

WELCOME TO THE FACILITIES COMMITTEE

The best way to contact FMO is by email

Grossmont.FMO@gcccd.edu

For maintenance, grounds, custodial and operation needs

Colleen Parsons, Ryan Althaus, Bill Roessner, Pepe Levy, Joel Lopez

Grossmont.restrooms@gcccd.edu

For restrooms that need attention

FMO phone is not monitored 24/7

619-644-7594

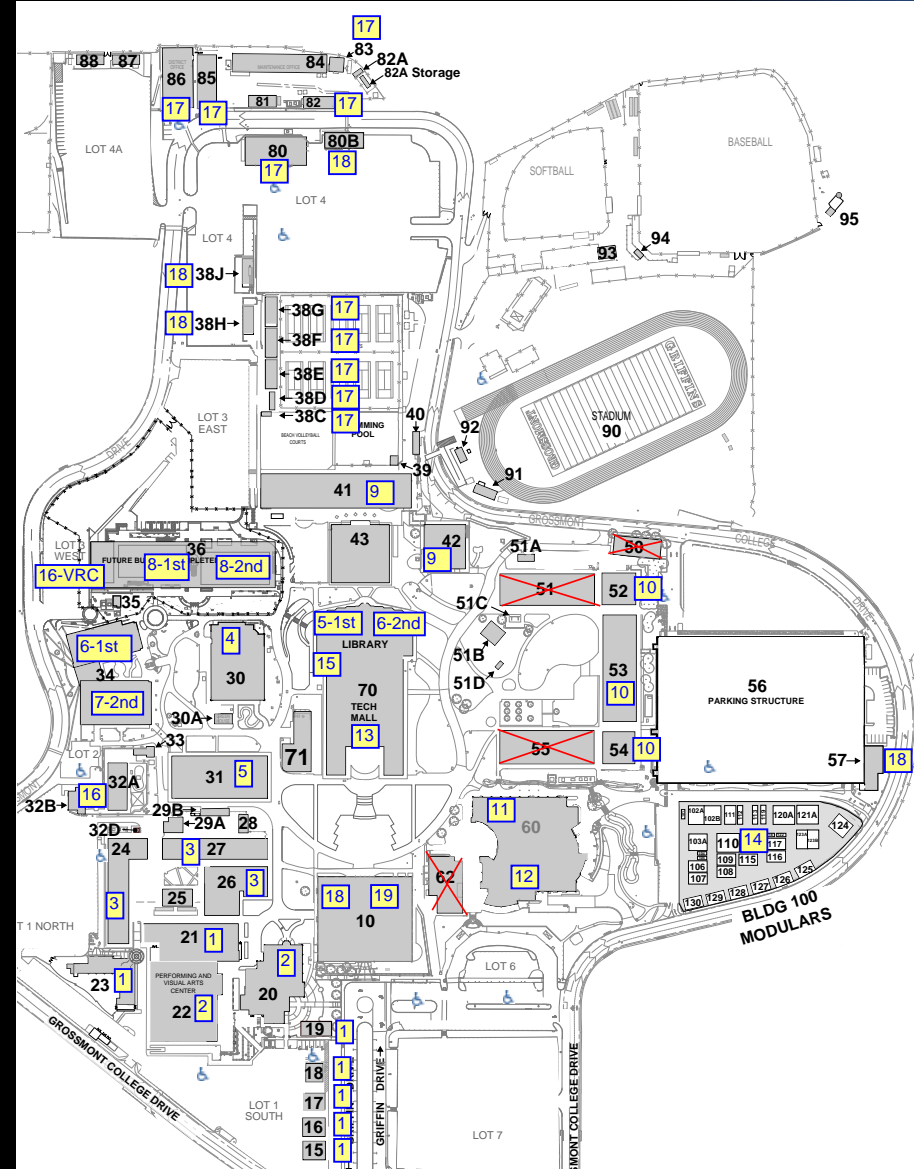
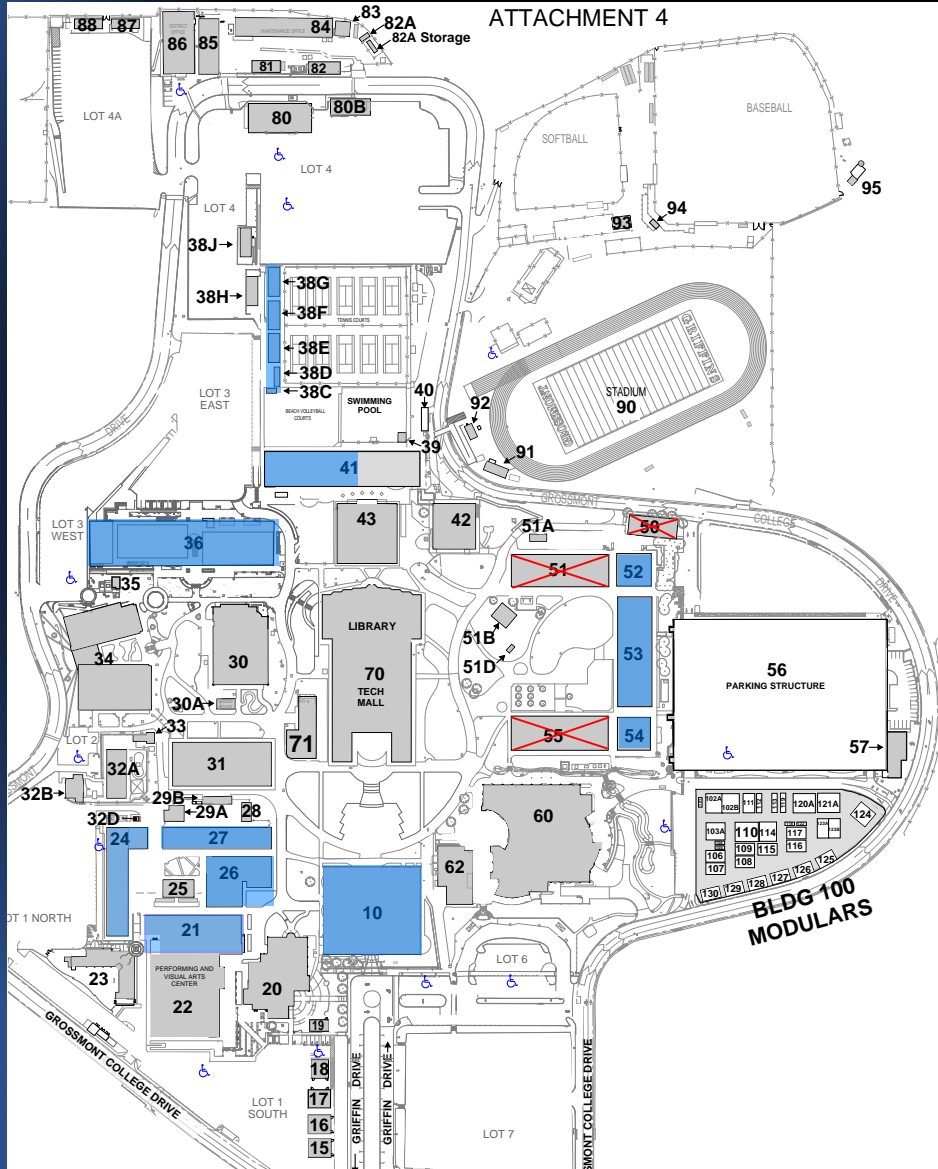
FACILITIES COMMITTEE AGENDA

1. Welcome/Introductions – Jennifer Bennett
2. Agenda – Additions/Deletions – Jennifer Bennett
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HOW TO CLEAN THE WHOLE CAMPUS CONSISTENTLY WITH ONLY 20 CUSTODIANS

Bldgs in blue do not have an assigned custodian

All Bldgs now have an assigned custodian, but custodians have larger areas to clean



Cleaning Standards

APPA Custodial Standards

**Custodial
LEVELS**

Sq. ft. per Staffing

1	8,500
2	16,700
3	26,500
4	39,500
5	45,600

Level 1 Orderly Spotlessness	Level 2 Ordinary Tidiness	Level 3 Casual Inattention	Level 4 Moderate Dinginess	Level 5 Unkempt Neglect
<p>Floors and base moldings shine and/or are bright and clean; colors are fresh. All vertical and horizontal surfaces have a freshly cleaned or polished appearance and have no accumulation of dust, dirt, marks, streaks, smudges, or fingerprints. Washroom and shower tile and fixtures gleam and are odor-free; supplies are adequate. ...</p>	<p>Floors and base moldings shine and/or are bright and clean. There is no buildup in corners or along walls, but there can be up to two days' worth of dirt, dust, stains and streaks. All vertical and horizontal surfaces are clean, but marks...</p>	<p>Floors are swept clean, but upon close observation dust, dirt, and stains, as well as a buildup of dirt, dust, and/or floor finish in corners and along walls, can be seen. There are dull spots and/or matted carpet in walking lanes, and streaks and ...</p>	<p>Floors are swept clean, but are dull. Colors are dingy, and there is an obvious buildup of dust, dirt, and/or floor finish in corners and along walls. Molding is dull, and contains streaks and splashes. All vertical and horizontal surfaces have conspicuous dust, ...</p>	<p>Floors and carpets are dirty and have visible wear and/or pitting. Colors are faded and dingy, and there is a conspicuous buildup of dirt, dust, and/or floor finish in corners and along walls. Base molding is dirty, stained and streaked. Gum, stains, dirt, dust balls, and trash are broadcast. All vertical and horizontal surfaces have major accumulations of dust, ...</p>
<p>Annual cleaning of all blinds. Repairs completed with 24 hours. Special projects completed within 5 working days. New buildings (avg size of 100,000 NSF) online in one week.</p>	<p>Cleaning of all blinds within 18 months. Repairs completed within 1 week. Special projects completed within 5 working days. ...</p>	<p>Cleaning of all blinds within 3 years. Repairs completed within 2 weeks. Special projects completed within 10 working days. ...</p>	<p>Cleaning of all blinds every 5 years. Repairs completed within three weeks. Special projects completed with one month. New buildings ...</p>	<p>No regular Blind cleaning Repairs done only as time permits. Special project work done only during semester breaks. New buildings (avg size of 100,000 NSF) would require additional/contracted ...</p>
<p>All work requests completed the same day. All light fixtures in working order. All academic, low voltage, HID and emergency lighting systems maintained on a timely basis.</p>	<p>75% of work requests completed same day. No more than 5% of all lights out at any given time. Delays in maintenance for academic, ...</p>	<p>50% of work request completed same day. No more than 10% of all lights out at any given time. Delays in maintenance for academic, low voltage, HID and ...</p>	<p>Lighting in academic buildings replaced on an "as needed" basis. Requests would be prioritized with most urgent requests completed within one week. Delays in ...</p>	<p>Maintain essential minimal lighting in academic buildings. Many lights will be out in areas and only replaced when absolutely necessary. Maintenance for academic, low voltage, HID and emergency lighting systems ...</p>

Grossmont College

Custodian Cleaning Levels Per 706,063 SQ'

20 Custodians
 -0.75 Supervisor
 -0.75 Supervisor
 -1 Restroom Refresher

 TOTAL 17.5 FTE Custodian

706,063 SQ' / 17.5 = 40,346

Sample Classroom task list and frequencies per APPA level

Classrooms	APPA 1	APPA 2	APPA 3	APPA 4	APPA 5
Empty trash/replace liners	Daily	Daily	Daily	2X Week	1X Week
Clean whiteboards	Daily	Daily	Daily	2X Week	1X Week
Sweep/Dust mop floors	Daily	Daily	Daily	3X Week	1X Week
Spot mop floor	Daily	Daily	Daily	Daily	Daily
Damp mop entire floor	Daily	Daily	1X Week	Bi-Weekly	Monthly
Vacuum high traffic areas	Daily	Daily	Daily	3X Week	1X Week
Wall to wall vacuuming	Daily	Daily	1X Week	Bi-Weekly	Monthly
Carpet Spot Removal	As Needed	As Needed	Daily	Bi-Weekly	Monthly
Wipe down touch points	Daily	Daily	Daily	3X Week	1X Week
Clean/disinfect drinking fountain	Daily	Daily	Daily	1X Week	Bi-Weekly
Spot clean interior glass	Daily	Daily	Daily	Daily	Daily
Clean interior glass (full cleaning)	Daily	Daily	Daily	1X Week	Bi-Weekly
Dust furniture	Daily	Daily	1X Week	Bi-Weekly	Monthly
High/low dust	Daily	Daily	1X Week	Bi-Weekly	Monthly
Spot clean walls, doors and graffiti	Daily	Daily	Daily	Daily	Daily
Machine scrub floor	As Needed	As Needed	Monthly	Quarterly	1X Year
Burnish floors	As Needed	As Needed	Monthly	Quarterly	1X Year
Vacuum supply and return air vents	As Needed	Bi-Weekly	Monthly	Bi-Monthly	Quarterly
Dust ceiling area and light fixtures	As Needed	Bi-Weekly	Monthly	Bi-Monthly	Quarterly
Clean trash receptacles	Daily	1X Week	Monthly	Bi-Monthly	Quarterly
Wipe down window ledges	Daily	1X Week	Monthly	Bi-Monthly	Quarterly
Scrub and recoat floors	As Needed	2X Year	1X Year	Every Other Year	1X Year
Strip and refinish floors	As Needed	1X Year	1X Year	1X Year	Every Other Year
Full carpet extraction	As Needed	Monthly	2X Year	1 Year	Every Other Year

Grossmont College Custodial does more than listed on the APPA. For example, in the Custodial job description they do exterior work approximately 10' beyond the buildings. This equates to more square footage than listed on the FUSION state inventory of ASF (assignable square feet). Due to this factor, the frequency of tasks within a level may look a little different for Grossmont College.

Additional job description items not listed on APPA

- Pull exterior recycling within 10' of building and separate it into dumpsters
- Pull exterior trash within 10' of building
- Replace interior light bulbs
- Replace exterior light bulbs
- Exterior cob webs
- Blow exterior sidewalks and stairwells within 10' of building
- Power wash exterior sidewalks within 10' of building
- Power wash exterior walls
- Transporting Biology pathology waste
- Event setups
- Unlock/lock doors for security
- Safety corrections

APPA <https://www.appa.org/bok/abstract-cleaning-operations/>

Common Education Data Standards <https://ceds.ed.gov/element/001866>

DeAnza College <https://www.deanza.edu/gov/apbt/CleaningStds.html>

SODEXO https://www.wku.edu/facilities/appa_standards.pdf

LEVEL	SQ
1	8,500
2	16,700
3	26,500
4	39,500
5	45,600

Custodian Cleaning Levels Per 706,063 SQ'

ATTACHMENT 7

20 Custodians
 -0.75 Supervisor
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 -1 Restroom Refresher
 TOTAL 17.5 FTE Custodian

ORANGE = LEVEL 5 OR MORE

706,063 SQ' / 17.5 = 40,346

The calculations will change for fall 2024 when buildings 52, 53, 54 will be closed for two years.

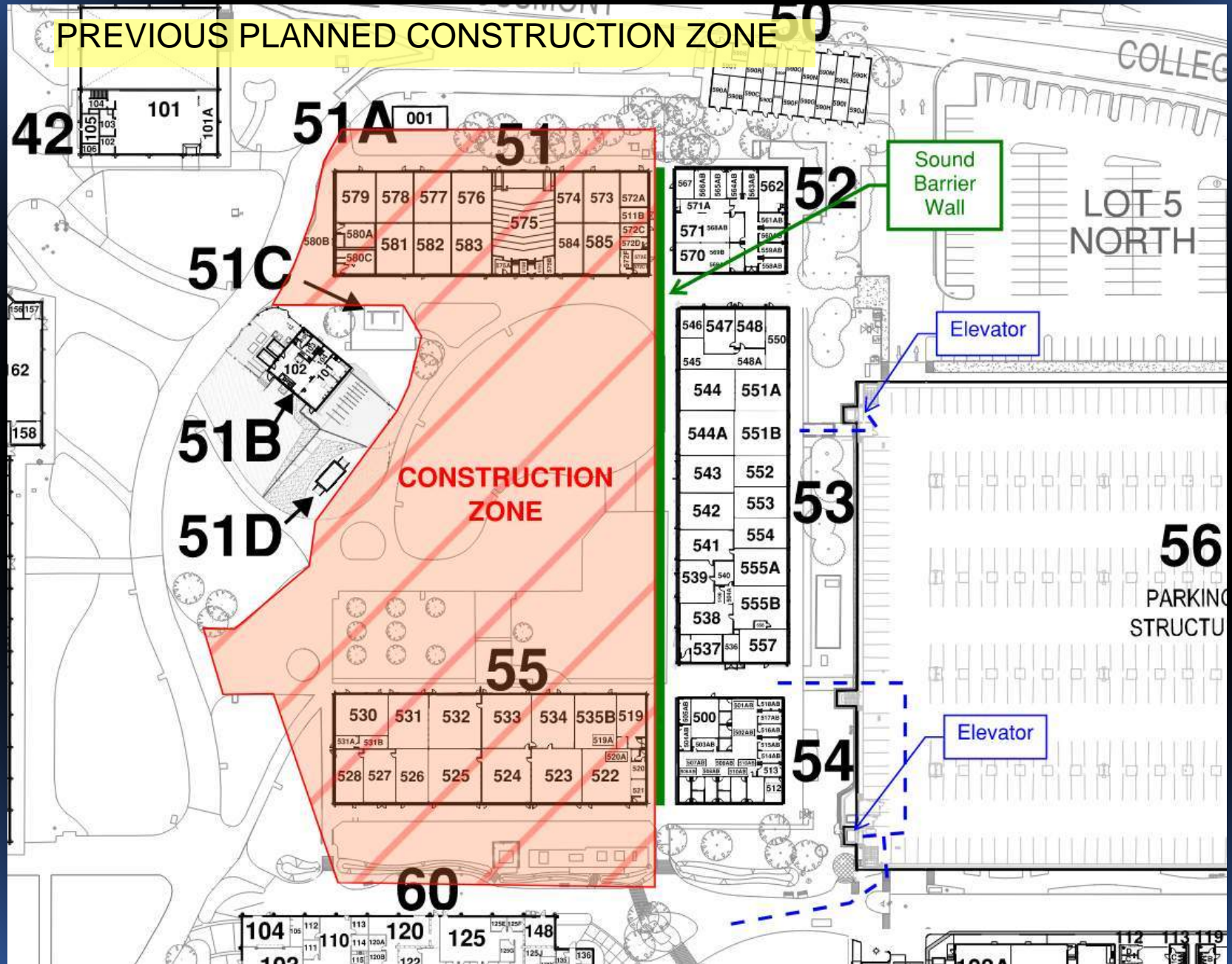
EXAMPLE											
NIGHT SQ	DATE	ON LEAVE	SQ TOTAL	DAY SQ	DATE	ON LEAVE	SQ TOTAL	ALL SQ	DATE	ON LEAVE	SQ TOTAL
583,208		0	40,927	122,855		0	37,802	706,063		0	40,346
583,208		1	44,016	122,855		1	54,602	706,063		1	42,792
583,208		2	47,609	122,855		2	98,284	706,063		2	45,552
583,208		3	51,841	122,855		3	491,420	706,063		3	48,694
583,208		4	56,898	122,855				706,063		4	52,301
583,208		5	63,050					583,208		5	46,657
583,208		6	70,692					583,208		6	50,714
AVERAGE SQ			58,464	AVERAGE SQ			45,418	AVERAGE SQ			52,966

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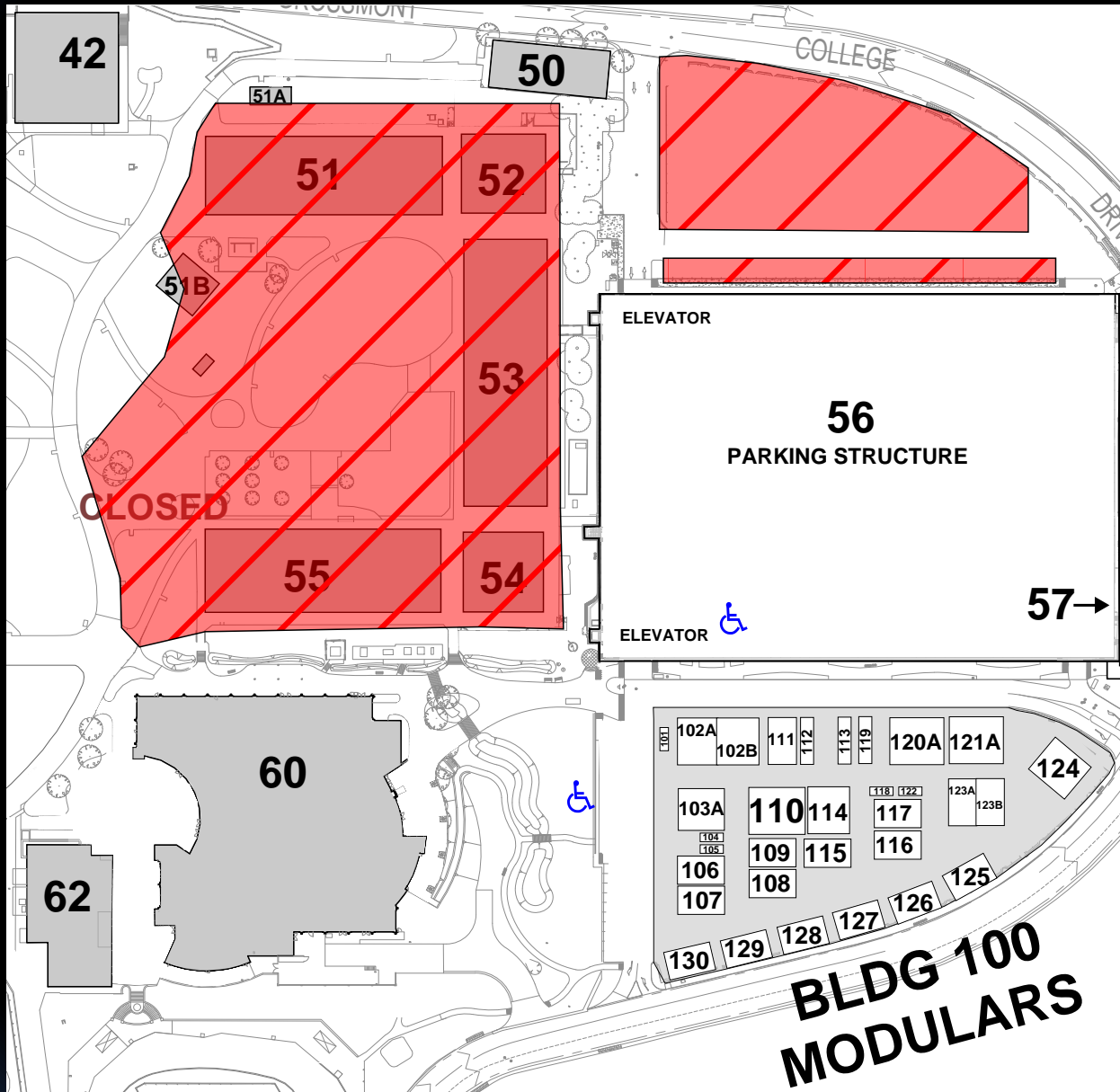
Bldg 51/55 Renovation

PREVIOUS PLANNED CONSTRUCTION ZONE

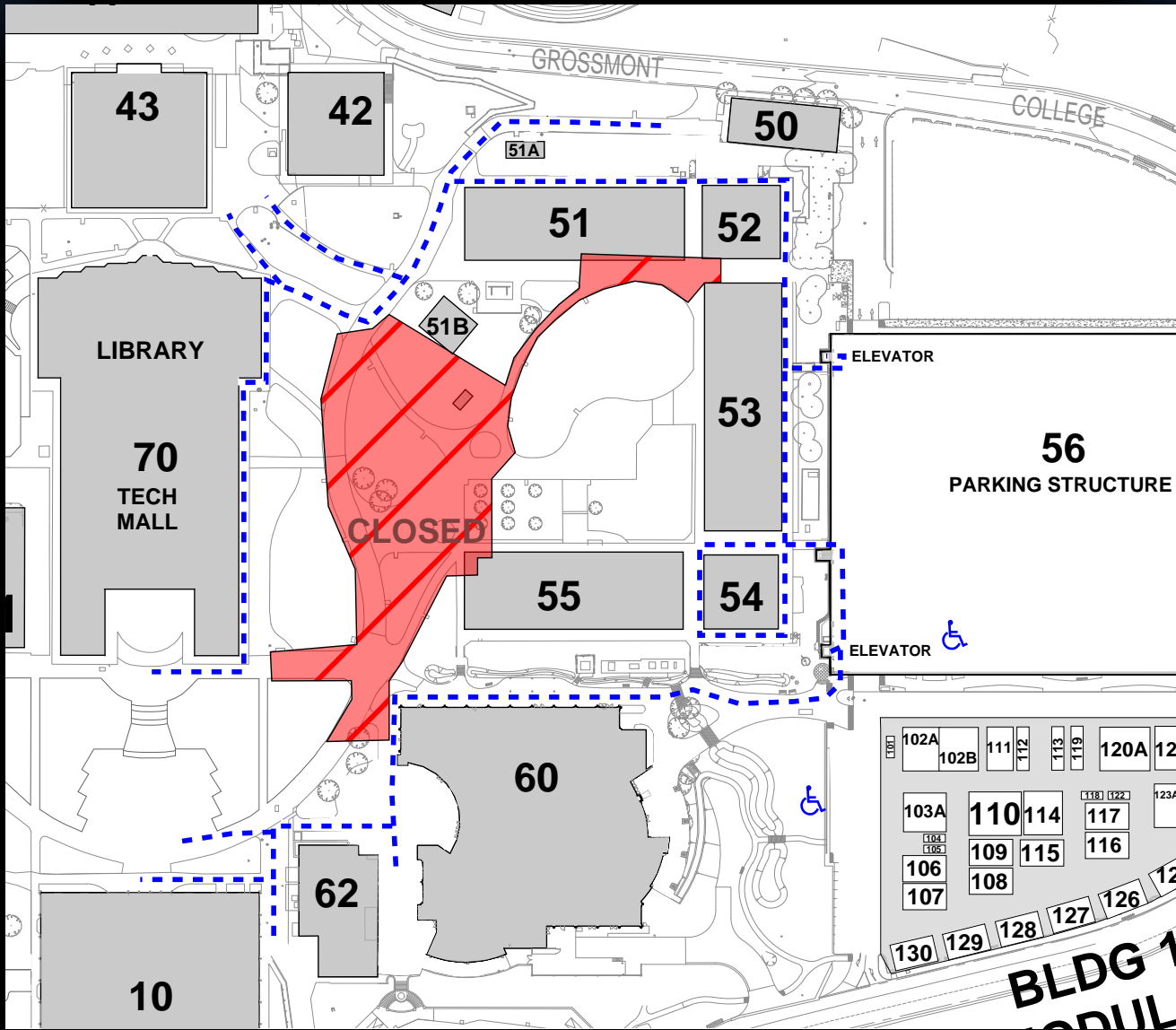


BUILDING 51 & 55 RENOVATION CONSTRUCTION ZONES

UPDATED WORK WILL HAVE BLDGS 52, 53, 54 MOVED TO OTHER CAMPUS LOCATIONS DURING BLDG 51/55 CONSTRUCTION



Building 52 & 53 Construction



CURRENT CONSTRUCTION WORK

- * Main Chiller extension to service Bldg 51, 52, 53, 54, 55
- * Ceiling acoustical upgrades

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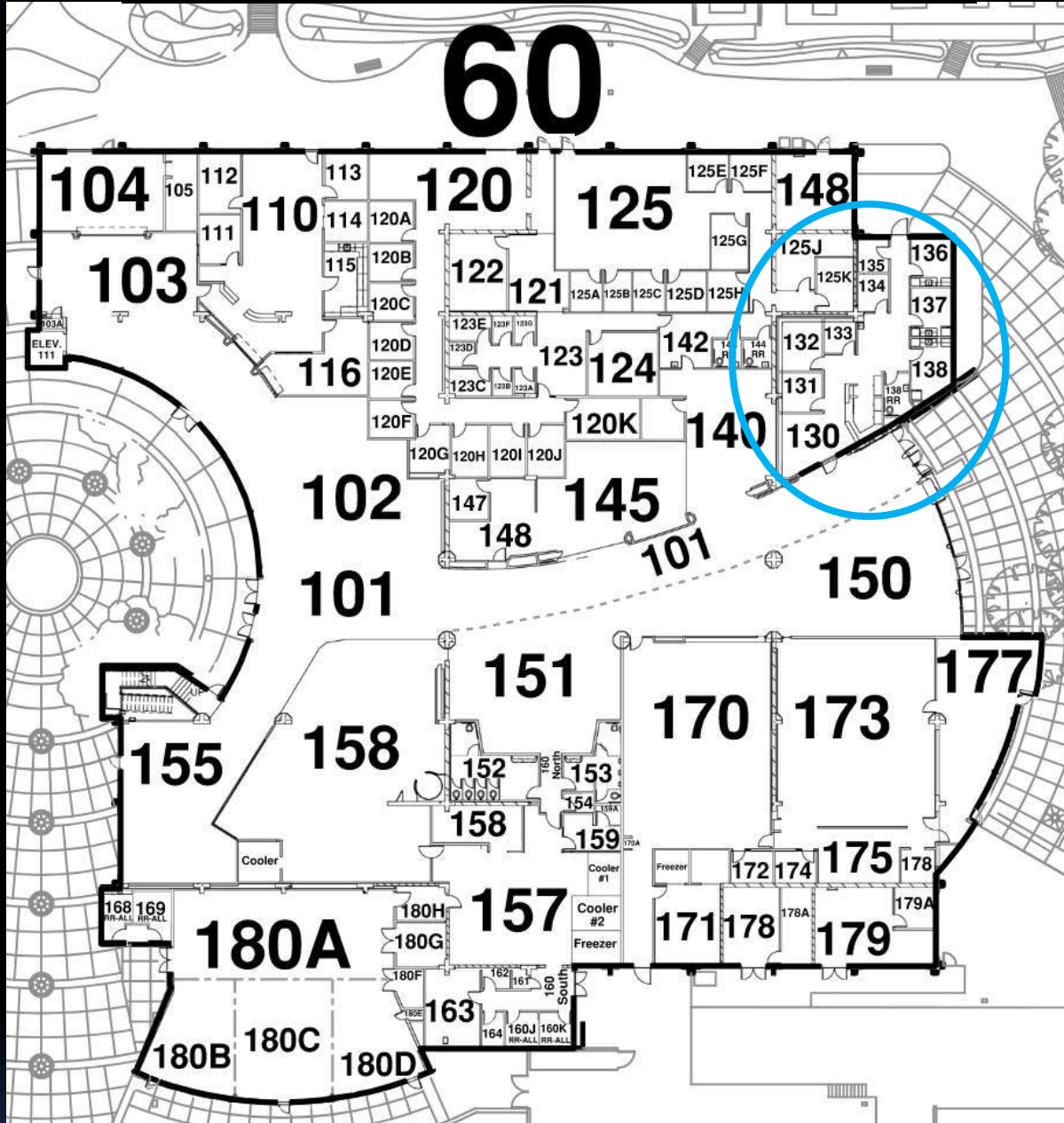
SOLAR UPDATE

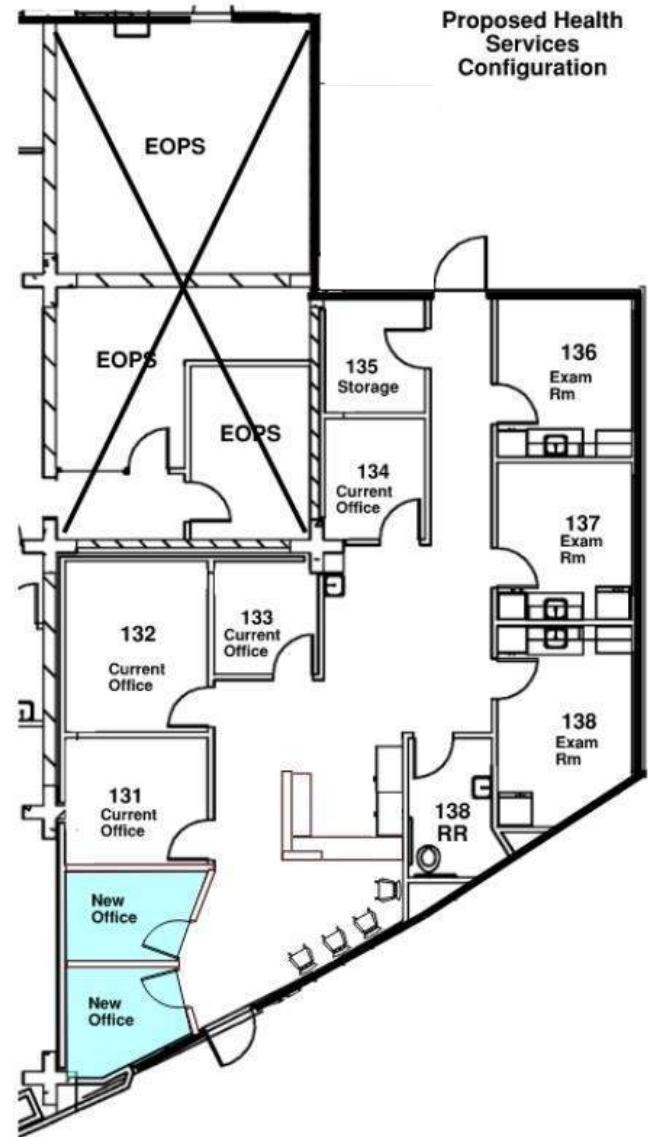
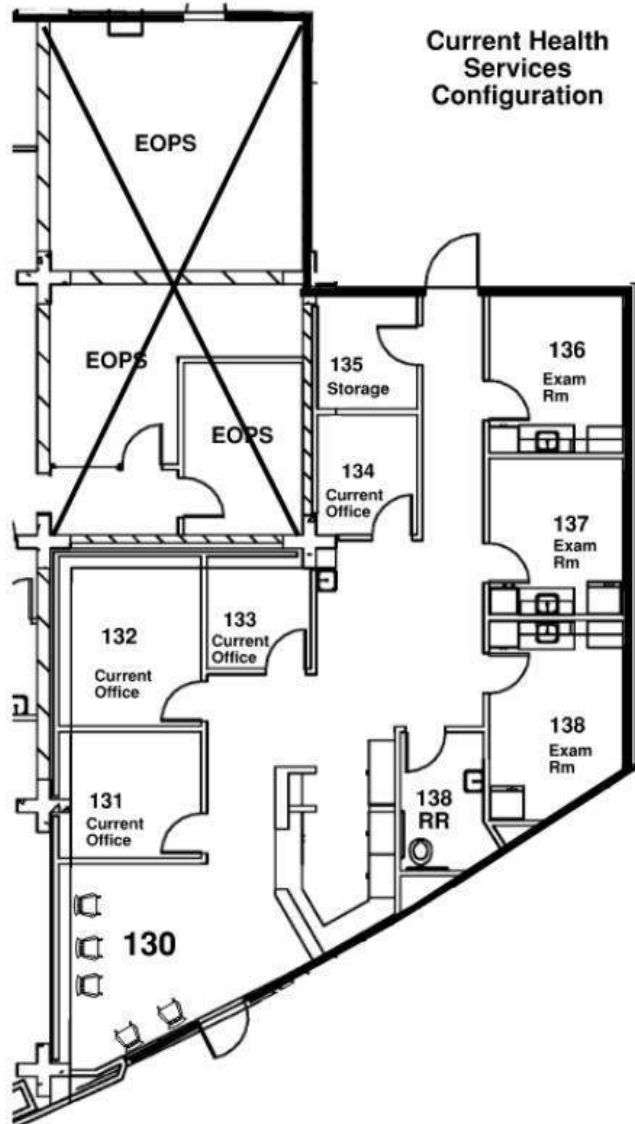
- Starts March 31, 2024
- Was 80% offset purchasing from SDGE. Now its 69%
- PPA rate from .12 to .1575
- Size from 3,659kw to 3,348kw
- Battery storage from 3,659kw to 1000kw
- SDGE raises the rates 8% every year
- Forefront assumed some of the steel cost inflation
- Forefront maintains the solar system
- District Electrical maintains battery storage
- EV stations
 - Maintained by District
 - CAPS monitors the stations
 - 28 cents/kw M-F
 - 50 cents/kw Saturday and Sunday for 4 hours and \$5 an hour after that

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FPR 24-01 Mental Health Space

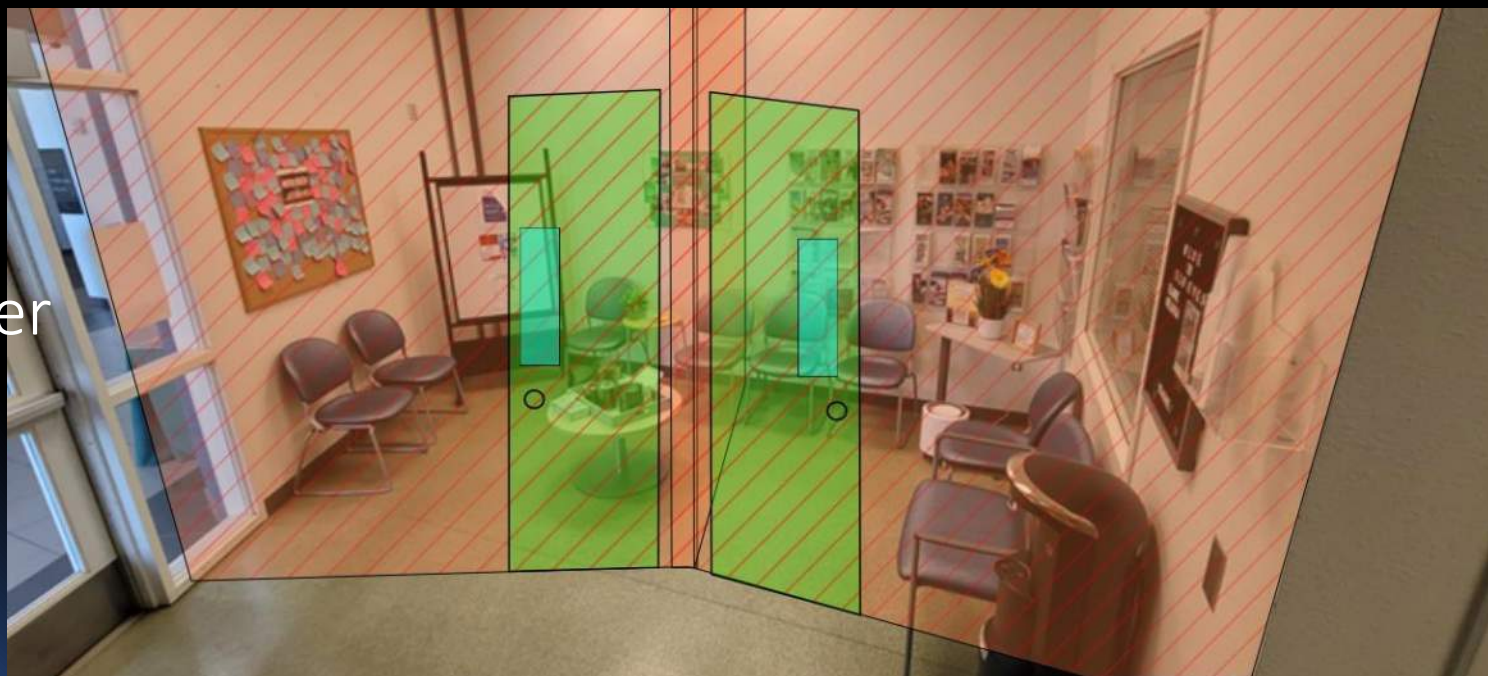




Before



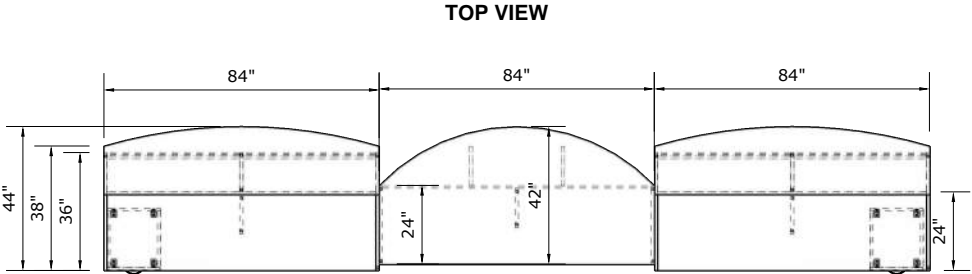
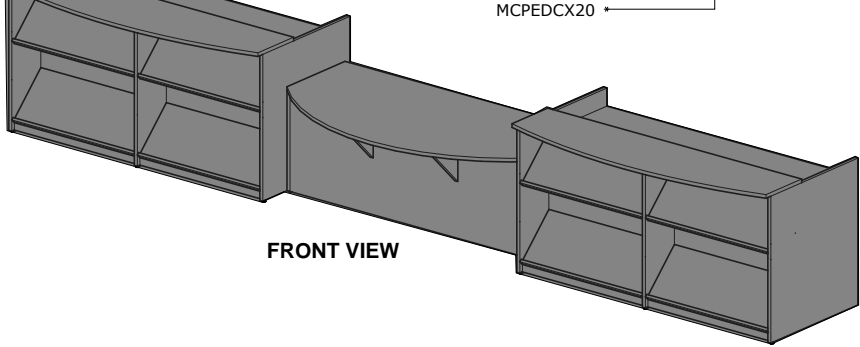
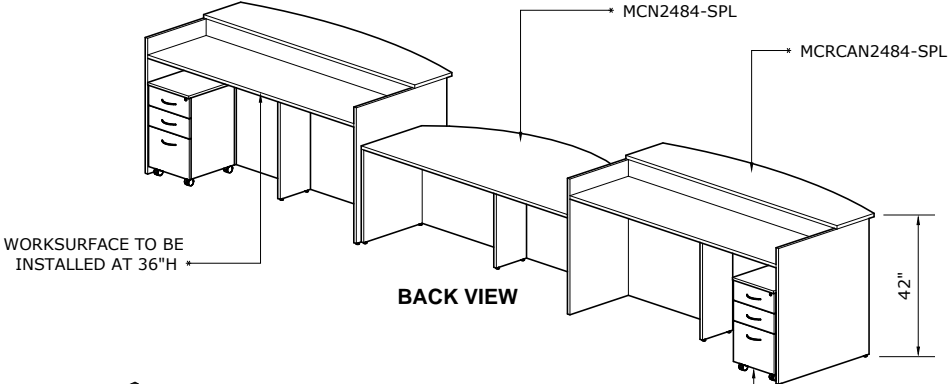
After



FPR 24-02 Welcome Desk



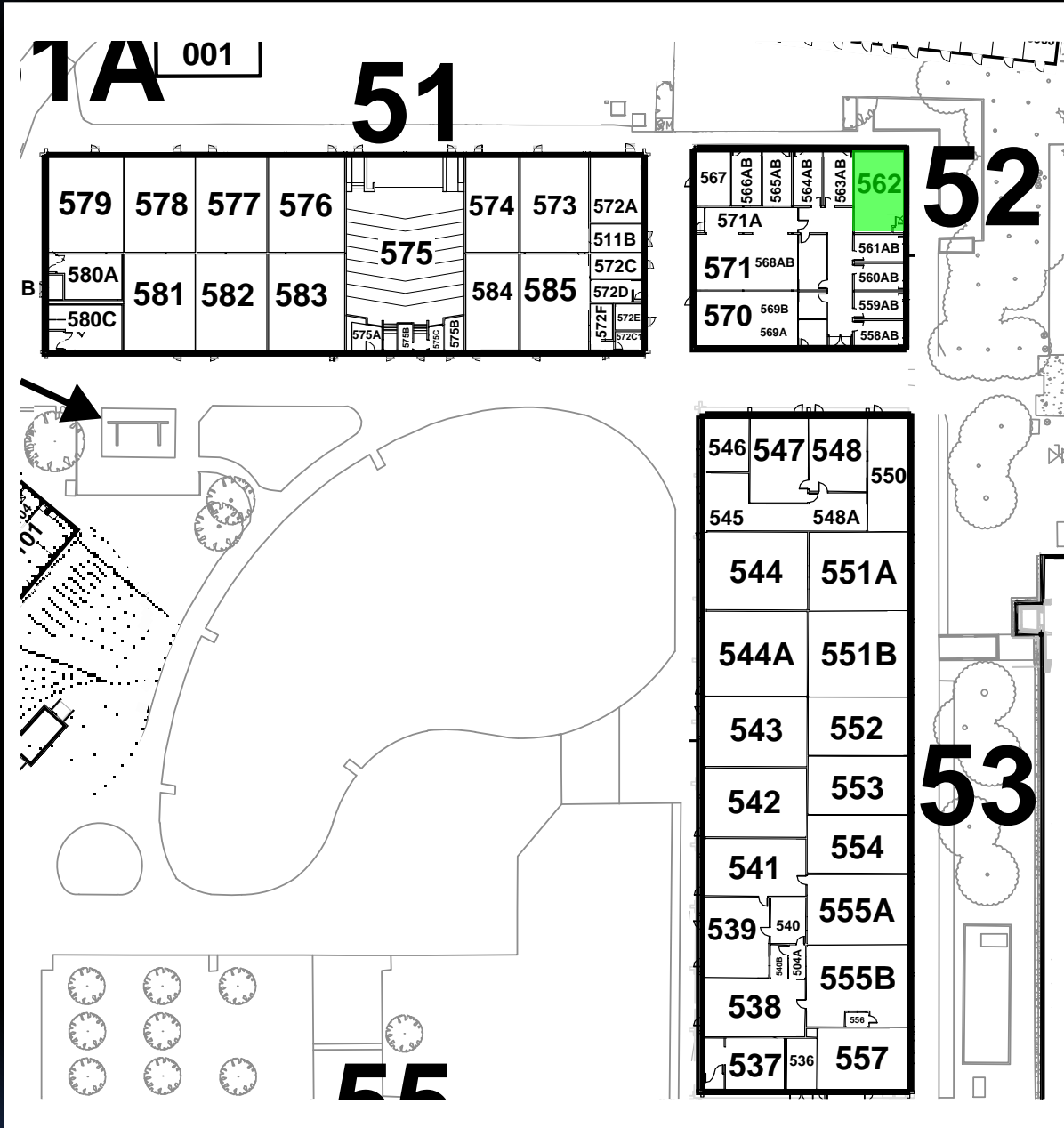
FPR 24-02 Welcome Desk



FPR 24-02 Welcome Desk



FPR 24-03 Reflection Room



Currently under construction that will include new HVAC and paint



EXAMPLES

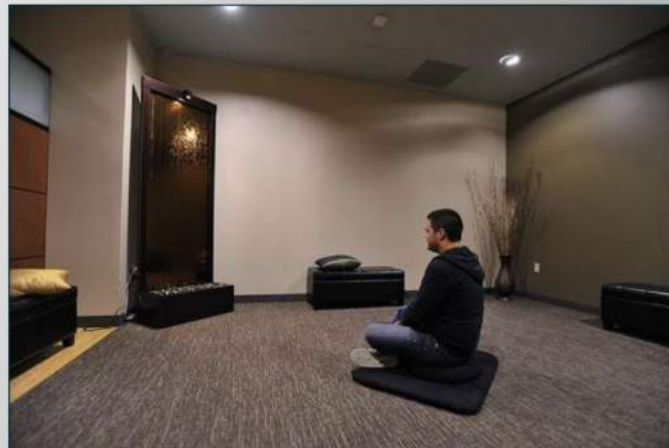


Meditation Room, University of Redlands

- ▣ Meditation
- ▣ Prayer
- ▣ Reflection
- ▣ Relaxation
- ▣ Yoga

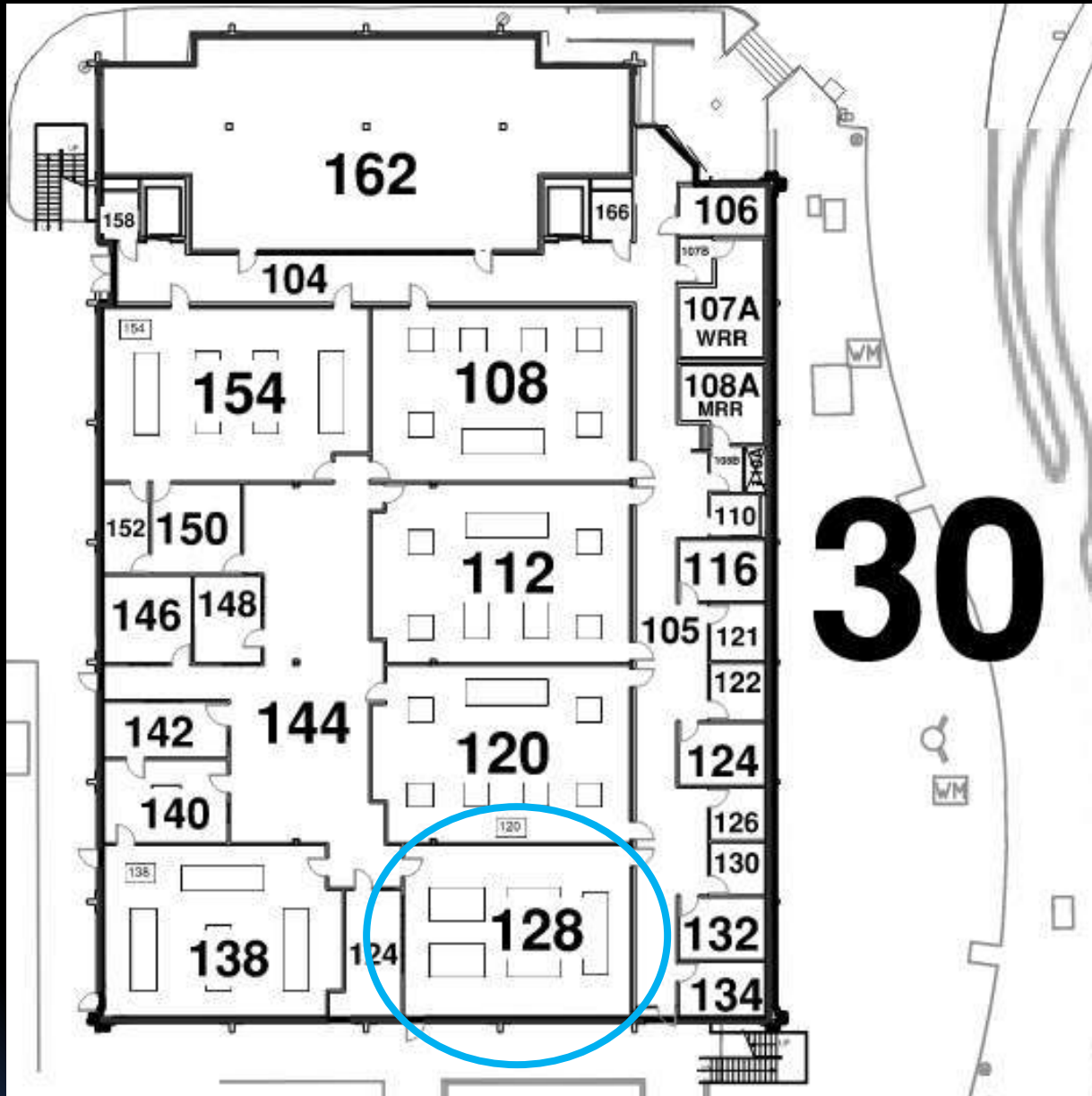
WHO WILL BENEFIT?

- ▣ Students
- ▣ Staff
- ▣ Institution
- ▣ Community



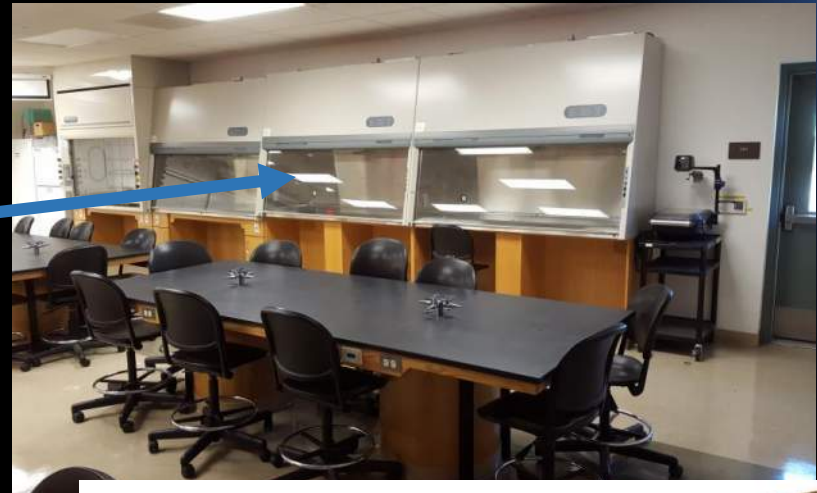
Meditation Room, Santa Clara University

FPR 24-09 New Cabinets in Biology Bldg 30-128



History for the needed cabinets

- Three chemical hoods were removed
- A temporary countertop was installed

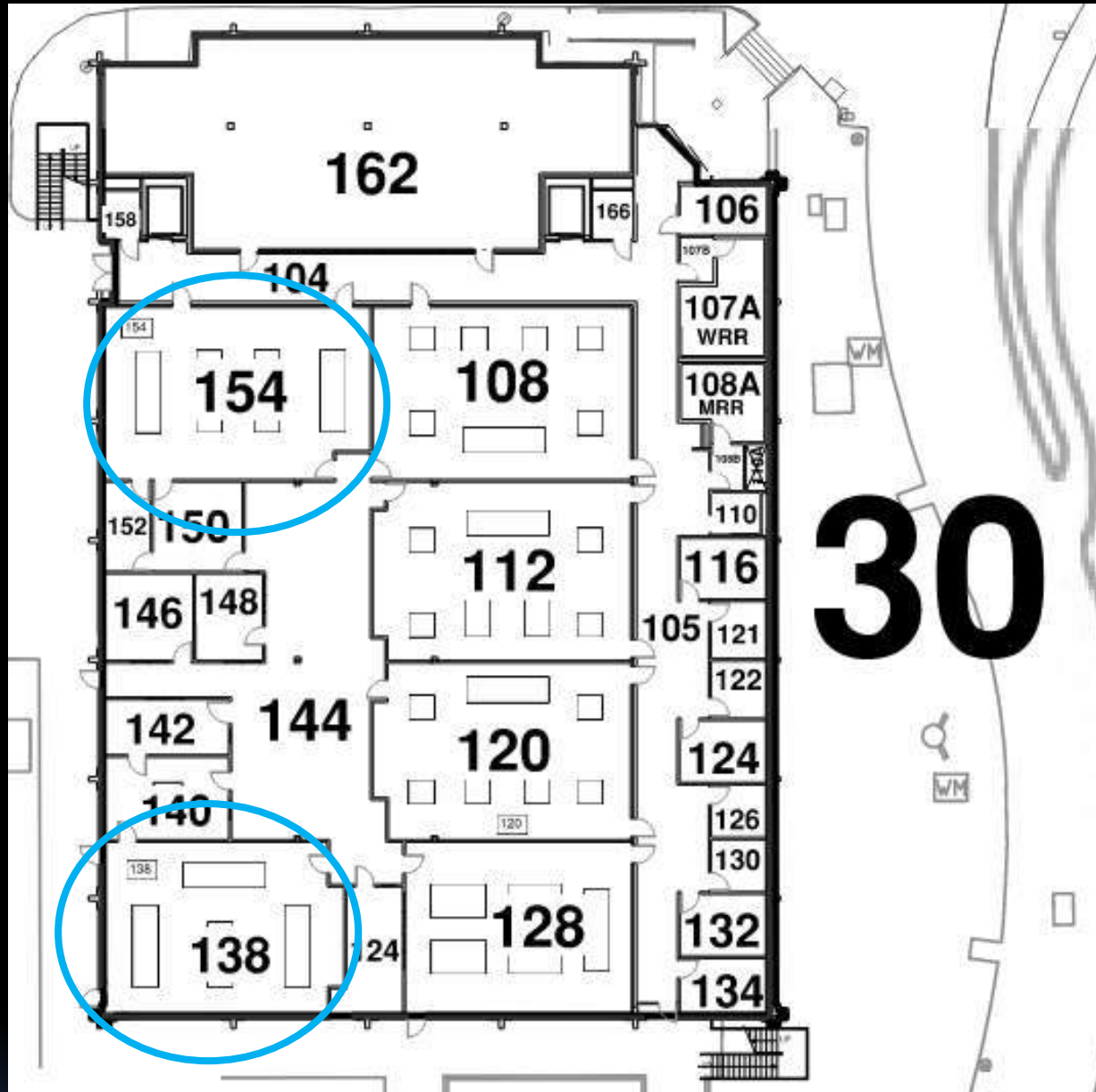


New FPR

- Add upper cabinets similar to the other side of the lab



FPR 24-11 Biology Chairs





→ Change stools out with chairs with backs



FPR Form 2

8) **FMO Impact:** Will your project require extensive labor or time from Facilities, Maintenance, & Operations staff?

- Yes
- No
- Unsure

9) **Benefit and Impact on Students:** How will this resource impact students' learning and/or experience (at the course/program/service level and/or engagement level)?

10) **Benefit and Impacts to the College Campus:** (How will this project enhance or impact other college programs, services, and/or operations?)

11) **Project support:** Does your project support one or more of the following? If so, please explain.

- College or District Facilities Master Plan _____
- Sustainability Impact _____
- ADA accessibility _____

Director's Report

TOTAL ESTIMATE COST	\$0	Including Public Works & Engineering
POSSIBLE COST REDUCTION	\$0	
TOTAL COST WITH REDUCTION	\$0	
Possible Criteria Scores: 0-5 with 5 the highest score		
(1) CONSTRUCTION IMPACT ON STUDENTS/STAFF	0	
(2) CONTINUAL IMPACT ON FMO	0	
(3) CONSTRUCTION IMPACT ON FMO	0	
(4) PROJECT PHYSICAL FEASIBILITY	0	
(5) PROJECT SUPPORT FEASIBILITY	0	
(6) COST FEASIBILITY	0	
(7) PROJECT START/FINISH FEASIBILITY	0	
NOTES		
Impact Score	0 through 4 (0= lowest, 4= highest)	
Feasibility Score	0 through 4 (0= lowest, 4= highest)	
Public Bid	0	
DSA	0	
Gafcon	0	
Proj. Manager	0	
In-House	0	
Contractor	0	
Join Projects	0	

FPR - Facilities Project Request Scorecard - Facilities Committee

Project Title:

FC Member:

Possible Criteria Scores: 0-5 with 5 the highest score

REFER TO QUESTION	CRITERIA	CRITERIA SCORE
Benefits and Impacts		
A	3,4,9 Direct/indirect benefit for students	0
B	3,4,9 Direct/indirect impact on students (0 = Impact, 5 = No Impact)	0
C	3,4,10 Benefit for other depts., services, programs	0
D	3,4,10 Impact on other depts., services, programs (0 = Impact, 5 = No Impact)	0
E	5 Mission Priority	0
F	5 Strategic Goals	0
Project Support		
G	6 Legal Mandate	0
H	6 Program/College Accreditation Criteria	0
I	6 Health/Safety/OSHA Priorities	0
J	6 Critical Threshold of Educational & Support Services	0
K	6 Essential Operations	0
L	6 College or District Facilities Master Plan	0
M	6 Sustainability Impact	0
N	6 ADA Accessibility	0
Budget		
O	12 Potential/Recommended funding source	0
P	12 One-Time Cost Effectiveness	0
Q	12 Projected Long-Term Effectiveness	0
R	12 Effective Life-Cycle (Replacement Time)	0
S	12 Cost Feasibility	0
Timeline		
T	7,13 Urgent Need	0
U	7,13 Project Start/Finish Feasibility	0
		Project Total Score Out of %100
Comments:		
Facilities Director Report		
Director's (1)	Construction impact on students/staff (0 = Impact, 5 = No Impact)	0
Director's (2)	Continual impact on FMO (0 = Impact, 5 = No Impact)	0
Director's (3)	Construction impact on FMO (0 = Impact, 5 = No Impact)	0
Director's (4)	Project Physical Feasibility	0
Director's (5)	Project Support Feasibility	0
Director's (6)	Cost Feasibility	0
Director's (7)	Project Start/Finish Feasibility	0
		Project Total Score Out of %100
Comments:		

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