

# Physical Resources Committee

Wednesday, May 1, 2019 – 1:30 p.m.  
Executive Conference Room (114) – District Office

## Agenda

1. Call to Order – Hardash
2. Projects Update – Matsumoto
  - Measure Q
  - Scheduled Maintenance
  - Capital
  - Prop 39
3. Survey Study for Potential Bond Measure in March 2020 – Hardash
4. Sustainability Committee Update – Matsumoto
  - Sustainable RSCCD (SRC) Website:  
<https://rsccd.edu/Departments/Business-Operations/sustainable-rsccd-committee/Pages/default.aspx>
5. Measure Q Financial Summary Update – O'Connor
6. Update on Campus Facilities Meetings – Hoffman/Satele
  - SAC – Facilities Committee Update
    - February 19, 2019;
  - SCC – Facilities Committee Update
    - February 25, 2019; and March 18, 2019
7. Action - Physical Resources Committee Membership – Hardash
8. Action - 2019/2020 Proposed Meeting Schedule – Hardash
9. Action - Approval of Meeting Minutes – March 6, 2019 – Hardash
10. Next Meeting: September 4, 2019 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.**



*PHYSICAL RESOURCES COMMITTEE MEETING  
PROJECT UPDATES  
MAY 1, 2019*





## PROJECTS

- ▶ Dunlap Hall Renovation - Completed
- ▶ Central Plant & Infrastructure - Completed
- ▶ Johnson Student Center & Demolition
- ▶ Science Center & Building J Demolition



# PROJECT UPDATE SANTA ANA COLLEGE SCIENCE CENTER & BUILDING J DEMOLITION

## Project Summary:

- ▶ Construction of a new three-story, 64,785 square foot science center and 880 square foot greenhouse
- ▶ Programs Include: Division Office, Faculty Offices, (2) Standard Classrooms, (1) Large Classroom, (1) Large Divisible Classroom, (1) Computer Lab, (1) Engineering Lab & Support Space, (6) Biology Labs & Support Space, (2) Geology Labs & Support Space, (5) Chemistry Labs & Support Space, (1) Physics Lab & Support Space, Student Collaboration Areas
- ▶ Project includes demolition of (3) J Buildings

## Current Status:

- ▶ Structural Steel Construction Nearing Completion
- ▶ Exterior Mock-up Assembly On-going
- ▶ Welding of Structural Stairs On-going
- ▶ Interior Metal Framing On-going
- ▶ Exterior Scaffolding/Framing On-going
- ▶ New Sheathing Interior of Paraphets On-Going
- ▶ New Roofing On-Going
- ▶ Target occupancy Summer 2020

## Budget:

- ▶ New \$70.48 million





# PROJECT UPDATE SANTA ANA COLLEGE JOHNSON STUDENT CENTER

## Project Summary:

- ▶ Demolition of existing building.
- ▶ Construction of a 63,642 square foot new Johnson Student Center
- ▶ Building Programs Include: Campus Store, Grab-n-Go/Coffee & Juice, DSPS, EOPS/CARE & CalWORKS, Student Financial Services, SSSP/Upward Bound, Warehouse, Reprographics, Conference Center, Financial Aid, Student Placement, Health & Wellness Center, DSPS, Office of Student Life, ASG, The Spot
- ▶ Site improvements include new hardscape, landscape and shade shelter around the Johnson Center as well as renovations to the "West Plaza" including new landscape, hardscape, a shade structure, and a lunch serving kiosk for Middle College High School (MCHS)

## Current Status:

- ▶ New Building Foundations Demolition On-Going
- ▶ New Sorting and Hauling of Demolition Debris On-Going
- ▶ New Removal of Existing Underground Utilities
- ▶ Target occupancy Spring 2021

## Budget:

- ▶ \$60 million
- ▶ New \$58 million funded by Measure Q
- ▶ New Note: The budget is currently deficient by \$2 million and a new budget update is pending upon a reallocation of budgets from the Central Plant project





# 2018-2019 SCHEDULED MAINTENANCE (SM19) PROJECTS

## **Santa Ana College**

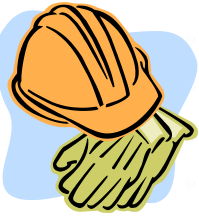
State Allocation 2018                      \$431,479

- ▶ BR Library Restroom Upgrade

## **Santiago Canyon College**

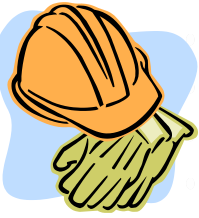
State Allocation 2018                      \$184,920

- ▶ Project to be determined



# 2018-2019 SCHEDULED MAINTENANCE PROJECTS (SM19) SANTA ANA COLLEGE

PROJECT	STATUS	ESTIMATED BUDGET
BR Library Restroom Upgrade	The hazardous materials report was provided to the District on March 1, 2019. An RFP for architectural services was solicited on March 6, 2019 with a due date of April 1, 2019. The District received one proposal and an agreement is anticipated for approval by the Board of Trustees at a future meeting.	\$431,479



# 2017-2018 SCHEDULED MAINTENANCE (SM18) PROJECTS

## Santiago Canyon College

State Allocation 2017	\$1,371,504
Fund 13	\$628,000
	<hr/>
	\$1,999,504

- ▶ All to be allocated to Barrier Removal projects







# 2017-2018 SCHEDULED MAINTENANCE PROJECTS (SM18) SANTIAGO CANYON COLLEGE

PROJECT	STATUS	ESTIMATED BUDGET	EXPENDED AMOUNT
BR Phase 4C	This project is part of the Blaser settlement and includes multiple small projects around campus.	\$300,134	
BR Phase 4C • SC Stairwell Wheel Guard	This project provided metal tubing to ensure the edge height of the stairwell complies with accessibility codes and provided a plate to reduce the gap between the railing and walkway. The project was completed on April 5, 2019 and will be removed from future updates.		TBD



# 2016-2017 SCHEDULED MAINTENANCE (SM17) PROJECTS

## **Santa Ana College**

State Allocation 2017                      \$440,000

- ▶ Window Replacement (H)

## **Santiago Canyon College**

State Allocation 2017                      \$2,817,909

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



# 2016-2017 SCHEDULED MAINTENANCE PROJECTS (SM17) SANTA ANA COLLEGE

PROJECT	STATUS	ESTIMATED BUDGET
Window Replacement (H)	A deductive change order and Notice of Completion are anticipated for approval by the Board of Trustees on April 29, 2019.	\$731,535*  * Budget Breakdown: <ul style="list-style-type: none"><li>• \$440,000 funded by SM17</li><li>• \$260,000 funded by the Campus</li><li>• \$31,535 funded by Capital Outlay</li></ul>
<b>TOTAL BUDGET ALLOCATION</b>		<b>\$731,535</b>



# BARRIER REMOVAL PROJECTS SANTIAGO CANYON COLLEGE

PROJECT	STATUS	ESTIMATED BUDGET
Barrier Removal Phase 2A Drinking Fountains	This project includes the removal and replacement of various drinking fountains to ADA compliant ones as there are multiple locations across the campus that need to be replaced. The award of bid was ratified by the Board of Trustees on February 25, 2019. Work commenced on March 11, 2019.	\$165,000
Barrier Removal Phase 2B - Barrier Removal PTD Replacement	This project is part of a Settlement Agreement. A mandatory job walk was held on April 4, 2019. Bids are due on April 23, 2019.	\$612,853  * \$101,029 funded from Capital Outlay due to budget short fall.



# BARRIER REMOVAL PROJECTS SANTIAGO CANYON COLLEGE

PROJECT	STATUS	ESTIMATED BUDGET
Barrier Removal Phase 3	<p>This project is part of the Blaser settlement and construction documents will be divided into multiple phases of work. The scope of work involves removing and replacing existing non-compliant sidewalks and crosswalks to remove barriers along various paths of travel throughout the college campus. In review of the plans and scope of work, the District has decided to split the scope of work up into smaller projects due to the challenges in execution and implementation of the work. The contract for the architect will need to be amended to create multiple DSA plan sets as needed. New budgets will be developed for each of the smaller projects. Some of the smaller projects are noted in yellow on the attached map:</p> <ul style="list-style-type: none"> <li>a. Sidewalk replacement work near the softball concessions building</li> <li>b. Sidewalk and path of travel repair work (multiple locations)</li> </ul>	\$356,000
<b>TOTAL ALLOCATION</b>		<b>\$2,817,909</b>



# CURRENT CAPITAL PROJECTS RUSSELL HALL REPLACEMENT (HEALTH SCIENCES BUILDING)

## Project Summary:

- ▶ Construction of a new 55,563 square foot Health Sciences Building to include Nursing, Occupational Therapy Technology, Emergency Medical Services, Pharmacy Technology, general classrooms and computer labs. The new building will be located south of the existing library and north of the new Science Center
- ▶ Demolition of existing Russell Hall Building
- ▶ The District will have to adhere to a strict state process and guidelines

## Current Status:

- ▶ 100% construction documents were submitted to the District on January 4, 2019 and the District completed the review on February 8, 2019
- ▶ DSA submittal anticipated Spring 2019
- ▶ DSA approval anticipated Winter 2019
- ▶ Target construction start Spring 2020
- ▶ Target occupancy Summer/Fall 2022
- ▶ Demolition anticipated to start Summer/Fall 2022

## Budget:

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





# RUSSELL HALL REPLACEMENT SECONDARY EFFECTS AND RELOCATIONS SANTA ANA COLLEGE

PROJECT	STATUS	ESTIMATED BUDGET
Campus Entrance Improvements	This project is in the initial start-up of planning. The on-call estimator has created a new target cost budget as a result of needed site restoration once Russell Hall is demolished. The anticipated construction cost is estimated to be \$6-\$8 million and a total project budget in the range of \$10-\$12 million depending on whether or not we have to repair or reconstruct the front entrance of 17th Street. Currently, the District is working on the traffic engineering consultant services agreement.	TBD (Under Review)
Secondary Effect Relocations	User group meetings with college staff to discuss various relocations as a result of the demolition of Russell Hall occurred on January 15 and 16, 2019 and are on-going. The last meeting occurred on March 12, 2019.	TBD (Under Review)





# CURRENT CAPITAL PROJECTS SANTA ANA COLLEGE

PROJECT	STATUS	ESTIMATED BUDGET
Campus Directory (Electronic)	A meeting for the campus and the District to review final drawings before submitting to DSA occurred on March 28, 2019. The architect will make more changes to the drawings before submitting to DSA as a result of the meeting. Another site visit will take place with Campus Safety and staff to verify locations of the new electronic directories.	\$272,613
Barrier Removal Signage/Wayfinding	A meeting for the campus and the District to review final drawings before submitting to DSA occurred on March 28, 2019. The architect will make more changes to the drawings before submitting to DSA as a result of the meeting. A test mock-up of large lettering was installed on Dunlap Hall. This is to assist in determining the final color and/or colors for the aluminum lettering to be utilized on all buildings to create a standard for the college.	\$345,025



# CURRENT CAPITAL PROJECTS SANTA ANA COLLEGE

PROJECT	STATUS	ESTIMATED BUDGET
ITS Copper Wire	<p>With the completion of the Central Plant project, new twisted pair copper wire lines were installed to replace the old lines as part of the infrastructure improvements across campus. These copper lines were replaced and then terminated (landed) at 22 buildings on campus at their respective Intermediate Distribution Frame (IDF) rooms or the Building Distribution Frame (BDF) rooms associated with the buildings. The new copper lines provide connectivity to support service for telephone voice systems, emergency telephone lines, elevator telephones, and fax machines. It is the intent of ITS to now abandon the old lines and utilize the new copper lines. The new copper lines are installed at each major building on the campus which are then directly connected back to the campus's main computer communication center located at the Chavez Building (S). The architect's assessment is underway with ITS for the transition at each building from the old lines to the new lines. This project is required to be submitted to DSA for approval before it can be implemented.</p>	\$474,339

# CURRENT CAPITAL PROJECTS SANTIAGO CANYON COLLEGE ORANGE EDUCATION CENTER BUILDING CERTIFICATION

## Project Summary:

- ▶ DSA Certification of Orange Education Center
- ▶ Upgrade to meet current structural, fire & life safety, ADA and energy codes
- ▶ Partial demolition of existing building as well as relocation of some programs and services
- ▶ Proposed rehabilitated building reduced to 63,170 gross square feet (under review)
- ▶ This project assumes operation of an Adult Education Center and Child Development Center

## Current Status:

- ▶ New A Board action item to approve Option 8 and the demolition of the existing Orange Education Center building at Batavia was approved by the Board of Trustees on March 11, 2019
- ▶ New Demolition plans and environmental plans are being prepared
- ▶ The agreement for environmental consultant services was approved by the Board of Trustees on December 10, 2018 to continue with the next phase of remediation planning services for the interim removal action response to be submitted to the OCHCA
- ▶ Design is on hold until environmental testing and review is completed



## Budget:

\$34.66 million target

\$33.53 million allocated

- \$1.34 million Measure E
- \$3.66 million SAC Redevelopment Funds
- \$4 million SCC Redevelopment Funds
- \$7 million Stabilization Funds
- \$14.43 million one-time Mandated Cost funds (State Budget Act)
- \$3.1 million from Settlement

Note: Budget is currently deficient by \$1.13 million



# CURRENT CAPITAL PROJECTS SANTIAGO CANYON COLLEGE

PROJECT	STATUS	ESTIMATED BUDGET
Campus Directory (Electronic)	A meeting for the campus and the District to review final drawings before submitting to DSA occurred on March 28, 2019. The architect will make more changes to the drawings before submitting to DSA as a result of the meeting. Coordination ongoing with concurrent barrier removal projects as these may affect electronic directory locations.	\$192,087
Barrier Removal Signage & Wayfinding	A meeting for the campus and the District to review final drawings before submitting to DSA occurred on March 28, 2019. The architect will make more changes to the drawings before submitting to DSA as a result of the meeting. Coordination ongoing with concurrent barrier removal projects as these may affect monument locations.	\$373,378
LRC Drywall Repairs	Bids are due May 1, 2019. If the bid is successful, the work is anticipated to start this summer and be completed before the start of the fall semester. Night and weekend work is anticipated.	\$363,919



# CURRENT CAPITAL PROJECTS SANTIAGO CANYON COLLEGE

PROJECT	STATUS	ESTIMATED BUDGET
Campus Entrance Improvements	<p>This project is part of a Settlement Agreement and is dual funded by Scheduled Maintenance and Capital Outlay funds. There are several scope changes that are under review for this project as it has evolved from a barrier removal to a site improvement project with several impacts to drop off, and secondary access, etc. The District is still reviewing the scopes of work and looking at phasing of how this project could be completed and constructed. It is a very challenging and complicated project. Estimates, budget targets, scopes of work, and amendments to agreements are under review and pending as they will need to be amended and adjusted once a final recommendation on scope of project and phasing is completed. The scope of work based off of four various conceptual design options ranges from \$8 million to \$15 million and these estimates are subject to change as further traffic studies need to be undertaken for parking, drop off patterns, etc. for the entire campus to determine a final scope of work for this project. The agreement for Traffic/Circulation Analysis is anticipated for approval by the Board of Trustees at an upcoming meeting.</p>	TBD (Under Review)
Safety Portable Offices	<p>The agreements for geotechnical services, materials testing &amp; inspections services, and project inspector services are anticipated for approval by the Board of Trustees on April 16, 2019. The award of bid is anticipated for approval by the Board of Trustees on April 16, 2019. Construction is anticipated to start this summer and last through the end of the fall semester.</p>	\$1,945,425



# CURRENT PROJECTS DISTRICT OFFICE

PROJECT	STATUS	ESTIMATED BUDGET
<p>ADA Parking Lot Improvements at District Office (SM16) (parking lots and path of travel to building entrances)</p>	<p>The District met with the design team to discuss phasing of work, the recently updated ALTA property survey and procurement strategy. There will be several phases of construction which is anticipated to start in the spring and last through the fall. The schedule is under review. The work will have to be done in multiple phases as the contractor will have to move locations multiple times to address the work around the parking lot and entrances of the District office. The scope of work includes a new ramp at the front entrance, new accessible parking spaces, the addition of a path of travel from the Santa Clara Street sidewalk, and improvements to handrails and stairs.</p>	<p>\$435,652 (under review)</p>



## CURRENT PROJECTS DISTRICT-WIDE

PROJECT	STATUS	ESTIMATED BUDGET
District-Wide Emergency Blue Phone & ADA Path of Travel (SAC, SCC, CEC, DO, OCSRTA, DMC)	Bids for SAC were due March 13, 2019. A recommendation to reject all bids is anticipated for approval by the Board of Trustees on April 16, 2019 as the two bids received were deemed non-responsive due to failure to acknowledge the addendum. Both SAC and SCC projects will likely now bid for summer/fall work installation as the schedules are currently under review. DO and CEC have yet to be scheduled.	\$1.9 Million



# CURRENT PROJECTS DISTRICT-WIDE

PROJECT	STATUS	ESTIMATED BUDGET
District-Wide Access Control & Door Hardware Survey Assessments	<p>A. The District has decided to test pilot the installation of a new door access control system at the District Operations Center prior to a full roll out districtwide.</p> <p>B. The project entails upgrading the existing access control system, adding new access control hardware &amp; readers a select locations, adding exterior door monitoring equipment, integrating into an existing district-wide access control platform, which is planned to be installed under the Science Center project.</p>	\$101,500
AR 6520 Safety of District Property – Keying Guidelines	<p>C. A meeting was held with both Colleges members of President’s Cabinet to discuss the key hierarchy and organization of keying per building. A subsequent internal meeting will be scheduled to review the key distribution samples from other districts and Draft Administrative Regulation on procedures as this is currently a work in progress.</p>	N/A
Future Retrofit & Access Control Project	<p>D. AR 6520 will be updated once the guidelines are completely developed. A new plan will be developed as part of this planning process as the last step is to identify future projects, building door retrofits (i.e. hardware changes, for locks, access control, etc.). This is currently under review and in planning by the District.</p>	TBD





## YEAR FIVE PROP 39 PROJECTS

### SANTA ANA COLLEGE LIGHTING OCCUPANCY SENSOR RETROFIT

#### Project Summary:

- ▶ This is a new project to spend down the surplus budget from the previous Year 5 project

#### Current Status:

- ▶ The contractor has completed 85% of the sensor upgrades
- ▶ The project is anticipated to be completed in May and closed out in June

#### Budget:

- ▶ \$150,000



## YEAR FIVE PROP 39 PROJECTS

SANTIAGO CANYON COLLEGE U PORTABLES HVAC UPGRADES

### Project Summary:

- ▶ This is a new project to spend down the surplus budget from the previous Year 5 project

### Current Status:

- ▶ The HVAC equipment is anticipated to be delivered mid May
- ▶ The project is anticipated to be completed at the end of June and closed out in July

### Budget:

- ▶ \$269,300



# ADA TRANSITION PLANNING UPDATE AND SELF EVALUATION

## Next Steps:

- ▶ The report was shared at the Board of Trustees meeting on March 25, 2019
- ▶ The District along with the Colleges will need to continue to work on addressing the recommendations outlined in the plan for both program services as noted in the Section 504 Self-Evaluation along with the Facility Barrier Removal Improvements as noted in the updated Transition Plan
- ▶ Facilities Deficiencies
  - ▶ 10,276 District-wide (2016 Assessment)
  - ▶ SAC has 5,593 of which 4.95% have been corrected as of November 2018
  - ▶ SCC has 2,936 of which 13% have been corrected as of November 2018
  - ▶ SCC Blaser Settlement deficiency items completed to date: 327 out of 418 exterior (78%) deficiencies have been corrected and 175 completed out of 241 items for interior (72%). Overall, the Blaser Settlement barriers are 76% complete. Multiple projects are currently in the planning stages, design stage and construction stage.



## QUESTIONS



RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

MEASURE Q

Projects Cost Summary  
03/31/19 on 04/09/19

Special Project Numbers	Description	Project Allocation	Total PY Expenditures	FY 2018-2019		Cumulative Exp & Enc	Project Balance	% Spent
				Expenditures	Encumbrances			
<b>ACTIVE PROJECTS</b>								
<b>SANTA ANA COLLEGE</b>								
3035/3056	Johnson Student Center	58,004,204	2,894,922	2,731,086	49,373,051	54,999,059	3,005,145	95%
	Agency Cost		375,487	99,170	2,982	477,639		
	Professional Services		2,517,260	528,925	3,794,824	6,841,009		
	Construction Services		2,175	2,102,990	45,575,245	47,680,411		
	Furniture and Equipment		-	-	-	-		
3042	Central Plant Infrastructure	57,805,077	57,052,336	224,793	391,513	57,668,642	136,435	100%
	Agency Cost		416,740	-	-	416,740		
	Professional Services		9,381,093	222,502	391,513	9,995,109		
	Construction Services		47,216,357	-	-	47,216,357		
	Furniture and Equipment		38,146	2,291	-	40,437		
3049	Science Center & Building J Demolition	70,480,861	12,903,939	14,588,506	30,423,757	57,916,203	12,564,658	82%
	Agency Cost		423,648	3,615	1,696	428,959		
	Professional Services		4,962,728	1,199,271	3,018,308	9,180,307		
	Construction Services		7,517,563	13,385,620	27,403,753	48,306,937		
	Furniture and Equipment		-	-	-	-		
<b>TOTAL ACTIVE PROJECTS</b>		<b>186,290,142</b>	<b>72,851,197</b>	<b>17,544,385</b>	<b>80,188,322</b>	<b>170,583,904</b>	<b>15,706,238</b>	<b>92%</b>
<b>CLOSED PROJECTS</b>								
3032	Dunlap Hall Renovation	12,620,659	12,620,659	-	-	12,620,659	0	100%
	Agency Cost		559	-	-	559		
	Professional Services		1,139,116	-	-	1,139,116		
	Construction Services		11,480,984	-	-	11,480,984		
	Furniture and Equipment		-	-	-	-		
3043	17th & Bristol Street Parking Lot	198,141	198,141	-	-	198,141	0	100%
	Agency Cost		16,151	-	-	16,151		
	Professional Services		128,994	-	-	128,994		
	Construction Services		52,996	-	-	52,996		
	Furniture and Equipment		-	-	-	-		
<b>TOTAL CLOSED PROJECTS</b>		<b>12,818,800</b>	<b>12,818,799</b>	<b>0</b>	<b>0</b>	<b>12,818,799</b>	<b>0</b>	<b>100%</b>
<b>GRAND TOTAL ALL PROJECTS</b>		<b>199,108,942</b>	<b>85,669,997</b>	<b>17,544,385</b>	<b>80,188,322</b>	<b>183,402,703</b>	<b>15,706,238</b>	<b>92%</b>
<b>SOURCE OF FUNDS</b>								
	ORIGINAL Bond Proceeds	198,000,000						
	Interest Earned	1,108,942						
	<b>Totals</b>	<b>199,108,942</b>						



SAC FACILITIES MEETING  
 MINUTES – FEB. 19, 2019  
 1:30P.M. – 3:00P.M.

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

Administrators		Academic Senate		CSEA	
Bart Hoffman, Co-Chair	Stephanie Paramore	Marty Rudd, Co-Chair (a)	Susan Sherod	Sarah Salas (a)	Mike Turrentine (a)
Jim Kennedy (a)	Christine Leon	Ben Hager (a)	Tommy Strong (a)		
Vaniethia Hubbard	Mario Gaspar (a)	Monica Zarske (a)	Jaki King	District Liaison	
Jeffrey Lamb (a)	Don Mahany	John Zarske	Roy Shahbazian (a)	Carri Matsumoto (a)	Darryl Taylor
Jennie Adams	Veronica Oforlea (a)	Elliot Jones (a)			
Brian Kehlenbach					
Guests				Campus Safety & Security	
Maria Taylor	Elizabeth Harvey	Aggie Kellett	Matt Schoenemen	Scott Baker	
Michelle Parolise	Doug Manning		Rudy Delgadillo	ASG Representative	
Robert Ward	Tim Winchell			Magdalena Soria	
<b>1. WELCOME AND INTRODUCTIONS</b>					
	Self-Introductions were made.			Meeting called to order at 1:32pm Adjourned at 2:45	
<b>2. PUBLIC COMMENTS</b>					
	None				
<b>3. MINUTES</b>					
	<b>DISCUSSION/COMMENTS</b>			<b>ACTIONS/ FOLLOW UPS</b>	
	Approval of Oct. 16, 2018, Nov. 20, 2018 and Dec. 18, 2018 meeting minutes.			<b>ACTION</b> Oct. 16, 2018 minutes, moved to approve by John Zarske and 2 <sup>nd</sup> by Jaki King. Nov. 20, 2018 minutes, moved to approve by Christine Leon and 2 <sup>nd</sup> by Brian Kehlenbach. Dec. 18, 2018 minutes, moved to approve by Brian Kehlenbach and 2 <sup>nd</sup> by Don Mahany.	
<b>4. PROJECT UPDATES</b>					
	<b>DISCUSSION/COMMENTS</b>			<b>ACTIONS/ FOLLOW UPS</b>	
	Project update reports – Carrie Matsumoto, Darryl Taylor, Matt Schoeneman <ul style="list-style-type: none"> <li>Rudy Delgadillo gave an update on the Science Center project. He reported that all of the structural steel has been mostly completed. They are concentrating on all the interior and exterior activities based around the</li> </ul>				

	<p>mechanical, electrical and plumbing systems, as well as the framing of walls and exterior framing. They will be working on the roofing and then the dry wall and insulation. Although due to the rainy weather, they are able to proceed as planned. Target occupancy is Summer 2020.</p> <ul style="list-style-type: none"> <li>• Matt Schoeneman gave an update on the Johnson Student Center progress. They have been demolishing the existing structure for several weeks. The materials will be hauled away within the next three to four weeks. Within the next two weeks the existing slab should be removed. There should be less noise but more vibrations as underground works begins. The demolition should be completed by April. We anticipate over 500 truckloads hauling out the concrete/materials, with approximately 30 trips per day. He reported that there are no asbestos in the foam. All asbestos was carefully removed the first three weeks of demolition. The steel and concrete materials will be recycled.</li> <li>• Darryl Taylor reported on the following items: <ul style="list-style-type: none"> <li>○ A temporary covered walkway with LED lighting and cameras for safety reasons along the J building.</li> <li>○ Window replacement was completed in Building H.</li> <li>○ Library restroom upgrade on the 1<sup>st</sup> floor is out for architectural services.</li> <li>○ Russell Hall replacement (Health Sciences Bldg.) – target construction to begin Spring 2020 and target occupancy Summer/Fall 2022.</li> <li>○ Barrier removal to correct ADA stalls in Parking Lot 6. This work was completed. Six additional student parking stalls were added.</li> <li>○ Chavez Hall flooring work was completed during the holiday break.</li> <li>○ Campus Electronic Directory/Wayfinding Signage project is still underway.</li> <li>○ Emergency Blue Phones installation has been completed at the OCSRTA. SAC and SCC are currently pending bid. District Office and CEC have yet to be scheduled.</li> <li>○ District-Wide Access Control is still underway. The new buildings will have electronic access.</li> </ul> </li> </ul>	
<b>5. STANDING REPORTS</b>	<b>DISCUSSION/COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
<b>HEPSS (Health, Emergency Preparedness, Safety and Security) Task Force</b>	<p>HEPSS Task Force – Don Mahany</p> <ul style="list-style-type: none"> <li>• Don Mahany reported that their January 2019 meeting was dark. The next meeting is scheduled in March 2019.</li> </ul>	
<b>Facilities Report</b>	<p>Facilities Report – Robert Ward reported the following:</p> <p><b>Santa Ana College</b></p> <ul style="list-style-type: none"> <li>• Behind the softball field there is a large vegetation area. Some of those plants were replanted at the front entrance and around the marquee area at the corner of Bristol and 17<sup>th</sup>.</li> <li>• COSCO Fire were on campus for system repairs to the fire sprinklers &amp; risers on Feb. 15<sup>th</sup>.</li> <li>• Carpet replacement is scheduled for March 11, 2019 and April 10, 2019 at the OC Sheriffs Regional Training Academy.</li> <li>• Transformer maintenance is scheduled for April 8 – 12, 2019.</li> </ul>	

	<ul style="list-style-type: none"> <li>• Science Fume hood maintenance schedule is in progress for April 8, 2019.</li> <li>• Window tinting of the W-102 office is scheduled for March 8, 2019.</li> <li>• Researching options for restriping of the Badminton courts.</li> </ul>	
<b>Environmental Task Force</b>	Environmental Task Force – Susan Sherod <ul style="list-style-type: none"> <li>• See attached <a href="#">Power Point presentation</a> – Banning the bottles on campuses across USA</li> </ul>	
<b>Student Report</b>	Magdalena Soria – In honor of Black History month, there will be a celebration on Feb. 20, 2019 from 8-12pm. There will be guest speakers, food for students and live performances. ASG has a different event each month. Next month some students will be given the opportunities to fly out to Washington DC to meet our state representatives.	
<b>6. ACCREDITATION</b>		<b>ACTIONS/ FOLLOW UPS</b>
	No report at this time.	
<b>7. OLD BUSINESS</b>	<b>DISCUSSION/COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
	<ul style="list-style-type: none"> <li>• <b>Shade for Central Mall/SAC Plaza de Artes Proposal 2018</b> – A Facilities Modification Request (FMR) has been submitted to the District Office Facilities Planning Department and investigation is underway.</li> <li>• <b>Hydration Stations</b> – Students asked for additional hydration stations. Dr. Hoffman provided a map depicting current hydration stations to Magdalena Soria to take back to ASG to discuss where they want more hydration stations on campus. Each hydration station has an alarm that goes off when it's time to replace the filter. There is also a scheduled timing for replacing the filters.</li> <li>• <b>CEC Building Lease</b> – A verbal approval for a 2-year extension will be on the agenda for the March 5<sup>th</sup> City Council meeting.</li> </ul>	
<b>8. NEW BUSINESS</b>	<ul style="list-style-type: none"> <li>• <b>Campus Cleanliness &amp; Maintenance Workgroup</b> – Based on student, faculty and staff surveys to see improvements on our campus, a Campus Cleanliness &amp; Maintenance Workgroup will be formed. This workgroup will include Maintenance &amp; Operation staff. We would like for this Workgroup to become a subcommittee of this committee. If you are interested send Dr. Hoffman and Maria Cardona an email.</li> </ul>	<b>ACTIONS/ FOLLOW UPS</b>
<b>9. FUTURE AGENDA ITEMS</b>		
<b>10. OTHER</b>	<b>DISCUSSION/COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
	Next meeting March 19, 2019	

SUBMITTED BY Maria Cardona



## Santiago Canyon College Facilities & SAFETY Committee

### Minutes

February 25, 2019

**Attendees:** Beth Hoffman, Scott Sakamoto, Arleen Satele, Ambar Nakagami, Pat Alvano, Jim Granitto, Julie Peeken, Stew Myers, Rick Adams, , Zulema Mendez, Vincent Vargas, Solomon Jones

**Absent:** Isabel Garcia

**Guest:** Manny Pacheco, Chuck Wales, Matthew Cotter, Denise Bailey

NEW BUSINESS	REPORT/OUTCOME	MEMBER
1. Review of Minutes from November 19, 2018 meeting	Approved	Scott Sakamoto
2. INTRODUCTIONS/ANNOUNCEMENTS	<ul style="list-style-type: none"> <li>• Hawk's Perch OPEN</li> <li>• Earth Day 4/18</li> <li>• STEM Day 4/18 (corner coinciding with Earth Day)</li> <li>• New member Solomon Jones (student)</li> </ul>	
3. District Presentations	District Facilities Update No in person update planned	District Facilities, <a href="#">..\District PP\190225 SCC Update FINAL.pdf</a>  <a href="#">..\District PP\190222 SCC Spring Projects MAP FLATTENED.pdf</a>
4. Public Safety	General update <ul style="list-style-type: none"> <li>• 3/27 fire drill</li> <li>• New radios coming soon for communication (OC Sheriff and Santa Ana Unified being added)</li> <li>• Lot 4 cracks to be addressed</li> </ul>	Manny Pacheco
5. College Facilities Update	SCC Facilities Update <ol style="list-style-type: none"> <li>1. B Building refresh               <ol style="list-style-type: none"> <li>a. All interior work is complete</li> <li>b. An exterior door painting contractor was awarded the project of repainting all B building exterior doors.                   <ol style="list-style-type: none"> <li>i. Project will start within 2 weeks.</li> <li>ii. Work will be conducted on Fridays and Saturdays spanning 30 days.</li> </ol> </li> </ol> </li> <li>2. Café               <ol style="list-style-type: none"> <li>a. The café renovations are complete</li> </ol> </li> </ol>	Chuck Wales

- b. The flooring project was not accepted and is scheduled for repair during spring break
  - c. Exterior refinishing is under an FMR with the District facilities team
3. Mechanical service
- a. Repairs were completed on H building chiller #1
  - b. Need warmer weather for testing on chiller #2
4. Rain topics
- a. The rainfall, while needed, has generated some unexpected maintenance tasks
    - i. One of the main electrical feeders to Coast Keepers Gardens was faulted to ground.
      - 1. The short was located, isolated and repaired
    - ii. One of the conduits feeding the SC bond building was leaking water.
      - 1. Edison installed a “sim kit” to seal the conduits, but they leaked again
      - 2. Edison is back this morning and evaluated that a shutdown of the Science building will be required to seal the ducts. Schedule pending
    - iii. A comprehensive list of roof, wall and window issues that were identified during the last few storms was produced.
      - 1. The facilities team is working with District Facilities to identify warranty issues and coordinate repairs
    - iv. The softball field was damaged during the heavy rains due to the leach field’s (subsurface area drains) inability to handle the volume of water
      - 1. Mariposa Landscape has been tasked with evaluating the settling pond and associated storm drain system
5. Landscaping
- a. Rain continues to hinder progress of both landscaping and annual sports field maintenance
  - b. The soccer fields are saturated and work cannot begin until the ground water subsides

	<ul style="list-style-type: none"> <li>c. Landscapers (Mariposa) are addressing runoff areas where water has damaged travel paths</li> <li>d. Mariposa will be removing smaller trees that are dead or hazardous as part of the regular maintenance</li> </ul> <p>6. Parking Lot Lighting</p> <ul style="list-style-type: none"> <li>a. All but 5 parking light poles were repaired under manufacturer's warranty</li> <li>b. Manufacturer is sending parts for the remainder</li> </ul> <p>7. Gas Main Leak</p> <ul style="list-style-type: none"> <li>a. On Monday, February 11<sup>th</sup>, A gas leak was discovered underground outside the pool equipment room.</li> <li>b. The medium pressure line feeding the gym was isolated at the street and was repaired the same day</li> <li>c. The cause of the leak was a rusted steel riser</li> </ul>	
6. Food Bank	<p><b>SCC's Student Health Services applied for and was recently awarded an 18 month Truth Initiative Grant.</b>  <b>This Grant work begins this month (February) and is very specific to Facilities at large.</b>  <b>Over the next 18 months we'll build capacity for <u>100% Smoke and Tobacco Free District Board Policy.</u></b>  <b>Grant efforts will require stakeholder participation from students, staff, faculty and administrators for district wide assessment, outreach for smoking cessation, ongoing education and campus based activities.</b>  <a href="https://catobaccofreecolleges.org/policy">https://catobaccofreecolleges.org/policy</a>  <a href="https://catobaccofreecolleges.org/education">https://catobaccofreecolleges.org/education</a>  <a href="https://catobaccofreecolleges.org/cessation">https://catobaccofreecolleges.org/cessation</a>  <a href="https://catobaccofreecolleges.org/about">https://catobaccofreecolleges.org/about</a></p> <p><b><u>Hawk's Nest Update</u></b></p> <ul style="list-style-type: none"> <li>A. 17/18 Academic Year <ul style="list-style-type: none"> <li>a. Unique Student Participants: 605</li> <li>b. Total Visits: 1,100+</li> <li>c. Pounds of Food Distributed: 20,000+</li> <li>d. Emergency Food Bags Distributed: 60+</li> <li>e. Volunteer Hours Completed: 400+</li> <li>f. CalFresh Applications Submitted: 9</li> <li>g. EOPS Office visits for food: 1,249</li> <li>h. Veterans &amp; Scholarship Office: 257</li> </ul> </li> <li>B. Fall 2018</li> </ul>	Beth Hoffman

	<ul style="list-style-type: none"> <li>a. Unique Student Participants: 349</li> <li>b. Total Visits: 657</li> <li>c. Pounds of Food Distributed: 15,415</li> <li>d. Emergency Food Bags Distributed: 154</li> <li>e. Volunteer Hours Completed: 215</li> <li>f. CalFresh Applications Submitted: 15</li> <li>g. EOPS Office visits for food: 2,535</li> <li>h. Veterans &amp; Scholarship Office: 250</li> </ul> <p>C. Programming</p> <ul style="list-style-type: none"> <li>a. Friendsgiving with Guardian Scholars</li> </ul>	
7. NEW BUSINESS /OTHER	Barrier removal and SCC entrance update: 4 concept drawings have been shared. Things being considered are barrier removal (required), the fountain, drop off round about, walkways, fire access and multi-purposing of areas near Strenger rose garden.	Rick Adams/Scott Sakamoto
<b>OLD BUSINESS &amp; PROJECT STATUS REPORTS</b>		<b>OUTCOME/FOLLOW UP</b>
1. . Relocation OEC Classes	Due to environmental study, district facilities is waiting for approval from the County environmental office in order to continue construction. District facilities is looking into other options such as not including child development center inside the Batavia site. Architect has been hired to develop a design for the Batavia site. There continues to be funding issues and project target date early 2020. OEC location destructive testing is completed. Continued user group meetings and identify other additional funding sources to complete the project.	Ongoing
2. Noise Transmission between SC103 and SC104, from SC 105, and between SC205 and SC206	No further action. Remains open	Pending Funding.
3. Naming of Buildings - Process	No further action has been taken.	Progress report will be provided.
4. Protocol for installing commemorative pieces, such as the proposed busts, on campus.	District is working on options regarding installing commemorative pieces.	Progress report will be provided.

Next Meeting	March 18, 2019 SC 104 3:00 p.m. - 4:30 p.m.	
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**Santiago Canyon College  
Mission Statement**

Santiago Canyon College is an innovative learning community dedicated to intellectual and personal growth. Our purpose is to foster student success and to help students achieve these core outcomes: to learn, to act, to communicate and to think critically. We are committed to maintaining standards of excellence and providing accessible, transferable, and engaging education to a diverse community. (Approved by RSCCD Board of Trustees, 9-23-13)

**Santiago Canyon College Facilities & SAFETY Committee**

**Minutes**

**March 18, 2019**

**Attendees:** Beth Hoffman, Scott Sakamoto, Arleen Satele, Ambar Nakagami, Julie Peeken, Stew Myers, Rick Adams, , Zulema Mendez

**Absent:** Pat Alvano, Solomon Jones, Jim Granitto, Isabel Garcia, Vincent Vargas

**Guest:** Manny Pacheco, Darryl Taylor, Chuck Wales, Denise Bailey, Matthew Cotter

NEW BUSINESS	REPORT/OUTCOME	MEMBER
1. Review of Minutes from February 25, 2019 meeting	Approved	Scott Sakamoto
2. INTRODUCTIONS/ANNOUNCEMENTS	<ul style="list-style-type: none"> <li>• Earth Day 4/18 quad area 9-1pm</li> <li>• STEM day 4/18 as well</li> <li>• Hawk's Perch open until 9pm Mondays -Thursdays</li> </ul>	
3. District Presentations	District Facilities Update	District Facilities <a href="..\District PP\190318 SCC Update FINAL.pdf">..\District PP\190318 SCC Update FINAL.pdf</a>
4. Public Safety	General update <ul style="list-style-type: none"> <li>• Blue phones should be in by end of year</li> <li>• New parking permit machines are coming</li> <li>• 3/27 (changed from 3/28 after meeting) fire drills 10:20 am and 7:20 pm</li> </ul>	Manny Pacheco
5. College Facilities Update	SCC Facilities Update <ol style="list-style-type: none"> <li>1. Construction               <ol style="list-style-type: none"> <li>a. A project kick off meeting was conducted this week to repair drywall cracks in the Library this Summer</li> <li>b. A notice to proceed was issued to R. Dependable Construction to begin drinking fountain replacement and relocation throughout campus.</li> </ol> </li> <li>2. B Building door painting               <ol style="list-style-type: none"> <li>a. Work was completed on Sunday, 3/17/19</li> </ol> </li> <li>3. Rain Topics               <ol style="list-style-type: none"> <li>a. Over 40 individual leaks have been identified throughout the campus. These have been organized by type and location.</li> </ol> </li> </ol>	Chuck Wales

	<ul style="list-style-type: none"> <li>b. Roofing contractors for all roofs under warranty are out this morning evaluating those leaks.</li> <li>c. The SC Bond electrical conduits were sealed by Edison and seem to be holding</li> <li>d. The softball leach field drain line to the silting pond was cleaned out last week to facilitate draining. <ul style="list-style-type: none"> <li>i. Over two tons of surface has been applied to the softball field in the last month to facilitate play</li> </ul> </li> </ul> <p>4. Landscaping (same as last month)</p> <ul style="list-style-type: none"> <li>a. Rain continues to hinder progress of both landscaping and annual sports field maintenance</li> <li>b. The soccer fields are saturated and work cannot begin until the ground water subsides, refurbishment</li> <li>c. Landscapers (Mariposa) are addressing runoff areas where water has damaged travel paths</li> <li>d. Mariposa will be removing smaller trees that are dead or hazardous as part of the regular maintenance</li> </ul>	
6. Hawk's Nest Food Pantry	<ul style="list-style-type: none"> <li>• Discussion of Truth Initiative Grant Contract progress toward becoming a 100% smoke and tobacco free campus (Yes)</li> <li>• On 3/18/19 a 20 item survey (Survey Monkey) about smoke and tobacco use was emailed out to all RSCCD students, staff, faculty and administrators. Resulting data will be used to share beliefs and perceptions about creating a smoke free Rancho Santiago Community College District</li> <li>• On 3/11/19 The Orange County Health Care Agency appropriated Tobacco Cessation funding for all Region 8 community colleges to support staff and student tobacco cessation. Colleges including SCC and SAC have been offered \$50,000 per year (over 2 years) for their campuses based work.</li> <li>• On April 5-7 2019, SCC Student Leaders Solomon Jones and Kris Cornejo will travel to Washington DC with Beth Hoffman for Smoke and Tobacco Free Colleges advocacy training.</li> </ul>	Beth Hoffman
7. NEW BUSINESS /OTHER		
<b>OLD BUSINESS &amp; PROJECT STATUS REPORTS</b>		<b>OUTCOME/FOLLOW UP</b>

1. . Relocation OEC Classes	Due to environmental study, district facilities is waiting for approval from the County environmental office in order to continue construction. District facilities is looking into other options such as not including child development center inside the Batavia site. Architect has been hired to develop a design for the Batavia site. There continues to be funding issues and project target date early 2020. OEC location destructive testing is completed. Continued user group meetings and identify other additional funding sources to complete the project.	Ongoing
2. Noise Transmission between SC103 and SC104, from SC 105, and between SC205 and SC206	No further action. Remains open	Pending Funding.
3. Naming of Buildings - Process	No further action has been taken.	Progress report will be provided.
4. Protocol for installing commemorative pieces, such as the proposed busts, on campus.	District is working on options regarding installing commemorative pieces.	Progress report will be provided.
Next Meeting	<b>April 15, 2019 SC 104 3:00 p.m. - 4:30 p.m.</b>	

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Mission Statement**

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**Current Physical Resources Committee Membership as of 2019**

**Santa Ana College**

Vice President, Administrative Services  
Management (currently vacant)  
Faculty  
Faculty  
CSEA

**Santiago Canyon College**

Vice President, Administrative Services  
Management  
Faculty (currently vacant)  
Faculty  
CSEA

**District Office**

Vice Chancellor, Business Operations/Fiscal Services - Chairperson  
CSEA - Co Chair (currently vacant)  
Assistant Vice Chancellor, Facility Planning, District Construction & Support Services  
Assistant Vice Chancellor, Fiscal Services  
Director, Facility Planning, District Construction & Support Services

**Membership Summary**

Vice Chancellor, Business Operations/Fiscal Services - Chairperson  
Assistant Vice Chancellor, Facility Planning, District Construction & Support Services  
Assistant Vice Chancellor, Fiscal Services  
Director, Facility Planning, District Construction & Support Services  
Vice President, Administrative Services from Santa Ana College & Santiago Canyon College  
Two faculty members appointed by each Academic Senate, Santa Ana College & Santiago Canyon College  
One Administrator appointed by Santa Ana College President  
One Administrator appointed by Santiago Canyon College President  
Three Classified representatives appointed by CSEA (District Office, Santa Ana College & Santiago Canyon College)

**Note: One of the classified representatives shall serve as committee co-chair**

**Student representatives (SAC, SCC when possible)**

**Total members 15**

# Physical Resources Committee

## 2019/2020 Fiscal Year Proposed Meeting Schedule

All meetings will be held from 1:30 – 2:30 p.m.  
Executive Conference Room – District Office

July 2019 – No meeting

August 2019 – No meeting

September 4, 2019 – Meeting

October 2, 2019 – Email update

November 6, 2019 – Meeting

December 2019 – No meeting

January 2020 – No meeting

February 5, 2020 – Email update

March 4, 2020 – Meeting

April 2020 – No meeting

May 6, 2020 – Meeting

June 2020 – No meeting

**The mission of the Rancho Santiago Community College District is to provide quality educational programs and services that address the needs of our diverse students and communities.**

# Physical Resources Committee

Meeting of March 6, 2019

1:30 p.m.

Executive Conference Room – District Office

**Attendees:** Carri Matsumoto, Darryl Taylor, Adam O'Connor, Diane Hill, Bart Hoffman, James "Marty" Rudd, Arleen Satele, Ambar Nakagami, Patricia Alvano, Beth Hoffman, Kelvin Leeds and Mark Reynoso.

## Minutes

**Call to Order:** Ms. Matsumoto called the meeting to order at 1:36 p.m. and attendees introduced themselves.

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

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

### Measure Q:

- Science Center & Building J Demolition: Currently steel construction is nearing completion. Interior deck work and welding of structural stairs is on-going. Air handlers are up and the project is making good progress. Exterior mock-up assembly and metal framing is on-going.
- Johnson Student Center & Demolition: Project is in the demolition phase. The building is down and underground site demolition is underway. Daily air monitoring in Russell Hall is on-going. Mr. Leeds noted that the emergency exit at the end of the L Building is often propped open instead of being shut and locked. Mr. Hoffman and Ms. Matsumoto noted that they will both look into the issue.
- There have been no changes to the Measure Q project budget history since 2018.

### Scheduled Maintenance:

- SM 19 SAC BR Library Restroom Upgrade: The project is in the planning phase and an RFP for architectural services is under way.
- SM 18 SCC BR Phase 4C Science Center Stairwell Wheel Guard: The work will only take one day and is anticipated to occur on the Cesar Chavez holiday.
- SM17 SAC Building H Window Replacement: The work has been completed. The District and contractor are working to close out the project and settle costs owed to the District.
- SM 17 SCC BR Phase 1 – Exterior (Path of Travel and Parking): This project has been completed and will be removed from future updates.
- SCC BR Phase 2 A Drinking Fountains: The contract was awarded and work is anticipated to start in mid March.
- SCC BR Phase 2B Paper Towel Dispenser Replacement: The project went out to bid and bids were rejected due to low bidder turnout. The project will go out for a second bid in the spring and work is anticipated to start in the summer and last through the fall.

- SCC BR Phase 3: This project will be divided into multiple smaller projects. Some of the current projects are the sidewalk replacement work near the softball concessions building and sidewalk and path of travel repair work in multiple locations.

#### Current Capital Projects:

- SAC Russell Hall Replacement (Health Sciences Building): Project is at 100% construction document phase and is anticipated to be submitted to DSA this spring. The District needs approval from the state before moving into the bid phase. Target construction is anticipated to start in spring 2020. Demolition of the existing Russell Hall Building after the new Health Sciences building is built, is a requirement for this project.
- SAC Campus Entrance Improvements: The District is working on the traffic engineering consultant services agreement.
- SAC & SCC Campus Directory (Electronic): The District is developing one standard for an electronic directory.
- SAC Barrier Removal Signage/Wayfinding: A mock-up is underway to test three different colors of exterior lettering (on Building D) before the campus-wide project moves forward.
- ITS Copper Wire Project: With the completion of the Central Plant project, new twisted pair copper wire lines were installed to replace the old lines as part of the infrastructure improvements across campus. ITS plans to now abandon the old lines and activate/connect these new ones. They support elevator telephones, fax machines, etc. The new copper lines are installed at each major building which then connect back to the campus main communication center in Chavez.
- Chavez Hall Renovation: The last phase of flooring work in the Fire Tech Offices was completed during the holiday break. This project will be removed from future updates.
- SCC Orange Education Center Building Certification: There was a presentation to discuss the status of the project, including environmental investigation progress and eight development options at the Board Meeting on February 25, 2019. The recommendation is to demolish the building and continue with a remediation plan. The District has an environmental consultant to continue with the next phase of remediation planning services. As a recap to the history of the project budget, \$34.66 million has been the budget since 2016 when the Board approved the project concept and it has not changed since. The budget was originally \$36 million but the difference between \$36 million and \$34.66 million was due to the relocation of the Publications and Warehouse project which moved those departments from OEC to SCC which cost \$1.34 million and that project phase is closed out. The \$34.66 million budget was based off of the concept to rehabilitate the building. \$5 million was set aside from Measure E for this project but Measure E was closed out on June 30, 2017. \$1.34 million in expenses were paid out from Measure E for this project leaving a balance of \$3.66 million still owed from Measure E. To close out Measure E, expenses of \$3.66 million were transferred from Measure Q for valid project expenses. SAC agreed to then utilize Redevelopment Funds to cover the \$3.66 million still owed for the SCC project. Mr. O'Conner noted that the auditors audited all of these transfers to ensure they were appropriate expenditures. The budget will need to be re-evaluated because now the building is going to be demolished

and environmental remediation could last several years. A newly constructed building needs to be designed and built.

- SCC LRC Drywall Repairs: Project is preparing to go out to bid.
- SCC Safety & Security Office: Project is currently out for bid and bids are due March 12, 2019.
- DO ADA Parking Lot Improvements: Project will make the parking lot and entrances accessible. Work will be done in multiple phases. The scope of work includes a new ramp at the front entrance, new accessible parking spaces, the addition of a path of travel from the Santa Clara Street sidewalk, and improvements to handrails and stairs.
- DO Elevator Tank-Cylinder and Pump Repairs: Project is completed and will be removed from future updates.
- DO Mailroom: Project is completed and will be removed from future updates.
- District-Wide Emergency Blue Phone & ADA Path of Travel: SAC & SCC are currently pending bid. Bids for SAC are due March 13, 2019. SCC will bid after SAC. DO and CEC have yet to be scheduled.
- District-Wide Access Control & Door Hardware: The District has decided to test pilot the installation of a new door access control system at the District Operations Center prior to a full roll out district- wide.

#### Prop 39 Year Five Projects:

- SAC Lighting Occupancy Sensor Retrofit: This is a new project to spend down the surplus budget from the previous Year 5 project. Work is anticipated to start in mid March. The project has to be completed and closed out with the state in June.
- SCC U Portables HVAC Upgrades: This is a new project to spend down the surplus budget from the previous Year 5 project. Work is anticipated to start in mid March. The project has to be completed and closed out with the state in June.

#### ADA Transition Plan:

- The report will be shared at the Board of Trustees meeting on March 25, 2019

**Agenda Item:** Physical Resources Committee Purpose, Responsibilities and Membership

**Discussion:** Ms. Matsumoto noted she would like to bring the 5 Year Construction Plan to the next meeting in May. The committee reviewed the membership and noticed a couple errors in membership and this item will be brought back in May as an action item.

**Agenda Item:** Sustainability Committee Update

**Discussion:** Ms. Matsumoto noted that the next Sustainable RSCCD Committee meeting will be on March 20, 2019.

<http://rscdd.edu/Discover-RSCCD/Pages/Sustainable%20RSCCD%20Committee.aspx>

**Agenda Item:** Measure Q Financial Summary

**Discussion:** Mr. O'Connor reviewed the project cost summary for Measure Q and noted the District has spent about \$96 million and encumbered another \$87 million.

**Agenda item:** Campus Facilities Meetings Update

**Discussion:** Meeting minutes were distributed from the SCC Facilities Committee meeting Minutes from the October 15, 2018 and November 19, 2018 meetings. Meeting Minutes were distributed from the SAC Facilities Committee meeting Minutes from the October 16, 2018; November 20, 2018; and December 18, 2018 meetings. Mr. Hoffman noted that the students have requested more shade in the Central Mall area and more hydration stations at Santa Ana College. Mr. Hoffman noted that the City of Santa approved a two year extension for CEC. Ms. Satele noted that Santiago Canyon College will be submitting an FMR for a permanent location for their food bank and the priority of upcoming projects is as follows: 1) signage, 2) window for cashier's office, and 3) outdoor awning. Ms. Satele noted that SCC's Earth Day will be on April 18, 2019 from 9:00am – 2:00pm.

**Agenda item:** Meeting Minutes – September 5, 2018 and November 7, 2018

Ms. Matsumoto called for a motion to approve the PRC Minutes of the September 5, 2018 and November 7, 2018 meetings. Ms. Hoffman made a motion, seconded by Ms. Satele and approved unanimously.

**Agenda item:** Future Meeting Schedule

**Discussion:** The next scheduled meeting is on Wednesday, May 1, 2019 at 1:30 p.m. in the Executive Conference Room, District Office.

**Agenda item:** Other

**Discussion:** Ms. Hoffman noted that they received a grant for \$20,000 from the truth initiative to create a 100% smoke and tobacco free district and there is a partner at the Orange County Health Care Agency that was awarded \$655,000 to work with North Orange County, Rancho and Coast districts.

**Adjournment:** Ms. Matsumoto called for a motion to adjourn the March 6, 2019 PRC meeting. Ms. Satele made a motion, seconded by Mr. Rudd and approved unanimously to adjourn at 2:47 p.m.