

## ***Facilities Planning and Development Council***

July 28, 2022

Zoom Conference Call

10:00a.m. – 11:30a.m.

### **AGENDA**

#### **I. WELCOME AND CALL TO ORDER**

#### **II. APPROVAL OF MINUTES**

- A. April 28, 2022
- B. June 30, 2022

#### **III. FACILITIES PLANNING UPDATES**

- A. Facilities Master Plans
- B. CCCC'O Facilities Planning
- C. Policies and Procedures
- D. Long-Term Capital Facilities Program
- E. Sustainability and Climate Action
- F. Student Housing Initiatives
- G. Legislative and Regulations Updates

#### **IV. COVID-19 AND FACILITIES IMPACTS**

- A. Construction under COVID-19

#### **V. PROJECT UPDATES**

- A. Division of the State Architects
- B. Capital Projects Status Report
- C. Scheduled Maintenance Projects

#### **VI. OTHERS**

- A. Facilities Dedications Events (Ground Breaking & Grand Opening)

#### **VII. NEW AGENDA ITEM(S); ADDITIONAL MATERIALS; PRESENTATIONS**



## FACILITIES PLANNING and DEVELOPMENT COUNCIL

July 28, 2022 Zoom Conference Call

10:00a.m. – 11:30a.m.

### MEETING MINUTES

#### MEMBERS AND ATTENDEES:

Name	Title	Present YES/NO
<b>Majd Askar</b>	Moreno Valley College – Vice President Business Services	YES
<b>Ron Kirkpatrick</b>	Moreno Valley College – Director of Facilities M&O	YES
<b>Robert Fontaine</b>	Moreno Valley College – Faculty Representative, CTA/AS	YES
<b>Monica Hernandez</b>	Moreno Valley College – Faculty Representative, CTA/AS	NO
<b>TBD</b>	Moreno Valley College – Classified Representative, CSEA	NO
<b>Michael Collins</b>	Norco College – Vice President Business Services	YES
<b>TBD</b>	Norco College – Director of Facilities M&O	NO
<b>Travonne Bell</b>	Norco College – Manager of Facilities, Grounds, & Utilization	YES
<b>Kimberly Bell</b>	Norco College – Faculty Representative, Academic Senate	YES
<b>TBD</b>	Norco College – Classified Representative, CSEA	NO
<b>Jo Ann Higdon</b>	Riverside City College – Interim Vice President Business Services	YES
<b>Robert Beebe</b>	Riverside City College – Director of Facilities M&O	YES
<b>Krystin Mendez</b>	Riverside City College – Assistant Director of Facilities M&O	NO
<b>Chi Ishihara</b>	Riverside City College – Faculty Representative, CTA/AS	NO
<b>Laneshia Judon</b>	Riverside City College – Faculty Representative, CTA/AS (Rotating)	NO
<b>Don Wilcoxson</b>	Riverside City College – Faculty Representative, CTA/AS (Rotating)	NO
<b>TBD</b>	Riverside City College – Faculty Representative, CTA/AS (Rotating)	NO
<b>TBD</b>	Riverside City College – Classified Representative, CSEA	NO
<b>Misty Griffin</b>	District – Director of Business Services	YES
<b>Susanne Ma</b>	District – Director of IT, Infrastructure and Systems	NO
<b>Beiwei Tu</b>	District – Director of Risk Management	NO
<b>Rochelle Durant</b>	District – Student Trustee	NO
<b>Hussain Agah</b>	District – Associate Vice Chancellor, FPD	YES
<b>Mehran Mohtasham</b>	District – Director of Capital Planning	YES
<b>Bart Doering</b>	District – Facilities Development Director	YES
<b>Myra Nava</b>	District – Facilities Planning Specialist, Support Services	YES
<b>Janna Accomando</b>	District – Facilities Planning Specialist, Accounting	NO
<b>Evelyn Ault</b>	District – FPD (Recorder)	YES

Riverside Community College District Facilities Planning and Development (FPD) supports the educational mission of the District and its three Colleges—Moreno Valley, Norco and Riverside City through advanced planning and development of facilities, standards, infrastructure and resources that promotes a learning environment by providing safe, sustainable and high-quality campuses. The FPD administers the facilities improvements to ensure compliance with the District Strategic Plan and Colleges Facilities Master Plans, and manages the planning, development and implementation of the District Five (5) Year Capital Outlay plan and Long-term Capital Facilities program. The department is also responsible for formulating, promoting, guiding, and administration of district policies and procedures associated with planning, design, construction and development functions.

## I. CALLED TO ORDER

- A. By Hussain Agah

## II. APPROVAL OF MINUTES

- A. Motion to Approve April 28, 2022 Meeting Minutes by Beebe. Second by Kirkpatrick.  
 B. Motion to Approve June 30, 2022 Meeting Minutes by Askar. Second by Kirkpatrick.

**ACTION:** *None*

## III. FACILITIES PLANNING UPDATES

### A. Facilities Master Plans Updates

1. **MVC:** The College's facilities master plan (FMP) was BOT approved in June 2019. **No update.**  
The college's comprehensive master plan (E/PMF) was BOT approved in August 2021.
2. **NC:** The College's facilities master plan (FMP) was BOT approved in June 2019. **No update.**
3. **RCC:** The College's facilities master plan (FMP) was BOT approved in December 2018. **No update.**
4. **District Unified FMPs:** The district-wide unified FMP's prioritized projects list "preliminary" was posted under the District website, including project descriptions and conceptual budgets. **No update.**
  - i. Agah stated that the District Unified FMP's will need to be updated regularly and should reflect the Educational/Facilities Master Plan updates.

### B. CCCC'O Facilities Planning Update:

1. **Five-Year Capital Construction Plans (5YCCP) & Capital Outlay Program:**
  - i. **2022 Five-Year CCP:** The 5YCCP was submitted to the June BOT and to the state by the deadline of August 1, 2022. The state did not require hard copies to be mailed and asked to receive all documents by email.
  - ii. The District 5YCCP will be presented to BOT on June 14, 2022. The 5YCCP included the following submissions:
  - iii. **RCC:**
    - a) New FPP – Cosmetology Project (Growth).
    - b) IPPs – 1. Visual Arts Complex (Phase I) (Growth); 2. Advanced Technology (Growth); 3. MLK Modernization.
  - iv. **MVC:**
    - a) Revised FPP Library Learning Resource Center (Growth).
    - b) IPPs – 1. Biological & Physical Sciences (Growth); 2. Kinesiology, Athletics (Growth); 3. Ben Clark Training Center Education Center Building Phase II (Growth) and is lining up as a standalone FPP next year; 4. Fine & Performing Arts Complex (Growth).
  - v. **NC:**
    - a) New FPP – Library Learning Resource Center and Student Services (Growth).
    - b) IPPs – 1. STEM Phase I (Growth); 2. Student Services Welcome Center (Growth); 3. Social & Behavioral Science Phase I (Growth).

**ACTION:** *None*

- vi. **State Capital Outlay Re-categorization and Prioritization (New Scoring Methodology):** All FPPs submitted in 2022's 5YCCP for consideration for the 2024/2025 spending plan will be scored using the new metrics. The DOF approval requires 25% local contribution for FPPs. Colleges' FPPs are not eligible for hardship waivers.

**ACTION:**

- *No update*

- 2. **Building Naming Reconciliation:** FPD will be working with colleges to reconcile the building names in FUSION and college Live 25 system to reflect FTES and FTEF.

**ACTION:**

- *No update*

### 3. **Five (5) Year Scheduled Maintenance Plan & Instructional Support**

- i. **2021-2022:** Agah stated the district received \$14.1M, \$10.5 towards scheduled maintenance and \$3.6 towards instructional support. Griffin stated the funding has been split by the current year BAM allocation.
- ii. Mohtasham stated that 5Y Instructional Support Plan was submitted to the state on December 13, 2021.
- iii. The May Revise budget approved \$840M in SM funding for FY2022/23. RCCD allocation will be approximately \$22M. The memo regarding the 2022/23 allocation should be received from the state in mid-July. The state will have a new SM category called Energy Efficiency and Solar. RCCD will have a district and college task force to discuss the best utilization of the SM funding. Mohtasham and Nava are working with the colleges on their SM to review and identify any changes that need to be provided to the State. Mohtasham and Nava contacted the state and requested an increase to the permit and soft cost elements on the SM form, the state is reviewing the request.

**ACTION:**

- *Streamline the PPIP process so administering the program will be more efficient; identify SM funds for the Solar project and allocate the remainder to the colleges' SM funds*

### 4. **Space Inventory (SI)**

- i. **2022 SI Submittal:** The current SI reports from FUSION were sent to the colleges with a deadline of August 31, 2022 to make any changes. Alma Strategies has requested a meeting with the colleges. FPD will reach out to the colleges before that meeting to determine if there are specific questions about their SI reports.

**ACTION:**

- *Any changes to the college SI needs to be reported to FPD to be reflected in FUSION.*

### 5. **Facilities Conditions Assessment (FCA)**

- i. Agah requested that the colleges use the FCA for the development of the 5-Year Schedule Maintenance Plan. NC stated the assessments have not been used yet. RCC uses it as a database and has not used the assessment as yet. Agah has recommended that these databases be used for 5YSMP.
- ii. Nava stated the Facilities Condition Assessment scores on the FCI will affect the scoring on the modernization projects as well as the FTES.
- iii. A strategy to complete the floor plan updates is being discussed for all the colleges. FPD will update all of the floorplans in FUSION with help from the colleges.
- iv. Nava stated the district is far down on the state's list, the assessment may be scheduled in late 2023. The state will send an update when they have a better timeframe.

**ACTION:**

- *No update*

## C. Policies and Procedures:

### 1. Board/Administrative Policies:

- i. Under the Public Contract Code 20651 during a bid process the communication protocol guidelines must be followed and the college should direct vendors/bidders to Purchasing (in writing) to avoid interference.

### 2. Land Use Development and Public-Private-Partnership

- i. The Land Use Development and Public-Private-Partnership (P3) policies are approximately 95% complete and are being reviewed by VC Brown. The policies will go to the Chancellor for review and then be presented to FPDC.

#### ACTION:

- *The Scion Group is helping the District with the new BP/AP regarding land use development & Public-private-development. **No Update***

### 3. Milestone Signoff Documents:

- i. Doering reviewed and described the **Capital Construction Project Design Milestone** form and the **Certificate of Substantial Completion Milestone** form. The Capital Construction Project Design Milestone form shows all stakeholders involved and will be utilized for larger projects to approve the design and moves the project from one phase to another. The Certificate of Substantial Completion Milestone form lets the college know that the construction contracts show they are substantially complete and the building can begin to be occupied. It is a contractual requirement and is the last step in getting the project closed out. A similar form will be developed for a CM Multi Prime.

#### ACTION:

- *Incorporate the process into an administrative policy for efficiencies and consistencies. **No update***

### 4. Prequalification List and Process:

- i. **Professional Services:** RFQs to establish pre-qualified lists for Surveying, Environmental, and Commissioning Consultants will be in place in the near future. The RFQ has not been drafted yet.
- ii. **Construction Services:** FPD has established a process to prequalify general contractors/primes in compliance with Public Contract Code section 20651.5 that requires a public agency like RCCD to establish a procedure to include a standardized questionnaire, financial statement, and an appeals process.
- iii. **CUPCCCA:** Vendors can register for a prequalification on Purchasing's website throughout the year.
- iv. **Professional Services Qualification Process:** Agah shared the PowerPoint presentation for the new transparent boilerplate qualification RFQ/P process that was formulated to prequalify professional services such as CM's, architects and specialty consultants. The RFQ/P has specific questions for specific trades and services, and specific scoring for each. The process is tailored to specific projects using a standard scoring metrics and includes the appropriate agreement as part of the packet. Interviews of the three to five highest scoring proposals will be conducted. A committee will be formulated each time and will be asked to look at all of the qualifications independently. The committee will be provided with pre-RFQ/P training.

#### ACTION:

- *Incorporate the process into an administrative policy for efficiencies and consistencies. **No update***

### 5. Consultants Engagement Process:

- i. Askar/Agah discussed and presented the prequalified consultant engagement process in alignment with the District BP/AP and best practices as follows:

- a) **Below \$25,000:** Obtain a minimum (1) one proposal from District Prequalified list of consultants; the work should not start without a PO in place; no board report is required.
  - b) **Over \$25,000 to \$99,100:** Obtain a minimum (3) three proposals from District Prequalified list of consultants; use the District's small-scale RFP format; qualified-based selection; the work should not start without an executed contract and PO in place; no board report is required.
  - c) **Over \$99,100:** Send formal RFP to the entire District Prequalified list of consultants; utilize the formal RFQ/P process with scoring methodology and selection criteria; qualified-based selection; the work should not start without an executed contract and PO in place; board report is required.
- ii. The administrative policy, regarding the process, will also be developed.
  - iii. Askar reviewed the internal process for obtaining quotes using prequalified lists. The BP/AP talks about the different thresholds but does not include the section for professional services.

**ACTION:**

- *Incorporate the process into an administrative policy for efficiencies and consistencies. **No update***

**D. Long-Term Capital Facilities Program**

1. The LTCFP was BOT approved on March 17, 2020. Some budget has been identified for the critical mission plans: Sustainability initiatives, integrated energy and infrastructure.
  - i. Agah stated the NC Center for Human Performance & Kinesiology Capital Facilities project is in the preliminary planning phase, FPD provided the 2011/12 design standard to DLR group. Using an outdated design specification is a concern. The goal is to update the district standard and college design guidelines, it requires approximately \$150,000-\$250,000 to complete depending on the level of detail. VCBFS has added this item to the District Strategic Plan request. FPD can work with the college to use the standard as a guideline.
  - ii. Collins stated NC will utilize the same standards that were used on the Veterans Resource Center project.
  - iii. Ma stated the cabling specifications have not changed too much, they are not that outdated, and the networking equipment has been quoted per project, so it is ok. The only problem is the room size, the rack changes and what technology is planned to be in the room.

**ACTION:**

- ***No update***

**2. Total Cost of Ownership (TCO):**

- i. Agah stated that the district will be working with the colleges to develop a TCO prototype metrics districtwide. The TCO is a requirement for Accreditation, and GO Bond and best practices. It will capture all utilities, scheduled maintenance, capital renewal, custodial and grounds, staffing requirements for new funded/approved projects, cradle to grave concept. It is recommended to use APPA Standards.
  - a) Agah stated that a part of DLR's sustainability scope of work and deliverables is to help the district create a TCO prototype.
- ii. FPD continues to meet with the colleges and DLR to discuss and brainstorm the best practices to address the districtwide TCO model and get a better understanding about the day-to-day operation and how each college would have done it, if any.
- iii. Mohtasham stated FPD is working with DLR and District IT to determine how the TCO and Energy dashboards can be migrated from the DLR iCloud server to the District's iCloud server. There is an ongoing discussion regarding the cost to complete the task.
- iv. At the last meeting with DLR there were questions about having the new building vs existing buildings in the plan. The questions and comments were sent to DLR who are working to make changes and modifications to the TCO model and framework.
- v. There are items still being added to the model. A link should be available in approximately 2 weeks to modify, review and provide feedback.
- vi. DLR reviewed the TCO and provided details at additional meetings. A final meeting will be scheduled in the next two weeks.

**ACTION:**

- *A meeting with Coast CCD, FPD, the colleges and DLR is being considered; schedule the TCO final meeting.*

**E. Climate Action and Sustainability Stewardship (SCAP)****1. Districtwide Sustainability & Environmental Responsibility Planning Update:**

- The committee resumed meetings for 2022. The committee discussed the charge, mission and vision of the District Sustainability Committee, discussed the proposed change to some of the language and began reviewing the details of each of the impact areas (Decarbonization/Climate Justice, Water/Ecosystem, Waste/Procurement, Academic, Engagement, Health/Wellbeing, Resiliency, Trust/Transparency), and develop specific goals, objectives, measures, metrics and milestone for each one of them.
- Agah stated the committee is meeting monthly; the minutes were attached on the FPDC agenda at the March FPDC meeting. The charge, mission and vision are still in draft format.
- Nineteen meetings have been conducted between the colleges, the District and DLR.
- Linsey Graff from DLR provided a Sustainability presentation to FPDC.
- SCAP development updates were provided to the Board of Trustees on June 14, 2022. Reminders were sent to the colleges to review the plan, the draft has been formalized and is under review, and only a few comments have been received. A meeting will be scheduled for the SCAP Page Turn for the committee to provide their input.

**ACTION:** *Schedule the Page Turn committee meeting*

**2. Solar Planning Initiative (Solar Plan):**

- The project is in the procurement phase (GC 4217).
- The CEQA consultant, Dudek, filed all exemptions for the solar projects and was approved by BOT in August 2021. The initial/feasibility assessments on the hillsides site require a Mitigated Negative Declaration (MND).
- The Solar Planning Committee selected Total Energies, formerly SunPower. Contract negotiations are ongoing for approximately \$29M to do all of the solar system and battery storage across five sites - BCTC, MVC, NC, RCC and district office. A negotiations meeting occurred on July 5, 2022. The process has taken longer than originally planned due to the complexity of the project, it is anticipated to go to the BOT by August 2022.
- The loan won't be secured until the District reached an agreement with TotalEnergies and submit the design-build contract to the board for approval.
- The CEQA (including DTSC) process has begun with Dudek; it is scheduled to be completed by the end of August 2022. Sampling is happening today at NC and MVC. Two tribes sent requests consultation as a result of the AB52 notification.
- Total Energies requested an electrical audit at CAADO, CSA and Norco College. There is no electrical audit required at RCC and MVC due to the tie in to the 12KV Loop. A meeting with SCE was requested regarding MVC and NC equipment to see if it is owned by the college and maintained by SCE and to see if permission is needed to tap into that equipment. There has been no response to the request.

**ACTION:**

- *Recommend a successful design-build solar provider to BOT in August 2022; present DTSC CEQA to BOT in August 2022; begin design and construction*

**3. Energy Management and Dashboard:**

- Agah provided an update regarding the dashboard as part of the Integrated Energy Master Plan. DLR had the framework for the dashboard a couple of weeks ago.
- The Energy Calculations from the last year will be submitted to the state on January 27, 2022. The usage for the last fiscal year was calculated and the data was entered into the reports provided to the council.
- Mohtasham stated the process is more than 95% done in regards to collecting the information and doing the meter mapping. There are some unknown metering and feedback from the campuses that is needed. DLR put together

a draft dashboard. FPD is working collectively with the District IT on the Dashboard and how it will be hosted in our system.

**ACTION:**

- *Complete an interactive dashboard for the district. **No update***

**4. Community Transportation Needs Assessment Voucher (Mobility Equity):**

- The final report was submitted to the State at the end of October 2021. The District is waiting for the grant application in spring to submit the project and design application for up to \$1.0 million in grant funding.
- Harris discussed the disadvantages for students in trying to afford to buy cars and that the Carsharing program will be a great opportunity for everyone.
- Agah discussed the potential grants (EV Charge Ready) where the utility companies will fund all of the infrastructure to get EV charging stations. There is a pilot program that will be used as a case study that provides full or significant funding from the utility companies. That is for MVC and NC. The same thing will be explored with RPU for RCC in the future.

**ACTION:**

- ***No update***

**5. On-Bill Financing (CCC/IOU) & Energy Audits:**

- This California Community Colleges/Investor Owned Utilities (CCC/IOU) program is under the state Chancellor's office umbrella. It is an opportunity to provide an energy audit to the college facilities to determine suitable energy efficient projects from SCE and SCG. The on-bill-financing has no obligation or contract between the district and SCE and SCG. The advantage is the zero financing for items over \$250,000. Anything under \$250,000 can be part of the incentives, it would pay up to \$4M for electrical and \$2M for gas upgrades for each campus and can be paid back in ten years. Some processes and procedures must occur before the on-bill financing happens. The utility company requires a survey and energy audit of the building systems at each college to determine deficiencies. When approved by the utility company the deficiencies identified can be converted to a project and paid for by the utility company, if the college does not have the funds. The program would replace chillers, boilers, HVAC, lighting, controls, etc., and pay for installation, equipment, and commissioning. The program was discussed with the Directors of Facilities at the kick-off meeting that occurred on March 29, 2021.
- Agah stated this is still an opportunity for the district if some of the projects will qualify and can take advantage of this program. FPD spoke to NC and DLR about the Central Plant and some outdated chillers. This program could qualify the chiller upgrade. DLR visited the NC site as part of the Sustainability effort and should be able to identify the cost and the best economic way of doing this project.

**ACTION:**

- ***No update***

**F. Students Housing**

**1. Student Housing Initiative at MVC, NC & RCC:**

- Agah stated the Chancellor advocated for funding for student housing. The goal is to conduct a district-wide on and off-campus feasibility study, focusing on districtwide affordable student housing to address the student basic needs and support their educational journey.
- The Scion Group presented to the MVC and NC Presidents Cabinets and provide the financial analysis for both colleges. The only justification for student housing at MVC is if SB169 State funding is received. The project would not be eligible for Public Private Partnership based on the demand. NC may qualify for Public Private Partnership but the decision has been made to submit and proceed with the SB169 and submit the construction application in the fall. Student housing will only house single student cohorts.



- iii. Scion is working with RCC leadership team to conduct a student housing survey and market demand analysis in the spring.

**ACTION:**

- *Continue to work with City of Moreno Valley for land acquisition. **No update***

**2. SB 169 Affordable Student Housing Grant Program:**

- i. The State budget has \$2B identified for UC, CSU and California Community Colleges for student housing.
- ii. Agah provided an update and stated SB169 was signed by the governor on September 23, 2021, to provide \$2B for affordable student housing grant program. The guidelines were provided on October 12, 2021, the application was submitted on the October 31, 2021 due date. The funding will assist with feasibility and financial studies and preliminary planning. The application was provided in the minutes and the SB169 forms were reviewed by Agah.
- iii. On March 1, 2022 the District received a notification that the DOF has recommended the approval of the feasibility and planning applications for the three colleges in the total amount of \$1.6 million. RCCD will have access to the \$1.6 million as of July 1, 2022 for the student housing planning at each college. FPD invited (5) firms to submit proposals for student housing advisory and project management services, (2) proposals were received. The committee selected The Scion Group.
- iv. Architectural interviews are scheduled for July 28, 2022 with three shortlisted firms, HED, HPI and Steinberg Hart. The application to the state is due October 2022, which is a short timeline so the deliverables need to be complete by mid-September.

**ACTION:**

- *Submit the construction application by October 2022*

**G. Legislative and Regulations Updates:**

- i. **School Bonds:** Agah provided an update regarding AB-75 and SB-22 that places a new “potential” state school bond on the November 2022 ballot. Nobody knows yet how much that statewide bond would be, and it could bundle K-12 with CCD’s, CSU’s and the UC System. AB-75 and SB-22 will not go to the November 2022 ballot due to the surplus funding. The state allocation of Prop 51 for the statewide bond has been diminished and already allocated. The next window for the statewide bond will be 2024.
- ii. **Student Housing:** There are two bills, AB1602 that discusses the revolving loan fund in the amount of \$5B for 2022/23 for zero interest rate, and AB1764 that discusses the need for exemption of community college student housing from DSA requirements and for colleges to provide data about students and their needs for housing.
- iii. **Classroom Air Quality and Ventilation Requirements:** If approved, AB2232 bill would have two provisions; the first requires Community College Districts and other school districts to conduct a comprehensive HVAC inspection every 5 years and provide an HVAC Test Technician report to identify the inefficiencies in the HVAC system for classrooms, offices, etc. The second requires installation of CO2 monitors in all classrooms. The funding source is not known at this time.
- iv. **CEQA Exempt for Student and Faculty Housing:** If approved, SB886 bill provides a CEQA Exemption for qualifying student and faculty housing projects that could be approved.

**ACTION:**

- No Update

**IV. COVID-19 IMPACTS (FACE-TO-FACE INSTRUCTION, CONSTRUCTION)****A. Impact of BOT Resolution No. 02-21/22 COVID-19 Vaccination Mandate on Construction**

1. Agah stated that the BOT resolution's impact on the capital construction projects has been considered. However, it was challenging to apply the resolution to construction projects due to many unvaccinated laborers and the change of laborers at the sites. The requirement will impose a negative impact to the district, the lack of skilled labor and material shortages are already an issue. Agah described the scenarios that have been implemented to allow minimal disruption at construction sites.

**ACTION:**

- *No update*

**B. Safety and Risk Management**

1. Tu provided additional information related to AB 685. Timely notifications of positive COVID-19 cases is crucial and required by the colleges and contractors. The need to respect each person's privacy is very important; no identification regarding who is positive is allowed to be shared.
2. Tu discussed the threshold for JPA reporting when starting a new project. A project questionnaire is needed to keep JPA informed so they can put the project in the profile, especially when the project is complete. Expensive projects, if over \$25M, need to go to the underwriter.
3. Tu stated there is a grant from the insurance carrier to mitigate property risk, a matching fund of up to \$25K.

**ACTION:**

- *No update*

**C. Construction under COVID-19**

1. Doering stated the issue is supply chains, they are out of product and cannot keep up with demand and staff is down. It takes 6–7 months to receive product so orders are being placed early. Receiving furniture orders has also been an issue.
2. Ma stated effective December 1, 2021 pricing is going up 7% for networking equipment.
3. Doering stated there is no change as a result of the new mask and booster mandates. Projects continue to experience an ongoing impact due to material delivery delays of 4-6 months.

**ACTION:**

- *The District continues to connect with other districts and industry to seek feedback and updates. No updates*

**V. PROJECT UPDATES****A. Master Projects List/Calendar/Capital Project Summary Form**

1. All projects regardless of funding source need to follow the process

**ACTION:**

- *No Update*

**B. Division of the State Architects (DSA)**

1. Agah provided a DSA regulations update regarding IR A-22 and IR A-9 for School Site Improvements and Project Exception. Even if a project is DSA "exempt", it still needs to comply with Title 24 and CA Building Code regardless of project size to avoid any liability and comply with the State codes.
2. FPD is the **Point Of Contact** with DSA and should be involved in any new project under DSA purview at the college regardless of funding sources.

3. Mohtasham reviewed “revised” IR A-22 and stated there are two changes submitted: 1) Threshold increase to \$119,230 and 2) Two items for the playground canopy. Mohtasham shared the details of the playground canopy requirements.

**ACTION:**

- *No Update*

**C. Capital Projects Status Report****1. Riverside City College:**

- i. **RCC Life Science/Physical Science Reconstruction Project:** The project final DSA approval was received in December 2021. Plans were submitted to the State in January 2022. General Contractor (GC) pre-qualifications were due by mid-February 2022. Ten GC’s have been approved. The list was BOT approved on March 15, 2022. The final GC will be selected and presented to the June BOT. The working drawings have been submitted to the state. Based on the schedule, construction should begin in September 2022. Approval from DOF was received and the job walk occurred on June 30, 2022. Bids were received on July 19, 2022. The project is still on schedule and within budget, Alternates #1 and #2 were approved. The information will be provided to the state after BOT approval in August 2022 to get approval then a contract with the GC will be processed then move forward with construction.

**ACTION:** *None*

- ii. **Gomez ADA Phase 2 Campus Improvement Project:** The project is funded by General Funds and 2021/22 SM Funds. FPD sent the City of Riverside an email identifying the areas they are responsible for. The project has DSA approval and is on schedule. Bernards Brothers (Construction Manager) completed a constructability review. FPD worked with the college to coordinate the laydown area. The contractor will turn in submittals for approval and order equipment. The schedule is being reviewed with the college. The laydown area has been identified. The schedule of values submitted by the contractor was refused, it was not broken down properly. It will be resubmitted.

**ACTION:** *None*

- iii. **Digital Library Building STEM Engagement Center:** This is a \$5,000,000 project locally funded from RCC General Funds. It will renovate the existing Digital Library to become a STEM Engagement Center. It is a priority 1 item in the FMP. The design development plans and floor plans were finalized in December 2021. FPD submitted to DSA in April 2022, comments have been received. A media room was added to the space. FPD worked with TSS and the District IT to determine the scope of work for that space. The initial cost estimate based on the design was received from the architect; it was \$500,000 over budget. FPD worked with Gensler to identify Value Engineering (VE) items. The VE items were provided to the college in February 2022. Those items brought down the cost and did not have any effect on the programs. The budget issue was resolved, Griffin worked with the college to process a budget transfer. The furniture design is completed and was presented to the user group. Gensler was on campus on July 8, 2022 to conduct a survey on the accessibility, the feedback was provided to DSA. DSA approval is expected in September/October 2022. The college will provide a priority list to determine how the project can proceed; the funding is not feasible at this time. Some extra survey work based on ADA requirements was discussed, there are no major items expected that will change the price based on those comments. The construction date will be determined based on the availability of the budget.

**ACTION:**

- *Receive DSA approval; receive priority list from the college*

- iv. **Makerspace at Digital Library:** This is not a DSA project, however, due to the critical nature of the project FPD is working to expedite and help the college move forward.. The College already purchased some of the equipment that was approved by the consultant. After the meeting on February 25 the construction drawings were provided, the bid package was sent out for the GC work. Equipment arrived before June 1, 2022. The design has been completed, the CD are complete by 95%; the package went to bid on June 17, 2022, the bids were due on July 6,

2022. Furniture will not be included in the GC package, it will be purchased on a separate contract with GMBI. That information was shared with the user group, feedback was received from the furniture company and the user group. The furniture order will be finalized within two weeks. One bid was received for the GC bid, it was within the budget so after checking all of the documents purchasing will issue a Notice to Proceed. The project is on time.

**ACTION:**

- *Provide furniture contract details to user group*
- v. **RCC Printing Press:** A printing press was donated to RCC by an outside entity. The college has several projects on the same 12 KV loop; unfortunately Tech B where the press will be installed does not have adequate electrical distribution to accommodate the press and the new layout. There will be electrical upgrades to the Tech B building as a result of this project but that is not part of the donation and must go to a public bid. Most of the underground work is done; the contractor is waiting for a cabinet for the switchgear to be delivered, it is on backorder. The contractor completed the work, the area is ready for the printer to be delivered in mid-September/October 2022. The electrical work was completed however it did not pass the electrical engineer's inspection. The revisions are being done. The new anticipated date for the electrical to be completed is August 8, 2022. The donated printer is tentatively scheduled for delivery in September or October 2022. The manufacturer will deliver and install the printer.

**ACTION:**

- *No update*
- vi. **TSS Staff Relocation:** This is a DSA project. TSS staff are scheduled to move into the old Financial Services building. This project is a secondary effect of the Digital Library STEM Engagement Center. It is on the same 12 KV loop as the Printing Press project. The college installed a recording device on the distribution panel to receive the data from RPU for the demand loads on the 12 KV loop. It will have a modular outside of the Tech area. The key component is that occupants must be moved into TSS before any construction can start on the STEM Engagement Center project. The project was submitted to DSA on April 26, 2022, minor comments were received, FPD worked with the CM to make changes on some of the constructability. DSA approval is expected by October 2022. To meet the FY21-22 year-end deadlines the modular was already purchased, delivered and installed. Due to the project's high costs it will be on hold after receiving DSA approval until the college identifies a funding source. FPD is researching the possibility of the project being funded with Scheduled Maintenance funds based on the design. Received DSA approval. The project is on hold until the college determines the project can start.

**ACTION:** *None*

- vii. **Football Field and Running Track Replacement (Feasibility Studies):** The feasibility studies architect will provide scope of work, physical options for the project, DSA ADA requirements and design and estimated total cost of the project. Three options were presented to the college to review. The three options included the cost estimates to provide a good understanding of what the project will cost before moving forward. The goal is to have a project completion date of August 15, 2023. The feasibility study is complete. The RFP for architectural services went out. The committee received the proposal and has until August 1, 2022 to provide a short-list of firms. The interviews are scheduled on August 4, 2022. When the architect is selected the project can move into design. The project will go to the September BOT for approval.

**ACTION:** *None***2. Moreno Valley College**

- i. **Student Services Renovation:** This is a DSA project and funded through Measure C. The Renovated Student Services Building will be available for the relocation of student services programs currently located in the temporary structures within the Parkside Complex, such as Human Services, Health Services, Food Bank, and Veterans Resource Center. The total ASF is 9,000. In December 2021, the college approved adding the STU 101 (lecture

hall, 2,888 sq. feet) on the first floor to the project scope of work to be renovated for the Food Bank and Clothing Closet. Six architect postponed the DSA submission by 8 weeks and worked with the user group to design the new space. Site walk was completed on January 25, 2022. The added scope added \$1.7M to the overall project cost. The user groups approved the new design/space programs for the added scope. The Architect completed work on the construction drawings. Received first round of VE items, up to \$300K, additional VE items were considered. The final VE items were reviewed during the week of April 25, 2022. Approval was received in December and January for the added scope for the first floor. The plans for the added scope are at 95% CD. A second round of cost estimates were received, they are within the budget but some Value Engineering were completed and feedback was provided to the college. Two estimates received will need more investigation before the information can be provided. The FF&E is being worked on and will be provided to the college. The project was submitted to DSA on May 25, 2022, received partial comment only. Hope to receive approval by September/October 2022 and will move forward to bid the project. The RFP to select a Construction Management firm is being developed.

**ACTION:**

- *Conduct a final review of the budget after DSA approval is received*
- ii. **BCTC Education Building (Phase I):** The project is currently 77% complete and is approximately three weeks behind schedule. There were issues on the roof installation, a materials substitution was considered, approved and processed. The SCE easement has been approved, notarized and signed. WMWD completed their easements which resulted in additional fees for their surveys, attachments and sewage. The County IT plans were approved on March 30, 2022, District IT's consultant installed data conduits and fiber. The temporary power switchgear arrived from SCE and has been installed. The building was supposed to have power the week of July 4, 2022. The power to the building was finally confirmed for Saturday, July 30, 2022. The furniture is in; move-in is scheduled for September 15, 2022. The IT equipment has been delivered. District IT is scheduled to install their equipment on August 11, 2022. Change orders are being worked on to ensure the project stays on budget.

**ACTION:** *None*

### 3. **Norco College:**

- i. **Early Childhood Center Project at Stokoe:** Westberg White Architects was selected and was approved at the April 2021 BOT. The project is moving forward, there is an agreement between the college and Alvord USD regarding the next steps. FPD is working with Dr. Collins and Dr. Fleming to keep the project going and to begin the design as soon as possible. The site walk with the architect occurred in November 2021. The Westberg White contract is complete, weekly user group meetings with Westberg White, Alvord District and Riverside County have begun. Going through the design phase and programming at this time. When complete a preliminary design will be provided to the team. A Site visit occurred on July 19, 2022 and included the District, Norco College, Westberg White Architect, RCOE and Alvord District stakeholders. The architect will provide meeting minutes in the first week of August 2022. A meeting to review the plans and go over the design is scheduled for the second week of August 2022 to complete the programming in the next 2 – 3 months then submit to DSA.

**ACTION:** *None*

- ii. **Center for Human Performance & Kinesiology Project:** The project is in the design phase (preliminary plans and programming). The project is over budget by \$13 million due to the state construction budget shortfall that did not address the ongoing inflation and utilizing outdated cost estimating models and other FUSION restrictions. FPD has contacted the DOF and the State Chancellor's office about the actual project cost. The project is still pending approval by the DOF. Preliminary plans were submitted to the state in late December 2021, approval to start developing the working drawings is still needed. DTSC results from the Dudek survey were received, questions regarding the survey were sent back to DTSC to receive their feedback and be implemented as the sole management plan. CEQA will be completed then mitigation measures will be received as suggested by Dudek for the Tribes consultation. A last design meeting with the committee was conducted, the VE plans were provided to

the Cabinet on March 21, 2022. The new budget includes the rest of the design, which is the WD phase, however we still have not received the authorization to move on with the working drawings.

**ACTION:**

- *Continue with DTSC work plan, complete CEQA and submit to DSA by January 2023.*

## **D. Scheduled Maintenance Projects Updates**

### **1. Moreno Valley College:**

- Review the SM Project Log and report DSA projects**

### **4. Norco College:**

- Review the SM Project Log and report DSA projects**

### **Riverside City College:**

- Review the SM Project Log and report DSA projects**

## **VI. OTHERS**

### **A. Integrated Waste Management**

1. An RFP for Integrated Waste Management was drafted a few years ago. The goal is to consolidate the services districtwide. The benefit is the economies-of-scale and the recycle programs.

**ACTION:**

- *Askar will send a draft of the RFQ/P to the colleges after the District reviews. **No update***

### **B. District Strategic Planning Council (DSPC)**

1. FPDC membership has been formed pending representatives from the CSEA.

**ACTION:**

- ***No update***

### **C. Parking/Traffic Study, RCC, & Districtwide**

1. **Riverside Downtown:** Survey results were discussed with multiple constituent groups. Combining the Fox and CAADO studies indicates occupancy is not going above 89%. The consultant provided four recommendations; installing digital signage to show how many spaces are filled, especially at CAADO; changing the hours of some of the classes to later in the evening to free up spaces during the day.
2. **Norco College:** The College completed a traffic study of Third Street specifically in relation to the buildout of the VRC building. NC budgeted and are planning for the repair and replacement of Third Street to ensure pedestrian and vehicular safety is upheld. The repair and replacement may include the installation of speed bumps. The study will be reviewed and the college will work with the district on the scope and bid process.

**ACTION:**

- ***No update***

#### D. Norco College Fuel Cell

1. NC is paying Doosan \$120,000 a year to maintain a Fuel Cell at the college and keep it running efficiently. The removal of the NC Fuel Cell is in the Solar Planning RFQ/P that is being issued. That cost of the removal can be a separate discussion. DLR has been tasked to provide an engineering study on the fuel cell and its negative impact to the college in alignment with the District Sustainability and Climate Action Plan. The Fuel Cell is being included in the District Solar procurement. It is believed that the system is probably at the end of its life span and the recommendation by the team will be to remove it.

**ACTION:**

- *Discuss the removal of the fuel cell and the negative impact it has had on the college. **No update***

#### E. Facilities Use Fees

1. Discussion has included information or history related to Facilities Use/Rental Fees, and whether these rates are at a credible market rate in light of board policy.

**ACTION:**

- *The colleges will discuss fee structures. **No update***

#### F. Projects Groundbreaking & Grand Opening Ceremonies

1. Agah provided updates on upcoming groundbreaking & grand opening ceremonies.
  - i. RCC Greenhouse Grand Opening Ceremony: Date TBD
  - ii. BCTC Education Building (Phase 1) Grand Opening Ceremony: October 7, 2022

**ACTION:** *None*

### VII. NEW ITEM(S)

#### A. Districtwide Wireless Project

1. Ma provided details regarding the District outdoor wireless projects that are continuing. IT is engaging the college's Directors during the process to ensure the work is being conducted appropriately and respectfully on each campus. The indoor component will be conducted at a later date.

***End of Meeting Minutes-***