

Physical Resources Committee

Wednesday, October 1, 2014 – 1:30 p.m.
Executive Conference Room (114) – District Office

Agenda

1. Call to Order - Hardash
2. Measure E Projects Update – Matsumoto
3. Measure Q Projects Update – Matsumoto
4. Scheduled Maintenance Projects - Matsumoto
5. Prop 39 Projects – Matsumoto
6. Sustainability Plan – Matsumoto
 - Sustainable RSCCD (SRC) Website:
<http://rsccd.edu/Discover-RSCCD/Pages/Sustainable%20RSCCD%20Committee.aspx>
7. Bond Budget Update – O'Connor
8. Update on Campus Facilities Meetings – Collins/Kawa
 - SAC – Facilities Committee Update
 - June 26, 2014 Meeting Minutes
 - SCC – Facilities Committee Update
 - July 28, 2014 Meeting Minutes
9. Election of Co-Chair – Hardash
10. Approval of Meeting Minutes – September 3, 2014 - Hardash
11. Next Meeting: Wednesday, November 5, 2014 at 1:30 p.m. – Executive Conference Room, District Office
12. Other
13. 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

October 1, 2014

Scheduled Maintenance Projects

FY 2015

Santa Ana College

Projects	Budgets
SM 15 Chavez R/R	\$ 440,000
SM 15 Nealley R/R	\$ 350,000
SM 15 Bldgs. R, J & T (Plumbing Fixtures)	\$ 137,822
SM 15 Pool discharge water line repair	\$ 40,000
SM 15 Balance HVAC Systems - L, R, W	\$ 174,050
SM 15 Chavez Windows	\$ 239,950
SM 15 Penthouse floor - Bldg. R	\$ 60,500
SM 15 Exterior Paint and Handrails Building T	\$ 200,000
SM 15 Exterior Paint - Bldg. L, E and B	\$ 150,000
SM 15 Building - U (Replace Skylights)	\$ 80,000
Sub Total	\$ 1,872,322

Santiago Canyon College

SM 15 Replace Door Hardware in A, B, CDC and D Buildings	\$ 50,000
SM 15 Replace EMS System at Buildings A, B, C, D, E and Library	\$ 280,000
SM 15 Replace A/C Units at CDC	\$ 150,000
SM 15 Buildings C & D (Repair Emergency Power System)	\$ 120,000
SM 15 Replace Main Electrical Panel (Serves A, B & CDC)	\$ 203,570
Sub Total	\$ 803,570
Grand Total (Campuses)	\$ 2,675,892

District Office

SM 15 Replace Flush Valves and Sinks (DEFERRED)	\$ 130,000
SM 15 ADA and Access Improvements (DEFERRED)	\$ 150,000
SM 15 Parking Lot ADA Improvements (DEFERRED)	\$ 450,000
Sub Total	\$ 730,000

PHYSICAL RESOURCES COMMITTEE
October 1, 2014
Prop 39 Projects

Projects		Budgets
Year 1 LED Lighting Upgrade (Interior & Exterior)		\$ 1,504,982
	Sub Total	\$ 1,504,982
Year 1 Science Center Building RCx (Interior & Exterior)		\$ 710,339
Year 2 LED Lighting Conversion		\$ 169,081
	Sub Total	\$ 879,420
	Total (campuses)	\$ 2,384,402
Year 2 LED Lighting Conversion		\$ 995,868
	Sub Total	\$ 995,868
	Grand Total	\$ 3,380,270
Prop 39 Funding		
	Year 1	\$ 1,017,539
	Year 2	\$ 816,070



SAC FACILITIES MEETING
 MINUTES – APRIL 29, 2014
 1:30P.M. – 3:00P.M.

Approved 9/16/14

The mission of Santa Ana College is to be a leader and partner in meeting the intellectual, cultural, technological and workforce development needs of our diverse community. Santa Ana College provides access and equity in a dynamic learning environment that prepares students for transfer, careers and lifelong intellectual pursuits in a global community.

Administrators		Academic Senate		CSEA	
Michael Collins, Co-chair	Rhonda Langston	Maria Aguilar Beltran(a)	Valinda Tivenan(a)	Mike Ediss	vacant
Bart Hoffman(a)	Loy Nashua	Elliott Jones, Co-chair	John Zarske(a)	Sarah Salas	Maria Taylor
Jim Kennedy(a)	Linda Rose(a)	Susan Sherod	Louis Pedroza(a)	District Liaison	
Eve Kikawa(a)	Mark Wheeler			Carri Matsumoto/Darryl Taylor	
Guests				Campus Safety & Security	
Ron Jones	Don Mahany			John Follo	
*Ron Coopman for Bart Hoffman	Matt Schoeneman			ASG Representative	
				John Olivares	
1. WELCOME AND INTRODUCTIONS					
		Self Introductions were made		Meeting called to order – 3:00p.m. Adjourned at 4:33p.m.	
2. PUBLIC COMMENTS					
		There were no public comments			
3. MINUTES		DISCUSSION/COMMENTS		ACTIONS/ FOLLOW UPS	
		The April 29, 2014 meeting minutes were presented for approval.		ACTION Motion was moved by M. Wheeler to approve the April 29, 2014 Facilities committee minutes as presented. 2 nd – S. Sherod The motion carried unanimously.	
4. PROJECT UPDATES		DISCUSSION/COMMENTS		ACTIONS/ FOLLOW UPS	
		A project update was provided by Darryl Taylor, Director of Facilities, Construction and Support Services(see attached). Additional update as noted. <u>Central Plant</u> <ul style="list-style-type: none"> • A meeting with DSA is planned to review what has been submitted so far and to discuss what DSA expects to see from the project. • Timelines are tentative. 			

PROJECT UPDATES (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Phase 1 Laying the underground utilities infrastructure throughout the campus.</p> <ul style="list-style-type: none"> o Chilled water line o New electrical o Fire water o Domestic water <p>It was noted that the existing infrastructure is failing on a regular basis.</p> <p>This phase will also include landscaping throughout the central mall.</p> <p>Phase 2 Actual building of the Central Plant.</p> <ul style="list-style-type: none"> • The plant will cool the water as well as a storage facility for ice that will be used to cool our buildings and eliminate the need for each building to have their own HVAC system, chiller and condenser. • This will allow for services to come direct from one central plant which will provide some great efficiencies. <p>In addition, the building will also house a baseball office, small storage area and M&O inventory storage.</p> <p>Phase 3 Mechanical Upgrades</p> <ul style="list-style-type: none"> • Hooking up 8 buildings to the Central Plant. • Addition of new equipment on top to allow the chilled water to service the buildings. • Stub-outs for future work. <p>This project will be very impactful for pedestrian traffic and way finding.</p> <p>The importance of way finding and signage has been stressed to the district and communicated to the crews, design and implementation teams.</p> <ul style="list-style-type: none"> • Imperative that this project does not have a negative impact on FTE generation. • Important to mitigate through good planning and implementation of projects. • Front Door experience and serving students' needs are a high priority. <p>Mr. Taylor noted the following efforts by the district:</p> <ul style="list-style-type: none"> • Contractors are aware that activities on campus are priority #1. <ul style="list-style-type: none"> o They are expected to coordinate with the campus. • District is providing Campus Alerts when activities may be impactful to faculty, staff and students. <p>Campus projects will continue to be safe, coordinated with a lot of information on the front end and throughout the project.</p>	

PROJECT UPDATES (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p><u>Johnson Center</u> RFP process was conducted for Architectural Engineering Services and interviews proceeded from that point.</p> <ul style="list-style-type: none"> • Architects were asked how do we our serve students into the future. • It was noted that the architect firm selected has a lot of experience with student life and student services buildings. • Prior to their interview, the firm had visited the campus and had some ideas about the building. They understood the building as a focal point for the campus. • Members of the interview team felt very confident with their selection. • It is not known at this time if the project will be a renovation or a complete demo and rebuild. • Design costs are less if you tear down, rebuild rather than renovate. • Once the programming is reaffirmed, a scope of work will be developed and within the scope of work, a budget estimate will be discussed. At that time there will be discussion as to what the best option for SAC is. • The target start for Design Phase was corrected to July 2014. <p><u>Bristol and 17th Street Parking Lot</u></p> <ul style="list-style-type: none"> • Lot has been demoed. • Preliminary design has been created. • District has met with the city for their comments. • There has been one initial review with the college. • The project is not in DSA. <p>It was noted that in order to minimize the parking impact on campus, the lot is being used for construction parking, lay down area and storage of materials.</p> <ul style="list-style-type: none"> • The space may be used to minimize the parking impact of future projects. <hr/> <p>SCHEDULED MAINTENANCE PROJECTS Bldgs. C, N, P, R, & L - Roof Repairs After a review of critical roof repairs needed, a roof restoration to building L has been added to the list.</p> <ul style="list-style-type: none"> • The roof has had a number of leaks, specifically one over the computer lab. • A complete re-roof is cost prohibited however the restoration will have a warranty for 10 years against leaks and future damage. • It was noted that the building may be a part of a future project. <p>Members were advised that there had been delays with the roof repair projects; however the work is on target and will be completed before the rainy season.</p> <p>The importance of maintaining roofs and building envelopes on a regular basis as part of the college's scheduled maintenance plan was emphasized.</p>	

PROJECT UPDATES (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>A brief overview of the planning process for Scheduled Maintenance projects was provided:</p> <ul style="list-style-type: none"> • From the RARs all Facility related requests are initially pulled and separated into Scheduled Maintenance projects list eligible for funding. • That list is attached to the Scheduled Maintenance list. <ul style="list-style-type: none"> ○ In addition, the following items are reviewed for consideration: <ul style="list-style-type: none"> ▪ Preventative Maintenance projects. ▪ Facilities Condition Assessment report. ▪ Areas on campus that need to be completed. <p>It was also noted that there are a number projects that are pending at the Sheriff's Academy.</p> <p>This planning process is followed by the budget process, projects are moved to a list where they are tracked and completed.</p> <p>The list is prioritized once the monies are known for 14/15. Projects are prioritized every September.</p> <p><u>Football Field Reconditioning</u></p> <ul style="list-style-type: none"> • This project will be a re-grading and re-sod of the field. • It will be released back to the college on September 15. <p><u>LED Lighting Upgrades</u></p> <ul style="list-style-type: none"> • Work is ongoing. • The majority of this work will be done at night. 	
5. SAC ACTIVE PROJECT UPDATES	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Matt Schoeneman, project manager with Linik Corp. provided the membership with an update on the SAC ACTIVE PROJECTS (see attached). Additional comments as noted.</p> <p><u>Dunlap Hall Addition and Alterations</u></p> <ul style="list-style-type: none"> • Contractor has been on board for about a month. • Critical component of this project are the guardrails. • Drilling of the peers for the stair towers will begin in the next couple of weeks. <p>An inquiry was made regarding the fence line that is removing the sidewalk along parking lot #6. Discussion ensued.</p> <ul style="list-style-type: none"> • It was noted that closing this sidewalk is a concern that has been expressed to Matt Schoeneman and the district. • Important to teach and train campus community to use the entrances around the fence line. • There will be some mitigation techniques that will be utilized to train students, faculty and staff as they return to the campus. • Some options were discussed to appease some of the safety concerns. 	

SAC ACTIVE PROJECT UPDATES (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>This item will be discussed at the SAC Coordination meeting. The SAC Coordination team consists of Dr. Collins, Mark Wheeler, Campus Security and Matt Schoeneman. It was noted that this team meets bi-monthly to discuss vehicular/pedestrian traffic issues as well as any safety related campus items.</p> <p><u>Parking Lot #11 Expansion, Road Improvement</u></p> <ul style="list-style-type: none"> • Upcoming events - Landscaping and installation of trees. <p><u>Portable Village Swing Space</u></p> <ul style="list-style-type: none"> • Some of the modular units were purchased and some leased. The leased units are Village group C. <ul style="list-style-type: none"> ○ These units were received in a brown color and will be painted to match the rest of the units. <ul style="list-style-type: none"> ▪ Quotes are being received for this work. • The parking lot motif will match the other campus parking lots. • Project is coming along nicely and is on track for the move in date. • Working on the “move in” plan with the district and the move management consultant to ensure the move’s efficiency. • Flex week will be the first week of occupancy. • The Village will be ready for the first day of school. • There will be a designated area in Lot #11 for smoking. <p>Appreciation was expressed to Matt Schoeneman for his diligent efforts with the projects.</p>	
6. STANDING REPORTS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
<p>HEPSS (Health, Emergency Preparedness, Safety and Security) Task Force</p>	<p>A HEPSS report was provided for the members by Don Mahany. (Please see attachment.) Additional comment as noted.</p> <ul style="list-style-type: none"> • Blackboard Connect is being considered as the district’s alert system is being explored. • The date of July 15 has been set for the FEMA/CERT Training. <p>The Active Shooter drill will be held on August 15. The drill will begin at 9:00a.m. It will continue throughout the day.</p> <ul style="list-style-type: none"> ✓ It will be a collaborating effort with O.C. Fire and S.A.P.D. S.W.A.T. ✓ SAPD and OCF teams will be brought in throughout the day in Bldg. C and will work through the scenario of an active shooter. ✓ No live ammunition will be used. ✓ A simulator will be utilized for the drill. ✓ We need to be prepared for when this situation comes to our campus. ✓ Lt. John Follo has developed robust Active Shooter guidelines for the campus. <ul style="list-style-type: none"> ○ These guidelines will lead our security, dispatch and emergency management teams. 	

STANDING REPORTS (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> o Lt. Follo was thanked for his work on the guidelines, background and professional expertise that he has brought to the campus. ✓ Important for the campus to see the drill and or become involved. ✓ These drills will be ongoing. ✓ The campus will be updated as the drill nears on how you can participate. <ul style="list-style-type: none"> • The task force welcomes new members Nilo Lipiz, Maria Aguilar-Beltran and Victoria Williams. • There is a need to secure Floor Wardens and Building Captains for the evening evacuation drills. • The security cameras on campus are not monitored. The word needs to get out. • Software options are being explored that will notify when a camera goes down. <p>It was noted that the emergency interior and exterior sound system for CEC was included on the RARs process for CEC.</p>	
Facilities Report	<p>The SAC Facilities Report was presented by Mark Wheeler (see attached). In addition to the report, the following notations were made:</p> <ul style="list-style-type: none"> • The practice field will close Monday, June 30 at which time will become a construction site. <ul style="list-style-type: none"> o It will be closed for about 6 weeks. o Flyers will be posted in an effort to keep folks out. o A campus wide email will be sent out. • The automatic door in the S building has a burnt out motor, the part has been order and will be installed once it is received. • It was reported that a copper line was cut related other to the campus's energy management system. The line was repaired however the system has not come back correctly. The system is still experiencing some issues and measures are being taken to resolve it as quickly as possible. • An electrical break occurred last week. The repairs were quickly made. A walk through was done to confirm that everything was up and running. The contractor's efforts on the job were commended. • Appreciation and gratitude were expressed for Mark Wheeler and his grounds team for their efforts on keeping the campus up. • On behalf of the Faculty Senate, Mr. Jones expressed their appreciation for the outstanding communication efforts by Mark Wheeler in keeping the campus community abreast of construction issues that impact the campus. 	

STANDING REPORTS (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
Environmental Task Force	<p>Susan Sherod emailed her report to the membership and welcomed any questions. (Please see attachment.) She noted that she continues to focus on materials and vendors items for sustainable solutions.</p> <p>Dr. Collins provided a handout on the Higher Education Sustainability Conference that he had attended. (See attached.) The overview highlighted the following:</p> <ul style="list-style-type: none"> • Irrigation and water conservation for a greener landscape. • Drought Management. • Goals for efficient and effective irrigation program. • Energy smart landscapes – strives to achieve the most ecological benefits for the least ecological cost. • Measuring Sustainability Outcomes in Higher Education. • Measuring Sustainability in 4 different categories: Academics, engagement, operations and planning and admin. • Teaming with Facilities for achieving zero waste. • REcyclemania! CSU San Marcos <p>It was noted that a campus-wide initiative needs to be established on all of the Santa Ana College sites. It is important to engage students, faculty, staff and administration in the program in an effort to work toward a zero waste program.</p> <p>Dr. Collins recognized Susan Sherod's continued efforts in bringing information forward to the membership in the areas of thermal massing, zero waste and natural ventilation. In addition it was noted that those are solid approaches to sustainability that need to become part of the design goal for new buildings.</p> <p>The district is working on a Sustainability plan. The draft will be forwarded to the membership once it is ready.</p>	
7. OLD BUSINESS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
Technology Suggestion Box update	<p>Loy Nashua provided the membership an update on the Technology Suggestion Box that had been placed in the Academic Computing Center, Library and Math center.</p> <p>Loy met with the ASG senators regarding some feedback that was received:</p> <ul style="list-style-type: none"> • Maintain the suggestion boxes in the designated centers by faculty or the centers where they are located. • Increase the center's hours of operation and possibly increase staffing. <p>The students were advised to work with the ASG Executive Board regarding these suggestions. Loy will work as a liaison between the ASG and the deans of those respective centers.</p>	

OLD BUSINESS (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
Cigarette Receptacle in Lot #1	<p>An update on the cigarette receptacles in Lot #1 was provided.</p> <ul style="list-style-type: none"> • Two receptacles had been installed. One has gone missing but will be replaced. • Effective placement in the lot is an issue. • A receptacle has been placed near the motorcycle parking; however it is not being used as much as desired. • It appears that smokers are moving further away from bldgs. H&R and thus creating less of an issue. • Efforts will continue in making folks aware that those are non-smoking areas. 	
Chorisia speciosa aka Floss silk tree update	<p>There is a concern regarding the root management of the tree. The district has recently received arborists' quotes to review of the tree. Once the report is complete, it will be brought for review.</p>	
8. NEW BUSIN	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
AR 6700 Civic Center and Other Facilities Use	<p>AR 6700 Civic Center and Other Facilities Use "draft" was presented and reviewed for the membership.</p> <ul style="list-style-type: none"> • The draft has been presented to the joint councils (SCC and SAC) and will be brought to District Council in July. • This is the new Administrative Regulations for Facilities Use. • There have been some changes to the Civic Center Act that needed to be addressed. • The draft primarily reflects changes in section 6700.8 Prioritization of Facility Use Requests. • Important that we are consistent with everyone we serve. • The current schedule fees will stay the same until the board changes that. <p>Members were also updated on a new accounting procedure in accordance with the Civic Center Act that allows for some fundraising of some events. In addition, the wear and tear of the facilities and equipment used will be accounted for.</p> <p>The draft along with the new accounting procedure will take place July 1.</p>	
9. Future Agenda Items	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • Parking Permit Machines, locations and strategy • Parking for school events • 2014 Facilities Master Plan 	
10. Other	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>A brief update on the Don Café was provided for the membership.</p> <ul style="list-style-type: none"> • Don Café will be located where the cafeteria was. • Soft opening in late July early August. Grand opening in Fall 2014 • Similar to Don Express concept • Grab and Go idea • Fresh salads and sandwiches • No grill 	

Other (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none">• No food prep• Looking at ways to deliver warm food products• Focusing on having convenient, fresh and healthy foods. <p>Ms. Langston expressed her appreciation to the M&O team for their work on the SAC Café.</p>	

SUBMITTED BY Geni Lusk 8/22/2014

**Santiago Canyon College Facilities Committee
Meeting Minutes - July 28, 2014**

**Members in Attendance - Ed Cervantes, Jim Granitto, Eric Hovanitz, Steve Kawa, Craig Nance, Charleen Powers,
Guests: Curt Childress and Bill Jeffries**

OLD BUSINESS & PROJECT STATUS REPORTS		OUTCOME/FOLLOW UP
1. Review of Minutes from June 2, 2014 meeting		Minutes with reviewed and approved.
2. Status of Projects Science Center Gymnasium Humanities Building	<p>Science Center - The HVAC project is near completion and punch list items are being addressed.</p> <p>Gymnasium - Although it's uncertain if there are multiple problems, the roofing contractor came to patch the various locations where stanchions were installed. The installation required penetrating the roof with fasteners and the sealant used to with the fasteners appears to have deteriorated in many locations. However, we are continuing to have problems with water falling on the gym floor from the air conditioning units.</p> <p>Humanities - Several faculty have moved into their new offices. All the general classrooms are ready and have been used during the summer. The Language Lab and the Anthropology classroom are still waiting for the delivery of furniture which is expected before the start of the Fall Semester.</p>	Steve to provide status reports on each of the projects at subsequent meeting.
3. Noise Transmission between SC103 and SC104, from SC 105, and between SC205 and SC206	No further action taken. Remains open.	Will continue to remain as a problem that needs to be addressed.
4. Magnets on white boards in E-203 not strong enough and do support holding document(s).	No further action taken. Remains open.	Will continue to remain as a problem that needs to be addressed.
5. Science Center - exterior signage to be combined with Humanities and Gymnasium signage	The project is on hold primarily due to funding. It was Steve's opinion that the priority project is the programming and refurbishment of D Bldg. and until the total cost is identified, we should defer any projects that can wait.	This will continue to on the list of projects that need to be done.
6. Plans for facilities after the Humanities Building is completed including plans to refurbish D Bldg. Include information provided by CTE Division	<p>Steve reported that WLC Architects have come up with two proposals and they address not only D Bldg., but E Bldg., the U Bldgs. and the S Bldgs. The least expensive proposal is \$2.5 M. Key issues that need to be resolved are:</p> <ol style="list-style-type: none"> 1. The size of M.A.S.H. 2. If Counseling should remain in D Bldg. or move to E Bldg., essentially making D Bldg. primarily a Math Department Building and E Building primarily a Student Services Building. <p>The proposals are currently being reviewed by the college president</p>	

OLD BUSINESS & PROJECT STATUS REPORTS cont'd		OUTCOME/FOLLOW UP
6. Plans for facilities after the Humanities Building is completed including plans to refurbish D Bldg. Include information provided by CTE Division- continued.	and vice presidents. Until the college reaches some key decisions, the architect is on hold. One of the issues is whether M.A.S.H. will grow and will not fit into the D Bldg. Counseling area. Therefore it needs the space in E Bldg. Craig said his observations of the existing M.A.S.H. are that there are not enough student positions and that the Counseling area is not large enough.	Steve to pass on this concern to President's cabinet and report to the Committee on any decisions that are reached.
7. Request for additional blackout for Astronomy (SC-104 and SC-205) and Physics (SC-203 and SC-204)	The contractor will be installing scaffolding in SC-203, SC-204 and SC-205. They will measure the windows and then there will be a week to fabricate the shades. They will then come back the week of August 4 th to install the shades. All work will be done after classes are completed.	Steve will provide a status at the next meeting.
8. Relocation OEC Classes	The architect hired to study OEC is expected to have their report completed this fall.	Steve will provide status reports at subsequent meetings.
9. Electric Car Charging Stations	On hold until funding is available.	Steve to pursue alternatives to Chargepoint.
10. Construction Projects and Funding Including Measure E Funds	No additional information or changes from the previous report.	Steve will report if there are any changes to projects.
11. Fume hoods and lab ventilation continue to be problems and may present unsafe conditions for our students.	No further action at this time.	May consider scheduling another test sometime during Fall.
12. Gymnasium Problems - Temperature in Athletic Trainer Office	There is a solution to this that will cost approximately \$3500. Waiting for funding to become available.	On hold until funding becomes available.
13. Humanities Bldg - Will we re-do the Languages classrooms so they meet the needs of the department.	Waiting for the furniture to arrive and for computers to be installed.	Will provide a follow up at next month's meeting
14. Trim trees in Lot no. 7. Very difficult to see traffic coming from other directions	This will be included when regular tree trimming takes place.	No further action at this time.
15. Netting project	This project is complete.	No further action.
16. Naming of Buildings - Process	The Board of Trustees has committed to the naming of the SCC Library. Steve is uncertain if the development of a process is still expected and if it's to include both colleges and the District.	Steve will follow up at the next District Physical Resources Committee meeting.

OLD BUSINESS & PROJECT STATUS REPORTS cont'd		OUTCOME/FOLLOW UP
17. Need for U-85 for Biology	The request was received and will be considered when developing long range plans for the portable buildings.	Steve to make sure WLC Architects takes this into consideration.
18. Additional rooms needed for supplemental instruction	This will be considered during future plans. There are rooms that are not scheduled to be used during the Fall Semester.	Steve will identify those rooms.
19. Commencement Location	No action at this time.	Reminder to the 2015 Commencement Committee
20. Parking Lot No. 7 -	Additional staff parking spaces are expected to be added before the start of the Fall Semester.	Steve to follow up with Ken Gouldsmith to see that work is scheduled.
21. Request for High Intensity Lighting for the Geology Lab SC-206	Steve and Eric to work on this. Nothing new to report at this time.	Steve and Eric to work on developing a proposal.
22. M&O Building move in.	Although some of the maintenance and custodial staff can begin moving in, the support staff currently in A-204 cannot move in until there is a solution to the having sufficient staff to maintain adequate service in A-204.	Will continue to be reviewed to see if conditions change.
23. When will the drinking fountain on the first floor of the Science Center be repaired?	This has been corrected.	No further action.
24. Need more picnic tables	We have brought some tables from OEC and will be distributing them to different locations on campus.	No further action.
NEW BUSINESS		
1. District Standards Committee - Looking for Members	Steve stated that there will be District-wide committee established to develop standard for building design. This Committee will meet on most Thursdays and Fridays starting sometime during the Fall Semester. Are there any faculty who would like to participate? Rick Adams agreed to depending on whether or not the meeting schedule would conflict with his class schedule.	Steve to provide additional information when he receives it from the District.
2. Lawsuit regarding handicap access	Steve explained that the District has been hit with a lawsuit from and individual who claims our facilities are not compliant with ADA regulations. This may end up with the requirement that we have to make significant modifications to the campus which will require funding.	Steve will provide additional information as it becomes available.
3. Scholarship Plaques in the Science Center	Eric asked if a geology scholarship plaque be placed in the Science Center perhaps near the restroom. Martin suggested that it may be better for all science and math scholarship plaques be placed in the same area and maybe someplace along the hallway.	Steve and Eric to meet about possibilities and whether we could attach plaques to the blocks that are in most of our hallways.
6. Next Meeting	3:00 pm Monday, August 25, 2014 in SC-103	

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)

Physical Resources Committee

Meeting of September 3, 2014

1:30 p.m.

Executive Conference Room – District Office

Meeting called by: Peter Hardash

Attendees: Leisa Schumacher, Patricia Alvano, Jim Granitto, Steve Kawa, Peter Hardash, Carri Matsumoto, Adam O'Connor and Darryl Taylor.

Guests: Steve Marshall

Minutes

Agenda item: Welcome – Mr. Hardash called the meeting to order at 1:35 p.m. Introductions of the committee were made.

Agenda item: Measure E, Measure Q and Scheduled Maintenance Projects Update – dated September 9, 2014

Discussion: Ms. Matsumoto reviewed the Projects Update as follows:

Recently completed Measure E projects at Santa Ana College

- Perimeter Site Improvements
- Building G Renovations
- Artesia Street Improvements

Active Measure E projects at Santa Ana College

- Parking Lot #11 Expansion and Improvements: Construction due to be completed in November 2014.
- Temporary Village: Installation was completed in August 2014.
- Tesson Planetarium Upgrade and Restroom Addition: Construction underway, completed expected in end of January 2015. Termite issue has caused delays.

Measure Q Projects Update

- Dunlap Hall Renovations: Renovate and replacement of guard rails and remodel of the existing restrooms. Completion expected by June 2015. Currently demolition activities and placement of footing piles.
- Central Plant: Project in design, target construction is June 2015 with completion in Fall 2017.
- New John Center: Old bookstore annex and the Johnson Center will be demolished. Target construction to begin in Fall 2016 (tentative).
- Science, Technology, Engineering and Math Building (STEM): Architect selection underway, pending start of programming phase in October 2014 and a target construction start of Spring 2016.
- Health Science Building: Project submitted to the state for future state bond funding, programming, design and construction state dates to be determined.
- 17th and Bristol Streets Parking Lot: Currently used for contractor worker parking during Dunlap Hall renovations. Eventually will serve as a surface parking lot.

Active Scheduled Maintenance and other projects at Santa Ana College

- Door Hardware Upgrade: Consultant was Board approved in August 2014.

- Building H Roof Repairs: Construction commenced in July 2014, project completed in August 2014.
- Building H Painting and Window Replacement: Construction anticipated to commence in January 2015.
- Building L Roof Repairs: Target construction state of October, 2014
- Buildings C, N, P & R Roof Repairs: Construction anticipated in January 2015
- Football Field Reconditioning: Sod project complete, turn over to campus on September 15, 2014.
- CEC Parking Lot Slurry and Re-striping: Request for proposals for architect is underway.
- Prop 39 LED Lighting Replacement

Recently Completed Scheduled Maintenance Projects at Santiago Canyon College

- D Building Boiler Replacement
- CDC Building Roof Replacement
- D Building Emergency Generator Repair
- D Building Chiller Actuator Upgrades

Active Scheduled Maintenance and Other Projects at Santiago Canyon College

- Prop 39 Science Center Building Retro-Commissioning: Currently in measurement and verification phase through December 2014.
- D Building Interior Renovation: Architect in programming phase, currently assessing scope of work. Working with campus on a move and space plan.

District Office Project

- HVAC Renovations: Replacement of a/c mechanical equipment and installation of a new air distribution system throughout building. Project should be complete by October 2014.

Agenda Item: Sustainability Plan

Discussion: Ms. Matsumoto informed the committee that the Sustainable RSCCD Committee (SRC) continues working on developing a sustainability plan for the entire district. The draft is available to be viewed at: <http://rscdd.edu/Discover-RSCCD/Pages/Sustainable%20RSCCD%20Committee.aspx>.

Agenda Item: Measure E Financial Summary – As of July 31, 2014 on August 19, 2014

Discussion: Mr. O'Connor reviewed the Project Cost Summary with the committee. Negative \$8million is a cash flow issue and will be reimbursed by Measure Q once issued. A reimbursement resolution will be sent to be Board approved in September, once Measure Q, Series A is issued, sometime in October, transfer will be made back to Measure E.

Agenda item: Campus Facilities Meetings Update

Discussion: Meeting Minutes were distributed from the SAC Facilities Committee Meeting June 26, 2014. SCC Facilities Committee Meeting Minutes from the April 28, 2014 and June 2, 2014 were also distributed. There were no comments or discussion.

Agenda item: Meeting Minutes – May 7, 2014

Discussion: Mr. Hardash called for a motion to approve the PRC Meeting Minutes of the May 7, 2014 meeting. Mr. O'Connor made a motion, Mr. Granitto seconded the motion, the meeting Minutes of May 7, 2014 were approved unanimously.

Agenda item: Future Meeting Schedule

Discussion: The 2014/15 final approved meeting schedule was distributed; this schedule is in line with other shared governance committees. The next meeting is scheduled for Wednesday, October 1, 2014 at 1:30 p.m. in the Executive Conference Room, District Office.

Adjournment: 2:20 p.m.