

Physical Resources Committee

Wednesday, September 3, 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
 - Issuance of Series A Bonds - \$70 million
4. Scheduled Maintenance Projects - Matsumoto
5. Prop 39 Projects – Matsumoto
6. Sustainability Plan – Matsumoto
 - Sustainable RSCCD (SRC) Website:
<http://rscdd.edu/Discover-RSCCD/Pages/Sustainable%20RSCCD%20Committee.aspx>
7. Bond Budget Update, July 31, 2014 – O'Connor
 - Measure E
8. Update on Campus Facilities Meetings – Collins/Kawa
 - SAC – Facilities Committee Update
 - June 26, 2014 Meeting Minutes
 - SCC – Facilities Committee Update
 - April 28, 2014 Meeting Minutes
 - June 2, 2014 Meeting Minutes
9. Approval of Meeting Minutes – May 7, 2014 - Hardash
10. Next Meeting: Wednesday, October 1, 2014 at 1:30 p.m. – Executive Conference Room, District Office
11. Other
12. 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.



PROJECT UPDATES



Physical Resources
Committee Meeting
September 3, 2014

MEASURE at WORK

MEASURE E

RECENTLY COMPLETED PROJECTS

- ▶ Perimeter Site Improvements
- ▶ Building “G” Renovation
- ▶ Artesia Street Improvements

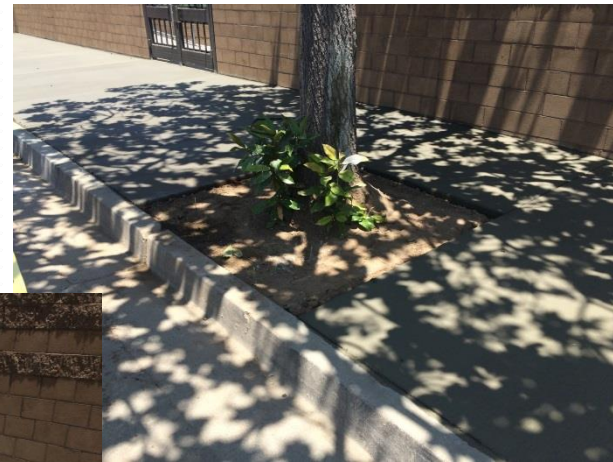
► Perimeter Site Improvements



► Building “G” Renovation



► Artesia Street Improvements



MEASURE E

ACTIVE PROJECT UPDATES

- ▶ Parking Lot #11 Expansion & Improvements
- ▶ Temporary Village
- ▶ Tessman Planetarium Upgrade & Restroom Addition



PROJECT UPDATE SANTA ANA COLLEGE PARKING LOT #1 EXPANSION & IMPROVEMENTS

Project Summary:

- ▶ Replace the old soccer field with a new parking lot that will include new accessible (ADA) parking and an electric car charging station.
- ▶ The storm drainage system will be enhanced to provide a retention system that will divert storm runoff back into the natural aquifer reducing runoff and pollutants that would otherwise run into the ocean.

Current Status:

- ▶ Construction has started with completion anticipated in November 2014.

Budget:

- ▶ \$12.02 million (under review)





PROJECT UPDATE SANTA ANA COLLEGE TEMPORARY VILLAGE

Project Summary:

- ▶ Provide temporary classrooms, lecture halls, and faculty offices for the Dunlap Hall project, the Johnson Building project, as needed.

Current Status:

- ▶ Installation was completed August 2014.
- ▶ In punchlist phase.

Budget:

- ▶ \$ 4.54 million (under review)





PROJECT UPDATE SANTA ANA COLLEGE TESSMAN PLANETARIUM UPGRADE & RESTROOM ADDITION

Project Summary:

- ▶ Renovate the Tessmann Planetarium to comply with accessibility requirements and repurpose the office space for the Veterans Resource Center.
- ▶ Enhance the building exterior.
- ▶ Construct a new restroom annex.

Current Status:

- ▶ Construction is underway with the completion expected at the end of January 2015.

Budget:

- ▶ \$ 3.07million



TESSMANN PLANETARIUM





MEASURE Q PROJECT UPDATES

- ▶ Dunlap Hall Renovation
- ▶ Central Plant
- ▶ New Johnson Center
- ▶ Science, Technology, Engineering and Mathematics (STEM) Building
- ▶ Health Sciences Building
- ▶ 17th & Bristol Parking Lot



PROJECT UPDATE SANTA ANA COLLEGE DUNLAP HALL RENOVATION

Project Summary:

- ▶ Renovate and replace the aging guard rails around the pedestrian walk ways on all levels of Dunlap Hall, as well as, providing a new elevator and stair tower.
- ▶ Remodel the existing restrooms.

Current Status:

- ▶ Construction began in April 2014 with a target completion expected at the end of June 2015.
- ▶ Current activities include demolition activities and drilling and placement of footing piles.

Budget:

- ▶ \$15.27 million





PROJECT UPDATE SANTA ANA COLLEGE CENTRAL PLANT AND INFRASTRUCTURE PROJECT

Project Summary:

- ▶ Construction of a new Central Plant Building.
- ▶ Phase 1: utility replacement, Phase 2: central plant and Phase 3: mechanical upgrades to 8 buildings and includes a new central cooling plant, underground chilled water piping loop, upgrading existing gas, domestic water lines, sewer, drainage and fire water systems.
- ▶ Includes HVAC system conversion for 8 existing buildings to be connected to the new Central Cooling Plant, including a new campus wide energy management system (EMS).
- ▶ Includes 10 DSA plan submittals.
- ▶ The central plant building will be designed to meet LEED Silver certification.

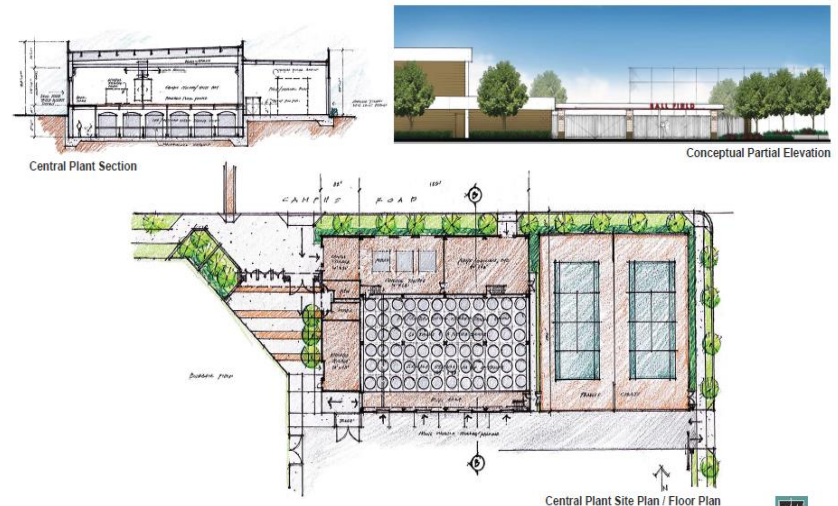
Current Status:

- ▶ Project is in design.
- ▶ Target construction: June 2015 – Fall 2017

Budget:

- ▶ \$67.9 million

Santa Ana College - Central Plant Concept



Rancho Santiago Community College District





PROJECT UPDATE SANTA ANA COLLEGE NEW JOHNSON STUDENT CENTER PROJECT

Project Summary:

- ▶ Construction of a New Johnson Student Center.
- ▶ The old bookstore annex and the Johnson Center Building will be demolished.

Current Status:

- ▶ Architect pending Board approval September 8, 2014.
- ▶ Programming and design to commence in September 2014.
- ▶ Target construction Fall 2016. (under review)

Budget:

- ▶ \$28.49 million





PROJECT UPDATE SANTA ANA COLLEGE NEW STEM BUILDING

Project Summary:

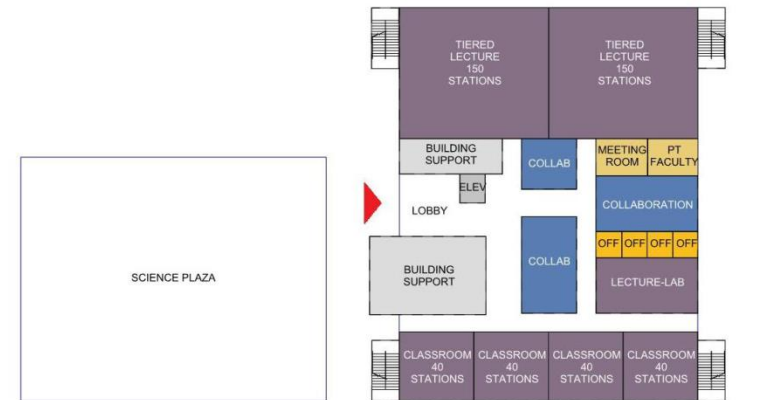
- ▶ Construction of a new 63,100 square foot science and math complex housing modern laboratories, classrooms, lecture halls, and faculty offices.

Current Status:

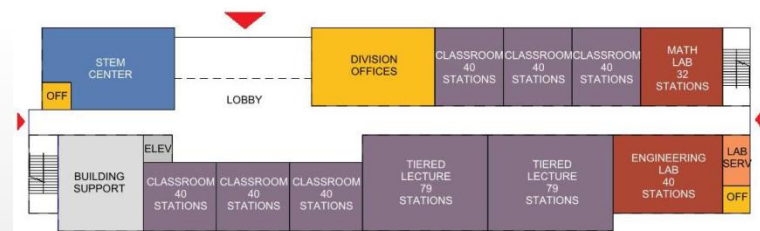
- ▶ Architect selection underway.
- ▶ Pending start of programming phase in October 2014.
- ▶ Target construction start is Spring 2016.

Budget:

- ▶ \$62.94 million



HEALTH SCIENCE BUILDING- LEVEL ONE



STEM BUILDING - LEVEL ONE
SCALE: 1/32" = 1'-0"



PROJECT UPDATE SANTA ANA COLLEGE HEALTH SCIENCES PROJECT

Project Summary:

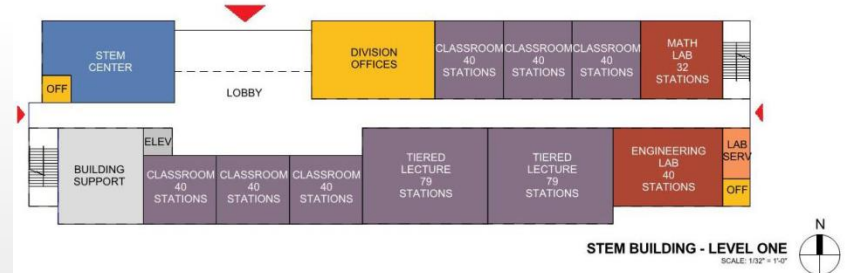
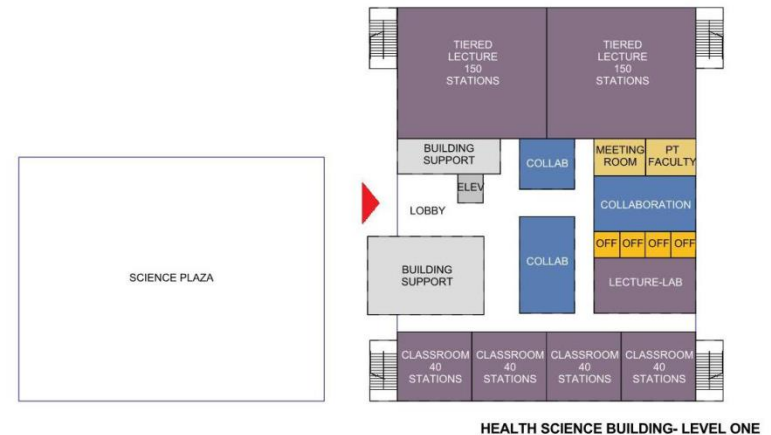
- ▶ Construction of a 55,138 square foot facility to allow for the consolidation and growth of the Health Sciences Programs including Nursing, Occupational Therapy Assistant, Medical Assistant, Emergency Medical Technician and Pharmacy Technology.

Current Status:

- ▶ This project has been submitted to the state for future funding.
- ▶ Programming, design and construction start to be determined.

Budget:

- ▶ \$41.25 million (under review)
- ▶ Need additional funds to start construction.





PROJECT UPDATE SANTA ANA COLLEGE PARKING LOT AT 17TH/BRISTOL ST.

Project Summary:

- ▶ New surface parking lot.

Current Status:

- ▶ Design is currently underway with Donald Krotee Partnership.
- ▶ Demolition package bid awarded May 2014.
- ▶ Parking lot to be utilized for contractor worker parking for Dunlap Hall renovation on an interim basis.

Budget:

- ▶ \$1.65 million
- ▶ Acquisition of property was paid by Measure E funds.



MEASURE Q
MASTER PROGRAM BUDGET
 (BASED ON NO STATE FUNDING)

****ESTIMATED**

TARGET

<u>PROJECT</u>	<u>TOTAL BUDGET</u>	<u>STATUS</u>	<u>CONSTRUCTION</u>
❖ Dunlap Hall Renovation	\$15.27 M	Under Construction	April 2014 - June 2015
❖ 17 th & Bristol Parking Lot	\$ 1.65 M	In Design	To be determined (TBD)
❖ Central Plant 3 Phases	\$67.9 M	In Design	June 2015 – Fall 2017
❖ New Johnson Center	\$28.49 M	Programming	Fall 2016 - TBD
❖ STEM Building	\$62.94 M	Programming	Spring 2016 - TBD
❖ *Health Sciences Building	\$41.25 M	Pending	TBD
TOTAL	\$217.05M		
Escalation	\$10.95 M		
NEW TOTAL	\$228M		

*State Funding Eligible \$19 M

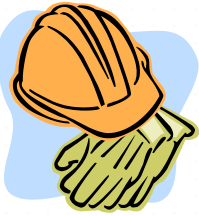
**Includes construction, design and owner contingencies



Scheduled Maintenance and Other Projects

ACTIVE SCHEDULED MAINTENANCE & OTHER PROJECTS SANTA ANA COLLEGE

- ▶ Door Hardware Upgrade
- ▶ Building H Roof Repairs
- ▶ Building H Painting, Window replacement
- ▶ Buildings L Roof Repairs
- ▶ Buildings C, N, P & R Roof Repairs
- ▶ Football Field Reconditioning
- ▶ CEC Parking Lot Slurry and Re-striping
- ▶ Prop 39 LED Lighting Replacement



ACTIVE SCHEDULED MAINTENANCE

Door Hardware Upgrade

Project Summary:

- ▶ To retrofit door hardware across the campus.
- ▶ This work will be phased over the next several years.

Current Status:

- ▶ Consultant was Board approved August 18, 2014.

Budget:

- ▶ \$176,800

Building H Roof Repairs

Project Summary:

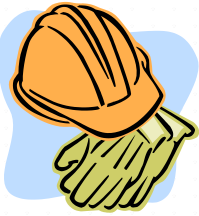
- ▶ Repair of the roof.

Current Status:

- ▶ Construction commenced July 2014.
- ▶ Project was completed August 15, 2014.

Budget:

- ▶ \$78,000



ACTIVE SCHEDULED MAINTENANCE

Building H Painting, Window Replacement

Project Summary:

- ▶ To paint, replace windows and demolish the screens in Building H.

Current Status:

- ▶ Architect developing bid documents.
- ▶ Bids was advertised August 2014.
- ▶ Construction anticipated January 2015.

Budget:

- ▶ \$199,140

Building L Roof Repairs

Project Summary:

- ▶ New project to repair roof.

Current Status:

- ▶ Bid was advertised July 2014.
- ▶ Target construction start October, 2014 and completion in November, 2014.

Budget:

- ▶ \$61,146



ACTIVE SCHEDULED MAINTENANCE

Buildings C, N, P & R Roof Repairs

Project Summary:

- ▶ To repair roofs.

Current Status:

- ▶ Architect developing bid documents.
- ▶ Bids to be advertised October 2014.
- ▶ Construction anticipated January 2015.

Budget:

- ▶ \$1.11 million

Football Field Reconditioning

Project Summary:

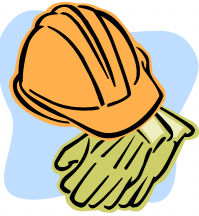
- ▶ To recondition the turf of the football field.

Current Status:

- ▶ Installation of new sod has been completed July 2014.
- ▶ 1st mowing in August 2014.
- ▶ Turn-over to Campus September 15, 2014.

Budget:

- ▶ \$100,000



ACTIVE SCHEDULED MAINTENANCE

CEC Parking Lot Slurry and Re-Striping

Project Summary:

- ▶ To resurface and stripe the parking lot.

Current Status:

- ▶ Pending design start.
- ▶ Request for proposals underway for architect.

Budget:

- ▶ \$205,144



ACTIVE PROP 39 PROJECT LED LIGHTING UPGRADE

Project Summary:

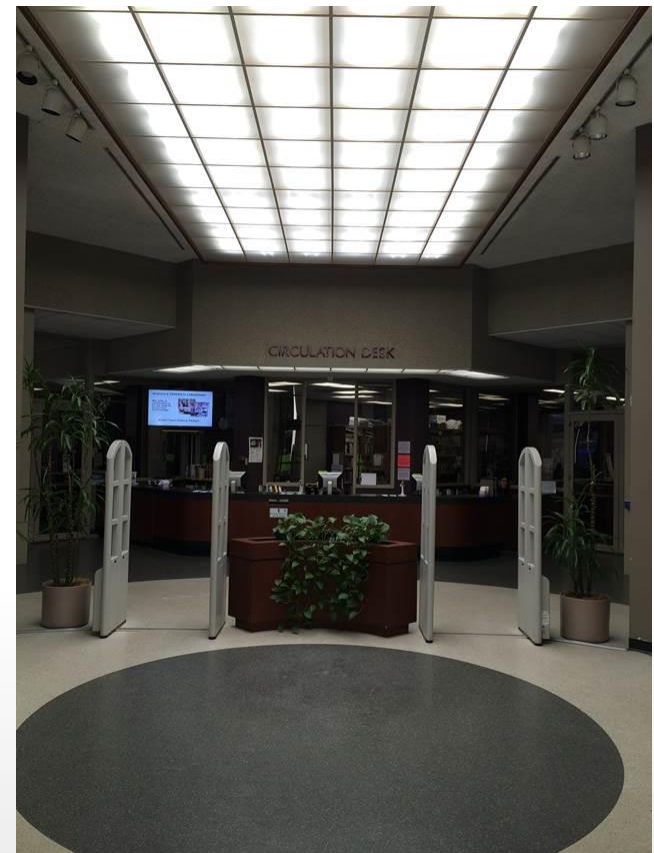
- ▶ Replace fluorescent and incandescent lights with LED retrofit kits for all applicable interior lights and replace exterior parking lights with new LED fixtures.

Current Status:

- ▶ Ongoing installation of interior LED in all 18 buildings.
- ▶ Measurement and Verification through December 2014

Budget:

- ▶ \$1,516,730



RECENTLY COMPLETED SCHEDULED MAINTENANCE SANTIAGO CANYON COLLEGE

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



ACTIVE SCHEDULED MAINTENANCE & OTHER PROJECTS SANTIAGO CANYON COLLEGE

- ▶ Prop 39 Science Center Building Retro-Commissioning
- ▶ D Building Interior Renovation





ACTIVE PROP 39 PROJECT SCIENCE CENTER BUILDING RETRO-COMMISSIONING

Project Summary:

- ▶ Replace Energy Management System.
- ▶ Better control of air handling units & boilers.
- ▶ Integrate control systems with EMS.
- ▶ Reduce energy usage in the building.
- ▶ Variable frequency drive control for fume hoods

Current Status:

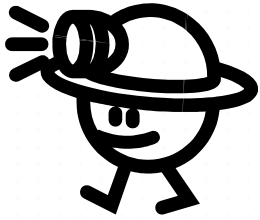
- ▶ Current activities include: staff training and preventative maintenance report.
- ▶ Construction activities completed.
- ▶ Measurement and Verification phase through December 2014.



Budget:

- ▶ \$710,339





ACTIVE OTHER PROJECT D BUILDING - INTERIOR RENOVATION

Project Summary:

- ▶ Interior renovation of D Building.
- ▶ Removal of portables “S”.

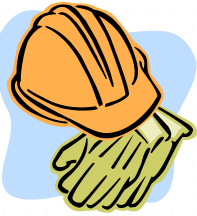
Current Status:

- ▶ Architect in programming phase.
- ▶ Currently assessing scope of work.
- ▶ Working with campus on move and space planning.

Budget:

- ▶ \$250,000 (under review)





DISTRICT OFFICE PROJECTS

HVAC Renovations

Project Summary:

- ▶ Replacing AC mechanical equipment and installing a new air distribution system throughout entire building.

Current Status:

- ▶ Testing of newly installed mechanical equipment.
- ▶ Completion of project October 1, 2014.

Budget:

- ▶ \$1.03 M

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

MEASURE E

Projects Cost Summary
7/31/14 on 8/19/14

Special Project Numbers	Description	Project Allocation	Total PY Expenditures	FY 2014-2015		Cumulative Exp & Enc	Project Balance	% Spent
				Expenditures	Encumbrances			
ACTIVE PROJECTS								
SANTA ANA COLLEGE								
3001	Renovation of Buildings / Building "G" Renovation	9,826,032	9,302,490	-	-	9,302,490	523,542	95%
3003	Renovate Campus Infrastructure Design/Construct Maintenance/Operations Design/Construct Classroom Building	24,989,055	24,927,689	-	-	24,927,689	61,366	100%
3008	Renovate & Expand Athletic Fields	10,099,547	10,082,438	-	-	10,082,438	17,109	100%
3029	Parking Lot #11 Expansion and Improvements	11,079,553	7,906,461	28,776	3,980,864	11,916,101	(836,548)	108%
3030	Perimeter Site Improvements	7,047,666	6,165,992	-	707,001	6,872,993	174,673	98%
3031	Tessman Planetarium Upgrade and Restroom Addition	3,076,787	716,875	-	2,239,607	2,956,482	120,305	96%
3032	Dunlap Hall Renovation	1,566,050	1,291,308	159,587	13,829,389	15,280,284	(13,714,234)	976%
3035	Johnson Center Renovation	51,800	49,300	-	2,500	51,800	0	100%
3036	Temporary Village	5,025,335	2,807,979	-	1,878,712	4,686,691	338,644	93%
3042	Central Plant (Design)	3,613,217	1,271,727	-	2,895,647	4,167,374	(554,157)	115%
3043	Property Acquisition 17th/Bristol	5,188,603	5,110,237	1,077	4,809	5,116,122	72,481	99%
3045	Chavez Hall Renovation	241,592	6,642	-	83,560	90,202	151,390	37%
TOTAL SANTA ANA COLLEGE		81,805,237	69,639,137	189,439	25,622,089	95,450,665	(13,645,428)	117%
SANTIAGO CANYON COLLEGE								
3004	SCC Infrastructure	37,929,121	37,187,826	-	62,189	37,250,015	679,106	98%
3022	Humanities Building	32,781,753	32,361,137	-	276,551	32,637,688	144,065	100%
3025	Athletics and Aquatics Center: Netting and Sound System	20,454,610	19,849,746	-	161,118	20,010,864	443,746	98%
3026	Science and Math Building	26,450,934	26,415,964	-	34,950	26,450,914	20	100%
3046	Orange Education Center Building Certification	3,762,121	383,918	2,000	2,122,120	2,508,038	1,254,083	67%
TOTAL SANTIAGO CANYON COLLEGE		121,378,539	116,198,590	2,000	2,656,928	118,857,518	2,521,021	98%
DISTRICT/ DISTRICTWIDE OPERATIONS								
3044	Project Closeout/Certification	996,825	143,437	-	78,367	221,804	775,021	22%
TOTAL DISTRICT/DISTRICTWIDE		996,825	143,437	-	78,367	221,804	775,021	22%
ACTIVE PROJECTS - ALL SITES		204,180,601	185,981,164	191,439	28,357,384	214,529,987	(10,349,386)	105%

Negative Project Balance due to Measure Q borrowing \$17,773,600 from Measure E to issue Purchase Orders.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

MEASURE E

Projects Cost Summary
7/31/14 on 8/19/14

Special Project Numbers	Description	Project Allocation	Total PY Expenditures	FY 2014-2015		Cumulative Exp & Enc	Project Balance	% Spent
				Expenditures	Encumbrances			
COMPLETED PROJECTS								
SANTA ANA COLLEGE								
3002	SAC Library Renovation	339,623	339,623	-	-	339,623	-	100%
3007	Child Care/Classroom-Centennial Renovate and Improve Centennial Ed Center	1,662,032	1,662,032	-	-	1,662,032	-	100%
3013	Acquisition of Land Adjacent to SAC	15,962,453	15,962,453	-	-	15,962,453	-	100%
3016	Design New Child Development Center Construct New Child Development Center	10,362,051	10,362,051	-	-	10,362,051	-	100%
3017	Design Women's Locker Room Construct Women's Locker Room Augment State-Funded PE Seismic Project	14,455,332	14,455,332	-	-	14,455,332	-	100%
3019	Design Sheriff Training Facility Construct Sheriff Training Facility Fire Science Program (Net 6 Facility) Fire Science Prog. @ MCAS, Inc. 2	29,121,885	29,121,885	-	-	29,121,885	-	100%
3020	Design/Construct Digital Media Center	14,000,656	14,000,656	-	-	14,000,656	-	100%
3028	Design & Construct Parking Structure	2,046,955	2,046,955	-	-	2,046,955	-	100%
3034	SAC Sheriff Training Academy Road	56,239	56,239	-	-	56,239	-	100%
3038	Campus Lighting Upgrade	6,825	6,825	-	-	6,825	-	100%
TOTAL SANTA ANA COLLEGE		88,014,051	88,014,051	-	-	88,014,051	-	100%
SANTIAGO CANYON COLLEGE								
3011	Land Acquisition	24,791,777	24,791,777	-	-	24,791,777	-	100%
3012	Acquire Prop & Construct Cont Ed	27,554,640	27,554,640	-	-	27,554,640	-	100%
3014	Construct New Library & Resource Center	4,375,350	4,375,350	-	-	4,375,350	-	100%
3021	Construct Student Services & Classroom Bldg	8,073,049	8,073,049	-	-	8,073,049	-	100%
3027	Construct Additional Parking Facilities	1,047,212	1,047,212	-	-	1,047,212	-	100%
TOTAL SANTIAGO CANYON COLLEGE		65,842,028	65,842,028	-	-	65,842,028	-	100%
DISTRICT/ DISTRICTWIDE OPERATIONS								
3009	Replace Aging Telephone & Computer Network	14,056,433	14,056,433	-	-	14,056,433	-	100%
3039	LED Lighting Upgrade	471,600	157,200	-	-	157,200	314,400	33%
TOTAL DISTRICT/DISTRICTWIDE		14,528,033	14,213,633	-	-	14,213,633	314,400	98%
COMPLETED PROJECTS - ALL SITES		168,384,112	168,069,712	-	-	168,069,712	314,400.00	100%
RECAP:								
Santa Ana College		169,819,288	157,653,188	189,439	25,622,089	183,464,716	(13,645,428)	108%
Santiago Canyon College		187,220,567	182,040,618	2,000	2,656,928	184,699,546	2,521,021	99%
District/Districtwide Operations		15,524,858	14,357,070	0	78,367	14,435,437	1,089,421	93%
GRAND TOTAL - ALL SITES		372,564,713	354,050,875	191,439	28,357,384	382,599,699	(10,034,986)	103%



SAC FACILITIES MEETING
 MINUTES –JUNE 26, 2014
 1:30P.M. – 3:00P.M.

Draft for Approval

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(a)	Darryl Taylor
Guests				Campus Safety & Security	
Ron Jones	Don Mahany			John Follo	
*Ron Coopman for Bart Hoffman	Matt Shoenamen			ASG Representative	
				John Olivares	
1. WELCOME & INTRODUCTIONS					
				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</p> <p>Bldgs. C, N, P, R, & L - Roof Repairs</p> <p>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 - April 24, 2014

Members in Attendance: Eric Hovanitz, Steve Kawa, Jackson Miller (ASG), Craig Nance, Julie Peeken, Charleen Powers, Martin Stringer and Victoria Williams

Guest: Ken Gouldsmith

OLD BUSINESS & PROJECT STATUS REPORTS		OUTCOME/FOLLOW UP
1. Review of Minutes from March 24, 2014 meeting		Minutes were approved.
2. Status of Projects Science Center Gymnasium Humanities Building	<p>Science Center Project – Contractor has been working during the days on the roof and in the building at nights. Committee members said they have noticed several ceiling tiles out and the fume hood alarms are going off. Steve will report this to the contractor.</p> <p>Gymnasium – Although the roof consultant has identified where they believe to be cause of the leaks, it’s uncertain who is responsible for repairing the leaks: the roofer or the mechanical contractor who penetrated the roof in several areas while installing the mechanical system. The District has started the discussion by approaching the roof manufacturer and the roofer.</p> <p>Humanities Building – Classes have started on the first floor, primarily English and Philosophy. No major problems have been reported. Furniture for the faculty offices will not arrive until early June.</p>	Steve to provide status reports at future committee meetings.
3. Noise Transmission between SC103 and SC104, from SC 105, and between SC205 and SC206	No further action taken	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	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	Steve presented the District proposal that which was two signs for the Science Center, Humanities and the Athletic and Aquatics Center. The majority of the committee requested that we have three signs per building.	Steve to present the committee suggestion to the District.
6. Plans for facilities after the Humanities Building is completed including plans to refurbish D Bldg. Include information provided by CTE Division	Steve said that WLC Architects have been selected for the refurbishment work and that they will also do the programming which means meeting with the departments that have an interest in D and E Buildings. A firm schedule has not yet been established.	Steve to work with WLC to set up schedule.
7. Request for additional blackout for Astronomy (SC-104 and SC-205) and Physics (SC-203 and SC-204)	The District received two proposals which were very different in the estimated costs. In addition, they were not accepted because they were not in the acceptable format.	Steve will work with the District to continue to get ideas and quotes to resolve this problem

Santiago Canyon College Facilities Committee

Meeting Minutes - June 2, 2014

**Members in Attendance - Rick Adams, Pat Alvano, Ed Cervantes, Eric Hovanitz, Steve Kawa,
Craig Nance, Julie Peeken, Charleen Powers, Bonnie Slager, and Victoria Williams**

Guest: Curt Childress

OLD BUSINESS & PROJECT STATUS REPORTS		OUTCOME/FOLLOW UP
1. Review of Minutes from April 24, 2014 meeting		Minutes were approved.
2. Status of Projects Science Center Gymnasium Humanities Building	<p>Science Center - There is no change to the HVAC modification project in progress. The project is expected to be completed by the end of June. A committee member reported there appears to be a problem with negative air pressure in SC-129.</p> <p>Gymnasium - Steve has not heard from the District as to the resolution of getting the roof problems corrected.</p> <p>Humanities - No change. Faculty can decide when they want to move in. Office furniture is currently being installed.</p>	<p>Steve will report the problem of the negative air pressure to the contractors.</p> <p>Steve to provide status reports at future committee meetings.</p>
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	Steve did inform the District representative that the Committee recommends that we have three signs each for the Science Center, Humanities and the Athletic and Aquatics Center.	Steve will ask the District to have the consultant present a plan of what the signage would look like so that the Committee can review it.
6. Plans for facilities after the Humanities Building is completed including plans to refurbish D Bldg. Include information provided by CTE Division	WLC Architects have met with the various departments and should be developing a plan(s) for the college to review.	Steve will present that plan for the Committee to review.
7. Request for additional blackout for Astronomy (SC-104 and SC-205) and Physics (SC-203 and SC-204)	The District has identified a contractor to do the work and now that contractor has to present a mock up for the college to review before they proceed.	Steve will follow up the District and get the specific departments involved for review.
8. Relocation OEC Classes	This will be incorporated in the total plans associated with D, E and the U Bldgs. that WLC will be developing.	Steve to provide status as WLC develops proposals.
9. Electric Car Charging Stations	No change in status	Will continue to remain an agenda item.

OLD BUSINESS & PROJECT STATUS REPORTS cont'd		OUTCOME/FOLLOW UP
10. Construction Projects and Funding Including Measure E Funds	No change in status	Steve will provide information when there is a change
11. Fume hoods and lab ventilation continue to be problems and may present unsafe conditions for our students.	A report has been prepared and has been distributed to the Division for review.	Will follow up after we have had time to assess the report.
12. Gymnasium Problems - In the team rooms, there is no hot water and the HVAC is inadequate.	The hot water problem has been corrected although we may need to consider a long term fix by installing a regular hot water system in place of the strip heater. Admin. Svcs. needs to provide a fix to have a separate cooling system for the Athletic Trainer	Admin. Services needs to address the warm temperatures in the Athletic Trainer Office.
13. Humanities Bldg - Will we re-do the Languages classrooms so they meet the needs of the department.	Plans are in place to make the corrections. This includes installing different workstations.	Admin. Services to follow up to see that end result is what Languages was expecting.
14. Writing Center - Changes	This has been changed.	This will be dropped as an agenda item.
15. D-116-8 Temperature too cold	Bonnie reported that it appears to be better but since she is leaving, Admin. Svcs. should not make additional changes.	Will drop as an agenda item.
16. Trim trees in Lot no. 7. Very difficult to see traffic coming from other directions	This will be completed when the landscape contractor schedules a group of trees for trimming.	Will continue to be an agenda item until completed.
17. Netting project	This project should be completed within the next few weeks.	Steve will provide a report at the next meeting.
18. Naming of Building - Process	Steve reported that the District would like guidelines to be developed by a joint SAC/SCC committee. He will initiate getting a group together but he wanted to know if there were any standards that this committee would like to put forward for consideration. The committee suggested: 1. The naming rights should come with a donation or contribution to a project and should be a substantial portion. 2. If it's the name of an individual, the person should be in good standing in the community	Rick Adams and Julie Peeken were willing to serve on this joint committee depending on when the meetings were scheduled. Steve will find out from SAC who they plan to have as their representatives.

OLD BUSINESS & PROJECT STATUS REPORTS cont'd		OUTCOME/FOLLOW UP
19. Sustainability Plan	Request that committee members take the survey recently distributed and encourage others to take it.	Members take the survey
20. Request From ASG - Location to have a movie night	It's believed that the event went well	No further action
21. Need for U-85 for Biology	Formal request from Biology	Should be considered when long term plans are developed.
22. Additional rooms needed for supplemental instruction	Should be considered during development of long term plans for D, E and the U Bldgs.	Should be considered when long term plans are developed.
23. Women's staff shower in the gym - the hot water is not working.	This has been corrected.	This will be dropped as an agenda item but as mentioned for agenda item no. 12, consideration should given to install a regular hot water system.
24. Commencement Location	Steve advised the Commencement Committee of this suggestion however the committee decided to keep this year's commencement at the same location as last year's primarily because it falls on a Friday and there are no evening classes.	Follow up for next year.
25. Parking Lot No. 7 -	Ken will schedule to have an entire row of parking lot no. 7 painted converting those spaces from student to staff parking.	Follow up to see that work is completed during the summer.
NEW BUSINESS		
1. Request for High Intensity Lighting for the Geology Lab SC-206	Eric referenced PCC which has a lighting system that he thinks would work. Steve also said that Debbie Brooks thought Chaffey had just renovated their labs and might have installed a lighting system that they're looking for.	Steve and Eric to follow up to find a location that would serve as a model so that an architect or contractor can determine what would need to be done.
2. M&O Building move in.	Steve explained the complication of the Admin. Staff being fragmented between the M&O Bldg. and A-204 which is exacerbated with Irma out on disability. In addition, Seville and the District consultant are occupying the building.	Steve to reconsider relocation into the M&O Building and see what staff can relocate there.
3. When will the drinking fountain on the first floor of the Science Center be repaired?	Steve was unaware that there was a drinking fountain problem.	Steve will have someone on his staff correct the problem so that the drinking fountain is functional.
4. Need more picnic tables	A request to have a couple of picnic tables placed in the patio of the second floor of the bond building.	Steve to see if tables can be brought over from OEC.
5. Next meeting:	Will schedule June 23 rd and see who will be able to come.	

**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)

OLD BUSINESS & PROJECT STATUS REPORTS cont'd		OUTCOME/FOLLOW UP
8. Relocation OEC Classes	No change in status. District expects to receive the study about OEC sometime in the Fall and then determine what should be done.	Steve will report when there's a change in the plan.
9. Electric Car Charging Stations	No change in status	Steve to get a proposal from another vendor.
10. Construction Projects and Funding Including Measure E Funds	No change in status	
11. Fume hoods and lab ventilation continue to be problems and may present unsafe conditions for our students.	Air quality test was conducted during a biology lab exercise. We have not received a formal report. Charleen expressed concern the test may not be accurate because the consultants were constantly going in and out of the room and therefore air was flowing in and out of the room.	Steve will report Charleen's concern to Don Maus. When we receive the report, it will be distributed to interested committee members.
12. Gymnasium Problems - In the team rooms, there is no hot water and the HVAC is inadequate.	The problem with the hot water strips that provides the heating has been corrected. If funding becomes available, it may be better to install a conventional hot water system. The HVAC issues in the Athletic Training office will also require funding which is currently not available.	Admin. Svcs. to continue to have these two projects on their "To Do" list.
13. Humanities Bldg - Will we re-do the Languages classrooms so they meet the needs of the department.	The room has been modified and the furniture has been ordered. We'll need to have some electrical and data work done.	Steve to work with Curt Childress to ensure the work is completed.
14. Writing Center - Changes	Changes have been made. Will begin to install computers.	Admin. Svcs. to follow up on all work necessary to have this facility ready.
15. Suggestion from El Modena High School Principal	Nothing further reported.	Will be dropped from the agenda unless we are contacted by El Modena or OUSD.
16. D-116-8 Temperature too cold	Admin. Svcs. has made some changes but uncertain if user sees any improvement.	Admin. Svcs. will follow up the end user.
17. Trim trees in Lot no. 7. Very difficult to see traffic coming from other directions	On hold until it can be included with other tree trimming work.	Admin. Svcs. will continue to work with the contractor to determine the time to complete the work.
18. Netting project	This project is ready to proceed. Will schedule the work around the schedule of the softball team.	Admin. Svcs. will provide status of this project at regular meetings.

OLD BUSINESS & PROJECT STATUS REPORTS cont'd		OUTCOME/FOLLOW UP
19. Naming of Building – Process	<p>The committee brainstormed on what issues should be considered when we receive a request to name a building. The issues include:</p> <ul style="list-style-type: none"> • Previously at SAC, some buildings were named after staff who worked at the college. The exception was the Caesar Chavez Building. • What was the process for naming Strenger Plaza? • Assumes it needs Board of Trustees approval. • Consider donation to the College – major donor to a building (25% or more) • Approval by the Academic Senate and College Council. • Should not have to be the same process as SAC. • Could be a person in good standing in the Community • Building name does not necessarily have to be the name of the building. • If it is a commercial donor, donation needs to be at least 50% of the total cost. • Check on what's done at other colleges, e.g., PCC, Santa Barbara, OCC, and Santa Rosa <p>Steve and Eric presented procedures used by other community colleges and most appear to be linked to “substantial donations” to the college. Steve also explained that there will be a committee made up of representatives from both colleges. That has not been organized yet. Also, Rick Adams was also going to investigate procedures used at other community colleges.</p>	It was decided to defer any further discussion until Rick presented any findings and for the joint SCC/SAC committee is formed.
20. Need additional speed bumps on the road next to the library.	This was completed during spring break.	No further action. Will remove from future agendas.
21. Establish Regular Meeting Dates	4 th Monday of the month – 3/24, 4/28, 5/26(Memorial Day) – different Monday or Tuesday, 6/23	This has been established and will be removed from future agendas.
22. Sustainability Plan	There is a draft that is still being prepared. When a complete draft is completed, it will be distributed when the first draft is complete.	To be distributed to committee members when it's available.
23. Request From ASG – Location to have a movie night	After listening to the plans presented by ASG representative Jackson Miller, the committee agreed it was okay to have the movie in the lawn area between the Science/Humanities Buildings and the D Building.	No further action necessary.
24. Need for U-85 for Biology	Charleen confirmed that U-85 is not needed for the 2014 fall semester but expects it will be needed sometime in the future based on the growth of the college and the department.	This will be kept on file when future plans are developed for the U Bldgs.

OLD BUSINESS & PROJECT STATUS REPORTS cont'd		OUTCOME/FOLLOW UP
25. Additional rooms needed for supplemental instruction	This was confirmed that this can be regular classrooms which there should be some vacancies once the Humanities Building is fully functional.	
NEW BUSINESS		OUTCOME/FOLLOW UP
1. Women's staff shower in the gym – the hot water is not working.		Steve will have his staff check this out.
2. Commencement Location	Charleen asked if commencement is still planned in the same area as it was held last year. Steve said he had reported her request to have it moved to the gym or the previous commencement area but the commencement committee decided that given this year's commencement is on a Friday, it should not interfere with any classes.	Steve will report to commencement Committee that an alternate site should be considered for next year.
3. Parking Lot No. 7 -	Will there be more staff parking in Lot No. 7 when the Fall Semester starts? There will be greater demand once the Humanities Building is fully operational.	Steve and Ken will consider adding another row for staff parking and will get a proposal to have spaces painted.
6. Next meeting: Monday, June 2nd at 3:00 pm 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)

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

Physical Resources Committee

Meeting of May 7, 2014

1:30 p.m.

Executive Conference Room – District Office

Meeting called by: Peter Hardash

Attendees: Pat Alvano, Michael Collins, Peter Hardash, Steve Kawa, Carri Matsumoto, Adam O'Connor, Dolly Paguirigan and Darryl Taylor

Minutes

Agenda item: Welcome – Mr. Hardash called the meeting to order at 1:35 p.m.

Agenda item: Measure E, Measure Q and Scheduled Maintenance Projects Update – dated May 7, 2014

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

At Santa Ana College:

- Chavez Hall: - In planning and design phase, investigative work continues.
- Central Plan: In design phase. Three phases: infrastructure, central plant and mechanical upgrades.
- Johnson Center: In planning phase, this building to be renovated to better utilize the space available and to repurpose the space to support new program requirements which were established by the Facility Master Plan and the College.
- STEM Building: A Measure Q project in the planning phase, a new building addition to the campus.
- Bristol & 17th Street Parking Lot: Another Measure Q Project in the design phase. This is a new surface parking lot addition.
- Site Perimeter (Off-site City work): Measure E work associated with off-site work approved by the City of Santa Ana for Artesia, 17th and Bristol Streets.
- Building H Painting: A scheduled maintenance project in the bidding phase.
- Building H Windows and Screen Replacement: A scheduled maintenance project in the bidding phase.
- Roof Repairs for Buildings C, H, N, P & R: A scheduled maintenance project in the bidding phase.
- Football Field Reconditioning: A scheduled maintenance project in the bidding phase.
- Lot 11 Site Improvements, Temporary Village and Planetarium Renovations: Village to be complete by August, the most critical project, moving and set-up to be done within a 15 day window. There are some delays due to unforeseen conditions. Termite damage around the exterior of the Planetarium which will cause delays.
- Dunlap Hall Renovation: Adding elevators to the outside of the building, contractor will begin work as soon as everyone moves out of the building by early June.
- LED Lighting: Construction will start by mid-May and should be complete by the end of June.
- Unforeseen issues occur and further delay projects such as a contractor hitting a water line yesterday and setting off fire alarms.
- Building D Boiler Replacement: In closeout phase, NOC Board approved on April 28, 2014

- Building G Renovation: In closeout phase, NOC was Board approved April 14, 2014
- Site Perimeter Project: In closeout phase, NOC was Board approved April 28, 2014 including a unilateral change order for credits owed back to the District.

At Santiago Canyon College, Measure E projects:

- OEC: User group meetings have wrapped up, architect is now producing and refining space programming document. Next phase would be design during this summer.
- Building D Interior Upgrades and Portable Removal: Interior upgrades as well as portable removals of Buildings U and S for DSA certification purpose. The College would like to get rid of as many portables as possible. Dual funded project, Measure E closeout and capital facilities.
- LED Lighting: Interior and exterior lighting upgrades to LED, part of the Prop 39 project. Applied for Year 2 Prop 39 funding.
- Building D Actuator Repair, Building D Emergency Generator and CDC Building Roof Replacement: All out to bid.
- Math & Science Building Retro-Commissioning: Last phase of testing of management systems, controls and air pressure issues.
- Athletics and Aquatics Center Netting Project: Painting being completed, netting already delivered.
- Athletics and Aquatics Center: Roof leaking, repairs to be down under warranty.
- Humanities Building and Building D Boiler Replacement: In closeout phase.
- ADA Lawsuit: Filed yesterday, corrections will be made. Additional Measure E funds will need to be withheld for this claim. Chancellor will inform the Board of the need to use Measure E funds to meet ADA compliance.

At District Operations:

- LED Lighting Upgrade: Performing field verification of fixture counts and ceiling heights. This is a proposed Year 2 Prop 39 project.
- HVAC Renovations: Currently replacing t-stat controls on Floors 2 and 3, Floors 1 and 4 are complete. Review of additional structural supports needed to support mechanical equipment. Temporary chiller system will be installed as well during the changeover of the system. Other repairs are being identified and will be corrected.

Agenda Item: Sustainability Plan

Discussion: Ms. Matsumoto informed the committee that the Sustainable RSCCD Committee (SRC) is working on developing a sustainability plan for the entire district. The draft should be complete by June. A continuing project that will need to be reviewed, revised and monitored yearly. Materials and updates will be shared on the SRC website at: <http://rscdd.edu/Discover-RSCCD/Pages/Sustainable%20RSCCD%20Committee.aspx>.

Agenda Item: Measure E Financial Summary – May 1, 2014

Discussion: Mr. O'Connor reviewed the Project Cost Summary with the committee. Two new projects are the property acquisition for 17th and Bristol and Dunlap Hall Renovation project. The negative \$8million is a cash flow issue and will be reimbursed by Measure Q once issued. A reimbursement resolution will go to Board in June or July.

Once Measure Q is issued, there will be another report, similar to this one, each Measure will have an individual report.

As information, The Board has authorized the District to submit a bid on the Riverdale property in Orange. It is expected that they will reject the offer as they believe they can get \$15.9 million for the property, the last assessment of the property, done two years ago, was \$10 million.

Agenda item: Campus Facilities Meetings Update

Discussion: Meeting Minutes were distributed from the SAC Facilities Committee Meeting on March 18, 2014. SCC Facilities Committee Meeting Minutes from the March 24, 2014 were also distributed. There were no comments or discussion.

Agenda item: Meeting Minutes – April 2, 2014

Discussion: Mr. Hardash called for a motion to approve the PRC Meeting Minutes of the April 2, 2014 meeting. Dr. Collins made a motion, Mr. Kawa seconded the motion, the meeting Minutes of April 2, 2014 were approved unanimously.

Agenda item: Future Meeting Schedule

Discussion: The 2014/15 proposed meeting schedule was distributed; this schedule is in line with other shared governance committees. The next meeting is scheduled for Wednesday, September 3, 2014 at 1:30 p.m. in the Executive Conference Room, District Office.

Adjournment: 2:30 p.m.