

MEETING MINUTES

Date: March 4, 2014

Time: 9:30a.m. – 11:00 a.m.

Location: Griffin Gate 60-180 A

PRESENT: Agustín Albarrán, Patrice Braswell-Burris, Elizabeth Barrow, Kurt Brauer, Joel Castellaw, Esau Cortez, Alex Diaz, Ken Emmons, Tim Flood, Zack Gianino, Beth Kelley, Julie Middlemas, Genie Montoya, Michael Reese, Jim Spillers, David Steinmetz, and Reyna Torriente

ABSENT: Steve Baker, Christina Tafoya, Dale Switzer, and Debbie Yaddow

RECORDER: Stephanie Rodriguez

OPENING INTRODUCTION AND SUMMARY BRIEFING:

Ken Emmons started Grossmont College Facilities Committee Meeting with PowerPoint presentation handout; two agenda items were added by the committee to discuss recycling bins near the Athletic Track area and further update on microwaves in Griffin Center for student needs.

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

The committee reviewed February's monthly District Wide Safety Committee Meeting. The committee discussed the last hazardous waste pick-up was successful and issues were resolved in regards to the hazardous waste collection form with specific individuals. The next hazardous waste pick up will be scheduled in July and an email notification will be sent out to the entire campus in June in preparation for the next pick up. The committee discussed the on Monthly Safety Online Training which was on prevention of back injuries and safe lifting. In addition, the "Train the Trainer" was completed for the forklift trainer at each campus. The online conversion of the MSDS sheets to the new standard SDS sheets is still underway with an estimated 400 sheets remaining to complete. Ken also stated new cart driving rules were issued by HR.

Prop R, V and 39 Bond Constructions Update:

The committee discussed the current Prop R, V & 39 projects under construction with Gafcon. Ken stated updates are posted on the website at <http://proprsv.gcccd.edu/Pages/Home.aspx>

Drought Tolerant Landscaping Phase II:

The committee discussed the Drought Tolerant Landscaping Phase II project which was awarded to Pacific Blue. The demolition started in January and is anticipated to be completed the end of May 2014.

Campus Wide Lighting Retrofit & Controls Upgrade Project:

The committee discussed the Prop V and Prop 39 Campus Wide Lighting Retrofit & Controls Upgrade project which was awarded to Baker Electric. The project construction will mainly occur at night to prevent disruption or any impacts to the college faculty staff and students.

200 Theater Complex Project:

Joel inquired about the abrupt cancellation of the 200's architectural selection task force. Tim responded that Gafcon was requested to reevaluate the sale of the bonds, timelines, allocations, reduce amount of contingencies and provide a more optimistic approach with the anticipation of at least one state bond passing. The architectural selections will be on hold temporarily.

Joel stated he understood the reasons for the cancellation and supported the decision. He supported taking things slower to provide a better plan but requested more communications between the District and College. This would help prevent rumors and less stress on the faculty and staff.

District Standards:

The committee discussed the draft of the District Standards for the future construction projects. The District was provided with the feedback from the college regarding their needs, wants and concerns about the draft. HMC, the design team, addressed the concerns and incorporated them into the District Standards. They also move the space standards from the Standards section to the Guidelines section to provide more options for the project specific task forces to make decisions about what works best for their needs.

CONSTRUCTION PROJECTS UPDATES:

Tennis Courts Reconstruction Project:

The committee discussed the Tennis Courts Reconstruction project and how the project is in the construction document preparation phase and is anticipated to go out to public bid soon. The committee discussed the need for the relocation of Middle College, Offices, ACE and Auxiliary (38E, 38F & 38G) to temporary swing space in building #36 over the summer for the duration of the construction. Options will be presented to the end users for input and final layouts will be provided to Facilities for discussion.

Veteran's Resource Center and Adjunct's Study Area:

The committee discussed the improvements that were completed to the Veteran's Resource Center and the Adjunct's Study Area. The purposed of the remodel of VRC was to provide a separate area for Veterans to study on the computers and active lounge for gathering. The project included new furniture, bookcases, painting, accent walls, carpeting and improvements to the Adjunct's Study Area with new desks, ADA tables, chairs and file cabinets. The project was one of the projects proposed in Prop V and District Foundation matched funding with the College.

Bldg. 70 LTRC:

The committee discussed the delivery of 292 new chairs in the Library that have poly backs and vinyl type of fabric seats for easy cleaning. All the old wood chairs and stained task chairs are at surplus for future auction.

The committee discussed the forthcoming 8 tutoring carrels in Tutoring Center that have been order with KI. The new carrels are anticipated to help reduce sound transfer from the second floor tutoring area.

The committee discussed the remaining fluorescent lamps in the LTRC will be replaced by the custodial crews. These lamps are not part of the Prop V & 39 Lighting Retrofit project but the work will be done around the space time and also at night to reduce impacts to faculty staff and students. The new lamps will have the same lumens as the original lamps but with a lower wattage, from 34 to 25. This project will provide an energy savings to the college and improve the overall lighting in the LTRC with a life expectancy of 10 years.

Bldg.34 Flooring Replacement:

The committee discussed the flooring replacement project in Building 34 rooms 201, 203, 204, 207, 211, 212, 214 & 218 over the summer. The existing sheet vinyl is defective and has failed therefore it will be replaced with VCT tiles. The manufacture and the original contractor are paying for the replacement of the flooring even though the building is no longer under warranty. The project is anticipated to take up to four weeks and will start on June 9th. Coordination of the relocations of desks, computers and equipment etc. is underway.

New Key Safes:

The committee discussed the installation of two new key safes. The safes are located in the Facilities office and Bldg. 43 Northeast Storage in order to provide better campus security the ability to locate keys. Keys will only be allowed to be checked out by authorized personnel.

Staff Parking Stalls:

The committee discussed a complaint about the lack of an equal distribution of staff parking on the east and west sides of the campus. The committee agreed that the current distribution was accurate and fair and there was no for redistributed from east to west.

Jim Spillers suggested additional staff parking in northeast parking lot 4 to meet athletic coach's needs. Joel mentioned staff parking re-stripping in parking lot 1 had alleviated some parking issues.

ADDITIONAL AGENDA ITEMS

Microwaves:

The committee discussed the need for more microwaves to be added to the forthcoming Griffin Center Flooring project. Ken stated he would meet with Zack to review possible locations for additional microwaves.

Recycling Containers:

Beth Kelley requested recycling containers near Athletic Field. Laura Sims can coordinate with Ken on requested areas for containers.

Meeting Adjourned: 10:48 a.m.

Tim Flood requested a special Facilities Committee meeting for Proposition V.

Next meeting will be held on March 25, 2014, 9:30 – 11 a.m., Griffin Gate 60-180A

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

VETERAN'S RESOURCE CENTER

Photos of previous space with old furniture



VETERAN'S RESOURCE CENTER (completed)

Photos of remodeled space and new furniture



VETERAN'S STUDY AREA



Photo of newly upgraded space
with new chairs and painted walls
now the Veteran's Study Area



Photo of the previous space as the
Adjunct's Study Area now the
Veteran's Study Area

ADJUNCTS STUDY AREA



Photos of previous space with old furniture

ADJUNCTS STUDY AREA

Photos of new desks, chairs, accent walls, bookcases & files cabinets



BLDG. #70 LTRC

Delivery of 292 new chairs for Library



BLDG. #70 LTRC

Old chairs in Library



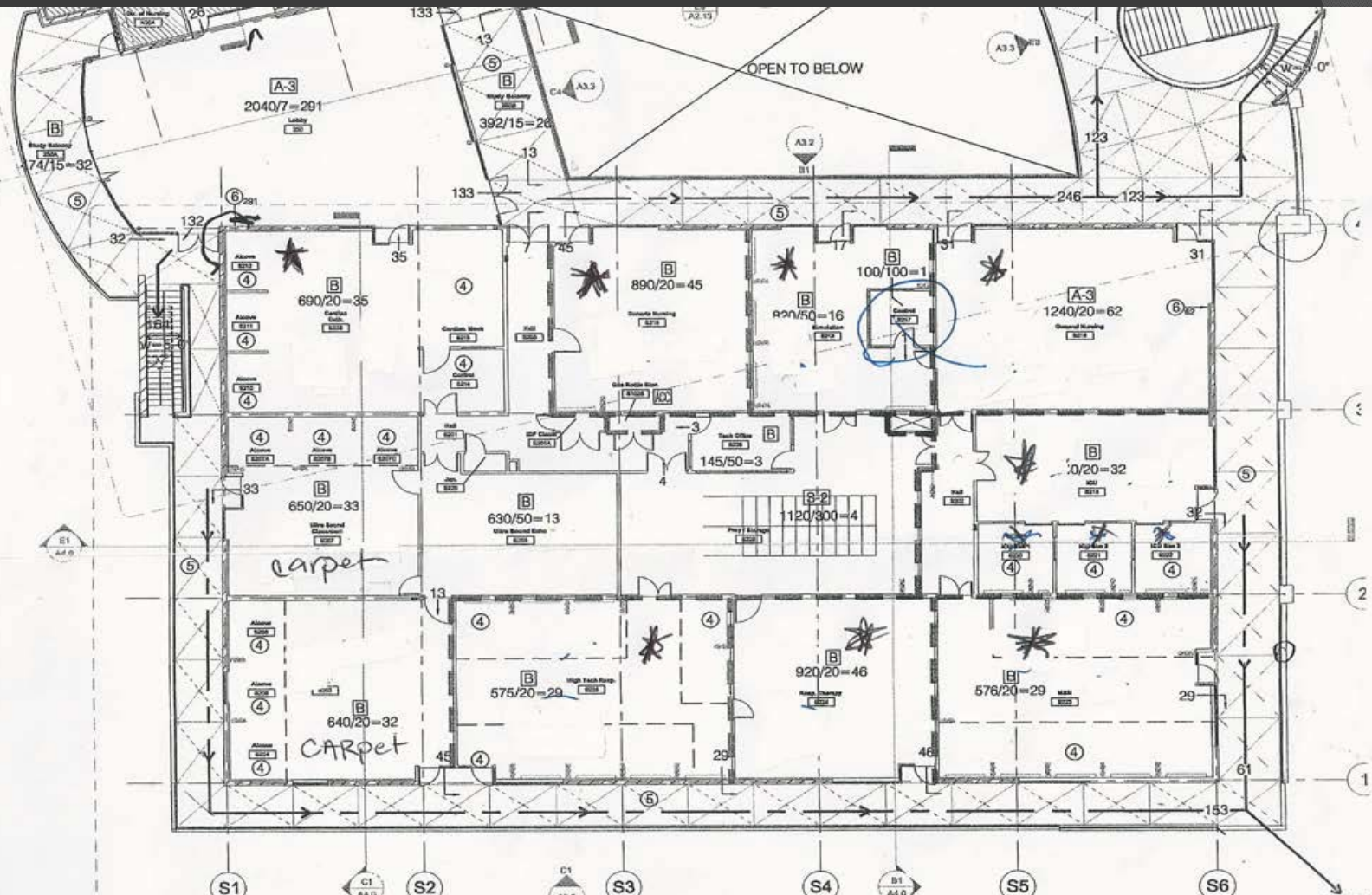
BLDG. #70 LTRC

New chairs in Library



BLDG. #34 Flooring Replacement

Remove existing sheet vinyl flooring and replace with new 12"x12" VCT tiles due to defective product in 8 classrooms from June 9th to July 7th 2014 (34-207, 34-204, 34-203, 34-201, 34-214, 34-218, 34-211, & 34-212)



New “KeyTrack” safe for securing & distribution of keys

