Semi-Annual Board Monitoring Report

Facilities

March 20, 2025

Facilities

Don Koch
Director of Facilities

Maintenance

Ronnie Rice
Maintenance Technician

HVAC Specialist

Matthew Steinmetz
HVAC Technician

The Facility Department saw the retirement of Randy McNichols (better known as Randy Mac) in December 2024.

Strategic Plan Alignment

The SCC Facilities Department is responsible for and in alignment with:

Goal 4

Strengthening the Colleges Infrastructure in ways that promote student learning, completion and institutional sustainability

Objective 1

- Implement a data-driven institutional effectiveness evaluation model

Strategy D

- Strengthening the linkage with the Capitol Improvement Process as it relates to improvement priorities.

Objective 8

- Ensure facilities supports student learning, student success, and administrative needs.

Strategy A

- Align capital projects plan with the College's strategic plan

Strategy B

- Implement a Facility Condition Assessment (FCA)

Facility Master Plan

Following the completion of the Facility Condition Assessment conducted by Gordian, as approved by the Board on August 1, 2022, the Facilities staff has been diligently integrating the assessment results into the development of the Facilities Master Plan. This comprehensive planning process is currently being led by architects from Cordogan Clark, whose engagement was approved by the Board on March 16, 2023.

The Facility Condition Assessment provided a critical foundation for the Master Plan by offering detailed insights into the current state of the facilities portfolio. This data-driven approach enables the team to make informed decisions about system replacement timing, capital expenditure needs, and long-term facilities investment strategies.

Cordogan Clark, known for their expertise in campus master planning, is working closely with the Facilities staff to create a plan that not only addresses immediate needs identified in the assessment but also aligns with the organization's long-term vision. Their approach typically involves preserving and enhancing existing positive features while introducing new elements to revitalize the campus environment.

This collaborative effort between the Facilities staff, Gordian's assessment data, and Cordogan Clark's planning expertise is expected to result in a comprehensive Facilities Master Plan. This plan will serve as a strategic guide for future facility improvements and capital investments, ensuring efficient use of resources and alignment with organizational goals

Completed Projects & Initiatives

Fleet Vehicles – Two additional Fleet vehicles (2025 Nissan Altima and a 2024 Chrysler Pacifica) were purchased (Board Approved December 19, 2024)

Project 24004 – Massac County Extension Boiler System (Board Approved February 15, 2024)

Disc Golf Course – Additional equipment/signage has been ordered and concrete T-boxes will be poured by our HCCTP students, with a completion date in late spring.

Illinois College Assistance Program (I-CAP) Waste Reduction Plan – completing this plan by April 1, 2025. Pursuant to 415 ILCS 20/3.1, the College is required to update the Waste Reduction Plan every five years since the year 1995. Illinois Environmental Protection Agency (IEPA) has provided a document that, upon submission, will be considered a submission of an updated waste reduction plan for the year 2025.

Softball Field
Backstop with Neco Netting and new wall was installed.

Baseball Field
New poles and netting for backstop was installed

Project 810-086-017 (Upgrade Mechanical Systems)
This project included work in the Cafeteria, Kitchen and the Library Area Dehumidification Units. Roof top E was set on March 11, 2025.

Upcoming Projects

Project #24010 - Window replacement in Upper & Lower H and K back hallway (Board Approved June 20, 2024). Bid opening occurred on February 13, 2025. Board approved the lowest bid from Fager McGee on February 27, 2025.

Project #24011 – Building I Cosmetology HVAC Replacement (Board Approved June 20, 2024). Bid opening occurred on February 13, 2025. Board approved the lowest bid from Heartland Mechanical on February 27, 2025

Project #24012 - Main Campus Parking Lot Repair & Maintenance (Board Approved June 20, 2024). Bid opening occurred on February 13, 2025. Board approved the lowest bid from E. T. Simonds on February 27, 2025.

Capital Equipment Purchases (Board Approved September 19, 2024)

- Side by Side, Capital Equipment #8 – Bids have been received as of March 11, 2025 and fall within Presidential authority for purchase.
- Scissor Lift, Capital Equipment #7

Upcoming Task Orders (TO)

In working the team and Dodd Architects, several task orders will be submitted to the Board of Trustees for approval on March 20, 2025:

- Alexander County Extension Center Roof Replacement (TO#11)
- Main Campus, K Building, Exterior Envelope, Window Replacement (TO#12)
- Main Campus, I Building, Roof Replacement (TO #13)
- Main Campus, I & J Building, Gymnasium Concession Renovation (TO#14)
- Main Campus, L Building, HVAC System Replacement (TO#15)

Assessing Facilities

Extension Center Campuses are undergoing continuous, comprehensive assessments as new acquisitions are made, encompassing a wide range of facility needs. This process includes evaluating:

- Medical Equipment: New purchases, such as EKG equipment for Allied Health programs, are being assessed for their specific requirements and integration into existing facilities.
- Electrical Systems: The electrical infrastructure is being evaluated to ensure it can support new equipment and meets current standards. This includes assessing main electrical services, distribution panels, wiring, and any necessary upgrades to accommodate new technology.
- Space Adequacy: Assessments are being conducted to determine if existing spaces can effectively house new equipment and support current and future program needs, such as beds/cabinets for the CNA classes beginning at the Massac County Extension Center.
- Building Systems: Comprehensive evaluations of HVAC, plumbing, and other building systems are being performed to ensure they can support new equipment and maintain optimal facility conditions.
- Technology Infrastructure: IT and technology systems are being assessed to support new equipment and ensure seamless integration with existing networks.
- Safety and Compliance: Evaluations are being conducted to ensure all new equipment and facility modifications meet current safety standards and regulatory requirements. Our Insurance Carrier, on February 27, has toured Main Campus as well.

Professional Development

Don Koch

- Leadership Training and Dynamic Communication training with Steve Gavatorta in October/November 2024
- Illinois Chief Engineers & Facility Managers Conference on March 6-7, 2025.

Matthew Steinmetz

- OSHA Certified Trainer
- Received his Environmental License which will allow the continuation to purchase refrigerant.
- Dynamic Communication Training with Steve Gavatorta on January 22, 2025.
- Behavioral Threat Assessment training on January 30-31, 2025.
- IGEN Conference, April 2-3, 2025 at Kankakee Community College.

Ronnie Rice

- Dynamic Communication training with Steve Gavatorta on January 22, 2025.
- Behavioral Threat Assessment training on January 30-31, 2025.