



**SAC FACILITIES MEETING**  
**MINUTES – AUG 21, 2018**  
**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	Veronica Oforlea (a)	Monica Zarske, Interim Co-Chair	Susan Sherod	Sarah Salas (a)	Mike Turrentine (a)
Jim Kennedy (a)	Christine Leon	Ben Hager (a)	Jaki King (a)		
Vaniethia Hubbard	Mario Gaspar	Marty Rudd (a)		<b>District Liaison</b>	
Jeffrey Lamb	Don Mahany	John Zarske		Carri Matsumoto	Darryl Taylor
Jennie Adams (a)	Lorena Chavez (a)	Elliot Jones			
Brian Kehlenbach					
<b>Guests</b>				<b>Campus Safety &amp; Security</b>	
Matt Schoeneman	Rudy Delgadillo			Scott Baker	
				<b>ASG Representative</b>	
			(a) = absent	Mariely Figueroa-Hernandez (a)	
<b>1. WELCOME AND INTRODUCTIONS</b>					
	Self-Introductions were made.			Meeting called to order at 1:34 p.m. Adjourned at 3:00 p.m.	
<b>2. PUBLIC COMMENTS</b>					
	None				
<b>3. MINUTES</b>					
	<b>DISCUSSION/COMMENTS</b>			<b>ACTIONS/ FOLLOW UPS</b>	
	The May 15, 2018 meeting minutes were presented for approval.			<b>ACTION</b> Moved by John Zarske to approve the May 15, 2018 Facilities Committee minutes as presented. 2 <sup>nd</sup> by Elliott Jones. Motion carried.	
<b>4. PROJECT UPDATES</b>					
	<b>DISCUSSION/COMMENTS</b>			<b>ACTIONS/ FOLLOW UPS</b>	
	Project Updates – Carri Matsumoto/Darryl Taylor/Matt Schoeneman <ul style="list-style-type: none"> <li>Science Center &amp; Building J Demolition – Some items that were completed for this project are importing of under slab select fill material, forming and pouring of pile caps &amp; grade beams, underground site utilities and underground chilled water lines. The target occupancy Summer 2020.</li> <li>Johnson Student Center &amp; Demolition – Increment 1 (Site Preparation) received DSA approval on February 20, 2018. Increment 2 (Building) was submitted to</li> </ul>				

DSA on February 15, 2018 and approval is anticipated August 2018. New Request for Proposals (RFP) for lease-leaseback construction delivery is anticipated to be solicited in September 2018. New bid phase anticipated September – November 2018. Target construction to start Winter 2018 – Spring 2021. Target occupancy Spring 2021.

- Scheduled Maintenance Projects –
  - Water Conservation – Notice of Completion approved by Board of Trustees on Aug.13, 2018.
  - Windows Replacement H Bldg. – The windows were installed, however the District has rejected the window installation due to failure to pass water test. Scope of corrective work is currently under review and a timeline for correction has yet to be determined.
  - Future Barrier Removal – The District is currently evaluating a restroom upgrade as a potential barrier removal project.
- Current Capital Projects –
  - Russell Hall Replacement (Health Sciences Bldg.) – Preliminary Plan was approved by the State on June 6, 2018. Design team is working on 60% construction drawing plans which are due to the District September 2018. The geotech/geohazard report will be submitted to California Geological Survey for review/comment. No changes are allowed to the square footage and/or programs. DSA submittal anticipated February 2019 and approval anticipated November 2019. Target construction April 2020 and occupancy May 2022.
  - Campus Entrance Improvements – A RFP for architectural services has been solicited on August 13, 2018 with a due date of September 14, 2018.
  - Campus Directory & Wayfinding – Modifications to existing wayfinding monument signs will be made by adding direction. In addition, new ones and various signs will be added to enhance the exterior wayfinding around the campus and parking lots. New metal building name signs are also being considered for some buildings.
  - Barrier Removal Signage/Wayfinding – Miscellaneous additional accessibility signage as needed.
  - Barrier Removal Exterior (Parking Lot 9 stalls) – This project bid was rejected as the bids came in over budget. Therefore, the construction fencing will remain in place.
  - Chavez Hall Renovation – New carpet and vinyl flooring has been replaced in the A-107 front offices. Paint was touched up and furniture returned to its place once the painting was completed on July 13, 2018. The next phase of work will be in the Fire Tech Offices which is tentatively scheduled for winter break.
  - Facility Modification Requests (FMRs) –AR 6601 – Currently 20 FMRs have been submitted and are in various stages of review and approval process.

	<ul style="list-style-type: none"> <li>• Prop 39 Projects – <ul style="list-style-type: none"> <li>○ LED lighting conversions for all campuses – Buildings G &amp; W interior work is complete. Building Z exterior canopies are complete. Building 930 exterior is complete and upcoming activities include exterior installation at Buildings C, I and L and exterior installation of canopies in Buildings D and H.</li> </ul> </li> <li>• Current District-Wide Projects – <ul style="list-style-type: none"> <li>○ District-Wide Emergency Blue Phone &amp; ADA Path of Travel (SAC, SCC, CEC, DO, OCSRTA and DMC). This project will go out to bid in September with a board approved contract in November or December.</li> <li>○ District-Wide Access Control &amp; Door Hardware Survey Assessments – Follow up access control software demonstration is scheduled for Sept. 17, 2018. Software products are still under review. A district-wide door survey started on July 30, 2018 and is anticipated to finish on or around the week of August 13, 2018.</li> <li>○ AR 6520 Safety of District Property – Keying Guidelines – the district is working with a consultant and with both campus Working Groups regarding key access control guidelines per AR 6520.</li> <li>○ Future Retrofit &amp; Access Control Project – AR 6520 will be updated once the guidelines are completely developed.</li> </ul> </li> <li>• ADA Transition Planning Update &amp; Self Evaluation – The Working Group has been meeting and working on developing a first draft of the Self Evaluation &amp; Transition Plan update. The next Working Group meeting is scheduled for Sept. 19, 2018.</li> </ul>	
5. STANDING REPORTS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
HEPPS (Health, Emergency Preparedness, Safety and Security) Task Force	HEPPS Task Force – No report at this time. Next HEPPS meeting is Sept. 6, 2018	
Facilities Report	Facilities Report – Mario Gaspar reported the following: <b>Santa Ana College</b> <ul style="list-style-type: none"> <li>• Installed Hot water in Village 100 and 200 Men’s and Women’s Restrooms</li> <li>• New Windows have been installed in H- Building</li> <li>• Repaired an Electrical Short in G- Building</li> <li>• Resolved EMS lighting issues in D- Building</li> <li>• Repaired Flooring and installed new carpet in G-106</li> <li>• H-210 Pharmacy Lab Project completed</li> <li>• Campus wide repair LED lighting interior/exterior retrofit (ongoing)</li> <li>• Install ADA sink, GFI outlets and Removal of cabinet door blocking electrical panel in T-212</li> <li>• Annual Fire Extinguisher Service</li> <li>• Fire Hydrant Repair</li> </ul>	

	<b>Centennial Education Center</b> <ul style="list-style-type: none"> <li>• Broke the water main leading into CEC</li> <li>• Irrigation Repairs</li> <li>• Annual Fire Extinguisher Service</li> </ul> <p>80% of Work Orders that have been submitted between 1/1/18-8/17/18 have been closed out.</p>	
<b>Environmental Task Force</b>	Environmental Task Force – Susan Sherod	
	<ul style="list-style-type: none"> <li>• No report at this time</li> </ul>	
<b>6. STUDENT REPORT</b>		<b>ACTIONS/ FOLLOW UPS</b>
	<ul style="list-style-type: none"> <li>• No report at this time</li> </ul>	
<b>7. ACCREDITATION</b>		<b>ACTIONS/ FOLLOW UPS</b>
	<ul style="list-style-type: none"> <li>• No report at this time</li> </ul>	
<b>8. ART SPACE</b>		
	<ul style="list-style-type: none"> <li>• No report at this time</li> </ul>	
<b>9. OLD BUSINESS</b>	<b>DISCUSSION/COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
	<ul style="list-style-type: none"> <li>• Wayfinding and Campus Directories – Carri Matsumoto addressed this in her project update report above.</li> </ul>	
<b>10. NEW BUSINESS</b>	<ul style="list-style-type: none"> <li>• <a href="#">BP6332</a> and <a href="#">AR6332</a> – Competitive Bidding Quotation &amp; Contracts</li> <li>• <a href="#">BP6603</a> and <a href="#">AR6603</a> – Informal Bidding Procedures Under UPCCAA</li> <li>• <a href="#">Maintenance Work vs Public Works</a></li> </ul> <p>These items were tabled for next month’s meeting in September.</p>	<b>ACTIONS/ FOLLOW UPS</b>
<b>11. FUTURE AGENDA ITEMS</b>	<ul style="list-style-type: none"> <li>• CEC Building Lease – no report on this item.</li> </ul>	
<b>12. OTHER</b>	<b>DISCUSSION/COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
	Next meeting September 18, 2018 – F-126	

SUBMITTED BY Maria Cardona