MEETING TYPE:       Date:  9/10/02
x Staff

Starting Time:  2:00 p.m.
Product/Project Ending Time:  3:30 p.m.
Special

Place:  RS-5

CHAIR:  Jerry Patton   MEMBERS Present:  Cy nthia Anfinson, Theo Brockett , Mike Ellis, Russ Filbeck, Kelley Hudson-MacIsaac, Wendy Metzger, Rick Sanchez, Jennifer Lebedeff

RECO  

ORDER:  MEMBERS Absent:  Gene Jackson, Ken Swift, ASG REP

DESIRED

Order of Agenda Items   Desired  Outcome   Resources Used   Time Allotted

A. CALL TO ORDER  

Jerry Patton

B. ROLL CALL

C. MINUTES N/A

D. UNFINISHED BUSINESS

1. Technology Remodel Checklist – No discussion

E. INFORMATION

1. Strategic Planning Council & Facilities Planning – SPC expects the FPC to develop and implement a clear process for project proposals that maintain the aesthetic appearance and improves utilization of the facilities. We need to make sure that there is access to the process and the campus understands the process. Forms & Procedures should be posted on the web.

2. Project Updates - Mike Ellis

The following is an update on the projects that were completed over the summer or are currently planned or in-work.

- Q-8/Q-9 A, B & C Office Conversions: We completed the conversions of Q-8 from storage to a two person office and Q-9A/B was converted into Q-9A, B & C, all of these are individual offices.

- Parking Lot 1 & 2 Renovations: The majority of the work is completed in the renovation of parking lot 1 & 2. The trees and landscaping will be completed in the near future. We gained the following in this renovation project: 163 new parking spaces, we can now return Lot 15 to the students for parking, we have doubled the light output in these lots-but designed it in such a way to keep the costs to a minimum, almost doubled the parking for the disabled, provided 20 visitor spaces close to the areas they will use the most, and now the parking lots are in excellent shape

- Re-roofing B & E Buildings: We completed the re-roofing of the B & E buildings, including new roofs, new gutters and downspouts, and cleaned up the roof structures.

- LS/ES Restroom Renovations: We completed the renovations in the LS/ES restrooms in the quad area. We replaced the partitions, resurfaced the floors, and installed new mirrors, paper product dispensers, new sinks and new toilets.

- Restroom Cleaning Projects: This summer the custodial crews cleaned all of the restrooms from top to bottom, the ventilation mechanics checked and increased the ventilation rates up to the current codes and a
Facilities Planning Committee

Facilities Planning Committee

few of the restrooms were painted. This is an on-going project to have all of the restrooms cleaned, painted and some renovations, depending on the available funding.

- Building Exterior Painting: The Facilities crews painted the HBET, SSC, M, S, P, and CH buildings over the summer. We still have some work to do on the P, S and CH overhangs, but are waiting for the gutters to be replaced.

- Office Renovations: We painted and replaced the floor coverings in D-8, F-30, ST-26, ST-57, F-14, and Q-9A.

- GJ-12 Classroom Improvements: We built a new housing for the data switches that were located in classroom GJ-12. These switches put out a lot of noise and heat that impacted the learning environment.

- EC-505 Storage Room Renovations: The storage room adjacent to EC 505 was divided into 2 areas, one remains a storage area, but has access from the hallway and the other is used for audio visual and special equipment.

- Student Center Construction: This project is now under construction with completion scheduled for March 2003. There were some problems with the soil compaction early on and it delayed the project, but they are now digging the footings and installing the underground utilities.

- Athletic Fields Relocation Project: The committee met and it was decided that we will proceed with the relocation of the baseball field and the development of the City practice fields, even though we are over budget. We are going to phase the projects, first phase being the rough grading of the baseball field and the complete installation of the practice field. The project is currently in back-check at DSA and once the plans are approved, we will go out for bid on phase 1.

- Gutter Replacement Projects: We went out to bid for the gutter replacement on buildings F, P, Q, ST/AA, C/D and S, over the summer and did not received a single bid for this work. Most of the companies that we talked to said our requirements were too strict or they did not do these types of gutter systems. We are trying to locate a contractor that is willing to meet our standards.

- Exterior Building Paint by Outside Contractor: We are currently out for bid, the second time for the painting of a number of the buildings on the San Marcos Campus and the classrooms at the Escondido Center. The first bid came back with a large number of math errors on at least three of the lower contractor's bids.

- Landscaping Projects: The grounds crews have been busy in the ST/AA area with the renovations to the landscape in that area. They have also kept pace with their work requests, preventive maintenance projects and other special projects. They have been "saving" the trees from Lots 1 & 2, and the area designated for the new High Tech Lab building.

- Fiscal Services Renovations: This project is scheduled to start on September 16th and will include the installation of new cashier service windows, there will now be 5 inside service windows and 1 exterior service window. The project also includes new ceilings, paint and carpet.

- Energy Conservations Projects: Cal Air has completed the majority of the lighting retrofits in all of the permanent buildings on the San Marcos Campus. The input that we received has been very positive, better light levels, better color rendition, and lower energy bills.

- West LS/ES HVAC Replacement: The replacement of the HVAC systems in the west side of LS/ES has been completed. In addition to new reliable units, they are also the most energy efficient units on the market. A plus in two ways.

- ST/AA HVAC Replacement: There are 5 old HVAC units on the roof and the unit that supplies heating and cooling to the lower levels of Staff Wing 3 & 4 is going to be replaced this month. The work will be scheduled on the weekends or other times to minimize the impact to the office environment.

- SSC HVAC Replacement: This project is on hold, until the completion of the Student Center project. The consultants have been developing the moving plans to make the project go very smoothly.

There are a number of other projects in the design or planning phase that have not changed since our last meeting in the Spring.

3. **Student Union Project** – covered in Mike’s Report

4. **High Tech Building** – Construction Documents will be submitted to DSA in October, construction is anticipated to begin Summer 2003. The pallet of colors and materials were available to view.

5. **Educational & Facilities Master Planning Task Force** – The Educational & Facilities Master Planning Task Force has identified several different scenarios for the future of the District. The scenarios identify potential
sites for additional centers and/or campuses. The Task Force will be narrowing the options to present to the Governing Board.

F. NEW BUSINESS
1. **EME Renovations** – Mike Ellis has been working with Norma Bean & EME to develop a proposal for renovations in the 600 wing of the Escondido Center. The proposal would relocate the EME offices into the 600 wing near the classrooms it uses. The Police would move to the wing north of the main building.

2. **Timberframe Relocation** – Mike Ellis informed the committee the Timberframe structure that was located in the Friendship Garden was relocated to North of the Library. The renovations in Parking Lot 1 necessitated the move. The area north of the Library will be developed into the new Friendship Garden.

G. OTHER ITEMS
1. **Police Department Relocation** – The Police Department will be relocating back to the San Marcos Campus from Santar Place. They will be located in the Facilities Yard/ Parking Lot 9 area. The existing building will be removed from the front of campus. An Information/Police Kiosk will be placed at the front entrance. The relocation is planned for a January completion.

2. **Theatre Renovation** - Mike Ellis has been approached by the Theatre staff to assist in the renovation of the Theatre house/lobby areas. The Theatre has received $50,000 from Pam Slater to fund the renovations.

H. ADJOURNMENT

The meeting was adjourned at 3:35 pm.