

MEETING MINUTE SUMMARY

Date: September 2, 2014

Time: 9:30a.m. – 11:00 a.m.

Location: Griffin Gate 60-180 A

PRESENT: Steve Baker, Liz Barrow, Janet Castañõs, Martha Clavelle, Ken Emmons, Gene Gay, Zack Gianino, Chris Hill, Beth Kelley, Lisa Ledri-Aguilar, Pablo Mercier, Julie Middlemas, Genie Montoya, Bobbi Prilamen, Michael Reese, Taylor Ruhl, Jim Spillers, Dave Steinmetz, and Christina Tafoya .

ABSENT: Patrice Braswell-Burris, Tim Flood, Reyna Torriente, and Debbie Yaddow.

RECORDER: Stephanie Rodriguez

START TIME: 9:35 a.m.

OPENING INTRODUCTION AND SUMMARY BRIEFING:

Ken Emmons, chair began the facilities committee meeting. The agenda and attachments were provided to each committee members. ASGC had requested additional agenda items to be added.

REGULAR AGENDA ITEMS**District Wide Safety Committee Meeting:**

The committee discussed the agenda items at the August 26th District Wide Safety Meeting; Workplace Injuries reported each at campus, the forthcoming biannual safety inspections to continue to stay in compliance with Fire, Safety, OSHA and ADA regulations, the winter break cleaning of the parking structure and parking lots, the winter break repairs of parking lot potholes, the monthly safety training topics; *Basic First Aid / Accident Response Safety and Ladder Safety / Step Stool Safety*, the forthcoming release of the transferred MSDS sheets to online SDS, the verbiage for the no vehicle driving on campus is still in review process, the forthcoming purchase of (3) new AEDs and the EOC table top training results. The EOC committee members requested additional ICS (FEMA) training which Vic Perry stated he would research.

Gene addressed the committee regarding the outcomes from the recent Hazardous Waste pick-up. The cost was approximately \$12,700 for the first quarter in 2014; therefore the estimated annual generator pick-ups cost is \$25,400. The Safety Committee discussed contracting with a different vendor for the disposal services. Gene discussed working closely with the generators to streamline the process and reduce costs.

Prop R and V Construction Bond Program 2014 Update (handout):**Tennis Courts Replacement:**

The committee discussed the public bids submitted by (2) pre-qualified bidders. The documents are currently under review for award to the lowest responsive bidder. The project is anticipated to start in mid-September 2014 and be completed mid-January 2015. The project bid includes the installation for lighting infrastructure, light pole bases, fencing and screening. The extra cost to install the light poles and exterior lighting will be requested from the contractor. In addition there are requirements from DSA to make ADA improvements to the walkways, parking stalls, and reconfigure to the restroom partitions in building 41 per the current codes and regulations.

Building 500 Projector / Screen Relocation:

The committee discussed the reduced scope of work from (18) classrooms to (14) classrooms. The scope includes relocating projector screens and smart carts in classrooms to improve classroom instruction per the task force. The bid opening is anticipated to be in September. Construction times will be coordinated with the college for the least impact to faculty, staff and students.

Bldg. 38A Demolition and Parking Renovation:

The committee discussed the current status of the bid documents under review by the District Purchasing & Contracts. This project includes demolition of the modular building 38A and surrounding walkways therefore improving the campus by (10) additional parking spaces. This project is anticipated to start during mid-December.

Pavement Conditions Assessment:

The committee discussed the updated Pavement and Parking Assessment Survey by RBF Consulting for Grossmont College. The last assessment of the pavement conditions was in 2011. The rationale and priorities for repairs were discussed. Proposed projects will be presented to the Facilities Committee within the next few months with an anticipated construction starting in the summer of 2015. All work will be coordinated with the college.

Maintenance / Warehouse:

The committee discussed the forthcoming Grossmont College Maintenance Facility and the District Warehouse project. There will be a task force assembled for the architectural selection process. The scope and location of the project has not been finalized.

Bldg. 200 Complex Theater and Communication Complex:

The committee discussed the taskforce assembled to represent each department including representatives from English and other departments. The project will be designed as one entire complex and be constructed in three different phases. The architectural contract agreement is in process.

Infrastructure Assessment Phase II –Prop. V:

The committee discussed the District's need for an updated assessment of the current civil conditions, mechanical and electrical current loads and future demands. The contracts will be awarded soon to complete this work.

Bldg.60 Flooring Replacement:

The committee discussed the successful completion of the Griffin Center carpeting replacement project. The project included the removal of the old carpeting and the installation of tile, (2) additional condiment stations and chair rails.

Griffin Center / Student Services:

The committee discussed the completion of the items from the 2 year punch-list inspection walk-through for waterproofing warranty issues.

Drought Tolerant Project Phase II:

The committee discussed the completion of Drought Tolerant Landscaping Phase II. The approval of the verbiage for the signage and the installation is forthcoming. The College is in the maintenance period has begun which means dead plants will need replaced at no cost to the College.

District Wide Lighting & Controls Upgrade Project:

The committee discussed the District Wide Lighting and Lighting Controls Upgrade project has been completed. The next Prop 39 and Prop V project proposed to go to the state for review includes the replacement of all the perimeter street lights with new LEDs heads.

Program Level:

The committee discussed the recent process for pre-qualification of professional services. The District has a pool of professional firms now to select from for Hazardous Materials and Geo-Technical services. Civil Engineering, Mechanical Engineering, Electrical Engineering and Plumbing Engineering, Commissioning Agents, (IOR) Inspector of Record, and Materials and Testing and Construction Managers are forthcoming.

CONSTRUCTION PROJECTS UPDATES:**Swing Space 38's to 36**

The committee discussed the successful completion of the temporary swing space project to relocate the occupants of the 38 modular trailers (ACE Office, ACE Classrooms, Middle College, and Welcome Back Center) to buildings 38B and 36. The Auxiliary Department will be relocated prior to the start of the demolition of the existing tennis courts. All relocated occupants will be relocated back to their original preconstruction areas in the 38 modular trailers over winter break.

Bldg.30 Fabric Panels Project

The committee discussed the proposed project to install fabric covered panels on the masonry corridor walls on both floors in building 30. The re-purposed fabric panels are from previously revised office work stations and will be installed by our maintenance team at almost no cost to the college. The beneficial impacts include very large newly created areas for students to display their work (approval required) on both floors, assist in the reduction of acoustic sound levels in the corridors, and provide a creative artistic décor in the currently plain block corridors. The prototype of the layout of the panels has been taped to the wall on the first floor with the fabric panel to soon follow.

Central Plant Cooling Towers Project

The committee discussed the options for the scope of work required to keep the central plant functioning and operational until the Prop V capital improvements can be constructed are forthcoming. The main focus is the replacement of the cooling towers.

Campus Wide Signage Project Phase II

The committee discussed the Campus Wide Signage Project Phase II which includes additional masonry campus directories, way finding, and department staff room identification signage for remaining buildings. The project is anticipated to go to Purchasing & Contracts for the public bid process after final signoff.

Pool Equipment Project

The committee discussed the scope of work to replace the pool equipment and the anticipated re-bid. The project will now include improvements to the concrete decking and properly sized new equipment for larger pool capacity. The project budget has increased substantially due to increased scope of work and estimates for the new equipment. All the existing equipment and infrastructure have long surpassed the life expectance.

1 Hour Parking Project

The committee discussed the creation of a 1 hour parking zone to replace the existing metered parking at the south end of parking lot #6 is forthcoming. CAPS will enforce 1 hour drop-off parking zone. The construction is a combination of CAPS, our maintenance team and a general contractor.

Trophy Cases Project

The committee discussed the Trophy Cases Project currently at Purchasing and Contracts for review. The project budget is over the Planning and Resources Committee's allocated total funding budget of \$100,000 by approximately \$56,000. This project includes (18) trophy display cases in the Hall of Champions at building #41 and (2) large trophy display cases and (2) wall plaque display cases in the Student Lounge at Bldg.60.

ADDITIONAL AGENDA ITEMS**New Microwaves Bldg.60**

ASGC student representatives stated the microwaves in Griffin Center appear to be malfunctioning by staying on after timer has stopped. Ken stated he had the microwaves removed and was investigating the issues further. The purchase requisition for (4) additional microwaves is at Purchasing & Contracts for approval.

Board IS

ASGC student representatives stated many students have complained about network issues especially during high usage during registration. ASGC will request network and WIFI for higher usage, and identify the funding required to increase the efficiency. The committee suggested ASGC have their concerns addressed at the Technology for Teaching and Learning Committee (TTLC) and ITECH /ATECH.

New Facilities Committee Charge

The committee discussed the need to update the charge members list to reflect current members. Ken will send out email with updated member names for the committee approval.

The meeting adjourned at 10:09 a.m.

Next meeting will be held on October 7, 2014, 9:30 – 11 a.m., Griffin Gate 60-180A

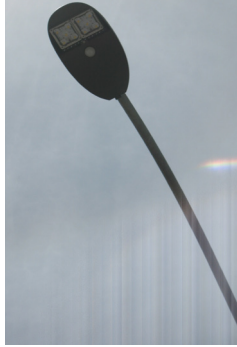
Meeting Minutes and attachments will be posted on the facilities, operations, and maintenance website.



Welcome Back to Fall Semester and Some Improved Facilities!

A lot has happened during summer break! Drought-tolerant landscaping, new exhaust hoods in biology labs, and energy-efficient lighting are just a few of the projects that were completed this summer to enhance our campuses. We are excited the students have returned and can benefit from this work. Take a look at our improvements!

Districtwide Lighting Fixtures and Controls Upgrade



Energy-efficient lighting with programmed control panels was installed on parking lots at both colleges, Cuyamaca's roadways and Grossmont's walkways. A majority of the 32-watt fluorescent bulbs in classrooms were replaced with 25-watt energy-efficient bulbs. This project improved lighting and will reduce utility costs. The bulbs will last approximately 25 years! Expect to see additional campus lighting work in the future.

Grossmont College Summer Projects

Griffin Center Flooring Replacement

Ceramic tile in a faux wood style was installed to replace the carpet in the Student Lounge. The project also included the installation of new countertops, cabinets and 6 microwaves to expand Griffin Grill Services.



Drought-Tolerant Landscaping

Grossmont College received 4 beautiful gardens that utilize drought-tolerant and native plant species, including rock specimens unique to the San Diego area. These gardens, formally known as Outdoor Education Zones are incorporated into Grossmont's Earth and Sciences and Biology Courses. Signs will be installed this fall to identify the environment type and plant species located within each garden.



Cuyamaca College Summer Projects

Biology Exhaust Hood Installation

Two science labs at Cuyamaca College received 16 new exhaust hoods and two additional exhaust fans on the building's roof. These features improve ventilation by pulling air in from the working area and directing it outside.



Business and Technology Flooring Repair

When the Business and Technology building was completed, room E-120 received 20"x20" high-tech rubber tile that requires little maintenance. The flooring began to loosen from excessive moisture, an issue that can be a challenge regardless of how recent a building was constructed. Cuyamaca maintenance staff determined the source and repairs were completed in time for the students' return.



Here's a Look at Upcoming Projects!

Grossmont Arts and Communication Complex-Teaching and Performance Theater Task Force

Grossmont College will receive a new Arts and Communication Complex-Teaching and Performance Theater under the Proposition V Program. Representatives from the various Division of Arts, Languages and Communication programs will participate in the design process with the architect, LPA, Inc., which will begin in September.



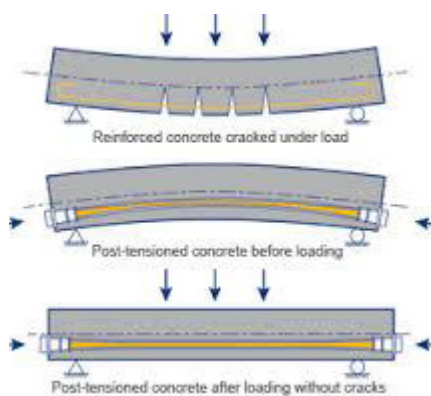
Design Meetings for Cuyamaca's Student Services Building

Design meetings are underway for a new two-story Student Services Building that will replace the existing One Stop complex at Cuyamaca College. HMC Architects have conducted several design meetings with the Leads Group, a small group of Cuyamaca Student Services' department leaders, and the Design Council, a larger group that includes additional Student Services' staff. The meetings included discussions on the vision of the building, project goals, and departmental functions. The Leads Group and Design Council also identified which functions and departments should be located together within the building to improve services, then further organized the groups by floor.

HMC also facilitated a tour of nearby college Student Services facilities for the Design Council on August 20 to assist Student Services staff with ideas of what they would like to include in the building's design. The tour visited Southwestern, Mesa, and Miramar Colleges. Design meetings will continue through September and October to complete the Programming Phase of the design.



Grossmont College Tennis Court Reconstruction



The 10 tennis courts at Grossmont College will be replaced with new post-tensioned concrete slab courts with perimeter fencing and improved lighting. These post-tension courts have a longer life expectancy, better drainage, and lower maintenance costs. Additional upgrades include relocating the overhead power lines underground, renovating the existing bathrooms, and adding ADA-accessible parking and upgrades.



The bids for this project have been received and the due diligence review is in progress. Construction will begin in mid-September and the courts will be ready for use by spring 2015.

Grossmont College Building 500 Projector/Screen Relocation



Projector screens in 14 classrooms within Buildings 51, 53, and 55 will be relocated within each classroom so the screens no longer block a significant area of the board when they are in use. They will be moved to allow teachers more writing space on the boards and improve student visibility of teacher notes. Bid opening is on September 12. The relocation will take place from mid-October to mid-November.

Parking Renovation at Grossmont

Grossmont's Building 38A and adjacent walkways will be demolished in order to renovate the area for additional parking. The vacant building will be replaced by 10 parking spaces and improved access to Building 36. New lighting fixtures will also be installed in the area to increase visibility and safety for staff and students. The formal bid process for this project will begin on September 24 with construction targeted to be completed in February 2015.



Districtwide Infrastructure Assessment Phase 2

Existing infrastructure, including water, sewers, storm water, electrical, gas, chilled water, sprinklers, and heating, will be verified at both Cuyamaca and Grossmont Colleges. Various engineers have been hired to assess and identify the impact from future buildings, to be constructed under Proposition V. Currently NV5, the civil engineer, is downloading existing scanned project drawings and collecting other project drawings to scan. The Mechanical, Electrical, and Plumbing Engineers are moving forward with their infrastructure analysis. This assessment will be completed by November 2014.

Sue Rearic

Vice Chancellor-Business Services