



# Physical Resources Committee

Minutes

Tuesday, May 18, 2021

12:50-1:50 pm

Zoom

Zoom link: <https://cccconfer.zoom.us/j/94517174978>

<b>Meeting Attendance:</b>		
<input checked="" type="checkbox"/> Charlie Richard ( <b>Chair</b> )	<input checked="" type="checkbox"/> Bobbie Grey	<input checked="" type="checkbox"/> John Taack
<input checked="" type="checkbox"/> Robert Beebe ( <b>Co-Chair</b> )	<input type="checkbox"/> Lin Howard	<input checked="" type="checkbox"/> Leo Truttman
	<input checked="" type="checkbox"/> Tonya Huff	<input checked="" type="checkbox"/> Rebecca Turner ( <b>minute recorder</b> )
<input type="checkbox"/> Stephen Ashby	<input type="checkbox"/> Ron Kluth	<input type="checkbox"/> Chip West
<input checked="" type="checkbox"/> Scott Blair	<input type="checkbox"/> Jodi Julian	<input type="checkbox"/> Jarrod Williamson
<input checked="" type="checkbox"/> Megan Bottoms	<input checked="" type="checkbox"/> Jessica Kelvington	<input type="checkbox"/> Janelle Wortman
<input checked="" type="checkbox"/> Leslie Brown	<input checked="" type="checkbox"/> Juan Lopez	
<input checked="" type="checkbox"/> Sean DiSalvio	<input checked="" type="checkbox"/> Jim McCarron	
<input checked="" type="checkbox"/> Todd Faux	<input type="checkbox"/> Stephen Sigloch	
<input type="checkbox"/> Shauna Gates	<input checked="" type="checkbox"/> Krystin Steranka	

1. **Call to Order 12:51 pm**
2. **Motion to approve April 20, 2021 Minutes – approved by consensus**

**Information Items:**

3. **Scheduled Maintenance Projects Update – R. Beebe**
  - a. **Quad & Bradshaw Building Elevator Modernizations**  
Robert provided an update on the Quad and Bradshaw elevators. These are complete, have passed inspection and are awaiting Board approval.
4. **Other Project Updates – R. Beebe**
  - a. **Bookstore Sign**  
Robert shared that the design for the bookstore sign has been approved and is more modernized in appearance. The design has been sent to the sign company, Facilities is awaiting a timeline and pricing.
  - b. **Throwing Sports Facility Project**  
Robert indicated that there are no updates at this time. Jim McCarron discussed the need to get this project going. Robert shared that Facilities is waiting for Athletics Director, Peyton Williams to schedule a meeting.
  - c. **Digital Library Lounge & Reception Renovation**  
Robert informed the Committee that the final drawings and specifications have been received from the architect. Paperwork will be sent to the district by the end of the week, with a bid walk anticipated by end of June.

**d. Music Building Offices**

Robert provided an update on the music building offices. This was set to be finished, however 3 doors were received scratched. These were reordered and have thus pushed the project back. Facilities hopes to have this done by the end of this week.

**e. Quad Cooling Tower Replacement**

Robert shared that the contractor has the Notice to Proceed (NTP). Facilities is optimistic that this will be done by the end of June. The contractor negotiated down the fabrication and lead time on the tower. The quad will be shut down for a number of days (potentially four days) for the cut over. Robert indicated that notices will go out regarding minimal to no accessibility during this time. Once dates are solidified, Facilities will send out notices.

**f. Cutter Pool Boiler Replacement & DL 148 Air Handler Replacement**

Robert shared that the contracts are in place and Facilities is awaiting parts and installation.

**g. Ceramics Elevator**

Robert provided an update on the ceramic elevator. During the job walk, it was discovered that there is not a fire alarm system in the elevator. The job walk and bidding process was cancelled to alleviate the need to incur a \$50k allowance. Facilities is working with the architect and engineer for a stand-alone fire alarm system for the elevator. This will be re-bid and essentially put the project two-weeks out from original completion date.

**5. Changes for Reopening**

**a. Taskforce Created Protocols**

Robert shared that there are a few protocols RCC is having to follow. One such is for Cal/OSHA, they are requiring that RCC's Safety Coordinator, Sean DiSalvio along with others, walk each space to ensure compliance with regulations currently in place. Both an electronic and paper copy of this sheets is being retained in Facilities. Regulations are in a state of flux, Facilities in adhering these regulations as they change. Robert also shared that Cal/OSHA is scheduled to meet on the 20<sup>th</sup> of this month to re-examine requirements.

**b. Plexiglass Installations**

Robert shared that Facilities is currently ordering more plexiglass to meet the requirements. The requisition was authorized today and this should be in place prior to the reopening.

**c. Signage Including Distance Markers on Floor**

Sean indicated that the social distancing markers may be on hold depending upon the tier system we are in at reopening. If we remain in the current tier system, these will be installed.

**d. Revised Cleaning Schedules**

Robert shared that all cleaning schedules are meeting the current requirements set forth.

## 6. Sub-Committee/Task Force Report

### a. Safety – S. DiSalvio/K. Steranka

Sean reiterated some of the updates provided by Robert in respect to the safety protocols. Sean shared that the Cal/OSHA inspections are monthly until otherwise specified.

#### Questions/Concerns:

- Leslie Brown inquired about items left in the art building/print making department. Sean will touch base with Leslie on this to get it taken care of.
- Charlie Richard inquired if Sean noticed the loose carpeting on the stairs in Coil. Sean indicated that he had not and this will be looked into. John Taack shared that the workorder for this was received this morning, Facilities is looking into in-house repair first prior to sending it out to a carpet contractor.

### b. Sustainability – T. Huff

Tonya shared that they had their first sustainability champions training with 16 attendees, highlighting on renewable energy. The 2<sup>nd</sup> meeting will take place this coming Friday. Tonya indicated that the district will be providing an update on the status of the solar plan for all three campuses. Summer engagement plans include a potential virtual workshop for a water wise planning. The hope is to have waterwise plants available to those that attend. Also looking into grants from CalRecycle to get more recycling in place on campus.

### c. Food – M. Bottoms

Megan shared that this sub-committee has not met as food services has not been required during this time. There are plans to reconvene in the Fall.

### d. Parking – B. Grey

#### i. Parking Stalls

Bobbie shared that the wording “Staff” for the parking stalls will remain as is. Bobbie will get an email to Robert on this to initiate quotes.

#### ii. Safety Escorts

Bobbie discussed ongoing concerns with safety at CAADO for staff walking to their cars at night. Chief Gates provided an email response to Bobbie on May 13<sup>th</sup> addressing questions from the Parking Committee. Bobbie indicated that the potential solution for the time being is to add more signage with the number to call for a safety escort.

#### iii. Parking for Disabled Students

Bobbie also shared some concerns from a student rep regarding parking at the campus for disabled students. The concern stems from issues with parking tickets. The question that arose is in respect to the unclear policies on whether or not disabled students have the ability to park anywhere on campus. Bobbie shared the language in the Ed Code Policy. Sean provided some clarity; disabled students can park wherever they want if the ADA parking is full with the caveat that they have to have a permit. Students are able to get financial assistance with parking permits by completing the necessary forms.

**Meeting Adjourned: 1:19 pm**