



Facility Services **Administrative Services**

Vision/Narrative

The Facilities Services Organization provides services to the entire Gavilan facility and its five satellite locations. Facilities can be divided into three integral parts: internal maintenance, contracted outside vendor services, and capital construction or major modernization projects. The internal Facilities Maintenance Services work in the following three main areas: Maintenance, Custodial, and Grounds-keeping. The internal Maintenance Organization consists of four Groundskeepers, seven full-time Custodians, three 0.5 time Custodian, one Lead Custodian, two Facilities Maintenance Worker, one Maintenance Leadperson, one Departmental Assistant, and one Director of Facilities Services.

The contracted services or outside vendors are hired on an as-need basis. These vendors receive plans, job specifications and directives from the Director of Facilities instructing them to perform special job duties and modifications to the facilities. Some of the duties performed by outside vendors include; golf course/sports field maintenance/groundskeeping, pest control, preventative maintenance of specialized equipment, installation of specialized equipment, major repairs to equipment/systems, specialized building tasks which licensing may be required. The Architectural firm for the Gavilan site modernization projects is currently IBI Group Architecture Planning and a separate project management firm for the capital outlay projects. The firms work together to perform the major long range site modernization projects as specified in the Gavilan Community College Bond Facilities Master Plan. All construction work performance falls under the scrutiny and auspices of the Director of Facilities Services.

The mission of the Gavilan College Facilities Services organization is, "to provide a clean, safe, and healthy learning environment for students, staff, and members of the community." Facilities Services continually endeavour to create and maintain "a park like setting" by working on landscaping, grounds maintenance, custodial service, well maintained outside environment also inside the classrooms. This level of assistance provided by Facilities Services will help achieve our mission to supply a clean, safe, and healthy facility for everyone. Facilities Services does add substantial value to Gavilan College and embraces the importance of having a successful learning environment for our students, staff, and community members.

Feedback from Supervisor / Dean



Program Objective 1: Install a 807 kW Photovoltaic System

Strategy and Goal(s):

Not Applicable: RESUBMITTED: Copied from Academic Year 2017-18

IEC Program Review:

Yes, this Objective is based from the last IEC Program Review.

Progress:

Yes: Sunpower Inc. has completed construction on the Photovoltaic System and the Notice of Substantial completion was files on January 26, 2018. Permission To Operate (PTO) was requested to PG&E on January 29, 2018. The PG&E inspection was passed on October 5, 2018 and the PTO letter received on October 23, 2018. Sunpower is currently working on the Solar Battery Project and Car charging Stations.

Activity 1: Install a 807 kW Photovoltaic System

Personnel Request - *none*

Non-Personnel Request - *none*

Rankings:

Ranker	Comments	Rank
Dean		
Vice-President		
Budget Committee		
President's Council		



Program Objective 2: Replace 7 existing steel tube boilers on campus with more energy efficient, low cost, low maintenance heat for the buildings and facilities that comply with the current BAAQMD emission standards for nitrous Oxide (NOX) 2016.

Strategy and Goal(s):

Not Applicable: RESUBMITTED: Copied from Academic Year 2017-18

IEC Program Review:

Yes, this Objective is based from the last IEC Program Review.

Progress:

No: No changes since last year. Each of the three main boiler rooms on campus have two boilers each and operate at 2.4 million BTU input which provide building heat for the following buildings:

- 1) Business Building, Cosmetology, Social Science, Theater, Art, Music, and Humanities.
- 2) Life Science, Math, Physical Science, Library, Student Center, Admin
- 3) Gymnasium, Adapted Physical Education, Pool.

Two boiler rooms have one boiler each at 300,000 BTU input.

- 1) Health Occupations Building boiler
- 2) CDC Boiler

One boiler in the Business building requires retubing at a cost of \$50,000.00

We have serviced the boiler in the Gymnasium requiring rebricking at a cost of \$25,000.00. This operation was necessary in order to provide heat for the new swimming pool heat exchanger.

Activity 1: Replace Boilers

Personnel Request - *none*

Non-Personnel Request

Specific Item(s) Needed	Amount Requested (\$)	Fund Source / Type
Replace six boilers	\$ 450000.00	General Fund / One-Time
<i>Total Requested</i>	<i>\$ 450000.00</i>	

Rankings:

Ranker	Comments	Rank
Dean		
Vice-President		



Facility Services

Academic Year 2018-19

Budget Committee		
President's Council		



Program Objective 3: Install daylighting controls for the Student Center lighting.

Strategy and Goal(s):

Not Applicable: RESUBMITTED: Copied from Academic Year 2017-18

IEC Program Review:

Yes, this Objective is based from the last IEC Program Review.

Progress:

No- None -

Activity 1: Install daylighting controls for the Student Center lighting.

Personnel Request - *none*

Non-Personnel Request

Specific Item(s) Needed	Amount Requested (\$)	Fund Source / Type
Install Daylighting controls in Student Center	\$ 50000.00	General Fund / One-Time
<i>Total Requested</i>	<i>\$ 50000.00</i>	

Rankings:

Ranker	Comments	Rank
Dean		
Vice-President		
Budget Committee		
President's Council		



Program Objective 4: Repair the Asphalt Concrete and slurry Seal on the campus Loop Road.

Strategy and Goal(s):

Not Applicable: RESUBMITTED: Copied from Academic Year 2017-18

IEC Program Review:

No: The asphalt on the Loop road was partially replaced during the water system upgrade. Much of the A/C is worn thin and ruts/potholes are expanding.. Further, parking lots are showing signs of wear and display alligator patterns. These patterns promote water intrusion and potholing.

Progress:

No: Various isolated areas of asphalt are commonly repaired by Maintenance and Grounds. However, due to significant damage from water erosion under the base, more extensive repairs need be done.

Activity 1: Repair to Loop Road Asphalt

Personnel Request - *none*

Non-Personnel Request

Specific Item(s) Needed	Amount Requested (\$)	Fund Source / Type
Repair asphalt on Loop road	\$ 500000.00	General Fund / One-Time
<i>Total Requested</i>	<i>\$ 500000.00</i>	

Rankings:

Ranker	Comments	Rank
Dean		
Vice-President		
Budget Committee		
President's Council		



Program Objective 5: Install variable frequency drives on select air handling units

Strategy and Goal(s):

Not Applicable: RESUBMITTED: Copied from Academic Year 2017-18

IEC Program Review:

Yes, this Objective is based from the last IEC Program Review.

Progress:

Yes: Two Chilled Water units have been replaced with Proposition 39 dollars in June of 2018. These units have Variable Frequency Drives (VFD). The units provide cooling for the Theater and the Health Occupations Building. In order to install VFDs on other cooling units new pumps are required to replace the older systems.

Activity 1: Install variable frequency drives on select air handling units

Personnel Request - *none*

Non-Personnel Request

Specific Item(s) Needed	Amount Requested (\$)	Fund Source / Type
Install VFDs on 4 chilled water systems	\$ 150000.00	General Fund / One-Time
<i>Total Requested</i>	<i>\$ 150000.00</i>	

Rankings:

Ranker	Comments	Rank
Dean		
Vice-President		
Budget Committee		
President's Council		



Program Objective 6: Replace the footbridge handrails, ballisters, and footpath spanning from Sycamore Lane to the Gymnasium across the Loop Road the pathway from Main Campus to the gymnasium will be safe for all students, staff, and visitors.

Strategy and Goal(s):

Not Applicable: RESUBMITTED: Copied from Academic Year 2017-18

IEC Program Review:

No: This is an existing condition on the campus but new to the IEC. It is covered under safety and preventative maintenance. This objective also supports the Mission of Gavilan College.

Progress:

Yes: The Gavilan College Foundation Board is working on funding some repairs to the bridge. This would include repair and replace some of the deck boards with a composite material and repair the railings.

Activity 1: Repair Footbridge

Personnel Request - *none*

Non-Personnel Request

Specific Item(s) Needed	Amount Requested (\$)	Fund Source / Type
Replace treads and railings on footbridge	\$ 60000.00	General Fund / One-Time
<i>Total Requested</i>	<i>\$ 60000.00</i>	

Rankings:

Ranker	Comments	Rank
Dean		
Vice-President		
Budget Committee		
President's Council		



Program Objective 7: Replace all existing underground hot water boiler supply and return lines.

Strategy and Goal(s):

Not Applicable: RESUBMITTED: Copied from Academic Year 2017-18

IEC Program Review:

No: This piping has been in existence since 1967. The boilers are on a closed loop system and treated regularly with a chemical in order to insure no calcium build-up in the boiler tubes. The system has experienced a steady loss of treated water due to leaks. The make-up water is untreated and laden with minerals which build up in the boiler tubing thus causing serious damage and leaks to them. Repairs are quite costly.

Progress:

No: The boiler piping has not yet been replaced yet continues to leak in certain areas This situation will continue to worsen over the years.

Activity 1: Replace existing underground hot water supply and return piping for campus heating systems.

Personnel Request - *none*

Non-Personnel Request

Specific Item(s) Needed	Amount Requested (\$)	Fund Source / Type
Replace all underground heating supply and return lines	\$ 250000.00	General Fund / One-Time
<i>Total Requested</i>	<i>\$ 250000.00</i>	

Rankings:

Ranker	Comments	Rank
Dean		
Vice-President		
Budget Committee		
President's Council		



Program Objective 8: Install high efficiency Light Emitting Diode (LED) Interior/Exterior lighting

Strategy and Goal(s):

Not Applicable: RESUBMITTED: Copied from Academic Year 2017-18

IEC Program Review:

Yes, this Objective is based from the last IEC Program Review.

Progress:

Yes: LED Lighting tube have been installed in the following areas:

Year 2016/2017

- 1) Theater main seating area.
- 2) Interior LED lights are installed in the Music room 101
- 3) Interior lighting the newly constructed area in the CDC building.
- 4) Exterior lights have been replace in all parking lots and walkways with Proposition 39 dollars.
- 5) Lights replaced in the Cosmetology Lobby and Walkway areas.
- 6) Lights replaced in the CDC Main Lobby and Classroom 110.
- 7) Wall Pack* building replaced on the exterior of the Life Science, Business Unit, Multi purpose Building, Student Center.

Year 2017/2018

- 8) Main Gymnasium inside
- 9) Wall Packs around the Business Unit
- 10) Additional lighting outside the Theater
- 11) Additional lighting outside the Music building
- 12) Wall Packs around the Library
- 13) Wall Packs around the Student Center
- 14) Wall Packs around the Gymnasium

*Wall Pack Lights are the lights that surround the exterior of a building.

Activity 1: Install high efficiency LED Interior lighting

Personnel Request - *none*

Non-Personnel Request

Specific Item(s) Needed	Amount Requested (\$)	Fund Source / Type
Install LED Lighting on all	\$ 250000.00	General Fund / One-Time



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buildings not a;ready with LEDs		
<i>Total Requested</i>	<i>\$ 250000.00</i>	

Rankings:

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Vice-President		
Budget Committee		
President's Council		



Program Objective 9: Replace existing Freon in air conditioning systems with new EPA compliant Freon.

Strategy and Goal(s):

Not Applicable: RESUBMITTED: Copied from Academic Year 2017-18

IEC Program Review:

No: This objective is based on the new regulatory requirements for Freon. The existing cooling system employs Freon R22, which no longer meets the Environmental Protection Agency's specifications for refrigerants containing chlorofluorocarbons (CFC). This requires some equipment modification.

Progress:

Yes: The new chilled water systems now have the new R410A Freon. Change currently takes place when Air Handlers are replaced.

Activity 1: Research existing equipment requiring change and solicit bids to update the equipment

Personnel Request - *none*

Non-Personnel Request - *none*

Rankings:

Ranker	Comments	Rank
Dean		
Vice-President		
Budget Committee		
President's Council		



Program Objective 10: Connect non-modernized buildings to the centralized energy management system to operate HVAC systems more efficiently.

Strategy and Goal(s):

Not Applicable: RESUBMITTED: Copied from Academic Year 2017-18

IEC Program Review:

Yes, this Objective is based from the last IEC Program Review.

Progress:

No: A centralized "Non Proprietary Data System" needs to be acquired. This system must be able to communicate with our existing BACNET system. The old antiquated pneumatic system requires much of the work to change temperatures, such as changing the temperature setting on the hot deck requires sending a person up into the overhead to adjust it and then the temp may still be too hot or too cold.

Activity 1: Connect non-modernized buildings to centralized energy management system.

Personnel Request - *none*

Non-Personnel Request

Specific Item(s) Needed	Amount Requested (\$)	Fund Source / Type
Install backnet system for HVAC controls	\$ 375000.00	General Fund / One-Time
<i>Total Requested</i>	<i>\$ 375000.00</i>	

Rankings:

Ranker	Comments	Rank
Dean		
Vice-President		
Budget Committee		
President's Council		



Program Objective 11: Add a Gropundskeeper in order to perform additional duties for the Coyote Valley Site

Strategy and Goal(s):

Not Applicable: RESUBMITTED: Copied from Academic Year 2017-18

IEC Program Review:

No: Additional requirements exist for the new Avaition Program and the Coyote Valley Site. The Coyote Valley Site will require a 6 hr/day 12 month employee and Avaition 1.5 to 2 hours per day including travel time just to maintain the campuses.

Progress:

No: This is a new request

Rankings:

Ranker	Comments	Rank
Dean		
Vice-President		
Budget Committee		
President's Council		



Program Objective 12: Manager of Maintenance and Operations

Strategy and Goal(s):

Not Applicable: RESUBMITTED: Copied from Academic Year 2017-18

IEC Program Review:

No: increased facilities projects and need for a division of the workload between Facilities Upgrades and Maintenance and Operations. the Facilities projects include:
Water System Upgrade (ongoing); Student Center Seismic Upgrade; STEM Meadow Restoration; Pool Renovation; Gymnasium Fields upgrade; Gym Reroof; Gym Fire Alarm; Coyote Valley; Modulares; Low voltage; Offsite. We are now discussing additional projects i.e. Solar power panels in Parking Lots and Charging Stations for electric Vehicles. A M&O Manager would better deal with the Day to Day ongoing issues that require immediate attention, thus allowing the Facilities Director to focus on major renovations.

Progress:

No: This is a new request.

Activity 1: Add an M&O Manager

Personnel Request - *none*

Non-Personnel Request - *none*

Rankings:

Ranker	Comments	Rank
Dean		
Vice-President		
Budget Committee		
President's Council		