

Meeting Minutes



SCCCD FIRST RESPONDERS CAMPUS

State Center Community College District

SIM-PBK Project Number 19-53

Date and Time 11.06.2019, 2-3 PM; 3-4 PM; 4-5 PM

Meeting Subject Programming Meeting 3

Meeting Number 005

Meeting Location Fresno Pacific University North

Meeting Facilitator Mark Graham

Current Phase Programming, Schematic Design

Attendees

See scan

Distribution

George Cummings, SCCC

Raleigh Sullivan, SIM-PBK

Becky Barabe, FCC

Keisha Oliver, SCCC

Submitted By Luis Perez

Items Discussed

- A. 2:00 PM Meeting Opens – Maintenance and Infrastructure
 - a. Maintenance meeting opens with IT and infrastructure
 - b. FCC will provide distinction between items that will be Contractor Furnished or Owner Furnished.
 - c. IT will need 1 server room, roughly 10x15 and 2 IDFs for each wing of the building at roughly 8x10.
 - i. Additional meeting will occur upon development of more “final” floor plan to ensure IDFs are appropriately size and necessary connections are accounted for.
 - ii. Accommodating of an IT staff member is still TBD but typically a desk inside of the telecom room would be sufficient.
 - d. Discussion regarding Central Plant system vs Package unit for the facility. This will have to be a discussion further down the line when looking at the type and arrangement of spaces.
 - i. Package units could prove to be more work due to limited room reach.
 - e. Janitorial needs some on site and separate storage. Driving to and from another location would be too much time.

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- f. Request for some type of localized storage for the restrooms, whether this be cabinets or a small storage cabinet for smaller quantities of paper goods, soap, etc.
 - g. Supply room between 10x10 and 10x20 max, size to depend on space need for storage of pallets of paper goods (36 case), cases of soap, carts, broom, man lift, etc.
 - i. Exterior rollup access so pallets could be forklifted in and double doors at interior entry preferred.
 - 1. Forklift would be a shared item, not necessary to store inside of supply room. Potential for this to be in the fire apparatus bay.
 - h. Custodial closets would have sink, mop sink, mop cart, cleaning supplies. Could be 2 at 10x10 so each wing has a closer closet. These could be smaller with the aforementioned addition of restroom closets/cabinets.
 - i. This also makes sense as the building will likely have 2 custodians due to the size.
 - i. Vending machines are outside vendors, no localized storage needed.
 - j. Further conversation to occur with regard to storage for tables/chairs for larger events such as career fairs, assessment days and graduation ceremonies.
- B. Maint/Infra Meeting Ends
- C. 3:00 PM – Fire Meeting Begins
- a. Mark begins discussions regarding site options.
 - i. Refers to Option 3 and the shift west from Willow in order to avoid road improvement requirements from Fresno County/City. Could save \$1mil. to utilize elsewhere in project.
 - 1. Question arises re: where that money will go. Could it be used to make burn tower part of this delivery?
 - a. It would go back into the facility construction/equipment on this property
 - ii. Peter Cacossa notes his preference for Option 2 due to ability for westward expansion. There is potential to mirror some items in Option 3 and create better eastern expansion.
 - 1. Option 3 may need to be modified to accommodate future burn tower at corner of Willow and North to account for winds.
 - b. Mark begins discussion of layouts.
 - i. Does Admin want to be at front or rear of building.
 - 1. Being located at rear and overlooking the grounds preferred.
 - 2. Buffer between lobby/entry and the admin.
 - ii. Are classrooms moving to the front of the building off of the lobby an issue?
 - 1. No issue with these moving here.
 - iii. Does staff parking need to be separated physically?
 - 1. No physical separation needed but painted curbs would be good. Covered parking also a benefit.
 - 2. Trying to hit 276 stalls and all 3 site schemes are approximately 340.

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- iv. Consensus at cadet breakroom being shown too large. The mock fire station in its infancy would be used as a type of breakroom for the fire academy.
 - 1. Currently students also tend to sit around the grounds under shade. Similar will likely happen if the grounds are designed as such.
- v. With break room getting smaller, it can be paired with mat room with movable partition wall to expand for events. Could also be situated to open up to exterior, similar to Ventura site visit.
- c. Dr. Barabe notes VP of commented the need for bookstore and library services on site.
 - i. Book delivery and dissemination could occur at the reception desks. Ebook and or research could occur in study lounges or break room if computers are available.
 - d. Addition of a fuel island or fuel trailer on site is discussed. This would aid in filling up apparatus for both programs rather than going offsite.
- D. Fire Meeting Ends
- E. Police Meeting Begins 4:00pm
 - a. Mark begins meeting with explanation of site elements and how options were developed following feedback at our previous meeting.
 - i. Track was made shorter, turn radii are the same. 1.5 laps for the 500yd POST requirement.
 - ii. This allows for better site flow without track bisecting site. Stakeholders are ok with this as long as POST req is accommodated.
 - b. Mark explains the reason for option 3's shift westward and the cost savings if we do not develop Willow Ave per Fresno County/City requirements.
 - i. Question arises of whether the area being incorporated into city would spur any other requirements/cost.
 - ii. Another question regarding the "return" of money if it's not spent.
 - 1. This is not what would happen. The money would be utilized in other aspects of the project whether this be additional square footage, equipment or other items.
 - c. Mark begins to discuss the floorplans.
 - i. Referring to previous fire meeting, the question regarding admin at back of building was brought up.
 - 1. Having offices facing training grounds is preferred.
 - 2. No issues with some classrooms at front of the building off of reception/lobby.
 - 3. No issues with Mat room/break room and weight room being separated.
 - a. The smaller break room with partition wall was well received by this group as well.
 - ii. RTO offices need to be closer to the classrooms for immediate access. They

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do not need to be with the rest of the admin.

1. Potential to add long office for 4 desks between the 2 classrooms in NW corner with mirrors and doors into the rooms, to exterior and to corridor.
 2. It makes sense to only do this for the 2 NW classrooms and not the SW ones as those are STC/AOT classes.
- d. Outcome of portable moving feasibility discussed. Only 8 are movable as the others at both Fire and Police academies are “bungalow” modular style and cannot be moved.
- i. Kevin Callahan from Police Academy notes his concern for the scenario village being shorted several buildings as this would be the true improvement from the current academy facility.
 1. Kevin will be providing the breakdown of spaces needed for the scenarios being run to ensure the plan and budget accommodates the spaces.
 - a. Budget savings from site option 3 could also be utilized to ensure scenario village is up to necessary standards.
 - ii. Currently the scenario village would have the 8 portables and (2) 2-story residential framed homes.
 1. 8 portables include (6) 24x40 and (2) 48x40. This could essentially mean 10 in terms of equivalent sizing.
 2. Per portable consultant, there is also the opportunity to procure portables for this use for cost of moving.

F. Police meeting ends. Next meeting will be November 20th at the same location.

The preceding summation is our interpretation of the items discussed at the referenced meeting. Any persons desiring to add to or otherwise correct the minutes are requested to put their comments in writing to the project manager on or before the next meeting. Otherwise, the minutes will stand as written.

Luis Perez

END OF MINUTES

cc: File (005)