

**Resource Requests
Maintenance and Operations
17-18**

Facilities

KRV

M&O Request:

Supported in M&O plan, Kern River Valley maintenance and operations needs include the purchase of a new commercial vacuum

- Amount requested for Vacuum: \$900.00

KRV M&O is in need of a cabinet to store supplies. Would like to see if we can use what we have on site before purchasing a cabinet, if this didn't work we would support a new cabinet.

- Amount requested: \$500.00

Sign Request:

M&O supports this request not only to update the logo but to replace the structure for the sign. The sign is fairly small in size and can be built and installed by in house staff. KRV site's sign has the old logo under Cerro Coso Community College name. This sign is the sign that all individuals see when entering into the parking lot. Our site is requesting an updated sign that displays the new logo of CCCC.

- Amount requested for sign: \$500.00

KRV Renovation Requests:

This request is supported on the Measure J list of projects.

The Kern River Valley site's major renovation was postponed during the 2015-2016 academic year. We are anticipating the renovation to begin during the 2017-2018 academic year.

Even if the renovation is postponed again, the Kern River Valley campus is in critical need of classroom and office furniture. Listed below are specific needs/requests associated with our instructional classrooms and supportive services offices.

Renovation Furniture Request:

1. Classrooms (3 total) Work desks - 2-Person Fixed Height Series # HCW-2F - \$420.00 per classroom table/desk (78 total needed for 5 classrooms) = \$32,760.00

2. Chairs - Aquiline Compact Armless Stack Chair with Casters Item # KAC-4LCS – \$80.00 per classroom chair (100 chairs needed for 5 classrooms) = \$8000.00
3. Art/Science Classroom estimating \$12,000.00 for specialized tables and chairs.
4. Student Lounge Candelia Series Club Chair Item # OCS-CC – 10 soft chairs to be housed in the student lounge area - \$400.00 per chair (14 total) = \$4000.00
5. Round Cafe Table Series # DSV-R – 6 café tables - \$195.00 per table (6 total) = \$1170.00 Café Chairs – Heavy-Duty
6. Shaped-Back Guest Chair: All-Poly Item # OFTC-3 – \$60.00 per chair (24 chairs) = \$1440.00
7. LRC/LAC Mobile Flat-Panel Work center Item # MMW-16 – 4 work centers for computers - \$1529.00 per workstation (4 workstations requested) = \$6116.00 Chairs
8. Aquiline Compact Armless Stack Chair with Casters Item # KAC-4LCS – \$80.00 per chair (16chairs needed for LRC/LAC area) = \$1280.00.
9. Conference Room Alliance Conference Table: Presentation Top/H-Base 72"W Item # AE-P6H – Conference Table - \$500.00 Amenity
10. Office Chair Item # AOC-42 Conference Chairs – 6 total at \$235.00 each = \$1410.00
11. Offices 8 desks @ 600.00 per desk = \$4800.00

Total amount requested: \$73,476.00.

Swing Space Projected Costs:

This request is supported on the Measure J list of projects

Once the remodel begins, the Kern River Valley campus will need to acquire swing space to utilize during the spring 2017 semester. Once the remodel is completed, it is anticipated that the KRV campus will then move into the newly remodeled space in fall 2017. The swing space plan focuses on utilizing the local high school facility during the remodel. Kern Valley High School's classroom fee is \$16.50 per hour, per classroom.

Below are two proposals for swing space use during the fall 2017 semester:

1. CCCC chooses to offer students a choice of 18 courses using 6 classrooms (Monday – Friday) at the projected cost of \$18,384.00.
2. CCCC chooses to offer students a choice of 8 classes using 2 classroom spaces (Monday-Thursday) at the cost of \$8,448.00.

Eastern Sierra College Center

ESCC – M&O Supported: all requests in the "high priority" that are safety/regulation issues. Items that are listed Safety and appearance can be addresses using alternate funding sources. There are a couple of items that have been completed and few other items that can be supported by the M&O operating budget.

CAL-City CDC

This request is supported on the Measure J list of projects. The Heather St. site needs to have the curbs repainted the building needs to be leveled so that it is not slanting. Some of this work may be able to be completed prior to Measure J funding, by using in house staff to accomplish minor repairs and curb appeal.

IWV CDC

M&O support this request and will work to find a solution for announcing when people walk through the door. *Safety concerns*- currently, there is no means for limiting who enters the center, nor is there a mechanism for ensuring that there is awareness when someone has entered. This is a significant safety concern, particularly for the safety of the young children at the center. A solution needs to be developed for addressing this.

M&O supports this request, fencing can be included in phase 2 of the scheduled maintenance work that is planned for 2017/18. The parking lot restripe and curb paint can be accomplished in house as a stop gap while waiting for a larger Measure J project.

Facilities- The outside fence (it is starting to show its age. There are places where it is bent out and where gaps are starting to develop). Parking lot- the dropping off/picking up yellow curbs need repainted and the first few feet of the parking lot need the dirt removed (know this is at least currently a bond project, but may need some more minor attention before then, if possible). Replacing wood chips and dirt on the playground is also a need.

Paint and flooring is being supported by M&O this year under the scheduled maintenance 2016/17 Phase 1 work is scheduled to begin in April 2017

Mathematics

Whiteboards that wrap the Math Lecture Room at KRV would be helpful. When students go to the board to work problems, the current limit is only 7 students at a time. In the math tutor room it would be helpful to have a full size whiteboard. Currently there is one very small rolling board. Either a full size one on the wall, or a full size rolling board would be very useful. M&O supports the request it should be identified in the planning of the remodel project.

Industrial Arts

The following items are required:

- Lathes and Milling equipment
- Work stations, piping, and venting for modernization/upgrading of oxyacetylene welding lab room 192W. Lockers for new welding lab in foyer outside room 198W.
- Remove vacuum exhaust unit from north wall of new welding lab room 147W. Lighting upgrade to welding booths room 147W.
- Digital movie camera for making educational videos.
- Chop saw and rollers.
- Sumner pipe stands 6ea.
- Pipe stands with rollers 6ea.
- Welding curtain material.
- Portable fume extractor.
- Plate beveller.

M&O support this request, alternate funding will be required for the equipment. The building and infrastructure is listed on the Measure J list of projects.

Information Technology

Supported by M&O work with It Director to find solution. IT needs more storage space, Non-climate-controlled space is acceptable. The space needs to be secure and it would be ideal if it was dedicated to the storage of IT equipment. This space would be used for storage of both used and new equipment that is waiting to be deployed.

ACCESS

M&O have been part of this discussion and support the need.

Additional space- The need for additional space and support has already been identified while we are in temporary locations. The LRC space and associated furniture has been discussed for the current year. In the event that there will be any unexpected needs or extended timeline to making this happen, it is being addressed in this current resource request.

M&O support this request as part of the main building modernization, when we discuss the new furniture plan this should be part of the discussion. We may need to look at this request sooner based on the outcome of Vice President Ostash's findings.

Furniture needs- This has already been addressed for the above space, however, there is also a need for 2 filing cabinets. Additionally, there is a need for chair replacements in the department. The Director's assessment is the need for 5 new chairs because of "lost or damaged chairs." However, I have not had an opportunity to personally assess this. I would support a review to assess the need and will take responsibility for communicating the outcome. In the mean-time, there is a perceived need for new chairs that cannot be funded out of categorical funds.

Admissions and Records

M&O supports this request and will look for a temporary solution while we are located in the modular. *Partitions between A&R and Financial Aid*- hopefully we can accomplish this year, but reflecting as a need for now.

Athletics

M&O will support the needs of the trainer the ice machine that is in use now is the original and it was used when we got it in 1995 it's only a matter of time before it breaks down. We would also like to take a look at possibly re-configuring the space to make it more user friendly for the trainer.

Equipment- The training room needs additional ice capacity. Two possible options-

1. Replace the existing very old machine with a higher capacity ice machine (crushed)
2. Purchase an additional ice machine (cubed) and continue to use the existing machine for crushed. It is preferred to have the two types of ice for the different applications (crushed for injury treatments, cubed for ice bath, for example)

M&O supports the repairs / replacement of the all drinking fountains. We support the floor re-surface but feel with all of the 5th grade tournaments the cost should be offset by boosters. A typical floor recoat will last at least 5 years we are on year 3 with our resurface. We have also requested a new floor machine to help the re-surface last as long as we can.

Volleyball standards are original to the building which means they are 26 years old. We support replacing all volleyball standards, padding and judges stand for safety of our players.

Gym- repair or replacement of non-working drinking fountains (several), resurfacing of the gym floor, and replacement of Velcro on volleyball standards

Softball Field- Lighting is needed M&O can support this at a later date, this would be a very comprehensive project that will need DSA approvals because of the structural and electrical requirements.

Baseball Field- Field paint and clay and replacement nets for screens- this has all been requested in the Athletics budget, but reflected here for demand this might place on M&O. M&O will support field paint and infield clay. We were able to change out backstop netting, batter's eye and add the needed dugout fencing this year.

Soccer Field- Canopies for both the home and visiting team benches (**purchased by Student Development and used for events and activities, as well**), changed crossbar on soccer goals (I have heard a final assessment on whether this can be done cheaply and/or easily without doing any damage. I may or may not support depending on this). New nets will be needed in the future. Not a need for next year. M&O would support canopies and benches. The goals are new and were purchased as a multisport goal. It would cost up words of \$3,000 - \$4000 to replace

with soccer specific goals plus the labor to install them. When purchased we met all FIFA requirements.

General Facilities- Facilities near the field for away teams, official's locker rooms and restrooms (I know that this is a bond item, just reflecting the need. In the mean-time, we need an area where the away teams can gather, hold meetings and lock up their things. This is likely just a matter of designating a space and making small adjustments. Support on Measure J list of projects.

Counseling

Space and stations- primarily for adjuncts. Again, we will be addressing this for this year, hopefully, based on our expansion into the LRC space. This will likely take us through next year and we will address needs beyond that within the context of the move into the building and associated space and furniture discussions. M&O will support this, we will need to located additional furniture.

Filing cabinets- Continuing with the replacement process, there are 6 more filing cabinets in need of replacement (unfortunately, furniture cannot be purchased with any of our categorical)

Equity

Space for Special Populations- As the college makes progress on Equity goals, there are a number of potential programs with a need for space for special populations and certain programs, such as Mesa and Umoja. This may be able to be combined with space for other populations, like Veterans. Obviously, this will not be addressed while in temporary locations. However, as the college completes the main building project, there may be an opportunity for designating time in the workshop space. This will not create facilities demands, but may have implications for furniture and furnishings.

Ongoing Events and Activities- This is a big focus of our Student Equity Program, ranging from professional development for staff and faculty to events and activities for students. While Equity can fund this, there will always be a facilities/M&O demand for hosting these things. We do not want to ignore that this creates an increased and increasing demand on services. We cannot fund any existing resource supports, but could potentially fund a portion of additional based on this increased and increasing demand.

Financial Aid

Already being addressed and hopefully this year, and hopefully sooner rather than later, but partitions to separate Financial Aid and Admissions and Records.

Student Activities/Govt./Outreach

M&O supports this request, we are usually the end user for these items. What we currently have is not enough to support the many activities that occur on campus. We should consider the some of the same equipment for the sites.

Furniture and equipment- For events and outreach, 2 portable tables, 12 chairs (six for each table), 10 8 foot rectangular tables cloths, 1 circular table cloth, two ice chests on stands (**this can be purchased out of Student Development and combination of other funding sources**).

Public Service: Administration of Justice

The Advisory Board has identified the need to update and improve the firing range facility to include a "smoke house" for chemical agents training and exposures, concrete lanes (or Eco-Flec Rolls) for the shooters, latrine facilities for the students and recruits, and additional shade and seating areas for instruction and weapons maintenance. M&O would support this request with funding to make it possible.

In anticipation for the Level I academy it will be necessary to develop an MOU for use of the Airport in Inyokern and Bishop for the Emergency Vehicle Operations Course (EVOC).

In anticipation for the Firefighter I Academy it will be necessary to construct a tower for repelling and ladder drills as well as a "burn house" for practical exercises. M&O would support this request, however it must be engineered and follow the DSA process, funding source would need to support the request completely

Finally, it would be beneficial to have a designated area to store the ADMJ trailer and squad cars. The Level I academy will require that more squad cars are either purchased or donated which will require a larger space to store the patrol units. We would again support this request since it is a structure it would need engineering and follow DSA process.

Visual and Performing Arts

There are some facilities needs that the VPA would like to have addressed in the coming year, primarily in regards to maintenance and repair. As these needs are of a wide variety and scope, rather than list them here, we propose that the VPA department chair meet with the Manager of Maintenance and Operations to review the list and schedule appropriate actions to be taken. M&O would support a meeting, VPA could also use the process in place and submit a work request for needed repairs.

Maintenance and Operations

As you can see by the list below we have supported many requests through the planning process. Some that were identified through our planning and some that came through conversations throughout the year.

IWV Replace inverters and solar for the photovoltaic field.	Potential bond project
IWV Replace out dated irrigation system at the CDC facility. funds	Phase II of State SM
IWV Replace trees, bark in play areas and add shade	Phase II of State SM funds
IWV Add a new elevator to the East Wing.	Potential bond project
IWV Maintenance and Operations building insulation.	437MOM \$25,000
Renovate KRV campus	Potential bond project
IWV / LRC Carpet replacement	SM project \$150,000
Bishop well remediation	437MOM \$250,000
Bishop Parking lot replacement	SM funds \$300,000
Bishop Carpet replacement	437MOM \$150,000
Mammoth Carpet replacement	437MOM \$135,000
Mammoth Paint interior walls, seal window frames	437MOM \$50,000
IWV Replace carpet cleaning machine	437MOC \$2000
IWV Replace Auto floor scrubber	437MOC \$9500
IWV Replace tables	437MOD \$2000
IWV Replace old chairs	437MOD \$2500
IWV Replace event canopies	437MOD \$4500
Bishop Storage sheds	437MOM \$10,000

Mammoth Replace lighting controls	437MOB	\$3500
Mammoth Replace all window blinds	437MOM	\$50,000
Bishop install sink/counter for student lounge	437MOM	\$4,000
Bishop remove drinking fountains and install utility sinks for Art	437MOM	\$3,000
Mammoth Replace sprinkler valve boxes	437MOG	\$2,000
Bishop and Mammoth maintain grounds (travel/labor)	437MOG	\$1,000
IWV Repair and service tractors	437MOV	\$3,500
IWV Replace 3 old golf carts assigned to M&O with 2 new carts	437MOV	\$12,000
IWV Replace fleet vehicles 1380 &1379 reaching its life expectancy	437MOV	\$30,000
IWV Industrial tree branch shredder	437MOG	\$15,000
IWV Replace drinking fountains in the gym	437MOB	\$8,000