



GROSSMONT COLLEGE
Facilities Committee
Dec 2, 2020
9:30am-11:00am
Location: Zoom
MEETING NOTES

Purpose The Facilities Committee identifies, prioritizes and advocates for the facilities needs and services. It makes recommendations to the College Council for the strategic direction and implementation of facilities priorities. These recommendations address facilities policies and procedures, prioritization of facilities requests from annual unit plans*, facility requirements for existing programs, and projected facility needs of the college for the future. The committee will ensure that its recommendations are consistent with the objectives and recommendations established in the Facilities Plan, Strategic Plan, Educational Master Plan, and other supporting plans and reports (five-year capital outlay plan, use of space, scheduled maintenance, state and federal reports, etc.).

CO-CHAIRS	ASSOCIATED STUDENTS OF GROSSMONT COLLEGE	ADVISORY
<input checked="" type="checkbox"/> Loren Holmquist	<input checked="" type="checkbox"/> Cadence Dobias	<input checked="" type="checkbox"/> Marshall Fulbright
<input checked="" type="checkbox"/> Randy Abshier	<input type="checkbox"/> Benjamin Blevins	<input type="checkbox"/> Marsha Gable
		<input checked="" type="checkbox"/> Nedra Brown
		<input checked="" type="checkbox"/> Reyna Torriente
		<input type="checkbox"/>

ACADEMIC SENATE	CLASSIFIED SENATE	ADMINISTRATORS' ASSOCIATION
<input checked="" type="checkbox"/> Randy Abshier	<input type="checkbox"/> Andy Timm	<input checked="" type="checkbox"/> Lorena Ruggero
<input checked="" type="checkbox"/> Malia Molina	<input type="checkbox"/> Keith Turner	<input checked="" type="checkbox"/> Jacob Angelo

EX-OFFICIO	RECORDER
<input checked="" type="checkbox"/> Patrice Braswell-Burris	<input checked="" type="checkbox"/> Patty Sparks for Colleen Parsons
<input checked="" type="checkbox"/> Bill McGreevy	Guests: Ryan Althaus

ROUTINE BUSINESS	
Welcome and Introductions – Randy Abshier	Randy welcomed committee members and noted this is the last meeting for this semester.
Additions/Deletions to Agenda – Randy Abshier	No additions.
Approve Meeting Notes & Follow-up – Randy Abshier	To be approved at a later date.
5-Minute Public Comment – Randy Abshier	No public comments.

NEW BUSINESS	
51/55 Planning – Marshal Fullbright	<p>Fullbright provided the following information:</p> <p>Discussion: The footprint of Buildings 51 and 55 will remain the same, meaning the square footage does not change. Issues arise as these two buildings are the oldest on campus and will need to meet different requirements from the original design. There is a finite amount of space to work with. Square footage per student is 20 feet. If we are adding square footage per student/person, then capacity becomes smaller.</p> <p>There is 14,636 sq. ft. for lecture space, 4,424 for lab space, small spaces for library, media, and offices. The architects came back with plans, all with a loss of classrooms. The current spacing standards decreased the number of rooms. Removing the tiered space (51-575) would require an additional cost of \$250,000.</p> <p>Currently in Buildings 51 and 55, there are 26 instructional spaces, 8 of those with capacity under 50, 12 with capacity of 50 or more, one large tiered classroom (51-575), and 5 lab spaces. The architects came back with a multitude of options.</p> <p>Fullbright provided a document for the Committee to review on screen which reflected options A thru U. Options A through E appear to keep the tiered classroom.</p> <p>Discussions: Trying to find a balance is proving difficult. There are 35 rooms on campus that can be used for larger classes. If we have to relocate larger classrooms in other areas it could free up space. Over the last six to seven weeks many discussions have taken place and when we come up to a decision it will be based on equitable for all across the campus and shifting priorities to student success. If we lose capacity in these spaces we have classrooms available on the campus. Reductions of rooms does not always mean reduction in growth. We are not reducing access as there are a number of classes not at full capacity and scheduling changes can be made.</p> <p>Question: Molina asked “How will the pandemic affect impacts on physical space efficiencies?” Fullbright: The idea of having hybrid classes and alternative scheduling is something we need to consider. We can free up an immense amount of space with re-designing courses. It will require discussion.</p> <p>Torriente stated that keeping 51-575 is best as we have lost 3 large capacity instructional rooms in Building 36. Further, some of the rooms with inefficiencies, may have equipment required to be there for that class and if moved would require the Facilities folks to move equipment. Fullbright stated those kinds of moves may not happen.</p> <p>Building 53 was discussed however that Building would be funded by another bond measure and is more long-range for discussion.</p> <p><i>No action taken.</i></p>

<p>200s Complex update – Bill McGreevy</p>	<p>McGreevy stated that there were many task force groups who worked with architects to look at what was needed by the various departments and review some basic design options. Discussions included furniture options. Then focus has switched to Building 36 and Buildings 51 and 55 remodel projects.</p> <p>The District re-engaged with the architect firm and asked them to come up with a couple of new options for the 200 complex. There will be some updated options coming forward. McGreevy messaged Vice Chancellor Business Services asking for details but has not heard back yet. It was noted that the designs are not final and timing allows for more discussion.</p> <p>Molina suggested that Ceramics be a part of Sculpture and 3D Design in the new 200 Complex design. McGreevy agreed to share with District to be factored in. Molina also questioned if new construction considered Covid requirement/limitations if legislated (Ed Code). No Ed Code changes are happening, normally local government provides guidance/regulations.</p> <p><i>No action taken.</i></p>
<p>Prioritize the Facilities Project Requests – Loren Holmquist</p>	<p>Holmquist provided the Facilities Project Request Form to the Committee members prior to the meeting. After an overview of the score card, it was agreed that each member provide their score cards independently. The Constituency Groups and the Ex-Officio members are the voting members, with the Advisory Group having their voices heard. The Constituency Group votes will be averaged and should only one member vote within their constituency, that vote will be counted twice.</p> <p>Question: Director’s Report section. Can a member use the Director’s Report number or use their own? Answer: A member does not have to use the Director’s number and can use their own.</p> <p><i>Action taken: Committee agreed to submit scorecards individually and then have their scores averaged by constituency groups. Constituency and Ex-officio members are voting members. Advisory group members submit scorecards as their voices are important to the process.</i></p> <p><i>Loren will send an email confirming process.</i></p>
<p>COMMITTEE REPORTS</p>	

Construction Update – Loren Holmquist

Item heard first at 9:32 a.m.

Holmquist provided a PowerPoint presentation for the Committee to follow. The PowerPoint presentation will be posted with these meeting notes on the Facilities Committee Webpage.

Building 36: The building is demolished. Construction will begin February 2021 with an estimated completion date in September 2022. New Building pictures were displayed.

Building 10 Chill-Waterline: Selected an engineer and will go to bid March/April with an approximate completion date in June.

Parking Structure: Veneer brick being replaced. Working with the architect and contractor to complete punch list.

ADA-38C Restroom: Nearly complete. Burris-Braswell toured the new facility. There is an electronic panel to swipe cards for entrance and should there be a power outage, and alternative energy (a battery back-up) will be placed behind the portable. This specialty restroom was moved to this area as placing a specialty restroom in Building 36 required more space and redesign.

Performing and Visual Arts Complex: There are some landscaping issues with plants dying. Gallery has issues and they are being addressed. The Gallery is not officially opened yet. Employee experienced “buzzing” lights and other issues. These issues are covered under warranty (2-year warranty). Working with Gafcon to address the issues. Any issues with the PVAC should be reported to Dean Castellaw. Castellaw will contact Holmquist and he will report issues with Gafcon.

Solar: Solar panels and equipment will be placed in Lot 7, Lot 4 and 4A. This project will garner 80% energy offset. The selected contractor (DSA PC Designs) will complete the work and maintain the solar panels and equipment. There is a battery storage system that will be located in the Facilities Area.

Question: Is it possible to run a network cable from Building 80 to accommodate WiFi
Answer: No details at this time. Questions can be directed to Ken Emmons, District Facilities Director as he is the point person on the project.

Draft Construction Time-Lines:

ADA Restroom (Nearly completed)

Building 10, Chiller Water Replacement - July 2021

Building 36 Demolition – Completed

Building 51 and 55 renovations

- Design Task force happening now through April, 2021
- Will go out for public bid 4/1/21
- Construction Start - August, 2022

Solar – Survey in progress

Padre Dam Water Meter Replacement. Delayed to sometime in 2021.

- Water pressure is too low on campus. Gallons Per Minute (GPM) is approximately half what it should be. A new Master Pump is needed. Working with Padre Dam.

Building 51A Sodexo Grab-n-go. A small 10 x 20 structure – Still in progress.

Construction Projects on Hold:

Buildings 21, 27 and 41 Boiler Repair (Heat and Hot Water).

Building 500 HVAC – Chiller is “shot.”

Building 42 – Lower gym floor and ceiling. Recommendation is to get this project done sooner than later as it is a heavily used area.

Fire Hydrant replacements

	<p>Fire Hydrant Bollards – The yellow poles around the hydrants for protection. Fire Sprinkler and Emergency Lights Water Heater Replacements – about 12 that need to be replaced around the campus. Main Chiller Plant – on going issues. Building 10 Welcome Desk – Have design but on hold. Building 30, Room 128 Countertop Pool Deck Repair – tripping hazards, etc.</p> <p>It was noted that construction holds are due to funding and Covid restrictions.</p> <p>Holmquist clarified that Facilities Project Requests are scored by the Facilities Committee, but all requests go from Facilities Committee to College Council – the list presented today will go to the College Council January 28, 2021 and then to the College President for final decision. The College President is the final decision maker.</p> <p>If Facilities Project Requests require general funds, prioritization has to be made. Emergency issues are addressed differently.</p> <p><i>No action taken.</i></p>
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DISCUSSION

Prioritize the Facilities Project Requests – Loren Holmquist	
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FOR CONSENSUS

Approving Meeting Minutes	
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FOLLOW-UP

Who	Item	Timeline
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<p>1. WORK AHEAD</p> <ul style="list-style-type: none"> •

NEXT MEETING: February 3, 2021

Committees are to establish norms

In order to create valued outcomes, a commitment to participation, dialogue, and the pursuit of value in the form of useful output by all is necessary. It is acknowledged that there are power dynamics in a room. Work must be done to create the equitable and inclusive environment sought for effective and active participation. To do so, council/committee members will establish behavioral norms that include the following meeting rules of engagement, make use of meeting tools, and respect the roles of each member.

Rules of Engagement

In participatory government, a high level of collegiality, respect, and civility is expected. Those expectations include the following rules:

- There is no rank in the room when at the committee table. All participants are treated as peers, both between constituencies and within constituencies.
- Speakers will be heard one at a time and without interruption. Participants will allow for moments of silence for thought and other viewpoints. In consideration of hearing all feedback, members should be mindful of how often and how long they speak. Equity in consensus building means including diverse perspectives at all levels of the organization.
- Members will be engaged and contribute, and challenge ideas, not people. All meeting attendees will be respectful/civil in their comments, responses, and body language.
- Members will listen to others, and seek to focus on the merits of what is being said, while making a good faith effort to understand the concerns of others. Council/committee members are encouraged to ask questions of clarification.
- Each person reserves the right to disagree with any proposal and accepts responsibility for offering alternatives that accommodate individual interests and the interests of others.
- All members should be mindful of the language used in discussions, including use of "I" statements instead of "they" attributions to relate anecdotal evidence or experiences. Members are encouraged to use an asset-minded approach that focuses on what works and how something can be done. This is in contrast to a deficit-minded approach that focuses on the negative and why an initiative, idea, or project can't get done.
- All council/committee members will be aware of the purpose and responsibility of their committees. When issues arise in discussion that are not supported by the committee's charge, the chair will identify the proper council, committee, or constituency group leadership for review, and forward the issue for consideration.
- Once consensus is reached after deliberation, council/committee members will support the group's recommendation.

WELCOME TO THE FACILITIES COMMITTEE

NOTE:

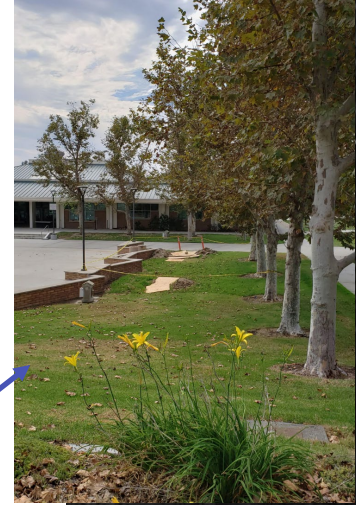
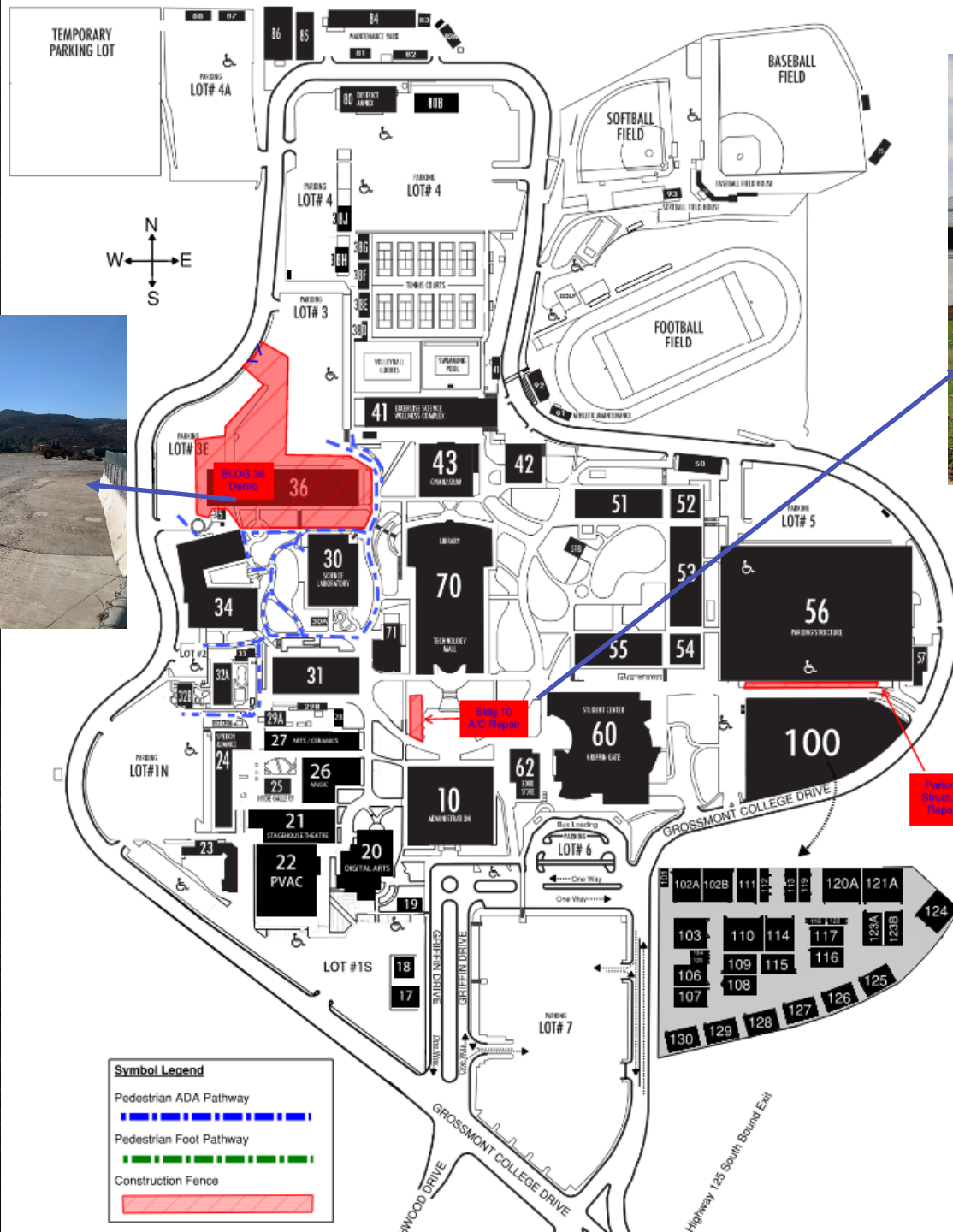
The following slides
are not approved
technical documents.

Reference only.

FACILITIES COMMITTEE AGENDA

1. Introductions – Randy
2. Agenda – Additions/Deletions - Randy
3. Approve Meeting Minutes – Randy
4. 5-Minute Public Comment – Randy
5. **Construction Update - Loren**
6. 200 Complex Update – Bill McGreevy
7. Bldg 51/55 Planning – Marshall Fullbright
8. FPR Prioritization – Loren & Randy

DATE 12-2-20



BLDG 36 Dem.

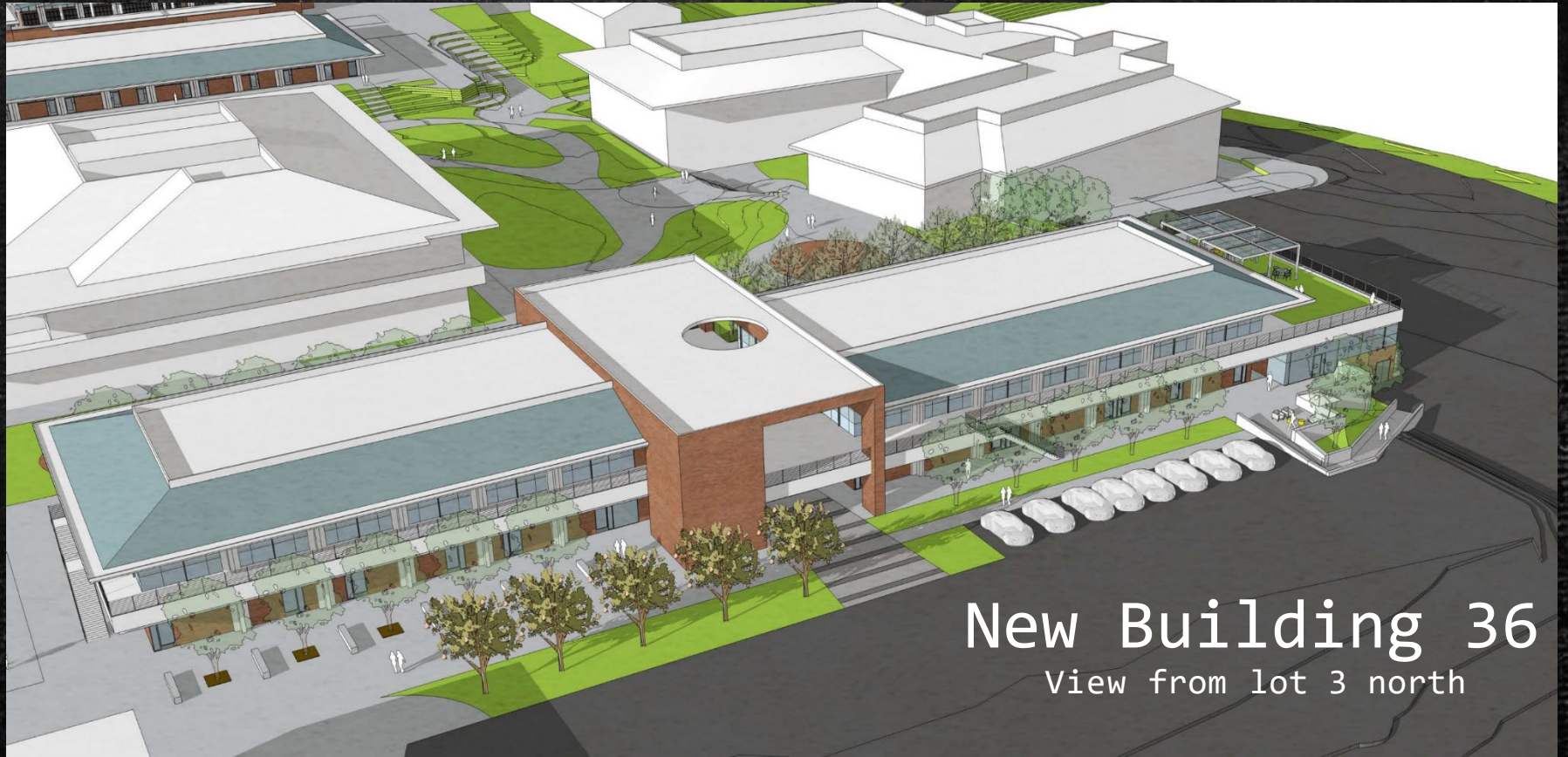
BLDG 36 Repair

Paving Structure Repair

Bldg 36 Demolition Completed



New Construction Starts Feb 2021



New Building 36

View from lot 3 north

ADA Specialty Restroom Building 38c Completed





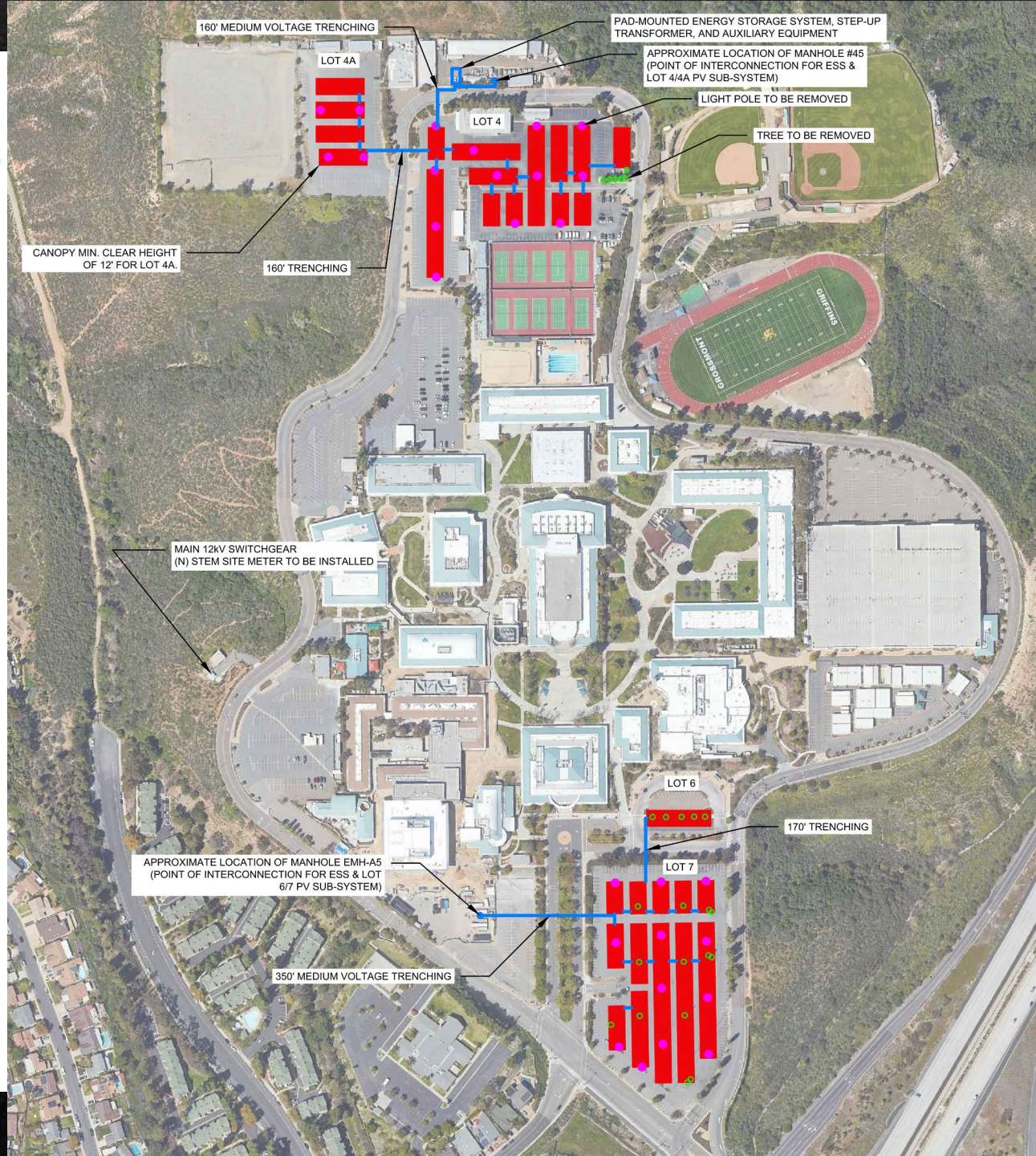
System Metrics:

- Size: 3,659
- Energy Offset: 80%

Design

- DSA PC Designs
- POCC: 12KV Loops
- 100% Double Bay
- Title 24 LED Lighting
- Shade/Security
- 12' minimum clearance
- Painted Canopies

Electric Vehicle Charging Stations Lot 7



Draft Construction Timeline

- New specialty ADA restroom = Completed
- Bldg 10 CHW replacement = July 2021
- Bldg 36 demolished = Completed
- Bldg 36 new construction= Feb 2020 – Sept 2022
- Bldg 51 & 55 renovations
 - Design task force thru 4/1/21
 - Out to bid 4/1/21
 - Construction start Aug 2022
- Solar = Survey in progress
- Padre Dam water meter replacement = 2021
- Master Pump = 2021
- Bldg 51A Sodexo Grab-n-Go

Projects On Hold

- Bldg 21,27, & 41 boiler repair
- Bldg 500 HVAC
- Bldg 42 fix lower gym floor and ceiling
- Fire hydrant replacement
- Fire hydrant bollards
- Fire sprinkler and emergency lights
- Water heater replacements
- Main chiller plant issues
- Bldg 10 welcome desk
- Bldg 30-128 countertop
- Pool deck repair

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Bldg. 51/55 Options Overview

Option from HMC	Overall Efficiency <small>(Classroom Utilization Range):</small>	Total Teaching Units:	Classrooms at 35	Classrooms at 54	Tiered Classroom/s (50+)	Labs at 35
Other Rooms on Campus			35 (30-49)	31 (50+)	2	n/a
Current 51 & 55	Pre-Remodel	26	8 (under 50)	12 (50+)	1	5 (various)
A	95.7%	16	8	3	1	4
B	100.1%	17	10	2	1	4
C	93.4%	16	9	2	1	4
D	97.9%	16	7	4	1	4
E	97.8%	17	11	1	1	4
F	99.9%	18	11	3	0	4
G	99.8%	19	15	0	0	4
H	97.7%	18	12	2	0	4
J	95.5%	17	9	4	0	4
K	95.4%	18	13	1	0	4
L	95.8%	15	1	10	0	4
M	100.1%	16	3	9	0	4
N	97.9%	16	4	8	0	4
P	95.6%	16	7	5	0	4
Q	100.0%	17	6	7	0	4
Q (Alt.)	100.0%	18	6	7	0	5 (at 28)
R	98.0%	15	3	7	1	4
S	95.8%	15	4	6	1	4
T	96.9%	14	1	8	1	4
U	93.5%	15	5	5	1	4

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HOW TO FILL OUT THE FPR SCORECARD

DIRECTOR'S REPORT

SCORECARD

FPR - Facilities Project Request Score Grid - Facilities Committee

Project Title: _____ Date _____
 FC Member: _____ FPR # _____
Possible Criteria Scores: (High) = 4, (Good) = 3, (Fair) = 2, (Poor) = 1, (Zero) = 0

REFER TO QUESTION	CRITERIA	CRITERIA SCORE	MATH	WEIGHT	SUBTOTAL
Impacts:					0
1	3	Direct/indirect positive impact on students	0	x 6	0
2	Director's Report (1)	Construction impact on students/staff	0	x(-) 2	0
3	3	Impact If Not Implemented	0	x 1	0
4	5	Continual impact on other depts., services, programs	0	x(-) 2	0
5	Director's Report (2)	Continual impact on Facilities/Ops	0	x(-) 2	0
6	Director's Report (3)	Construction impact on Facilities/Ops	0	x(-) 2	0
7	2	Addresses health & safety	0	x 4	0
8	6	Sustainability	0	x 1	0
9	6	Accessibility	0	x 1	0
10	1,2,5	Project Physical Feasibility	0	x 4	0
11	Director's Report (4)	Project Physical Feasibility	0	x 4	0
Recommendations of:					0
12	4	College or District Facilities Master Plan	0	x 4	0
13	4	College Strategic Plan (or District)	0	x 4	0
14	Director's Report (5)	Director's Recommendation	0	x 0	0
Cost:					0
15	7	One-Time Cost Effectiveness	0	x 3	0
16	7	Projected Long-Term Effectiveness	0	x 4	0
17	7	Funding and availability	0	x 5	0
18	7	Cost Feasibility	0	x 4	0
19	Director's Report (6)	Cost Feasibility	0	x 2	0
Timeline:					0
20	8	Immediate Emerging Need	0	x 5	0
21	8	Long-term Solution	0	x 3	0
22	8	Project Start/Finish Feasibility	0	x 5	0
23	Director's Report (7)	Project Start/Finish Feasibility	0	x 3	0
Total Possible Projects Total Score					260
Comments:					0

FPR Director's Report		Date	9/9/2017	FPR#	2020 - 8
Project Name: My Project		Ph#	0	Description	
Dean: 0		Ph#	0	Email 0	
Contact: Pat Murry		Ph#	0	Email Pat.Murray@gcccd.edu	
DEPARTMENTS	COST	COMMENTS			
GC Facilities	\$10,000				
Dist. Facilities	\$0				
Dist. IS	\$0				
AV	\$0				
Inst. Ops					
FUSION					
TOTAL ESTIMATE COST		\$13,500	Including Public Works & Engineering		
POSSIBLE COST REDUCTION		\$0			
TOTAL COST WITH REDUCTION		\$13,500			
<i>Possible Criteria Scores: (High) = 4, (Good) = 3, (Fair) = 2, (Poor) = 1, (Zero) = 0</i>					
(1) CONSTRUCTION IMPACT ON STUDENTS/STAFF		2			
(2) CONTINUAL IMPACT ON FACILITIES/OPS		1			
(3) CONSTRUCTION IMPACT ON FACILITIES/OPS		1			
(4) PROJECT PHYSICAL FEASIBILITY		4			
(5) DIRECTOR'S RECOMMENDATION		4			
(6) COST FEASIBILITY		4			
TIME TO COMPLETE		1 week			
(7) PROJECT START/FINISH FEASIBILITY		4			

FPR

PLACE SCORE 0-4 IN THIS COLUMN

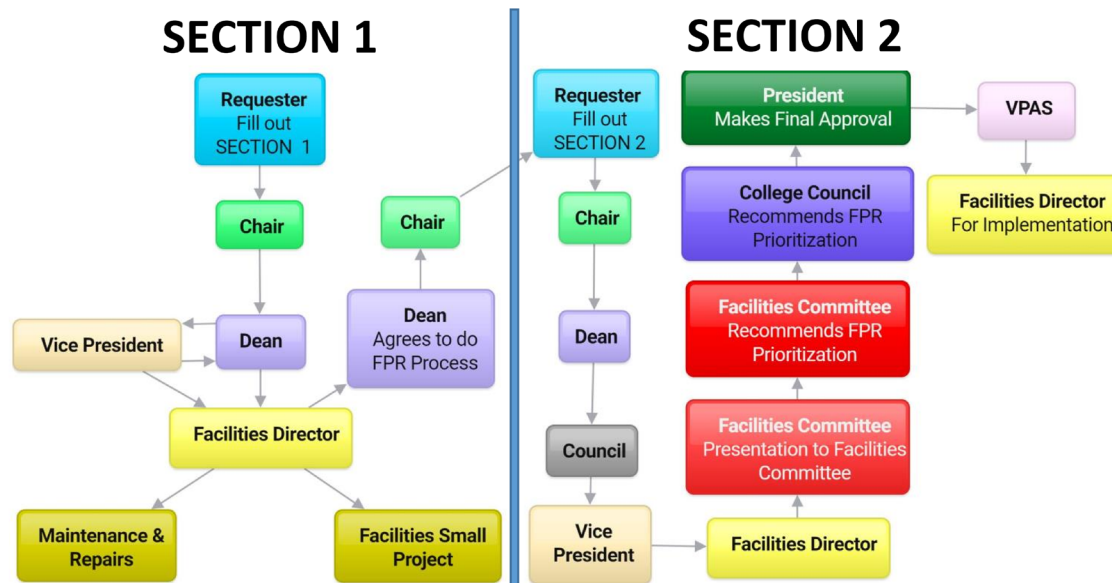
Facilities Project Request (FPR) – Grossmont Facilities Committee

SECTION 1 – Condensed Summary: This section is to determine if the request should go through the FPR process and allows for an initial cost/impact analysis and/or fast track to Maintenance/Operations. Provide a brief summary of the project by completing the items below and submit to your Chair/Supervisor.

Requestor/Primary Contact: _____ Phone Extension: _____
 Department/Program: _____ Date: _____
 Brief Project Name: _____ Project Number: _____
(Brief phrase identifying need such as "Foreign language lab space expansion")
(Facilities Director fills this in)
 Project Location (building/room number): _____

- Project Description (please be specific, thorough, and attach a drawing or sketch of the proposed project if possible): _____
- The project relates to or involves: (check all that apply):
 - Audiovisual, computers, data, software or phones
 - Building/structure modification or new construction
 - Electrical, mechanical, plumbing
 - Extensive labor/time for Facilities/Maintenance staff
 - Landscape/outdoor project
 - New furniture (not for individual offices)
 - Reconfiguration of furniture
 - Reconfiguration of the layout of a shared space
 - Other (i.e., health/safety – please explain): _____
- State briefly how this project affects students and how many will be directly affected: _____
- List how this project has been planned for (i.e., within Program Review, Facilities Master Plan, Strategic Plan, new program or new curriculum): _____

(FPR) Facilities Project Request - FLOWCHART



STEP 1 Fill out **SECTION 1** Facilities Project Request (FPR) form. SECTION 1 is a prerequisite to starting the FPR process that goes through the Facilities Committee. Follow the flowchart for approvals and signatures.

STEP 2 Fill out **SECTION 2** Facilities Project Request (FPR) form after SECTION 1 signatures are completed.
NOTE: The scope of work may have changed from SECTION 1. Follow the flowchart for approvals and signatures.

STEP 3 The Facilities Committee may ask for a brief presentation/Q&A.

FPR TIMELINE FOR 2019

Mar 15 Facilities Director sends out FPR form to the campus

April 3 Requester turns in **SECTION 1** to their Chair/Supervisor

April 12 Dean turns in **SECTION 1** to Facilities Director with signatures from Chair/Supervisor, Dean/Director, and VP

May 24 Vice President turns in **SECTION 2** to Facilities Director (If Approved) with signatures from Chair/Supervisor, Dean/Director, and VP along with the Council (AAC, ASC, SSC) review date

June, July & August - No Facilities Committee meeting -

Aug 19 Facilities Director sends out FPR reports and scorecards to the Facilities Committee

Sept 4 First Facilities Committee meeting after summer and the start of the FPR prioritization

Nov 6 Facilities Committee recommends FPR prioritization to College Council

Nov College Council recommends to President

FPR 2021-01 Biology Cabinets

History for the needed cabinets

- Three chemical hoods were removed
- A temporary countertop was installed
- A new chemical countertop is underway for installation



FPR 2021-01 Biology Cabinets

History for the needed cabinets

- The FPR is requesting new lower cabinets and upper cabinets similar to the other side of the lab



FPR 2021-02 Biology Cabinets



FPR 2021-02 Biology Cabinets



FPR 2021-03

Title V

Relocation

Currently in

Bldg 10



Fume Hoods



Good bars Bars Trays



Many of the bars and trays are ok, except where chemicals are stored or heavily used.

