



**SAC FACILITIES MEETING
MINUTES –MARCH 17, 2015
1:30P.M. – 3:00P.M.**

Approved 4/28/2015

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(a)	Rhonda Langston	Maria Aguilar Beltran	Susan Sherod	Mike Ediss(a)	vacant
Sherry DeRosa	Christine Leon	Elliott Jones, Co-chair	Valinda Tivenan(a)	Sarah Salas	Maria Taylor(a)
Bart Hoffman(a)	Omar Torres(a)	Dietrich Kanzler(a)	John Zarske(a)	District Liaison	
Nilo Lipiz	Mark Wheeler	George Moore		Carri Matsumoto	
Eve Kikawa				Darryl Taylor	
Guests				Campus Safety & Security	
Tom Bonetati	Kathy Takahashi			Liz Motley for Mike Colver	
Rhonda Langston	Matt Schoeneman			ASG Representative	
				Kyle Murphy(a)	
1. WELCOME AND INTRODUCTIONS					
	Self Introductions were made.			Meeting called to order – 1:32p.m. Adjourned at 3:02p.m.	
2. PUBLIC COMMENTS					
	There were no public comments				
3. MINUTES					
	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	The February 17, 2015 meeting minutes were presented for approval.			ACTION Motion was moved by E. Kikawa to approve the February 17, 2015 Facilities committee minutes as presented. 2 nd – M. Wheeler The motion carried unanimously.	
4. PROJECT UPDATES					
	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	Carri Matsumoto provided the membership with an overview of the Measure Q projects as well as Active Projects (see attached). Additional comments as noted. Dunlap Hall A discussion ensued relative to the delay in the re-occupancy of the building.				

PROJECT UPDATES (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • Members were advised that after the last rains water was discovered in the elevator shaft where the elevator connection was to be made. • The Dunlap Hall project was originally a safety project (guardrails) and an ADA accessibility elevator project (attachment). • The scope of the safety project did not involve any work to relative to the roof. • There were no records that there were leaks in the roof. • When a team member discovered water in the elevator shaft, there is an obligation to investigate. • Patching the leak and reoccupy the building would not have been the proper recommendation. • After further investigation it was determined that a roof replacement was the appropriate way to proceed • It was noted that this should have been a Scheduled Maintenance project. <ul style="list-style-type: none"> ◦ Funds for this project have yet to be identified as it was not on the original list of Scheduled Maintenance projects for this year. • Roof replacement will be done before the re-occupancy occurs. <ul style="list-style-type: none"> ◦ Not in the best interest of the campus to do the roof replacement while the building is occupied. • Delay will have domino effect for other projects. • The Village allows for some flexibility. <p>It was noted that in the set of plans, a tree had originally been identified to be saved, however due to the impact on the tree roots as a result of the Central Plant infrastructure work, the tree will need to be removed.</p> <ul style="list-style-type: none"> • It was emphasized that the campus has had significant problems with tree roots on campus and its effect on our walkways and gas/water lines. <ul style="list-style-type: none"> ◦ To avoid issues in the future, every tree planted will have a root barrier system that will allow the roots to grow down instead of spreading up and out. <p>Central Plant and Infrastructure</p> <ul style="list-style-type: none"> • 7 DSA approvals have been received. • DSA approval running behind. • Target Construction will depend on final approval by BOT. <p>The importance of minimizing the impact of the project on students was stressed.</p> <ul style="list-style-type: none"> • Specifically making sure that students can find parking and easily navigate to their classes. • Coordinating with our DSPS team in keeping them aware of fencing plans as well as changes to the fencing plans was stressed. • It was noted that district facilities consults with the Cabinet and the Academic calendar to minimize/avoid impact on students. 	

PROJECT UPDATES (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>There was an inquiry regarding the timeline of the project.</p> <ul style="list-style-type: none"> • It was noted that the 1st construction partner estimated between 26-28 months, however that timeline has yet to be confirmed by the new construction partner. The district is estimating over 30 months for the project in its entirety. • A more definitive duration of time for the project will be known before summer. <p>A concern was noted regarding delays in project timelines.</p> <ul style="list-style-type: none"> • It was noted that under the new contracts and planning process, a set amount of delay time is built into the contract and schedule. • Caution is also taken not to overinflate the delay time in the contracts as that could inflate costs. • Specifically, in the case of the Central Plant project, the district has studied the current infrastructure in anticipation of any issues that could arise. • Important to understand that although construction could be a very short timeline, the tolerance level in regards to delays has to be flexible. • Members were reminded that the campus is a very dynamic environment to build upon correctly. The unforeseen conditions makes it difficult. <p>Members were advised that currently under review is the possibility of removing the M building from the Central Plant Infrastructure project and connecting it at later date.</p> <ul style="list-style-type: none"> • Moving forward as originally planned would mean that the recent work in the building would have to be torn into and occupants would be disrupted. <p>Johnson Student Center A budget refresh will be completed once the programming phase is completed.</p> <ul style="list-style-type: none"> • It was confirmed that the original 28.9mil budget is under review. • An overview of the budget development process for the project was provided to the committee. <p>It was requested that once the programming is validated for the Johnson Center project and the STEM building a high level review be provided to the membership.</p> <p><u>Parking Lot at 17th/Bristol</u> Members were reminded that the lot is being used for construction traffic as opposed to parking on campus. This option lowers the impact on campus parking.</p>	<p>FOLLOW UP Facilities Planning will bring a high level review to the SAC Facilities Committee for both the Johnson Student Center and STEM project as the programming is validated for each building.</p>

PROJECT UPDATES (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p><u>Scheduled Maintenance</u></p> <p>It was noted that the initial Scheduled Maintenance plan has been revised in an effort to spend down this years' allocation. Members were advised that there may be other changes to ensure that the monies are utilized this year.</p> <ul style="list-style-type: none"> • A lot of activity in this area. • The following work is targeted to be under contract by June and to completed in the summer: <ul style="list-style-type: none"> ○ Chavez roof repairs/windows ○ Exterior painting ○ Replacement of plumbing fixtures <p>It was clarified that the H bldg. windows and painting project is out to bid.</p> <p>Members were advised that nothing has been removed from the list. The projects either fall under Capital Facility, Scheduled Maintenance or have been completed.</p> <ul style="list-style-type: none"> • The importance of spending down the 1.8mil allocation and getting the contracts encumbered by the end of June and continuing with the work next year was emphasized. <p>It was also noted that having as many projects as possible within a 5 year plan allows for flexibility within the plan given the allocation.</p> <ul style="list-style-type: none"> • Important to have the flexibility between Capital Facilities and Scheduled Maintenance. <p><u>CEC Parking Lot Slurry and Re-stripe</u></p> <p>The district went through a full bid and scoping of the project. The city did not authorize the district to do the work. They preferred to do the work on the lot during spring break. They will patch and stripe the parking lot. This budget will be reallocated.</p> <p><u>OC Sheriff's Regional Training Academy</u></p> <p>Members were advised that the new block wall project will be built at the site.</p> <ul style="list-style-type: none"> • The district is being asked to provide this as a recommendation from the OC Sheriffs Risk Assessment Team. • Warner Avenue will run directly in front of the training academy which allows for vehicular and pedestrian traffic. • Important to protect the academy visually and from direct access. • This is a DSA project. <p>Members were reminded that the Campus Updates as well as Campus Alerts are located on the front page of the SAC website. This information is constantly updated in an effort to keep the campus community informed on the current campus construction projects.</p>	

PROJECT UPDATES (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • This communication tool will be vital as the campus begins to embark on the Central Plant project. <ul style="list-style-type: none"> ◦ The importance of familiarizing students, staff and faculty with these links was stressed. 	
5. Standing Reports	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
HEPSS (Health, Emergency Preparedness, Safety and Security Task Force)	<p>Don Mahany provided the task force report to the membership. Additional comments as noted.</p> <ul style="list-style-type: none"> • Skyler Bertran has agreed to serve as a student rep on the HEPSS task force. <ul style="list-style-type: none"> ◦ She is a first year student and is involved with the Fire Tech program. 	
Facilities Report	<p>The SAC Facilities Report was presented by Mark Wheeler (see attached). Additional comments as noted.</p> <ul style="list-style-type: none"> • Two photo processing rooms in the R-bldg. will be converted into 2 classrooms. • Phillips Hall is next on the list for the Medeco key system conversion. • A new product that prevents mirror etching without compromising the quality of the reflection will be tested in some of the restrooms on campus. 	
Environmental Task Force	<ul style="list-style-type: none"> • No report presented 	
6. Old Business	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Hand washing signs in student restrooms A discussion ensued regarding signage in campus restrooms.</p> <ul style="list-style-type: none"> • An assessment will be done to determine the number of restroom signage at each site: CEC, DMC and SAC. <ul style="list-style-type: none"> ◦ The results will be shared with the committee at the April 28 meeting. <p>Cigarette Butt Recycling It was reported that Mark Wheeler met with Kyle Murphy, ASG representative to discuss cigarette butt recycling.</p> <ul style="list-style-type: none"> • Receptacles have been identified. • Working on funding. • Nothing has moved forward at this time. <p>It was noted that the campus in accordance with the Sustainability Plan is interested in moving forward in a more organized recycling effort with the ASG and the campus team.</p> <ul style="list-style-type: none"> • No authorization has been given for any Ad hoc recycling campaign on campus. 	<p>FOLLOW UP Hand washing signs in student restrooms</p>
7. New Business	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Speed Bumps A concerned was brought forth from the Senate regarding speeding in Lot 1 and the possibility of speed bumps being installed. The issue has been brought to Lt. Colver and Sgt. Stowell's attention. Officer Motley was present and provided the following update:</p> <ul style="list-style-type: none"> • Speeding is more prevalent on the south isle of the first section of Lot 1. 	

New Business (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • The proposed locations for speed bumps on the south isle between H&W and W&G. Discussion ensued. • The goal is to control the speed and limit the liability exposure for vehicular and pedestrian traffic. • Dr. Collins will work with the District Facilities and the expertise of the SAC Campus Safety team to resolve this issue. • This item will be brought back to the April SAC Facilities meeting. 	<p>FOLLOW UP A follow up on Speed Bumps will be brought back to the April SAC Facilities meeting.</p>
8. Other	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Journalism and Communication Classroom Space A concern was brought forward that in the new F&P building project, that there was not a dedicated space for programs that could be accommodated in normal classrooms, and hence no classroom accommodations were made for Journalism or Communication.</p> <ul style="list-style-type: none"> • The need for a permanent home for Journalism or Communication in a classroom related space was duly noted. <p>District Solar Study The following was noted regarding the district's solar study efforts:</p> <ul style="list-style-type: none"> • RFQ is currently out. • Interested in qualifying vendors first. • Pursuing potential solar opportunities throughout the district. • Not specific yet on a proposal. <p>More information to come.</p> <p>District Sustainability Plan The Board of Trustees approved the Sustainability Plan. Efforts will now be focused on implementing the plan and monitoring progress. Ms. Matsumoto thanked the committee for their feedback.</p> <p>James Russell Sculpture There was an inquiry regarding the James Russell Sculpture.</p> <ul style="list-style-type: none"> • The sculpture is scheduled to be delivered to the college and will be housed in M&O until it is ready to be installed. • It was noted that the sculpture cannot be temporarily installed in the C building lobby as DSA approval is required for the engineering of the attachments. • The sculpture will be part of the Central Plant project. 	