

**FACILITIES ADVISORY COMMITTEE**

**MEETING NOTES**

**DECEMBER 12, 2016, 10:00 – 12:00**

- PRESENT:** Andi Fejeran Sims, Director, Student Life  
Ashley Gallegos, Construction Projects Specialist, Facilities Planning & Management (Notes)  
Grace Hanson, Dean, Disabled Student Programs & Services and Student Health  
Eric Kaljumagi, Professor, Learning Assistance  
Katherine MacDonald, Administrative Specialist II, Counseling Department  
Gary Nellesen, Director, Facilities Planning & Management  
Marc Ruh, Professor/Assistant Athletic Director, Kinesiology, Athletics, and Dance Division
- ABSENT:** Bill Eastham, Director, Technical Services  
Executive Assistant to the President/CEO and Board of Trustees (TBD)  
Ruben Flores, Grounds Equipment Operator, Grounds  
Mika Klein, Sr. Facilities Planner, Facilities Planning & Management  
Joumana McGowan, Associate Vice President, Instructional Services  
Brian Moon, Student Representative, Student Life
- GUESTS:** Gary Gidcumb, Construction Project Manager, Facilities Planning & Management

**SUMMARY OF DISCUSSION:**

**1. REVIEW OF PREVIOUS MEETING NOTES**

The notes from the October 10<sup>th</sup> and November 14<sup>th</sup> meetings were distributed for review. Gary informed the group of the following updates and changes.

- A. 10/10/2016 Item #2 Inclusive Toilet Room Signage, Bullet A: Facilities has been tracking the use/single occupancy toilet room discussion for multiple years. Currently it is yet to be determined how the law AB 1732 will impact campus policy going forward. Faculty toilet rooms may remain as they currently exist, as faculty toilet rooms or they may be converted to a general occupancy toilet rooms. DSA code requirements have not been updated to include gender neutral toilet rooms towards the fixture per occupancy counts. Currently there is no update as to when the code will reflect the new law.
- Gary noted that the group should have an understanding of the law and the security issues that surround the toilet room conversion. Understanding is needed to offer informed recommendations to the constituent groups surrounding this topic.
  - How AB 1732 will integrate with the planning of future Facilities projects has yet to be determined.
- B. 11/14/2016 Item #3 Request for Proposals Architect/Engineering Services (A/E), Bullet A: Gary reported that per CMPCT the RFP for (A/E) services as it was originally written was pulled from being presented to the Board. The original RFP only requested Architect and Engineering Services (A/E) services for the Physical Education Complex Project Phase 2. PAC has updated the requirements of the RFP from one (1) project to now include the 74 projects listed on the Future Facilities Projects Forecasted Cost Master List.
- The updated RFP for A/E services will run in the spring of 2017. Gary informed the group that this project will be time intensive as the potential number of firms to apply will be extensive. The projected timeline anticipates the selected firms will be recommended to the Board May of 2017.

## 2. MEETING HANDOUTS

### A. The following handouts were reviewed:

- Future Facilities Projects Forecasted Cost Master List
- Construction Quarterly Update (Major Capital/Energy Projects)
- Construction Quarterly Update (Minor Capital/Alterations)
- Construction Quarterly update (PIE/Special Projects)
- Construction Quarterly Update (Scheduled Maintenance)
- Mt. San Antonio College Master Schedule (Major & Minor Capital/Energy Projects)

## 3. QUARTERLY PROJECT REPORTS

- A. Construction Quarterly Updates: Gary reviewed the Construction Quarterly updates with the group. These updates provide project information that include: budget, funding, phase, issues and critical dates.
- B. Mt. San Antonio College Master Schedule: Gary reviewed this report which provides project schedules. The report displays dates for major milestones i.e. construction, closeout, and occupancy and is broken out between major and minor capital projects.
- It was noted that this schedule is a working list and is not comprehensive. Currently not all projects listed have been assigned to a specific project manager. This list will eventually include all projects in planning and their preliminary project budgets.
  - Gary informed the group that Facilities will be adding a professional expert Project Planner to the Facilities Planning and Management team in early 2017. This position will primarily review projects in the planning phase and their estimated budgets.

## 4. UPDATE ON MINOR CAPITAL PROJECTS

- A. Building 16E Equity Center: The site work is pending December Board approval. Construction is anticipated to start at the end of December and the project is forecasted to be completed by July of 2017.
- B. Building 9A DHH Center Remodel: The project scope is to be evaluated and reduced due to the existing building conditions. Gary provided the group with specific details as they pertain to trouble areas with the HVAC, electrical, and abatement. The project is anticipated to be rebid in March of 2017 and is forecasting an estimated completion for the end of the summer 2017.
- C. STEM Center: The work to modernize the space in Building 61 into a STEM center currently under design. The recommendation for the project is to continue with the design phase but complete the construction under the new lists of projects.

## 5. UPDATE ON MAJOR CAPITAL PROJECTS

- A. Solar/West Parcel: The project is currently on hold until a grading permit which is to be obtained from the City of Walnut is granted. A meeting with Mt. SAC and the City of Walnut is scheduled for January, 2017.
- B. Athletics Complex East Phase I: The project has received DSA approval.
- Bids to be awarded at the December 14, 2016 Board meeting. These are to include: demolition, site utilities, electrical, and infrastructure.
  - The abatement portion of the project for Building 50G, Stadium/Field is currently out to bid.

**6. BUSINESS & COMPUTER TECHNOLOGY SITE VISIT**

- A. Construction Project Manager, Gary Gidcumb led the group on a tour of the Business & Computer Technology project.

**Future Meetings**

Monday, January 9, 2017, 10:00 a.m. - 12:00 p.m.  
Monday, February 13, 2017, 10:00 a.m. - 12:00 p.m.  
Monday, March 13, 2017, 10:00 a.m. - 12:00 p.m.