

# Portland Community College

Facilities Plan - Phase 1

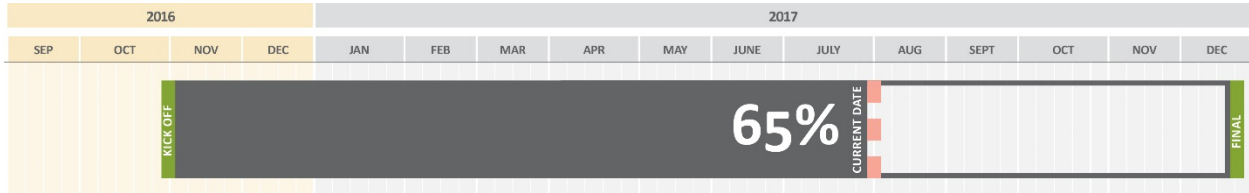
## Monthly Report

July 27, 2017



**SRG**

## Overall Schedule



## Summary

The monthly report overviews the status of each work group up through the current month. It addresses the key areas of focus and activities, outstanding questions or information requests, and next steps.

### Overall Project Topics:

1. Work in July focused on developing project evaluation tools for each work group to prioritize identified deficiencies.
2. On-going work was conducted on what is termed “Progress Report Material” as the initial draft of the Facilities Plan is more technical in nature. It will be reviewed by PCC throughout July and August and will provide the planning team with comments and direction.

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## Space Utilization Work Group

Chair	Members	Consultant Team
Kurt Simonds Dean of Instruction Cascade Campus	Laura Massey Tonya Booker Tricia Brand Ken Dodge Karen Sanders Tatyana Batazhan Julie Mast	Bryan Higgins (SRG) Kent Duffy (SRG) Robert Lochner (SRG) Tom Hier (Biddison Hier)

### Summary of Activities:

Work continues on refining available scheduling data in coordination with the campus schedulers

### Key Focus for Month and Next Steps

Make adjustments to course and room datasets based on information provided in June meetings.

Follow-up with appropriate individuals from PCC as follows:

- Obtain room list for each campus and center that identifies general versus special purpose rooms. (Sarah Rohwer, from 25Live)
- Request list of Community Ed codes (from CLIMB)
- Review additional information provided for selected Centers (e.g., Willow Creek) to determine whether it is possible to generate additional course scheduling information from informal and alternative scheduling datasources that these Centers maintain.

After new data received, incorporate into existing datasets, then regenerate course data for each campus and center, separating out only those records where open questions still exist. Share these with individuals at the relevant campuses / centers for a final data review. (Updates to be made where missing information on a section is available; where information is not available, note that and exclude record from future analyses.)

For Centers that are more idiosyncratic in the activities held in their rooms (e.g., CLIMB, Willow Creek) or that do not yet have systems in place to track room usage in a complete way, prepare narrative descriptions of current conditions, and provide recommended strategies for data collection going forward, with the ultimate goal of achieving a unified District-wide academic scheduling process.

### Outstanding Items

See above.

### Schedule

Early September begin rerunning utilization analyses. Target campus meeting in September to share results of revised utilization analyses.

## Facilities Condition Assessment Work Group

<b>Chair</b>	<b>Members</b>	<b>Consultant Team</b>
John MacLean Manager Facilities Support Services	Tony Ichsan Joe Gamble Mark Erickson Zahava Jones Heidi VanBrocklin Gary Sutton	Gary Danielson (SRG) Bryan Higgins (SRG) Nedzib Biberic (PAE) Jared Lewis (Catena) Tom Jaleski (Code Unlimited) Sarah Jones (DEA) Melinda Graham (2.ink Studio) Paul Wroblewski (2.ink Studio)

### **Summary of activities**

The Facilities Work Group has been refining the criteria that will be used to evaluate the items identified during site visits. This includes a cost matrix spread sheet for use in cost estimate.

### **Key Focus for month**

With the Work Group update the assessment spread sheet to order items per ranking.

Additional information and feedback has subsequently been provided by PCC Grounds and the consultant team such as updates to electric vehicle charging stations, shower locations, information and mapping for Service Yards, and Sustainability-related initiatives. Integrate new information into the existing site information diagrams and narrative.

### **Outstanding Items**

No outstanding items identified at this time.

### **Next Steps**

Work in August will focus on a continued effort to review the Progress Materials. The consultant team will gather comments to start incorporating recommendations and material for the draft report.

## Capital Projects Work Group

<b>Chair</b>	<b>Members</b>	<b>Consultant Team</b>
Linda Degman Director Bond Program	Zahava Jones Debra Jarcho Rebecca Ocken Gary Sutton Tony Ichsan	Nita Posada (SRG) Susan Gust (SRG) Bryan Higgins (SRG)

### Summary of activities

Now that the capital projects have been approved by the PCC Board, the Capital Projects Work Group scope is complete. The final list of projects to move forward to the 2017 Bond is below.

- Metropolitan Workforce Training Center
- Instructional Capital Equipment
- Sylvania’s Health Technology Building
- Health Interprofessional Training
- Extend Lifespan of Facilities
- Information Technology Upgrades
- Safety and Security Upgrades
- Rock Creek Child Development Center
- Safety, ADA and Transit Needs
- Cascade Public Safety Building
- Facilities Planning

### Next Steps

PCC to prepare a November Ballot measure.

## Safety and Security Work Group

<b>Chair</b>	<b>Members</b>	<b>Consultant Team</b>
Derrick Foxworth Director Public Safety  Mike Sturgill – Co-chair Specialist IT	Debra Jarcho Danielle Parker John Zalas Alan Bral Kevin Crowley Tony Ichsan Neal Naigus Charisse Loughery	Bryan Higgins (SRG) Rob Layne (Layne) Mark Peterson (Layne)

### **Summary of activities**

Members of the Safety and Security Work Group met with the consultant team to review and confirm scope for new college-wide Security Standards. This is additional scope to Facilities Plan, but considered essential to guide Work Group recommendations.

### **Key Focus for month**

Standards development will be the key focus of the Work Group along with reviewing the Progress Materials issued August 11, 2017.

### **Outstanding Items**

Additional time may be needed to allow for standards development while also tracking and ranking items included in the Progress Materials.

### **Next Steps**

Continue on-going coordination with Work Group regarding standards.

## Transportation and Parking Work Group

<b>Chair</b>	<b>Members</b>	<b>Consultant Team</b>
Kathleen McMullen Manager Transportation and Parking	Karissa Nickerson Wendy Palmer Jennifer deLaix Mark Gorman Michael Kuehn Jack Lussier Mandy Ellertson Dean Halley	Bryan Higgins (SRG) Gary Danielson (SRG) Todd Mobley (Lancaster) Miranda Wells (Lancaster) Phil Worth (Kittelson)

### **Summary of activities**

The Transportation Work Group has developed a summary that has been issued for review along with the Progress Materials. The consultant group is working on adding an additional matrix to pick up more facility-related items per campus and parking lots.

### **Key Focus for month**

The Work Group will refine and confirm project criteria for ranking and run projects through the ranking process. Planning Team has issued the progress materials for review by the Work Group.

**Outstanding Items:** No outstanding items identified at this time.

### **Next Steps:**

Work in August will focus on PCC's continued effort in reviewing the information. The consultant team will gather comments to start incorporating recommendations and material for the draft report.

## Information Technology Work Group

Chair	Members	Consultant Team
Val Moreno, Director, Information Technology  Debra Jarcho, Co-Chair, Technology Project Manager Bond Program	Patrick Iglehart Michael Heuer James Reece Ed Hawkins Payam Damghani Andy Freed GD Iyer Hank Schottland	Bryan Higgins (SRG) Bjorn Clouten (SRG) Richard Bussell (Vantage) Ken Godachy (Vantage) Jon Young (Vantage)

### Summary of activities

The Information Technology Work Group continued progress on summarizing the Telecommunication Room data from the room data sheets and developed a pre-draft report. Current and proposed bond projects were discussed, and the TR Room Reporting methodology was presented to the IT Work Group during the web meeting on July 18<sup>th</sup>.

### Key Focus for month

Draft report formation and initial analysis and scope identification of proposed Bond projects.

PAE will also start the evaluation of all remaining IDF rooms. This is additional scope to the project but deemed necessary to confirm adequate cooling and power back-up.

### Outstanding Items

No outstanding items identified at this time.

### Next Steps:

Work in August will focus on assembly of technology sections on the report, preparation of tables, maps, pictures, and summary charts for inclusion in the draft report and appendix.

Further coordination with PAE regarding progress on the External Wi-Fi and Outside Plant documentation.



## ADA Work Group

<b>Chair</b>	<b>Members</b>	<b>Consultant Team</b>
Alex Baldino Equity Investigator Office of Equity and Inclusion	Wendy Palmer Donna Bezio Jody Giffen Maria Mendez Kathy McMullen Kevin Edwards	Bryan Higgins (SRG) Gary Danielson (SRG) Sarah Jones (DEA) Joshua Klyber (Code Unlimited)

**Summary of activities:**

The Work Group developed a summary that has been issued for review along with the “pre-draft” report information.

**Key Focus for month:**

The ADA Work Group crafted a criteria matrix and evaluated identified deficiencies. Items are ranked by high, medium, and low, and take into consideration compliance issues as well as complexity to implement.

**Outstanding Items:** No outstanding items identified at this time.

**Next Steps:**

Work in August will focus on PCC continued effort in reviewing the information.

## Sustainability Work Group

<b>Chair</b>	<b>Members</b>	<b>Consultant Team</b>
Briar Schoon Manager Sustainability	Laura Ward Julie Mast Alyson Lighthart Elaine Cole Jack Lussier	Lisa Peterson (SRG) Bryan Higgins (SRG) Emily Dawson (SRG)

**Summary of activities:**

The Sustainability Work Group has developed a summary that has been issued for review along with the Progress Materials.

**Key Focus for month:**

Review and refine the Progress Materials

**Outstanding Items:** No outstanding items identified at this time.

**Next Steps:**

Work in August will focus on PCC continued effort in reviewing the information.