

FACILITIES COMMITTEE MEETING MINUTES

January 5, 2010
9:30a.m. – 11:00a.m.
College Conference Room

PRESENT: Fred Allen, Steve Baker, Patrice Braswell-Burris, John Colson, Tim Flood, Beth Kelley, Alba Orr, Walter Sachau, Laith Shammass, James Spillers, Dave Steinmetz, Reyna Torriente

RECORDER: Tasa Campos

REVIEW OF AGENDA & MEETING MINUTES

Tim welcomed the committee to the meeting and reviewed the day's agenda. Tim requested the minutes from the last meeting be reviewed and any changes sent to Tasa Campos by the end of the week. If no changes are received the minutes will be posted to the web as are.

It was noted the date on the agenda was incorrect. It should read January 5 instead of January 4.

OVERALL PROJECT STATUS UPDATE

The following overall project status updates were given:

- **North 500 Building Sidewalks** – Tim reported the sidewalks around the north 500 building have been removed and are being re-constructed to accommodate the temporary building that will be placed there during construction of the student center. There were some grade changes causing some of the pine trees in the area to be removed due to safety issues. The contractors hit a water line during the break and it has been repaired. The project is right on schedule and should be completed in time to open the classrooms for spring break. Questions regarding the possibility of saving and/or relocating some of the pine trees were discussed. Tim stated the college had an arborist come to campus and assess the trees and determine if any could be salvaged. It is difficult to save and protect the root ball on trees that large and relocate them successfully. It is also a very costly process. The college would be better off planting new trees. Once the construction is completed the college will develop a landscape plan to replace some of the shrubs and trees with more water tolerant plants.
- **North 300 Restrooms** – This project is the staff restroom/storage area that will be turned into a handicapped restroom containing a shower, adult changing table and toilet with a bidet. One problem the contractors have encountered is a large duct bank located in the area. The project is still in budget. Not sure if the remodel will be completed by the start of the spring semester.
- **Electrical Tie In** – The electrical tie in to the new health professions building was completed over winter break. There was a power shut off of the 300's and portions of the 400's. The power was shut down and reinstated. Some water condensation was located along some of the splices. Chula Vista Electric was called out. The lines were tested to confirm lines were not spliced into any area that would cause problems. Everything tested good. The Health and Professional Sciences Building is all up and running.
- **Parking Structure Landscaping** – The final walk thru was completed but the college did not accept/rejected the work and did not sign off due to a variety of issues related to irrigation and plant material. An additional walk thru will be conducted in approximately a week or so. The contractor was called back in when some of the mesh work on the parking structure was starting to show rust along the bottom tiers. The areas have been re-epoxy coated.
- **300 Hardscape Work** – The south 300 stairs have been removed. The stairs were jack hammered and demolished during the break down time.
- **Health & Physical Sciences Building** – Tim reported a tentative walk thru of the new area for the next Facilities Committee meeting. The issue of when room numbers will be designated for the building was brought forward. Tim noted the room numbers have already been set and Tim

will follow up with Dale to get the exact numbering and report back at the next Facilities Committee meeting.

- **District Offices North Landscaping** – The foliage has been removed from the area in front of the District Offices North where the Chancellor parks. This was phase 1. Phase 2 will consist of the building of a retaining wall and installation of drought resistant plants to replace the plants that were removed. Tim reported approximately 120 trees, part of our annual tree maintenance, will be trimmed and thinned out over winter break. The tree cuttings will be shredded into mulch and used in this area and others across campus with the remaining amount to be stock piled. Tim reported Cuyamaca had lost a few trees resulting in the damage to vehicles in the December storm. Grossmont did not lose any trees during the storm.
- **Roofing District Offices North** – The contractor work has been completed. The district is funding this project. The cost should be approximately \$12,000.
- **Track Area** – The work in the track started three days later than originally planned due to the contractor having some legal issues. GAFCON is handling the situation. Once the project was able to start the work moved along quickly. Some water and irrigation control lines and wires were hit. Our grounds department has been working to get those items back on line.
- **Basketball Court** – The floor work has been completed and is beautiful. The contractor was able to complete the project in the timeline he stated and the floor had plenty of time to cure and be ready for a scheduled basketball tournament. The lower gym floor will be completed over summer break.
- **Projected Summer Projects** – The committee discussed the following summer projects:
 - Roof Replacements – the committee reviewed the various roof areas based on a hand-out on roofing basis index.
 - Irrigation Control System – the project had originally been budgeted for but ended up collapsing due to funding issues. Due to water conservation and saving availability the college will be moving forward with the project. The cost will be approximately \$70,000 for supplies and the grounds department will complete most of the work. A contractor will be called in to finish any work that will be required beyond our grounds department's expertise and a productive timeline.

CAMPUS LANDSCAPING

Tim had sent out an email to the biology and botany departments to identify faculty and classified staff whom will be able to assist the college, when some of the grass panel areas are removed, in determining what would be some of the plant materials they would need to see in the new landscaping so the areas can be incorporated to develop an outdoor educational area to be used in their classes. These areas will need to be as drought resistant as possible. This information will go to the landscape architects who will use the information to develop landscaping plans. These areas may be designed to be developed during the summer break.

The committee discussed the following:

- Information Kiosk Status
- Art Incorporated Landscaping.
- New Science Building landscaping.

SAFETY ITEMS

- **Winter Break Area Inspections** – The maintenance and custodial crews will be doing classroom area inspections over winter break in order to check for any repair work that may need to be done.
- **Fire Re-Inspection Update** – Tim report the college passed the fire re-inspection. The college will now be good for one year.
- **Hazmat Plan** – The committee reviewed a letter from the County of San Diego accepting the college's Hazmat Plan with the new changes. With the acceptance and approval of the plan the college should expect an inspection sometime in the spring.

OTHER/NEW ITEMS

- **Griffin Center/Student & Administrative Services Building** – The committee reviewed a hand out on the layout of the tentative Griffin Center/Student & Administrative Services Building. Tim

shared he would be giving somewhat of the same presentation at the spring convocation. The color codes room prints will also be on display during this time.

The committee discussed the plan for food services and the temporary location during construction. Food services will be offering a grab-n-go service while in the temporary location but is planning a healthier menu once in the permanent location in the new building. There will be no inside eating area during construction.

Next, the committee discussed loss of space on campus for events normally held in the current student center. The possibilities of using room 220, the gym area, and Cuyamaca facilities was reviewed. The student center will be off line starting June 2010 and for 18 months after that. Fall 2010 Convocation will be the first large event where the college will have to deal with the loss of the student center. The committee discussed the issue of the El Cajon Performing Arts Center and that it being shut down in December due to cost expenses. It was suggested the college rent the ECPAC from the city of El Cajon during the duration of construction. The college could review the large events and determine cost efficiency. Steve Baker will get the rental and cost information and report to Tim.

The meeting was adjourned at 11:00 a.m.

The next meeting is scheduled for Tuesday, February 2, 2010 at 9:30 a.m. in the College Conference Room