



FACILITIES COMMITTEE MINUTES

Tuesday, October 17, 2023

Café Conference Room

Members Present: Todd Hampton, Ivan Almanza, Damon Bell, Mark Gibson, Gustavo Gonzalez, Steve Lytle, Justin Madding, Morgan Sanchez, Richard Treece, Sanai Gonzalez, and Trudi Blanco (Recorder)

Guest: Manny Campos

Members Absent: Darcy Bogle and Natalie Woodall

The Facilities Committee meeting of October 17, 2023, was called to order by Todd Hampton at 12:01 p.m. in the Cafe Conference Room.

1. Minutes from September 19, 2023

The minutes were reviewed and approved by consensus.

2. Server Room Backup Generator

There will be a test to ensure everything is hooked up correctly on October 27th. We are looking at an 8-hour shutdown, plug-in, and start-up; possibly two 4-hour increments to avoid interruptions.

3. PPIS Projects:

Treece reported on the current Physical Plant and Instructional Support (PPIS) projects:

- I. FACP Improvements – Treece reported most of the repairs have been completed except for two outstanding items: 1. Treece is in the process of acquiring a quote from the electrician for the Fire Bell exterior at Cougar Sports Center 2. CO2 sensor at the Ash St Dorms-parts is on backorder.
- II. Roofing Re-Coat and Repairs – Treece reported the new metal work at the CDC has been completed. The new roof access ladder and safety pole have been installed at the Cougar Sports Center. Awaiting the manufacturer's final inspections and certification.
- III. Dental Flooring Replace – Treece reported the restroom repairs are under construction with an anticipated completion date of January 11, 2024.
- IV. HVAC Replace Dental – Treece reported one unit was installed today and another will be installed tomorrow morning. There will be a couple more installed next week.
- V. Access Control Replace – Treece reported that Convergent has been replacing the control boards and is nearing completion. They are on site today.
- VI. NKTC Reroofing – Treece reported they are starting to re-develop scope and will send out to contractors.
- VII. Marquee Sign Replacement – Treece stated they are looking at sign vendors and will soon get quotes to replace the existing marquee sign. This is a DSA project.
- VIII. Door Hardware and Key Codes – Door hardware is currently being replaced at the Cougar Sports Center and G-Buildings so they can be keyed into the campus master key system. They will also replace some one-offs throughout the campus and key cores. Treece stated some aren't latching too well.

No questions from the Committee.

4. Other Projects Updates:

Madding reported on the following:

- The Emergency underground water leak has been repaired.
- CCCCCO Reporting:
 - I. **PPIS Certification** – the 2023-24 and the revised 2022-23 Funding Certification was submitted on October 4th.
 - II. **Space Inventory** – the 2023 Space Inventory Plan was submitted on October 2nd.
 - III. **SMSR-5 Year Plan** – the 2022-23 Project Funding Proposals (PFP) and the Scheduled Maintenance and Special Repairs (SMSR) 2023-24 Five Year Plan must be submitted in FUSION by October 30th.
 - IV. **Energy Use Calculator** – the Energy Use Calculator spreadsheet regarding the 2022-23 natural gas and electricity usage data is due by December 2nd.

No questions from the Committee.

5. Parking Lot Safety:

Treece reported on Parking Lot Safety projects:

- Measurements have been taken for speed bumps. About 300 linear feet of speed bumps are needed, in approximately 45-6' sections. Treece stated they plan to acquire pricing for the following speedbumps and signage: two (2) "Pedestrian Crossing", five (5) "10 MPH", and three (3) "Stop" signs.

Treece discussed the crosswalks. Sanchez asked if the community would be notified that this will be happening. Hampton responded the signage is a clear indication.

6. CapLoad Ratio Presentation:

Treece presented a PowerPoint presentation on CapLoad Ratios. Bell asked if the CapLoad Ratio affects online courses and Treece discussed.

Meeting adjourned at 12:45 p.m.

Respectfully submitted by:

Trudi Blanco