



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	65.95%



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



- 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 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



Dr. Lori Bennett, President

Kelly Fowler, VP Instruction

Lorrie Hopper, VP Administrative Services



- 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



- 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**



- Campus Planning

- Fire & Police

- West Fresno

- Parking

- CTC

- Math/Science

Community, Staff, Faculty Input

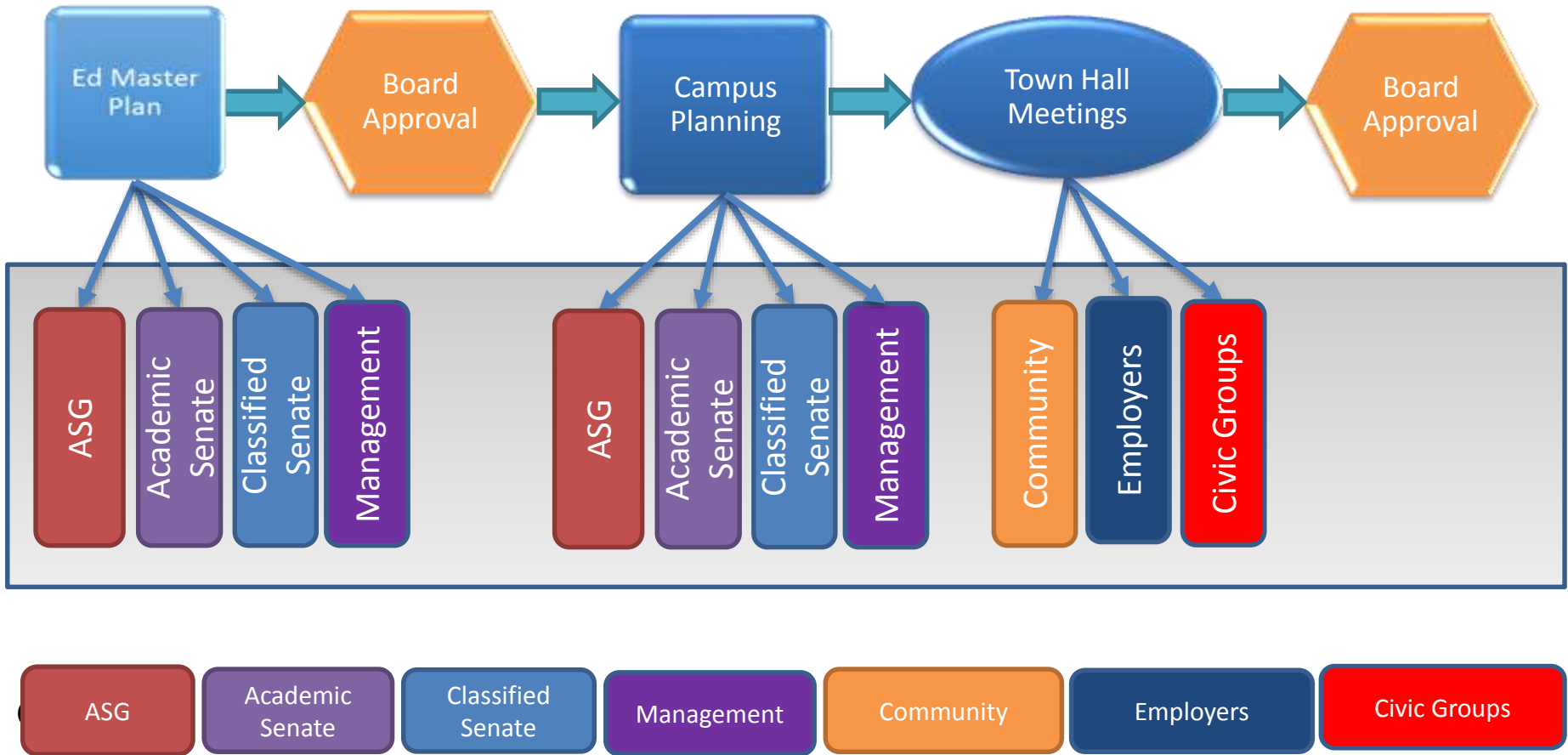


FRESNO CITY COLLEGE – PLANNING ASSUMPTIONS

- 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



Community

- Faculty, students, community

State
Agencies

- POST & Cal Fire

Employers

- First Responder Agencies in Central California

FCC – WEST FRESNO PROGRAM PRIORITIES

Community

- RFP-Community Survey

Existing
Students

- FCC Inst. Research – Focus Groups

Employers

- Integrated Data Review



FCC - EXPLORE PARKING OPTIONS

Community

- Neighborhood Forums

Existing
Students

- FCC Student Focus Groups

Employees

- Faculty/Staff of FCC



Employees

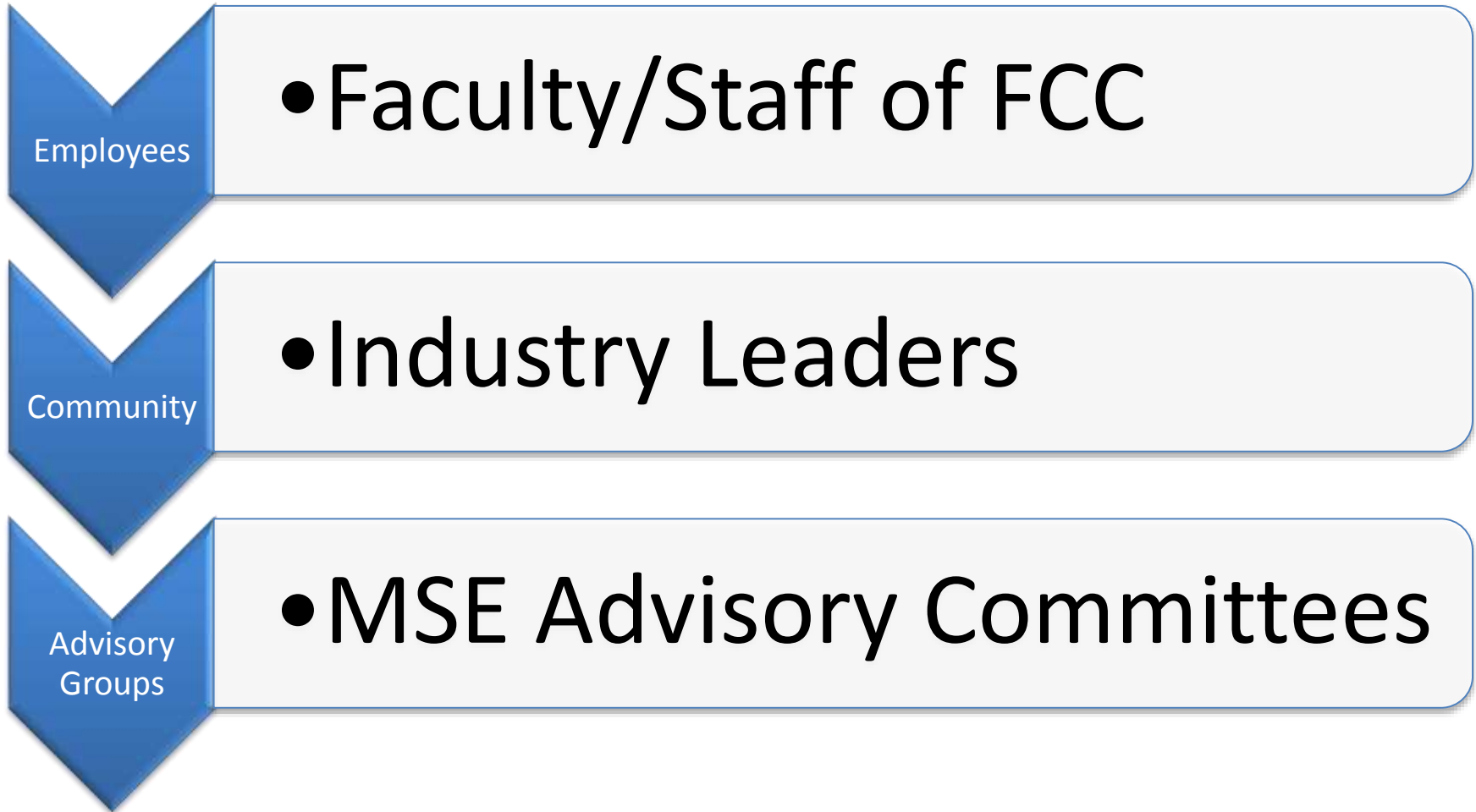
- Faculty/Staff of FCC & CTC

Community

- Employers, WIB, County EOC

Advisory
Groups

- CTC Advisory Committees



FCC – PROPOSED BOND PROCESS AND TIMELINE

- Conduct community meetings to receive input on prioritizing bond investment plans
- Identify initial priorities for potential Measure C investment
- Present Campus Planning recommendations of investment priorities for Board approval

90 days after selection of Project Manager

120 days after selection of Project Manager

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



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



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

