

Physical Resources Committee Minutes of September 4, 2024

Members Present: Carri Matsumoto, Michael Busch, Darlene Diaz, Dane Clacken, Suzanne Freeman (arrived at 1:35 pm), Bart Hoffman (arrived at 2:00 pm), Shannon Kaveney, Joe Melendez, Cristina Morones, Arleen Satele, and Michael Turrentine

Members Absent: Christine Gascon, Iris Ingram, CSEA Representative, SAC Student representative and SCC Student Representative

Guests Present: Hugo Curiel, Tae Kim, Kelvin Leeds, and Heather Collins (for Vega)

1. Call To Order
Matsumoto, due to the absence of Vice Chancellor Ingram, called the meeting to order upon achieving quorum at 1:35 pm.
2. Introductions
All members present initiated introductions.
3. Approval of Meeting Minutes – May 1, 2024 (Action)
A motion made by Clacken was seconded by Satele to approve the minutes of the May 1, 2024, meeting as presented. By roll call vote the motion passed unanimously.
4. Physical Resources Committee Purpose and Responsibilities (Action)
The annual review of the Physical Resources Committee purpose and responsibilities were presented for discussion. A motion made by Kaveney was seconded by Clacken to approve the Physical Resources Committee purpose and responsibilities as presented. By roll call vote the motion passed unanimously.
5. Physical Resources Committee Membership (Action)
The current membership was discussed with vacancies yet to be filled. A motion made by Satele was seconded by Clacken to approve the committee membership as presented. Discussion ensued with Busch recommending a SAC student, and Satele recommending a SCC classified employee to serve as CSEA representative. Staff will follow up with ASG and CSEA for confirmation of respective appointments to fill vacancies. By roll call vote the motion passed unanimously to approve committee membership as presented.
6. Nomination of Classified Employee Co-Chair (Action)
A motion made by Matsumoto to postpone the nomination of classified co-chair until CSEA fills the other two vacancies was seconded by Kaveney. The PRC Co-Chair also serves on District Council. Staff will follow up with CSEA for confirmation of appointments to the committee. Discussion ensued. By roll call vote the motion passed unanimously to postpone nomination of the co-chair.

7. Projects Update (Matsumoto)

Matsumoto screen shared the projects update providing a status report of current projects. Updates are noted in **blue text** and the updated presentation is posted on the PRC webpage for ease of review and reference.

Major highlights include:

Santa Ana College Capital Projects:

- Health Science Building/Russell Hall Demolition Project – This is a replacement building project and still active. The Health Science Building is completed, while demolition of Russell Hall demolition is ongoing and will lead to the Campus Entrance Improvement Project. This activity will continue through the fall semester.
- Campus Entrance Improvement Project has multiple phases, but only phase 1 is funded. The contractor bid was awarded in August with active construction to begin following demolition at the end of October or first of November. The remaining phases of this project are currently unfunded.
- Other secondary projects are being completed with storm drain being the last phase of this project and is ongoing. A new storm drain improvement is being considered, especially after the rains of last year that caused flooding.
- Temporary Village Reconfiguration to accommodate Fashion Design and other departments began construction in May and will continue through the fall.
- Centennial Education Center Redevelopment project is a top priority project for Santa Ana College and one of the highest priority projects in the Facilities Master Plan. A feasibility plan was completed last year, and the college provided approval to begin program planning refinement and schematic design. User groups, department meetings, and work sessions have begun. Matsumoto reviewed the planning and design process used for all major capital projects and specifically applicable to the Centennial Education Center Redevelopment project. Typical duration for projects, including planning and design, is 18 months with agency approval another 12-14 months depending on the scale of the project with construction to last between 2-4 years. A typical duration from inception to move-in is approximately 5 years. This includes compliance with various codes, regulations, and agency approval for fire, life, and safety, and accessibility. Move-in is a whole different process with varying degrees of phases. The entire process is complex, consuming and involved, and is the responsibility of Facilities Planning, Construction and District Support Services team to provide the professional expertise needed to comply with codes, regulations, and agency approvals. Procurement is another host of activities. Program refinement is the college's opportunity to tell the story, to verbalize needs, goals, and objectives to be achieved.
- Bristol & 17th Street – Feasibility study was completed in 2023 and there is no funding to support development of this project.
- Other capital projects include:
 - Synthetic Football Field
 - Welding Canopy
 - SAC AV Upgrade Project
 - CEC AV Upgrade Project
 - Public Safety Feasibility Study

Santiago Canyon College Capital Projects:

- Orange Education Center site remediation is ongoing for environmental cleanup and the space is being temporarily leased to Hyundai for parking while other options are being explored for lease or other development.
- Campus Entrance Improvement Phase 1 is wrapped up with notice of completion filed in August. Other miscellaneous secondary projects are ongoing. Photos were shared of the new roundabout. Phase 2 will now begin with DSA approval from April 2024 and contractor prequalification in process. Target is to have bids in November for Phase 2A and 2B (front entrance and fountain plaza) with construction to begin in Spring 2025.
- Other Capital Projects include:
 - Building D restrooms with notice of completion filed and this item will be removed from future lists.
 - Soccer Path of Travel & Seating Repairs received DSA approval in April 2024 and is currently in bid phase.

Scheduled Maintenance

The annual review of the scheduled maintenance plan is due in October.

Meetings will be scheduled soon with the colleges to get annual review of 5-year scheduled maintenance plans.

Santa Ana College

- There are various projects in varying stages ongoing including CEC improvements, CEC roofing repairs, fire systems and code repairs across the campus with all in bidding phases.
- Pool equipment replacement and resurfacing is in design and planning phase.
- 2021-2022 Scheduled Maintenance projects are ongoing for Building G HVAC replacement, Building L, T, W, & X HVAC and roof replacements with bids due September 24, 2024; and barrier removal campus wide for ADA signage anticipated construction to begin in September 2024; Building I and B10/B11 roof replacement are in bid phase.

Santiago Canyon College

- There are various projects in varying stages including Building T ADA sidewalk repairs, fire systems and code repairs, Building D HVAC, Building G mechanical insulation repairs and other miscellaneous work being completed.

District Office

- Fire systems and code repairs are in close-out phase, while plumbing repairs and HVAC VAV valve replacement continue to scope development.

Facility Modification Requests, Blazer Settlement, and current Test Pilots continue in various phases. There are over 55 requests being coordinated at this time. Some projects cannot move forward without funding such as the key test pilot project with over 3,000 doors districtwide that need to have new key cores changed out. This is a serious matter that requires involvement from various departments and the lack of key control is challenging. Resources, coordination, and collaboration are needed to successfully complete these key test pilots' projects.

Questions were answered for clarification of information received.

8. Sustainability Committee Update

Matsumoto reported the committee continues the work to update the plan to align with State goals. Once the committee reviews the draft, it will be shared with PRC as well. Goal is to have the update board approved by the end of the fiscal year. Next meeting is in September.

Matsumoto shared the list of priority projects as noted in the Facility Master Plan. These updates are on the Facilities Planning, Construction, and District Support Services website for reference and review. She reviewed projects for SAC, SCC, District Operations Center and discussed in depth district-wide projects for fire protection systems and life safety, with a need over \$8.4 million undertake repairs and maintenance work needed across the district. This is a huge need and project. Additionally, there are over 10,000 ADA compliance matters that need to be addressed. This is estimated to be over \$100 million district wide. Not to mention the upcoming State goals and objectives relative to sustainability and storm water management that are going to be mandated.

9. Update on Campus Facilities

- SAC – Hoffman reported the next SAC Facilities & Safety Committee meeting is September 17, 2024. Campus is extremely busy especially with DMC and immediate challenge is the condition of HVAC units and the current heat wave.
- SCC – Satele reported the next SCC Facilities & Safety Committee meeting is September 16, 2024. Only other update is completion of U Village decommissioning of almost 7 trailers during the summer.

10. Meeting Schedule 2024-25 (Action)

It is necessary to move meeting scheduled for November 6 to November 13 due to conflict with major facilities conference which staff will be attending. A motion made by Satele was seconded by Hoffman to move the meeting date from November 6 to November 13. By roll call vote the motion passed unanimously.

11. Other

There were no further questions or concerns expressed.

12. Adjournment

The meeting adjourned at 2:29 pm.