

**FACILITIES ADVISORY COMMITTEE
MEETING NOTES**

**FEBRUARY 10, 2020
9:00AM – 11:00AM**

PRESENT: Andi Fejeran Sims, Director, Student Life
Gary Nellesen, Director, Facilities Planning & Management
Grace Hanson, Dean, Access & Wellness
Jennifer Hinostrroza, Professor, Horticulture
Joe Carbajal, Project Expert, Facilities Planning & Management (Notes)
Johnny Jauregui, Lead Landscape, Facilities Planning & Management
Joumana McGowan, Associate Vice President, Instruction
Marc Ruh, Professor, Kinesiology & Athletics
Mark Fernandez, Web Specialist, IT
Mika Klein, Sr. Facilities Planner, Facilities Planning & Management
Ron Bean, Director, Academic Technology, IT
Tom Mauch, Associate Vice President, Student Services

ABSENT: Jesús Garcia, President, Associated Students
Kevin Owen, Director, Technical Services
Yadira Santiago, Executive Assistant II, Administrative Services

GUESTS: Alejandra Gonzalez, Assistant Director, Student Life
Doug Jenson, Associate Vice President, Administrative Services

SUMMARY OF DISCUSSION:

Accreditation Standard IIIB. Facilities Resources: *Plans and evaluates facilities to assure feasibility and effectiveness in supporting College programs and support services.* The following agenda items are noted as referencing **IIIB:**

- ITEM 2: REVIEW APPROVED PURPOSE AND FUNCTION STATEMENT
- ITEM 3: PROJECT DEVELOPMENT PROCESSES
- ITEM 4: CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)
- ITEM 5: LANDSCAPE ADVISORY TASK FORCE UPDATE
- ITEM 6: REQUESTS FOR PROPOSALS
- ITEM 7: MEASURE GO QUARTERLY PROJECT UPDATE
- ITEM 8: MINOR CAPITAL FACILITIES PROJECTS

1. REVIEW OF PREVIOUS MEETING NOTES

- A. Gary Nellesen reviewed the meeting notes from January 13, 2020.
- No comments or changes suggested.
 - Meeting notes were approved.

2. REVIEW PURPOSE AND FUNCTION STATEMENT (IIIB)

- A. The group reviewed the 2019–2020 FAC Purpose and Function Statement.
- Committee approval of this document tabled.
 - Gary to discuss with the President’s Office and report back to the group.

3. PROJECT DEVELOPMENT PROCESSES (IIIB)

- A. Gary presented the *Facilities Project Development Approval Sequence* handout dated November 11, 2019.
- This handout explains the role of the Board of Trustees in relation to facilities projects.
- B. Gary presented the *Facilities Project Decision-Making Process* handout dated January 19, 2020.
- This diagram illustrates the shared governance process as it relates to facilities projects.

4. CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED) (IIIB)

- A. Mika reviewed the upcoming CPTED training in San Diego on March 30–April 3, 2020.
- Gary and Mika plan to attend.
 - It was recommended that a non-facilities member of FAC should also attend.
 - The group agreed that Kevin Owen or Brandin Bowman would be the best choice.
 - Andi stated that Mike Williams (Police and Campus Safety) or Duetta Langevin (Safety and Risk Management) would be good alternate candidates for this training.
 - Gary and Mika will discuss the training with the above-mentioned entities and finalize the attendance list and funding.
 - The attendees will present the lessons learned, and any handouts, to FAC.

5. LANDSCAPE ADVISORY TASK FORCE UPDATE (IIIB)

- A. Temple Avenue Green Corridor
- Mika gave a brief overview of the planning portion of the project.
 - Construction drawings are in progress.
 - Gary noted that Temple Avenue was last slurry sealed approximately 10 years ago.
 - Gary, Mika, and John Gaston will coordinate with the City of Walnut to ensure any necessary asphalt work is done **before** the street is restriped for the new bike lanes.
 - The group recommended that this work be constructed under one project to ensure consistency between fencing, flatwork, trees, etc. rather than dividing into sections to be built with multiple projects.
 - The group asked how existing trees will be protected during construction—this is an ongoing problem.
 - Johnny will send Mika the information/detail that the Grounds department prefers.
 - Gary recommended that specific language be added to the Special Conditions for projects.
 - ❖ Mika will discuss with the FPM project managers.
 - Mika will add this topic to the Landscape Advisory Task Force agenda for discussion.

B. California Black Walnut Mitigation

- Mika presented the aerial rendering of the proposed California Black Walnut Mitigation area on the north side of Reservoir Hill.
 - The group supported the design.



- Committee members stated that there are existing trees on Reservoir Hill that are dead.



- Johnny and Mika will follow up with the Grounds department regarding how many trees, where, what type, and report back on this issue.
- The question is whether this type of tree is located elsewhere on campus or do we need to replant for curricular reasons.

C. Tree Removals

- Mika presented the tree removal plans for both the Transit Center and Temple Avenue Green Corridor South and Parking Structure S projects.

D. Miscellaneous Project Updates:

- Mika confirmed that bicycle racks are included adjacent to both Parking Structure S and R.

6. REQUESTS FOR PROPOSALS (RFP) (III B)

A. #3293 Library/Learning Resources (LLR) Facility: Architectural Programming and Conceptual Design Services

- All four firms submitted proposals—HGA, HMC, HPI, and MRY.
- RFP review committee members have submitted their individual scores.
- Scoring meeting scheduled for February 10, 2020.
- If interviews are determined to be necessary, they will be scheduled for February 13, 2020.

B. #3205 Construction Inspection Services

- Discussion deferred to next meeting.

C. #TBD Adult Education and Classrooms: Architect/Engineer (A/E) Services

- Discussion deferred to next meeting.

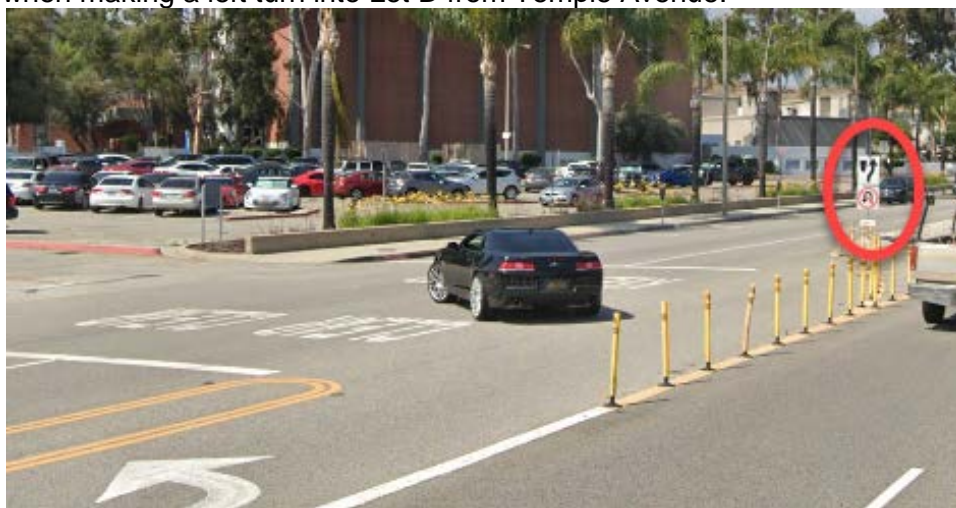
7. MEASURE GO QUARTERLY PROJECT UPDATE (IIIB)

A. Gary presented the *Measure GO Quarterly Construction Projects Update* PowerPoint dated February 6, 2020.

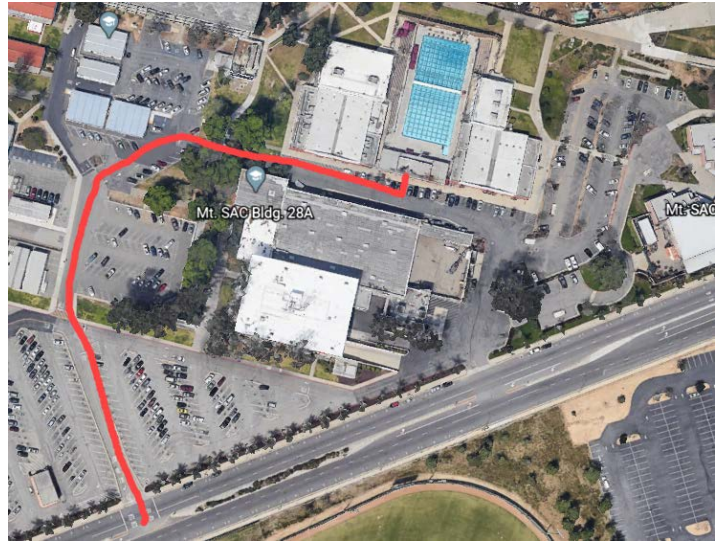
- Discussion points included:
 - The City of Walnut Planning Commission approved the Conditional Use Permit (CUP) for Parking Structure S, Transit Center, and West Temple Avenue Pedestrian Bridge on January 15, 2020.
 - Commencement parking concerns with both parking structures (R and S) under construction at the time of commencement.
 - Commencement gathering concerns regarding usage of the site of the future Heritage Hall—the site is currently a dirt lot and needs to be “people friendly.”
 - Occupancy date of the Student Center to be changed in this presentation to August 2022.
 - Adult Education and Classrooms (Lot H) project:
 - Accessibility concerns regarding north-south travel through Lot H.
 - Concerns regarding access for service vehicles and carts to the modulars.
 - Visibility/readability concerns regarding the main sign for the Stadium.
 - ❖ Mika will investigate further. The sign may not be complete at this time.



- Lot D travel and logistics with Transit Center construction:
 - ❖ Traffic median signs currently block the ability to see oncoming traffic when making a left turn into Lot D from Temple Avenue.



- ❖ What is the plan for parking and access to buildings 27ABC and the Pool?
 - Lot D east access point needs to be widened to accommodate cars going in and out simultaneously if there is no accessibility near construction of the Transit Center/Lot D-3.



8. MINOR CAPITAL FACILITIES PROJECTS (III B)

A. Discussion deferred to next meeting.

FUTURE MEETINGS: Monday, March 9, 2020, 9:00 a.m. - 11:00 a.m.
Monday, April 13, 2020, 9:00 a.m. - 11:00 a.m.
Monday, May 11, 2020, 9:00 a.m. - 11:00 a.m.