



# **FACILITIES BOND *BOARD WORKSHOP***

*August 25, 2016, 3:30 p.m.  
Board of Trustees Meeting*

*Dr. Paul Parnell, Chancellor*



# JUNE 2016 MEASURE C BOND ELECTION

## General Obligation (Prop 39) Bond Election Results

County	Yes	No	Total	% Approved
Fresno	104,811	51,559	156,370	67.03%
Kings	88	168	256	34.38%
Madera	13,337	9,066	22,403	59.53%
Tulare	2,326	1,451	3,777	61.58%
Total	120,562	62,244	182,806	<b>65.95%</b>



# PRESENTATION OVERVIEW

- Purpose
- Teams, Structures
- Upcoming RFPs, RFQs
- Project Process Overview (\*)
- Campus Projects, Districtwide Projects, Process (\*)
- Pre-Bond Sale Expenditures
- Bond Oversight Update
- Communication Process (\*)
- Procurement
- ***Board Discussion, Input, Questions/Answers***

*(\*) Make Note of Questions from Board Members*



# BOND OVERVIEW

**Christine Miktarian, AVC, Business & Operations**



# IMPLEMENTATION TEAM

- District:
  - Chancellor, Cabinet, Facilities, Finance, Purchasing, Construction Services, Technology (IS), Executive Director of Public & Legislative Relations
- Campus:
  - Presidents, VPA/VPI, Faculty, Staff, PIOs
- Community Advisors
- Consultants:
  - Financial Advisors, Underwriters, Environmental Consultants, Real estate consultants, Program Manager, Facilities Planners, Architects, Engineers, Project Inspectors, HazMat Inspectors



# DISTRICT TEAM, RESPONSIBILITIES

- **Facilities:**
  - Coordination of Facilities Planning, Coordination of Land Selection and Environmental Process, Project Design, Scheduling, Construction, Expenditure Process
    - Current Staff: Christine Miktarian, Brian Speece, Shannon Robertson
- **Financial:**
  - Procurement Department - RFQ/Ps, Bid Distribution, Furniture & Equipment, Budget Structure, Financial Oversight
    - Current Staff: Ed Eng, Randy Vogt, Teresa Campagna
- **Communication:**
  - Communication, Information Liaison
    - Current Staff: Lucy Ruiz, Cris Monaham-Bremer, Stephanie Babb, Renee Delpont



# UPCOMING RFPS & RFQS

- Program/Construction Manager
- Architectural Services
  - Campus Planning Consultant
- Environmental
- Real Estate Consultants
- Community Survey Consultant

## Selection Process

- Qualifications, Experience, and Abilities



# PROJECT DEVELOPMENT, PROGRAM MANAGER

- Program Manager
  - **Scheduling of Overall Projects**
    - Provides input into the project sequencing, amount and timeline of bond sales
  - Coordination of Processes (project architect selection, programming facilitation, site acquisition coordination)
  - Design Review
  - Construction Management
  - Presentations, Communication
  - On Campus Team and Campus-District Liaison





# PROJECT DEVELOPMENT PROCESS OVERVIEW

- District Architect Selection
  - District short list of Architects to *Board for approval*
  - Project Architect Recommendations to Campus
- Facilities Design Process
  - Campus-District Team
  - Architect (or Design-Build team)
    - Selection by College-District Team (*with Board Approval*)
    - College Facilities Planning, Programming, and/or site selection input, if applicable
    - Stakeholder Outreach
    - Design Development, with periodic review & updates
- DSA/Bid/Award of Construction Contract (*with Board Approval*)
- Construction Phase
- Furniture, Staff Move-in



**Dr. Sandra Caldwell, President**

**Donna Berry, VP Administrative Services**



# REEDLEY COLLEGE: LIFE SCIENCE EXPANSION (MS&E)

- Programs include: Science, Dental, Nursing, Math Center, Large Group Instruction (LGI), Faculty Offices
- Going forward, Involvement:
  - Faculty, Staff, Administration, Community, District
    - Architect Selection
    - Programming
    - Design
    - Equipment Needs, installation
  - Communication, Coordination



# REEDLEY COLLEGE: AG SCIENCE COMPLEX

- Programs include: Ag Science, Ag Mechanics, Plant & Natural Resources, Farm Store, Winery
- Going forward, Involvement:
  - Faculty, Staff, Administration, Community, District
    - Architect Selection
    - Programming
    - Design
    - Equipment Needs, installation
  - Communication, Coordination



# REEDLEY COLLEGE: FINE & PERFORMING ARTS CENTER

- Programs include: Fine & Performing Arts, Performance Space, Art Gallery, Meeting Space, Approx. 750 seats
- Going forward, Involvement:
  - Faculty, Staff, Administration, Community, District
    - Foundation Fundraising
    - Architect Selection
    - Programming
    - Design
    - Equipment Needs, installation
  - Communication, Coordination



# MADERA COMMUNITY COLLEGE CENTER

- Academic Village Expansion
  - Programs include: Lecture space, Library, LRC, LVN
- Center For Advanced Manufacturing Addition
  - Ag & Technology
  - Programs include: Welding, Manufacturing, Machinist, Ag Pathways
- Going forward, Involvement:
  - Faculty, Staff, Administration, Community, District
    - Architect Selection
    - Programming
    - Design
    - Equipment Needs, installation
  - Communication, Coordination



# OAKHURST COMMUNITY COLLEGE CENTER

- Oakhurst Programs:
  - Permanent Buildings
    - LRC, Student Services, Instructional Space, Labs, Wildlife Display
- Going forward, Involvement:
  - Faculty, Staff, Administration, Community, District
    - Architect Selection
    - **Site Selection**
    - Programming
    - Design
    - Equipment Needs, installation
  - Communication, Coordination



# CLOVIS COMMUNITY COLLEGE

**Dr. Lori Bennett, President**

**Kelly Fowler, VP Instruction**

**Lorrie Hopper, VP Administrative Services**





# CLOVIS COMMUNITY COLLEGE APPLIED TECHNOLOGY PH I

- Programs include: Megatronics, Food and Safety, and Water
  - Continue to Analyze Local Labor Market Data and Work CTE Advisory Committees to determine Additional CTE Program Needs
- Going forward, Involvement:
  - Faculty, Staff, Administration, Community, District
    - Architect Selection
    - Programming
    - Design
    - Equipment Needs, installation
  - Flexibility, Communication, Coordination



# CLOVIS COMMUNITY COLLEGE APPLIED TECHNOLOGY, PH II

- Phase II
  - Follows Phase I planning process
  - Enhance/expand CTE options and support services



## Dr. Carole Goldsmith, President

“We shape our  
buildings; thereafter  
they shape us.”

• **Winston Churchill**



# FCC BOND FUNDED FACILITIES PLANNING

- Campus Planning

- Fire & Police

- West Fresno

- Parking

- CTC

- Math/Science

***Community, Staff, Faculty Input***

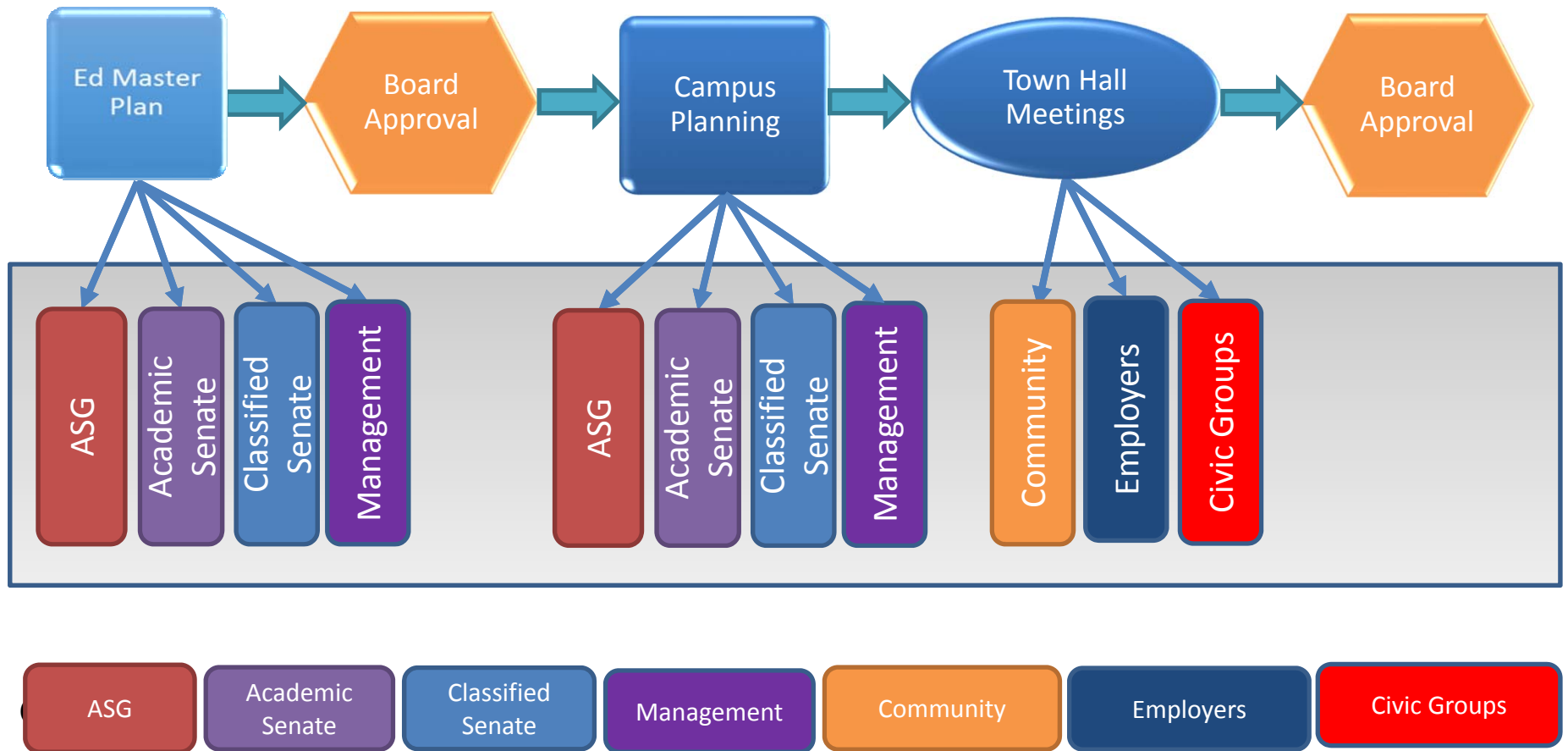


# FRESNO CITY COLLEGE – PLANNING ASSUMPTIONS

- Utilize existing Facilities Master Planning Committee Structure
- Utilize the college planning documents and surveys to help inform process (Ed Master Plan, Strategic Plan, Facilities Plan, Tech Plan)
- Hire Project Manager to manage process
- Hire Facilities Planner for the colleges
- Prepare the college for the future



# MODEL SCCCD FACILITIES MASTER PLAN PROCESS



# FCC - FIRE & POLICE

Community

- Faculty, students, community

State  
Agencies

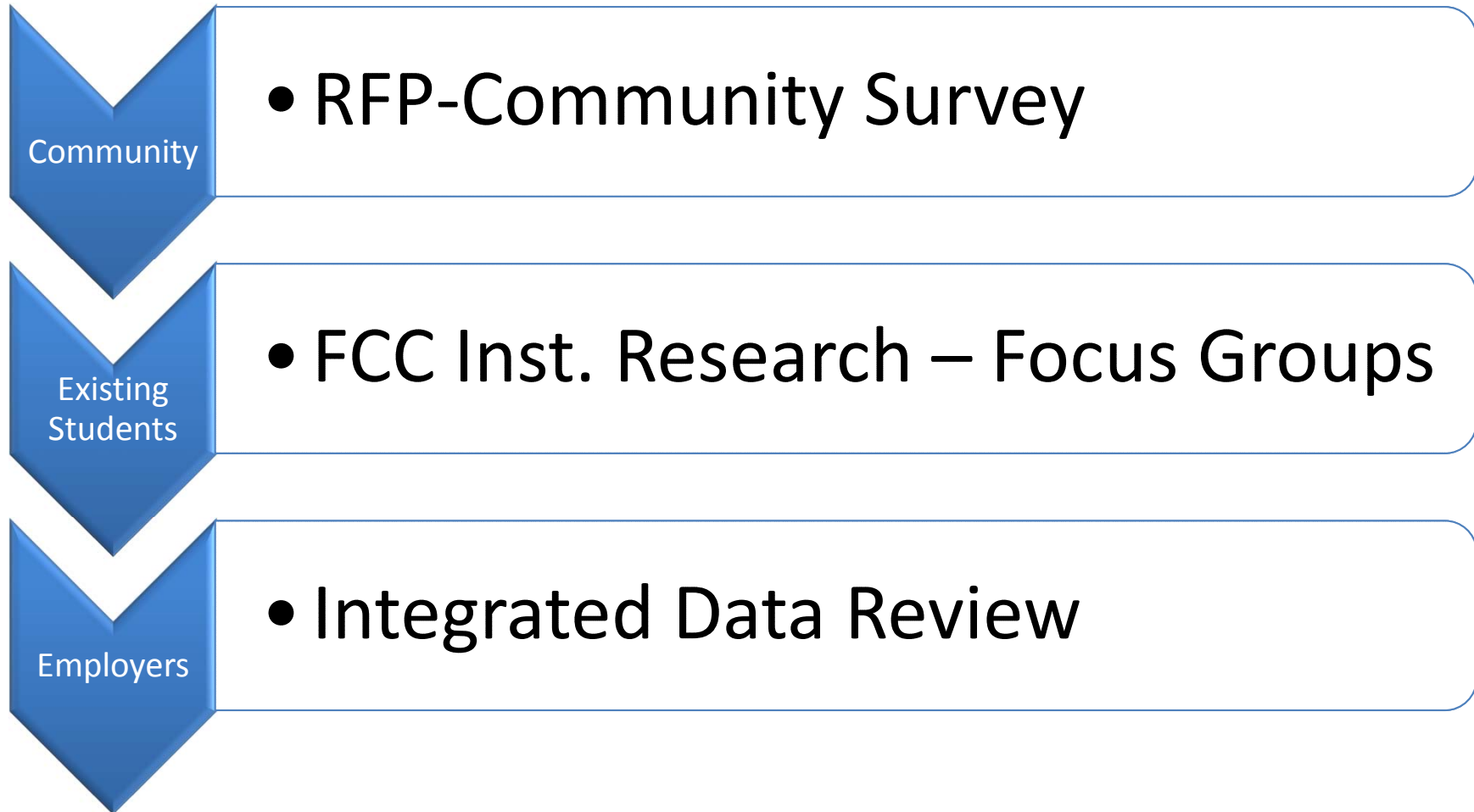
- POST & Cal Fire

Employers

- First Responder Agencies in Central California



# FCC – WEST FRESNO PROGRAM PRIORITIES





# FCC - EXPLORE PARKING OPTIONS

Community

- Neighborhood Forums

Existing  
Students

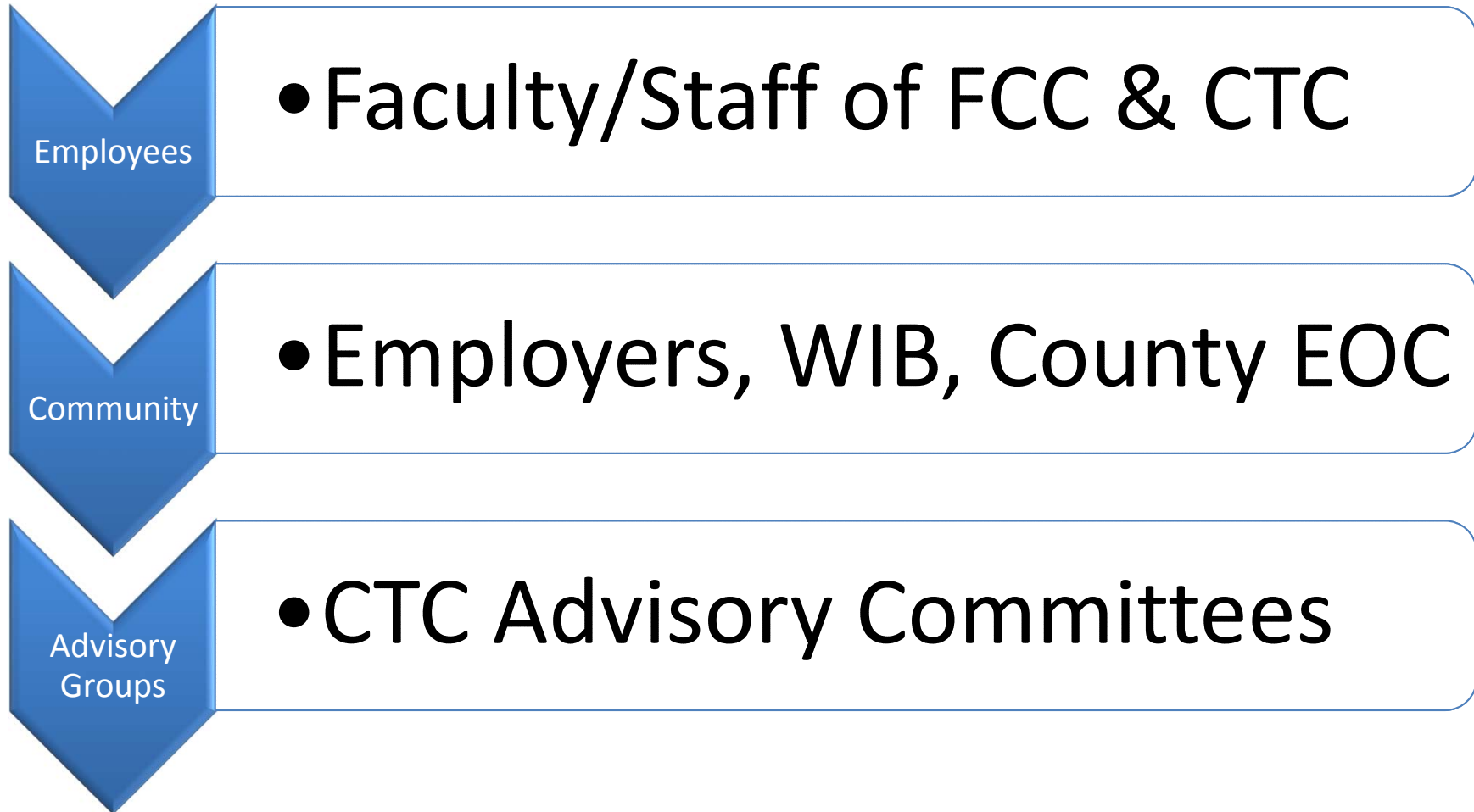
- FCC Student Focus Groups

Employees

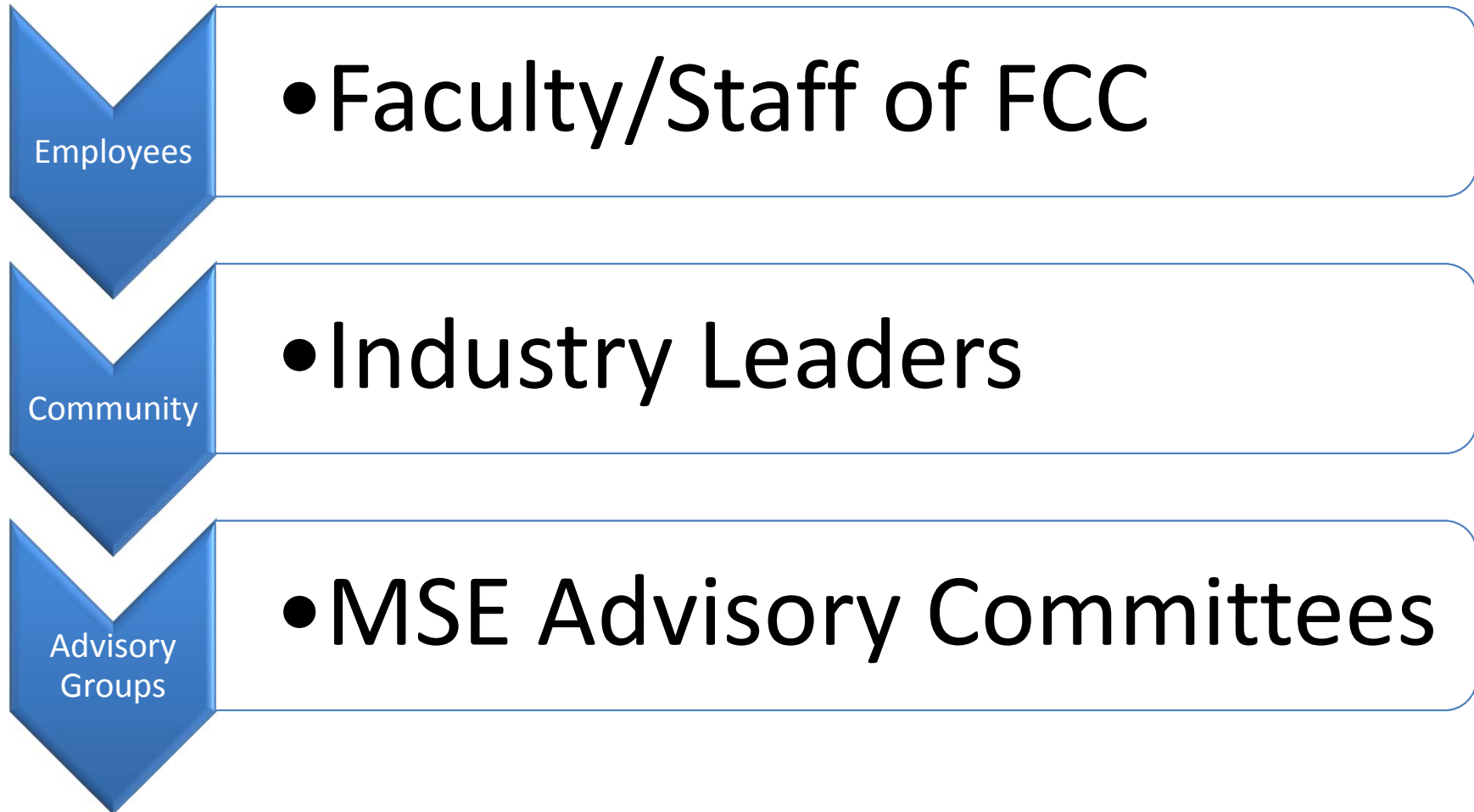
- Faculty/Staff of FCC



# FCC - CAREER & TECHNOLOGY CENTER



# FCC - MATH, SCIENCE & ENGINEERING BUILDING



# FCC – PROPOSED BOND PROCESS AND TIMELINE

- Conduct community meetings to receive input on prioritizing bond investment plans 90 days after selection of Project Manager
- Identify initial priorities for potential Measure C investment 120 days after selection of Project Manager
- Present Campus Planning recommendations of investment priorities for Board approval 150 days after selection of Project Manager



# DISTRICTWIDE PROJECTS

**Pedro Avila, AVC, Enrollment Management,  
Admissions, Records, and Information Systems**

**Christine Miktarian, AVC, Business & Operations**



# DISTRICTWIDE TECHNOLOGY PROJECTS

- Data Center Improvements
  - Replace Air Conditioners
  - Uninterruptable Power Supply Upgrades
  - Fire Suppression Systems
- Security
  - Video Surveillance
  - Integrated Building and Door Security Systems
  - Upgrade & Expand Emergency Notification Systems
- Energy Efficiency Measures
  - Solar
  - Upgrade & Expand Building Management System



# DISTRICTWIDE PROJECTS

- Infrastructure: 5-Year Scheduled Maintenance plan projects, following the FMP concepts and campus recommendations of priorities
  - Roofing
  - Mechanical/Electrical/Fire
  - Utilities
  - Exterior
- Accessibility (ADA): FMP/Transition Plan, Campus input and recommendations of priority projects
  - Elevators
  - Restroom Upgrades
  - Path of Travel for Access



# DISTRICT PROCESS

**Ed Eng, Vice Chancellor, Finance & Administration**

**Lucy Ruiz, Executive Director of Public &  
Legislative Relations**





# PRE-BOND SALE EXPENDITURE GUIDELINES

## **SOFT COSTS (Planning & Design)**

### **Architectural, Engineering, Surveying, Soil Testing**

- No official action required if Soft Costs are 20% or less of the proceeds of the first series of bonds

## **HARD COSTS (Brick & Mortar)\***

- No official action required if amount expended is lesser of \$100,000 or 5% of the proceeds of an issue (De Minimis Test)
- If greater than \$100,000, the Board must adopt a reimbursement resolution within 60 days of the expenditure.

Reimbursement allocation must occur within the lessor of:

- 18 months after the project is placed into service; OR
- Three years after the expenditure.

\*Preliminary expenditures do not include land acquisition, site preparation, and similar costs incidental to the commencement of construction



# CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)

- Board of Trustees Acknowledges Certification of Measure C Election
- Board of Trustees Approve Membership of CBOC
- Board of Trustees Approval External Auditor for Measures E & C
- Preliminary Meeting of CBOC
  - Introduction of Members
  - Discuss Fiscal Responsibilities of Prop 39 Bond
    - CBOC
    - External Auditor
  - Overview of Measures E & C (review projects)
  - Selection of Committee Member Terms
  - Chancellor Appoint Initial CBOC Chair (initial term one year)
  - CBOC Establish Meeting Times and Dates
  - Review Duties



# COMMUNICATION

## WHAT will be Communicated:

- Implementation Plan, Progress Updates
- Site, Design, Program:
  - Requests for Input, Process, Updates
- Project Details
- Design Progress Updates
- Construction Progress
- Financial Updates

## HOW will it be Communicated:

- Board Meeting Updates, Memos
- Newsletters
- PIO output:
  - Twitter, FB, Rampage, Press releases
- Community Open Forums (for communication & input)
- Bond Advisory Committee Updates
- Bond Oversight Committee Meetings
- Measure C & E Website



# COMMUNICATION

## Communication will go to:

- Board, Bond Oversight Committee, Faculty, Staff, Community

## Questions or Concerns:

- Website Updates
- Board: Chancellor, Campus Presidents, Exec Dir. Public & Legis. Relations, AVC Bus. & Ops, VC-F&A
- Staff & Community: Campus PIOs, Exec. Director of Public & Legis. Relations, Campus President



# PROCUREMENT - OUTREACH, REPORTING

**Christine Miktarian, AVC, Business & Operations**

**Randy Vogt, Director of Purchasing**



# DIVERSITY OUTREACH EFFORTS

## Defensible Diversity Outreach Efforts Include:

- Board adoption of diversity procurement policy
- RFP/RFQ Provisions Soliciting Diversity Policy Info
- District Led Diversity outreach and training efforts
  - Outreach Events
    - Various locations
    - Education for small, local, minority contracting community to foster greater participation in bond procurements
    - Partner with local outreach efforts
- Access & Opportunity: Expand Advertising and Targeted Communication
- Contract language
  - Including appropriate reporting requirements
- Annual Reporting



# ADDRESSING DIVERSITY IN PROCUREMENT AT SCCCD

What We have Been Doing: Applicable Required Advertising, Outreach, SCCCD Website Information

What We Will Do: Everything we have been doing, **PLUS** Additional Communication, Education, Access & Opportunity, through:

- Targeted Advertisements and Communication through Local Partners, Local Chambers, Diverse Organizations
  - Consistent, Ongoing Outreach, Education, & Tracking
    - Different locations (Fresno, Reedley, Clovis, Madera, Oakhurst)
    - Will include education to community and local contractors for participation assistance
- Contract Document Reporting Requirements
  - Allows Tracking of Outreach Effects and Annual Reporting



# BOARD POLICY RECOMMENDATION

**Dr. Paul Parnell, Chancellor**





# DIVERSITY PROCUREMENT POLICY RECOMMENDATION

## Example: NEW Board Policy (BP) 6345

*“State Center Community College District is committed to diversity and the support of locally-owned businesses. The District shall perform vendor outreach and training on a consistent and ongoing basis to ensure local businesses and veteran, minority, and women-owned businesses are given equal opportunity and access to District contract solicitations, to the extent permissible by law. Annual reporting will be presented to the Board.”*



## NEW BP → DISTRICT PROCESS (AR) CHANGE

- New and ongoing Outreach and Training Events at Various Locations throughout the District
- Additional Requirements of Contractors, through Formal Contract Documents, to Provide/Report Veteran's, Minority, Women's and Local Business Information
- Additional Requirements through Professional Services RFP/RFQs to provide Diversity Policies and/or Statements
- Annual Reporting to the Board (of outreach efforts and outcomes)



# BOARD FEEDBACK ON PROPOSED IMPLEMENTATION PLAN

- Communication to the Board via Board Memos, Presentations, with Board Feedback
- Approval of Contracts: i.e. Upcoming RFPs, RFQs, Construction Contracts, etc.
- Diversity Policy Feedback
- Bond Oversight Committee
- Board Discussion, Questions, Input

