



SAC FACILITIES MEETING
 MINUTES – SEPTEMBER 17, 2013
 1:30P.M. – 3:00P.M.

Approved 11/19/13

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	Susan Sherod(a)	Edward Luna	Mike Ediss(a)
Bart Hoffman	Loy Nashua (a)	Ray Hicks(a)	Valinda Tivenan(a)	Sarah Salas	Maria Taylor
Jim Kennedy	Linda Rose	Elliott Jones	John Zarske	District Liaison	
Eve Kikawa	Mark Wheeler(a)		Louis Pedroza(a)	Carri Matsumoto	Alex Oviedo
Guests				Campus Safety & Security	
Arnold Arsenault, Bernards	Gary Dominguez	Don Mahany		James Wooley	
Scott Connors, FPPS	Ron Jones	Becky Miller		ASG Representative	
Cher Carrera	Rosa Langle	Mary Steckler		Jorge Sandoval	
1. WELCOME AND INTRODUCTIONS					
		Self introductions were made. Committee welcomed Rosa Langle, USC doctorate student and Carri Matsumoto, Assistant Vice Chancellor, Facility Planning & District Construction & Support Services/RSCCD.		Meeting to order - 1:31p.m. Adjourned at 3:02p.m.	
2. PUBLIC COMMENTS					
		<p>A concern was shared regarding the evacuation chairs that are located in the building across campus. Discussion ensued.</p> <ul style="list-style-type: none"> • The current evacuation chairs in the buildings are no longer used for transport. <ul style="list-style-type: none"> ○ There are two striker chairs located in the Safety office that are to be used for transport of disabled individuals. <ul style="list-style-type: none"> ▪ The HEPSS task force will review and discuss the situation of the evacuation chairs that are housed in the buildings but no longer used. 			
3. MINUTES		DISCUSSION/COMMENTS		ACTIONS/ FOLLOW UPS	
		The May 21, 2013 meeting minutes were presented for approval.		ACTION Motion was moved by J Kennedy to approve the May 21, 2013 Facilities committee minutes as presented. 2 nd - A. Oviedo.	

4. PROJECT UPDATES	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
SAC Active Project Update	<p>Arnold Arsenault, construction manager for Bernard's presented an overview of the campus active projects. (Please see attachment.)</p> <p><u>Bid No. 1180 - Perimeter Site Improvements</u></p> <p>The Perimeter Site Improvement Project is being constructed in five (5) phases. Each phase of construction will enhance the appearance of the Campus perimeter and main entrances, in preparation for the 2015 Campus centennial anniversary.</p> <p><u>Phase I</u> - New asphalt paving, curbs, gutters and a concrete paver drive entrance has been installed. Bordering the property, masonry walls and pilasters with decorative tile insets have been constructed. Illumined 'Santa Ana College' signage has been mounted on the masonry walls adjacent to the Bristol Street entrance. Site lighting, irrigation, landscaping and ADA upgrades will complete the design.</p> <p><u>Phase II</u> - The existing hardscape and landscape at 17th Street and Bristol Avenue has been removed to enable access to a new pedestrian entryway. This entrance is the focal point and main path-of-travel for the students and community as they enter this area of the campus. The new improvements include; pour-in-place concrete benches with decorative ceramic tile inserts, concrete sidewalk pathways, site lighting, irrigation and landscaping. In addition, a structural steel 'Art Wall' will be created as a tribute to the upcoming 2015 Campus centennial anniversary</p> <ul style="list-style-type: none"> • Recent Construction Activities Include: <ul style="list-style-type: none"> o Complete installation of pedestrian pavers o Delivery of trees and shrubs o Landscape and irrigation of parking lot 5 <p><u>Phase III</u> - New asphalt paving, curbs, gutters and a concrete paver drive entrance has been installed. Bordering the property, masonry walls and pilasters with decorative tile insets have been constructed. Illumined 'Santa Ana College' signage has been mounted on the masonry walls, adjacent to the 17th Street entrance. This new design will also include; site lighting, public sidewalk, handicap access ramps, irrigation and landscaping. In addition, the Security and Administration parking lots have been redesigned, to allow for more efficient traffic flow.</p> <ul style="list-style-type: none"> • Recent Construction Activities Include: <ul style="list-style-type: none"> o Asphalt paving and striping o Installation of pedestrian pavers o Installation of trees and shrubs o Pour ADA ramps at main entrance 	

PROJECT UPDATES (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>To date the following has been completed on the project:</p> <ul style="list-style-type: none"> • The building has been painted on three sides. (The front of the building will be painted as well.) • Gutter system near completion. • Stairs are being formed for pouring. • Old entry doors to be removed this weekend. • New door front system installed beginning Monday. • New pavers from the parking lot and pavers up to the new store front system will be installed in the coming week. <p>There was an inquiry regarding the status of the inoperable electronic gate arm located in parking lot 4.</p> <p>Members were informed that a list for each phase consisting of outstanding and or damaged items has been made for the contractor. Once those outstanding items are completed then the architects will put together a punch list for each phase.</p> <p>In addition there was a concern raised regarding the location of the limit line at the exit of lot 4.</p> <p><u>Upcoming Projects:</u></p> <ul style="list-style-type: none"> • <u>Bid No. 1202</u> Parking lot expansion, road improvements, and new retention basin. Bids due September 23, 2013. Project duration 304 calendar days • <u>Bid No. 1206</u> Planetarium upgrade and restroom addition. Bids due September 26, 2013. Project Duration 212 calendar days. 	<p><u>FOLLOW UPS</u> Arnold Arsenault will review the gate arm issue and follow up with Dr. Collins.</p> <p><u>FOLLOW UPS</u> Bernards will follow up and coordinate with SAC Facilities.</p>
Scheduled Maintenance	<p>Members were provided a brief overview of how Scheduled Maintenance monies come into the college and are prioritized for use.</p> <ul style="list-style-type: none"> • A review of the campus facilities needs as they relate to Scheduled Maintenance projects is made. • A prioritized list is being put together for FY 13/14 based on the Resource Allocation Requests and the routine and preventative projects on campus. • A recommendation is then moved forward on how to utilize the funds. • Efforts are coordinated with the district to prevent funding projects with campus funds that will be managed through bond funding. • The 13/14 Schedule Maintenance list is being established at this time. The list will be brought to the Facilities committee for review. <ul style="list-style-type: none"> o The parking lot and water line projects at CEC will be folded into the scheduled maintenance projects. • Facilities projects not funded this year in Scheduled Maintenance and RAR will be rolled over and prioritized. 	

PROJECT UPDATES (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Scott Connors from FPPS presented an update on the scheduled maintenance/RDA funded projects (Please see attachment). Additional commentary as follows:</p> <p>The following projects will/have been transferred to another project:</p> <ul style="list-style-type: none"> • The addition of the isolation valves to domestic water project will be a part of the Central Plant project. • The Electric Car Charging station project will be included in the expansion of Lot 11. <p><u>Replace Irrigation Timers and Control Valves</u> Project is in scope development and budget analysis.</p> <p><u>Door Hardware Upgrade</u></p> <ul style="list-style-type: none"> • The new hardware standard has already been incorporated in Russell Hall. • The standard has also been incorporated in the Planetarium and Dunlap projects. <p><u>Campus Lighting Upgrade for Energy Efficiency Project</u></p> <ul style="list-style-type: none"> • The college expects the entire budget shown for this project to be funded through Prop. 39. • College is waiting for release of the Prop. 39 funds from the state. • Objective is to complete the work in 13/14 year. • LED lighting is and has been incorporated into the campus projects. • The college will realize cost savings in utility expenditures. • Changing ballast and bulb - the lifespan of the bulbs affects manpower utilization as they have to be changed out less often, as well as hazmat disposal costs. <p><u>Solar PV Project</u> This project is temporarily being housed under Scheduled Maintenance. The project will be folded into a larger project however that determination has not yet been made.</p> <p><u>CEC</u> It was noted that the due to a lease negotiation, the college had been limited to providing only immediate fixes to CEC. With the long-term lease issue being resolved with the City of Santa Ana and the Nat'l Park Service, the college will be able to invest in the site.</p> <p>Members were informed that the costs of the projects are more than the monies allocated by the state. The district contributes matching funds and the college also receives funding from some of the Redevelopment agencies.</p>	

PROJECT UPDATES (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
<p>Bond Project Update</p>	<p>Carri Matsumoto, presented the Project Update report that had been included at the District Physical Resources Committee. (Please see attachment) Additional commentary as follows:</p> <p><u>MEASURE E PROJECTS</u></p> <p><u>Perimeter Site Improvements</u></p> <ul style="list-style-type: none"> • Behind schedule. Room for improvement on behalf of the contractor. • Due to delays, meeting the project’s budget is uncertain. <p><u>Bldg. G.</u></p> <ul style="list-style-type: none"> • Project delayed due to unsatisfactory concrete work, (stairs) and a deferred approval that was awaiting DSA approval regarding the store front doors. <p><u>Parking Lot 11 Expansion</u></p> <ul style="list-style-type: none"> • Bids due September 23. <p><u>Tessman Planetarium Upgade and Restroom Addition</u></p> <ul style="list-style-type: none"> • Bids due back Thursday, Sept. 19 <p>It was noted that when the budget is identified as “Under review” this means that is likely to experience a change.</p> <p><u>Temporary Village</u></p> <p>In addition to the projects listed, this project may also provide interim housing for multiple other projects. More discussion to follow at a later time.</p> <p><u>Dunlap Hall</u></p> <p>Members were informed that the district is currently evaluating different delivery methods. Discussion ensued.</p> <ul style="list-style-type: none"> • It was noted that legislation allows CC districts to engage in different project delivery methods. • “Lease Lease Back” and Design Build” project delivery methods are common in other districts around the state, however it has never been used in RSCCD. • The different delivery methods allows for the district to: <ul style="list-style-type: none"> ▪ Go through a qualifying process. ▪ Select a qualified contractor. ▪ Negotiate a guaranteed maximum price. 	

PROJECT UPDATES (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p><u>MEASURE Q PROJECTS</u></p> <p><u>Central Plant</u> The central plant is a centralized location where water is cooled and pumped out to the campus via a loop. This project will create great energy efficiency and will allow for the removal of the air conditioning units, the chillers and condensers, as well as alleviate the issues with the old and brittle water and gas lines.</p> <ul style="list-style-type: none"> • Project will be broken up into 3 phases <ul style="list-style-type: none"> ○ Lay the underground utility infrastructure. ○ Build the Central Plant. ○ Each building is hooked up to the Central Plant. • Duration of construction - 30 months • Will impact almost every building. • Most complicated project in terms of logistics, sequencing and coordination. • Project will add great value to the campus by creating energy efficiency. • The design cost is coming from Measure E funds. • The execution and construction is coming from Measure Q. <p><u>Johnson Building Project</u></p> <ul style="list-style-type: none"> • It was noted that the Board has requested that the district go through a qualification process for the selection of consultants. The district is working on a list of qualified consultants, architects and engineers per the Board's request. • The design program is available for review and has been provided to Dr. Lundquist for review. <p><u>Health Service building</u></p> <ul style="list-style-type: none"> • Currently an approved FPP for 14/15 • If not funded by the state in 14/15, FPP would be pushed to the 15/16 state bond. • Building has been planned with the Stem Building, but not programmed completely. <p><u>Library</u></p> <ul style="list-style-type: none"> • It is not known if this project will be completely funded under Measure Q. • "Light" programming of the project will determine what the need for the space is as well as the need for the college. • The building assessment will also be considered in determining the building's options. <p>Renovation or New Construction? - More information needed.</p>	

PROJECT UPDATES (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p><u>Chavez Hall</u></p> <ul style="list-style-type: none"> • Further assessment is needed to define what the potential problem is. It relates to the “wet look” on the exterior GFRC panels - also the potential for moisture with the slab. <ul style="list-style-type: none"> ○ Once defined a scope of work will be developed to address it. • Budget may move to Measure E. <p><u>FACILITIES MASTER PLAN</u></p> <p>Members were also informed that due to the work that has been done on the campus, an update to the Facilities Master plan is underway.</p> <ul style="list-style-type: none"> ○ HMC will be making a presentation to the SAC Facilities Committee at the October meeting. <p>Members were updated that all budgets and scopes of work are under review for both Measure E and Measure Q projects.</p> <p>It was noted that for future meeting, the project reporting process will be coordinated between District Facility Planning, FPPS and Bernards.</p> <p>All presentations and information can be found on the Facilities Committees webpage.</p>	
	<p><u>PROJECT SEQUENCING</u></p> <p>Scott Connors from FPPS presented a sequencing schedule for the campus projects. (Please see attachment). Additional commentary as follows:</p> <p>The Sequencing schedule shows the detail of the major projects before after and during.</p> <p>Swing space is one of the first projects shown as it will be used to accommodate the Dunlap Hall and Johnson bldg. project as well as other projects as needed.</p> <ul style="list-style-type: none"> • Initiating the use of swing space is a strategy to reduce the schedule from 24 - 16mons. <ul style="list-style-type: none"> ○ This strategy should also have a favorable impact on the budget. • Projects are listed in the order of how the construction occurs. <ul style="list-style-type: none"> ○ Projects are staggered so that there are no more than 3 major projects going on at one time. ○ Each project is a different type of project. ○ These efforts are being made to minimize disruption. • Some of the projects may be floating on the schedule depending on the funding source. • Dates may slip due to the builders or designers. 	

5. STANDING REPORTS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
HEPSS (Health, Emergency Preparedness, Safety and Security) Task Force	<p>No HEPSS meeting in the summer. (See Attachment)</p> <p>An ICS training was held for the SAC ICS team on August 16.</p> <ul style="list-style-type: none"> • The training was patterned after the Great California Shakeout. • The team was provided with 5 scenarios to strategize through. • Theme of the training was “Success is having a plan.” <p>Members were reminded that the Great California Shakeout will occur on 10/17 at 10:17a.m.</p>	
5. STANDING REPORTS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • All were encourage to review the video on the SAC Safety and Security website - Emergency Procedures and Practices. 	
Facilities Report	<p>The Facilities report was presented by Dr. Collins on Mark Wheeler’s behalf. (Please see attachment).</p> <p><u>Soccer Field</u> The temporary use of the soccer field for parking will continue on a week to week basis.</p> <p><u>Campus Key Issue</u></p> <ul style="list-style-type: none"> • The new key hardware will consist of only changing the cores. • Key cutting responsibility will be brought on to campus. • Patience and consideration during the process was encouraged. <ul style="list-style-type: none"> o Efforts are being made to lessen the impact of the change. • Campus will be communicated to as the process begins. <p>Campus key services as well as college transportation services have been transferred to the M&O building. Support team for campus key and college transportation services have also been transferred to M&O.</p> <p><u>CEC</u> Jim Kennedy commended the M&O department for the outstanding response time in providing temporary air conditioners in light of the theft of the air conditioning unit in D110 and D111.</p> <p>Members were reminded of the importance to use the online work order system. The system allows for the department to track work, track resources and be as efficient as possible.</p>	
Environmental Task Force	Report was provided for members to review.	
6. Old Business	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
End of Year Report	<p>A discussion ensued regarding the importance of committee feedback.</p> <ul style="list-style-type: none"> • Important to hear from the constituencies represented. • Helps to keep the meetings on point. • Important to evaluate the process to be sure that the needs and expectations of what the constituencies are asking for are being met. <p>The End of Year survey will be emailed out again to the membership.</p>	<p><u>FOLLOW UP</u> The End of the Year report will be sent to the membership and results discussed at the October meeting.</p>

Old Business (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
Update on speaker on north side of Hammond	Options for another speaker on the north side of Hammond will be discussed with Mark Wheeler.	<u>FOLLOW UP</u> Lt. Wooley will work with Mark Wheeler to possibly secure a new speaker.
7. New Business	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
Committee Goals	Committee goals will be discussed at the October meeting.	<u>FOLLOW UP</u> The revised goals as presented by Sylvia Turner will be sent out to the membership for review.
Door Hardware	Item previously discussed earlier in the meeting in the Facilities Report. <ul style="list-style-type: none"> • The campus may look at some type of electronic access. • Once the door hardware standard is complete, it will be shared with the SAC Facilities committee. 	
8. Other	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<u>Bird Prevention on Security Cameras</u> District IT has requested to put spikes on the security cameras to deter the birds landing and leaving droppings. <ul style="list-style-type: none"> • Ron Jones will work with District IT on this issue and report back to the committee. <u>E-Cigarettes</u> It was confirmed that a motion had been made to allow the e-cigarettes to be used only in the designated smoking areas until research is complete. Members were reminded that the committee website contains all project updates and information shared at the meetings.	<u>FOLLOW UP</u> Ron Jones will work with District IT on this issue and report back to the committee.

SUBMITTED BY Geni Lusk 10/3/2013