

## **FACILITIES COMMITTEE**

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### **MEETING MINUTES**

Date: August 06, 2013

Time: 9:30a.m. – 11:00 a.m.

Location: Griffin Gate 60-180 A

**PRESENT:** Agustin Albarran, Kurt Brauer, Ken Emmons, Tim Flood, Beth Kelley, Lisa Ledri Aguilar, Julie Middlemas, Genie Montoya, Priscilla Rodgers, David Steinmetz, Reyna Torriente, and Christina Tafoya

**ABSENT:** Jeff Baker, Steve Baker, Patrice Braswell-Burris, Joel Castellaw, Jim Spillers, Dale Switzer, Michael Reese and Debbie Yaddow

**RECORDER:** Stephanie Rodriguez

### **OPENING INTRODUCTION AND SUMMARY BRIEFING:**

Meeting began at 9:30 a.m. This is the first meeting to be held for 13/14 fiscal year. Tim Flood and Ken Emmons will be co-hosting this Facilities Committee meeting.

Additional agenda items are Sodexo Service Changes and the reconstruction of Baseball/Softball Fields.

### **REGULAR AGENDA ITEMS**

#### **FOLLOW-UP ON BUILDING 34 SLPA SPACE:**

Repurposing of SLPA space needs to be confirmed Debbie Yaddow. SLPA space was approved by IAC and Debbie is a committee member of the IAC. Tim will reconfirm with Debbie that this room can be removed from the classroom inventory. SLPA room will be utilized by faculty for curriculum development, web-based course development and delivery, and podcast use. The equipment was purchased with last fiscal year's budget. The equipment has arrived and is waiting for installation. Lisa inquired about the size of the space in SLPA and Tim replied it is a small space.

#### **FOLLOW-UP ON ANNUAL FACILITIES COMMITTEE COMPOSITION CHARGE AND NAME LIST:**

There were numerous edits to the composition charge and revisions were e-mailed to the committee. We received more requests for editorial changes. All changes were made which included Allied Health & Nursing Staff and Dean, Maintenance / Grounds Supervisor. Also changes for the removal of the Campus Project Manager and to replace Kerry Kilber's name with a TBD until her position is filled. Tim requested the committee to email a final confirmation of all editorial changes, so he could have Bernadette post it to the web to reflect our organization.

#### **REVIEW OF LIBERAL ARTS QUAD 500's COMPLEX FPP:**

The presentation of the submitted FPP of the 500's Liberal Arts Complex was shown with power point slides. Tim stated there were several Facilities Committee members in the 500's Complex Task Force committee. He stated the college had an extremely large task force that included faculty, staff, administrators, and district personnel. Tim mentioned we had a well-rounded task force and good group representation. It was discussed at the beginning of the FMP; we are not going to gain very much

additional space. Much of the additional ASF was used to bring the college up to code requirements in our classroom spaces.

The plan that was submitted to the state is a design concept consisting of 3 separate 2 story buildings some with bridges and access/view corridors. This concept reduces the need for additional elevators and provides for covered walkways and access to other buildings without having to go down stairs. Another component of the design is a large open non-assigned space to allow occupancy of 300 similar to room #220. This unassigned space will be used to hold departmental events, campus events, and could be utilized by the public for community events

The submitted concept allows for the potential of constructing one or two buildings at a time which can provide swing space options and save on costs for secondary effects. Agustin added that the design concept creates “sticky spaces” for students, faculty, and community to congregate and provide areas for outdoor events. In addition, the Fire Lane and our new drought tolerant education zones designed to remain.

In a FPP spreadsheet inventory, it indicated square footage of classrooms sizes as a small was 35, medium was 50, and large was 120. Overall the task force provided the essential classroom square footage and lab square footage needs. Since we are in the FPP stage, we still have some flexibility in the overall number and size of the classrooms as long as we do not exceed the overall ASF identified in the program.

Reyna asked after the 500 Complex is completed, will there be additional custodial staff hired for facility set-up since the department is currently short staffed? Tim stated hopefully and that the large assembly space may help alleviate some of the multiple set up. In addition, we need make sure the college has enough staff for maintenance and operations to maintain the buildings. Agustin mentioned an option of a student center fee; students can collect their own fees and pay for the maintenance of building #60 to help.

The committee has requested for Sara Glasgow to send out an email to faculty and staff to encourage and remind students about student election dates and importance of voting.

#### **FOLLOW-UP LTR RECONFIGURATION:**

The college worked with Kerry, ICS, and IMS members to redesign office and open spaces to better serve their needs. Kerry suggested relocating Sang and Dean to Kerry’s old office therefore removing the software/ repair services from customer service areas. Carolyn will move into the librarian’s office area. The Dean will be relocated in Carolyn Torwick old office space. The old CATL space will be reused for ICS to store, test, and repair equipment properly with a workstation. Additional space was reconfigured to allow for the growth of new staff to provided support services as we increase the use of technology throughout the campus. The installation will be implemented 2<sup>nd</sup> – 3<sup>rd</sup> week of September to prevent any disruptions in the new semester. A general notification will address the new locations of staff once the project is completed.

Lisa asked about the direction regarding locks inside doors for emergency situations so staff could lock down their areas. Tim mentioned the District is in process of considering many different options and one of them is locks on the inside of doors. This will be a District decision based the latest recommendations from Public Safety. The EOC needs to change based on the new recommendations from the Sheriff’s Department. Beth stated with electronic key cards gives the college has more control of the buildings. Tim replied if we can implement key cards, it would be one of the quickest ways to quickly lock down buildings.

Tim stated we need to reinforce the return and deletion of access key cards from retired staff and faculty.

## **CONSTRUCTION PROJECTS UPDATES:**

### **CART STORAGE FACILITY & SODEXO SITE IMPROVEMENTS:**

Located at the eastside of building #43 (Gymnasium) is the cart storage facility. The design concept was to keep the materials consistent with those used for storage facility recently completed behind Hyde Gallery area. The materials used in the construction are durable and require minimal maintenance. The storage facility was designed to hold 8 golf carts to relieve the congestion at the walkway between buildings. An awning will be constructed behind the concrete storage building to protect the stage and green chairs within the fenced in area from inclement weather.

In addition improvements were made at the Sodexo site (former location of the Grab & Go trailer). Groundcover was added in the area to match the adjacent drought tolerant landscaping. Canvas awnings were reused from the Modular Village and a sink was added to the exterior.

The existing Sodexo portable trailer will transition into a new healthier food concept. They want to offer healthier option choices such as salads, gluten-free food choices, smoothies and more vegetarian choices. A name has not been selected yet and Sodexo would like input from the college. ASGC will be assisting Sodexo with food selections and providing student input 2 to 3 weeks into the new semester.

### **CAMPUS-WIDE SIGNAGE PHASE II:**

This project provided building identifications for the buildings that did not have signage previously. A large metal "Grossmont College" with a Griffin was installed on the block wall at the loading dock (building #60). Griffin Gate, Culinary Arts and other signs were installed throughout the campus. Seven new Campus Directories on masonry monuments were installed; the graphics for these monuments are forthcoming. The signs were designed so that the graphics can be changed by re-silk screening as the campus changes due to the new Proposition V improvements. A new Student drop off lane was established and new signs will be installed. This was to help reduced congestion at Lot #6, the bus stop and Building #10.

Agustin suggested additional benches be installed at the designate area. Lisa recommended the benches have overhangs to provide shade and it would help to identify the areas for students and drivers. Ken stated he will need to review it and DSA code. Priscilla requested additional signage for "no skate boarding" be added next to the student drop off / pick up area, so it's in the front of the campus. Tim mentioned once we get the signage for "Authorized Vehicles Only" made it will be the same code to address skate boarding. Agustin mentioned Student Affairs will announce the no skate boarding policy during WOW week. CAPS will assist the college with parking, and no skate boarding, issuing tickets, locking, and unlocking buildings.

### **TROPHY CASES:**

A task force was assembled to compile data and receive input for design concepts and schedules for trophy cases at two locations on campus that have recently funded by the Planning and Resources Council.

The existing trophy cases on building #43 will be demolished and new trophy cases constructed in the Hall of Champions. The goal is to construct 16 new cases in the 4 existing alcoves originally intended for the cases but were Value Engineered out of ESWC construction project. If additional trophy cases are needed, there will be additional ones constructed on the exterior of building #43 pending the budget.

New trophy cases will be installed in Griffin Center's Active Lounge (building #60). This trophy case will house the student academic perpetual awards that are not currently being showcase.

### **TENNIS COURTS RECONSTRUCTION:**

A task force was assembled to compile data, receive input for design concepts, and construction delivery methods. There are two options for reconstruction of the tennis courts due to the cracking of the subsurface. One option is to completely demolish and re-grade the site and the other option is to use post

tension concrete slab design over the existing courts. The reconstruction will include new fencing, infrastructure for lights, potable water, screening, striping and nets.

If the project is to proceed there will be the need to discuss the location and impact of a second parking structure that was indicated in the Master Plan with tennis courts above. The task force is reviewing all options and impacts to the college.

**500 COMPLEX UPGRADES:**

The re-flooring of 8 classrooms was completed. Six classroom received carpet squares and two had sheet vinyl installed (53-555A and 53-555B). The two classrooms to receive the sheet vinyl had previous issues with odors so to prevent further issues sheet vinyl was installed instead of carpet squares.

**CERAMIC YARD UPGRADES PHASE II:**

This project is reaching completion and is anticipated to be completed before the start of the new semester. The project included new shade sails, student work tables, heavy duty exterior shelving, student lockers, clearing obstacles for ADA path of travel, safety upgrades, energy efficient equipment, and creating a clear line of site for instructors. The new electrical and gas kilns should greatly reduce energy cost and meet safety codes. All equipment purchased is anticipated to be reused in the forthcoming remodel of the 200 Complex.

**BASEBALL / SOFTBALL FIELDS:**

A small task force is being assembled to discuss the reconstruction of the Baseball and Softball athletic/ESW fields. The task force will discuss the issues of inadequate irrigation coverage, locations of existing control valves buried 3 feet deep in the center of the fields, the current and anticipated water costs, lack of potable drinking water and rodent infestation. Options for all new grass fields, partial grass and artificial turf fields and all artificial turf fields and how they will impact the college. In addition prior to recommendation the task force will need to review the overall cost implications as well as the impacts on the athletes and programs.

Meeting Adjourned: 11:05 a.m.

**Next meeting will be held on September 02, 2013, 9:30 – 11 a.m., Griffin Gate-A**

The Power point presentation and meeting will be posted.

# Campus Wide Signage Phase II

**Scope of Work:** Completion of the campus building identification signs, Campus Directories on masonry monuments, Grossmont College with Griffin and miscellaneous other signs.

**Schedule:** Project is anticipated to be completed by the end of August 2013.



**Campus sign with Griffin at night**



**Building #60 Griffin Gate sign**



**Campus Directory (7 total)**



**New student drop off lane**

## Key Notes:

Graphics on the masonry monument signs can be revised as the campus changes with the new Prop V improvements.

Building numbers and verbiage signs are standardized throughout the campus and will be reused on new buildings.

New student drop off & pick up lane will reduce congestion at Lot #6, in front of Building #10, and the MTS Bus Stop.

Grossmont College sign is made of brushed metal and the Griffin is 5 feet tall. The sign is lit up at night.



# Trophy Cases

**Scope of Work:** Design and build trophy cases in the Hall of Champions (Building #41) and Griffin Center (Building #60).

**Schedule:** Project is anticipated to be constructed in the winter of 2013.



**Existing trophy cases on building #43**



**Griffin Center (Building #60) Active Lounge**



**Building #41 Hall of Champions**

## Key Notes:

A task force has recently been assembled to compile data and receive input for design concepts.

Existing trophy cases on building #43 will be removed and relocated to the Hall of Champions.

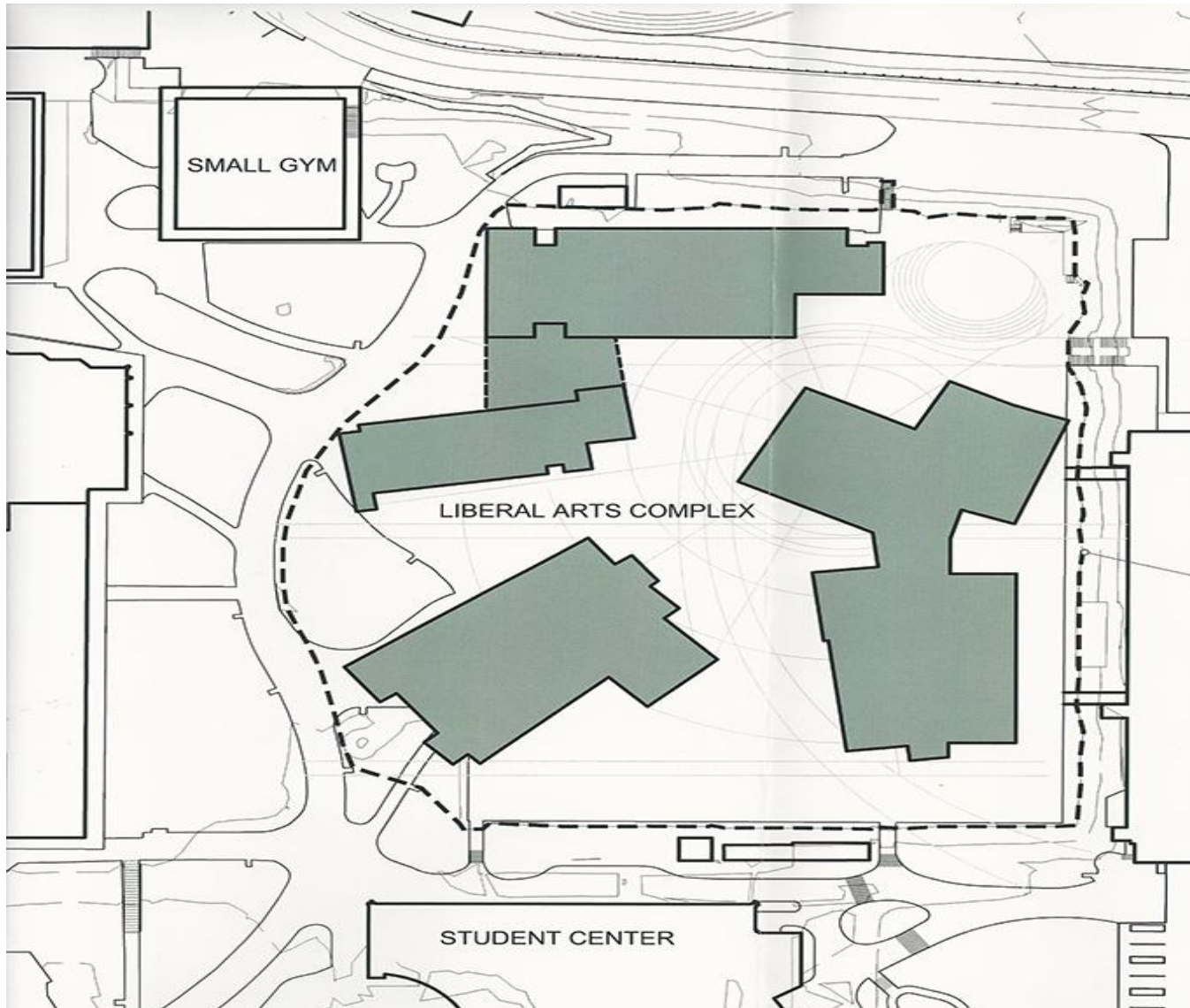
The goal is to construct 16 trophy cases for ESWC, building #41, within the four previously constructed alcoves in the Hall of Champions designed to accommodate the cases.

Griffin Center will have a large floor to ceiling trophy case constructed in the Active Lounge for the Associated Students and other student awards. The proposed location will make a big impact on the space but little impact to existing construction.

# Liberal Arts Quad FPP (500 Complex)

**Scope of Work:** The Final Project Proposal submitted to the State .








**Schedule:** Budget year 2015 – 2016



**Liberal Arts  
Complex**

Site Plan

# Liberal Arts Quad FPP (500 Complex)

ROOM TYPE		DESCRIPTION
	110	CLASSROOM
	210	CLASS LAB (IT)
	210	CLASS LAB (ENGLISH)
	310	OFFICE
	410	READ/STUDY ROOM
	530	AUDIO/VISUAL
	610	ASSEMBLY



1 ST. FLOOR



2 ND. FLOOR



# Tennis Courts Reconstruction

**Scope of Work:** Design and reconstruct the existing tennis courts.

**Schedule:** Project is anticipated to be constructed in the summer of 2014.



**Existing Tennis Courts**



**Cracking of subsurface**

## **Key Notes:**

A task force has recently been assembled to compile data and receive input for design concepts and construction delivery methods.

Existing courts are cracking and heaving due to existing subsurface failure and grade issues.

Project to include new fencing with screening, striping and nets.

Project will be plumbed for future outdoor lighting.

# 500 Complex Upgrades Phase I & II

**Scope of Work:** Provide new student desks, new instructor furniture, paints walls, new flooring and add exist doors to meet code compliance. Project included 38 classrooms.

**Schedule:** Project has been completed.



**Classroom**



**Classroom**



**Typical Exit Door**



**Reading Lab**

## Key Notes:

All 38 classrooms included one accent color wall to brighten up the classroom.

All 38 classrooms included 1 ADA student desk, instructor desk and podium and adjustable stools for the instructors.

14 classrooms had exist doors cut into the existing masonry to meet Fire Code to comply with classrooms with occupancy of 50 +.

# Cart Storage Facility & Sodexo Site Improvements

**Scope of Work:** Design and construct storage facility for utility carts & site improvement sat the Sodexo Food Service trailer. Facility to include storage for stage and other equipment.

**Schedule:** Project is anticipated to be completed by end of August 2013.



**Cart Storage Facility at Building #43**



**Sodexo Food Service Trailer**

## Key Notes:

Materials used are durable and require minimal maintenance and tie into the design of the storage facility at building #25.

Landscaping used blend with the drought tolerant landscaping adjacent to area.



# Ceramics Yard Upgrades Phase II

**Scope of Work:** Remodel existing Ceramics Yard to include new shade sails, new out door furniture, shelving, lockers and energy efficient equipment.

**Schedule:** Project is anticipated to be completed by end of August 2013.



**Existing Facility**



**Current state of construction**

## Key Notes:

Provide clear path of travel without obstacles for students and to meet ADA code compliance and unobstructed lines of sights for instructors.

Provide new gas and electric kilns to meet safety codes and to provide better energy efficiency. Within a few year the kilns will pay for themselves in energy savings.

Project 188 new lockers, outdoor steel work tables, heavy duty shelving and shade sails for outdoor instruction.

All new furniture and equipment will be reused in the new forthcoming 200 Complex proposed in the Master Plan