



# Physical Resources Committee

Minutes

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Tuesday, November 16, 2021

12:50-1:50 pm

Zoom

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Zoom link: <https://cccconfer.zoom.us/j/95923252354>

## Meeting Attendance:

### Chairs

- Charlie Richard (**Chair**)
- Robert Beebe (**Co-Chair**)
- Ismael Davila (**Co-Chair**)

### Voting Members:

- Stephen Ashby – Classified
- Amber Casolari – Faculty
- Tonya Huff – Faculty
- Leo Truttman – Faculty
- Chris Williams – Faculty
- Vacant – Student Rep

### Attendees:

- Scott Blair
- Megan Bottoms
- Leslie Brown
- Sean DiSalvio
- Todd Faux
- Shauna Gates
- Bobbie Grey
- Lin Howard
- Ron Kluth
- Jodi Julian

Jessica Kelvington

Juan Lopez

Jim McCarron

Stephen Sigloch

Krystin Steranka

John Taack

Rebecca Turner (minute recorder)

Chip West

Jarrod Williamson

Janelle Wortman

## 1. Call to Order 12:52 pm

## 2. Motion to approve November 16<sup>th</sup> Agenda and October 19<sup>th</sup> Minutes - approved by consensus

## Action Items:

### 3. PRC Meeting Scheduled for December 21, 2021

Charlie Richard proposed the cancelation of the next scheduled PRC meeting on December 21<sup>st</sup> as the majority of faculty will not be on campus. The committee agreed to cancel this meeting.

## Information Items:

### 4. Schedule Maintenance Project Updates – R. Beebe

Robert Beebe reiterated that this money comes from the state for scheduled maintenance projects which are identified through our Fusion and equipment data bases. This money will need to be spent by June 30, 2023. The capital project summary forms are at district office. Robert indicated that Mehran Mohtasham is providing assistance in floating requests for proposals (RFPs) for architectural services. Additionally, district office will be overseeing the Cutter Pool project as this will require extensive inspectors of Record (IOR) and significant DSA involvement. The remaining seventeen projects are being taken on in-house.

**Question:** Leslie Brown inquired why the Art building was not included as part of the scheduled maintenance projects.

**Response:** Robert clarified that this project would qualify in concept, the projects that have been approved by state were identified by prioritization. Should there be funds available at the completion of the already approved scheduled maintenance projects, any additional needs identified could potentially be added so long as the project(s) are complete by June 30 2023.

Robert provided a brief breakdown of the factors that go into assessing and determining need for projects. Some of those factors include utility usage and cost, potential infrastructure upgrades, cost of maintaining and cleaning of the building, in essence total cost of ownership (TCO). The scheduled maintenance projects are as follows:

- a. **MLK Automatic Doors**
- b. **Carpet Replacement at Digital Library**
- c. **Evans Fields Upgrades (Fencing, Bleachers and ADA Upgrades to Restrooms)**
- d. **Infrastructure Upgrades to Cutter Pool Building**
- e. **Modernize Tech B Elevator**
- f. **Paint Exterior of Facilities Building**
- g. **Renovate Restrooms at Quad**
- h. **Replace six HVAC Units at Tech A**
- i. **Replace Boilers at Digital Library**
- j. **Replace Chiller, Air Handlers, Boilers and Controllers at Cosmetology**
- k. **Replace EST Fire Alarm System at Digital Library**
- l. **Replace Floor Tiles and Expand Doorways and ADA Compliance at Bradshaw Restrooms**
- m. **Replace HVAC controllers at MLK**
- n. **Replace Roof at Facilities**
- o. **Replacement of Two 10-Ton HVAC Units at Bradshaw**
- p. **Re-roof MLK**
- q. **Re-roof Tech A and Elevator Tower**
- r. **Upgrade Faraday Fire Alarm System at Cosmetology**
- s. **Upgrade Faraday Fire Alarm System at ECS**

Robert spoke briefly about the district-wide TCO prototype metrics. The district has hired a company called DLR, they are currently doing in a project with the district focused on sustainability. As part of that, DLR has agreed to also provide a TCO template. The metrics are a requirement for accreditation and best practices. It is recommended to use Association of Physical Plant Administrators (APPA) standards, which is essentially facilities for higher education.

#### **5. Other Project Updates – R. Beebe**

Robert provided a brief update on the history of these projects as requested by Amber Casolari at the previous PRC meeting. Robert shared that Vice President Chip West confirmed in a separate conversation, all projects from Facilities either stem from Strategic Planning, or are the first piece of the equation in order to initiate approval through Strategic Planning.

##### **a. Throwing Sports Facility Project**

A topography study was initiated and is scheduled to be completed the week of November 29<sup>th</sup>. Once the results of this study are received by the architect, drawing plans will commence as well as a follow up meeting with the Athletics user group. Thereafter, the project will go out to bid.

##### **b. Football Field and Track Assessment**

Assessment tests are being performed on the football and track field. The report will hopefully be in hand by the end of next week. These results will be the determining factor behind what we can and should do, which will then be presented to PLT.

##### **c. Ceramics Elevator (Maintenance/ADA Issue)**

Facilities was notified today that DSA has approved the fire plan. This is now awaiting one signature on the PO for inspector of record, then it can go out to bid.

**d. Remodel of Old Financial Services Building (Strategic Planning)**

This is the building relocation for TSS. The major issue now is the 12 KVA loop that supplies power to this building and to Tech B is not sufficient in size to accommodate the electrical demand. The architect and electrical engineer requested that Facilities find a contractor to put a recording device on the distribution panel to obtain the load demand ratings from Riverside Public Utilities. This was completed and sent to the architect.

**e. Lovekin 12 Remodel (Insurance)**

This is the photography modular that was flooded. Construction is 99% done, Facilities is awaiting delivery of the chemically resistant sink. What remains beyond that is to put up signs and light switches. The punch list walk is finished, as soon as those remaining things are done, this project will be complete.

**6. Changes for Reopening**

**a. Taskforce Created Protocols**

Nothing to report at this time.

**b. Plexiglass Installations**

Nothing to report at this time.

**c. Revised Cleaning Schedules**

Nothing to report at this time.

**7. Sub-Committee/Task Force Report**

**a. Safety – S. DiSalvio**

Krystin Steranka provided a brief update on safety. The safety sub-committee has been provided fire alarm and great shake out updates. Additional concerns/requests that have been brought forward have been resolved through work orders.

**b. Sustainability – T. Huff**

Nothing to report at this time.

**c. Food – T. Huff**

Nothing to report at this time.

**d. Parking – B. Grey**

Vice President Chip West is working on the parking committee changes for the structure and ECS. These items will be brought forward to RDAS at the November 29<sup>th</sup> meeting.

**8. Other**

Robert inquired if PRC will be meeting in January. Charlie Richard indicated the committee will meet again in spring when faculty are back on campus in February. The committee agreed to cancel both the December and January PRC meetings.

**Meeting Adjourned: 1:29 pm**