



## Districtwide Facilities Planning Committee Minutes

Thursday, September 26, 2013

### Call to Order

Brian Speece called the meeting to order at 10:00 a.m. Members present: Seth Yates, Ed Eng, Homer Greene, Steve Dasilva, Ben Andersen, Donna Baker-Geidner, Diane Schoenberg, Veronica Jury, Marci Suvanto and Patty Barendse.

The minutes from the meeting of May 23, 2013 were accepted as submitted.

There are several new members on the committee and Brian asked for an introduction from each member.

### Committee Operating Agreement Review

Brian Speece updated the members on the progress to date on the review of the Operating Agreement. Seth Yates has now become the new FCC Academic Senate Representative and presented questions and comments from his constituency group.

- ✓ The number of faculty representatives (4) does not correspond with the classified/CSEA representatives (6). Brian stated that Lacy, SCFT, had stated her group was agreeable to just 1 representative and not 3. Seth will relay that information back to academic senate.
- ✓ The consensus model was discussed and Seth offered revisions to the section, Management D wording "when a quorum is present, that the quorum will be 50% +1, and that is not to include ex officio members". Diane Schoenberg also noted that if a decision is to be made, this shall be noted on the agenda for the meeting and also in the e-mail announcing the upcoming meeting.
- ✓ Under Management, B, the committee shall meet "during the academic year" was new suggested wording. The May meetings will be changed to accommodate this section revision.
- ✓ The Membership Section A will include wording about appointments, term language, and appointing members from each of the three sites.
- ✓ A suggestion was made to have a co-chair that would be representative of faculty, classified or CSEA and not administration. Brian noted that the co-chair needs to be someone who works with district projects and can provide the updated report each quarter. That information will be taken back to the constituency group.
- ✓ It was suggested that at least one of the FCC representatives also be on the site Facilities Committee. Brian noted that all constituency groups make their own appointments and it would be their decision to appoint a member of the site Facilities Committee.
- ✓ One last revision was made to the agreement to update the name for Willow - Willow International Community College Center.

At this time, the committee reviewed Management Section D regarding decision making and consensus. The committee agreed to this section with the revised language listed above. The committee also approved a Quorum being 50% +1.

The revisions to the Operating Agreement will be made and the document will be sent to the members two weeks prior to the meeting. The Committee will be prepared to vote on the Agreement on December 5, 2013.

Update on District Projects - presentation by Brian Speece.

## FRESNO CITY COLLEGE PROJECTS

### 1. OAB Parking & Landscape (\$500k Measure E)

This project will reconfigure lots K & L, located north of the Old Administration Building (OAB), as required by the Environmental Impact Report (EIR) from the OAB construction project. In addition to the reconfiguration of the parking lot, which includes new entrances and exiting pathways, the parking project will add new, high-efficient lighting and a new walkway from Weldon. Additionally, the lawn west of the OAB will be re-landscaped with the removal and replacement of vegetation, upgraded sprinklers, walkway, and additional lighting. *Update: The work is scheduled for completion early October 2013.*

### 2. Concrete Replacement Between Student Services/Library (\$275k Campus)

The concrete south of Student Services and north of the Library will be removed and replaced. This work will replace trees, add seating spaces, relocate the FCC Ram topiary, and add spaces for bike racks. This work will begin mid-late June and complete Summer 2013 to allow for use in Fall 2013. Access into and out of the Student Services and Library buildings will be affected, however, alternate pathways of will be available. *Update: The work is scheduled for completion early October 2013.*

### 3. Student Lounge Remodel

The staff at the Student Lounge is currently working with furniture vendors to select new and much improved furniture for the space. Additionally, the space will be painted and data and electrical added. Design is pending; however, the work is anticipated to complete over summer 2013 to allow for use in Fall 2013. *Update: This project was complete in the early part of the Fall 2013 semester.*

### 4. Music Speech Interior Paint (\$55k Campus Decision Package)

The interior of the Music Speech building will be painted and new cove base installed at most areas (with some exceptions). Work is anticipated to begin mid-late June and complete Summer 2013 to allow for use in Fall 2013. *Update: This project was complete in Summer 2013.*

### 5. Tennis Court Resurfacing (Campus Decision Package)

This project will resurface a portion of the tennis courts. The work will take place over the summer to allow for use in Fall 2013. *Update: This project was complete in Summer 2013.*

### 6. Boiler Replacement (\$500k Scheduled Maintenance)

This project will replace the two main campus boilers with 6 smaller, more efficient boilers. This project was awarded at the May board meeting and is expected to begin construction after contracts and procurement of equipment. This project will complete early Fall 2013 to allow for immediate use. *Update: The boilers are installed, final controls installation is underway. Startup, testing, and final acceptance will occur when the weather requires heat to be supplied to the buildings (a demand is needed to start up the units).*

### 7. Energy Management System Upgrade

This project allows for the installation of a new energy management control system to allow on-line control and access of the HVAC systems across the entire campus. Work will take place Summer 2013 and complete early Fall 2013. Building controls are not expected to be affected. This new system will allow for all security and EMS to be programmed at one location. The District is in the process of recruiting for an Alarm/Security Specialist who will program and troubleshoot the system. This will

eliminate the need for an outside contractor. *Update: This project is in its final stage, with an expected completion in October 2013.*

## 7. Security Replacement

This project will replace existing, older technology security systems with an upgraded districtwide standard Verex security system. The summer project buildings include Business Education and Applied Technology, and if time permits, the Gym and Practice Court. *Update: The Business Education and Music Speech buildings were completed over the summer. The next area of security replacement will take place at the Applied Technology buildings. This project is expected to continue through Summer 2013.*

**FCC Reserve Spending Plan Projects:** The following projects were identified by the campus and approved by the Board of Trustees to proceed by use of campus reserve funds:

**Locks and Other Safety Measures (\$100,000)** - this project will add security and access control, cameras, locks, and lighting upgrades to the CDC. Additionally, and dependent upon available funding, locks throughout campus will be reviewed for replacement.

**Gym Bleachers (\$400,000)** - this project will analyze the Gym for bleacher replacement, with review of the ADA requirements that will be triggered by the bleacher replacement project. If funding permits, other areas of the gym will be reviewed for upgrades (such as interior locker areas). In the initial analysis, the costs associated with the differing options will be provided, to allow for a phased project.

**Locks, FOBs, alarms at HUM, MSE, SOC (\$40,000)** - this project will add security at the Dean's Offices. Pricing has been received and POs issued to a contractor for work to begin, which is anticipated to occur late Fall 2013-early Spring 2014.

**OAB West Wing Cameras (\$50,000)** - this project will add security cameras to the west wing of the OAB building. Contractor pricing is being requested.

**Painting, Carpeting, and Window Covering Replacement (\$30,000)** - this project will replace carpet, paint interiors of buildings, and replace window coverings.

**Building A Remodel (\$75,000)** - this project will update Building A, as directed by the campus. The scope of the project is being reviewed.

**Dental Hygiene Phase 2 (\$327,000)** - this project will replace the second half of the dental hygiene chairs and rehab the flooring. Pricing for the chairs is being compiled, and the design of the floor is underway.

## REEDLEY COLLEGE PROJECTS

### 1. INC Remodel/Portable Addition, Phase 4

This project consists of selective demolition of the existing INC building, new concrete ramps/walkways, walls, doors and interior finishes, electrical and communications improvements, exterior landscaping and an attached exterior canopy structure. Construction has begun and will complete early Fall 2013. *Update: This project was complete in September 2013. Furniture installation is pending, which is required prior to staff move-in.*

**2. Parking ADA and Asphalt Rehabilitation (\$500k Parking Funds)**

This project will completely rehabilitate the southern half of Parking Lot D (main student parking lot along Reed Avenue) and improve path of travel for ADA compliance and increased accessibility at various locations across the campus. Included in this rehabilitation is the demolition and removal of the existing pavement, concrete, wheel-stops, and speed bumps. There will be excavation, earthwork and grading, and the construction of new asphalt, concrete and other necessary improvements, including striping and landscaping. Necessary ADA improvements include new ramps, driveways, curbing, striping, signage and warning strips. Work will begin with the concrete/path of travel improvements the week of May 20th. The south section of Lot D will be closed for use beginning Monday, May 27, 2013. Construction will complete in the Summer 2013 for use at the start of the fall semester. *Update: This project was complete in Summer 2013.*

**3. Building 30 Manufacturing Lab Electrical Project (\$25k, STEM)**

This project provides for the rehabilitation of selected electrical systems in Manufacturing Lab 16. The project will replace electrical panels, reconnecting existing equipment to the new panels, and install a new power gutter system, similar to a cable tray for telecommunication systems, for electrical distribution throughout the classroom space. Work will occur May 20 and complete Summer 2013 to allow for use in Fall 2013. *Update: This project was complete in Summer 2013.*

**4. LFS 3,4 Stockroom Remodel Project (\$160k STEM)**

This project remodels the interior of the LFS 3 & 4 prep rooms to provide for more efficient instructional delivery methods. Included in the project are upgrades to the nearby restrooms for ADA code compliance. The work of this project includes selective demolition of existing facilities, new lab casework, electrical, mechanical, lighting, communication and plumbing improvements, interior finishes, and other related items of work in support of the remodeled space. Work begins Monday, May 20th and completes Summer 2013 to allow for use at the start of the fall semester. *Update: This project was complete in Summer 2013.*

**5. FEM 12 Remodel Project (STEM)**

This project remodels the interior of FEM 12 from an existing laboratory classroom into a GPS-GNSS lab. The project will provide for more efficient instructional delivery methods and upgrades to the nearby restrooms for code compliance. The work of the project includes selective demolition of existing facilities, electrical, mechanical, lighting, communication improvements, interior finishes, and other related items in support of the remodeled space. Work begins Monday, May 20th and completes summer 2013 to allow for use at the start of the Fall semester. *Update: This project was complete in Summer 2013.*

**RC Reserve Spending Plan Projects:** The following projects were identified by the campus and approved by the Board of Trustees to proceed by use of campus reserve funds:

**Alarms/Door Locks (\$650,000)** - this project will replace and add security and access control systems throughout campus. Pricing has been requested for the first phase of this project, which is to replace all existing systems on campus with the updated Verex security system. The new Verex system will be monitored by the District Police Department.

**Humanities 63,64 & 65 (\$50,000)** - this project will remodel HUM 63,64 & 65. The space utilization of the rooms is under review to determine how the space will be best suited. Once this determination is made, the project scope will be established.

**Financial Aid Quick Stop (\$80,000)** - this project will remodel a portion of the Student Services Building to better serve financial aid students. Design meetings are being scheduled.

**Flex Advising Center (\$125,000)** - this project will remodel a portion of the Student Services Building to provide more effective and private advising services to students. Design meetings are being scheduled.

**Herdsmen Housing (\$300,000)** - this project will purchase, place, and prepare the site for a new portable housing unit for the animal campus herdsmen. The requirements of the housing is under review; the design of the site work is underway.

## WILLOW INTERNATIONAL PROJECTS

### 1. Campuswide Security Replacement

This project will replace the older Honeywell technology security system with a new districtwide standard Verex security system and new FOB readers. Work has begun and is anticipated to complete Summer 2013. *Update: The hardware installation is complete. Programming of the software is expected to be completed in October 2013.*

**Willow Reserve Spending Plan Projects:** The following projects were identified by the campus and approved by the Board of Trustees to proceed by use of campus reserve funds:

**Sidewalk from Behymer to Campus (\$85,000)** - this project will add a sidewalk from the new Behymer entrance into campus (ending near the utility building). The design agreement is under review.

**Soccer Field (\$138,000)** - this project will grade and replace the irrigation system west of AC1 and south of the Bookstore to allow for a new soccer field. The design will commence after a purchase order is issued (in process).

## MADERA PROJECTS

### 1. Security Replacement

This project will replace older technology security system with a new districtwide standard Verex security system. Work is anticipated to complete Summer 2013. *Update: This project is expected to begin in Fall 2013.*

### 2. Madera Student Center/Foodservice Remodel (\$500k Measure E)

This project will remodel the dining facilities, upgrade the acoustics in the LGI, and make minor modifications to the bookstore. *Update: This project is DSA approved and will be released for contractor bidding late 2013 in preparation for construction in Summer 2014.*

**Madera Reserve Spending Plan Project:** The following project was identified by the campus and approved by the Board of Trustees to proceed by use of campus Reserve funds:

**Child Development Center Security (\$15,600)** - this project will add/upgrade security features at the CDC. The scope is under discussion.

## Update on the Facilities Master Plan Projects

Donna Baker-Geidner asked about the status of specific projects that each campus determined and prioritized for future development through the Facilities Master Plan process. Brian explained that in order to acquire state funding for each of these projects, an Initial Project Proposal, which is preliminary information on programs and assignable square footage, was completed for the following projects:

- Reedley College Life Science Building Modernization
- FCC Math Science Building Modernization and Addition
- Willow International Community College Center Applied Technology Building
- Madera Center AV 1 Addition
- Reedley Voc-Tech Complex for Aero/Auto/Welding
- FCC Art/Home Ec Modernization

Normally, once we have gained state approval on the IPP, we move forward to the more comprehensive Final Project Proposal which includes project cost estimate summary, analysis of building space, and expanded detail on specific program requirements in accordance with the State Administrative Manual. The projects are then reviewed by the State based on a point system - 200 points being the maximum received and 130 being a competitive level. Our projects were scored at 80 points and we could not move forward and be competitive this year because of two factors:

1. We do not have local bond funding to match the state funding.
2. Our capacity load ratios are not good enough to be competitive.

The soonest we could have a local bond measure on the ballot will be 2016, and we will have to ask voters for a tax increase. We will move forward with our plan priority list as soon as a bond passes and funding becomes available.

Brian will have the Facilities Master Plan available at the next meeting in December for those who would like to review it.

### **Adjourn/Next Meeting Date**

There being no further business, the committee adjourned at 11:15 a.m. to meet again on December 5, 2013 at 10:00 a.m.

/peb



## Districtwide Facilities Planning Committee Minutes Thursday, December 5, 2013

### Call to Order

Brian Speece called the meeting to order at 10:00 a.m. Members present: Seth Yates, Ed Eng, Steve Dasilva, Donna Baker-Geidner, Tim Woods, Cheryl Sullivan, Donna Berry, Becky Allen, Lacy Barnes, James Burgess, Veronica Jury, Marci Suvanto, Christine Miktarian and Patty Barendse.

The minutes from the meeting of September 26, 2013 were accepted as submitted.

### Committee Operating Agreement Review

Brian Speece updated the members on the progress and revisions to date on the Committee Operating Agreement.

The committee agreed to inserting a textbox in the agreement which lists the membership by constituency group only. The names of the representatives will be posted on Blackboard.

There being a quorum of 50% +1 present, the committee agreed to accept the Operating Agreement by a consensus of the members present. There was no dissention by any member present.

The Operating Agreement will now be presented to Chancellor's Cabinet for approval and then will progress to the Communications Council for their review.

Update on District Projects - presentation by Christine Miktarian.

### FRESNO CITY COLLEGE PROJECTS

#### 1. OAB Parking & Landscape (\$500k Measure E)

This project will reconfigure lots K & L, located north of the Old Administration Building (OAB), as required by the Environmental Impact Report (EIR) from the OAB construction project. In addition to the reconfiguration of the parking lot, which includes new entrances and exiting pathways, the parking project will add new high-efficient lighting and a new walkway from Weldon. Additionally, the lawn west of the OAB will be re-landscaped with the removal and replacement of vegetation, upgraded sprinklers, walkway, and additional lighting. *Update: This project completed Fall 2013.*

#### 2. Concrete Replacement Between Student Services/Library (\$275k Campus)

The concrete south of Student Services and north of the Library will be removed and replaced. This work will replace trees, add seating spaces, relocate the FCC Ram topiary, and add spaces for bike racks. This work will begin mid-late June and complete Summer 2013 to allow for use in Fall 2013. Access into and out of the Student Services and Library buildings will be affected, however, alternate pathways of will be available. *Update: This project completed Fall 2013*

#### 3. Boiler Replacement (\$500k Scheduled Maintenance)

This project will replace the two main campus boilers with 6 smaller, more efficient boilers. This project was awarded at the May board meeting and is expected to begin construction after contracts and procurement of equipment. This project will complete early Fall 2013 to allow for immediate use. *Update: This project completed Fall 2013*

**4. Energy Management System Upgrade**

This project allows for the installation of a new energy management control system to allow on-line control and access of the HVAC systems across the entire campus. Work will take place Summer 2013 and complete early Fall 2013. Building controls are not expected to be affected. *Update: This project completed Fall, 2013.*

**5. Security Replacement**

This project will replace existing, older technology security systems. *Update: Applied Technology hardware installation is complete. The PD is inputting the user names, after which time, the access control system will be switched over to the new system.*

**6. Math-Science Floor**

This project is being performed in coordination with our insurance carrier to address the damage to the court and middle floors from a flood. The work is located on the east end of the court floor, which includes paint, flooring, and carpet replacement and the VCT replaced on the middle floor. *Update: Work is complete on the east end of the court floor. One section of the VCT will be replaced on the middle floor during the winter break, the last phase will occur during the summer 2014.*

**7. Child Development Center Roof**

This project will add vents and coat the roof to address the condensation issues. *Update: The contract was awarded and work is anticipated to begin over winter break, with the coating scheduled to be applied during the spring due to weather considerations of the applied product.*

**8. Student Services, Second Floor Lobby Remodel**

This project will remodel the interior lobby of the second floor with new paint, carpet, VCT, minor reconfigurations, and new furniture installation. *Update: The project is under design.*

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**Locks and Other Safety Measures (\$100,000)** - this project will add security and access control, cameras, locks, and lighting upgrades to the CDC. Additionally, and dependent upon available funding, locks throughout campus will be reviewed for replacement.

**Gym Bleachers (\$400,000)** - this project will analyze the Gym for bleacher replacement, with review of the ADA requirements that will be triggered by the bleacher replacement project. If funding permits, other areas of the gym will be reviewed for upgrades (such as interior locker areas). In the initial analysis, the costs associated with the differing options will be provided, to allow for a phased project.

**Locks, FOBs, alarms at HUM, MSE, SOC (\$40,000)** - this project will add security at the Dean's Offices. Pricing has been received and POs issued to a contractor for work to begin, which is anticipated to occur late Fall 2013-early Spring 2014.

**OAB West Wing Cameras (\$50,000)** - this project will add security cameras to the west wing of the OAB building. Contractor pricing is being requested.

**Painting, Carpeting, and Window Covering Replacement (\$30,000)** - this project will replace carpet, paint interiors of buildings, and replace window coverings.



**Building A Remodel (\$75,000)** - this project will update Building A where the Business Office was located prior to moving into OAB.

**Dental Hygiene Phase 2 (\$327,000)** - this project will replace the second half of the dental hygiene chairs and rehab the flooring. Pricing for the chairs is being compiled, and the design of the floor is underway.

## REEDLEY COLLEGE PROJECTS

### 1. ADA Site Upgrades

This project will remove and replace concrete, add truncated domes in an effort to upgrade the campus for ADA requirements. *Update: The contract was awarded and work is underway as of December 2. The work is scheduled to complete by December 31, 2013.*

### 2. Aero Roof Soffit

This project will address structural issues at the soffit level of the Aero building. *Update: The contract was awarded and work is underway as of December 2. The work is scheduled to complete early Spring 2014.*

### 3. Trash Enclosure

This project will add a concrete pad, electrical and drainage for the installation of a trash compactor. *Update: This work completed September 2013.*

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**Humanities 63,64 & 65 (\$50,000)** - this project will remodel HUM 63,64 & 65. The space utilization of the rooms is under review to determine how the space will be best suited. Once this determination is made, the project scope will be established.

**Financial Aid Quick Stop (\$80,000)** - this project will remodel a portion of the Student Services Building to better serve financial aid students. Design meetings are being scheduled.

**Flex Advising Center (\$125,000)** - this project will remodel a portion of the Student Services Building to provide more effective and private advising services to students. Design meetings are being scheduled.

**Herdsmen Housing (\$300,000)** - this project will purchase, place, and prepare the site for a new portable housing unit for the animal campus herdsmen. The design is underway.

## WILLOW INTERNATIONAL PROJECTS

### 1. Campuswide Security Replacement

This project will replace the older Honeywell technology security system with a new districtwide standard Verex security system. Work has begun and is anticipated to complete Summer 2013. *Update: The hardware installation is complete. The Police Department is inputting the user names, after which time*

***the access control system will be switched over to the new system.***

**Willow Reserve Spending Plan Projects:** The following projects were identified by the campus and approved by the Board of Trustees to proceed by use of campus reserve funds:

**Sidewalk from Behymer to Campus (\$85,000)** - this project will add a sidewalk from the new Behymer entrance into campus (ending near the utility building). The location of the sidewalk was recently finalized and the design will now begin.

**Soccer Field (\$138,000)** - this project will grade and replace the irrigation system west of AC1 and south of the Bookstore to allow for a new soccer field. The design is underway.

## MADERA PROJECTS

### 1. Security Replacement

This project will replace older technology security system with a new districtwide standard Verex security system. ***Update: This project is expected to begin in Spring 2014.***

### 2. Madera Student Center/Foodservice Remodel (\$500k Measure E)

This project will remodel the dining facilities, upgrade the acoustics in the LGI, and make minor modifications to the bookstore. ***Update: This project is DSA approved and will be released for contractor bidding late 2013 in preparation for construction in Summer 2014.***

**Madera Reserve Spending Plan Project:** The following project was identified by the campus and approved by the Board of Trustees to proceed by use of campus Reserve funds:

**Child Development Center Security (\$15,600)** - this project will add/upgrade security features at the CDC. Pricing for the proposed system has been requested.

## DISTRICTWIDE PROJECT

**Exterior Lighting Upgrades:** Through the use of Prop 39 funding, this project will replace older exterior lighting districtwide with primarily LED fixtures and some compact fluorescents.

***Update: This project is in the process of getting approved for funding through the State Chancellor's office, with incentives through PG&E.***

Brian will be giving a presentation to the Board of Trustees next week in order to move forward with this exterior lighting project. The State Chancellor's Office is moving forward aggressively with allocating the funding to community colleges before the State Universities and UC Campuses have an opportunity to apply. The funding for these types of projects is a combination of Prop 39 monies together with a local match of approximately \$70,000 and the PG&E incentives. The best projects, as far as payback, are the LED lighting which has five times the life of our current lighting. It also improves the illumination of the areas. This new lighting will be installed in all exterior areas, districtwide, including campus malls and parking lots.

### **Counselors of Real Estate Report**

The Real Estate Planning and Strategy Assessment Report was presented to the committee for review. The document was developed by CRE to set up a strategy to assess, plan and execute the acquisition, development, management and disposition of real property assets. The list includes future projects but not all are included in the Facilities Master Plan. Discussion was heard on the parking structure that

would include relocation of the Bookstore to the first floor. This document will be reviewed by the Board of Trustees at their meeting on December 10, 2013.

### **Proposed Bond Measure**

At the request of the Board of Trustees, the District hired a consultant to assist with preliminary investigation into a proposed local bond measure and to recommend if it was reasonable to support a campaign for 2014. At the November Board Meeting, the consultant provided information to the Board that would support proceeding with a bond measure in 2014. A preliminary survey of voters will be conducted by the consultant after which time all campus constituency groups would have to be involved in selecting specific projects for each of their sites. A further update will be given at the next committee meeting in February, 2014.

### **Reedley College Middle High School**

Reedley College is providing space for middle school students in grades 9 and 10 which is now a charter school. Reedley gets credit for the FTE's generated and it also creates a pathway for these students to continue with their education at Reedley College. Donna Berry commented that there may be future plans to build a facility on another part of the campus to house the middle school since Reedley is land rich.

### **Adjourn/Next Meeting Date**

There being no further business, the committee adjourned at 11:05 a.m. to meet again on February 27, 2014 at 10:00 a.m.

/peb



## Districtwide Facilities Planning Committee Minutes

Thursday, February 27, 2014

### Call to Order

Brian Speece called the meeting to order at 10:00 a.m. Members present: Seth Yates, Ed Eng, Steve Dasilva, Homer Greene, Donna Baker-Geidner, Tim Woods, Shanna Ahrens, Donna Berry, Lorrie Hopper, James Burgess, Kelly Fowler, Becky Allen, Marci Suvanto, Christine Miktarian and Patty Barendse.

The minutes from the meeting of December 5, 2013 were accepted as submitted.

Update on District Projects - presentation by Christine Miktarian.

### DISTRICTWIDE PROJECTS

#### 1. Exterior Lighting Upgrades, Proposition 39 Funding

Using Proposition 39 funding, the exterior lighting through all district locations will be replaced or retrofitted with LED lighting. This will provide added energy efficiency and safety with new LED light fixtures in parking lots and campus exteriors. Included in this project is replacement or retrofit of exterior fixtures attached to existing poles, arms, and buildings. *Update: This project has been bid and is on the March 2014 board agenda for award. The project is anticipated to start in late May and be complete by August 1<sup>st</sup>.*

#### 2. Security Upgrades, Local Campus Reserve, and SM Funding

This is a compilation of projects, with multiple funding sources, that will upgrade or add security to the sites throughout the district. The projects include adding/upgrading security systems from an older system to a newer, more user-friendly Verex system, changing locks, adding cameras, and additional lighting.

*Update:*

- The CDCs throughout the district will have keypads installed at the classroom areas. This will add the feature of access control to the areas where children are located, to ensure only authorized people can enter into the space.
  - The FCC CDC has had this system recently installed and are preparing parents for implementation.
  - Willow CDC is next in line to have this system installed, while the contractors are completing the access/security conversions on this campus.
  - The two childcare buildings at Reedley and the one at Madera CDC will be installed after Willow.
- New cameras will be placed at the OAB and CDC of FCC. The cameras are on order.
- FCC CDC locks were changed to add the feature of locking the doors from the inside. The remainder of the FCC campus is being evaluated and prioritized to determine which areas to install this type of lock.
- Madera campus security system will be replaced with the new Verex system this spring.
- Reedley College will have the campus security systems replaced throughout. When replacing a system, the entire building will be covered for security control.

**3. Parking Summer 2014, Local SM Funding**

This summer's parking project will be a re-sealing effort at FCC and repairs to CTC asphalt. *Update: The project has been designed and is out to bid. The project is expected to be taken to the April board for award of the contract. The project will start immediately following the spring semester and complete by August 2014.*

Tim Woods expressed a concern about the 4 and 6 week summer sessions, and how the parking lot closures would affect the students. He will provide Christine a schedule of student head count for the summer session which is approximately 2,000 FTE's. Suggestions were made to offset the parking lot closures by providing shuttle service or opening the lot north of the gym. Christine and Tim Woods will have further discussions regarding the impact of lot closures.

**FRESNO CITY COLLEGE PROJECTS**

**1. GYM ADA Upgrades (\$400,000 Reserve Project)**

This project will upgrade the building for ADA requirements in preparation for a future project to replace the main gym bleachers. This includes converting accessible parking stalls, clearing path of travel for compliance, signage, doors & hardware, ADA compliant shower stalls, lockers, benches, and drinking fountains. Additionally and the largest scope of the project, will be the main restrooms which will be completely remodeled and the DSPS classroom and adjacent restroom will be renovated for ADA compliance. *Update: The project is designed and at DSA for review and approval; the project will not be scheduled this summer but in summer of 2015.*

**2. Painting, Carpeting, and Window Covering Replacement (\$30,000 Reserve Project)**

The interior of the Language Arts building will be completed (a portion was done earlier in the year); the Forum Hall vestibules and the Media Center hallways will be painted. After pricing is received and funding is still available, the next stages of painting will begin at the Theater, and possibly additional areas of the Media Center. *Update: Projects are out to bid. Pricing should be received in March. Work will take place over spring break, weekends, and the four-week summer session.*

**3. Dental Hygiene Phase 2 (\$327,000 Reserve Project)**

Included in the work of this project is the removal of the existing flooring, preparation, staining and polishing of the existing concrete, new floor base and installation of limited casework. At the completion of the work, the Dental Hygiene Clinic will take delivery of 16 new dental chairs and accompanying technology to complete the clinic remodel begun in 2011. *Update: This project has been bid and is on the March 2014 board agenda for award.*

Jim Burgess would like to see the specifications prepared by Darden Architects for the concrete flooring. Christine noted that Clovis Unified used this particular specification and the result was very successful. This type of flooring is being planned for the remodel of LFS 6 in Reedley as well.

**4. Student Services Second Floor Lobby Remodel (\$163,640 LTO Decision Package)**

This remodel includes the service areas for Counseling, Transfer Center, and a limited portion of Financial Aid. This project consists of the modernization of these areas to prepare and provide for more efficient student services functions for students at Fresno City College. The work of the project includes selective demolition of existing flooring, casework and barriers, new flooring, painting and casework, and other related items of work in support of the remodeled space. Existing furniture will be removed and new furniture installed at the end of construction. *Update: This project has been bid and is on the March 2014 board agenda for award. Work will begin in June.*

**5. Veteran's Center Remodel (Funded by LTO Decision Package for St. Services Remodel)**

This project will remodel the northeast section of Building A for relocation of the Veteran's Center from Student Services. This will include paint, carpet replacement, electrical and data modifications, casework, and minor door and window modifications. Upon completion of the construction activities, new furniture will be installed. *Update: This project is in design.*

**6. Child Development Center Roof (\$55,000 Scheduled Maintenance)**

This project is adding venting and a new coating to the main CDC lab building. This will allow for increased insulation and venting to address an ongoing issue of condensation. *Update: The ventilation system was installed. The coating will occur over spring break 2014.*

**7. Gym Chiller/Cooling Tower Replacement (\$60,000 Scheduled Maintenance)**

This project replaces the gym's chiller and cooling tower with an air cooled chiller. This equipment serves the classrooms and offices of the gym. *Update: This project was bid and awarded, work is proceeding. It is anticipated to complete prior to Summer 2014.*

**REEDLEY COLLEGE PROJECTS**

**1. Herdsmen Housing (\$300,000 RC Reserve Funding)**

This project will purchase, place, and prepare the site for a new portable housing unit for lodging of the herdsmen. The housing will be placed adjacent to the farm for easy access and viewing of the animals. *Update: This project has been designed and is at DSA for review and approval of the plans and specifications.*

Donna Berry requested that Christine keep her updated on the project progress and completion date as new information comes in. She will need to find temporary housing for the herdsmen if the housing is not ready for occupancy by the Fall 2014 semester. The Residence Hall has been used in the past.

**2. LFS 6 Remodel (STEM Grant funding)**

This project remodels LFS classroom 6, an existing wet lab. The work of the project includes selective demolition of existing facilities, electrical, mechanical, plumbing, lighting and communication improvements, new casework, sinks, flooring and interior finishes, and other related items in support of the remodeled space. *Update: This project has been bid and is on the March 2014 board agenda for award.*

**WILLOW INTERNATIONAL PROJECTS**

**1. Sidewalk from Behymer to Campus (\$85,000 Willow Reserve Funding)**

This project will add a sidewalk on the west side of the new access road from Behymer. *Update: The project is in design and expected to be out to bid in Spring 2014 for a summer project.*

**2. Soccer Field (\$138,000 Willow Reserve Funding)**

This project will grade and replace the irrigation system west of AC1 and south of the Bookstore to allow for a new soccer field. *Update: The project is out to bid; construction is expected to complete Summer 2014.*

## **MADERA PROJECTS**

### **1. Madera Student Center/Foodservice Remodel (\$500k Measure E)**

This remodeling project mainly includes changes to areas of the Foodservice Kitchen, Bookstore, large group instruction (LGI) classroom, restrooms as well as additional building modifications for comfort, convenience and accessibility. The work of the project includes selective demolition of existing casework, walls, doors and equipment, installation of new casework, walls, doors and equipment, modifications to existing plumbing, HVAC, electrical and communications systems, and ADA improvements as necessary in support of the remodeled facility. *Update: This project has been bid and is on the March 2014 board agenda for award.*

### **Proposed Projects for a Public Opinion Survey**

Brian presented the members with the proposed projects to be included on a list for a public opinion survey. Projects were discussed and prioritized by each campus constituency group and will be presented to the public in a survey format to determine if our citizens are in favor, and if it makes sense, to initiate a bond measure for the November 2014 ballot. This project list will also be going to the FCC Strategic Planning Council at their meeting today to finalize the document. From there, the project list will be presented for input from Chancellor's Cabinet and then to the Board of Trustees at their meeting on March 4, 2014 and the Board Retreat on March 28-29, 2014 with the goal of having a completed document and format by the end of April.

This preliminary survey of voters will be conducted by a consultant hired by the district to determine if there is public interest in a local bond measure.

### **Committee Operating Agreement Review**

Brian Speece updated the members on the progress and revisions made to the Operating Agreement by several of the constituency groups since the committee met in December, 2013. Donna Baker-Geidner presented proposed revisions for the CSEA representatives which will be incorporated into the document. All revisions made to this document will now be noted by bolding and underlining the text in those areas. The document must still be reviewed by several constituency groups and will be discussed again at the next committee meeting. The revised document will be sent to all committee members to present to their groups.

### **Adjourn/Next Meeting Date**

There being no further business, the committee adjourned at 11:00 a.m. to meet again on May 1, 2014 at 10:00 a.m.

/peb



## Districtwide Facilities Planning Committee Minutes

Thursday, May 1, 2014  
**DRAFT**

### Call to Order

Brian Speece called the meeting to order at 10:00 a.m. Members present: Seth Yates, Steve Dasilva, Homer Greene, Tim Woods, Cheryl Sullivan, Donna Berry, Lorrie Hopper, James Burgess, Kelly Fowler, Marci Suvanto, Christine Miktarian and Patty Barendse.

The minutes from the meeting of February 27, 2014 were approved as submitted.

### Committee Operating Agreement Review

Brian Speece updated the members on the revisions made to the Operating Agreement and the new recommendations provided by the Academic Senates at Reedley, Willow and Fresno City College. The following recommendations were discussed:

- 1.A - language regarding maintaining and improving facilities was not added since this is an advisory committee.
- 1.C. - The HR Staffing Task Force will become a committee, so no change to the language there. Modify line 3 to read “these recommendations for staffing”. The committee agreed to add that language.
- 1.E - Delete “Each member has” and replace with “Members have”. The committee agreed to revise this language.
- The committee agreed to increase the number of Academic Senate representatives from three (3) to six (6), two from each site.
- The committee agreed to clarify the language as to what constitutes consensus. It was agreed to review the language from the DBRAAC OA and the SPC handbook which provides a guide for full consensus, qualified consensus and inability to reach consensus. Each member is encouraged to review this model which will be sent to the committee and is posted on Blackboard so the committee will be prepared for the next meeting.
- IV.A - the committee agreed to delete wording “be overseen by the committee chair” and the section will read “report directly to Chancellor’s Cabinet”.

With these revisions and clarification of the consensus model, the committee will review the Operating Agreement at the next meeting in September, 2014.

Update on District Projects - presentation by Christine Miktarian.

### DISTRICTWIDE PROJECTS

- **District Wide Exterior Lighting Replacement**
  - Using Proposition 39 funding, the exterior lighting through all district locations will be replaced or retrofitted with LED lighting. This will provide added energy efficiency and safety with new LED light fixtures in parking lots and exterior pathways. Included in this project is replacement or retrofit of exterior fixtures attached to existing poles, arms, and buildings.

*Update: This project was awarded at the March Board meeting. The installation will begin in the summer 2014 beginning at the FCC campus and then on to the other sites.*



- The next phase of this Prop 39 project will be next year to replace/upgrade interior lighting to LED panels.
- The year after (2016), the Prop 39 funds will be used for retrofits that were not completed during the original project in 2014. The technology will be more advanced along with a reduction of pricing which will benefit the district.
- **FCC & CTC Parking**
  - This summer's parking project will be a re-sealing effort at FCC and repairs to CTC asphalt. A schedule of lot closures will be provided by Christine Miktarian.
- **FCC Painting**
  - This is a FCC campus decision package for interior painting. The interior of the Language Arts building will be completed (a portion was done earlier in the year), the Forum Hall vestibules and the Media Center hallways will be painted.
  - Part of Language Arts, Media Center and Forum Hall have already been complete with additional painting in LA this summer.
  - Brian Speece also mentioned that there will be a summer project which will pressure wash buildings that are in most need of cleaning. The building wainscoting is an area that will be a priority - we will probably begin with Business Ed and Social Science. Juan Bravo will be washing windows at OAB.
- **FCC Student Services Second Floor Lobby**
  - This remodel includes the service areas for Counseling, Transfer Center, and a limited portion of Financial Aid. This project consists of the modernization of these areas to prepare and provide for more efficient student services functions for students at Fresno City College. *Update: This project was awarded at the March 2014 board meeting and will begin the first week of June.*
- **FCC Dental Hygiene Floor**
  - Included in the work of this project is the removal of the existing VTC flooring, preparation, staining and polishing of the existing concrete, new floor base and installation of limited casework.
- **RC Herdsmen's Housing**
  - This project will purchase, place, and prepare the site for a new portable housing unit for lodging of the herdsmen. The housing will be placed adjacent to the farm for easy access and viewing of the animals. *Update: The project has received DSA approval and will begin in the summer or early fall.*
- **RC Life Sciences**
  - This project remodels LFS classroom 6, an existing wet lab. The project is underway with a completion date of July 31, 2014.
- **Madera Student Center**
  - This remodeling project mainly includes changes to areas of the Foodservice Kitchen, Bookstore, large group instruction (LGI) classroom, restrooms as well as additional building modifications for comfort, convenience and accessibility. *Update: The project is out to bid with anticipation of work to be performed in summer or fall, 2014.*
- **Willow Soccer Field**
  - This project will grade and replace the irrigation system west of AC1 and south of the Bookstore to allow for a new soccer field. *Update: Construction is expected to begin mid-May 2014.*

- **FCC Replace Gym Bleachers & Building Upgrades**
  - This project will upgrade the building for ADA requirements in preparation for a future project to replace the main gym bleachers. The project is in design currently and then will be sent to DSA. The project will be scheduled for next summer.
- **FCC Veteran's Center**
  - This project will remodel the northeast section of Building A for relocation of the Veteran's Center from Student Services. The project will begin in Fall, 2014.
- **FCC Fiber Installation to Eules/Ratcliff**
  - This is an FCC decision package project to install fiber to Eules and Ratcliffe Stadium. The design will start after July 1st, it will bid in the fall and the project should begin by Christmas break.
- **FCC Paint**
  - This is a new FCC project which will begin with painting at the Theater.
- **FCC Concrete Replacement at Gym Entrance**
  - This project will replace concrete at the south entrance to the Gym
- **FCC Child Development Center Restroom Renovations**
  - This will be a small project to upgrade restrooms – the scope will be developed after flood damage is repaired.
- **FCC ESL Lab Renovation**
  - This is a new FCC decision package to refurbish the ESL Lab – install lineoleum and painting.
- **FCC Remodel CalWorks**
  - This is a new FCC decision package to refurbish the Cal Works Suite with new furniture, paint and carpet.
- **CTC Maintenance Mechanic Area**
  - This is a new FCC decision package to provide an electrical supply to the lab training panels.
- **RC Humanities Remodel**
  - These rooms within the Humanities building are currently unoccupied and in need of remodeling. *Update: The space is being evaluated by the campus for future use, once direction is determined, design can go forward.*
- **RC Student Services (Financial Aid/Flex Advising) Remodel**
  - These two areas of service within the Student Services buildings are in need of space re-organization and remodeling.
- **Willow Sidewalk**
  - This project will add a sidewalk on the west wide of the new access road from Behymer. *Update: the project is at DSA with the plan to do the project during late summer but it may go into the fall.*

- **Districtwide Security Upgrades**
  - Fresno City College
    - Door hardware upgrades to allow locking from the inside
    - Addition of alarm systems at Dean's Offices
    - Cameras at OAB & CDC
    - CDC - keypad installation to reduce access to areas occupied by children
  - Reedley College
    - Alarm upgrades and expansion, campus wide
    - CDC - keypad installation to reduce access to areas occupied by children
  - Madera/Willow
    - Alarm upgrades - campus wide
    - CDC - keypad installation to reduce access to areas occupied by children

### **SCHEDULED MAINTENANCE PROJECTS FOR 2014-15**

Last year was the first year for many years that we received funding from the state for district scheduled maintenance projects. This year we will receive \$1.8 million from the state with a district match of \$1.8 million, total \$3.6 million districtwide. There will be 30 projects on-going that are from around the district:

#### **FCC Projects:**

- Fire Alarm Upgrade
- Replace Air Handlers at: Cafeteria, Bookstore, Language Arts, Business Ed, Art/Home Ec., Math Science
- Replace South Underground Hot Water Loop
- Replace Emergency Generators & Transfer Switches at Cafeteria, Math Science, Gym, Theater
- Sewer Repairs
- Replace Pool Pump
- Clean, Calibrate Switchgear
- Re-Roof Art/Home Economics

#### **Reedley College Projects:**

- Fire Alarm Upgrade
- Re-Roof Weight Room & Gym Equipment Room, and the Utility, Maintenance, Ag Mechanics, and Music Buildings
- Replace Fiberglass Roof at Racquetball Courts
- Replace Boiler at Utility Building
- Split Irrigation/Domestic Water, Phase 1
- Replace Evaporative Coolers at Ag Mechanics
- Replace HVAC Sheet Metal Decking at Cafeteria
- Repair Chilled Water Loop - Campus wide
- Underground & Cafeteria Sewer Repair
- Animal Science Exterior Siding Replacement
- Replace Toilets Partitions

#### **Other District Projects:**

- CTC: Replace Main Electrical Panel
- CTC: Replace Underground Security and Fire Cable
- DO: Replace Pneumatic Controls with DDC

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- Madera: Re-Coat Portables 4A-4E

Steve Dasilva requested further information about the FCC Hot Water Piping Loop repairs. It was explained that this project will replace the "T's" that go from the main piping loop into the buildings.

**Adjourn/Next Meeting Date**

There being no further business, the committee adjourned at 11:10 a.m. to meet again on September 25, 2014 at 10:00 a.m.

/peb