



Santa Ana College

Facilities

Meeting

October 16, 2012



SAC Facilities Committee
October 16, 2012
1:30 p.m. - 3:00 p.m.
SAC Foundation Board Room, S-215

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.

Agenda

1. Welcome and Introductions
2. Public Comments
3. Approval of Minutes – June 12, 2012
September 18, 2012
4. Standing Reports:
 - SAC Project Update – Alex Oviedo
 - M&O Report - Ron Jones
 - ADA Task Force – no report
 - Environmental Task Force – Susan Sherod
 - HEPSS Task Force – Ron Jones
5. Old Business
 - Update on the directional signage
 - Update on the Health Center
 - Update on Russell Hall mold
 - Discussion on 2012/2013 goals
6. New Business

2012/2013 Committee Goals

1. Space Utilization.
2. Assure that the space/facilities needs of all programs are recognized in the Facilities Master Plan.
3. Have an annual preventative maintenance plan in place.



SAC FACILITIES MEETING
MINUTES –JUNE 12, 2012
2:00 P.M. – 3:00P.M.

Draft for approval

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Administrators		Academic Senate		CSEA	
Jim Kennedy, Co chair	Rhonda Langston(a)	Monica Collins (a)	Karen Warner(a)	Sarah Salas	
Elyse Chaplin(a)	Sara Lundquist	Ray Hicks(a)	John Zarske , Co chair	Sean Small(a)	
Bart Hoffman (a)	Linda Rose	Susan Sherod	Louis Pedroza(a)	District Liaison	
Nilo Lipiz(a)	Sylvia Turner	Valinda Tivenan(a)		Darryl Odum(a)	Alex Oviedo
Ron Jones		Guests		Campus Safety & Security	
		Don Mahany		James Wooley(a)	
				ASG Representative	
1. WELCOME AND INTRODUCTIONS					
				Meeting called to order	
2. PUBLIC COMMENTS					
		No public comments			
3. MINUTES		DISCUSSION/COMMENTS		ACTIONS/ FOLLOW UPS	
		The May 15, 2012 minutes were presented for approval.		Approval of May 15, 2012 minutes was tabled to next month due to a lack of quorum.	
4. STANDING REPORTS		DISCUSSION/COMMENTS		ACTIONS/ FOLLOW UPS	
SAC Project Update		Alex Oviedo presented a construction update (6/12/12) to members.			
M&O Report		Ron updated the committee on the progress of repairing the domestic water pipe break behind the A building. OC Plumbing had found the leak and were replacing a long section of pipe and attaching a new pipe to it.			
ADA Task Force		No report.			
HEPSS (Health, Emergency Preparedness, Safety and Security) Task Force		Flex week preparations have been made for classes concerning ICS Orientation, How to use a Fire Extinguisher and How to assist Students during an emergency.			
Environmental Task Force		Some suggestions were made to members regarding sustainable green efforts to reduce costs. <ul style="list-style-type: none"> • Natural ventilation • Change to LED lights – 2 yr rotation • Remove grass – less water, less labor 			

5. OLD BUSINESS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Review of plans and discussion of proposal to relocate specific and student support services to the 2nd floor of the library building.</p> <p>Dr. Lundquist provided a Space Relocation matrix outlining current locations, proposed new locations, timelines and commentaries. The relocation of programs will benefit students by providing them with a more centrally located student support services hub. More discussion to follow in the fall. (Matrix attached)</p>	
6. NEW BUSINESS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	Consideration needs to be given to aligning calendars for planning purposes.	
OTHER	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Broken Water line</p> <p>There was extensive discussion on the repair of the broken water line; its implications for future infrastructure repair and budget preparation.</p> <ul style="list-style-type: none"> • Suggestions were brought forward regarding some options to consider in future planning. <ul style="list-style-type: none"> ○ Install a separate water line to allow the option of a centrally located building with water service in cases of emergency. 	



SAC FACILITIES MEETING
MINUTES –SEPTEMBER 18, 2012
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, 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.

Administrators		Academic Senate		CSEA	
Jim Kennedy, Co chair	Rhonda Langston(a)	Maria Aguilar Beltran	John Zarske , Co chair	Sarah Salas	
Elyse Chaplin	Sara Lundquist (a)	Ray Hicks	Louis Pedroza(a)	Sean Small(a)	
Bart Hoffman	Linda Rose	Susan Sherod		District Liaison	
Nilo Lipiz(a)	Sylvia Turner	Valinda Tivenan(a)		Darryl Odum(a)	Alex Oviedo(a)
Ron Jones		Guests		Campus Safety & Security	
		Jungwon Jin		James Wooley	
				ASG Representative	
				Alex Flores	
1. WELCOME AND INTRODUCTIONS					
				Meeting called to order – 1:30 p.m.	
2. PUBLIC COMMENTS					
		No public comments			
3. MINUTES		DISCUSSION/COMMENTS		ACTIONS/ FOLLOW UPS	
		The May 15, 2012 minutes were presented for approval.		ACTION The Facilities Committee approved the May 15, 2012 minutes.	
4. STANDING REPORTS		DISCUSSION/COMMENTS		ACTIONS/ FOLLOW UPS	
SAC Project Update		A report from Alex Oviedo was presented by Jim Kennedy. The progress schedule can be found at Inside SAC.			
M&O Report		The M & O report was presented by Ron Jones. <ul style="list-style-type: none"> • There were water line breaks at SAC and CEC. • A metal recycling program has been implemented. A metal bin is located in the maintenance yard. • Ballasts were replaced before school started. • Tobacco Free signs are posted and butt cans should be in place within a month. • The Tutorial center was moved over the summer. 			

STANDING REPORTS (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	Sylvia Turner discussed a need for directional signage for students. Publicizing the mobile application of the SAC map on the front page of the SAC website may be another option to help students find their way around campus.	<ul style="list-style-type: none"> • Sylvia will follow-up with El Don to obtain a directional map to be posted for students. • Jim suggested posting temporary directional signs. • Another option would be to publicize the SAC Mobile Application of the SAC Map • Signage to be on ongoing agenda item.
ADA Task Force	Elyse Chaplin reported that the entrance to the M Building is inaccessible and is currently being investigated.	
Environmental Task Force	Susan Sherod reported that the Task Force is looking into incentives and rebates from Edison for LED tube lights and natural ventilation. Jim Kennedy asked if Susan would like to attend the next Sustainability Committee Meeting at the district so that there may be no duplication in efforts between SAC and the district.	
HEPSS <i>(Health, Emergency Preparedness, Safety and Security) Task Force</i>	There was no report submitted.	
5. OLD BUSINESS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Update on relocation of student support services in the library.</p> <p>The committee received a brief update from Ron Jones on relocation of student support services in the library and Russell Hall.</p>	
6. NEW BUSINESS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>SAC Perimeter Project</p> <p>Jim Kennedy discussed the phases for the Perimeter Project. The timelines are the following:</p> <p>Phase 1 12/17/12 – 1/28/12</p> <p>Phase 2 2/4/13 – 5/17/13</p> <p>Phase 3 5/20/13 – 8/30/13</p> <p>Phase 4 11/4/13 – 12/31/13</p> <p>Also, the Plant species used for this project can be viewed on Inside SAC.</p>	
	<p>AQMD Update</p> <p>The AQMD cited SAC for not having a couple of boilers not properly registered. These boilers will be replaced to be compliant. Ron Jones is obtaining quotes for these replacements. AC Systems need to be registered to be compliant as well.</p>	
	<p>Flea situation in Health Center</p> <p>The Health Center continues to have a flea problem. The carpet may need to be replaced since the fleas have not been eradicated.</p>	Susan Sherod will send Ron Jones information about Diatomaceous which is an organic substance to help rid the center of fleas.

NEW BUSINESS (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	3rd Floor Russell Hall Mold Inspection A professional mold removing company will be coming to SAC tonight.	
	SAC Water Bill The unusually high water bill may possibly be attributed to the water leak in June.	
6. Other	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	The committee goals reviewed the goals. Please send Geni new goals and/or revisions. <ul style="list-style-type: none"> • Goal #6 sentence should be corrected to read as "known". • A possible goal would be to improve communication and collaboration regarding facilities for staff and students. 	Ron Jones will add information on criteria of the first three goals. Committee goals will be added to the next agenda.

Adjourned - 2:45 p.m.

PROGRESS SCHEDULE**PROJECT STATUS**

Bid # 1179	SAC	\$8,000,000.00	Westberg+White	SCHEDULED																								
	College Ave. /Realignment				5	10	15	20	25	30	35	40	45	50	55	60	65	70	75	80	85	90	95	96	97	98	99	100
	General Contractor	\$7,559,000.00	L A Engineering	ACTUAL																								
BOARD APPROVED	DRAWINGS APPROVED 11/9/2011	BIDS DUE 12/15/2011	CONTRACT AWARDED	8/27/2012_The first phase of work was completed on August 13th. The :President of the College officially opened the first phase parking lots in preparation for Fall student enrollment The Contractor is on schedule to complete the 2nd of 3 phases by December 2012.																								
CONSTRUCT. STARTED 2/27/2012	SCHEDULED COMPLETION 5/15/2013	REVISED COMPLETION	CHANGE ORDERS	10/1/2012 Demolition of the intersection at College Ave and 17th St. has begun. Work includes widening of College Ave. installation of wireless traffic controls, new handicap ramps, new concrete pilasters entrance monuments and new concrete pavers. (4) new concrete structures are being built and are scheduled to be completed by November 19, 2012.																								

Bid # 1194	SAC Portable Bldg. Certification	\$109,960.00	Westberg+White	SCHEDULED																								
	General Contractor			DCI	ACTUAL	5	10	15	20	25	30	35	40	45	50	55	60	65	70	75	80	85	90	95	96	97	98	99
BOARD APPROVED	DRAWINGS APPROVED 4/5/2012	BIDS DUE 5/15/2012	CONTRACT AWARDED	6/1/2012 The apparent low Bidder DCI with a Bid of (\$109, 960.00) is scheduled for the June 18th Board for approval. Work should commence the first week of July. 8/27/2012 The contractor has completed the majority of work with the exception of the mechanical attachments of the landings to the building. A Field Change Directive was submitted to DSA for review on August 10th. The anticipated time to review the FCD is 6-8 weeks. The delay does not affect classroom use, the buildings are safe to occupy.																								
CONSTRUCT. STARTED	SCHEDULED COMPLETION 8/9/2012	REVISED COMPLETION	CHANGE ORDERS	10/1/2012 DSA has requested additional Structural review by licenced Engineer in order to confirm mechanical attachment recommendation submitted in Field Change Directive (FCD). Structural Engineer has been contracted to perform structural review of landing to building attachment as proposed on Field Change Directive. Once completed Architect will resubmit FCD.																								

Bid #1180	SAC Perimeter Site Improvement	\$2,700,000.00	Westberg+White	SCHEDULED																									
				ACTUAL	5	10	15	20	25	30	35	40	45	50	55	60	65	70	75	80	85	90	95	96	97	98	99	100	
BOARD APPROVED	DRAWINGS APPROVED	BIDS DUE	CONTRACT AWARDED	8/27/2012 Plans are DSA approved and stamped. Part of the project includes work within City right of way. Meetings have been held with the City to define scope and landscape material that are proposed for this project. An agreement between the City and the District will be drafted and approved before work begins. Job walk date is scheduled for September 20, 2012.																									
STARTED	COMPLETION	COMPLETION	ORDERS	10/1/2012 Job walk conducted on September 20th with 21 people in attendance. Of those who attended 14 have downloaded or duplicated full set of plans and specifications. We expect good Bid participation.																									

Bid # 1163 Re-bid	SAC Baseball Complex Improvements		LPA	SCHEDULED																									
	General Contractor	\$305,000.00	B-One Construct.	ACTUAL	5	10	15	20	25	30	35	40	45	50	55	60	65	70	75	80	85	90	95	96	97	98	99	100	
BOARD APPROVED	DRAWINGS APPROVED	BIDS DUE 7/13/2010	CONTRACT AWARDED	8/27/2012 Project has not yet been certified and closed. Missing documents from the Architect, Engineer and Contractor are bring gathered and will be send to DSA once compiled.																									
CONSTRUCT. STARTED 9/8/2010	SCHEDULED COMPLETION 11/8/2010	REVISED COMPLETION 2/24/2012	CHANGE ORDERS	10/1/2012 Contractor and Engineer have not submitted proper forms to DSA for closeout. The District will draft a letter requesting final signatures and forms be submitted without delay.																									

Bid #	SAC		Westberg&White	SCHEDULED																												
	Book Store. Seismic Rehab.		Architects	ACTUAL	5	10	15	20	25	30	35	40	45	50	55	60	65	70	75	80	85	90	95	96	97	98	99	100				
	General Contractor																															
BOARD APPROVED	DRAWINGS APPROVED	BIDS DUE	CONTRACT AWARDED	8/27/12 Plan development nearly complete, once completed meeting will be scheduled with the Campus to review construction timeline, drawings and impact to Campus programming.																												
				10/1/12 Meeting will be scheduled with the Campus to review project scope and potential impact to the College.																												
CONSTRUCT. STARTED	SCHEDULED COMPLETION	REVISED COMPLETION	CHANGE ORDERS																													

Bid # 1187	SAC D-Bldg. Elevators / Handrails	\$7,000,000.00	HMC	SCHEDULED																								
				ACTUAL	5	10	15	20	25	30	35	40	45	50	55	60	65	70	75	80	85	90	95	96	97	98	99	100
BOARD APPROVED	DRAWINGS APPROVED	BIDS DUE	CONTRACT AWARDED	5/15/2012 Bernard's (CM team) Kevin Wilkinson (Architect) and Ron Beeler (consultant w/FPPS) presented a summary of the project to SAC Executive Committee on May 15th. The project team discussed the construction time line and how it would not affect classroom schedule or operations.																								
CONSTRUCT. STARTED	SCHEDULED COMPLETION N/A	REVISED COMPLETION	CHANGE ORDERS	8/27/2012_ DSA has reviewed and approved Fire Life Safety and Access Compliance sections of the plan. Structural review and final plan check still pending. The Structural comments required redesign of proposed stairs in order to obtain approval, no date set for final review. 10/1/12 DSA has approved plans to construct a new elevator and make repairs to the existing landing. Job walk scheduled for October 25, 2012																								

Bid #	SAC Access Points/ Wi-Fi Network			SCHEDULED																								
	General Contractor		D-4	ACTUAL																								
BOARD APPROVED	DRAWINGS APPROVED	BIDS DUE	CONTRACT AWARDED	8/27/2012 Majority of the network is functioning with the exception of the parking lots. Remaining devices are scheduled to be operational by September 14, 2012																								
CONSTRUCT. STARTED 2/13/2012	SCHEDULED COMPLETION 5/13/2012	REVISED COMPLETION	CHANGE ORDERS	10/1/2012 Wireless access points installed throughout the District with the exception of the Santiago Canyon College. Contractor has mobilized on the SCC Campus and is scheduled to be finished by December 2012																								

PROGRESS SCHEDULE**PROJECT STATUS**

Bid # 1183	SAC Video Surveillance Sec. Sys.	\$3,500,000.00		SCHEDULED																										
	General Contractor	\$ 2,905,424.00	Integrated Electrical	ACTUAL	5	10	15	20	25	30	35	40	45	50	55	60	65	70	75	80	85	90	95	96	97	98	99	100		
BOARD APPROVED	DRAWINGS APPROVED	BIDS DUE	CONTRACT AWARDED	5/15/2012 The Contractor has completed the installation of (33) cameras at SAC. All cameras are recording and monitoring activity. The Contractor was introduced to the Digital Media Center Staff and they were provided with a construction schedule for the upcoming work. The equipment will be installed in the data closet prior to wire and camera installation. 6/1/2012 Currently there are a total of (87) cameras up and operating at SAC and the underground boring work is underway.																										
CONSTRUCT. STARTED	SCHEDULED COMPLETION	REVISED COMPLETION	CHANGE ORDERS	8/27/2012 All building mounted cameras are operational. Parking lot camera installation is scheduled to be completed by September 21, 2012 10/1/2012 Parking lot cameras are installed but malfunctioning because of the heat. Engineering team will determine cause and develop a solution.																										
2/13/2012	2/13/2013			Contracor has mobilized to the SCC campus and is scheduled to complete the project by December 2012.																										

Bid #				SCHEDULED																										
				ACTUAL	5	10	15	20	25	30	35	40	45	50	55	60	65	70	75	80	85	90	95	96	97	98	99	100		
BOARD APPROVED	DRAWINGS APPROVED	BIDS DUE	CONTRACT AWARDED																											
CONSTRUCT. STARTED	SCHEDULED COMPLETION	REVISED COMPLETION	CHANGE ORDERS																											

Bid #				SCHEDULED																										
				ACTUAL	5	10	15	20	25	30	35	40	45	50	55	60	65	70	75	80	85	90	95	96	97	98	99	100		
BOARD APPROVED	DRAWINGS APPROVED	BIDS DUE	CONTRACT AWARDED																											
CONSTRUCT. STARTED	SCHEDULED COMPLETION	REVISED COMPLETION	CHANGE ORDERS																											

MAINTENANCE & OPERATIONS FACILITIES UPDATE
October 15, 2012

Preventive Maintenance Program

General

1. Air Compressors inspected and serviced (General Air Compressor)
2. Lab Fume Hoods Inspected and serviced (LCS Constructors)
3. Kilns inspected and serviced (Rizuto Kiln Repair)
4. Hydroject Sewer piping around campus (OC Plumbing)
5. Cleaned out clarifiers and storm drains (OC Plumbing)

Fire and Safety

1. SAC U/SAC CDC/CEC CDC Kitchen Ansul Systems inspected and serviced (Paraclete Fire)

Projects/Major Repairs Completed

1. The Health Center was retiled and the carpet panels on the walls were replaced and the walls painted due to age and the need to eliminate any place for flea eggs.

Future Projects/Major Repairs

1. The boilers on top of F, R, and A buildings may have to be replaced due to AQMD rule non-compliance for NOx emissions. The F building because it was not permitted when it was installed and now cannot pass current permit regulations. The R and A buildings because they are over 15 years old. We are currently determining if this is the case.



SAC Facilities Committee

Committee Goals

2011/2012

1. Monitor efforts to maintain existing buildings, infrastructure, and equipment.
2. Monitor efforts to maintain and improve campus appearance.
3. Monitor and support the goals of the approved task forces.
4. Continue to review and implement the SAC Facilities Master Plan with ancillary sites.
5. Evaluate secondary effects of renovation and/or re-purposing of space.
6. Review the ADA Transition Plan and proceed with modification to correct known deficiencies.

Review and Approved on 10/18/11