

## REVIEW OF SERVICES

Miramar College  
September 26, 2012  
1 p.m.

Present: Brett Bell, Dave, Jim Bray, Lou Ascione, Jerry Buckley, Daphne Figueroa, Dan Gutowski, Paulette Hopkins, Adela Jacobson, Lynne Ornelas, Temmy Najimy for Susan Schwarz, Roy Kinley, Daphne Figueroa, Tom Davenport, David Buser, Dane Lindsay

The meeting was called to order and the minutes from the September meeting were approved.

### Prop S and N Update

Jim Bray provided updates on Propositions S and N projects.

### Parking

Brett Bell said a Faculty member who teaches in the afternoon at the H-building is having difficulty finding Staff parking. There are approximately 20 Staff parking spaces each in Lot #1 and #2. The Faculty member suggested an idea to reduce the number of student spaces in order to provide more faculty spaces. Brett Bell said he will communicate with the faculty members and suggest a visual inspection will be done in order to determine if this is due to the a certain timeframe or if it because it is the beginning of the semester. Daphne Figueroa agrees with doing a study to watch the activity of the parking lots. She said she leaves the parking lot at different times and hasn't had any problems. She mentioned she did notice students circling the parking lots looking for parking. Daphne Figueroa said student parking spaces should not be taken away if it's just one or two faculty members that are affected. Brett Bell agrees. He is willing to find staff to observe the parking activity during certain periods of the day and to report back their findings. Brett Bell said he will let the concerned faculty member know that although they are not guaranteed Staff parking spaces near work locations, Staff parking is available at other locations. An assessment will be done and will be reported back to the committee next month.

Brett Bell provided an update of the parking activity during the first two weeks of school. In Parking Structure #3, parking was reached to deck #4. The structure is reaching its capacity. Parking Lot #1 had 95% capacity and Parking Lot #2 had 98% capacity.

### LLRC

Two major issues and some smaller issues are still being worked on. The first is the air flow, which should be done by end of this week. Currently working through it and it should come to an end. The air return is over balancing in some of the rooms. The second is the insulation. They have started on the roof and started to work their way down through the rest of the building. Still do not have an exact schedule yet, will work with Susan once the schedule is received. Anticipate it will take a month to finish. It will be done in sections. It is where the piping wasn't insulated properly. We are getting condensation from the chill water pipe that's coming down and soaking the insulation and affecting some of the ceiling tiles. Dane asked if the exterior is finished regarding the stucco. Dane is asking if we are buying what they have given us. Jim said he will

talk to Pam, but there are a few more punch list items that are trying to get corrected. There are a few items on the punch list that are trying to get corrected. There will be a walk through on Friday morning. Jim said most of the plaster has been repaired. Will check during walk through. Working on finishing up the exterior work, see number of plants ripped out, put wrong type of plant in and replacing trees.

### Fire Technology/Admin Building/Science Building

Fire Technology and the Administrative Building are on the same schedule. They will come out of DSA in October. These are design build and are the pricing is being finalized. During the end of the year or the beginning of next year is when construction will start. George Beitey asked about the pipes laid next to Hillary Drive. Jim responded the materials on Hillary Road is for the direct access ramp/bus station project that Caltrans is doing next to the W building. The Bus Transit station will be located to the west of the W building. It will take a year to complete. Direct access ramp for high frequency buses and high efficiency cars. Jerry Buckley asked is the ramp will go to the W building or the parking structure. Jim Bray said the ramp will not come on campus. The ramp will run through Hillary Dr. They are widening behind W building by taking some of District property behind of the W building. There will be two lanes down the center of Hillary Drive. The ramp will go up to the Condo complex windows and end midway before Hillary Drive. Hillary Drive will be extended onto the campus pass the Bus Transit station and behind the M building and then the parking structure. work is for Hillary. Not district construction. Brett said this is not a general access ramp, but more for high occupancy vehicle and buses. Jim Bray said examples of these types of ramps are found in larger cities. He also added that this ramp may provide a quick access to the campus, which would be beneficial for the campus. Brett Bell asked Jim to give a brief update to transit station and development of additional parking on campus. Caltrans Sandag MTS have asked to get some of the parking spaces that are in the parking structure to place it next to the Bus Transit station for a commuter lot. As a Part of that they will provide money to the District to build another parking structure on campus. It was recommended where surface parking was going to go, the north end of the admin building where the bungalow are now. That was in the master plan for a surface lot now the future home for a parking structure when it was needed. It is one out of three already on the master plan. That is about 417 spots basically replacing what they asked for, plus what have could have gone in the spot for surface parking. The district, caltrans MTS they are working through an agreement in numbers on how to put that together in numbers. Part of the agreement we're pushing is that they are not getting the spots in the existing parking structure until that parking structure is completed. Brett Bell added D2,3, B3, B1 bungalows. Brett said those bungalows will going away to make room for that parking structure and access roads. Jim Bray said part of that, District is really increase square footage or the new ulidsin and parking lot. Not adding a lot as far as resources go. can't really maintain upkeep in the bungalows and new building as well. T401-T404 demolition package on those go to the October board. Putting together arnote demolition package for the other ones. Intent is As soon as they are empty, to take them down.

Science building in DSA submitted later, coming out in the Spring 2013. Summer Fall will start construction. More details after DSA approval.

### Hourglass Fields

No new updates. They have met with the consultant on some layouts for the new parking structure. They are going to look at refining the pricing for the layout of the entire south end of the campus, which includes renovating the fields.

#### Continuing Education (CE)

This project will convert the existing Administrative Services building for Continuing Education. It is going into DSA in November. The project will start once the new Administrative Services building is completed and the staff have moved out. Continuing Education classes are currently held in the bungalows. Paulette Hopkins asked for confirmation that A-120 science lab will be kept until the new Administrative Service building is completed. Jim Bray said yes.

#### A200

Brett Bell asked about the scheduling of the A-100 locker rooms and showers compared to the renovation for E-100. George Beitey said to his understanding that the transition has been lengthened. Jim Bray said they want the approval of the extra 500 square feet for the mat room. Part of the existing A-100 building, which includes the mat room, restrooms, showers and locker rooms for the Police Academy. The A-100 remodel will start before the A-200 project would complete. Talked to the District is going to task the design build contractor for the new A-100 project to come up with a solution for interim housing for the existing facilities. Make that part of that project to will have those in place. While they are doing A-100 until the E-100 gets done. Jerry Buckley asked if portables will be in place. Jim Bray said those are most likely to be done. Got approval from the district. has been lengthened Part of existing in a100, mat room restrooms, remodel start before a200 project. Will task that to the builders of the A100 building.

#### HDAT

It is going well. Construction will be finished in January. Afterwards, the outfitting will be worked on. Other than FF&E, there is not a whole lot to interior. There is a lot of space, but not a lot of stuff that goes in them. Jerry Buckley commented about seeing the installation of the dynamometer. Jim Bray confirmed that is part of the construction and will be done in January. Jim Bray confirmed with Lynne Ornelas that she is still working with Purchasing. Brett Bell asked Lynne Ornelas if the sol source issue related to Nappon has been resolved. Lynne Ornelas said not yet and not certain if they will go to the Board with a proposal to use Nappon as a sol source due to a cooperative agreement that can be tapped. Still waiting to hear whether or not to go through that route.

#### 12KV

A site walk is scheduled at the Fields. The deal is about to be resolved. Roy Kinley said the irrigation will begin. Dan Gutowski commented that the community was not too happy that areas were torn up. Jim Bray said he will check with Joel for feedback.

#### Cafeteria/Bookstore

The area at the north side of the building has outdoor seating with 4-5 shade structures and benches. The interior is coming together well. Jim Bray mentioned there have been several requests to take technical groups for the cafeteria and bookstore to answer questions whether the operation of systems are functioning appropriately. He wanted to mention that they will take small groups of staff from the Cafeteria and Bookstore to answer questions regarding the operation of systems and if they are functioning appropriately. They are not ready for general tours yet. He wanted to make

everyone aware just in case they see these groups go into the building. public will go in the building to answer questions on the operation of systems. There were several requests for some of the technical groups from the Cafeteria and Bookstore to answer questions on the operation of systems. technical aspect. Not ready for general tours.

Daphne asked if there will be a shaded area for LLRC espresso customers. Jim Bray said they are not allowing to take drinks into the building. No seating out there. Possibly discuss during the Facilities meeting. Possible coffee benches outside of contract. Possible go to facilities to see how to do seating on campus. Daphne said students gather outside their out. Brett Bell asked if this will come out of the FF&E budget of the LLRC. Jim Bray said there are two potential sources. The FF&E budget If it is in the center area. If its on the outside, look at the infrastructure budget. Temmy Najimy said Susan Schwarz added wooden benches on second priority list. She added depending on the cost with the AV production studio, if there is any money left over. Temmy also mentioned that Vince Margetta said the Internet Café is not being used. He was thinking about bringing over the tables and chairs in the meantime. He was going to get approval from Gayla Pierce first. For temporary seating. Brett Bell said this will be an agenda item for the Facilities meeting. Jim Bray said there will be more seating once the cafeteria opens. may be brought no longer used. Temmy asked if this can be completed. Building south should be completed in January. Complete north area on schedule, the 90 day maintenance period on plants should be up January, can potential open that area for the Spring 2013 semester. Make sure plants are established. Check with F&E to make sure there is access in both directions.

### TES

In DSA, received plans and working on responding to those. November/December first week will go up. It will take a few months it's the large tank that will go up next to the central plant. Dane asked about delivery. Will need to move out, no? Focus on the logistics plan for the lay down.

Jerry Buckley asked for an update of the tests done in the summer for the cold water. Jim Bray said there are two things 1. The upgrade to central plant south, put in more chiller capacity, basically done. Going through the commissioning starting this week. 2. Difficulty with the valves had issues with The other is the district has worked with the designer starting to repair the valves. Meet again next thursday for a schedule. Can give more update next month. basically evolve placemen to valves corrosion protection on the piping for the system. Brett Bell said it is Not an easy process. Prepare themselves. Dan Gutowski asked if the corrosion was inside or outside of the pipes. Two is electrical, hook up to pipe run a currant through it or connect a wire and attach pipe. Will share with facilities Involve shutting off hot to buildings at various times and replace valves. Paulette Hopkins asked if fans will be purchased to prepare for this because it gets hot in the classrooms. Aware there are no fans available in facilities. Jim Bray said once we will get a better idea of how they are going to do this. Take a look and maybe work after hours or jerry buckley said between semesters. Jim said it will take longer

Cold water- upgrade to central plant south is done. There were issues with the valves. District worked with the designer. Meet next week to replace valves. It is not an easy process. The pipes have corrosion. Paulette Hopkins asked if Purchasing fans to prepare to classroom for heat. No more fans available. Fans disapper. Get some type of project. Dane said to prepare ahead of time. Hopkins said she can relocate classes to empty classrooms. Dane said the valves can expand. Scope of the project completed. Jim, Brett and Dane will talk to have a plan in advance for temporary heating and cooling.

Student Welcome Center

It is out of DSA and going through the bid process. Center of campus is for Health Services. People offsite, in lot one visitor parking in front of interim library. Increase walkway. By science and diesel building.

George said Chancellor's forum-mentioned the Police Academy showers and locker rooms and E-100; replacement of E-100. Not getting a new A-200 building. Money for 2.5 refurbishing project. Originally looking to move off campus. No bond measure no money set aside for it. No money going onto the a200 refurbishment.

State and local schedule for diesel building. Issues for C-100. Dane said 5 year plan needs to worked. Dane needs to be notified of carpet. Per Brett send a preliminary list to Dane. Then send to Facilities. Should be on your program review. Adding facilities and employees to program review. Quickly act on those money. Big ticket items on this year list. Program review list due on 10/15. First year get facilities needs. Through facilities, RS, what dane has known. Put together with state and local process. Go in program review should go to dane. C100 and a200 needs more concern separate maintenance and needs for local state scheduled maintenance. Ex. Holes in the roof, structural thing need to be replaced. Model doesn't not get funded through maintenance, funded at the lower level. Elevator need to be replaced. Major repairs, roofs, decking a200 decking, carpet rolling. Remodel and beautification not on the list. As with new process, not perfect. First time collecting facilities. Not a perfect process. Each year will be done better.

Old business 3 facilities first week of October for signage and wayfinding committee activity. Figure out what to do with project. Need input with jim. Funding is there, went to the board, district exec committee, go to use with each stage of the design. Primary goal for facilities satrge 1 wayfinding down. Work through campus first before lance.

October 1<sup>st</sup> no smoking. Policy and implementation from policy and procedure from chief hogquist. No enforcing from until policy and implementation. Just announcement that are smoke free. Would like to phase out ashtrays and designated smoking areas. Allow time for until clear implementation plan from the district.

Temmy asked. Exterior signage for 1 building. Bray said two temporary signage like the other buildings. After walk then permanent signage.