

## FACILITIES COMMITTEE

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### MEETING MINUTE SUMMARY

Date: April 06, 2016

Time: 9:30a.m. – 11:00 a.m.

Location: Griffin Gate 60-180

**PRESENT:** Javier Ayala, Patrice Braswell-Bur, Randy Clark, Nicole Conklin, Ken Emmons, Christine Grisch, Jacqueline Hall, Loren Holmquist, Beth Kelley, Lisa Ledri-Aguliar, Anita Martinez, Julie Middlemas, Michelle Miller, Genie Montoya, Michael Reese, Taylor Ruhl, Robin Sepulveda, Dave Steinmetz, Reyna Torriente, Peggy Wells, and Natalie Yturalde.

**ABSENT:** Agustin Albarran, Marsha Gable, Steve Garcia, Nallely Gecik, Linda Jensen, Debbi Yaddow, and Katrina VanderWoude.

**RECORDER:** Stephanie Rodriguez

**START TIME:** 9:33 a.m.

### OPENING INTRODUCTION AND SUMMARY BRIEFING:

The committee had an introduction of new members. The committee added (3) additional items to the agenda – Replacement Tree Concept, PRC Council Process, and Banners at Campus Entrances.

### CONSTRUCTION PROJECTS UPDATES:

#### **District New Trailer Lot 4:**

The committee was informed by Randy, Interim Director District Planning Development Maintenance, the new trailer will be placed adjacent to Building 38H District Foundation Trailer. The electricity will tap off from the District Foundation trailer. Eight parking stalls will be removed and all existing ADA parking stalls will remain in place. This new trailer will house District Auxiliary staff and it will include a kitchen break lounge for staff. The project is funded from the District's portion of Proposition V.

#### **Campus Office Spaces – Faculty & Staff:**

The committee discussed the assessment of all the offices spaces occupied by staff, adjuncts or vacant campus wide. Ken stated he worked with Instructional Operations to compile the list to distribute to all the Deans. The Deans will review the draft and confirm the occupants, names, extensions, etc. In addition, the Deans will make the final decision of department needs of offices for new hire.

Nicole notified the committee that 911 is able to identify the direct line from each call instead of the school general number being listed.

#### **Digital Arts TV Studio:**

Phase I has been completed. The department has additional funds to purchase additional equipment for phase II. The department will get quotes for additional equipment and work with Facilities if installation is needed.

#### **Skateboard Racks:**

The committee discussed a request to install skateboard racks on campus for students. The committee discussed the purpose, locations, and types of skateboard racks along with optional lock features. Nicole mentioned an article on The Telescope regarding Palomar College's skateboard racks being unsuccessful. The prices for skateboard rack range from \$300-800 each. The committee discussed AP & BP policy for skateboard was updated. The committee recommended that this request go to ASGC.

### **Dead Tree Removal:**

The committee discussed the tree removal project. The District has funded the removal and trimming of campus trees. The committee recommended replacement of trees in absence of dead tree removal. Ken will return to the committee with suggestion on replacement trees. The committee discussed possible donations from students or fundraisers to purchase new trees. Jacqueline will return to the committee with the amount of water usage for new trees.

### **Banners:**

The committee discussed banners on campus if they should be removed or replaced. The following banners were discussed:

- Banner located near campus entry (off ramp from 125)
- Banner located off the perimeter road by Bldg. 60 (near loading dock)
- Banner located in Lot 1 (smoke Free campus)
- Banner located near 125 in the island (pork chop island)

The College does not have a marquis sign and the poles are to hold the banners to present College events and accomplishments. Ken will work with Lorena on the light pole banners located on the Perimeter Road and Campus entry for photos and alternative signs. Nicole presented a map that showed (101) non-smoking free sign throughout campus. The committee voted for recommendations:

- Banner located near campus entry (off ramp from 125) – Remove
- Banner located off the perimeter road by Bldg. 60 (near loading dock)- Remain
- Banner located in Lot 1 (smoke free campus) – Remove
- Banner located near 125 in the island (pork chop island) – Remain and to work with college to design new banners as needed. Nicole will contact Cal-Trans for input since the island is partly owned by Cal-Trans

### **REGULAR AGENDA ITEMS:**

#### **District Public Safety and Emergency Preparedness Council Meeting (handout):**

Nicole Conklin updated the committee on the March 16<sup>th</sup>, 2016 meeting on the following information:

##### First Amendment:

- Deputy Williams and Bailey offered First Amendment Rights information and answering council member's questions.

##### Revisit Smoking BP/AP:

- Council members revisited the possible changes to the Smoking AP 3530. The council agreed on removing the verbiage "smoking in privately own vehicles" from the AP. The recommendation goes to Academic Senate and DEC.

##### EPC Brochure:

- An emergency response guidelines pamphlet will be created for faculty, staff, and students. The pamphlet will be distributed during new student orientation, welcome week, and other events.

##### Mental Health First Aid Training Opportunity:

- Mental Health First Aid Training will be provided at both campuses with enough participants. This will be announced at EOC committee and to the Health Services Department.

#### **District Capital Project Update 2016 (handout):**

##### **Cuyamaca College**

##### Ornamental Horticulture:

- Improvements will include classrooms, greenhouses, outdoor instructional spaces, storage buildings, and a retail area. Building L will receive some improvements to accommodate Water Management program. A design kickoff meeting will be held on February 29<sup>th</sup> to provide details of the design process.

##### Track Enhancement:

- This project will resurface the existing running track, expand the event areas, add perimeter fencing, modification to existing irrigation, and storm drainage systems for expanded event areas. The design phase is completed and has been submitted to Division of State Architect.

#### Exercise Science Building D Renovation:

- This renovation project includes renovating the fitness center, providing an additional 50-seat classroom, reconfiguring the reception area, replacing flooring and equipment, new lockers, individual stalls. The design phase completed and has been submitted to Division of State Architect.

#### Grossmont College

##### Arts & Communication Complex – Teaching & Performance Theater:

- This project includes the construction of a new 34,870 square foot, 350 seat teaching, and performance theater. The theater project includes the new Hyde Art Gallery, Buildings 22 air conditioning removal. The design is 55 % completed.

##### 12kv Main Service Replacement:

- This project includes a new 12kv dual circuit power extension and data loop to service the Arts and Communications Complex, Building 31, and the Main Chiller. In addition it includes new data, fire alarm, and security low-voltage conduits installed. The construction is scheduled to begin June 4<sup>th</sup> until January 2016. All access will only be on east side of campus and Perimeter Road. Parking lot 1 will be reserved for the contractor. Ken presented a map of road closure and Parking lot 1 closure for June 4<sup>th</sup> until early August. Ken will send a Districtwide email announcing road closure of the campus and post signage in the Business Communication, VP offices, and other common areas.

Building 71 Chiller Plant demolition will start the day after commencement. This project demolition will have intermittent noise during the summer 2016. Construction is scheduled to be 5 days a week.

##### Science, Math, and Career Tech. Complex:

- This project includes the renovation of Building 31 and replacement of Building 36. Currently the design team is designing the Phase 1 renovation of Building 31. The two buildings with house Earth Science, Administration of Justice, Math, Child Development Center, and Science Division shared rooms. Bids were opened on March 17<sup>th</sup> and currently under review by the District. Construction is anticipated to start in June – January 2017.

#### **District Sustainability Program:**

Jacqueline provided program update cost avoidance of \$300,000. Building 31 was defaulted to have no light switches, in result over the weekend the lights will be turned off by District CAPs. The program outreach started a school documentary includes volunteers and their support of the program. The Spring Break shutdown was not successful by communicating to each Dean about staffing work hours. Jacqueline will work strategies with the Deans on staff locations and hours. Sustainability program recommendations first step go through Energy Team then E-Team approvals proposal go to Facilities Committee. Jacqueline is proposing to have a booth for outreach about the Sustainability program. The Facilities committee member requested for Jacqueline to involve TTLC and ATAC to inform about computer shut down to faculty and staff.

The meeting adjourned at 11:01 a.m.

**Next meeting will be held on May 06, 2016 at 9:30 – 11 a.m. in College Conference Room**

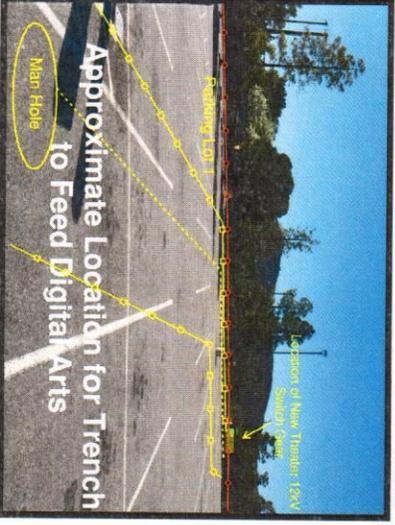
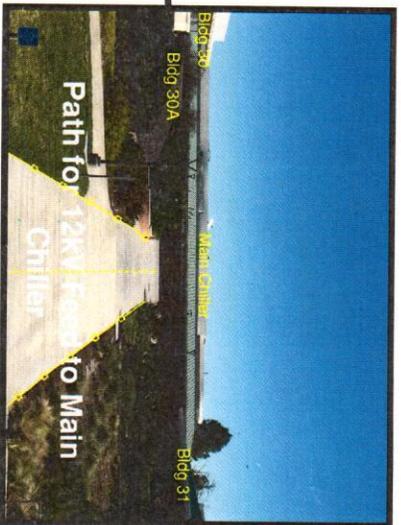
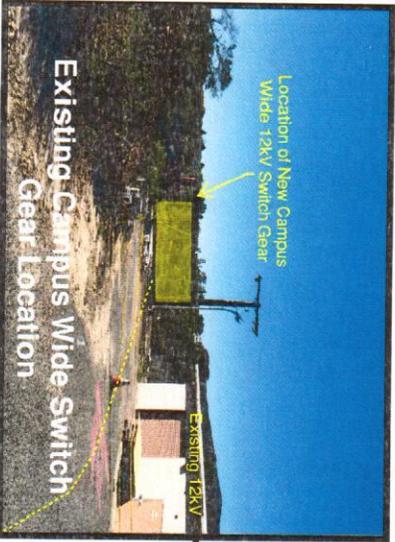
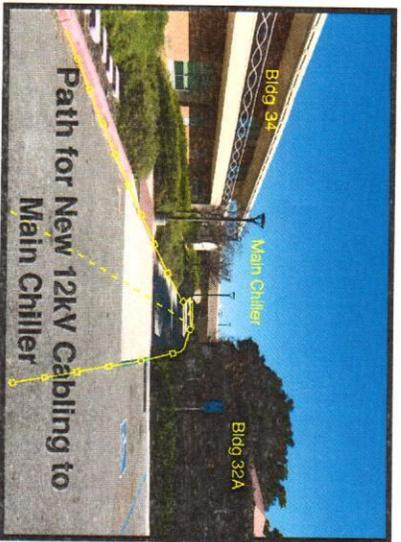


# B16.011 Grossmont College

## 12kV Main Service Replacement

12kV Main Service Replacement	
12kV Main Service Replacement <i>Possible Lay down</i>	
Main Chiller Addition	
Open Pathways	
Closed Pathway	
Orange Plastic Fence	
6ft Chain-link Fence	
Temporary Entrance Closure	

# 12KV Main Service Replacement





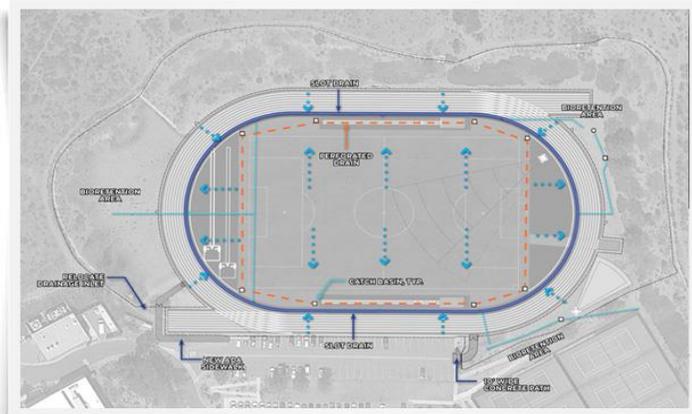
## CAPITAL PROJECTS UPDATE – March 2016

### Cuyamaca College Ornamental Horticulture Complex



The Ornamental Horticulture Complex will provide classrooms, greenhouses, outdoor instructional spaces, storage buildings, and a retail area. As part of this project, Building L will receive some improvements to accommodate the Water/Wastewater Management Program consistent with the Facilities Master Plan. At a design kickoff meeting on February 29, the project architect, HMC, provided a breakdown of the design process for the task force, college, and program/project management.

### Cuyamaca College Track Enhancement



This project will resurface the existing running track, expand the event areas and add perimeter fencing. Also included is a modification to the existing irrigation and storm drainage systems to accommodate the expanded event areas. The enhanced track will include the addition of three new bioswales, which are storm water runoff conveyance systems that provide an alternative to storm sewers. Bioswales improve water quality by infiltrating the first flush of storm water runoff and filtering the large storm flows they convey. Design is complete and has been submitted to Division of the State Architect (DSA).

### Cuyamaca College Exercise Science Building D Renovation

The renovation of Exercise Science Building D includes renovating the fitness center, providing an additional 50-seat classroom, reconfiguring the reception area and replacing flooring and equipment. Also included in the scope is the addition of five new 50" LCD monitors, which will provide for an interactive learning environment. In addition, the locker room will receive new lockers and individual shower stalls. The upgraded locker rooms will accommodate Cuyamaca Athletics as well as the visiting competition. Design is complete and has been submitted to DSA.

## Grossmont College Arts & Communication Complex – Teaching & Performance Theater



The Performing Arts Complex at Grossmont College will include a new 350-seat theater, with a full stage, orchestra pit and balcony. The theater will serve as a beacon for the community, and will also support learning as a laboratory, capable of teaching modern techniques in all forms of theatrical performance, dance, and music, for performers, technicians and designers. The stage support spaces include dressing rooms, a green room, costume maintenance and a makeup classroom. The theater can also be a resource for the performance community in general, and for small touring theatre, dance, and music groups. Design is 55 percent complete.

## Grossmont College 12 KV Main Service Replacement



This project includes a new 12kV electrical extension to service the Arts and Communications Complex, Building 31, and Main Chiller projects. In addition, these projects will also have new data, fire alarm and security low-voltage conduits installed. Bids were opened on March 17 and are under review. Construction is anticipated to begin in June and go through January 2017.

## Grossmont College Science, Math and Career Tech Complex

This project includes the renovation of Building 31 and replacement of Building 36. Programs, such as the Administration of Justice (AOJ) program, will receive upgrades to their existing facilities. Included in the upgrades for the AOJ program is a defensive tactics room, fingerprinting lab, and computer lab. Schematic design has commenced for the Phase 1 renovation of Building 31.

*Sue Rearic*

Vice Chancellor – Business Services