



**Planning years:** 2020-21 through 2022-23

**Plan Type:** Program Plan

**Title:** Non-Instructional Equipment and Infrastructure

**OPR:** Campus Operations

**Collaborative Group(s):** Campus Development Committee, Safety Committee, Regenerate@SCC (Sustainability Group), Art Group, IT/AV, Facilities Management, LRPD

**Reference documents:** (Copies provided upon request)

- Facility Inventory and Replacement Cycle Report
- ADA Transition Plan
- Bottle Filler/Drinking Fountain Replacement Cycle
- Camera Survey

**Plan Author:** Margaret Lednicky

**Date:** December 2019

**REVIEW CYCLE:** Three year

## **SECTION I: Overview & Strategic Information**

### **A. PROGRAM DESCRIPTION**

Campus Operations promotes student access and success through the delivery of responsive, effective, and efficient facility support. Operations is aligned with the College's Mission, Vision, and Values by providing clean, high-quality facilities that are ready for use each day. Operations further provides a variety of services to the campus community such as internal and external event coordination, safety and regulatory programs, waste management and sustainable programs, reprographics services, transportation services, building access, custodial services, building maintenance, and facility renovation coordination.

The Operations Program Plan aligns with the department's strategic goals to provide engaging, flexible, blended (collaborative and entrepreneur focused), and ever-changing educational environments that support the current needs of SCC students, faculty, and administration.

### **B. ENVIRONMENTAL SCAN**

**Internal factors that affect the Operations Program Plan:**

- SCC has a proud history, serving our region since 1916. Its deeply rooted traditions also bring challenges as its old facilities attempt to evolve with the times to effective facilities for contemporary use. SCC must creatively reimagine methods and its use of resources to meet demands for sustainability, efficiency, daylighting, and flexible environments.
- Antiquated classroom and lecture hall arrangements do not support new interactive models of instruction. The demand for more collaborative furniture systems in classrooms and technology to support static lecture halls are required to transform spaces from passive to active learning, critical thinking, and collaborative learning environments.

- SCC’s existing facilities play a large part in the Guided Pathways Initiative to provide and offer access, engagement, retention, opportunities, persistence measurements, course progress mentoring, and completion goals for SCC students.
  - Providing easy access to maneuver to and through campus is critical to eliminating barriers - SCC is in need of a wayfinding project implementation.
  - Students do not have a place of their own on campus. SCC identified the need of a Student Union as Priority No.1 in the development of the SCC Campus Master Plan, facilitated by Facilities Management.
  - Engaging students to interact and communicate with their faculty requires environments that support collaboration, innovation, and problem solving. They also incorporate technological infrastructure for current and future needs for both inside and outside the physical classroom. The impact of limited resources for renovations requires a creative, focused, and phased approach to upgrade existing learning environments. Operations will identify smaller scaled projects that support student engagement in different areas on campus.

**External factors that affect the Operations Program Plan:**

- California Green Initiatives and Mandates. Transforming our current facilities to meet the State’s goals is not only the right thing to do. We also transform our students and our organizational culture to encourage the development of environmentally conscious citizens. The journey begins by educating students in a healthy and sustainable environment.
  - California’s long-term energy efficiency strategic plan requires measures toward achieving zero net energy for 50% of existing state-owned buildings by 2020; California mandates zero net energy for all new and renovated state-owned buildings starting 2025.
  - California’s climate strategy requires 75% organic waste reduction by 2025.
- Emergency Management for campus buildings and grounds during large events. SCC internal and external events (rentals) have proven successful in promoting recruiting efforts and community engagement. However, the current number of mass shootings at large venues have brought on a new level of event day safety and security awareness for spectators and event staff. Critical safety and security challenges facing large classroom spaces such as Hughes Stadium need immediate facility upgrades to help manage the following:
  - Event day safety and security
  - Crowd dynamics and management
  - Emergency action planning
  - Education, training, and awareness
  - Command, control and communications
  - Risk and threat assessment

**C. MULTI-YEAR DIRECTIONS AND STRATEGIES**

1. **Facility Inventory and Replacement Cycle** – This ongoing project documents equipment and status of finishes in each space of the campus. The compilation of information will be a tool used in helping Operations prioritize campus projects such as spaces that need upgrade and finishes that need to be replaced. The goal is to have a yearly projected replacement cycle with cost estimates.
2. **Review and Recommend next spaces to upgrade based on the Facility Inventory and Replacement Cycle Report**
3. **Sustainability Master Plan** – This project will outline short-term through long-term goals for the college.
4. **Review Sustainability Master Plan and recommend next steps to meet campus goals.**
  - a. **Add water bottle fillers/drinking fountain combinations throughout campus**
  - b. **Add proper waste receptacles**

- c. Prepare planting plan
  - d. Recommend sustainability training sessions and workshops
  - e. Prepare sustainability related signage
5. **Event Management Software and Hardware** – Our current reservation system for events cannot support the increasing external and internal requests in a timely manner. Software specifically designed for this service provides a more transparent and equitable manner for those making reservations to check on status of permits, insurance needs, waivers, health department approvals, etc.
  6. **Inventory Management Software and Hardware** – This system will increase efficiencies and provide more accurate projections of needed campus materials when managing warehouse intake and distribution of paper products, surplus, and storage, etc.
  7. **Provide training to staff, faculty, administration on Operations procedures for reporting Work Orders, Trouble Tickets, Hot/Cold calls, etc.**
  8. **Review and Recommend next areas to perform ADA upgrades.**
  9. **Review and Recommend addition of Lactation Rooms.**
  10. **Review and Recommend next areas to install camera systems.**
  11. **Recommend campus wayfinding strategies.**

## SECTION II: Review and Plan

### A: REVIEW OF ACCOMPLISHMENT OVER THE PREVIOUS PLANNING CYCLE

2018-2019		
Outcome (AUO/SLO) <i>(formerly called objectives)</i>	Expected results	Progress to date
Replace 8000 Assignable Square Feet (ASF) of classroom & office flooring annually.	Upgraded spaces.	1200 sq. ft. of flooring was replaced in 2018-2019. Other identified areas are pending room design finalization.
Refurbish classrooms and/or lab furniture annually.	Upgraded spaces.	The College refurbished several spaces in 2018-2019. Other identified areas are pending room design finalization.  NOTE: A Campus Building Inventory is currently under construction. Final document will include quality and projected replacement cycle.
Purchase ADA-related equipment & complete minor ADA infrastructure repairs that are within the ability of the campus to accomplish.	Spaces meet ADA guidelines.	The College expended approximately \$60,000 on ADA related repairs and equipment purchases in 2018-2019.

**B: UNIT OUTCOMES: ADMINISTRATIVE UNIT OUTCOMES (AUOs) or STUDENT LEARNING OUTCOMES (SLOs) FOR THE PLANNING CURRENT CYCLE**

<b>2020-2021</b>		
<b>Goal A: Deliver programs and services that demonstrate a commitment to high quality teaching and learning in support of student success and achievement.</b>		
<b>Outcome (AUO/SLO)</b> <i>(formerly called objectives)</i>	<b>Expected results</b>	<b>Progress to date</b>
Upgrade antiquated classroom spaces to provide more collaborative, blended, and flexible learning environments.	Passive spaces transform into active learning spaces that support critical thinking and collaborative learning environments.	Possible spaces identified: BUS 222, BUS 151, LRC 141, LRC 302, Lusk 9A and 9B, RHS 271, RHS 326
<b>Goal B: Align processes and practices to assist students in moving from first enrollment to goal completion.</b>		
Wayfinding project implementation.	Eliminate barriers prior to stepping onto college grounds.	Architectural design team has been identified. Project budget required.
<b>Goal C: Support employee engagement and organizational effectiveness by providing an excellent working environment.</b>		
Upgrade infrastructure systems to support spaces pending renovation. Provide ADA upgrades, addition of Lactation Rooms.	Creation of healthy spaces where students, faculty, and administration want to “hang out” and collaborate. These spaces help keep students on campus longer.	Renovation of Business 152/151 areas can have a huge impact by shifting from traditional “silo” arranged departments to flexible office arrangements. Design is pending.
<b>Goal D: Provide a college environment that embraces equity and diversity and reduces disproportionate impacts between student populations.</b>		
Continue working on the Facility Inventory and Replacement Cycle Report.	Provides a method to analyze areas slated for remodel.	Report is ongoing, in progress.
<b>Goal E: Enhance connections to the Sacramento region with a focus on serving the community, including meeting workforce needs.</b>		
Incorporate design ideas that mirror industry standards when renovating spaces. These include flexible furniture solutions, group break out areas, co-located disciplines that celebrate interdisciplinary learning.	MESA and Makerspace are good candidates for inclusion in a STEAM complex.	Long term plans for MESA and Makerspace is in progress.

**SECTION III: ANNUAL PROCEDURES AND RESOURCE REQUESTS FOR THE PLANNING YEAR:**

<b>Procedure</b>	<b>Timeline</b>	<b>Responsible persons</b>	<b>Resource Requirements</b>	<b>Funding Source(s)</b>
1. South Gym (SOG) Painting	Summer 2020	OPS Lednicky, FM Montoya	\$40,000	COPFD
2. Student Center (STC) Lighting Renovation, Painting, Floor Resurfacing	Summer 2020	OPS Lednicky, FM Martin	\$45,000	LED Grant, COPFD
3. New Mohr Floor Finish at North Entry	Fall 2020	OPS Lednicky	\$30,000	COPFD
4. Fine Arts (FFA) Roof at Patio	Fall 2020	OPS Lednicky, FM Montoya, FM Bak + FFA Unit Plan	Pending	COPFD
5. West Sacramento 3 <sup>rd</sup> Floor Office Renovation	Undetermined		Undetermined	
6. Hughes Improvements – Phase 01 Magnetometers, Command Rooms, Computer Access, First Aid Room	Summer 2020	OPS Lednicky	\$50,000	COPFD
7. Rodda Halls North (RHN) and South (RHS) Restroom remodels	Undetermined		\$30,000 each	COPFD
8. SOG Restroom remodel	Undetermined		\$30,000 each	COPFD
9. RHN Storefront doors replacement	Undetermined	FM	\$16,000	COPFD
10. Fish Fountain Restoration	Summer 2020	OPS Lednicky, FM Montoya/McKechnie/Reza	\$40,000	
11. Campus wide Lactation areas/Pods	Summer 2020	OPS Lednicky/Chewing	\$30,000 per ADA pod	COPFD
12. Learning Resource Center (LRC) Replace carpet throughout	Undetermined		\$20/S.F.	
13. RHN Conference room cabinets remodel	Undetermined	OPS Lednicky/FM Montoya/Bak	\$8000	GENFD
14. *RHS Kitchen remodel	Undetermined		\$150/S.F. = \$135,450	
15. LRC Interior cameras installation	Undetermined	OPS /LRPD Chief/DO IT/SCC IT	\$1,600-\$4,000 each	GENFD
16. Student Services (SS) interior cameras installation	Undetermined	OPS /LRPD Chief/DO IT/SCC IT	\$1,600-\$4,000 each	GENFD
17. Child Development Center (CDC) Playground surface replacement	Undetermined	FM Montoya/Bowman	\$12,000	
18. Parking Garage restripe	Summer 2020	OPS Lednicky, FM Montoya/Bowman		

19. Outdoor video screen monitors installation between Café and PAC	Summer 2020	OPS Lednicky, FM Montoya/Bak+ KHA Unit Plan	\$20,000 labor only	Budget Committee
20. *Softball Complex – replace bleachers, install field lights, expand dugout and lockers, build new press box, install restrooms	Undetermined – suggest phasing project	OPS Lednicky	\$1.5m	
21. Not Used				
22. Not Used				
23. Tennis Courts – surface repair only	Undetermined – suggest phasing project	FM Montoya	\$97,000	
24. *Food Shelter – combined with Basic Needs Shelter project	In progress	OPS Lednicky, FM McKechnie/Reza		
25. Business (BUS) 151/152/153	In progress	OPS Lednicky/Chewning, FM Montoya, Bak	\$60,000 IT furniture; \$145,000	
26. RHS ESL Lab remodel	Undetermined			
27. Wayfinding project	Spring 2020	OPS Lednicky	\$20,000 consultants	GENFD
28. **BUS 1 <sup>st</sup> and 2 <sup>nd</sup> floors – flooring	Undetermined	OPS Lednicky	\$30,000 each floor	COPFD
29. Performing Arts Center (PAC) display case replacement	In progress	OPS Lednicky + FFA Unit Plan	Pending	
30. Not Used				
31. FFA improvements for updraft ventilation system	Undetermined	+ FFA Unit Plan		
32. RHN & RHS new seating areas for visitors	Undetermined	OPS Lednicky	\$6,000 each location	GENFD
33. Districtwide camera project – additional installations per campus survey	In progress	OPS Lednicky	\$1,600-\$4,000 each	
34. Union Stadium – bleacher painting, floor finishes	Spring or Summer 2020	OPS Lednicky/Frazier	Pending	Budget Committee /GENFD
35. BUS 222, 223, 225 – update classroom furnishings with more collaborative systems, relocate projector screens, paint	Undetermined	OPS Lednicky + BUS (Unit Plan)		
36. *CDC Provide acoustical cloud to lower the high volume space	Undetermined	OPS Lednicky + CDC Unit Plan	Pending	
37. *CDC Outdoor sink and casework restoration	Spring 2020	OPS Chewning, FM Montoya/Schlesinger	\$12,000 +/-	GENFD
38. CDC Fence Replacement	Undetermined	FM Montoya/Bowman	Pending	COPFD
39. CDC Restroom ADA upgrade	Summer 2020	OPS Chewning, FM Bak	Pending	COPFD
40. **Security Improvement Project – key blanks, badges, lanyards, IMRON cards, etc.	In Progress	OPS Lednicky/Melo, FM McKechnie, Meyers		GENFD

41. Campus wide garbage/recycling/compost bins	Feb 2020 Phase 1; Aug 2020 Phase 2; Feb 2020 Phase 3	OPS Lednicky/Macias	\$24,000 each Phase	GENFD
42. Not Used				
43. **Hoos – Phase 3 purchase and install slip resistant mats for locker rooms	Phase 1 and 2 are complete. Phase 3 Summer 2020	OPS Lednicky/Melo/Buckner	\$12,000	
44. RHS dental clinic upgrade	Undetermined	+ Dental Unit Plan		
45. Campus wide replacement and/or installation of bottle fillers/drinking fountains	Summer 2020 Phase 1	OPS Lednicky/Chewning	\$3,000 - \$6,000 each (suggest 4 per Phase)	GENFD
46. Technology (Tech) 103 – replace computer desks	Undetermined	+ ATD Unit Plan		
47. FFA move lockers back to PAC	In Progress	+FFA Unit Plan	Pending	
48. FFA closet modification, doorway expansion, installation of roll-up door for laser cutter and 3D printer	Undetermined	+ FFA Unit Plan		
49. PAC 113 – replace desks and chairs	Undetermined	+ FFA Unit Plan		
50. **Hoos –installation of starting blocks, timing system, scoreboard, shot clocks	Summer 2020	+ KHA Unit Plan	\$40,000 for starting blocks and installation labor	Budget Committee
51. Purchase 300 padded chairs with Panther logo (see also #69)	Need additional information			GENFD
52. Hughes Weight Room – floor finish replacement for ADA,	Spring 2020	+ KHA Unit Plan	Pending	Budget Committee
53. Hughes Hallway by team rooms	Spring 2020	+ KHA Unit Plan	Pending	Budget Committee
54. *Lusk 116A – purchase and installation of motorized window covering for saw tooth skylights OR install T-bar ceiling	Undetermined	+ ATD Unit Plan		
55. FFA installation of air lines for sandblaster and pneumatic equipment for sculpture and ceramic studios	Undetermined	+ FFA Unit Plan	Pending	
56. *North Gym (NOG) bleacher replacement	Undetermined	+ KHA Unit Plan		
57. Baseball new batting cages	Undetermined	+ KHA Unit Plan		
58. Hughes weight room painting and logo	Spring 2020	OPS Chewning, Lednicky		
59. FFA 101 new shelving for still life storage area	Undetermined	+ FFA Unit Plan		
60. FFA 108 installation of updraft ventilation system	Undetermined	+ FFA Unit Plan		
61. Not Used				

62. McClellan Aviation Renovation	Undetermined	+ ATD Unit Plan	Pending	Strong Workforce
63. Cafeteria flooring restoration	Summer 2020	OPS Chewning/ Lednicki/Frazier	\$40,000	COPFD
64. RHS 122 MESA reconfiguration	Undetermined	OPS Lednicki	\$6,000	
65. PAC VRC remodel	Fall 2020	OPS Lednicki/ Chewning, FM McKechnie, Reza	\$200,000	Grant
66. 11 <sup>th</sup> Avenue Tenant Improvement	In Progress	OPS Lednicki/Frazier	\$40,000 construction; \$10,000 floor finishes; \$10,000 IT; \$6,000 AV	GENFD
67. Not Used				
68. STC several rooms – remodel/renovation	Undetermined	OPS Chewning, SS Springer/Belmares	Pending	
69. Purchase 300 folding chairs for STC	Spring 2020	OPS Lednicki/ Chewning	Pending	GENFD
70. Counseling remodel revisions – carpet jog, raising panels by Health Services, door/gate	Spring 2020	OPS Chewning	Pending	GENFD
71. Reprographics/ Operations (OPS) – reorganization	Summer 2020	OPS Lednicki + Unit Plan	Pending	
72. Parking Meters Installation	Spring 2020	FM Montoya/Bak		District
73. *RHN Health Services remodel and expansion	In Progress	FM McKechnie	Pending	Health Fee/ GENFD
74. PAC Console Replacement	In Progress	OPS Buckner, AV Adan, FFA Leonard, Weinshank + FFA & OPS Unit Plans	Pending	Budget Committee
75. Hughes Press Box Scoreboard Console Replacement	Undetermined	OPS Buckner/ Lednicki	Pending	
76. Campuswide space study	Undetermined			
77. **Softball Complex new netting	In Progress	OPS Lednicki/ Chewning	\$60,000	
78. Hughes Stadium seat repairs	In Progress	OPS Buckner, FM Montoya	\$20,000 materials; FM pays for labor	COPFD
79. Parking Garage caulking and cleaning	In Progress	FM Montoya	Pending	
80. SCC PD Building – floor replacement	Undetermined	OPS Lednicki/ Chewning, LRPD McPeek	\$30,000	
81. BUS 105/106 HVAC diffuser relocation	Undetermined	FM	Pending	
82. New workstation for Sustainability Assistant at OPS	Spring 2020	OPS Lednicki/ Chewning	\$4,000	COPFD
83. Ice Machines for Union Stadium, SOG, Hughes	Spring 2020	OPS Lednicki, FM Rodrigues	\$17,000	GENFD



84. *Basic Needs Center	In Progress	OPS Lednicky, FM McKechnie/Reza	Pending	
85. NOG Hallway and 4 other doors replacement	In Progress	OPS Lednicky, FM Schlesigner	\$5,000	COPFD
86. Campus wide Assisted Listening Devices	In Progress	OPS Chewning, AV Adan	Pending	
87. Not Used				
88. Repair of floor and wall cracks at Davis	In Progress	FM Schlesigner/Montoya	FM	
89. PAC Storage Vault	In Progress	OPS Lednicky	\$6,000	
90. Miscellaneous Sustainability requirements based on Sustainability Master Plan	In Progress	OPS Lednicky/Chewning/Macias	Pending	GENFD
91. NOG new scoreboard per new regulations	Winter 2020		Pending	
92. Upgrade ventilation system at Makerspace	Undetermined			
93. NOG floor covering	Undetermined	OPS Lednicky/Buckner		GENFD

**\*Must be submitted to Division of the State Architect (DSA)**

**\*\*Project has a Safety, Security, and/or Environmental Component**