

REVIEW OF SERVICES

Miramar College
May 25, 2011
1 p.m.

Present: Patricia Hsieh, Dan Gutowski, Dave Umstot, Jim Bray, Paulette Hopkins, Daphne Figueroa, George Beitey, Dane Lindsay, Charlie Hogquist Don Bertram, Karen King, Linn Copen Espinoza, Tom Davenport, Ryan Murphy and Tony Goudie

The minutes from the April 27 meeting were approved.

Prop S and N Update

Jim Bray provided updates on Propositions S and N projects.

Parking

The parking structure will be open for the fall semester adding approximately 500 spaces net. Jim Bray is now coordinating when the police will move into the substation. President Hsieh asked when the grand opening will be held. Jim stated it would be in the late summer/early fall, but he will need to confirm the date. (Note: A target date of August 19, 2011, has since been set.) Dave Umstot stated that there will most likely be an open house for the substation and a ribbon cutting ceremony for the parking structure. Jim Bray reminded everyone that when the parking structure opens, the temporary access road will be closed.

Classroom Buildings

Work is finishing up on warranty and punch list items.

LLRC/Quad Area

The project is going well. The final stucco color coat is being added to the exterior, and work is continuing on the interior. Jim Bray is working with groups to make sure there is a move schedule in place. President Hsieh asked if the project would be completed by the end of the year. When Jim indicated it would, she asked if the move would take place during the winter break. Jim stated that would probably work best. He will meet with each group to determine the time frame that works best for them.

Fire Technology/CE/Administration Building

Programming is complete for the Fire Technology/EMT and Administration buildings. Jim Bray is now verifying pricing to make sure we stay within budget as there have been a few challenges with the Fire Technology/EMT building. He hopes to be able to start holding meetings before the

summer break. George Beitey asked if there was a timeline for refurbishing the A-100 building for Continuing Education. Jim stated that it would be approximately 2½ years out since we have to wait until the new administration building is completed before we can begin refurbishing A-100.

Hourglass Fields

Jim Bray will be meeting with Facilities Management leadership and then hold meetings with the campus. Dan Gutowski stated that the Hourglass Joint Use Committee revised the shares of the yearly maintenance budget for the fields to reflect the terms of the joint use agreement. The new division of the budget reflects the percentage of scheduled hours for each agency which is 60 percent for the City and 40 percent for the campus.

Aviation

The project is now out to bid. The first part of the project involves moving faculty, which will take place after May 31. The second involves the Rehco Street property, and the third is the classrooms that will house the simulators. Jim Bray will need to confirm if there will be any aviation courses offered this summer in order to develop a timeline.

Dane Lindsay asked what area would be blocked off for aviation as there needs to be access to the gas pump in that area. Jim noted that a fire lane runs through the area so it will need to be left open to allow access. Don Bertram stated that a new phone line is being added for the gas pump so that the current line from the Aviation Building can be taken down.

Jim Bray stated that the College Police trailer will need to be moved out for the aviation project. Charlie Hogquist noted that officers will be able to move into the locker area if it is accessible.

Demo of D-400

Jim Bray will be meeting with movers on May 27 to coordinate what needs to be moved. Dane Lindsay asked if there is FF&E funding available for new equipment for the Continuing Education remodel. Jim noted that there is.

Science Building

The project is going well. Jim Bray has a meeting with staff on May 31 to go over details and to review the schematics of what the exterior will look like. Paulette Hopkins stated that she is going to invite Randy Barnes and Brett Bell to the meeting and added that she would like to get podiums for the existing classrooms. Jim Bray noted that the scope of the project has already been decided and agreed upon. Paulette stated that the original plan was for new labs and classrooms, but she is now getting only labs. Jim Bray reiterated that the scope of the project had been reviewed and agreed upon by the campus. He suggested that new classroom podiums could be looked at when the remaining bond projects have been completed. Dave Umstot

recommended that Paulette meet with Bret Bell and Jim to come up with alternate strategies to fund podiums for existing classrooms in the Science Building.

Diesel Project

Bidding will start May 30. The project site covers the area currently occupied by the Continuing Education program on campus, so Continuing Education needs to be moved before the fall semester starts. The Continuing Education calendar is different from the main campus calendar and needed to be taken into account when setting a move date.

Campus Signage and Wayfinding

Jim Bray stated that Lance Lareau has asked him to coordinate a site walk of the signage plan. His intent is to do that this summer. He wants to make sure signage is going in where we need it and also determine what signage is needed now and what will be needed later when buildings are completed. Paulette Hopkins asked if the intent is to put a sign on the M Building. Jim stated it is; however, we need to bring in appropriate equipment that is tall enough to place the sign.

Announcements

Paulette Hopkins asked if the noise concern was taken care of in the classroom buildings. Jim stated that one of the hot water pumps was to be replaced, but he has not yet received confirmation that it was done. Paulette asked why it is taking so long. Jim noted that it takes time to investigate where a problem originates and determine a solution.

Adela Jacobson asked if electrical needs in the compass rose area have been addressed so that when Student Services has activities, they will have power for things such as portable speaker systems and lighting. Jim Bray stated it had not been yet, but was being looked into.

Dave Umstot informed the group that Facilities would like to take advantage of the curtailed summer schedule to deep clean buildings that cannot be achieved with a regular class schedule.

Dan Gutowski announced that the next meeting will be held on Wednesday, June 22.