A meeting of the Facilities Planning Committee was held on Tuesday, March 11, 2003, at 2:00 p.m., in Room RS-5.

Call to Order

Jerry Patton called the meeting to order at 2:07 p.m.

Roll Call

Members Present: Cindy Anfinson, Theo Brockett, Mike Ellis, Russ Filbeck, Terry Gray, Kelley Hudson-MacIsaac, Jennifer Lebedeff, Rick Sanchez and Mark Vernoy

Members Absent: ASG Representative, Norma Bean and Ken Swift

Recorder: Donna Renner for Jo Anne Giese

I. Approval of Minutes

The proceedings of the meeting of February 25, 2003 were approved (Sanchez/Brockett). None opposed.

II. Action Items/Second Reading

There were none to report.

III. First Reading

A. ETV/CCCSAT Proposal

Kelley distributed copies of the ETV/CCCSAT proposal to the committee members. Mike briefly described the proposal.

The department is requesting that the front office be remodeled to accommodate 24/7 network operations staff; provide additional office space for classified staff; accommodate links to the UCP/4CNet for direct broadcast or archiving on the video server and integration for CCC Confer, West Coast server-activities and video conferencing.

The department is also requesting the Network Operations Center/physical plant be remodeled to provide an integrated infrastructure for CCCSAT video servers and DCP (Digital California Project)

The concern we have with their proposed plan is that it is non-ADA compliant (area is very tight for ADA access – there is no direct exit path/fire exit).
Bob McQuead, a local Architect, has conducted a walk-through of ETV/CCCSAT and he will give us a proposal and any concerns regarding this project by Friday, March 14, 2003. Kelley asked if the Fire Marshal should be brought out now to review this proposal but Mike felt that we should wait until after we receive Bob McQuead’s plan.

Source of funding for this proposed project will be covered by e-Conferencing/C CCCSAT grant monies.

Mark asked if CCCSAT leaves will the college be able to utilize this area. Kelley will contact Connie Rodriguez regarding this question and bring back a response to our meeting on March 25, 2003.

B. Room Numbering – Escondido Center

Kelley shared that a decision was made not to re-number the classrooms at the Escondido Center. Emergency Medical Education will be assigned the room numbering sequence of 610A, 610B, 610C, 610D.

In other news, Kelley shared that Don Thompson is currently working on putting our existing campus map system into a “Thomas Guide” type format.

The committee briefly discussed the possibility of putting into action the signage task force that was instrumental several years ago in obtaining the large building signage and the proto-type signage on the light poles we now have here on the San Marcos campus. The committee expressed an interest in supporting this task force.

C. Facilities Planning Committee – Name Change

The Strategic Planning Council has requested that the Facilities Planning Committee change their name. Suggestions made were:

- Facilities Review Committee
- Capital Outlay Committee

Committee members were directed to send their suggestions to Kelley Hudson-MacIsaac prior to our next meeting on March 25, 2003.

IV. Discussion Items

A. Project Updates – Mike Ellis

**Student Union** – The Contractor is still behind schedule. There have been continuous problems with this project. Completion date is now scheduled for April 30, 2003. The contractor has threatened to stop work. Jerry shared that the college’s next step will be to go into arbitration with the contractor and the architect to resolve issues plaguing this project.

This project is affecting the SSC HVAC project which will not start until May 2003.

**Athletic Fields** – The DSA approved plans and specifications are on the Governing Board agenda for tonight’s meeting. The bid will be done in phases. There will be a biologist on-site to make sure that we do not disturb the endangered species nesting sites from March through August. There will also be an archaeologist and a paleontologist on-site during this project.
High Tech Science Building – The plans are in final review. A stamped set will be
sent to Sacramento in March 2003. Once this process has been approved we will receive
an approval to proceed to bid. We hope to have the bid on the street by mid-April 2003
with the contract being awarded in June 2003. Project start date: July 2003.

SSC HVAC – The vendor, Cal-Air, is currently working on the plans and they hope to
reduce the timeline from eight weeks to four weeks per phase. The vendor will provide
firm dates when we meet next week with the Student Services staff.

In-House Project - Mike shared that Facilities crews will be making minor repairs (and
painting) to the buildings surrounding the Student Center so they will be aesthetically
pleasing when the Student Union opens in May.

B. Educational and Facilities Master Plan Update

Mike shared the latest draft of the projected master plan for the campus. The campus
community can peruse these documents through the following website:
www.palomar.edu/masterplans.

- Phase 1 Advanced Technology Building
- Phase 2 Planetarium and Archaeology Museum
- Phase 3 Multi-disciplinary Building/Remove B Building
- Phase 4 Relocate Maintenance & Operations to LOT 14
- Phase 5 New pool/gym for Physical Education/DOME Remodel
- Phase 6 New Tennis Court, Softball Field, Practice Fields
- Phase 7 Parking/Road Improvements
- Phase 8 Combine Library, Humanities and Language Arts into two buildings/P
Building Remodel
- Phase 9 New IT Building, southwest of T Shop
- Phase 10 Renovate Library Building/move Student Services into Library Building
- Phase 11 Renovate Student Services Center/Move Administration into building
(President’s Office, All division Vice-President’s, all division Deans and some
Administrative Services departments).
- Phase 12 Remodel Student Center
- Phase 13 HBET Addition and Remodel
- Phase 14 Math, Engineering and computer Drafting
- Phase 15 New Fine Arts and Music Complex
- Phase 16 Relocation Child Care Center to Arboretum or LOT 5
- Phase 17 Parking/Road Improvements
- Phase 18 Parking/Road Improvements
- Phase 19 General Instruction Building
- Phase 20 Parking Structure

Mike indicated that some of these phases will be completed at the same time.
C. Facilities Condition Assessment

Mike gave a brief description of the Facility Condition Assessment Report completed by 3DI Corporation. This report is to help document the need for funding the necessary replacement and upgrading of facilities within California’s community college districts and to assist districts in preparing for bond issues. 3DI conducted a visual inspection of fifty-nine (59) of the existing PCCD facilities to identify the condition and to estimate the cost to perform the necessary repairs and renovations.

The generally accepted range of Facility Condition Index (FCI) for establishing a buildings condition is show below. This standard has been adopted by the Building Owners and Managers Association, the Council on Education Facilities and the American University Planners Association, and a number of other national facilities groups.

<table>
<thead>
<tr>
<th>Condition</th>
<th>FCI</th>
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</thead>
<tbody>
<tr>
<td>Good</td>
<td>0 to 5%</td>
</tr>
<tr>
<td>Fair</td>
<td>6 to 10%</td>
</tr>
<tr>
<td>Poor</td>
<td>10% and above</td>
</tr>
</tbody>
</table>

The results of 3DI’s assessment: the estimated initial cost to repair these fifty-nine facilities totals $43,406,047. The overall FCI rating of 27.03% for the fifty-nine buildings assessed means that, in general, the facilities are in poor condition. This is to be expected due to the age of the buildings, nineteen of which were built prior to 1970. Only nine of the fifty-nine buildings have an FCI less than 10%, the range for good or fair condition. Thirteen buildings have FCI ratings in excess of 50%. When the FCI is greater than 70% the building should be considered for replacement, as opposed to investing the substantial costs to repair a 30 to 40 year old building with systems well beyond their useful lives.

The overall FCI of the facilities in the Palomar College is 27.03%, typical of what 3DI finds for facilities of similar age and function across the nation. While this is a “poor” FCI (as defined by the APPA) the facilities are generally well maintained.

The comprehensive facilities assessment performed for PCCD is a detailed visual, non-destructive, inspection of each building. The survey assessment is a comprehensive room by room inventory of defined key elements and characteristics. The result of the inspection is a populated database that catalogs every deficiency costing over a certain value. Running parallel with this agreement is an information technology project referred to as FUSHION (Facility Utilization, Space Inventory Options Net) which will design and deliver a centralized database and software in which the facility condition assessment data will reside and be used and managed by the districts to better manage their real asset portfolio. Every improvement made on campus must be updated in this document.

V. Other

There was none to report.

Meeting adjourned at 3:13 p.m.

The next meeting will be held on Tuesday, March 25, 2003.