

## FACILITIES ADVISORY COMMITTEE MEETING NOTES

**APRIL 9<sup>TH</sup> 2018, 10:00 – 12:00**

- PRESENT:** Ashley Gallegos, Facilities Planning & Mgmt. (Notes)  
Brian Moon, Student Representative, Student Life  
Eric Kaljumagi, Professor, Learning Assistance  
Gary Nellesen, Director, Facilities Planning & Mgmt.  
Joumana McGowan, Associate Vice President, Instruction  
Kevin Owen, Assistant Director, Technical Services  
Melissa Cone, Executive Assistant I, Fiscal Services
- ABSENT:** Andi Fejeran Sims, Director, Student Life  
Bill Rawlings, Coordinator, Computer Facilities  
Johnny Jauregui, Lead Landscape, Facilities Planning & Mgmt.  
Marc Ruh, Professor/Assistant Athletic Director, Kinesiology, Athletics, and Dance Division  
Mika Klein, Sr. Facilities Planner, Facilities Planning & Mgmt.  
Student Services Representative Vacant (TBD)
- GUESTS:** Bill Asher, Assistant Director, Facilities Planning & Mgmt.  
Gary Gidcumb, Sr. Construction Project Manager, Facilities Planning & Mgmt.  
Isaac Rodriguez Lupercio, Judicial Affairs Officer, Student Life  
Kristina Allende, Professor, English  
Patty Leon Encalade, Construction Project Manager, Facilities Planning & Mgmt.

### SUMMARY OF DISCUSSION:

#### 1. REVIEW OF PREVIOUS MEETING NOTES / MEETING HANDOUTS

- A. Gary reviewed the notes from the February 12<sup>th</sup> meeting with the group.
- Gary noted that dependent on negotiations with the City of Walnut, the West Parcel Solar Project may have a revised scope.
- B. The following handouts were reviewed:
- Accreditation Steering Committee Handout
  - Request for Proposals for Architect/Engineer (A/E) Services
  - Pedestrian Bridge Example/Options
  - Classroom Furniture Mock-up Handouts:
    - Classroom Mock-up: Room Layouts (Modulars 21B, 21C, 21I, and 21J)
    - Classroom Mock-up: Overall Survey Results
    - Classroom Mock-up: Ratings of The Top Five
  - Child Development Center Pedestrian Circulation: Submitted Safety Petition

#### 2. ACCREDITATION

- A. Gary introduced guest Kristina Allende, Co-Chair of the Accreditation Steering Committee. Kristina provided the group with an update from President's Advisory Council (PAC) who is tasking each committee on campus to keep current with evidence gathering for accreditation. Each committee is asked to link Accreditation Standards by identifying related themes in their meeting notes.

- Our group has been tasked with identifying *Standard IIIB. Facilities Resources - Plans and evaluates facilities to assure feasibility and effectiveness in supporting College programs and support services.*
- The group can determine which, if any, discussion items link to this theme (IIIB). If so those items will be identified in the notes as (IIIB).
- Gary will provide a more detailed discussion regarding the *Standard IIIB. Facilities Resources* at a future meeting as a refresher for this group.

### 3. 2018 EDUCATIONAL AND FACILITIES MASTER PLAN (EFMP)

- Gary reported that the 2018 Educational and Facilities Master Plan (EFMP) is substantially complete. The May 9th, 2018 EFMP draft will be discussed at the May Board Meeting.
  - Additionally, a proposal by PSOMAS is being submitted to the May Board. This proposal is for the preparation of the Long Range Development Plan (LRDP) Environmental Impact Report (EIR) for the 2018 Educational and Facilities Master Plan (EFMP) and associated Parking and Circulation Master Plan (PCMP). The EFMP shall be effective only after the environmental effects of the Draft EFMP have been analyzed in a long range development plan environmental impact report (LRDP EIR).
  - The CEQA work is expected to be completed by January of 2019. Completion of the CEQA work will allow for new projects that are listed under the EFMP to potentially begin construction in the spring of 2019.

### 4. REQUEST FOR PROPOSALS (RFP) FOR ARCHITECTS AND ENGINEERS (A/E)

- A. Gary reviewed the Request for Proposals (RFP) for A/E Services using the previous 2008 RFP as an example of the process.
  - The 2018 process will differ from the 2008 RFP as the College will send out a Request for Qualifications (RFQ) for Architects and Engineers without requesting the sub consultant team to be listed.
- B. Teresa Patterson will revise the RFP document and then the group will review the final draft before it goes public. This final draft should be ready for the group to review at the May 14<sup>th</sup>, meeting.
  - Gary anticipates providing to CMPCT a list of recommended firms by the end of August, 2018.

### 5. CHILD DEVELOPMENT CENTER PEDESTRIAN CIRCULATION

- A. Joumana notified the group that a signed safety petition has been submitted by the students. The petition states that there is a significant lack of safety while transporting children to-and-from the parking lot into the Child Development Center. The petition requests additional safety measures be put in place in and around the drop off location of the Child Development Center.
- B. An immediate response meeting is scheduled for 1:30 p.m. today. It will consist of Campus Safety, the Business Division Dean, Facilities, Maintenance and Operations, and CDC Staff to review logistics and create an action plan.

### 6. TRANSIT CENTER PEDESTRIAN BRIDGE

- A. Sr. Construction Project Manager, Gary Gidcumb, updated the group that the Transit Center Steering Committee has asked for design proposals to incorporate a pedestrian bridge from Parking Structure S into the Transit Center project. Providing a bridge is not currently included in any existing scope of services and currently there is no funding for this additional cost, but the District has requested a proposal for design services.
  - If the proposal is approved, the design options will be reviewed with the Transit Center Steering Committee.
- B. Gary G. reviewed with the group, for information only, five (5) handouts of different types of pedestrian bridges.

**7. 2018 CLASSROOM FURNITURE MOCK-UP**

- A. Construction Project Manager, Patty Leon Encalade, provided the group with handouts from the Classroom Furniture Mock-up effort. These included:
- Room layouts with the corresponding furniture
  - Breakdown of the overall rating totals for all sampled furniture
  - Breakdown of the overall survey results for highest rated top five (5) pieces of furniture.
- B. The project goal was to help determine campus classroom furniture standards that would allow the College to procure furniture that is flexible and durable. All classroom layouts were configured to provide the most efficient space utilization.
- C. So far, 189 survey responses have been collected from students, faculty, and staff. The top five (5) furniture items receiving the highest points included:
- Ruckus Table
  - Lumin Chair
  - Fold Table
  - Essay Table Arm Chair
  - Duet Chair
- D. In addition to the classroom furniture mock-up tours and evaluations, select classes were scheduled in these mock-up classrooms (Modulars 21B, 21C, 21I, and 21J). Patty is in the process of collecting additional data and survey responses from the occupants. Once the data has been collected and analyzed, she will provide an update to the group with the overall combined results. (IIIB).

**Future Meetings**

Monday, May 14, 2018, 10:00 a.m. - 12:00 p.m.

Monday, June 11, 2017, 10:00 a.m. - 12:00 p.m.

Monday, July 9, 2018, 10:00 a.m. - 12:00 p.m.