



Physical Resources Committee

Minutes

Tuesday, September 20, 2022

12:50-1:50 pm

Zoom

Zoom link: <https://rccd-edu.zoom.us/j/98348244050>

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
- Kristine DiMemmo
- Sean DiSalvio
- Todd Faux
- Shauna Gates
- Bobbie Grey
- Lin Howard
- Ron Kluth

- Jodi Julian
- Jessica Kelvington
- Juan Lopez
- Jim McCarron
- Krystin Mendez
- Stephen Sigloch
- John Taack
- Rebecca Turner (minute recorder)
- Jarrod Williamson
- Janelle Wortman
- Andy Aldasoro

1. **Call to Order 12:51 pm**
2. **Motion to approve September 19th Agenda and May 17th Minutes** – Approved by consensus

3. ACTION ITEMS

a. Approve Proposed Emergency Operations Plan

Robert Beebe shared information about the proposed emergency operations plan. The district safety group will be revising these documents. The committee will review this action item once the revisions are complete.

Sean DiSalvio provided additional information. The documents consist of the original operations plan, and the emergency quick reference guide. The Director of Risk Management at district office is revising a few things in Emergency Operations Plan (EOP) to create a common base structure for all three colleges, and adjust specifics for each campus. Once this is completed, the documents will make their way through review/approvals.

INFORMATIONAL ITEMS

4. Schedule Maintenance Projects Update

MLK Automatic Doors

Robert shared that this project is complete, the doors are in and working. With the completion of this project, funds for fiscal year 2018/19 scheduled maintenance are complete.

Scheduled Maintenance Projects

Robert provided updates for the scheduled maintenance projects.

- a. Carpet Replacement at Digital Library**
The job walk is complete, bids are due on September 28th.
- b. Evans Field Upgrades (ADA upgrades to restrooms)**
This project is currently in DSA for review.
- c. Modernize Tech B Elevator**
This project is currently in DSA for review
- d. Paint Exterior of Facilities Building**
Currently working on specs for this project.
- e. Replace Six HVAC Units at Tech A**
This project is on hold.
- f. Replace Boilers at Digital Library**
The job walk is completed, bids are due on September 28th.
- g. Replace Chiller, Air Handlers, Boilers and Controllers at Cosmetology**
This project is currently on hold. Robert indicated that estimations from several years prior were utilized to find a baseline for the project, however with inflation the estimate came in around \$650k. An engineer firm was brought on to do a feasibility study, this resulted in the estimate coming in over \$2 million. Scheduled Maintenance monies for FY 21/22 need to be encumbered by June 30, 2022. As such, Facilities would like to propose moving these funds toward another very urgent project, chiller #2 for the Math & Science/Nursing building. At present, there is a 450-ton temporary chiller in place until December. Chiller #1 is operable, but cannot meet demand during summer months. Robert indicated that he has been in communications with both the AVC and director of capital planning at the district office in regards to this plan. The idea is to move the chiller project for Cosmetology to subsequent fiscal years and move the chiller for the Math & Science/Nursing building to FY 21/22 scheduled maintenance funds.
- h. Replace EST Fire Alarm System at Digital Library**
This project is currently in DSA for review.
- i. Replace Floor Tiles and Expand Doorways and ADA Compliance at Bradshaw Restrooms**
This project is in design, and is expected to get a submittal date for DSA within a week.
- j. Replace HVAC Controllers at MLK**
This project is currently on hold.
- k. Replace Roof at Facilities**
This project is currently in design.
- l. Replacement of tow 10-Ton HVAC Units at Bradshaw**
This project is awaiting the bid award, the job walk and bid walk are complete. The expectation is that this project will be done within the next few months.

m. Re-roof MLK

This project is currently in DSA for review.

n. Re-Roof Tech A and Elevator Tower

This project is currently in design and will be going to DSA soon.

o. Upgrade Faraday Fire Alarm System at Cosmetology

This project is currently on hold.

p. Upgrade Faraday Fire Alarm System at ECS

Robert indicated that the intention is to defer this project to next year. The reason is due to the state of California's specifications for submissions. Soft costs cannot exceed 11% of project cost, however the state has announced that the threshold will be increased to 25% making more sense to move this project to next year due to the substantial soft costs.

Question: Charlie Richard inquired about the remodeling of the digital library.

Response: Robert shared that TSS has to move out to a new location, the old Financial Aid building. A modular unit that has been dropped, which has passed through DSA and will be ready to move forward as soon as funding is secured. Before the move can be completed the building will need an upgrade to a 12KV electrical line requiring a new switch and transformer. This has been funded and the district office is working on this project.

5. Other Project Updates

a. Mine Okubo Street Conversion

This project has been completed, the street is now open and operating.

Question: Juan Lopez inquired if the parking spaces there were removed will be replaced.

Response: Robert indicated that there was prior discussion about two spaces moving to the Kane parking lot, however that discussion took place under former administration. Robert suggested he would pose the question to Vice President DiMemmo during their meeting this afternoon.

b. Amphitheater Construction

Robert provided an update on this project. The project was estimated to be around \$100k. The bid was done through California Uniform Public Construction Cost Accounting Commission (CUPCCA), construction projects under \$200k. However, the lowest bid came in over \$250k, which voided the bidding process through CUPCCA. No further instruction or information on funding has been provided at this time, resulting in the project being placed on hold.

c. Throwing Sports Facility Project

Robert indicated that it looks like this project is moving forward. Funding will need to be identified.

d. Football Field and Track Refurbish

Robert shared that this project is in progress and is managed by the district office. There will be a new track and football field surface. The contractor will be going under the substrate to identify any needed repairs. The goal is to have it ready by August of 2023.

e. Ceramics Elevator

Robert indicated that 70% of this project is complete. The fire alarm, automation, and all controllers have been redone/installed and are now operable. All inspections with state and DSA have passed. The only remaining part of this project is to modernize the cab. This is slated to be done during the week of Thanksgiving.

Comment: Leslie Brown indicated that the ceramics elevator was not working last week.

Response: Robert shared that the circuit board needed to be replaced, it is covered under warranty, the vendor is replacing this.

f. Remodel of Old Financial Services Building

Already covered in the response to Charlie Richard's question.

g. Printing Services Electrical Upgrade

Already covered in the response to Charlie Richard's question.

h. 12KV Transformer Project

Already covered in the response to Charlie Richard's question.

i. Other

Robert provided a brief update on the ADA revisions throughout campus. This is a 6-year project the district office is managing. Notifications are being sent out as they come.

Question: Jessica Kelvington inquired about the lights being out in the elevator coming up from the football field.

Response: Sean DiSalvio shared that the elevator is currently shut down as repairs are made.

Question: Charlie Richard inquired about the elevator at CAADO.

Response: Robert shared that there will be a stainless steel door replacement. The previous glass door was continually vandalized, taking six months or more to repair/replace.

6. New Business

No new business at this time.

7. Subcommittee/Task Force Reports

a. Safety

Krystin Mendez provided a brief update. There have been no meetings for the past few months. The first safety meeting will be in October. At the previous safety meeting, most of the items discussed were related to work orders.

Sean DiSalvio shared that information is coming at the next meeting regarding the great shake out. This is happening October 20th at 10:20 am.

b. Sustainability

Tonya Huff shared that the committee has designated this academic year as the year of sustainability for RCC campus. The goal is to highlight one of the ten impact areas for the district draft sustainability plan. The month of September was designated for academics, the committee hosted a workshop. October is designated for decarbonization and climate justice. In association with that, the club applied for and was awarded a micro grant thru California Clean Air Day Coalition. These funds will be utilized to host an event at RCC to kick off the campus tree inventory. The inventory will be used to participate in the citizens science project to add to a national database. This event is scheduled for October 6th, 12-2 pm. Tonya also shared that the database will hopefully be useful for Facilities to utilize for grounds care.

c. Food

Robert read the email update provided by Megan Bottoms. The Food Services committee will be meeting to discuss the upcoming renewal of the Pepsi contract, as well as exploration of a student/faculty/staff meal plan. Cheryl Ruzak is currently working to get EBT solutions for the district.

d. Parking

Robert provided a brief update on behalf of the parking committee. Bobbie Grey is stepping down as chair and has asked Mark Sellick to chair this, if Mark is unable to do so, Jarrod Williamson has offered to take over as chair.

8. Additional Items for the Good of the Order

Nothing at this time.

Meeting Adjourned: 1:29 pm