



Santa Ana College

Facilities Meeting

OCTOBER 21, 2014



SAC Facilities Committee
October 21, 2014
1:30p.m. – 3:00p.m.
SAC Foundation Board Room, S-215

***THE FACILITIES COMMITTEE** is the participatory governance committee responsible for identifying and prioritizing capital projects including scheduled maintenance projects. It serves as an information and exchange body on facilities projects that are in construction or that are being planned.*

Santa Ana College Participatory Governance Structure Handbook (May 8, 2013)

Agenda

1. Welcome and Introductions
2. Public Comments
3. Approval of Minutes – September 16, 2014 ACTION
4. Project Updates- Carri Matsumoto/ Darryl Taylor/ Matt Schoeneman INFORMATION
 - Bond Projects Update
 - SAC Active Project Update
 - Scheduled Maintenance Projects
5. Standing Reports (5mins.) INFORMATION
 - HEPSS Task Force – Don Mahany
 - Facilities Report – Mark Wheeler
 - Environmental Task Force
6. Old Business INFORMATION
 - Parking Permit Machines
7. New Business INFORMATION
 - Car Charging Station Update
 - Hydration Stations
8. Other

Next meeting: November 18, 2014

The mission of Santa Ana College is to be a leader and partner in meeting the intellectual, cultural, technological, workforce and economic development needs of our diverse community. Santa Ana College prepares students for transfer, employment, careers and lifelong intellectual pursuit in a dynamic learning environment.



SAC FACILITIES MEETING
MINUTES –SEPTEMBER 16, 2014
1:30P.M. – 3:00P.M.

DRAFT FOR APPROVAL

The mission of Santa Ana College is to be a leader and partner in meeting the intellectual, cultural, technological and workforce development needs of our diverse community. Santa Ana College provides access and equity in a dynamic learning environment that prepares students for transfer, careers and lifelong intellectual pursuits in a global community.

Administrators		Academic Senate		CSEA	
Michael Collins, Co-chair	Eve Kikawa	Maria Aguilar Beltran	Susan Sherod	Mike Ediss	vacant
Sherry DeRosa	Rhonda Langston	Elliott Jones, Co-chair	Valinda Tivenan	Sarah Salas	Maria Taylor
Bart Hoffman(a)	Loy Nashua	Dietrich Kanzler(a)	John Zarske	District Liaison	
Jim Kennedy(a)	Mark Wheeler			Carri Matsumoto	
Guests				Campus Safety & Security	
Matt Shoenamen				Ray Stowell(a)	
				ASG Representative	
				Kyle Murphy	
1. WELCOME AND INTRODUCTIONS					
		Self Introductions were made		Meeting called to order – 1:30p.m. Adjourned at 3:02p.m.	
2. PUBLIC COMMENTS					
		There were no public comments.			
3. MINUTES		DISCUSSION/COMMENTS		ACTIONS/ FOLLOW UPS	
		The June 26, 2014 meeting minutes were presented for approval.		ACTION Motion was moved by E. Kikawa to approve the June 26, 2014 Facilities committee minutes as presented. 2 nd – S. Sherod The motion carried with 1 abstention	
4. PROJECT UPDATES		DISCUSSION/COMMENTS		ACTIONS/ FOLLOW UPS	
		Carri Matsumoto provided the membership with the SAC Facilities Master Plan update. The update outlined the 7 phases of the plan as well as an overview of the campus-wide utilities infrastructure and mechanical upgrades. (Please see attached.) • Focused on sequencing of the projects. • Discussed the lack of state matching funding for the Health Science bldg. o Project will be programmed in tandem with the STEM bldg. • Library was also discussed as a part of Phase 6 – is currently phased at the end of Measure Q. Does not have dedicated funding at this point.			

	In addition, the team presented an update on the following: • Measure E completed projects • Measure Q projects updates • Scheduled Maintenance and other project updates.	
5. Standing Reports	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
HEPSS (Health, Emergency Preparedness, Safety and Security Task Force)	A HEPSS report was provided for the members by. (Please see attachment.)	
Facilities Report	The SAC Facilities Report was presented by Mark Wheeler (see attached).	
Environmental Task Force	Susan Sherod provided a brief overview on solar shading options was provided to the membership. The information identified ways to cool buildings while saving resources.	
6. Old Business	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	District Sustainability Plan The District Sustainability Plan draft was also discussed with the committee. • The draft plan has been provided to the facilities committee already and Dr. Collins has asked for any comments prior to the next facilities committee meeting.	
	Floss Silk Tree (The tree is located in the Quad, next to the Planetarium Construction site.) • An arborist was asked to evaluate the tree to identify if it could remain in its current location when the new utility lines are laid in the central quad. Unfortunately, it was determined by the arborist that the existing tree would compromise the new underground utility infrastructure and the existing root structure would damage any new paving system set in place. • Investigating ways to relocate the current tree, install a new floss silk tree in the current location with a root barrier that would protect the nearby infrastructure.	
7. New Business	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	Parking Permit Machines	FOLLOW UP A report will be provided at the next meeting by Safety and the SBO.
	Electric Car Charging Station Update • The stations are installed, but need to be programmed and set up to charge users for the energy that they use while charging their car. • Further updates will be provided at upcoming meetings.	

SUBMITTED BY Geni Lusk 10/20/2014



**SANTA ANA COLLEGE
FACILITIES COMMITTEE MEETING
OCTOBER 21, 2014**





PROJECTS

- ▶ Dunlap Hall Renovation
- ▶ Central Plant
- ▶ New Johnson Student Center
- ▶ Science, Technology, Engineering and Mathematics (STEM) Building
- ▶ Health Sciences Building
- ▶ 17th & Bristol Parking Lot



PROJECT UPDATE SANTA ANA COLLEGE DUNLAP HALL RENOVATION

Project Summary:

- ▶ Renovate and replace the aging guard rails around the pedestrian walkways on all levels of Dunlap Hall, as well as, providing a new elevator and stair tower.
- ▶ Remodel the existing restrooms.

Current Status:

- ▶ Construction began in April 2014 with a target completion expected at the end of June 2015.
- ▶ Continuing demolition of guardrails, old elevator shaft and restrooms.
- ▶ Upcoming activities include remediation of footing piles, installation of pile cap, and continued installation of guardrails.

Budget:

- ▶ \$15.27 million





PROJECT UPDATE SANTA ANA COLLEGE CENTRAL PLANT AND INFRASTRUCTURE

Project Summary:

- ▶ Construction of a new Central Plant Building.
- ▶ Phase 1: utility replacement, Phase 2: central plant and Phase 3: mechanical upgrades to 8 buildings and includes a new central cooling plant, underground chilled water piping loop, upgrading existing gas, domestic water lines, sewer, drainage and fire water systems.
- ▶ Includes HVAC system conversion for 8 existing buildings to be connected to the new Central Cooling Plant, including a new campus wide energy management system (EMS).
- ▶ Includes 10 DSA plan submittals.
- ▶ The central plant building will be designed to meet LEED Silver certification.

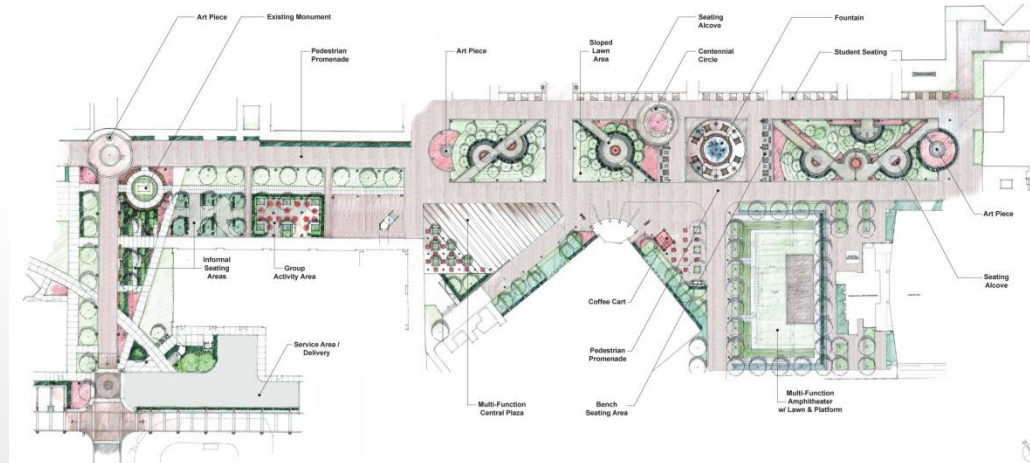


Current Status:

- ▶ Project is in design.
- ▶ Target construction: June 2015 – Fall 2017

Budget:

- ▶ \$67.9 million





PROJECT UPDATE SANTA ANA COLLEGE CENTRAL PLANT AND INFRASTRUCTURE



Santa Ana College
Phasing Plan 10/1/14



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PROJECT UPDATE SANTA ANA COLLEGE JOHNSON STUDENT CENTER

Project Summary:

- ▶ Construction of a new Johnson Student Center.
- ▶ The old bookstore annex and the Johnson Center Building will be demolished.

Current Status:

- ▶ HPI Architecture was Board approved September 8, 2014.
- ▶ Campus kick-off meeting scheduled for October 20, 2014.
- ▶ Demolition activities target start August 2016 (under review).

Budget:

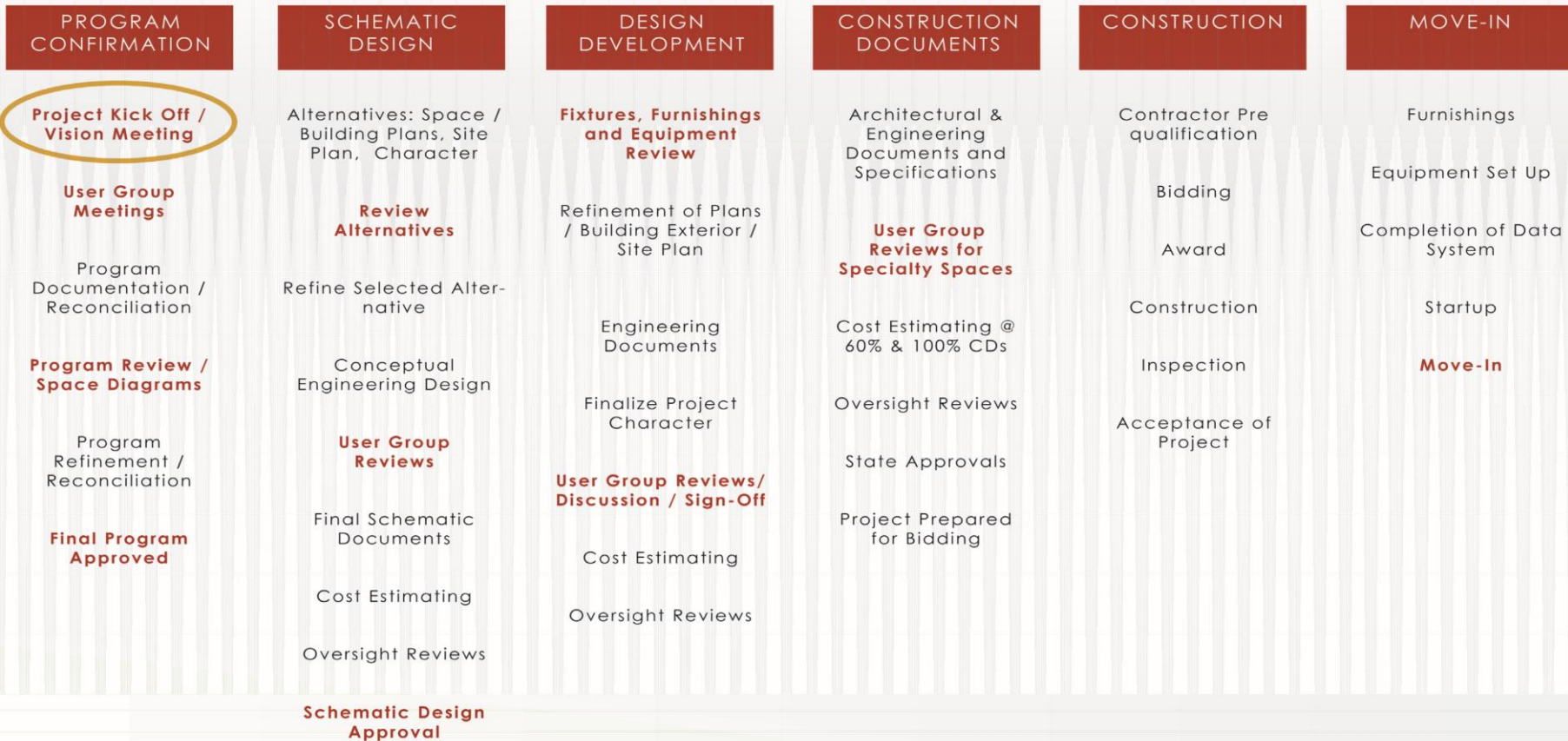
- ▶ \$28.49 million





CAMPUS PARTICIPATION SANTA ANA COLLEGE JOHNSON STUDENT CENTER

PROJECT PROCESS





PROJECT UPDATE SANTA ANA COLLEGE STEM BUILDING

Project Summary:

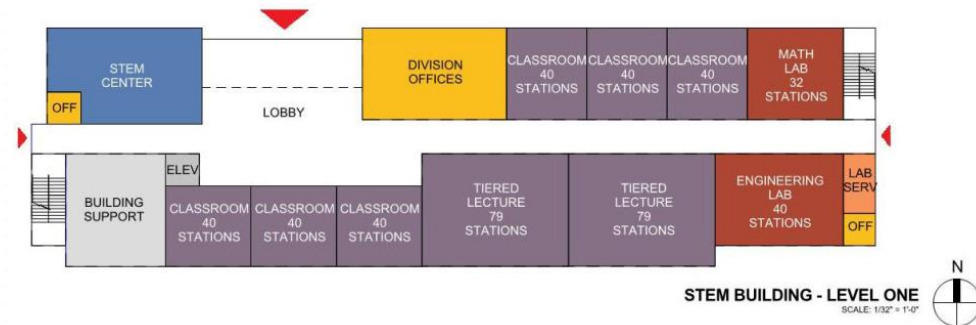
- ▶ Construction of a new 63,100 square foot science and math complex housing modern laboratories, classrooms, lecture halls, and faculty offices.

Current Status:

- ▶ HGA Architects pending Board approval October 13, 2014.
- ▶ Pending kick-off programming with campus.
- ▶ Demolition activities target start August 2016 (under review).

Budget:

- ▶ \$62.94 million





PROJECT UPDATE SANTA ANA COLLEGE HEALTH SCIENCES BUILDING

Project Summary:

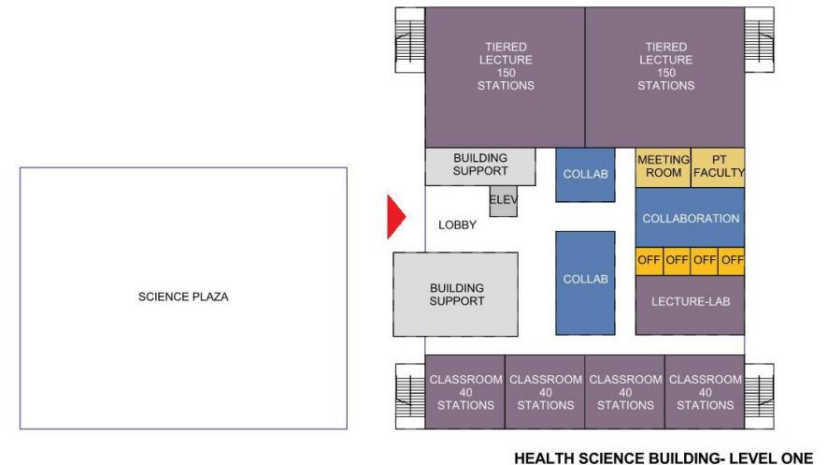
- Construction of a 55,138 square feet facility to allow for the consolidation and growth of the Health Sciences Programs including Nursing, Occupational Therapy Assistant, Medical Assistant, Emergency Medical Technician and Pharmacy Technology.

Current Status:

- This project has been submitted to the state for future funding.
- Programming to be included in STEM project.
- Design and construction start to be determined.

Budget:

- \$41.25 million (under review).
- Need additional funds to start construction.





PROJECT UPDATE SANTA ANA COLLEGE PARKING LOT AT 17TH/BRISTOL ST.

Project Summary:

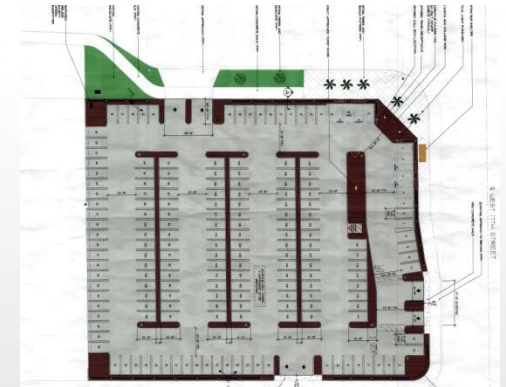
- ▶ New surface parking lot.

Current Status:

- ▶ Design is currently underway with Donald Krotee Partnership.
- ▶ Parking lot to be utilized for contractor worker parking for Dunlap Hall renovation on an interim basis.

Budget:

- ▶ \$1.65 million
- ▶ Acquisition of property was paid by Measure E funds.





MASTER PROGRAM BUDGET

(BASED ON NO STATE FUNDING)

****ESTIMATED**

TARGET

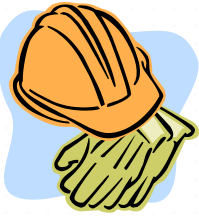
<u>PROJECT</u>	<u>TOTAL BUDGET</u>	<u>STATUS</u>	<u>CONSTRUCTION</u>
❖ Dunlap Hall Renovation	\$15.27 M	Under Construction	April 2014 - June 2015
❖ 17 th & Bristol Parking Lot	\$ 1.65 M	In Design	To be determined (TBD)
❖ Central Plant 3 Phases	\$67.9 M	In Design	June 2015 – Fall 2017
❖ Johnson Student Center	\$28.49 M	Programming	Spring 2016- early demo
❖ STEM Building	\$62.94 M	Programming	Spring 2016 – early demo
❖ *Health Sciences Building	\$41.25 M	Pending	TBD
TOTAL	\$217.50M		
Escalation	\$10.95 M		
NEW TOTAL	\$228.45M		

*State Funding Eligible \$19 M

**Includes construction, design and owner contingencies



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ACTIVE PROJECTS SCHEDULED MAINTENANCE

Door Hardware Upgrade

Project Summary:

- ▶ To retrofit door hardware across the campus.
- ▶ This work will be phased over the next several years.

Current Status:

- ▶ Work is ongoing.

Budget:

- ▶ \$184,151

Building H Painting, Window Replacement

Project Summary:

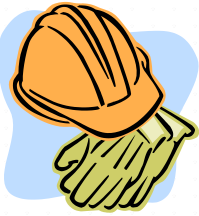
- ▶ Painting of Building H, window replacement and removal of exterior window screens.

Current Status:

- ▶ Bid documents being prepared for re-issue.

Budget:

- ▶ \$200,000



ACTIVE PROJECTS SCHEDULED MAINTENANCE

Buildings C, N, P & R Roof Repairs

Project Summary:

- ▶ To repair roofs.

Current Status:

- ▶ Pre-construction meeting took place October 16, 2014.
- ▶ Construction anticipated October 27, 2014.
- ▶ Completion anticipated December 2014.

Budget:

- ▶ \$1,111,794

Building L Roof Repairs

Project Summary:

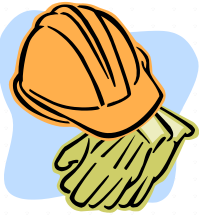
- ▶ To repair roofs.

Current Status:

- ▶ Pre-construction meeting took place October 16, 2014.
- ▶ Construction anticipated October 27, 2014.
- ▶ Completion anticipated December 2014.

Budget:

- ▶ \$61,146



ACTIVE PROJECTS SCHEDULED MAINTENANCE

CEC – Parking Lot Slurry and Re-striping

Project Summary:

- ▶ Slurry of parking lot 1-5 and restriping.

Current Status:

- ▶ Bid documents being developed for issue by the end of October 2014.

Budget:

- ▶ \$205,144



COMPLETED SCHEDULED MAINTENANCE & OTHER PROJECTS

Santa Ana College – Completed

- ▶ Building H Roof Repairs
- ▶ Football Field Reconditioning
- ▶ Year 1 Prop 39 LED Lighting Replacement



2015

SCHEDULED MAINTENANCE & OTHER PROJECTS

Santa Ana College

- ▶ Building R Exterior Painting
- ▶ Pool Discharge Rerouting
- ▶ Chavez Hall Roof Repairs
- ▶ Buildings J, R, T Plumbing Fixtures
- ▶ Buildings L, R, W Balance HVAC Systems
- ▶ Chavez Hall Window Replacement
- ▶ Building R Penthouse Floors
- ▶ Building T Exterior Painting and Handrails
- ▶ Building B, E, L Exterior Painting
- ▶ Building U Replace Skylights

State Allocation

\$1,872,322



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QUESTIONS





The mission of Santa Ana College is to be a leader and partner in meeting the intellectual, cultural, technological, workforce and economic development needs of our diverse community. Santa Ana College prepares students for transfer, employment, careers and lifelong intellectual pursuit in a dynamic learning environment.

MEMBERSHIP			
Rebecca Barnard	Mark Turner	Michael Collins	Gary Dominguez
Sarah Salas	Andy Gonis	Nilo Lipiz	Donald Mahany, Chair
Don Maus	Alistair Winter	Mark Wheeler	Ray Stowell

		Meeting Called to Order 1:00
OLD BUSINESS	DISCUSSION/COMMENTS	ACTIONS/OUTCOME/FOLLOW UPS
Alert-U Test / Blackboard alerting	Black board has an emergency alerting system is ready to go. Alistair is testing it but it should ready very soon.	Alistair reported:
FEMA / CERT Training	Don Mahany and Gary Dominguez could provide the FEMA sponsored training. The experience of the maintenance workers allows us to move along much quicker than a normal class. This class might be completed in 8 hours	Work in progress; Work with Wheeler and Heller
<u>New Business</u>		
<u>Blackboard Emergency Alerting</u>	The Blackboard alerting system is being tested and will be ready anytime.	Winter
<u>Medical Emergencies in the classroom</u>	Discussion took place about getting the word out to instructors concerning Medical Emergencies in the classroom. We had an incident where a student had a problem and the right course of action may <u>not</u> have happened. Three actions are going to be taken. 1. We will bring all documents that deal with medical emergencies to the next meeting. We will see if a new document needs to be written that explains when to call 911 or Campus	Collins/ Winter/Maus/Mahany

<u>Great American Shake -Out</u>	Security. 2) Winter and Maus will go to the Department Chair meetings and possibly the Academic Senate meeting to talk about how to handle Medical Emergencies in the classroom. Don Mahany will take whatever document we come up with to the Dean's meeting for discussion. Ray Stowell will be taking the lead on this earth quake drill	Ray Stowell
STANDING REPORTS	DISCUSSION/COMMENTS	ACTIONS/OUTCOME/FOLLOW UPS
SAC – Ray Stowell	Significant incident report;	Ray Stowell
Risk Management- Don Maus	Injury report provided. See report	Don Maus



Santa Ana College

Student Emergency Notifications

Emergency 911 or 333

STUDENT

The following is a list of emergency preparedness guidelines that should be communicated to your class at or near the beginning of the semester. The intent of this list is to prepare the class to deal with emergency situations that could occur while class is in session. You can also play this short video:

<http://www.sac.edu/StudentServices/Security/Pages/emergency-procedures-and-practices.aspx>

Point out the exits to the building.

Inform the class that there is a copy of the EMERGENCY PRODEDURES GUIDE for their reference posted in the front of the classroom. (If your classroom does not have a copy of the EMERGENCY PROCEDURES guide please notify your division secretary)

Tell the class that in case of an emergency they should call 9-1-1 from their cell phone or any campus phone. This will call outside services such as Fire, Police, or Paramedics. If they need to call Campus Safety, they can call 3-3-3 from any CAMPUS phone. If they need to call Campus Safety from their cell phone, they should call 714-564-6330. Suggest to the class that they program the number in their cell phone.

Fire Alarm:

1. If the fire alarm sounds, the class should evacuate as quickly as possible. Stay calm and leave in an orderly fashion.
2. Take personal belongings such as keys, purses, and wallets with you. You will not be allowed back into the building until it is deemed safe.
3. Do not take the elevator when evacuating.
4. Meet outside at the designated area (as indicated on the map on the back).
5. Those who are capable should assist others in this room to safety.
6. Call 911 anytime you see smoke or fire. Do not rely on someone else to call.

Earthquake Response:

1. In the event of an earth quake you should **DROP, COVER & HOLD**. Drop to the floor; take cover under a sturdy desk or table, and hold on to it firmly. Be prepared to move with it until the shaking stops.
2. Once the shaking stops, we will evaluate the need to evacuate.
3. If we do evacuate, do not take the elevator.
4. Meet in the designated area as shown on the back.
5. Take your belongings with you, as we may be dismissed from the assembly area and not be allowed back into the building.
6. Those who are capable should assist others in this room to safety.

Dangerous Person inside the Classroom:

1. Call 911 on your cell phone or campus security anytime you feel threatened.
2. If you feel threatened, you may leave the room at any time.
3. You do not need your instructor's permission to leave the room if you feel threatened. You can call 911 at any time.

October 3, 2014

Active Shooter

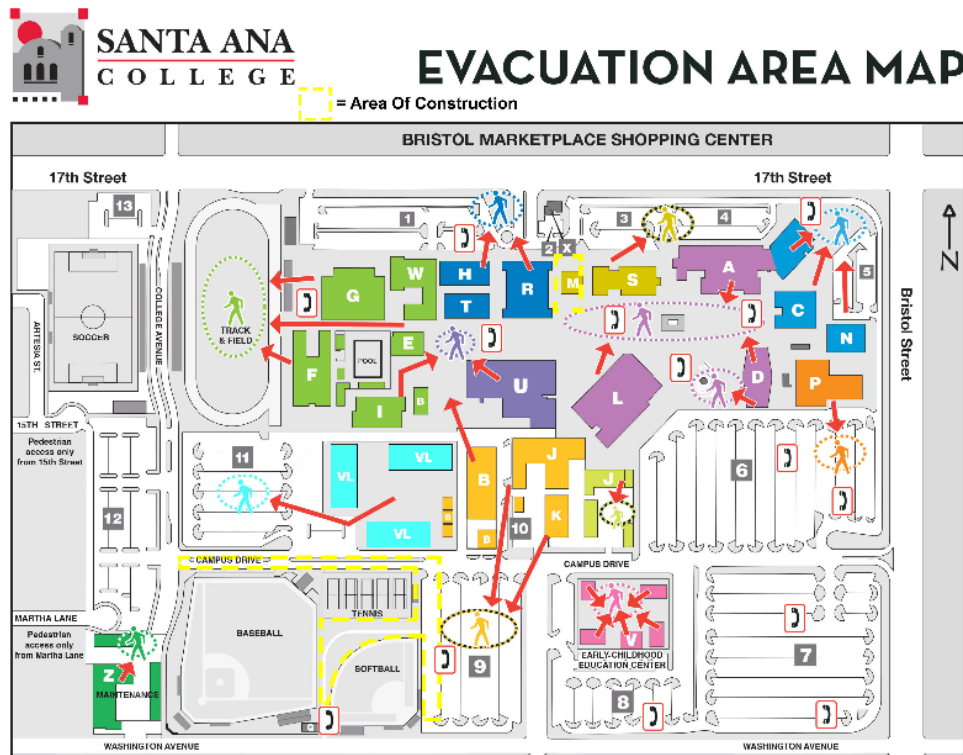
1. **Run** Get Out if you can. In general, the more distance you can put between yourself and the shooter the better.
 2. **Hide.** If you cannot get out of the area but are somewhat distant from the shooting consider hiding out and **locking down** your area as an option. You may choose to try and secure the room you are in or go to a near-by room that can be secured.
 3. **Fight.** A last option, you may choose to fight back instead of being a passive target. An individual must use his/her own discretion about when he or she must engage a shooter for survival. Creating a distraction, by yelling or throwing something at or towards the assailant might provide a momentary advantage. Quietly discuss with others in the room what you will do if the shooter enters the room.
- Watch this short video "Run, Hide, Fight"

<http://www.sac.edu/StudentServices/Security/Pages/default.aspx>

Students with Disabilities:

1. If you need assistance during an evacuation, please notify your instructor.
2. In an emergency evacuation, students with mobility disabilities will be directed to a location of safety to shelter in place, such as the top of a stairwell.
3. Safety personnel will be notified of your location, and you will be given top priority.
4. You will be safely removed from the building as soon as the elevators are secured by safety personnel.

Emergency Text Messages: Blackboard **Connect** is the **Emergency Mass Communication** platform that is used for emergency **messages and timely warnings**. Students and faculty are automatically enrolled in to this program unless they opt out. In the event of an emergency you will be notified on your **cell phone / home phone and / or email**. It also **updates all our social media platforms**. It is extremely important that your **contact information is up to date**. If you changed phone numbers you must **update your web advisor account**.



October 3, 2014