

REVIEW OF SERVICES

Miramar College

August 22, 2012

1 p.m.

Present: Brett Bell, Dave Umstot, Jim Bray, Lou Ascione, Jerry Buckley, Daphne Figueroa, Dan Gutowski, Paulette Hopkins, Adela Jacobson, Lynn Ornelas, Gerald Ramsey, Susan Schwarz, Donn Betz, Richard Burkhart, Lance Lareau, Roy Kinley, Dane Lindsay, and Jose Vargas for Charlie Hogquist

The meeting was called to order and the minutes from the July 25 meeting were approved

Prop S and N Update

Jim Bray provided updates on Propositions S and N projects.

Parking

There should not be any major changes to parking at the campus in the near future. There will be minor access changes due to landscaping between the H Building and walkway and another due to concrete deliveries. The delivery should be completed by 6:30 a.m. and staff will be able to get into the building without any problem.

Brett Bell noted that the faculty lot by F1 added 23 spaces so the north end of Parking Lot 1 has been reduced by same amount. Susan Schwarz asked if now that the H Building and LLRC are open if any faculty/staff parking will be moved closer to the buildings, and Brett stated it would not.

LLRC

The LLRC is now open; however, we are currently working through some issues with air in the building. The District has brought in a third party contractor, Pacific Rim Mechanical, to work on the issues. The contractor will be completing work on one half of building at a time. There is also an issue of insulation that was not sealed. The contractor has been notified, and if no response is received the District will work through the bonding company to correct the issue.

Susan Schwarz asked for a status update on the installation of panic buttons for those that need them. Brett Bell stated that he has not yet seen a request for locations, but that once that information is received, it will need to be reviewed by campus police before any installations can take place.

Fire Technology/CE/Admin Building

The plans for the Fire Technology Building have been submitted to DSA for review and are fairly close to being returned. The Continuing Education Building is under the same design build contract, and will be submitted to DSA this fall, however, work on that project cannot start until the Administration Building is done. Brett Bell stated this is a unique project in that it is a Continuing Education project on the Miramar campus and will require collaboration between the two. Jim Bray stated that we will make sure facility fits in with rest of campus.

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Susan Schwarz asked if the lab will remain in the I Building. Jim Bray stated that he believed it remained but will check. Brett Bell stated he will research the issue.

Hourglass Fields

We are still looking at pricing and should have more information by next month.

Aviation

We are working through some issue as one of the small contractors defaulted and we are now looking for a replacement contractor to complete the floor and ceiling work. There are also some FF&E items that need to be installed. Susan Schwarz informed Dane Lindsay that Marcy from purchasing thought the movers had moved recycle bins to the LLRC; however, it was only two tall trashcans. The rest are on the loading dock. Adela Jacobson asked when the request for trashcans should be submitted. Jim Bray stated that the FF&E coordinator could assist with that.

Science

DSA review of the project is just starting and will probably be complete in the spring. Parking Lot 3 will be the lay down area for the project. Brett Bell stated the parking structure has the capacity to absorb the ADA spaces that will be lost.

HDAT

The project is in construction and on track to be completed in January.

12kV Electrical Upgrades

Jim Bray stated his appreciation for the cooperation of the campus during power outages. The upgrades have been completed and restoration work is being done on the landscaping as well as Lots 7 and 8. Jim will be arranging a final punch list walk for the project.

Pool Solar Thermal Heating

Brett Bell stated there have been two malfunctions; however, the cause has been resolved and it now seems to be working well.

Cafeteria/Bookstore

Although the project should be completed in January, there is a lot that goes into outfitting this type of building. Adela Jacobsen asked Jim Bray if it would be possible for interested staff to tour the area, but Jim stated the area is not ready quite yet. Adela noted the campus is getting ready to look at furniture and there was talk of adding a pool table. Richard Burkhart stated that the campus might not be able to purchase a pool table with bond funds, but Adela noted bond funds would not be used.

Brett Bell stated that project drawings were very helpful for space planning and encouraged staff not to wait until seeing the location. Adela stated she would like to be involved in selecting fabrics so that they do not get dirty. Jim stated the list for lounge furniture was developed a year ago and Brett added that furniture with sturdy fabrics were selected. Jim stated he will have Trisha get the information to Adela.

College Service Center/TES

The building is open and occupied. There are some punch list items but is scheduled for a September 28 grand opening.

Student Welcome Center

The project is close to completion of DSA review. Construction should start the end of this year or early next year but we will be better able to update on construction dates once the project is out of DSA.

Campus Signage and Wayfinding

Brett Bell stated he would like to have input from the entire campus so he will wait until the fall semester settles down to schedule a meeting. Lou Ascione noted the campus already has a signage committee. Brett stated his intent was just to wait until faculty was back on site so those on the committee could meet. Susan Schwarz stated the two interactive kiosks are used constantly by students and suggested they be utilized in other buildings or even outdoors. Daphne Figueroa agreed.

Adela stated that one of the big questions from students is where campus parking is located. Brett stated that since signage is part of the Propositions S and N projects, it is being done in phases. He noted the campus may need to do a better job on temporary signage. Lance Lareau noted that Facilities does not want to make any assumptions about signage locations so it is important for the campus to schedule a walk.

Gerald Ramsey stated that students are electronics oriented so it is important to think about what they would use and not what we would use. Brett asked Lance if there is any electronic signage and Lance noted that only the marquee would be electronic. Susan Schwarz noted electronic signage is used in the LLRC. Brett suggested Lance might want to visit the LLRC to see the signage. Paulette Hopkins stated that perhaps we could develop an interactive map for the campus web site. Gerald Ramsey noted that since students use their phones, we might consider developing a phone app with an interactive map. Brett stated that the campus may be able to do some of the things suggested if they fit within the budget. Lance Lareau stated that Facilities is working with Google Maps right now to develop an interactive map.

Cable Television Access for LLRC

Brett Bell asked Susan Schwarz for a brief synopsis on the status of cable television for the LLRC. Susan stated she has been working on this issue with Time Warner for six years. Faculty members have asked for programs to be recorded to use in classes, but the campus hasn't been able to do so.

Although Cox Communication provides access free to the City and Mesa campuses, Time Warner provides free access to K-12 only. Richard Burkhart suggested installing a satellite dish.

Interior signage for H and M Buildings

Brett Bell stated he is looking for status reports on how the campus will be dealing with signage in future buildings. Jim Bray noted that although there is a contract in place, we had problems getting the shop drawing for approval and we are most likely still six weeks out in getting those signs.

Susan Schwarz noted that it is important to make sure the signage is correct and actually calls areas by the correct name. Brett stated he has been working with Jim and the project managers to make sure there is understanding on what an area is called. Daphne Figueroa stated that she was told the LLRC would be L1 then a dash and a room number; however, the signs reads L101 not L1-101, Brett Bell noted that Districtwide we are moving toward the convention of having the building number and then room number. Lou Acione stated his understanding was that the state name of the building did not have to be used in signage for clarity, and Brett noted that is correct. Lance sated the Miramar campus is unique in that it has S100, S200, and S300 buildings. Jim explained that if you have a unique building letter, such as the H Building, rooms can be numbered H101, H102, etc. However, the S buildings would have to be S1-101, S2-101, and S3-101. Paulette Hopkins stated that ISIS does not recognize M1 as a building number. Brett asked Paulette and Lou for their feedback for a unifying strategy.

Lynn Ornelas stated that her preference is to use one letter and then the room number. Daphne Figueroa added that the campus should use whatever is least confusing for students but that the building signage and schedule should all match. Adela Jacobson noted that students think about functionality and that science classes would be in an S building while math classes would be in an M building. Brett noted in closing that there should be a rhyme and reason of how buildings are identified. Lance felt the naming should be function driven.