

**FACILITIES ADVISORY COMMITTEE
MEETING NOTES**

JUNE 8, 2020

9:00AM – 11:00AM VIA ZOOM

PRESENT: Gary Nellesen, Executive Director, Facilities Planning & Management
Grace Hanson, Dean, Access & Wellness
Jennifer Hinostrroza, Professor, Horticulture
Joe Carbajal, Project Expert, Facilities Planning & Management (Notes)
Joumana McGowan, Associate Vice President, Instruction
Kevin Owen, Director, Technical Services
Marc Ruh, Professor, Kinesiology & Athletics
Mika Klein, Sr. Facilities Planner, Facilities Planning & Management
Ron Bean, Director, Academic Technology, IT
Tom Mauch, Associate Vice President, Student Services
Yadira Santiago, Executive Assistant II, Administrative Services

ABSENT: Andi Fejeran Sims, Director, Student Life
Jesús Garcia, President, Associated Students
Johnny Jauregui, Lead Landscape, Facilities Planning & Management
Mark Fernandez, Web Specialist, IT

GUESTS: Bill Asher, Assistant Director, Facilities Planning & Management
Carol Minning, Manager, Construction Projects, Facilities Planning & Management
Doug Jenson, Associate Vice President, Administrative Services
Rondell Schroeder, Procurement Specialist, Fiscal Services

SUMMARY OF DISCUSSION:

Accreditation Standard IIIB. Facilities Resources: *Plans and evaluates facilities to assure feasibility and effectiveness in supporting College programs and support services.* The following agenda items are noted as referencing **IIIB:**

- ITEM 2: REQUEST FOR PROPOSALS (RFP)
- ITEM 3: FALL 2020 PARKING COUNTS
- ITEM 4: PARKING GARAGES/STRUCTURES - PROPOSED BUILDING NAMES AND SIGNAGE
- ITEM 5: CAMPUS PLANNING UPDATES
- ITEM 6: MITIGATION MEASURES UPDATE
- ITEM 7: AP 6610: "FACILITIES PROJECT PRIORITIZATION" UPDATE
- ITEM 8: FACILITIES ADVISORY COMMITTEE CO-CHAIR
- ITEM 9: COMMITTEE OUTCOMES/ACCOMPLISHMENTS

1. REVIEW OF PREVIOUS MEETING NOTES

- A. Gary Nellesen reviewed the meeting notes from May 11, 2020.
- No comments or changes were suggested.
 - Meeting notes were approved.

2. REQUEST FOR PROPOSALS (RFP) (IIIB)

- A. RFP #3347: Modular Manufacturing Design & Fabrication
- Carol gave a brief overview of this RFP explaining that this will give the college a short list of modular manufacturers to choose from, with a defined quality assurance and expectation of what the college will be receiving.
 - Rondell reviewed the schedule and asked for volunteers.
 - Committee member volunteers were Ron Bean, Kevin Owen, Gary Nellesen, and Yadira Santiago.
 - Non-committee participants included in this effort are Patty Leon-Encalade, Carol Minning, and Maritza Valenzuela.
 - Rondell will coordinate schedule and logistics with this group.
- B. RFP #3348: Architecture Design Services For Adult Basic Education & Campus Site Utilities
- Carol gave a brief overview of this RFP explaining that the entire Lot H site will be designed through this effort.
 - Rondell reviewed the schedule and asked for volunteers.
 - Joumana raised a concern with the timeline interfering with the first week of the fall semester.
 - Carol stated that the timeline will be revised and pushed out to a date beyond the first week of classes.
 - Committee member volunteers were Gary Nellesen, Mika Klein, Grace Hanson, Joumana McGowan, and Yadira Santiago.
 - Non-committee participants included in this effort are Madelyn Arballo, Tami Pearson, Carol Minning, Maritza Valenzuela, and any appointed School of Continuing Education faculty members appointed by the Madelyn.
 - Rondell will coordinate schedule and logistics with this group.

3. FALL 2020 PARKING COUNTS (IIIB)

- A. Mika stated the 2018 EFMP recommends a Parking Inventory and Evaluation be completed every academic year.
- Psomas has provided a proposal to complete these services for Fall 2020 which will be going to the Board of Trustees soon.
- B. Mika presented the Fall 2019 Parking Inventory and Evaluation report prepared by Psomas.
- This report was emailed to committee members following this meeting.
- C. Gary stated that two lots (B and G) are being revised as Day Use lots.
- Details on this project to be presented at a future meeting.

4. PARKING GARAGES/STRUCTURES - PROPOSED BUILDING NAMES AND SIGNAGE (IIIB)

- A. Mika presented the issue of the naming future Parking Structures for the campus.
- Committee members were split 50/50 on using the terms “Parking Structure” versus “Parking Garage”.
 - Because a consensus could not be reached, Gary will present both options to CMPCT for a final decision.

5. CAMPUS PLANNING UPDATES (IIIB)

- A. Energy
- An agreement is now in place to update the “relays”, or control system.
 - Equipment has been ordered from General Electric.
- B. Utilities + Infrastructure
- Carol Minning stated that a Central Campus Infrastructure project meeting is being held tomorrow to review a 3D utility drawing of the campus.
 - Updates will be presented as available.

C. Wayfinding

- The Central Campus Open Space and Circulation Study was presented to CMPCT on June 2, 2020.
 - The final study will be presented at the next FAC meeting.
- Campuswide Wayfinding Project to begin Fall 2020.

6. MITIGATION MEASURES UPDATE (IIIB)

A. Central Campus Infrastructure

- Carol Minning announced that Mitigation Monitoring for the Central Campus Infrastructure project and Student Center in progress.
- A Biologist, Archeologist, Paleontologist, and Tribal Consultant have been hired by the college to ensure compliance with the 2018 Mitigation Monitoring Plan.

B. Campus Native Sediment Map

- Mika presented the Campus Native Sediment Map prepared by Converse Consultants.
- This map will be used as a reference document by all Mt. SAC project managers and consultants assisting with Mitigation Monitoring.

7. AP 6610: “FACILITIES PROJECT PRIORITIZATION” UPDATE (IIIB)

A. Gary stated that revisions to the document are in process with the Office of Instruction.

- An updated document will be presented to this committee once revisions are complete.

8. FACILITIES ADVISORY COMMITTEE CO-CHAIR (IIIB)

A. Deferred to future meeting.

9. COMMITTEE OUTCOMES/ACCOMPLISHMENTS (IIIB)

A. Joe presented the completed Committee Outcomes and Accomplishments document.

- Document was submitted to the President’s Office before June 1, 2020.
- Copy will be emailed to the committee following this meeting.

FUTURE MEETINGS: Monday, July 13, 2020, 9:00 a.m. - 11:00 a.m.
 Monday, August 10, 2020, 9:00 a.m. - 11:00 a.m.
 Monday, September 14, 2020, 9:00 a.m. - 11:00 a.m.