
	Furniture and Equipment		84,233	13,955	1,827,042	1,925,230		
3049	Science Center & Building J Demolition	70,480,861	55,803,846	2,262,772	4,303,561	62,370,179	8,110,682	88%
	Agency Cost		430,871	10,260	1,696	442,827		
	Professional Services		8,613,856	843,451	686,386	10,143,693		
	Construction Services		45,942,968	416,906	2,730,598	49,090,471		
	Furniture and Equipment		816,152	992,155	884,881	2,693,188		
<b>TOTAL ACTIVE PROJECTS</b>		<b>129,679,083</b>	<b>92,802,553</b>	<b>17,465,124</b>	<b>11,063,393</b>	<b>121,331,070</b>	<b>8,348,013</b>	<b>94%</b>
<b>CLOSED PROJECTS</b>								
3032	Dunlap Hall Renovation	12,620,659	12,620,659	-	-	12,620,659	0	100%
	Agency Cost		559	-	-	559		
	Professional Services		1,139,116	-	-	1,139,116		
	Construction Services		11,480,984	-	-	11,480,984		
	Furniture and Equipment		-	-	-	-		
3042	Central Plant Infrastructure	57,266,535	57,266,535	-	-	57,266,535	0	100%
	Agency Cost		416,740	-	-	416,740		
	Professional Services		9,593,001	-	-	9,593,001		
	Construction Services		47,216,357	-	-	47,216,357		
	Furniture and Equipment		40,437	-	-	40,437		
3043	17th & Bristol Street Parking Lot	198,141	198,141	-	-	198,141	0	100%
	Agency Cost		16,151	-	-	16,151		
	Professional Services		128,994	-	-	128,994		
	Construction Services		52,996	-	-	52,996		
	Furniture and Equipment		-	-	-	-		
<b>TOTAL CLOSED PROJECTS</b>		<b>70,085,335</b>	<b>70,085,334</b>	<b>-</b>	<b>-</b>	<b>70,085,334</b>	<b>0</b>	<b>100%</b>
<b>GRAND TOTAL ALL PROJECTS</b>		<b>199,764,418</b>	<b>162,887,887</b>	<b>17,465,124</b>	<b>11,063,393</b>	<b>191,416,404</b>	<b>8,348,013</b>	<b>96%</b>
<b>SOURCE OF FUNDS</b>								
	ORIGINAL Bond Proceeds	198,000,000						
	ACTUAL Bond Proceeds Recon Adjust.	(1,614,579)						
	Interest Earned	2,993,115						
	Interest/Expense (FY20/21)	385,881						
	<b>Totals</b>	<b>199,764,418</b>						



**SAC FACILITIES MEETING**  
**MINUTES – FEB. 16, 2021**  
**1:30P.M. – 3:00P.M.**  
 Zoom Meeting

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

Administrators		Academic Senate		CSEA	
Bart Hoffman, Co-Chair	Stephanie Paramore	Marty Rudd, Co-Chair	Nicole Patch	Sarah Salas	Mike Turrentine
Jim Kennedy	Christine Leon	Tommy Strong	Roy Shahbazian		
Vaniethia Hubbard	Mario Gaspar	Monica Zarske		District Liaison	
Jeffrey Lamb	Veronica Oforlea	John Zarske		Carri Matsumoto	Darryl Taylor
Jennie Adams					
			Bold = present		
Guests				Campus Safety & Security	
Matt Schoeneman	Rudy Delgadillo				
Darren Hostetter	Dawn McKenna			ASG Representative	
				Lilly Angel	
<b>1. WELCOME AND INTRODUCTIONS</b>					
	Self-Introductions were made.			Meeting called to order at 1:35pm Adjourned at 2:55 pm.	
<b>2. PUBLIC COMMENTS</b>					
	None				
<b>3. MINUTES</b>					
	<b>DISCUSSION/COMMENTS</b>			<b>ACTIONS/ FOLLOW UPS</b>	
	Approval of Dec. 15, 2020			Motion moved to approve the Dec. 15, 2020 minutes by Dr. Hubbard, 2 <sup>nd</sup> by Jennie Adams. Abstention by John Zarske.	
<b>4. PROJECT UPDATES</b>					
	<b>DISCUSSION/COMMENTS</b>			<b>ACTIONS/ FOLLOW UPS</b>	
	Project Update Report – Carri Matsumoto/Matt Schoeneman/Rudy Delgadillo <u>Science Center</u> Carri Matsumoto reported that they are still working with McCarthy				

Construction on the corrective work for the windows, due to the failed sealant. There is no completion date on this corrective work. The punch list and other minor corrective work is taking place. All deliveries are on hold until the sealant issue is corrected. The target occupancy date is still Fall 2021. Carri added that there is about \$3.5M worth of disputed change orders with McCarthy that they are currently working through.

Rudy Delgadillo added that the fencing is going to change the configuration of the layout. The reconfiguration of the fencing will fall in line with both projects (Science Center and Health Sciences).

#### **Johnson Student Center**

Carri reported that Johnson Student Center is making progress through some minor delays. This building will be the JSC Building.

The target occupancy date is Summer 2021.

Matt Schoeneman added that all the flooring has been installed in the interior of the building, a final coat of paint will be added this week and they will be starting the commissioning process. The interior signage is completed, the AV systems and door access systems are installed, and exterior metal paneling is being installed around the elevator areas. Irrigation and planting is ongoing and a final health inspection for the Café, kiosk grab-and-go and the food prep area will be this Friday. Furniture will be in this week as well as the site lighting around the perimeter of the building.

#### **Health Sciences Building**

Carri reported that the State Department of Finance did approve the award of construction for Balfour Beatty Construction, LLC. A Notice to Proceed was issued to Balfour Beatty Construction, LLC, to start construction on March 1, 2021. You will notice the fencing lines changing in March and then seeing actual work getting started in April.

#### **Current Capitol Projects**

Campus Entrance Improvements – Still in the planning and design phase.

Centennial Education Center – An RFQ/RFP for solicitations to hire a third-party consultant to undertake a feasibility study to determine the opportunities and options for re-development of the site will be re-advertised. An internal campus and district work group is being developed.



	<p><u>Bristol &amp; 17<sup>th</sup> Street Property</u> – An RFQ/RFP for solicitation to hire a third-party consultant to undertake site master planning to determine the opportunities and options for development will be re-advertised. An internal campus and district work group is being developed.</p> <p><u>BR Library Restroom Upgrade</u> – The award of bid was approved by the Board of Trustees on February 8, 2021. The library restroom abatement will start soon and a schedule is currently being worked on.</p> <p><u>Campus Entrance Improvements</u> – Carri reported that several meetings took place that resulted in choosing Option F for this project. All the details have not been ironed out.</p> <p>District Facilities will work with staff regarding move dates for all projects.</p>	
<b>5. STANDING REPORTS</b>	<b>DISCUSSION/COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
Student Report	None	
Facilities Report	<p>Mario Gaspar reported the following:</p> <p><b>Current Projects:</b></p> <ul style="list-style-type: none"> <li>• Painting classrooms and exterior doors</li> <li>• T building compressor replacement</li> <li>• Cleaning carpets</li> <li>• Installation of Merv 13 filters at the Sheriff's Academy, Centennial with the exception of the A building. Filters have not yet been installed at SAC. Additional filters were ordered.</li> </ul>	
<b>6. ACCREDITATION</b>		<b>ACTIONS/ FOLLOW UPS</b>
	No report at this time.	
<b>7. OLD BUSINESS</b>	<b>DISCUSSION/COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
	<p><b>District Safety Special Events Form</b> The District Safety Special Events form was revised and approved by the Committee (<a href="#">here</a>).</p> <p><b>Northgate Proposal for Student Housing</b> Carri Matsumoto reported the proposal is still under review and no decision has been made. She shared the SAC Student Housing Feasibility Study Survey Update (<a href="#">here</a>) presentation. She touched on the Survey Overview responses. Dr. Hubbard added that, two concerns of the student's surveyed were</p>	<p>Motion to approve the revised District Safety Special Events form was moved by John Zarske and 2<sup>nd</sup> by Veronica Oforlea. Motion was passed unanimously.</p>

	transportation to and from the campus and that only 48 units would be available.	
<b>8. NEW BUSINESS</b>	<b>DISCUSSION/COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
	<p>COVID 19 Testing</p> <ul style="list-style-type: none"> <li>• Lot 7 – Community Testing</li> <li>• Small Gym – Students and Staff Testing</li> </ul> <p>Dr. Hoffman reported that effective February 16<sup>th</sup>, SAC is now a Point of Dispensing (POD) of COVID 19 vaccinations. We have partnered with the County of Orange to distribute vaccinations in Lots 6 and 7 in a drive through manner.</p> <p>Dr. Hoffman informed the committee that faculty, staff and students can receive the antigen rapid test on Mondays between 10:00am – 3:00pm outside of the large gym.</p> <p>On Tuesdays, athletes will receive the PCR test in the small gym. Athletes must receive the PCR test at least once a week.</p> <p>ID will be checked for all students, staff and faculty.</p> <p>Blood Drives</p> <ul style="list-style-type: none"> <li>• February 19 – Small Gym</li> <li>• March 19 – Small Gym</li> <li>• April 23 – Small Gym</li> </ul>	
<b>9. FUTURE AGENDA ITEMS</b>		
<b>10. OTHER</b>	<b>DISCUSSION/COMMENTS</b>	
	<p>Next Meeting: February 16, 2021</p>	

SUBMITTED BY Maria Cardona



SAC FACILITIES MEETING  
 MINUTES – MAR. 16, 2021  
 1:30P.M. – 3:00P.M.  
 Zoom Meeting

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

Administrators		Academic Senate		CSEA	
Bart Hoffman, Co-Chair	Stephanie Paramore	Marty Rudd, Co-Chair	Nicole Patch	Sarah Salas	Mike Turrentine
Jim Kennedy	Christine Leon	Tommy Strong	Roy Shahbazian		
Vaniethia Hubbard	Robert Ward	Monica Zarske		<b>District Liaison</b>	
Jeffrey Lamb	Veronica Oforlea	<b>John Zarske</b>		Carri Matsumoto	Darryl Taylor
Jennie Adams					
			<b>Bold = present</b>		
<b>Guests</b>				<b>Campus Safety &amp; Security</b>	
Craig Takahashi	Mike De Laby				
Darren Hostetter	Dawn McKenna			<b>ASG Representative</b>	
				Lilly Angel	
<b>1. WELCOME AND INTRODUCTIONS</b>					
	Self-Introductions were made.			Meeting called to order at 1:37pm Adjourned at 2:35 pm.	
<b>2. PUBLIC COMMENTS</b>					
	Motion to amend the agenda to add Administration Regulation (AR) 6750 – Vehicle Operation and Parking under New Business.			Motion was moved by John Zarske and 2 <sup>nd</sup> by Tommy Strong.	
<b>3. MINUTES</b>					
	<b>DISCUSSION/COMMENTS</b>			<b>ACTIONS/ FOLLOW UPS</b>	
	Approval of February 16, 2021			Motion moved to approve the February 16, 2021 minutes by Christine Leon, 2 <sup>nd</sup> by Tommy Strong. Motion was carried unanimously.	

4. PROJECT UPDATES	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Project Update Report – no report was given by District Office Facilities Department.</p> <p>Dr. Hoffman briefly reported that staff will start moving into the new Johnson Student Center by the end of May through the beginning of June. There is a Fall move in for the Science Center but there is no set date. Fencing will go up around the Health Science building construction area.</p>	<p>Project Update Report was emailed to all committee members.</p>
5. STANDING REPORTS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
Student Report	None	
Facilities Report	<p>Dr. Hoffman reported that Robert Ward is now the Interim Director of Physical Plant and Facilities effective March 15th. There were no current reports at this time.</p>	
6. ACCREDITATION		ACTIONS/ FOLLOW UPS
	<p>Marty Rudd reported that he will be meeting with Monica Zarske to discuss status of the accreditation report. Dr. Hoffman recommended that Robert Ward be recruited to work on the accreditation report with Marty Rudd.</p>	
7. OLD BUSINESS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	None	
8. NEW BUSINESS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p><b>Work Order Request Icon on Desktop Computer</b> – Dr. Hoffman reported that he has been working with ITS on an icon that will be placed on every desktop computer. John Zarske stated that in the past his area would let the Division Office place work order requests directly, which worked well. Dr. Hoffman added that they have had issues where staff could not easily locate the current work order request button and would then send off an email to several Administrative Services staff members. By using the icon, the work requests will go into a queue and they will be assigned to be fulfilled. An email will be going out to introduce the new work order request icon.</p> <p><b>Facilities Use Calendar for Employee Access Only</b> – Dr. Hoffman reported that there have been incidents that events have taken place on campus and Administrative Services was not aware of the event. Employees will now have access to a Facilities Use Calendar located in Outlook’s left hand navigation bar. You will need to click on “Facilities Use Calendar” to view current events. Chandra Donahoe is currently responsible for populating the Facilities Use</p>	

	<p>Calendar. This will be rolled out with the assistance of ITS.</p> <p><b>AR 6750 Vehicle Operation and Parking</b> – Dr. Hoffman reported that this AR is a long-standing document that needs to be revised. The current AR 6750 has been redlined by Public Safety. This AR was taken to Cabinet to review the redlined revisions. The following comments were discussed:</p> <ul style="list-style-type: none"> <li>✓ John Zarske and Tommy Strong would like to see signage posted around campus notifying what type of vehicles are prohibited.</li> <li>✓ Tommy Strong asked about an addition of a bike lane. Dr. Hoffman stated that our campus is small compared to other campuses for a dedicated bike lane to be added.</li> <li>✓ John Zarske recommended that an exclusion be made regarding devices used for disability purposes.</li> </ul> <p>John Zarske commented that if staff parking is not being enforced, staff should be eligible for a refund. Dr. Hoffman stated that there is a contractual collective bargaining agreement regarding the payment of parking. It was determined that all staff and managers will pay for parking and Public Safety and Security are funded by the payment of parking permits. Therefore, there will be no refunds for staff.</p>	<p>The AR 6750 will be sent to all committee members for comments. Comments will be forwarded to Lt. Scott Baker and will be discussed at next Committee meeting.</p>
<b>9. FUTURE AGENDA ITEMS</b>	<b>DISCUSSION/COMMENTS</b>	
	None	
<b>10. OTHER</b>	<b>DISCUSSION/COMMENTS</b>	
	<p>Next Meeting: April 20, 2021</p>	

SUBMITTED BY Maria Cardona

## Santiago Canyon College Facilities & SAFETY Committee

### Minutes

February 22, 2021

**Attendees:** Beth Hoffman, Scott Sakamoto, Arleen Satele, Ambar Nakagami, Jim Granitto, Rick Adams, Denise Bailey, Destiny Langseth, Karen Bustamante, Veselka Danova  
**Absent:** Pat Alvano, Pilar Vasquez  
**Guest:** Manny Pacheco, Darryl Taylor, Chuck Wales

[Facilities and Safety website](#)

NEW BUSINESS	REPORT/OUTCOME	MEMBER
1. Review of Minutes from November 16th, 2020 meeting	<ul style="list-style-type: none"> <li>3b from 11/16 minutes discussed. Fire warning line and back up failed during last fire so alternatives are being reviewed.</li> </ul>	Scott Sakamoto
2. INTRODUCTIONS/ANNOUNCEMENTS	<ul style="list-style-type: none"> <li>New member introductions; Veselka Danova and Karen Bustamante are joining Facilities and Safety.</li> <li>SAC is now a vaccination site.</li> </ul>	
3. District Presentations	District Facilities Update	District Facilities (See Facilities and Safety site for PP)
4. Public Safety	<ul style="list-style-type: none"> <li>13 new parking permit machines are up and running at SCC. These are ADA compliant.</li> </ul>	Manny Pacheco
5. College Facilities Update	<ul style="list-style-type: none"> <li>Current F2F classes are going well. Participants are following protocols.</li> <li>No ticketing for parking this semester. Refunds for those who purchased parking permits are in discussion.</li> <li>Pool and Gym are being prepared for return.</li> </ul>	Chuck Wales
6. Hawk's Nest Food Pantry	<ul style="list-style-type: none"> <li>Current hours are Fridays, 10 am-2 pm in lot 2.</li> </ul>	Beth Hoffman
7. Campus based smoke and tobacco cessation	<ul style="list-style-type: none"> <li><b>F2F cessation appointments are available in Student Health.</b></li> <li><b>Humanities lecture hall will be used for April 14<sup>th</sup> presentations. Only 40 tickets are going to be available due to capacity restrictions.</b></li> <li><b>If injured on campus, contact Public Safety (x4730).</b></li> </ul>	Beth Hoffman
8. Facilities RR Rankings	<ul style="list-style-type: none"> <li>Final ranking that were sent forward are noted in the 11/16/20 minutes.</li> </ul>	See website

9. Roosevelt Bust	<ul style="list-style-type: none"> <li>Humanities had no concerns with suggested placement.</li> </ul>	Rick Adams See attachments on website (11/16/20)
10. NEW BUSINESS /OTHER	<ul style="list-style-type: none"> <li>Safety First Power point was reviewed.</li> <li>Landscaping project near Campus Safety was presented. Plantings will consist of low maintenance, drought tolerant, and native plants as much as possible.</li> </ul>	See website
<b>OLD BUSINESS &amp; PROJECT STATUS REPORTS</b>		<b>OUTCOME/FOLLOW UP</b>
1. . Relocation OEC Classes	Due to environmental study, district facilities is waiting for approval from the County environmental office in order to continue construction. District facilities is looking into other options such as not including child development center inside the Batavia site. Architect has been hired to develop a design for the Batavia site. There continues to be funding issues and project target date early 2020. OEC location destructive testing is completed. Continued user group meetings and identify other additional funding sources to complete the project.	Ongoing
2. Noise Transmission between SC103 and SC104, from SC 105, and between SC205 and SC206	No further action. Remains open	Pending Funding.
3. Naming of Buildings - Process	No further action has been taken.	Progress report will be provided.
4. Protocol for installing commemorative pieces, such as the proposed busts, on campus.	District is working on options regarding installing commemorative pieces.	Progress report will be provided.
Next Meetings	<b>Spring 2021 Facilities and Safety meetings (Zoom 3:00pm- 4:30pm)</b> February 22, 2021 March 15, 2021 <b>April 19, 2021</b> <b>May 17, 2021</b>	

**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

March 15, 2021

**Attendees:** Beth Hoffman, Scott Sakamoto, Arleen Satele, Ambar Nakagami, Jim Granitto, Rick Adams, Denise Bailey, Karen Bustamante, Veselka Danova

**Absent:** Destiny Langseth, Pilar Vasquez

**Guest:** Frank Prado, Chuck Wales, Will Lennertz

[Facilities and Safety website](#)

NEW BUSINESS	REPORT/OUTCOME	MEMBER
1. Review of Minutes from February 22nd, 2021 meeting	Approved	Scott Sakamoto
2. INTRODUCTIONS/ANNOUNCEMENTS	Will Lennertz may replace Rick Adams on Facilities and Safety in Fall 2021.	
3. District Presentations	District Facilities Update	District Facilities (See Facilities and Safety site for PP)
4. Public Safety	No specific report <ul style="list-style-type: none"> <li>• Fob's used to access the Science building were updated. This means old fob users could get building access even though they are no longer at SCC. The fobs were cleared and can be updated with current users.</li> </ul>	Manny Pacheco
5. College Facilities Update	The Campus facilities have been actively retrofitted as necessary to accommodate our returning staff and students. <ul style="list-style-type: none"> <li>• The HVAC systems have all been programmed to maximize outside air and eliminate recirculation where supported.</li> <li>• Merv 13 filters are being supplied on units that support them</li> <li>• Runtimes have been extended for "flushing" of spaces as recommended.</li> <li>• Layouts have been modified to maximize social distancing in classrooms and public areas</li> <li>• Additional custodial staff will be used during the daytime for cleaning and disinfecting.</li> <li>• All used areas are disinfected nightly with electrostatically charged disinfectant.</li> <li>• The gymnasium was opened for use on a limited basis</li> </ul>	Chuck Wales



	<ul style="list-style-type: none"> <li>• Covid-19 testing is being performed at the Gym on Tuesday and Thursday by appointment.</li> <li>• Additional sneeze guards and barriers are being coordinated to prepare for increased occupancies.</li> <li>• Signage and sanitation stations have been installed throughout the Campus.</li> </ul> <p>The gardening team has been working hard preparing the Campus for spring. The maintenance staff is performing preventative maintenance on all HVAC equipment to prepare for the cooling season and longer run hours. The Pool is being prepared for occupancy in April, exterior showers are being installed to maximize safety.</p>	
6. Hawk's Nest Food Pantry	<p>No update given during the meeting, but these notes were sent via email.</p> <ol style="list-style-type: none"> <li>1. HNFP is serving an average of 160 students each week.</li> <li>2. During the 19/20 academic year, HNFP served 1026 unique students.</li> <li>3. Due to the impacts of Covid, we saw a huge spike in students seeking our services.</li> <li>4. HNFP served 647 students during the Fall semester.</li> <li>5. We are very thankful for Campus Safety and the Facilities Crew for helping with successful distributions.</li> <li>6. Other updates; HNFP is currently in the process of transforming U-90 into our new Basic Needs Center.</li> <li>7. It's been delayed because refrigeration is too heavy to place inside.</li> <li>8. Facilities is working on equipping the refrigeration outside of U-90, hoping we can move forward as soon as we get the green light.</li> </ol>	Beth Hoffman
7. Campus based smoke and tobacco cessation	<ul style="list-style-type: none"> <li>• <b>There will be a speaker in April who lived to talk about a near death experience as a result of vaping. Forty tickets available due to room capacity.</b></li> </ul>	Beth Hoffman
8. NEW BUSINESS /OTHER Pandemic Task Force (Senate)	<p>We had a discussion on campus air filters.</p> <ul style="list-style-type: none"> <li>• Currently air is not recycled. Outside air is brought in.</li> <li>• College Facilities is working to upgrade campus air filtration.</li> <li>• A lot has been done already.</li> </ul> <p>Cleaning between classes.</p> <ul style="list-style-type: none"> <li>• SCC is following CDC guidelines for cleaning between classes and cleaning other frequently used spaces and hardware (bathrooms, door knobs, etc.).</li> </ul>	Scott

	<ul style="list-style-type: none"> <li>As tiers change and guidelines change, SCC will adjust accordingly over the coming months.</li> </ul>	
<b>OLD BUSINESS &amp; PROJECT STATUS REPORTS</b>		<b>OUTCOME/FOLLOW UP</b>
1. . Relocation OEC Classes	Due to environmental study, district facilities is waiting for approval from the County environmental office in order to continue construction. District facilities is looking into other options such as not including child development center inside the Batavia site. Architect has been hired to develop a design for the Batavia site. There continues to be funding issues and project target date early 2020. OEC location destructive testing is completed. Continued user group meetings and identify other additional funding sources to complete the project.	Ongoing
2. Noise Transmission between SC103 and SC104, from SC 105, and between SC205 and SC206	No further action. Remains open	Pending Funding.
3. Naming of Buildings - Process	No further action has been taken.	Progress report will be provided.
4. Protocol for installing commemorative pieces, such as the proposed busts, on campus.	District is working on options regarding installing commemorative pieces.	Progress report will be provided.
Next Meetings	<b>Spring 2021 Facilities and Safety meetings (Zoom 3:00pm- 4:30pm)</b> February 22, 2021 March 15, 2021 <b>April 19, 2021</b> <b>May 17, 2021</b>	

**Santiago Canyon College  
Mission Statement**

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**Santiago Canyon College Facilities & SAFETY Committee**

**Minutes**

**April 19, 2021**

**Attendees:** Beth Hoffman, Scott Sakamoto, Arleen Satele, Ambar Nakagami, Jim Granitto, Rick Adams, Denise Bailey, Karen Bustamante, Pilar Vasquez, Veselka Danova, ,Will Lennertz  
**Absent:** Destiny Langseth, Zulema Mendez  
**Guest:** Frank Prado, Darryl Taylor, Chuck Wales, Carri Matsumoto, Suniya Malhotra, Ellen Alanis, Rob Steinberg Hart

[Facilities and Safety website](#)

NEW BUSINESS	REPORT/OUTCOME	MEMBER
1. Review of Minutes from March 15th, 2021 meeting	Approved	Scott Sakamoto
2. INTRODUCTIONS/ANNOUNCEMENTS		
3. District Presentations	District Facilities Update <ul style="list-style-type: none"> <li>• Requested extra time at the May meeting to discuss an update to the Facilities Master Plan.</li> <li>• Scott will request Facilities resource requests from Planning and Institutional Effectiveness for the May meeting.</li> </ul>	District Facilities (See Facilities and Safety site for PP)
4. Public Safety	<ul style="list-style-type: none"> <li>• Broadmoor Trail entrance is complete.</li> </ul>	Manny Pacheco
5. College Facilities Update	The Campus facilities have been actively retrofitted as necessary to accommodate our returning staff and students. <ul style="list-style-type: none"> <li>• The HVAC systems have all been programmed to maximize outside air and eliminate recirculation where supported.</li> <li>• Merv 13 filters are being supplied on units that support them</li> <li>• Electronic air cleaners are being installed on units that will not support Merv 13 filters</li> <li>• Runtimes have been extended for “flushing” of spaces as recommended.</li> <li>• Layouts have been modified to maximize social distancing in classrooms and public areas</li> <li>• Additional custodial staff will be used during the daytime for cleaning and disinfecting.</li> </ul>	Chuck Wales

	<ul style="list-style-type: none"> <li>• All used areas are disinfected nightly with electrostatically charged disinfectant.</li> <li>• Athletics have resumed classes in the gym and sports fields</li> <li>• Covid-19 testing is being performed at the Gym on Tuesday and Thursday by appointment and other times for athletic testing.</li> <li>• Additional sneeze guards and barriers are being coordinated to prepare for increased occupancies.</li> <li>• Signage and sanitation stations have been installed throughout the Campus.</li> <li>• Exterior showers will be installed on the pool deck and pool use has resumed.</li> </ul>	
6. Hawk's Nest Food Pantry	<ul style="list-style-type: none"> <li>• HNFP is waiting on approval for U-81 as a multi-service location.</li> </ul>	Beth Hoffman
7. Campus based smoke and tobacco cessation	<ul style="list-style-type: none"> <li>• This campus (SCC) has strong shared governance Academic Senate and ASG Resolutions for Smoke VAPE and Tobacco Policy Revision approved and archived. Associated Student Government recently revised and strengthened their Resolution last month. (see F&amp;S site). Unfortunately, RSCCD's Board <u>will not act</u> on Resolutions from one campus alone.</li> <li>• SAC-AS President, Roy Shahbazian will admittedly not entertain any policy discussion in his current SAC Academic Senate. Unfortunate as a report there would have included compelling 2019 district-wide survey data, Student staff and faculty sample size over 4000. (see F&amp;S site)</li> <li>• Truth Initiative Grant work for comprehensive policy change now at SAC is under contract until December 2021.</li> <li>• Comprehensive Smoke VAPE and Tobacco Free District Policy revision work is stuck.</li> </ul>	Beth Hoffman
8. NEW BUSINESS /OTHER		Scott
<b>OLD BUSINESS &amp; PROJECT STATUS REPORTS</b>		<b>OUTCOME/FOLLOW UP</b>

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