Santa Rosa Junior College
Program Resource Planning Process

Facilities Planning and Operations 2016

1.1a Mission

Facilities Planning and Operations (FPO) is a District-wide service oriented support for all aspects pertaining to the physical and natural environment in support of Sonoma County Junior College District's vision and mission. This support ranges from planning, design, construction of projects, agency interaction, maintenance, custodial, grounds and landscaping, environmental management, occupational safety, recycling, utility management, and sustainable initiatives. The FPO division comprises the following departments: 1) Facilities Planning and Operations; 2) Facilities Operations - Administration, Custodual, Grounds and Recycling, Maintenance; and 3) Environmental Health and Safety.

In addition to new construction, renovation projects, deferred maintenance, Facilities Planning and Operations maintains 70 buildings, 1.7 million gross square feet, multiple athletic fields, and 500 acres on the Santa Rosa campus, Petaluma Campus, Public Safety Training Center, and Shone Farm. FPO also provides support to the various leased facilities at 72 educational centers.

Our team consists of over 70 talented men and women dedicated to providing the most effective, safe and customer-oriented service to the campus community. We are proud of our most valuable resource that is culturally diverse comprised of managers, technical professionals, administrative support, skilled trades, support staff, and students.

1.1b Mission Alignment

Facilities Planning and Operations promotes student learning reflective of the District's academic excellence by providing a safe, clean, well-maintained educational, physical and natural environment.

1.1c Description

Facilities Planning and Operations serves as both an internal consultant assisting with programs when developing new campuses and facilities and also manages external design

consultants, construction management firms and contractors in the execution of Board of Trustees approved plans and services. **Facilties Planning and Operations** develops facilities and funding plans in concert with the California Community College System and with local college resources. **Facilties Planning and Operations** provides a Total Cost of Ownership approach that includes planning, design, construction, space planning/management, maintenance, custodial, grounds and recycling, environmental health and safety, emergency management and sustainability.

1.1d Hours of Office Operation and Service by Location

Monday - Friday: 8:00 a.m. -5:00 p.m.
Closed for lunch from 12 noon to 1:00 p.m.
Summer (June/July) schedule: Monday - Thursday (Campus is closed on Fridays)

1.2 Program/Unit Context and Environmental Scan

2.1a Budget Needs

The Office of the **Dean for Facilities Planning and Operations (FPO)** currently does not have sufficient staffing and resources to carry out the administrative functions as the District can no longer rely on Bond funds for projects (e.g. Project Managment, Construction Managment, Project Engineer, Admin Support), but must look at campus staff to fulfill these various roles.

Resources for the **Facilities Planning and Operations (FPO)** area are currently inadequate to keep pace with expanded operational demands and shift towards a Total Cost of Ownership. This burden is added with the added number of facilities and increased infrastructure developed and constructed over the past several years. Requested additional budgetary resources (staffing, materials, supplies and equipment) are reflected in the following PRPPs for Environmental Health and Safety and Facilities Operations

Areas of budgetary interest for the **Office of the Dean for Facilities Planning and Operations (FPO)** are slight increases in office classified staffing, external consultants and memberships.

The **Dean for Facilities and Planning Operations (FPO)** relies upon the separate and combined budgetary resources for the unit operations (Environmental Health and Safety and Facilities Operations).

2.1b Budget Requests

Rank	Location	SP	M	Amount	Brief Rationale
0001	ALL	00	00	$3,000.00	Increase by $1000 for memberships, etc.

2.2a Current Classifed Positions

Position	Hr/Wk	Mo/Yr	Job Duties

Executive Assistant	40.00	12.00	Primary executive assistant to Dean of FPO (1.0 FTE)

2.2b Current Management/Confidential Positions

Position	Hr/Wk	Mo/Yr	Job Duties
Dean for Facilities Planning and Operations	40.00	12.00	Dean for Facilities Planning and Operations including Environmental Health & Safety and Facilities Operations,

2.2c Current STNC/Student Worker Positions

Position	Hr/Wk	Mo/Yr	Job Duties
Student Assistance	20.00	9.00	General assistance to Executive Assistant and Dean III

2.2d Adequacy and Effectiveness of Staffing

The **Office of the Dean for Facilities Planning and Operations** is quite small currently with 1.0 FTE manager (Dean) and 1.0 FTE classified staff.

The **Office of the Dean for Facilities Planning and Operations**, due to ever increasing workload, requires the replacement of the 0.6 FTE Administrative Assistant position.

The **Office of the Dean for Facilities Planning and Operations,** when compared to its responsibility level is proud to be a low overhead operation. The Energy and Sustainability Manager position would allow the District to mainatin

The **Office of the Dean for Facilities Planning and Operations,** when compared to its responsibility level is proud to be a low overhead operation.

2.2e Classified, STNC, Management Staffing Requests

Rank	Location	SP	M	Current Title	Proposed Title	Type
0001	ALL	05	06	1.0 Energy and Sustainability Manager	New	Management
0002	ALL	04	07	0.6 FTE Administrative Assistant I	Replacement	Classified

2.3a Current Contract Faculty Positions

Position	Description
N/A	

2.3b Full-Time and Part-Time Ratios

Discipline	FTEF Reg	% Reg Load	FTEF Adj	% Adj Load	Description
N/A	0.0000	0.0000	0.0000	0.0000	

2.3c Faculty Within Retirement Range

2.3d Analysis of Faculty Staffing Needs and Rationale to Support Requests

N/A

2.3e Faculty Staffing Requests

Rank	Location	SP	M	Discipline	SLO Assessment Rationale
0001	ALL	00	00	N/A	

2.4b Rationale for Instructional and Non-Instructional Equipment, Technology, and Software

RS.EOF

2.4c Instructional Equipment and Software Requests

Rank	Location	SP	M	Item Description	Qty	Cost Each	Total Cost	Requestor	Room/Space	Contact

2.4d Non-Instructional Equipment, Software, and Technology Requests

Rank	Location	SP	M	Item Description	Qty	Cost Each	Total Cost	Requestor	Room/Space	Contact
0000	ALL	04	00	Modular Furniture Configuration	1	$5,000.00	$5,000.00			

2.5a Minor Facilities Requests

Rank	Location	SP	M	Time Frame	Building	Room Number	Est. Cost	Desc

2.5b Analysis of Existing Facilities

RS.EOF

3.1 Develop Financial Resources

3.2 Serve our Diverse Communities

Facilities Planning and Operations supports and is commited to the District's diversity policies and efforts.

3.3 Cultivate a Healthy Organization

Whenever and wherever possible, **Facilities Planning and Operations'** staff are supported in efforts to professionally develop. In recent years this has been most frequently related to technology training activities.

3.4 Safety and Emergency Preparedness

3.5 Establish a Culture of Sustainability

Facilities Planning and Operations

http://www.santarosa.edu/sustainability/

Santa Rosa Junior College (SRJC), founded in 1918, is the tenth oldest of California's 113 publicly funded two-year community colleges. From its initial freshman class of 19 students, SRJC has grown into one of the largest college districts in the country: the Sonoma County Junior College District (SCJCD).

SCJCD operates two main campuses: a large 115 acre campus in the heart of Santa Rosa, and a 40-acre campus in Petaluma. The District also operates a 40 acre Public Safety Training Center in Windsor, a 365-acre self-supporting farm near Forestville, and a Southwest Santa Rosa Center in west Santa Rosa. Serving more than 32,000 students each semester at over 70 locations, SCJCD attracts students from throughout the state as well as from countries around the world.

Facilities Planning and Operations (FPO) is responsible for all of SCJ CD's built and environmental assets. Under FPO's purview, are the areas of planning, design, construction, space planning/management, maintenance, custodial, grounds and recycling, environmental health and safety, emergency management and sustainability. A committed leader in environmental stewardship toward a sustainable future, FPO's innovative protection of California's natural resources has been a focus for over 25 years. A complete campus energy audit resulted in SRJC being the first Community College to adopt and implement an electronic Energy Management System (EMS) that monitors and controls the Santa Rosa campus mechanical systems (1983). This innovative approach netted a $100,000 PG&E rebate. Since this early beginning, FPO has continued to break ground prior to practices becoming main-stream or regulatory mandated. For example, in 1983, the District retrofitted low-water-use fixtures. Site lighting controls were added to the EMS in 1985, resulting in a PG&E rebate of $200,000. In the first decade since its inception in 1990, the Recycling Program captured 600 tons of paper, beverage containers, metal and plastic.

The following are more in-depth descriptions of programs demonstrating why FPO is responsible for District-wide sustainability initiatives, and more importantly why SCJ CD is a long-time leader in environmental stewardship through education and innovative practices. SCJCD has pioneered many firsts in the California Community College system and continues to provide innovative measures. The examples are broken down by the following general categories: **Results** (*photovoltaics, greenhouse gas reductions, cogeneration, artificial turf*), **Transferability** (*Leadership in Energy and Environmental Design*), **Environmental Conservation** (*Capri Creek Restoration, Petaluma Bicycle Path, Water Use Reduction, restroom fixture replacement*), **Economic Progress** (*Multi-Prime Contracting, Career Technical Education- Green Certificates*), **Innovation** (*Indirect-direct Evaporative Cooling, Under Floor Air Distribution, Geothermal, Enthalpy Wheel*), **Pollution Prevention** (*distance learning, recycling, non-chemical water treatment, smoke-free campus, alternative fuel vehicles, hazardous waste reduction*) and **Environmental Justice** (*District Policies, District Environmental Planning, Student Activity "Green From Within", Campus-wide Annual "Sustainability Week", Faculty Activity "Institutional for Environmental Education", Curriculum "Sustainable Agriculture"*).

FPO continues to provide leadership in sustainability through co-chairing the Integrated Environmental Planning Committee, the convener for College Initiative VIII, facilities (both built and environmental) design, construction, and maintenance, County sustainable energy utilities, statewide sustainable initiatives and energy efficiency in California Community Colleges, regional sustainable efforts, national sustainable initiative and recognition.

RESULTS

Photovoltaics: As a measureable achievement the District brought online at the Windsor and Santa Rosa campuses a total of 553 KW (PG&E rebate of

$1,508,000). By producing 100% of electrical needs, the Windsor Center has reduced their monthly electric bill from $7,000 to $19 (without annual reconciliation).

Greenhouse Gas Reductions: Through the innovative use of photovoltaics, SCJCD annually reduces carbon dioxide emissions by 17,559,480 lbs., nitrogen oxide by 740,025 lbs., and sulfur dioxide by 112,125 lbs.

Cogeneration: By providing 10% of Santa Rosa campus' electricity requirements, the 340 KW system provides hot water for pools, space heating for five buildings, and chilled-water for air conditioning of two buildings. SRJC recognizes electrical cost savings of $90,000 annually.

TRANSFERABILITY

Green Building Design and Construction: SCJCD requires designers to increase energy efficiency and reduce carbon emissions by following U.S. Green Building Council's "Leadership in Energy and Environmental Design" (LEED) sustainable practices for all new and renovated facilities.

Artificial Turf – Athletic Fields: not only does the replacement of 7 acres playing fields reduce irrigation water usage, but also supports SCJ CD's carbon footprint

ENVIRONMENTAL/RESOURCES CONSERVATION IMPACT

Capri Creek Restoration: SCJCD's ecosystem stewardship at Capri Creek has focused on the conservation and restoration to its original and natural habitat. A partnership between SRJC Grounds Department, faculty, students, and the U.S. Corps of Engineers will encompass cleanup, removal of non-native species, restoration of a more natural streambed, and extensive replanting of native shrubs, trees, and ground coverings.

Petaluma City Bicycle Path Partnership: Part of "Safe Routes to School", this successful District community outreach project provides safe and convenient non-auto-based travel routes for students and citizens of all ages.

Water Use Reduction: The District continues to reduce water consumption through drip irrigation, selection of low-water-use plants, and installation of electronic irrigation control systems at Santa Rosa, Petaluma and Windsor that utilize evapotransporation monitoring stations.

Load Shedding: This process involves the installation of a large "ice maker" (Thermal Energy Storage) as part of the mechanical system in the library on the Santa Rosa campus. By creating ice during evenings (non-peak) hours, the building can use this to cool the buildings during peak daytime hours. Not only

does this provide cost savings, but also reduces the need to produce new power plants.

ECONOMIC PROGRESS

Project Delivery Method: In order to support the local economy and encourage use of area contractors and vendors, SCJCD adopted a "Multi-Prime" delivery method. When prime contractors contract directly with the District, local companies are allowed better access to meet public work, insurance and bonding requirements, thereby increasing opportunities for selection.

INNOVATION/UNIQUENESS

Indirect-Direct Evaporative Cooling (IDEC): Similar to a vehicle radiator, this attic mounted fan system blows outside air over the large grills. This causes evaporation of hot air out of the building and cooled air to be circulated in the building. The actual mechanical chiller rarely has to be engaged, unless temperatures exceed 90°- 95°F. Compared to conventional designs, this two-stage evaporative cooling process produces a 30% reduction in peak tonnage, and 50-60% reduction in ton-hours during summer conditions.

Underfloor Air Distribution (UFAD) System: Unlike the traditional overhead mixing system, UFAD focuses on maintaining thermal comfort within the first 6 to 7 feet of the occupied space; above that is unconditioned. This sets up a controlled stratified boundary layer where cooler outside air is distributed directly into the occupied space and warmer used air rises up out of the occupied space and removed from the building. Another benefit of UFAD is that the supply air set point is higher than that of conventional overhead systems, 63°-65°F compared to 55°F. This higher temperature air provides a significant savings in required energy for cooling. In summary, the higher leaving temperatures and 100% outside air allows an entire building to be cooled with minimal use of mechanical cooling while providing unmatched zone control and maximized indoor air quality for the occupants.

In- Ground Source Heat Pump "Geothermal" System: Geothermal technology ("geo exchange") relies primarily on the earth's natural thermal energy to heat and cool a building. By eliminating two energy-consuming appliances – the boiler and chiller or air conditioner -- geothermal technology is so "environmentally friendly" that governmental agencies, such as the Department of Energy, Environmental Protection Agency, California Energy Commission, promote its use. Not only is approximately 70% of the energy used in a geothermal heating and cooling system renewable energy from the ground, it is extremely cost effective because of the efficient use of energy. Unlike common heat pumps that use the outdoor air as a heat source or heat sink, a geothermal system relies on the earth's constant temperature so it need not work as hard and is able to utilize considerably less energy. While outdoor air

temperature may fluctuate widely with the change of seasons, the temperature remains relatively constant even a few feet beneath the Earth's surface throughout the year. This constant underground temperature is usually between 58˚-62˚ F, which is ideal for both heating and cooling. During the summer, a geothermal exchange system will obtain naturally cooled water as the source for the chiller and air conditioning. Obviously, this is much more efficient than trying to chill 80˚-90˚ F outside air down to 55˚ F. Conversely, in winter, it is much easier to capture heat from the soil at a moderate 58˚-62˚ F, rather than from the atmosphere when the air temperature is 40˚ F or even colder.

POLLUTION PREVENTION

Distance Learning: Some 175 sections of online classes are currently utilized by nearly 10,000 students per year. With a growth rate at 10%, student access is increased while the District's carbon footprint is decreased.

Recycling: In one decade since adopting a progressive Recycling Program in 1990, SCJCD has captured 600 tons of paper, beverage containers, metal and plastic, and is currently at 82% -- far exceeding AB-75's mandate of 75% -- for waste stream reduction.

Water Treatment: SCJCD has adopted and installed "Dolphin Water Care", a patented new technology for cooling tower water treatment that requires no chemicals. "Dolphin Water Care" is a full-flow device installed on the condenser water loop. The treatment module generates an electromagnetic charge which, in turn, creates electric fields in the water that prevent scaling, corrosion and bacteria from forming. Beyond an annual savings of $50,000 with payback in approximately one year, additional benefits include 5% energy savings and less sewer disposal.

Smoke Free Campus: In order to provide students and staff with cleaner, healthier air uncontaminated by second-hand smoke, SRJC is one of the first colleges in the nation to adopt a completely smoke-free policy for all its campuses.

Alternative Fuel Vehicles: With a focus on zero-emission technology, the District has purchased and committed to electrical service/maintenance carts. Accordingly, purchases of hybrid road vehicles have proven successful that SCJCD will continue to implement hybrid technology in their fleet vehicles as the economy allows.

Hazardous Waste Reduction: Reducing hazardous wastes at the source has proven so effective that SRJC has included this as part of its curriculum (automotive waste, micro-scale chemistry, stockless stores, etc.) and required for successful program completion.

ENVIRONMENTAL JUSTICE

Students for Sustainability Club: SSC is a student-based club that is dedicated to bringing a more sustainable outlook to SCJCD

Sustainability Week: A week-long event in April around Earth Day, Sustainability Week focuses on educational sessions with renown speakers and activities.

Institutional for Environmental Education: IEE is a faculty-driven committee to promote and enrich environmental education at SRJC. This includes proposing and sponsoring environmental courses, scheduling and soliciting speakers, and facilitation of an Environmental Forum for the community.

Sustainable Agriculture: SRJC is one of the first community colleges in California to offer an A.S. degree and two certification programs. This hands-on curriculum recognizes the importance of sustainability issues in agriculture as they relate to growers, researchers, policy makers, corporations and the public consumer.

Organic Farm Products: Shone Farm wine, beef, lamb, chicken all are currently organically fed as well is progressing towards organic certification.

City of Santa Rosa WATER

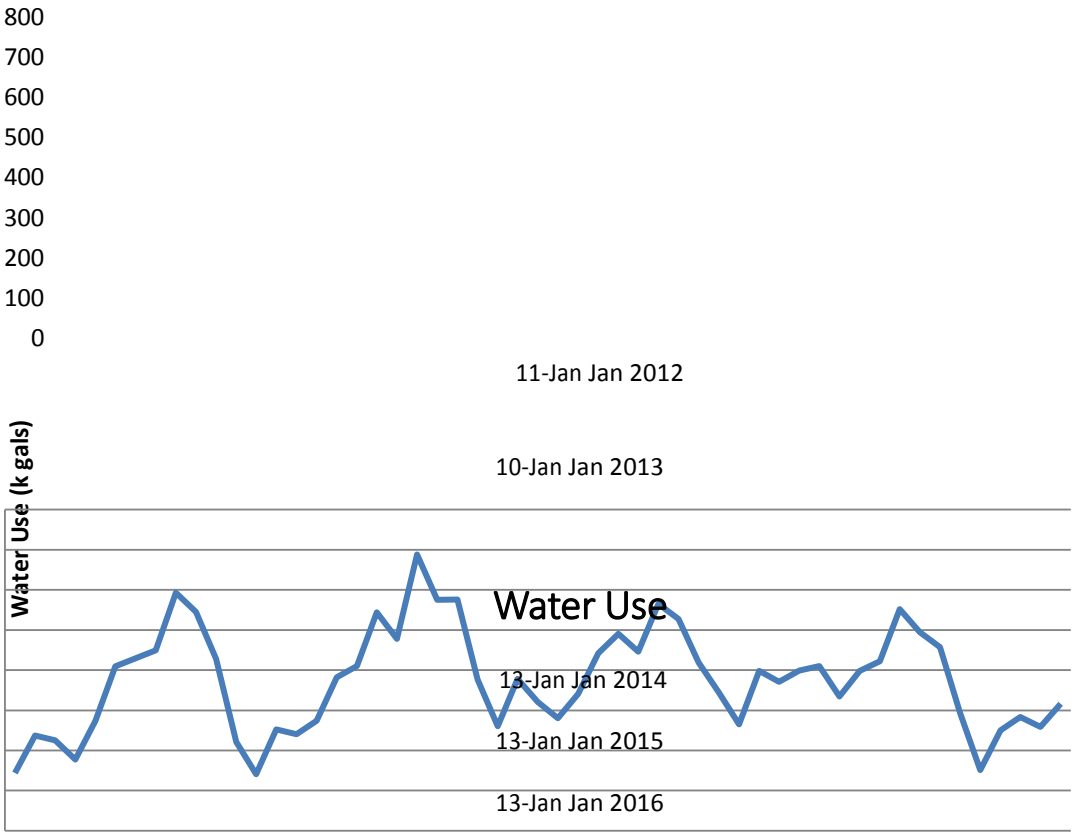
CII Water-Use Efficiency Survey Results

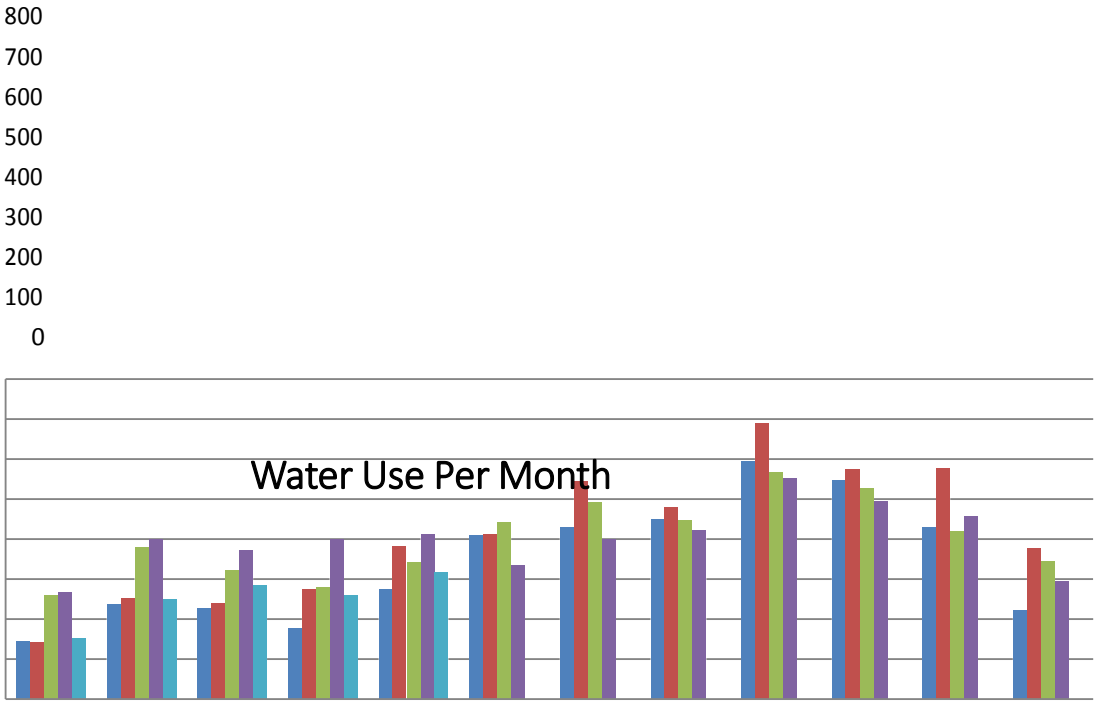
DATE:	May 26, 2016
TO:	Santa Rosa Jr College 1501 Mendocino Ave, Santa Rosa, CA 95401
CC:	David Liebman - dliebman03@gmail.com
ACCOUNT NUMBER:	029755
METER NUMBER:	080337
FROM:	Shawn Sosa, Santa Rosa Water - 707-543-4523

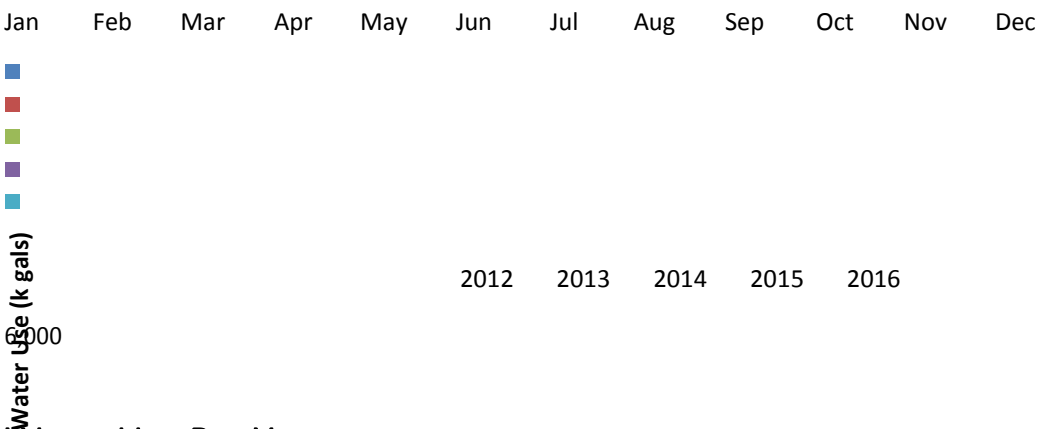
FACILITY NAME: Santa Rosa Jr College
FACILITY ADDRESS:
400 Elliott Ave.

This survey was conducted on May 4, 2016 by City of Santa Rosa staff. We met with David Liebman to investigate ways to improve the water use-efficiency and determine any potential water savings at **Santa Rosa Junior College.**

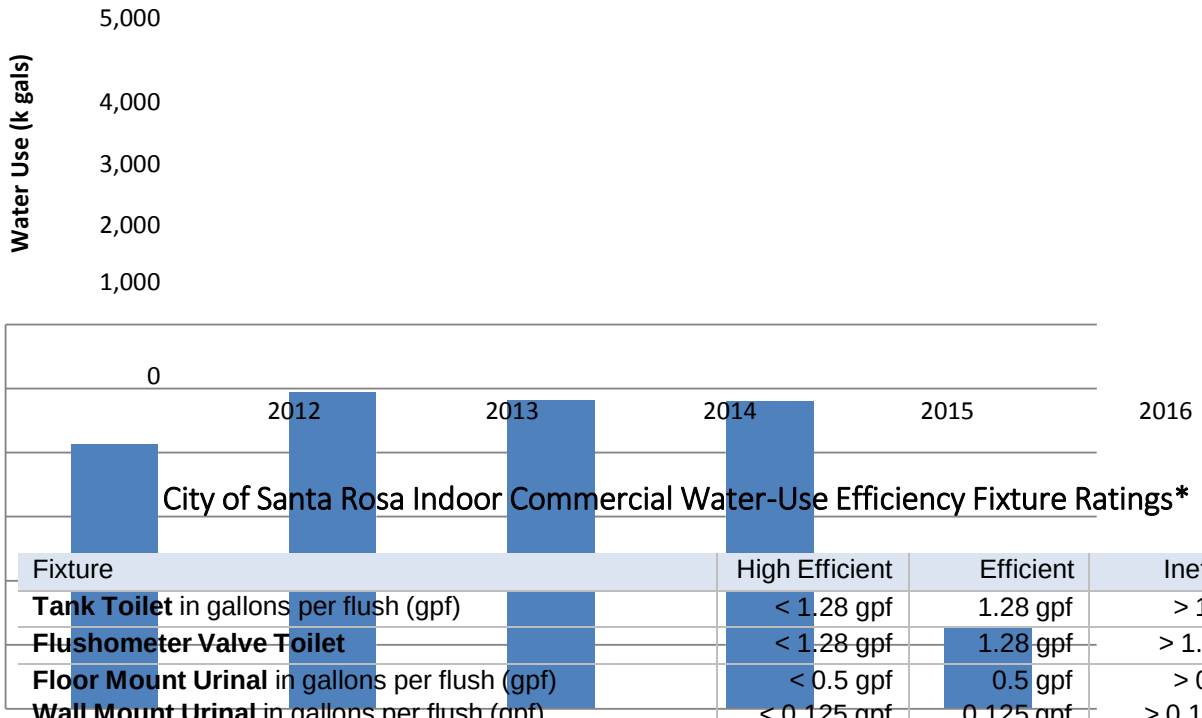
The chart below shows the historical indoor consumption for this facility:







Water Use Per Year



City of Santa Rosa Indoor Commercial Water-Use Efficiency Fixture Ratings*

Fixture	High Efficient	Efficient	Inefficient
Tank Toilet in gallons per flush (gpf)	< 1.28 gpf	1.28 gpf	> 1.6 gpf
Flushometer Valve Toilet	< 1.28 gpf	1.28 gpf	> 1.28 gpf
Floor Mount Urinal in gallons per flush (gpf)	< 0.5 gpf	0.5 gpf	> 0.5 gpf
Wall Mount Urinal in gallons per flush (gpf)	< 0.125 gpf	0.125 gpf	> 0.125 gpf
Lavatory (bathroom) faucet in gallons per minute (gpm)	< 0.5 gpm	0.5 gpm	> 0.5 gpm
Kitchen faucet in gallons per minute (gpm)	≤ 1.5 gpm	1.8 gpm**	> 1.8 gpm
Service sinks (janitor, pot fill, laundry, bar, clinical, etc.)	Production sink should be ≥4.0 gpm		

**a temporary override from 1.8 to 2.2 is allowed

Sources: IAPMO Green Plumbing code, EPA WaterSense

SUMMARY FINDINGS

During our review we found that the aerators and urinals are the best bet for an upgrade in the Emeritus Building. For both the Race and the Plover Buildings, most of the aerators,

toilets and urinals are suggested. We are also in process of tracking the use on the chiller unit attached to this meter for the Sustained Reduction Rebate. With this in mind, if you are considering replacing the fixtures in these three buildings, we suggest either doing it to coincide with the chiller replacement, or at least a year after the chiller to allow us to complete the tracking for the rebate.

GENERAL FIXTURE EFFICIENCIES:

Toilets:

- Some restrooms have toilets that use 1.6 gpf. These toilets could be replaced with high- efficiency toilets that use 1.28 gpf or less. This would result in a 20% or greater reduction in consumption per toilet. See inventory list for details.

Urinals:

- All restrooms have urinals that use 1.0 gpf, or greater. Replacing these urinals with high- efficiency models that use 0.125 gpf or a waterless model would reduce water consumption from 50%-100% per urinal. Any urinal with a flow rate of 1.0 gpf or more is eligible for the City's High Efficiency Urinal rebate. See program details below.
- The City of Santa Rosa offers rebates of up to $450 for each inefficient urinal replaced with a high-efficiency urinal that uses 1 pint (0.125 gallons) of water per flush or a waterless
  urinal. More details are provided below.

Lavatory Faucets:

- Some lavatory faucets have flow rates above 0.5 gpm. The City of Santa Rosa will supply free 0.5 gpm faucet aerators. If the faucet thread is not compatible with the City's free faucet aerators, it is recommended to order a compatible 0.5 gpm aerator through a local plumbing supply company or through your plumber. It may be necessary to replace the entire fixture in order to meet efficiency standards.
- One or more faucets were found to have a leak. Dripping faucets can waste thousands of gallons of water over time. It is recommended to repair or replace immediately.

Kitchen Faucets:

- Some faucets have flow rates above 1.5 gpm. The City of Santa Rosa will supply free sink aerators that flow at 1.5 gpm. If the faucet thread is not compatible with the City's free

faucet aerators, it is recommended to order a compatible 1.5 gpm aerator through a local plumbing supply company or through your plumber. It may be necessary to replace the entire fixture in order to meet efficiency standards.

CITY OF SANTA ROSA REBATE PROGRAMS

Sustained Reduction Rebate

The Sustained Reduction Rebate pays up to $200 for every 1,000 gallons of sustainable reduction in water use that is achieved through improving the efficiency of water using fixtures and/or other water using processes that are not covered through other existing rebate programs. Per the terms of the contract, the City will pay $200 per 1,000 gallons of average monthly water savings or the cost of equipment minus labor costs, whichever is less. A list of qualifying toilets that can be used in conjunction with the Sustained Reduction Rebate can be found on the EPA Water Sense website[1].

High-Efficiency Urinal Rebate

The High-Efficiency Urinal Rebate Program is a program that pays up to $450 per urinal replaced with a high-efficiency urinal that uses 1 pint of water (0.125 gallons) per flush or a waterless urinal. A list of qualifying urinals can be found on the EPA Water Sense website[2]. The high-efficiency urinal rebate cannot be used in conjunction with the sustained reduction rebate.

Below is a detailed inventory of the fixtures assessed during the audit.

Please contact me if you would like more information about the Water-Use Efficiency Program, or if you have additional questions. Please feel free to use me as a resource to help you more closely monitor the water consumption at SSosa@srcity.org.

Sincerely,

Shawn Sosa
Water Resources Specialist
(707) 543-4523 | ssosa@srcity.org

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1 http://www.epa.gov/watersense/products/toilets.html
2 http://www.epa.gov/watersense/products/urinals.html

SRJC Santa Rosa Campus Emeritus, Race and Plover buildings

Emeritus Meter # 080377

Building	Location	Fixture	Qty	Current Flow	Recommendations/Comments
Emeritus	Upstairs Men's room	Faucet lavatory	3	0.5 gpm	This faucet is efficient
Emeritus	Upstairs Men's room	Faucet lavatory	1	1 gpm	0.5 gpm aerator recommended
Emeritus	Upstairs Men's room	Faucet lavatory	1	1.5 gpm	0.5 gpm aerator recommended
Emeritus	Upstairs Men's room	Faucet lavatory	1	2.5 gpm	0.5 gpm aerator recommended
Emeritus	Upstairs Men's room	Toilet	3	1.28 gpf	This toilet is efficient
Emeritus	Upstairs Men's room	Urinal	7	1 gpf	1/8th gpf or less urinal recommended
Emeritus	Upstairs Women's room	Faucet lavatory	3	3 gpm	0.5 gpm aerator recommended
Emeritus	Upstairs Women's room	Toilet	4	1 gpf	This toilet is efficient
Emeritus	Upstairs Women's room	Toilet	2	1.28 gpf	This toilet is efficient
Emeritus	Downstairs Men's room	Faucet lavatory	5	0.5 gpm	This faucet is efficient
Emeritus	Downstairs Men's room	Toilet	2	1 gpf	This toilet is efficient
Emeritus	Downstairs Men's room	Toilet	1	1.28 gpf	This toilet is efficient
Emeritus	Downstairs Men's room	Urinal	7	1 gpf	1/8th gpf or less urinal recommended
Emeritus	Downstairs Women's room	Faucet lavatory	1	2 gpm	0.5 gpm aerator recommended
Emeritus	Downstairs Women's room	Faucet lavatory	1	2.5 gpm	0.5 gpm aerator recommended
Emeritus	Downstairs Women's room	Faucet lavatory	1	4 gpm	0.5 gpm aerator recommended
Race	Downstairs Women's room	Toilet	4	gpf	This toilet is efficient
Race	Downstairs Women's room	Faucet lavatory	2	2 gpm	0.5 gpm aerator recommended
Race	Downstairs Men's room	Faucet lavatory	2	2 gpm	0.5 gpm aerator recommended
Race	Downstairs Men's room	Toilet	2	1.6 gpf	1.28 gpf or less toilet recommended
Race	Downstairs Men's room	Urinal	2	1 gpf	1/8th gpf or less urinal recommended
Race	Hall Drinking fountain	0	2	#N/A	#N/A
Race	4002 Staff Lounge	Faucet kitche	1	5 gpm	1.5 gpm aerator recommended
Race	4012 Lab	Faucet service	1	3 gpm	#N/A
Race	4008 Lab	Faucet service	1	2.5 gpm	#N/A
Race	Single Bathroom	Faucet lavatory	1	1.5 gpm	0.5 gpm aerator recommended
Race	Single Bathroom	Toilet	1	gpf	This toilet is efficient

Race	4024 Lab	Faucet service	10	2 gpm	
Race	4024 Lab	Faucet service	10	2 gpm	
Race	4024 Lab	Faucet service	4	2 gpm	
Race	Plaster Lab 4024	Faucet service	1	2.5 gpm	
Race	Plaster Lab 4024	Faucet service	1	1.5 gpm	
Race	Upstairs Women's room	Faucet lavatory	2	1.5 gpm	0.5 gpm aerator recommended
Race	Upstairs Women's room	Toilet	4	1.6 gpf	1.28 gpf or less toilet recommended
Race	Hall Drinking Fountain		2		
Race	Upstairs Men's Room	Faucet lavatory	2	1.5 gpm	0.5 gpm aerator recommended
Race	Upstairs Men's Room	Toilet	2	1.6 gpf	1.28 gpf or less toilet recommended
Race	Upstairs Men's Room	Urinal	2	1 gpf	1/8th gpf or less urinal recommended: leak at valve
Race	Nursing Skills Lab Hallway	Faucet handwash	1	2.5 gpm	1 gpm aerator recommended
Race	Nursing Skills Lab Hallway	Faucet service	1	4 gpm	
Race	Room 4054 and 4060	Faucet service	10	2 gpm	
Race	Room 4054 and 4061	Faucet service	1	2.25 gpm	
Plover	Staff Room 557	Faucet kitchen	1	2.5 gpm	1.5 gpm aerator recommended
Plover	546 Unisex staff bathrooms	Faucet lavatory	1	1.5 gpm	0.5 gpm aerator recommended
Plover	546 Unisex staff bathrooms	Toilet	1	1.6 gpf	1.28 gpf or less toilet recommended
Plover	546 Unisex staff bathrooms	Faucet lavatory	1	2.5 gpm	0.5 gpm aerator recommended
Plover	546 Unisex staff bathrooms	Toilet	1	1.6 gpf	1.28 gpf or less toilet recommended
Plover	546 Unisex staff bathrooms	Faucet lavatory	1	2.5 gpm	0.5 gpm aerator recommended
Plover	546 Unisex staff bathrooms	Toilet	1	1.6 gpf	1.28 gpf or less toilet recommended
Plover	Room 539	Faucet kitchen	1	2.5 gpm	1.5 gpm aerator recommended
Plover	Lobby Men's Restroom	Faucet lavatory	1	0.5 gpm	This faucet is efficient
Plover	Lobby Men's Restroom	Faucet lavatory	2	2 gpm	0.5 gpm aerator recommended
Plover	Lobby Men's Restroom	Toilet	4	1.6 gpf	1.28 gpf or less toilet recommended
Plover	Lobby Men's Restroom	Urinal	4	1 gpf	1/8th gpf or less urinal recommended

Plover	Lobby Women's Restroom	Faucet lavatory	1	0.5 gpm	This faucet is efficient

Plover	Lobby Women's Restroom	Faucet lavatory	3	2 gpm	0.5 gpm aerator recommended
Plover	Lobby Women's Restroom	Toilet	8	1.6 gpf	1.28 gpf or less toilet recommended
Plover	Lobby drinking water		2		
Plover	Room 533	Faucet kitchen	1	2 gpm	1.5 gpm aerator recommended
Plover	Room 509	Faucet kitchen	1	2.5 gpm	1.5 gpm aerator recommended
Plover	Room 509 Left bathroom	Faucet lavatory	1	2 gpm	0.5 gpm aerator recommended
Plover	Room 509 Left bathroom	Toilet	1	1.6 gpf	1.28 gpf or less toilet recommended
Plover	Room 509 Right Bathroom	Faucet lavatory	1	2 gpm	0.5 gpm aerator recommended
Plover	Room 509 Right Bathroom	Toilet	1	1.6 gpf	1.28 gpf or less toilet recommended
Plover	Admissions & Records	Faucet lavatory	1	2 gpm	0.5 gpm aerator recommended
Plover	Admissions & Records	Toilet	1	1.6 gpf	1.28 gpf or less toilet recommended
Plover	Admissions & Records	Faucet kitchen	1	2.5 gpm	1.5 gpm aerator recommended

Sonoma County Junior College District

Sustainability Action Plan

Produced by the Integrated Environmental Planning Committee

1501 Mendocino Ave
Santa Rosa, CA 95401
www.SantaRosa.edu

June 2016

HOW TO USE THIS TEMPLATE

- This Sustainability Plan Document Template has been developed to assist campuses in creating their customized campus Sustainability Plan and is formatted to streamline the writing while allowing campuses to customize it as necessary. This document should be used in conjunction with the Sustainability Template Plan and the Implementation Programs and Plans Checklist (Appendix E).
-

This Template contains suggested headings and sections, though the campus may add, remove, or elaborate as much as desired. The campus should fully customize this template with their own language and replace pictures with photos from the college.

Text highlighted in blue, like this, includes instructions and examples that should be deleted before the Customized Campus Sustainability Plan is published. Text highlighted in gray and enclosed with brackets, [this, for example], should be replaced using language specific to the campus.

Text that is not highlighted in blue or in brackets can be used verbatim in the creation of the customized Campus Sustainability Plan or modified as needed.

Important notes: gain as much input as possible into this document.
Look to engage everyone as for insight and document development as possible.
Use document as a program foundation, design this document to look as long term projects,
keep goals and timeline reasonable.
Sub action plans will communicate 1-3 yr and 5 yr planning and implementation
Communication of this document to all elements of campus life and stakeholders.

ACKNOWLEDGMENTS

Santa Rosa Junior College, Integrated Environmental Planning Committee

- Tony Ichsan-Dean of Facilities, Planning & Operations
- Paul Beilen- Director of Facilities, Planning & Operations
- [Campus Committee Members – Name and Title]
- [Other Acknowledgements – Name and Title]

[Local City or County]

- [Local Government Official – Name and Title]
- [Other Acknowledgements – Name and Title]

[External Agencies and Partners]

- [Electric and/or Gas Utility – Name and Title]
- [Water District – Name and Title]
- [Wastewater District – Name and Title]
- [Municipal Waste Agency – Name and Title]
- [Transportation Agency – Name and Title]
- [Other Acknowledgements – Name and Title]

Local Community Contributors

- [Other Acknowledgements – Name and Title]

[Other Plan Contributors]

[Other Acknowledgements – Name and Title]

TABLE OF CONTENTS

- Before publishing, right click on any part of the Table of Contents below and use the "Update Field" function to automatically update the Table of Contents.

SECTION 1.

EXECUTIVE SUMMARY

Sustainability Vision Statement

- *In line with Goal E of the Santa Rosa Junior College's Strategic Plan. The SRJC is committed to 'Establishing a Strong Culture of Sustainability that promotes environmental stewardship, economic vitality, and social equity.'*

- As with many public sector agencies, the Sonoma County Junior College District (also identified as Santa Rosa Junior College, SRJC) recognizes the environmental, economic, and social benefits of resource efficiency and sustainability. As a leader in the field of Sustainability, the SRJC's new Strategic Plan Goal E, calls for the creation of a strong culture of sustainability throughout its educational community. The Santa Rosa Junior College defines Sustainability by the Brundtland Commission as *"meeting the needs of the present without compromising the ability of future generations to meet their own needs."* The Santa Rosa Junior College also recognizes the framework of *Natural Step* and its four system conditions of Sustainability *(see references)*. The above definitions allow the Santa Rosa Junior College District to develop a comprehensive sustainability action plan.
-
- The Sonoma County Junior College District is made up of 5 campuses. The main Santa Rosa Campus, the SRJC Petaluma Campus, the Public Safety Training Center, Shone Farm, and leased facilities called the Southwest Santa Rosa Center. This Sustainable Action covers facilities owned by the District.
-
- The purpose of this Sustainability Plan is to prepare the Santa Rosa Junior College District for the anticipated environmental and regulatory challenges of the 21st century, work towards accomplishing Goal E of the Strategic Plan, to become a part of the solution in the face of Climate Change and to prepare students for the green economy.
-
- The following Sustainability Plan articulates the vision, goals, and objectives established by the Community College District for sustainability, as well as the strategies to meet these goals. The Santa Rosa Junior College District, Integrated Environmental Planning Committee, which includes college students, faculty, and staff, have developed this Plan. The Campus Committee has developed this Sustainability Plan in coordination with the many different campus stakeholders to ensure that the plan meets the different needs of the campus.

SECTION 2. BACKGROUND

2.1 HISTORY OF SUSTAINABILITY EFFORTS TO DATE

At SRJC we understand that "green" is a useful shorthand term for many sustainability initiatives the College has undertaken for more than 40 years to improve and protect our community, region, and world. But "sustainability" at SRJC is more than environmental stewardship, since all our green actions have social, economic, and environmental consequences. SRJC is fortunate to have so many students, staff, faculty, and graduates who care about Sonoma County and the world we inhabit together. For some of us, environmental issues are the heart of our identity and work. For others, environmental commitments are tangential to other plans and purposes. But in every case, our combined green actions expand the possibilities for environmental sustainability. SRJC's collection of green efforts are proof of how the efforts of many people can make our College and community more sustainable, and ultimately, restore and better protect our world.

SRJC was one of the first colleges in California to institute a broad conservation program, and continues to serve as a model energy saving institution to many other community colleges. SRJC's history of sustainability over the decades has resulted in successfully implementing energy efficient and energy conservation methods. In 1983 when an energy audit of the College was conducted with state and PG&E funds, a 32-volume report resulted with many recommendations for improvement.
Among the recommendations was the installation of an Energy Management System (EMS) that would control the mechanical systems and site lighting in all college buildings and facilities from a computer terminal in SRJC's central Maintenance Office. After completing the EMS in 1985, all other recommended measures in the audit were completed by 1990, including chiller efficiency upgrades, site lighting efficiency, interior lighting efficiency upgrades, among many others. Only upgrading interior lighting upgrades wasn't initially accomplished because technology for electronic ballasts was still new and notoriously unreliable. When technology and costs improved, interior lighting improvements were immediately achieved, which generated a three-year payback for an annual savings of $125,000.

-

SRJC is also founding member of **School Project for Utility Rate Reduction (SPURR)**, a consortium of community colleges and K-12 districts that spearheaded utility deregulation in California. SRJC is among the first community colleges to purchase natural gas on the open market, saving the college significant funds. The formation of SPURR encouraged PG&E to lower gas rates in response to SPURR's competitive buying program. Currently, SRJC uses PG&E for pipeline transmission, but buys the actual gas commodity through SPURR to save 3 to 5 percent annually, compared to PG&E costs.

In 2008 the Sonoma County Junior College District's Facilities, Planning and Operation Department received the Environmental Champion Award from the City of Santa Rosa in helping the City reduce it's Carbon Footprint through a comprehensive audit and upgrade of its water use appliances.

The SRJC also acknowledges its relationship within the Santa Rosa ecosystem and has been propagating and planting native Valley Oaks, as well as preserving already established Valley Oaks on each of its campuses. Santa Rosa Junior College is recognized as a certified Tree Campus.

On April 20, 2011, outside the Bertolini Student Center on the Santa Rosa Campus was the signing of the Talloires Declaration by then President Agrella. The declaration is a comprehensive, internationally accredited plan that provides educational institutions with a framework for achieving a sustainable future. The declaration was drafted in 1990 in Talloires, France by an international group of university presidents, outlining the role that higher education administrators, faculty, staff, and students can play in helping tackle urgent environmental concerns.

The Santa Rosa Campus installed a **cogeneration plant** in the Quinn Swim Center to supply hot water and chilled water to numerous buildings, generating $80,000 worth of electricity annually as a by-product and providing a five-year payback to the college. The plant has been upgraded to produce $100,000 worth of electricity annually, which qualified the College for a PG&E rebate of $160,000.

The SRJC negotiated a favorable **electricity rate** with PG&E called a curtailable rate, saving between $70,000 and $150,000 in utility costs annually for many years.

The College hired a utility billing consultant to review all monthly utility bills for errors, incorrect rates, taxes, and fees. As a result, the consultant then assisted the entire California Community College system, negotiating a **new rate for irrigation water usage** that greatly reduced the cost of water; with SRJC averaging a savings of $70,000 a year.

In 2013 the California Community Colleges system awarded the Sonoma County Junior College District, the Board of Governors Energy & Sustainability Honorable Mention Award to the Department of Facilities Planning and Operation, Green Epicurean Delights for the Design and opening of the Burdo Culinary Center.
The Burdo integrates a Solar Hot water system to supply 100% of the buildings domestic hot water needs. The Burdo Culinary Center was design to last 100 years of operation.

There are a number of initiatives that have been implemented throughout the SRJC's history and continue to be implemented to this day. The sustainability Action Plan serves to consolidate the variety of different projects and initiatives being implemented throughout the Santa Rosa Junior College District, and provide a structure towards accomplishing its sustainability targets.

2.2 CREATION OF THE SUSTAINABILITY PLAN

- On [Date], the Santa Rosa Junior College District the campus's sustainability by forming in the district's the Santa Rosa Junior College Sustainability Action Plan.

Board of Trustees made a commitment to improve strategic plan Goal E. This marked the beginning of

- The Integrated Environmental Planning Committee followed the process illustrated on the right to develop the Sustainability Plan. In Fall 2015 Sonoma County Junior College District Received a grant from PG&E to hire a Climate Corps Bay Area fellow to begin drafting of the Sustainability Action Plan, and provide support to other District wide sustainability initiatives.

2.3 CAMPUS SUSTAINABILITY COMMITTEE

- In order to manage the process and to develop this Sustainability Action Plan, the Integrated Environmental Planning Committee, consisting of faculty, staff, and students provide representation from the different campus stakeholders. The Committee is responsible for developing and implementing the sustainability programs and projects described in this plan to achieve the sustainability goals.
-
- The Integrated Environmental Planning Committee chair is Tony Ischan, Dean of Facilities, Planning and Operations, and can be reached at Aischan@santarosa.edu.

2.4 THE POLICY CONTEXT OF SUSTAINIBILITY PLANNING

-
- Sustainability can provide environmental, economic, and social benefits to campuses. However, there are other motivations for the Santa Rosa Junior College (SRJC) to pursue these practices. The State of California has been on the forefront of efforts in establishing aggressive policies and standards for environmental protection and reducing greenhouse gas (GHG) emissions that contribute to global warming. In 1970, the State adopted the California Environmental Quality Act (CEQA) with the goal to inform governments and the public about potential environmental impacts of projects. From 2005 onward, legislation has been passed to directly regulate GHG emissions by utilizing incentive mechanisms, cap-and-trade programs, and mandatory reporting while encouraging voluntary activities such as purchasing emissions offsets and offering renewable energy certificates (RECs). Compliance with state policies and regulations regarding these issues is an important factor for consideration by the Santa Rosa Junior College.
-
- The following outlines the numerous policy and regulatory drivers that contributed to the creation of this Plan.
-

2.4.1 CCC BOARD OF GOVERNORS ENERGY AND SUSTAINABILITY POLICY

-
- To encourage the CCCs to a more sustainable future, the CCC Board of Governors approved the Energy and Sustainability Policy in January 2008, which puts forth goals for each campus to reduce their energy consumption from its 2001-02 baseline by 15 percent by 2011-12. It also sets goals for minimum efficiency standards of new construction and renovation projects and provides an incentive of 2 percent of construction cost for new construction projects and 3 percent of construction cost for modernization projects. The policy also sets goals for energy independence through the purchase and generation of renewable power and energy conservation through the pursuit of energy efficiency projects, sustainable building practices, and physical plant management.
-
- The CCC Board of Governors Energy and Sustainability Policy can be found here:

- http://www.cccco.edu/Portals/4/Executive/Board/2008_agendas/january/3-1_Attachment_CCC%20Energy%20and%20Sustainability%20Policy%2011-9-07%20FINAL.pdf
-

2.4.2 CALIFORNIA STATE CLIMATE REGULATIONS

-

2.4.2.1 State of California Executive Order S-3-05

-

- Executive Order S-3-05 was signed by the Governor of California in 2005, thereby identifying the California Environmental Protection Agency (Cal/EPA) as the primary state agency responsible for establishing climate change emission reduction targets throughout the state. The Climate Action Team, a multi-agency group comprised of various state agencies, was formed to implement the Executive Order S-3-05. Shortly thereafter in 2006, the team introduced GHG emission reduction strategies and practices to reduce global warming. These measures are aimed at meeting the Executive Order's long term goal of reducing GHG emission to 80 percent below 1990 levels by 2050.
-

2.4.2.2 Global Warming Solutions Act of 2006 (AB-32)

-

- The Global Warming Solutions Act, or Assembly Bill 32 (AB-32), was adopted in 2006 by the California legislature, establishing two key requirements in regard to climate change reduction measures. The first requires that California GHG emissions be capped at 1990 levels by 2020, and the second establishes an enforcement mechanism for the GHG emissions reduction program with monitoring and reporting implemented by the California Air Resources Board (CARB).
-

- In 2008, the Assembly Bill 32 Scoping Plan was released by CARB which describes measures to implement the requirements set by AB-32. In addition to partnering with local governments to encourage the establishment of regional emission reduction goals and community regulations, the Scoping Plan uses various mechanisms to reduce emissions state-wide, including incentives, direct regulation, and compliance mechanisms.
-

2.4.2.3 Assembly Bill 1493 (The Pavley Bill)

-

- Assembly Bill 1493, widely known as "The Pavley Bill", was passed in 2002 and authorizes CARB to establish regulations to reduce the GHG emissions from passenger cars and light trucks by 18 percent by 2020 and 27 percent by 2030 from 2002 levels. This aggressive bill was temporarily blocked by the US EPA in March 2008 and later received a waiver of approval for implementation throughout California in June 2009.
-

2.4.2.4 Low Carbon Fuel Standard (LCFS)

- The Low Carbon Fuel Standard (LCFS) was established in January 2007 by Executive Order S-01-07 and requires California fuel providers to decrease lifecycle fuel carbon intensity of transportation fuels by 10 percent from 2007 levels by 2020.

2.4.2.5 California Renewables Portfolio Standard

- The California Renewables Portfolio Standard (RPS) was established in 2002 under Senate Bill 1078 and mandated that electrical corporations increase its total procurement of eligible renewable resources by at least 1 percent a year to reach a goal of 20 percent electricity generation from renewable resources. These goals were accelerated in 2006 under Senate Bill 107, which mandated that at least 20 percent of the total electricity sold be generated from renewable resources by the end of 2010. The RPS was further extended in 2008 by Executive Order S-14-08, which required that 33 percent of total electricity sales be generated from renewable resources by 2020. In April of 2011, this RPS standard of 33% renewable by 2020 was enacted into law through final passage of Senate Bill X 1-2 (Simitian) and extended to apply to both public and investor owned utilities.

2.4.2.6 Senate Bill 97

- Senate Bill 97, passed in 2007, required the Governor's Office of Planning and Research (OPR) to develop and recommend amendments to CEQA Guidelines for addressing GHG emissions related to land use planning. The amendments to CEQA were approved and became effective in March 2010, thereafter requiring all CEQA documentation to include and comply with the new amendments established for addressing greenhouse gas emissions.

2.4.2.7 Senate Bill 375

- Senate Bill 375 was passed in 2008 to reduce GHG emissions caused indirectly by urban sprawl throughout California. The bill offers incentives for local governments to execute planned growth and development patterns around public transportation in addition to revitalizing existing communities. Metropolitan Planning Organizations (MPOs) work with CARB to reduce vehicle miles traveled by creating sustainable urban plans with a comprehensive focus on housing, transportation, and land use. Urban projects consistent with the MPO's Sustainable Community Strategy (SCS) can bypass the CEQA's GHG emission environmental review. This provides developers with an incentive to comply with local planning strategies which support the State's greater effort for overall emission reduction in the land use and transportation sector.

2.4.2.8 Assembly Bill 341

- Starting July 1, 2012, businesses and public entities, including schools and school districts that generate four cubic yards or more of waste per week and multifamily units of five or more will be required to recycle, if they are not already doing so. AB 341 also establishes a statewide goal of 75% diversion of solid

waste to landfills. The purpose of this new law is to reduce greenhouse gas emissions by diverting commercial solid waste to recycling efforts and expand opportunities for additional recycling services and recycling manufacturing facilities in California.

2.4.2.9 Regional Air Pollution Control Districts (APCD) and Air Quality Management Districts (AQMD)

- In 1947, the California Air Pollution Control Act was passed and authorized the creation of Air Pollution Control Districts (APCDs) and Air Quality Management Districts (AQMDs) in every county. APCDs and AQMDs are tasked with meeting federal and state air pollution requirements set by the Clean Air Act and can develop regulations to achieve the necessary public health standards, though these regulations need approval from CARB and the US EPA. APCDs and AQMDs have jurisdiction over businesses and stationary sources of emissions and can offer varying levels of outreach, grants, and CEQA review and technical assistance to interested public and private parties. The APCDs and AQMDs do not have the authority to regulate mobile air pollution sources, which is the responsibility of CARB, and must defer to state or federal regulations provided by the California Air Resources Board and the U.S. Environmental Protection Agency.

2.4.2.10 SB 350 Clean Energy and Pollution Reduction Act of 2015

Signed into law in 2015, the Clean Energy and Pollution Reduction Act of 2015 requires that by 2030 50% of the electricity generated and sold to retail customers in California come from eligible renewable energy resources as well as a mandated 50% increase in the energy efficiency of existing buildings.

SECTION 3.

VISION STATEMENT, GOALS, AND PRIORITIES

- The Campus Sustainability Committee has developed the following Vision Statement to guide the Santa Rosa Junior College in its Sustainability Planning efforts.

In line with Goal E of the Santa Rosa Junior College District Strategic Plan, The SRJC is committed to 'Establishing a Strong Culture of Sustainability that promotes environmental stewardship, economic vitality, and social equity.'

- To realize this Vision Statement, the Campus Sustainability Committee has defined the following sustainability goals and priorities. The goals and priorities for the Sustainability Plan reflect campus needs, interests, and available resources.

• Goal Number	• Area of Sustainability	• Established Goal
• 1	• Student Engagement	• Encourage a high number of students to participate in sustainability related events, workshops and classes. Increase number of student sustainability work groups. Publicize sustainability events and programs through Campus Media outlets including The Oak Leaf, Sustainable SRJC Website, and GreenPrint. Work to encourage sustainable practices through behavior change programs, so these practices are further adopted in the community. Continue creating living learning environments at all campuses that showcase sustainability projects and culture. Associated Students Student Sustainability Campus. Establish the SRJC as a leader in the community and within the California Community Colleges system, which prepares students for the social, economic, and environmental challenges of the 21st century.
• 2	• Campus and Community Education and Awareness	• The adoption of a "Green" department certification, Two sustainability events year. Publishing of the Sustainability Action Plan, and subsequent sub action plans. The publishing of accomplishments of GreenPrint. A developed reporting booklet for the Sustainability action plan. A program that bridges sustainability practices at school with the greater community. Examples include; a sustainable living lecture series, community workshops, and student energy efficiency education.
• 3	• Curriculum Development	• When appropriate to a program of study, work to creatively integrate the three parts of sustainability; environmental awareness, social responsibility and fiscal stewardship, into existing course Student Learning Outcomes. Quantify and Increase the number of Sustainability related certifications. Partner with Career Technical Education in identifying new areas of sustainability that can be expanded into new certification areas. Work with teachers and departments to implement sustainability based lesson plans around their respected classes. Increase service learning opportunities for

		sustainability related projects both inside the university and with external partners. Researching how to integrate sustainability into community education.
• 4	• **The Built Environment** •	• All major capital projects need to outperform Title 24 Standards by at least 15% and all major renovation projects need to outperform Title 24 by at least 10%. All new buildings and retrofits. New construction will include green infrastructure to control and capture rainwater where it falls. The district will create a minimum sustainable building standard, inspired by LEED and Living Building Challenge rating systems for both new construction, land use, and retrofits of existing buildings.
• 5	• **Energy** •	• Procure 40% of electricity from renewable sources by 2018 and 60% by 2020. The SCJCD purchases electricity from 3 providers. Direct Energy, Sonoma Clean Power, and Pacific Gas & Electric. Natural Gas is purchased from SPURR. The SCJCD will use 2013-2014 year as a baseline for making energy reduction goals. 15% energy usage reduction by the year 2020. Followed by 35% reduction from 2013-2014 yr levels by 2025. Strive for a Zero Net Energy Electricity District by 2030. Followed by Zero Ne The creation of an Energy Action Plan
• • • 6	• • • **Water** •	• 20% reduction of annual potable water usage from Baseline (2013-2014 fiscal yr usage) by 2018. Followed by a 30% reduction from 2013-2014 levels by 2020, and a reduction of 40% by 2025. The SCJCD will work towards using less water then the amount of average annual precipitation that falls on Gross Campus Square Footage. The creation of a Water Action Plan
• 7	• **Solid Waste** •	• Divert 75% of solid waste from landfills by 2020 and aim for zero waste district by 2030. Establish a food waste composting system district wide for each campus completed by 2018.
• 8	• **Transportation** •	• The district needs to complete a transportation study to identify, and quantify its employees and student commuting patterns. The SRJC will continue to partner with the Sonoma County Transit Authority and Regional Climate Protection Authority to identify ways to improve sustainable transportation

		and low single occupancy gasoline vehicle trips. The SCJCD will strive increase percentage of zero emission/ clean air low emission vehicles to 30% of District vehicle fleet by 2030
• 9	• Food	• 80% of all food used by the SRJC is supplied by Shone Farm, and local region (Sonoma County). A benchmark will be completed by 2020 to analyze where the district stands in relation to this goal. • An Environmentally Preferred Purchasing Policy is to be completed by 2016, with an included section on sustainable food services and systems.
• 10	• Sustainable Purchasing	• EPP established for the whole district by 2016. The SCJCD will work to identify products that lack sustainability, and partner with various vendors.
• 11	• Climate	• Conduct a GHG inventory. Reduce annual GHG emissions to 1990 levels by 2020 and achieve climate neutrality by 2050.

PROGRAMS AND PROJECTS FOR IMPLEMENTATION

Based on the goals and priorities described above, the Campus Sustainability Committee has selected the following programs and projects to actively improve campus sustainability. These programs and projects are also reflected in the Implementation Programs and Plans Checklist, located in Appendix [number], which outlines the details of each action item, its priorities, responsibility for implementation, schedules, and estimated cost of each program or project. The Checklist will be used by the Sustainability Committee to manage the implementation process.

These key actions were selected from a menu of suggested programs and projects from Section 7 of the California Community College Sustainability Template. As a result, the following programs and projects are numbered to reflect the numbering system outlined in the Template and Implementation Programs and Plans Checklist.

4.1 STUDENT AND CURRICULUM DEVELOPMENT

The mission of Santa Rosa Junior College District is to promote student learning throughout our diverse communities by increasing the knowledge, improving the skills and enhancing the lives of those who participate in our programs and enroll in our courses.

This Mission affirms the District's responsibility to provide the following:

- lower division academic education, to support transfer to four-year institutions
- career and technical education, to support economic development and job growth
- basic skills, to include English language skills acquisition
- student and academic support services, to improve student success and student retention

In achieving this mission the Santa Rosa Junior College District strives to create new and innovative programs, that provide students with experiential learning opportunities, increase student involvement on campus, resonate new practices and behavior to the greater community, and engage faculty in developing sustainability curriculum. By using the various problems facing current and upcoming generations with respect to sustainability the SRJC will use its campus infrastructure as a living-learning environment to provide educational opportunities for students.
Creating a skilled workforce that incorporates sustainability into its curriculum has led the Santa Rosa Junior College District to the forefront of the Sustainability Movement in higher education and in Sonoma County. A number of courses, certifications, and degree programs focus on preparing students to become the next generation of leaders to effect real sustainable change, and support the growing green economy. The Santa Rosa Junior College District will continue to incorporate sustainability in its programs, and desired learning outcomes to prepare students for both four year institutions and there future.

4.1.2 Create a Sub-Committee in the Academic Senate Devoted to Sustainability

The SRJC is currently working on establishing a sub-committee in the Academic Senate Devoted to Sustainability

4.1.3 Provide Professional Development and Create a Faculty Forum

Working with Sustainability Student work group, and the Faculty Professional Development Committee in creating sustainability trainings, workshops, and work groups that focus on training and curriculum development. Creating a work group within a Sustainability Ambassador Network, or within the proposed Office of Sustainability Programs.

Below are proposing programs the SRJC is looking into to accomplish this target.

- Sustainability Teachers group, that creates and shares sustainability integrated lesson plans.
- Incorporating sustainability into the General Education Track
- A sustainability work group within the academic senate

4.1.4 Utilize Different Pathways to Integrate Sustainability in the Curriculum

Santa Rosa Junior College already offers a number of sustainability related programs and courses. The SRJC continues to identify new course work, certificates and programs four sustainability related curriculum. The following are courses that integrate sustainability into their curriculum:

4.1.4.1 Integrated Coursework

- AUTO 194, Introduction to Hybrid Vehicle
- ERTHS 85.2, Pepperwood Biotic Environment
- ENVS 12, Introduction to Environmental Science
- ENVST 40, Environmental Forum
- HORT 92.1, Landscape Irrigation
- HORT 180, Water Conserving Lands
- SUSAG 50, Introduction to Sustainable Agriculture
- SUSAG 103, Agricultural Composting
- VIT 114, Sustainable Viticulture

Certifications

- Water Utility Operations
- Solar Photovoltaic's
- Natural Resource Management
  - Forest Management
  - Parks & Recreation Management
  - Watershed Management
- Geospatial Technology
- Sustainable Agriculture
- Wastewater Treatment Operator
- Social Sustainability Courses???
- Sustainability in artwork???
- Eco Economic Courses???

4.1.5 Training Opportunities for Students

In Partnership with the Leadership Institute of the Economy and Environment, the SRJC is piloting a summer academy for incoming high school students and SRJC students that focuses on Sustainability Leadership.

The SRJC also provides a number of student service learning opportunities:

-Environmental Internships
-Facilities Work study programs

4.2 CAMPUS AND COMMUNITY OUTREACH & AWARENESS

7.11.2.1 Create a Website Dedicated to Campus Sustainability

SRJC has a dedicated website to sustainability that showcasing the various initiatives, projects and goals being implemented throughout the district. The website also serves as a starting point for students, faculty and staff to garner interest, information, and contacts for sustainability.

7.11.2.2 Hold Workshops and Presentations

Associated Students sustainability lectures series and workshops. Environmental Forums.

7.11.2.3 Sustainability Events

Earth Day, Sustainability conferences, and green challenge

7.11.2.4 Campus Specific Outreach & Awareness

GreenPrint, Sustainability Action Plan and Brochure
Utilizing building dashboards
Installing sustainability markers and signage district wide to showcase projects and provide education.
Living Learning Environment.

7.11.2.5 Community Specific Outreach & Awareness

Sustainability workshops and lecture series.

4.3 MANAGEMENT AND ORGANIZATION STRUCTURE

7.1.2.1 Adopt a District Sustainability Policy

Goal E of the SRJC's Strategic Plan states, '*Establishing a Strong Culture of Sustainability that promotes environmental stewardship, economic vitality, and social equity.'*

7.1.2.2 Appoint a Sustainability Coordinator and Establish an Office of Sustainability

Working with a grant from PG&E's IOU-CCC partnership, the SRJC has hired a Climate Corps Bay Area Fellow for the 2015-2016 year to provide support in accomplishing this Sustainability Action Plan and other sustainability related programs. The fellow has been placed in the Department of Facilities, Planning and Operations.
The SRJC is looking into the creating an Energy and Sustainability Manager position as well as a department of Sustainability Programs.

7.1.2.3 Appoint a Campus Sustainability Committee

The presidential executive committee responsible for Sustainable Planning is the IEPC, Integrated Environmental Planning Committee.

7.1.2.4 Funding and Resources to support Sustainability Activities

Associated Students
Working with the SRJC Foundation
Applying for grants
Green revolving fund
The Green initiative student fund
Sustainability fee

7.1.2.5 Employ Sustainability Professionals, as Required

The SRJC is planning on hiring a sustainability manager/ director of sustainability programs.
The SRJC also hires outside professionals to incorporate sustainability into campus infrastructure, and program development.

7.1.2.6 Consider Sustainability in Endowment Investments

The SRJC had begun discussion of divestment from Fossil Fuel based investments. Working with SRJC Foundation, Sustainable SRJC is working to incorporate sustainability into the foundation's basis for deciding projects, investments, and accepting donations.

7.1.2.7 Integrate Sustainability Planning into Campus Master Plan

Sustainable Facilities is a strong initiative within the Strategic Plan that will be applied to the next Campus Master Plan update. Will focus on using principles of LEED and strive to incorporate Living Communities Challenge standards. Beginning in 2016 SRJC has hired HMC Architects to begin design of the Master Plan Update. HMC Architects has a proven track record of incorporating sustainability into all of its Master Plan design work. Example is

4.4 ENERGY EFFICIENCY

7.2.2.1 Set Energy Efficiency Goals

The Santa Rosa Junior College District has a number of future oriented goals with respect to district wide energy usage, energy efficiency, and renewable energy generation. Using the 2013-2014 fiscal year as a baseline, the SCJCD will reduce its energy usage 20% by 2020. Additionally the district will aim for another 20% reduction from 2013-2014 levels by 2025. This means a total of 40% reduction in energy usage from 2013-2014 levels by 2025.

These goals will take into account the projected growth in student population, so use a number of metrics such as Kilowatt-Hour per Student and (EUI) Energy Use Intensity.

The entire district will aim for Zero Net Energy Electricity (meaning the amount of electricity imported from the grid is equal to the amount of electricity generated by renewable energy throughout the District) by 2030.

These goals and the specific initiatives that will be implemented to achieve said goals can be found in an Energy Action Plan. The Energy Action Plan will provide the specifications and timeline for achieve the above goals.

7.2.2.2 Evaluate Mechanisms for the Implementation of Energy Efficiency Projects

Utilizes energy auditing services from BASE Engineering. Looks at projects that have a quick payback, but also show significant energy reductions. Proposition 39. Funding is currently in year 3 of capital projects. These projects focus specifically on energy efficiency and energy use reduction. All proposition 39. Projects are sent before the CCC-IOU partnership to maximize the amount of rebates available to the SCJCD.

The SCJDC is researching the possible use of the GRITS (Green Revolving Investment Tracking System) to accurately track both life cycle cost savings, energy savings and GHG emission savings from Energy Efficiency Related projects.

7.2.2.3 Conduct a Facility Prioritization Survey

This is being implemented in the next Master Plan Update.

7.2.2.4 Conduct Comprehensive Facility Energy Audits

Facility Energy Audits have been done on a small scale for Proposition 39 funding. However a more comprehensive audit is on the table in order to prioritize and advance further energy efficiency projects in the future.

There is on going research on whether the SCJCD will utilize an ESCO (Energy Saving Company) to conduct this comprehensive energy audit.

7.2.2.5 Implement New and Existing Audit Recommendations

The district is currently on year two of Proposition 39 funding for energy efficiency related projects
SR Campus

- Year 1 Quinn Center Pool Pumps were upgraded with VFDs (Variable Speed Drives) and new motors. Annual savings are estimated at 23,705
- Year 1 Lighting Retrofits to LED fixtures for SR Campus in parking lot. Replaced 497-100 watt metal halide fixtures with 50 watt LED fixtures, and replaced 167 high-pressure sodium fixtures with LED fixtures. This led to an annual savings of 402,450 KWH Savings.
- Year 2 Current implementation of upgrading the Energy Management System at SR Campus- six buildings receive new controls and the campus receives a new front end control
- Year 2 Currently being implemented adding VFDs and upgrading motors on Santa Rosa Campus's Air Handling Units (AHUs)
- Year 3 to be completed in the future, the replacement of three older boilers with new more efficient boilers and pumps. Projected annual gas savings are 9,440 Therms
- Year 3 to be completed in the future, continuing upgrade of exterior lighting around Santa Rosa Campus. Projected savings of 201,962 kWh annually
- Race Chiller Replacement
- Planned to be completed Emeritus HHW Boiler and pipe replacement
- Planned to be completed Burbank LED lightning Upgrade
- Planned to be completed Bailey Phase 2 HVAC Replacement

Petaluma Campus

- Year 2 Current implementation of upgrading the Energy Management System (what is the name of Energy Management system) The campus is gaining new interface for each building and a new front-end control. Projected annual savings from both EMS upgrades at SR and Petaluma Campus total 720,014 kWh
- Year 2 currently being implemented the additions of VFDs and upgrading motors on Petaluma Campus's Air Handling Units (AHUs)
- Year 2 currently being implemented is a campus wide exterior LED lightning upgrade. Replacing 248 pole heads of various heights and wattages with new LED fixtures. Annual kWh savings of 95,542 kWh
- Year 2 Currently being implemented is the installation of occupancy sensors to 8 rest rooms. Annual kWh savings are 1,331 kWh
- Year 2 cooling tower replacement
- Year 3 to be completed in the future, replacement of a single inefficient boiler with two smaller more efficient boilers and new pumps. Projected gas savings at 4,956 Therms

The Santa Rosa Junior College District is projected to save 1,858,736 kwh annually at a cost savings of over $220,000 a year for over 15 years.

7.2.2.6 Implement Ongoing Energy Monitoring

The District has an energy management technician, utilizing EnergyStar Portfolio Manager to track and monitor building energy usage across the district. The district is looking into to sub-metering various buildings and energy intensive appliances. This will allow the district to better identify various initiatives to improve energy conservation, better track energy efficiency projects and improve occupancy schedules. Research is ongoing into whether the SCJCD would benefit from a Building Dashboard system, in managing its energy and water resources as well as engaging the college's community, and providing opportunities for education.

The SCJDC also utilizes an Alerton Energy Management System at both its Santa Rosa Campus and Petaluma Campus. The Alerton Energy Management System is planned to expand to all campuses and buildings.

7.2.2.7 Participate in Demand Response Programs

The Santa Rosa Campus: participates in a Demand Response Program voluntarily.

Petaluma Campus: sources its energy from Sonoma Clean Power, Sonoma County's Community Choice Aggregation Program, which currently Sonoma Clean Power does not have a demand response program.

Public Safety Training Center: Does not participate in demand response program, but through its extensive solar array helps offset grid peak load through on site generation of Solar electricity.

Shone Farm: Does not participate in demand response program.

7.2.2.8 Identify and Take Advantage of Grant and Incentive Programs

The SCJCD takes advantage of various funding/ incentive programs to further its sustainability goals.

Examples of funding include:

- Prop 39. State funding.
- IOU and CCC partnership.
- Grants from the California Energy Commission
- Community College Energy and Sustainability Policy incentive of 2% for new construction and 3% for modernization projects.
- Santa Rosa Water rebates
- Foundation grants
- California Solar Initiative

7.2.2.9 Energy Efficient Equipment

The Sonoma County Junior College District works to integrate energy efficient equipment throughout all of its operations.

The district requires the utilization of a Life Cycle Cost Analysis for all major capital equipment.

The district is currently replacing boilers in older buildings with new high efficiency boilers, as well as identifying new sustainable technology which replace the use of fossil fuels all together, such as Solar Thermal, and Geothermal Heat pumps.

In the districts new Environmental Preferred Purchasing Policy, all new office equipment and appliances needs to be EnergyStar rated. All new computers must meet EPEAT standards and certifications.

Energy Management Systems are being installed on all existing buildings as well as being required for all new construction.

All new construction is going to incorporate building sub metering and data loggers on energy intensive equipment.

The district now requires all outdoor lighting and lighting within refrigerated units to become LED.

For all new construction and retrofits require the addition of variable speed drives for pumps and variable air handlers for existing HVAC systems.

Lastly the SCJCD IT and Facilities Planning and Operations department are researching the use of Computer Power Management Software to reduce energy needs from computer power demand as well as associated plug load devices.

7.2.2.10 Development an Energy Action Plan

The energy action plan is a separate sub action plan that lists the various initiatives, tasks and targets required in order to accomplish the goal of Zero Net Energy District by 2040.

4.5 FACILITIES OPERATION

7.3.2.1 Encourage and Support Energy Efficiency Training of Staff

The district is working to get staff trained on new energy efficient systems, high performance building technologies. This professional development is to promote life long learning for employees as well as include total cost of ownership into new projects so on going maintenance and operation can be done in house.

Examples of Energy Efficiency training include, courses offered by the Pacific Energy Center, associate degrees and certifications from Laney College's program on high performance buildings and advance HVAC systems., as well as Building Operator Certifications.

The district is looking to leverage Prop. 39 funding for staff energy efficiency training, as well as budget in training when new Energy Efficient systems or technologies are going to be installed.

7.3.2.2 Install Energy Management Systems

Alerton Energy Management system has been installed for a number of buildings and is currently being upgraded at both the Santa Rosa Campus and Petaluma Campus. This system helps control heating and cooling through a centralize system saving manpower and increasing operational efficiency.

Bertolini Student Center utilizes Delta control management system to control its advance thermal wheel ventilation system and geothermal heating and cooling system.

7.3.2.3 Adjust Temperature Set Points and Schedule Operating Times

The SRJC has worked on optimizing temperature set points, and schedules and is working on integrating Energy Management Systems for this purpose across all campuses and buildings.

7.3.2.4 Optimize Building Occupancy Scheduling

The Santa Rosa Junior College District is committed to actively reviewing its building occupancy schedules to proper set building management and energy management systems.

The district also promotes employee 4-day workweeks during the summer to gain savings through minimizing campus usage. The district is looking into implementing something similar year round to save of facilities usage cost, allow employees to set their own schedules and reduce transportation emissions from employees.

7.3.2.5 Optimize HVAC Equipment Scheduling

The Santa Rosa Junior College District is committed to actively reviewing its building occupancy schedules to proper set building management and energy management systems, which control HVAC systems.

The district is researching Building OS systems which could be used to gather greater data related to building usage and occupancy in real time and allow facilities to provide minor adjustments in HVAC scheduling to maximize energy efficiency and cost savings.

7.3.2.6 Activate Energy-saving Features for Appliances and Computers

The Santa Rosa Junior College District has developed a sustainability department certification, which works to acknowledge and promote sustainable practices throughout SRJC departments. Within these practices is the required active setting of energy saving features on all appliances in order to become eligible for the certification.

7.3.2.7 Pursue Monitoring-Based Commissioning (MBCx)/Retro-commissioning (RCx)

This is required by District Policy on all new construction and modernization projects. This is also required for elgibility of certain rebates and incentive programs.

7.3.2.8 District Wide Green Cleaning Program

The district only purchases GreenSeal Certified, or other environmentally & people safe certified cleaning products, in order to maintain a healthy indoor building environment, minimize off gassing from VOCs, protect surrounding waterways, and reduce pollutants entering the wastewater stream.

4.6 SUSTAINABLE BUILDING PRACTICES

7.4.2.1 Establish a Green Building Standard

Due to the now wide spread knowledge of LEED's building rating system. The SRJC will use LEED as its primary standard for designing new buildings and retrofitting old ones. The SRJC also acknowledges the Living Building Challenge, and will strive to incorporate some their criteria into the built environment.

7.4.2.2 Implement Sustainable Design Practices

The Sonoma County Community College District acknowledges the importance of sustainable design practices in improving the health, comfort, and learning environment of students, staff and faculty. Sustainable Design Facilities not only promote comfort within buildings but also serves to save the district money over the buildings life-cycle, reduce greenhouse gas emission, promote environmental stewardship, and engage students in learning from their environment. The district has chosen to use LEED design criteria and Living Building Challenge as its primary guidelines. The SRJC strives to design buildings that will last for a 100 years.
The SCJCD requires that all capital projects take into account the below criteria:

- Recycled Material
- Metering and sub metering installation
- All wood used is FSC certified
- Indoor Air Quality

- Energy and Water Conservation
- Natural Lighting
- Local Manufacturing
- Landscaping with native, edible and drought resistant plants
- Public Transportation Usage
- Universal Design
- Active Design
- Living Learning Environment
- Embedded Energy
- Renewable and recycled furnishings
- Other Sustainable fundaments

LEED standard version 4 (Leadership in Energy and Environmental Design) Criteria encompasses 6 core concepts or system goals that must be address to reach its standard. Each section has a number of prerequisites that are required under each system goal, followed by additional credits that earn points to determine level of certification. LEED certified being the lowest range of certification followed by Silver, then Gold and highest rating being Platinum. These system goals are listed below.

- Climate Change
- Biodiversity
- Water
- Sustainable Materials
- Community
- Economy

The Living Building Challenge created by Living Future Institute is considered the highest and strictest sustainability certification in the world. The Living Building Challenge has 7 petals and 20 imperatives that must be accomplished to gain the certification. Unlike other certifications in order to become certified the Living Building Challenge requires a full year of operational data not modeled data to prove the building accomplishes each petal.

The Living Building Challenge Petals:

- Place
- Water
- Energy

- Health & Happiness
- Materials
- Equity
- Beauty

7.4.2.3 Use an Integrated Systems Approach in Building Design

Following the LEED rating system, Integrated Whole Building Systems design is required from the onset of any capital project. The district also utilizes PG&E's savings by design, which requires an integrated systems approach for all new construction and retrofits.

7.4.2.4 Hire Sustainable Building Design Professionals

The district is committed to the hiring of sustainable design professionals to verify that the district is accomplishing its various sustainability goals, and improving its culture of sustainability.

7.4.2.5 Commission New Buildings

As required by FPO's sustainable building policy all buildings must under go commisioning at all stages of development. This means from design to construction to end use.

4.7 ON-SITE GENERATION AND RENEWABLE ENERGY

7.5.2.1 Evaluate Clean Cogeneration and Renewable Energy Generation

The SRJC has already installed a cogeneration plant on the Santa Rosa campus, which is capable of 330 kW of power. Built in 1989 and modernized in 2005 the plant produces electricity and both chilled and hot water for Tauzer Hall, Quinn Swim Center, Maggini Hall, Barnett Hall, and Bailey Hall. The project qualified SRJC for a $168,000 rebate.

Lounibos Photovoltaic Project: After one year of operation, the project generated 80 kW of electricity at peak output, and has been augmented to add 30 kW more capacity, 110 kW total. The original rebate was over $300,000, and the new addition qualified SRJC for an additional rebate.

Frank P. Doyle Library Photovoltaic Project: With a 48 kW photovoltaic array on its roof, the library will not only generate a significant amount of the electricity used by the new library, but received a PG&E rebate of $137,000.

Plover Hall Photovoltaic Project: Includes a 146 kW array on the roof to generate electricity for campus use, qualifying for a rebate of up to $411,000.

Public Safety Training Center: Provides a 255 kW array mounted on carport shade structures in the south parking lot, qualifying for a rebate of up to $600,000.

This is total of **559 KW** of Solar installed throughout the District.

The Burdo Culinary center has 28 high efficiency Solar Hot water panels. Those panels provide 2628 MMBtus/yr worth of thermal energy.

7.5.2.2 Evaluate Load Shifting Technologies

The district is continuing to identify new and innovative ways it can save money, energy and GHG emissions by using less energy during peak power hours. These load shifting technologies help reduce the utilities cost from high electricity rates during peak load hours, and helps the utilities like PG&E from turning on their peak power plants which are the inefficient and heavy emitters of GHG emissions.

The Doyle library has a thermal energy storage system, which creates Ice at night when energy is cheap in order to cool the building throughout the day.

Bertolini Student Center has an advance HVAC system, which utilizes groundwater underneath the building as a thermal sink, in order heat and cool the building with little energy also known as a ground source heat pump.

7.5.2.3 Minimize Greenhouse Gas Intensity of Purchased Electricity

The intensity of Greenhouse Gas from purchased electricity. Need to gather info from electricity providers. Goal is procure 40 % of purchased electricity from renewable resources by 2018.

The Sonoma County Junior College District procures its electricity from 3 sources.

The Santa Rosa Campus procures most of its electricity from Direct Energy. Direct Energy's electricity mix is 20.7% renewable energy (From Direct Energy's Power Mix Content Label 2014). This matches the average power percentage from renewable resources in California's grid (From Direct Energy's Power Mix Content Label 2014). Besides Direct Energy on the Santa Rosa Campus, the Burdo Culinary Center and the houses located off Elliot Avenue are supplied Electricity from Sonoma Clean Power. Sonoma Clean Power's Clean Start electricity has a renewable energy mix of 36% (2014-15 Annual Sonoma Clean Power Report).

The Petaluma Campus has two electricity meters and procures its electricity from Sonoma Clean Power and PG&E. Sonoma Clean Power Clean Start has an electricity mix of 36% from renewable resources. PG&E currently has a power mix of 27% from renewable resources (2014-15 Annual Sonoma Clean Power Report).

The Public Safety Training Center (Windsor Campus) procures its electricity from PG&E, with a power mix of 27% from Renewable resources (2014-2015 Annual Sonoma Clean Power Report).

Shone Farm procures its electricity from PG&E, with a power mix of 27% from Renewable resources (2014-2015 Annual Sonoma Clean Power Report).

7.5.2.4 Evaluate Participation in Community Choice Aggregation

The SRJC participates in Sonoma County's Community Choice Aggregation program Sonoma Clean Power (SCP), and uses SCP with in its power procurement plan for Burdo Culinary Center, houses of off Elliot Avenue and Petaluma Campus.

7.5.2.5 Identify and Take Advantage of Grant and Incentive Programs

The SCJCD takes advantage of various funding/ incentive programs to further its sustainability goals.

Examples of funding include:

- Prop 39. State funding.
- IOU and CCC partnership.
- Grants from the California Energy Commission
- Community College Energy and Sustainability Policy incentive of 2% for new construction and 3% for modernization projects.

- Santa Rosa Water rebates
- Foundation grants
- California Solar Initiative
- SPURR
- Local Utility
- City rebate programs
- Federal Tax incentives for Solar
- Other

4.8 TRANSPORTATION, COMMUTING, AND CAMPUS FLEET & TRAVEL

7.6.2.1 Understand Commute and Travel Patterns

The Sonoma County Community College District is planning on conducting a transportation study, so it can work with the Sonoma County Transit Authority to better design its routes in order to garner high ridership. This study will also focus on integrating the Santa Rosa Junior College with the soon to be completed (completion by 2016) SMART rail system.

7.6.2.2 Encourage and Enhance Public Transportation and Ridesharing Options

As of the 2014-2015 school year and the current 2015-2016 school year, bus ridership is free for all students. The Sonoma County Junior College District has worked with the County Board of Supervisors to provide free ridership for all SRJC students. This continues the work being accomplished by both the county and the college district on improving student equity.

7.6.2.3 Encourage and Enhance Bicycling Options

Thanks to a Bay Area Quality Board Grant. The Santa Rosa Junior College District has over 655 bicycle racks.
As part of the proposed Transportation Study, the SRJC will work to improve bicycle infrastructure in and around its various campuses. These improvements to campus infrastructure will be included in the facilities master plan.

7.6.2.4 Improve Campus Fleet & Travel

The district plans for purchasing both hybrid and electric vehicles as it retires aging vehicles.
Looking into the potential of biodiesel or hydrogen powered trucks.
Planned is the construction of 4 EV charging stations thanks to a grant from the Bay Area Air Quality Management District.

The district is working to reduce its VMT and petroleum usage by 50% through fuel efficiency improvements, preventative maintenance, alternative fuel vehicles and reducing travel time.

The district has recently upgraded its vehicle fleet to proper gasoline efficiency standards. Work is being done to identify the best way to retire old vehicles and transition the fleet to zero emission/clean air low emission vehicles.

The district has set a goal of 30% of the district's vehicle fleet zero emission & clean air low emission vehicles by 2025.

This work is being done to complement Sonoma County's leadership, having the largest zero emission/ clean air low emission vehicle fleet in the country. Sonoma County and its cities since 2012 have committed to the development of electric vehicle and plug in hybrid infrastructure, this goal is important due to the release of Sonoma County's 2014 GHG report by the Regional Climate Protection Authority, which shows that the largest amount of GHG emissions come from Transportation. The district will work to Integrate electric vehicle and alternative fuel vehicle professional development training for its automotive technicians.

7.6.2.5 Enhance Student Distance Learning

Doyle Library on the Santa Rosa Campus and Mahoney Library in Petaluma Campus has infrastructure designed for teachers to record and implement distance learning.

Currently the district serves ____ number of students through distance learning, and hosts' _____ number of classes through this system.

4.9 WATER, WASTEWATER, AND SUSTAINABLE LANDSCAPING

The Santa Rosa Junior College District recognizes the importance of water surround all aspects of its institution and the importance conserving and protecting this precious resource. As California experiences its worst drought in recorded history the SRJC is doing its part to conserve and protect its water resources.

7.7.2.1 Establish Water Conservation Goals

In line with California's Goal of 20% reduction by the year 2020, the College District has a similar of reducing water usage by 20% from 2013-2014 fiscal yr levels by 2018. These goals continue in another water use reduction target of 30% by 2020. Last is a water reduction goal of 40% by 2025 from 2013-2014 levels.

The Districts Overarching Water Goal is to become Net Positive Water, which means the amount of average annual rainfall that falls on District Building Square Footage is equivalent/less than the amount of Potable water consumed District wide. This metric serves as the District's watershed budget.

A 32% percent reduction in potable water usage district wide would equate to the amount of rainfall that falls on campus building square footage.

7.7.2.2 Implement Water Conservation Strategies

District Wide

- Upgrading water appliance infrastructure. Switching out urinals for waterless urinals, new aerators on sinks, retrofitting showers & toilets
- Upgrading commercial kitchens and dinning venues with water efficient appliances
- Plans to Install real time water metering systems and data collection infrastructure
- Expanded weather based centralized irrigation control system (MAXICOM)
- Installed Dolphin, which sterilizes industrial water in open loop system cooling towers. This allows for water used in the open loop cooling systems to be used multiple times before discharge, requires no chemicals for water treatment, and prevents off gassing from those potential chemicals.

SR campus

- Installing to new water cycling systems related to the Santa Rosa's Campus HVAC system.
- Working to take water from building sub-pumps and introduce it into the irrigation lines
- Reactivating a well on the SR Campus to improve water system resiliency, lower water costs and feed into irrigation lines.
- Lawn to Turf conversion of 6-acre field significantly reduces water usage for irrigation by 20%
- Converting lawn to mulched native plant landscapes
- Research into using City of Santa Rosa Recycled Water for irrigation use there by saving potable water consumption.
- Drip irrigation on landscape.

Petaluma Campus

- Looking to potential for connecting to the City of Petaluma's Recycled water system for recycled water use for irrigation
- Permaculture Food Forest
- Maxicom weather based irrigation system.

Windsor Campus

- Recycled water for irrigation from the City of Windsor. (Insert Data contact Violet)

Shone Farm

- Recycled water to Shone farm for agriculture, free long-term agreement. (Find data related to usage and actual agricultural usages i.e. pasture/ crops)
- Water Reservoir
- Drip irrigation for produce production
- The District is looking into the benefits of developing a well for increase water resiliency and independence. A watershed budget based on building square footage and farm acres would be developed to ensure water used from developed well does not exceed groundwater recharge annually.

7.7.2.3 Reduce Storm Water, Sewer Discharges, and Water Pollution

The Santa Rosa Campus is a Certified Tree campus. This emphasize on the planting and growth of trees around campus, helps reduce evapo-transpiration rates, reduces need for irrigation and captures both more runoff and rainfall.

With the update of its Master Plan, the SRJC is implementing green infrastructure to reduce stormwater pollution, and improve campus resiliency.

The Public Safety Training Center Campus has a two-acre created wetland to mitigate development and run off.

The Petaluma campus has a storm water retention basin, which protects Capri creek and other wetland areas along its northern boundary.

The SRJC utilizes GreenSeal Certified cleaning products in order to promote a healthy indoor environment and reduce pollution into the surrounding waterways.

The SRJC has developed developing a stormwater management plan. Within the Water Action Plan the district plans for any new construction of roadways to design and implement green infrastructure in order to capture most if not all stormwater on site.

The department of Environmental Health and Safety is also identifying new ways to reduce chemical hazards and rid district operations of using materials that are hazardous to the environment and human health.

7.7.2.4 Adopt Sustainable Landscaping Practices

The Santa Rosa Junior College has always promoted the planting of landscapes that share Sonoma County unique environment. The Santa Rosa Junior College Campus is certified as TREE CAMPUS USA. Part of this is due the fact the SRJC has been propagating local valley oaks for landscaping.
The district uses a combination of native plants and drought tolerant plants around its campuses.
The district applies layers of compost and mulch yearly, in order to reduce evaporation, lessen irrigation requirements, increase stormwater retention and improve soil health.

With the improvement in soil health because of compost and mulch applications the landscape remains healthy, requiring vary little in the way of pest management.

7.7.2.5 Green Cleaning

The district only purchases GreenSeal Certified, or other environmentally & people safe certified cleaning products, in order to maintain a healthy indoor building environment, minimize off gassing from VOCs, protect surrounding waterways, and reduce pollutants entering the wastewater stream.

7.7.2.6 Creating a Water Action Plan

In order to reach its water conservation goals, the SRJC will create and Water Action Plan that will serve as the guiding document for listing the various initiatives and targets requied to achieve the assigned goals.

4.10 SOLID WASTE REDUCTION AND MANAGEMENT

The Santa Rosa Junior College District has already been ahead in its solid waste reduction efforts, currently achieving 75% waste diversion. The Santa Rosa Junior College is implementing a number of initiavtives to reduce its waste stream and achieve zero waste. Efforts has been made to shift front printed media to digital, and for years the district has already composted most campus generated organic waste. The college plans to aggressively pursue waste reduction and recycling efforts in all aspects of campus operation, and use these efforts as way to instill zero waste behaviors in students.

7.8.2.1 Create Waste Reduction Goals

The College District has adopted the following waste reduction goals:

- In tandem with the State of California the district will divert 75% of all solid waste by 2020
- The district will achieve Zero Waste by 2030

Currently the district already diverts close to 75% of its solid waste from the landfills. The college is continuing to identify areas of waste source reduction and expanding composting.

7.8.2.2 Maximize Programs Offered by Contracted Waste Hauler

The district gets free services from the North Bay Unicycler. The District participates in all programs the Unicycler offers.

Currently due to market forces a number of items previous recycled and taken by Unicycler are no longer being accepted. The district is working to identify ways to solve this problem for items no longer being accepted.

7.8.2.3 Reduce the Waste Stream to the Landfill

The Santa Rosa Junior College District currently implements and plans to complete the following additional steps to reduce its waste stream.

Raise Awareness of Waste Reduction and District Goals

Creation of Zero Waste Event Certification

Increasing Zero Waste awareness to the Campus population

Analysis of waste bin locations, waste gathering methodology and revamping of color-coding Waste Bins

Green and Healthy Concession Stand Program for Athletic Events

Minimize Unnecessary Waste

Partnering with product vendors to reduce incoming packaging waste

Promoting the use of reusable mugs, and utensils to the District's student, employee and community population

Reduce Paper Waste and Paper Towel Waste

Installing Electric Hand Dryers and removing paper towels from areas where the electric hand dryers will be installed

Purchasing 100% recycled content paper

Purchasing unbleached recycled content paper towels and toilet paper

Composting paper and paper towel waste

7.8.2.4 Improve Existing Recycling Programs

SRJC's longstanding recycling program involves the whole college community in recycling beverage containers, cardboard, newspapers, paper, plastics, tires, white/brown goods, scrap metal, batteries, scrap metal, wood waste, concrete and asphalt, rubble, and even its grass, through on-site composting and mulching.

SRJC also recycles hazardous materials, including batteries, electronic items; hazardous products used in laboratories, and used oil and antifreeze from auto tech programs. Other hazardous products are recycled, ranging from cleaning products and papers to bottles, glass, and plastics.

7.8.2.5 Collect and Sell All Recyclable Material

The SRJC's recycling coordinator collects and sorts all recyclable materials such as cans, cardboard and bottles, then takes them to a recycler in Santa Rosa to sell for reimbursement. This money from recycling goes to sustainability related projects such as the outside Bike repair stand next to the Bertolini Student Center.

7.8.2.6 Green Waste and Food Waste Compositing

At the SRJC all landscape waste and some non-organic food waste is composted through a large aerated pile in the facilities yard at the Santa Rosa. Currently Associated Students working with Shone Farm, composts the pre cooked vegetable waste they supply to dinning venues. Shone Farm's produce is certified Organic, therefore because of organic certification requirements, compost created at the Santa Rosa Campus facilities yard can't be used at Shone Farm. The food waste supplied by Shone Farm can be composted and used at the farm.

As of now the College district is looking into creating two different compost streams.

- First stream relates to Shone Farm and organic compost development for their organic produce certification.
- The Second stream involves all other food waste, and landscape waste. The SRJC is researching the long term benefits of purchasing an in-vessel composting system, or vermicomposting system.

Currently the compost that is generated at the Santa Rosa Campus is used extensively around its landscape. This is leading to better soil health, an increase in carbon sequestration from the atmosphere, improved water retention of landscape, and improved plant health. The SRJC is looking into ways to effectively use all the compost it generates. Examples include, employee compost give away, twice a year ½ inch compost application to all landscapes at each college campus, greater generation of organic compost and use of compost at shone farm and the natural resource management forest.

Besides generating compost from landscape waste, the Grounds and Recycling team coordinate an employee firewood-purchasing program. This program takes large pieces of wood and landscape waste such as branches and logs, and chops them into firewood. District Employees can then purchase cords of wood. This is great creative example of utilizing a potential waste as a valuable resource.

Another creative program accomplished by Grounds and Recycling is the transformation of huge logs from downed trees into landscape benches and seating. Again taking a potential waste and up cycling it into a functional part of the SRJC landscape. This program integrates with a number of art students in creating the various benches.

7.8.2.7 Adopt Construction and Demolition (C&D) recycling

All contractors are require to comply with state and county law to separate and recycle all construction and demolition waste. The SRJC measures and records on all construction and demolition waste.

For building renovations or the demolition of old buildings the Santa Rosa Junior College requires construction and demolition recycling in building construction contracts to ensure the recycling of materials.

The College requires minimum the LEED Standard diversion rate (50%) of construction and demolition waste.

4.11 GREEN PURCHASING

7.9.2.1 Sustainable Food Purhcasing

EPP policy is being created which has requirements for sustainable food vendors. Goal of acquiring 80% of its food from shone farm and local partners (local as defined by Sonoma County)

7.9.2.2 Green Purchasing Practices

EPP policy is being created

7.9.2.3 Socially Responsible Purchasing

EPP policy is being created

4.12 CREATE A CLIMATE ACTION PLAN

7.12.5 Make a Commitment to Reduce Greenhouse Gas Emissions

The SRJC has signed the Talloires Declaration, which commits university administrators to sustainability in higher education. This Sustainability Action Plan and subsequent actions plans are responsible for the implementation of sustainability related projects and accomplishing the Santa Rosa Junior College's Strategic Goal E, "Creating a Culture of Sustainability" throughout the Sonoma County Junior College District.

7.12.6 Perform a Greenhouse Gas Inventory

The district will conduct its own greenhouse gas inventory. Hired consultants for the facilities master plan update will complete another inventory. This will give the college district two-carbon footprints depending on the approach taken.

There are two approaches to Greenhouse Gas Inventories:

"Core" approach (how most cities do it) - this measures the emissions from a geographical perspective (what is emitted within SRJC limits is counted)

"Consumption" approach - this measures the emissions created from goods/services/activities (where the demand is created in SRJC)

7.12.7 Create and Execute a Climate Action Plan with Prioritized Greenhouse Gas Reduction Measures

A climate action plan is planned once the district's greenhouse gas inventory has been completed.

7.12.8 Regularly Monitor and Report Progress to Campus

While different initiatives and projects that save water and energy, therefore saving Greenhouse Gas Emissions are being completed, because the district does not have a Carbon Footprint baseline, a campus wide progress report has not yet been created. This sustainability action plan will include an online brochure stating its accomplishments and metrics.

4.13 ADAPTATION AND RESILIENCY

This section of the sustainability action plan discusses various initiatives, with the intent of improving the resiliency of SRJC with respect to climate change and natural disasters, as well as planning for adaption to climate change, drought and renewable energy. The goal of this section is to showcase the importance of including resiliency and adaptation into the planning framework, so as create resilient systems that can adapt and respond to a changing climate, natural disasters.

Why Resiliency and adaptation should be built into the creating a culture of sustainability.

So far world leaders have agreed upon limiting the rise in global mean temperature to no more than 2 degrees Celsius. It is important to note that according the IPCC's there are two current projections of climate change scenarios. First is BAU or business as usual which states that according to recent trends in GHG emissions by 2100 the global mean temperature will increase by 8 to 10 degrees Celsius. The second scenario reflects the low emission to zero emission scenario, in which because of strong action on GHG emission reduction global mean temperature will increase by 2 to 3 degrees Celsius.
This means that by either projection global mean temperature will be increasing. This increase in mean global temperature will have a number of adverse effects on our environment, regional climate, and human (both economic and social) systems.

Below is a list of factors projected to affect Sonoma County (Taken from Sonoma County's RCPA Regional Climate Protection Authority):

- More increased heat events
- Longer and more frequent droughts
- Greater frequency and intensity of wildfires
- Fewer nights that freeze

In relation to natural Disasters:

- Earthquakes
- Flooding

These events will effect all of the district operations, due higher heat days, lower diurnal temperatures which mean greater expenditure of energy for heating and cooling systems, higher water costs and electricity costs, damage to facilities infrastructure, the price of food due to affects on agricultural products, and increased potential of campus flooding in roadways and low lying buildings. All the above factors will affect student lives and safety. Therefore the Santa Rosa Junior College should serve as a model for climate adaptation and resiliency in order to educate students & the community, promote healthy behavior change, showcase resilient infrastructure and serve both as a place of safety and emergency response in times of crises.

In the book Resilience Thinking, Sustaining Ecosystems and People in a Changing World, Brian Walker and David Salt define resilience as: “The capacity for a system to absorb disturbance and still retain its basic function and structure.”

The Resilient City Framework states there are 6 challenges to Resilience, 6 attributes to Resilience, which when combined leads to 6 approaches for Resilience.

6 Challenges to Resilience:

- Population growth + migration
- Climate Change
- Energy Scarcity
- Income Disparity
- Socio-political
- Environmental Degradation

6 Attributes of Resilience:

- Flexibility
- Redundancy
- Diversity
- Decoupling
- Decentralization
- Environmental Integration

6 Approaches for Resilience:

- Growth + Density
- Energy Performance
- Local Food Production
- Modularization of Key Infrastructure
- Integrated Metabolism
- Infrastructure ‘Hardening’

For more information see Future Proofing Cities, “Strategies to help cities develop capacities to absorb future shocks and stresses, by Craig Applegath, FRAIC, Found of RESILIENTCITY.ORG, 2012

Below is a list of design principles for Resilient Infrastructure:

- Diversity
- Redundancy
- Modularity and Independence of System Components
- Feedback Sensitivity
- Capacity for Adaptation
- Environmental Responsiveness and Integration

Implementation sections:

Resilient Infrastructure

Adapting to Climate Change

Student, Faculty, and Staff Education

Community Awareness and Education

Local Economic Systems

Prevention & Response

Petroleum Free

-50% reduction in petroleum use by 2030

- Identify all services, and equipment that require petroleum and petroleum base products.
- Research is being down on switching the petroleum based hydraulic fluid used in elevators with a USDA certified Biobased vegetable oil hydraulic fluid.
- Electrification of grounds equipment, tools and vehicle fleet.

MEASURE AND REPORT PERFORMANCE

- As with any successful program, the ongoing progress and performance of sustainability plan activities should be ***monitored and compared to goals and criteria***. As the saying goes 'you can't manage what you can't measure'. This will require continuous participation of the Campus Committee, college staff, and other participants in the process. To communicate results and ensure transparency and accountability, the ***results of the Sustainability Plan activities should be communicated to the larger campus community on a regular basis***.
-
- The following section describes the planned process for measuring and reporting sustainability activities and achievements.
-

4.14 MEASURING PERFORMANCE

-
- In order to monitor the Santa Rosa Junior Community College's progress towards its sustainability goals, the Campus Sustainability Committee plans to collect information on the following key metrics at the regular intervals described below. Metrics need to be finalized.
-
-

• **Area of Sustainability**	• **Performance Metric**	• **Measurement Frequency**
• **Energy**	• Change in total annual electricity and gas use.	• Annual
	• Change in total annual electricity and gas use per student/staff/faculty and/or per conditioned square foot.	
	• Change in total annual renewable energy use and/or percent of total annual energy use that is generated from renewable sources •	
• **Built Environment**	• Number of LEED standard buildings installed or retrofitted and LEED Operation and Maintenance	• Biennial
	• Energy Use Intensity related to EnergyStar building standards	
	• Number of adaptation and resilient infrastructure projects implemented. •	

• **Water Use**	• Change in total annual water use. • Change in total annual water use per student/staff/faculty. •	• Annual
• **Waste Diversion and Management**	• Percentages of waste diverted and increase or decrease from the previous year. •	• Annual
• **Transportation Efficiency**	• Total VMT reduced or number of single occupancy vehicles reduced. Percentage of vehicle fleet that is clean air low emission/ zero emission vehicles •	• Biennial
• **Greenhouse Gas Emissions**	• Total and change in annual campus greenhouse gas emissions in tonnes CO_2e.	• Biennial
• **Student Engagement**	• Number of student related workshops and lectures held. • Survey asking percent of student population that can describe/define sustainability and related practices.	• Annual
• **Green Curriculum**	• Number of students enrolled in sustainability related courses. • Number of sustainability related certificates and associate degrees. • Number of classes that integrate sustainability into their student learning outcomes •	• Annual
• **Sustainable** • **Procurement**	• Percentage of food that comes from Shone Farm and Sonoma County • Percentage of food that is sustainable grown • Establishment of the EPP Policy by 2016 •	• Annual

•
•

4.15 REPORTING PERFORMANCE

- **Section needs work**
- In order to keep the campus community informed of the progress of the Sustainability Plan activities, the Campus Sustainability Committee will create a webpage dedicated to sustainability on the Santa Rosa Junior College website at http://www.santarosa.edu/. Additionally, the Committee will summarize activities, metrics, and progress towards goals in an annual report, which will be available publicly on the sustainability website.
- To increase transparency, the [College Name] Community College will also participate in the Sustainability Tracking, Assessment, and Rating System (STARS) to evaluate the overall campus sustainability and submit the campus greenhouse gas inventory and Climate Action Plan to the American College and University Presidents' Climate Commitment (ACUPCC) reporting system.
- On an ongoing basis, the Campus Sustainability Committee will regularly update the campus of projects and progress by maintaining a sustainability blog, which can be found through the sustainability website or at [insert web address if known]. All students, faculty, and staff are encouraged to contribute to this blog by emailing its administrator, [Blog Administrator Name], at [Blog Administrator Email] with events, projects, and any other campus sustainability news.

APPENDICES

INSERT TERMS DEFINITIONS AND ALL RELATED INFORMATION INCLUDING TRACKING DOCUMENT AND SPREADSHEET.

MAKE SURE THIS DOCUMENT AND THE EXCEL TRACKING DOCUMENT LINE UP AND ARE BOTH COHERENT AND MIMIC GOALS METRICS AND OBJECTIVES.

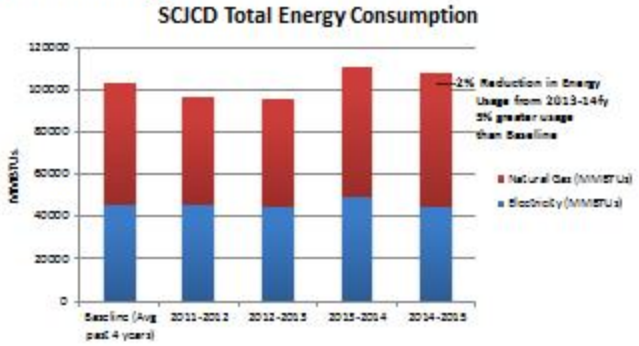
Sonoma County Junio

Sustainability Metrics

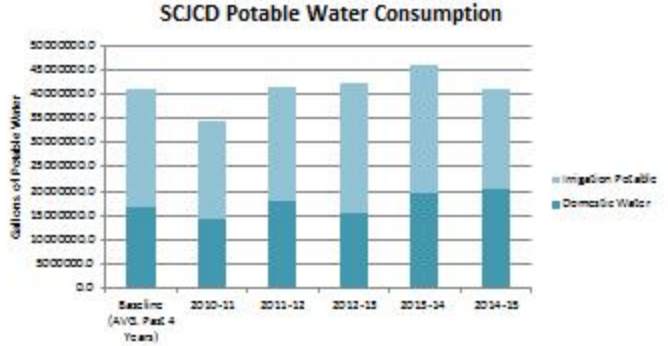
SCJCD Performance Metrics

Performance Metrics & Baselines

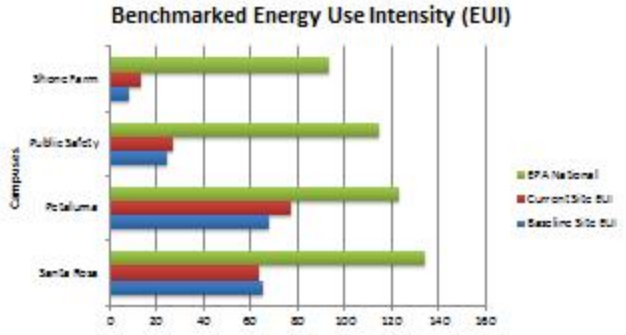
56% of Energy Use is Natural Gas



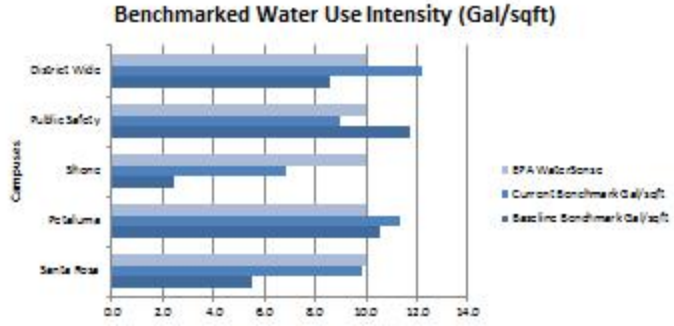
55% of Potable Water Use is Irrigation



Petaluma Campus has the highest EUI



Petaluma Campus has the highest Gal/sqft



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4.1a Course Student Learning Outcomes Assessment

4.1b Program Student Learning Outcomes Assessment

Facilities Planning and Operations is primarily responsible for providing a healthy and safe educational and working environment, thus supporting student learning.

When planning new or upgraded instructional facilities, Facilities Planning and Operations utilizes program data and pedagogical needs within the resources available. This engagement is through program based facilities planning responsive to the identified discipline and/or departmental needs assessment and student supported planning.

4.1c Student Learning Outcomes Reporting

Type	Name	Student Assessment Implemented	Assessment Results Analyzed	Change Implemented

4.2a Key Courses or Services that address Institutional Outcomes

Course/Service	1a	1b	1c	2a	2b	2c	2d	3a	3b	4a	4b	5	6a	6b	6c	7
	X	X		X												

4.2b Narrative (Optional)

5.0 Performance Measures

Facilities Planning and Operations

Facilties Planning - Performance Measures

2010-2011

B. Robert Burdo Culinary Arts Center
Construction Costs and Change Order Summary 8/9/11

TOTAL CHANGE ORDERS TO DATE

Original Contracts:	$13,110,383.00
Previous Change Orders:	$243,188.00
Current Change Orders:	$55,935.00
Total Change Orders:	$299,123.00
Revised Contracts Amount:	$13,409,506.00
Change Orders %:	2.28%

Division 1: Demolition-Removal of 1670 Mendocino (Complete)

Original Contract:	$44,670.00
Previous Change Orders:	$0.00
Current Change Order:	$0.00

Division 4- Electrical

Original Contract:	$1,419,713.00
Previous Change Orders:	$6,548.00
Change Orders 7 & 8	$15,912.00

Total Change Orders:	$0.00	Total Change Orders:	$22,460.00
Revised Contract:	$44,670.00	Revised Contract:	$1,442,173.00
Change Orders %:	0.00%	Change Orders %:	1.58%
Contractor:		Contractor:	R.McClure Electric

Division 2- Construction & Site Work

Original Contract:	$8,150,000.00
Previous Change Orders:	$87,609.00
Change Orders 13 & 14	$26,695.00
Total Change Orders:	$114,304.00
Revised Contract:	$8,264,304.00
Change Orders %:	1.4%
Contractor:	Brown Construction

Division 3- Mechanical & Plumbing

Original Contract:	$3,496,000.00
Previous Change Orders:	$149,031.00

Change Orders 11 & 12	$13,328.00
Total Change Orders:	$162,359.00
Revised Contract:	$3,658,359.00
Change Orders %:	4.64%
Contractor:	Peterson Mechanical

-2 of 2-

Facilties Operations - Performance Measures

2010-2011

This data reflects (Rough Order of Magnitude (ROM) of Labor Hours and Material Costs for this past year on the top twenty building counts of service preformed.

Labor & Material Cost ROM:

Type	Totals
ROM Materials Cost	$131,080
ROM Labor Hours	17,444.22
ROM Labor Cost	$610,548
Total 12 months Labor Costs	**$741,628**

Service Request Counts for data included in this report:
Total Records (15,283)

Service Requests	Counts
2010 Service Request Counts (all sites)	4408
2011 Service Request Counts (all sites)	2793
Total (all sites)	**7201**
Total (SR Campus Only)	**5767**

Service Request March 2010 to March 2011:

Service Request Status	Counts
Closed	5625
Priority Assigned (Not yet closed)	45
Pending Materials**(** Not yet closed)	4
Planned For Later Date **(**Not yet closed)	7

The 12M Top Twenty Building Count Serviced:

Location	Counts
Bertolini Student Center Count	**469**

Doyle Library Count	**300**
Emeritus Hall Count	**281**
Race Hall Count	**272**
Facilities Operations Count	**247**
Burbank Hall Count	**234**
Bailey Hall Count	**226**
Maggini Hall Count	**210**
Analy Village Count	**208**
Shuhaw Hall Count	**170**
Bussman Hall Count	**170**
Analy Hall Count	**169**
Quinn Swim Center Count	**155**
Plover Hall Count	**142**
Tauzer Gymnasium Count	**137**
Call Child Development Center Count	**131**
Garcia Hall Count	**128**
Lark Hall Count	**127**
Barnett Hall Count	**125**
Forsyth Hall Count	**103**

Top Department Count Served:

Department	Counts
Facilities Operations Count	**1412**
Custodial Count	**632**
District Police Count	**238**
Health Sciences Count	**180**

PE, Dance & Athletics Count	**151**
Grounds Count	**116**
Art Count	**115**
Student Affairs Count	**109**
Theatre Arts Count	**102**
Music Count	**92**
Library Count	**88**
Foundation Count	**60**

Frequency of crafts requested for Service work:

Craft	Counts
Locksmith Count	936
Custodial Count	897
Plumbing Count	725
HVAC Count	687
Recycling Count	490
Electrician Count	484
Custodial Tech Count	414
Carpenter Count	366
Grounds Count	331
Vehicle Tech Count	225
General Count	103
Tree Maintenance Count	20
Painting Count	16
EMS Tech Count	13
Unknown Count	7
Pest Control Count	3
Admin Assistant Count	1

Facilities Operations - Grounds Performance Measures

Santa Rosa Campus 2010-2011

Acres/Grounds Employee

Year	Total Acres	Net Staff	Acres/Staff	% Industry
01'-02'	104	7	14.857	67.308%
02'-03'	104	7	14.857	67.308%
03'-04'	104	7	14.857	67.308%
04'-05'	104	7	14.857	67.308%
05'-06'	104	7	14.857	67.308%
06'-07'	104	7	14.857	67.308%
07'-08'	115	7	16.429	60.868%
08'-09'	115.25	6	19.208	52.062%
09'-10'	115.25	6	19.208	52.062%
10'-11'	115.25	6	19.208	52.062%
11'-12'	117.5	6	19.583	51.064%

Turf Acres/Employee

Year	Total Turf Acres	Net Staff	Turf Acres/Staff
01'-02'	17.217 acres	7	2.460
02'-03'	17.217 acres	7	2.460
03'-04'	17.217 acres	7	2.460
04'-05'	17.217 acres	7	2.460
05'-06'	17.317 acres	7	2.474
06'-07'	17.727 acres	7	2.532
07'-08'	18.577 acres	7	2.654
08'-11'	12.520 acres*	6	2.087

*Loss of playing fields & 1 employee

The addition of 6.2 acres of artificial turf will be shown in 09'-10'. Maintenance requirement for for has proven to be about 75% of previous maintenance amount.

Campus Population/ Grounds Employee

Year	Enrollment	Employees	Net Staff	Population/Employee
04'-05'	58996	2325	7	1/8760
05'-06'	60763	2168	7	1/8990
06'-07'	59860	2470	7	1/8904
07'-08'	61480	2524	7	1/9143
09'-10'	54052	2458	6	1/9418

Facilities Operations - Custodial Performance Measures

Santa Rosa Campus (2010-2011)

Data element: Program performance measure, indicator, or other consideration	Description:
1) *Square Footage per Custodian*	Twenty-nine (29) FTE Custodians are responsible for maintaining 1,003,038 square feet of buildings on the Santa Rosa campus. Within this total square footage, Custodians are responsible for maintaining 833,581 square feet of cleanable space. Currently, each Custodian is responsible for maintaining 28,745 gross square feet. **Day Shift Breakdown** Sixteen (16) FTE (4-50% FTE and 14-100% FTE equaling 16 FTE) servicing 31,407 square feet each. • With the retirement of one FTE June 1, 2011, square footage will increase to 33,501 per Custodian. • Day shift is also responsible for periodic cleaning and event setup at Shone Farm-- 46,670 square feet. • Additional time is spent on other District assignments ✓ Assisting Warehouse in Santa Rosa and Windsor ✓ Service calls to the Brickyard located in downtown Santa Rosa ✓ Handles logistics of campus supplies used by Custodial department. **Evening Shift Breakdown**

	Thirteen (13) FTE servicing 25,467 square feet each. The APPA staffing guidelines clearly identifies that the CSF can be deceiving, depending on the appearance level. Additonally, square footage decreases when Custodians perform other duties, such as events. (Source: International Custodial Advisors Network—ICAN.) Square foot average does not take into account areas that take more labor to service, such as medical, shower/locker rooms, food preparation, and child care areas. Average square footage per Custodian will vary greatly starting in the 2012 year due to the loss of department's STNC and substitute budget. While two (2) 50% FTE positions have been approved (one position assigned to each shift) to fill in for absences within the department, these positions will not be able to adequately cover all absences. **Breakdown of Custodial department absences for current fiscal year, July 1, 2010 through March 31, 2011:** • Vacation 2,875 • Personal Illness 1,052 • CTO 250 • PTO 261.5 • Industrial Accident 748 • Administrative Leave 368 **Total hours absent 5,554.5**

	Overload of square footage of Bertolini is being alleviated by the use of STNCs through 6/09/2011. This square footage is absorbed into the evening shift's increased total of square footage.

2) *Total body count of people on campus per Custodian*	Twenty-nine (29) FTE Custodians are divided by 54,052 students and 2,451 staff (09-10yr.) for a total body count of 56,510 or 1,949 people per Custodian. This large number of people utilizing the Santa Rosa campus and its facilities directly impacts the work load of each Custodian, from restroom and room use to additional special events.
3) *Service Requests*	A service request is work that is requested other than the daily assignment in the assigned area. Service requests fall into two categories: 1) Planned work (such as special events) 2) Emergencies (blood, spills, etc) Special events can involve overtime for weekend work resulting in CTO and lack of availability of staff for the regular work week. Both types of service requests take the Custodian out of their assigned work area and add to the work load.
Service Requests **Evening Shift** **Custodial 10/11** **(SRs thru 4/22/11)**	**Emergency calls: 63 @ 101 hours** **Planned work-Setups: 60 @ 334.75 hours** **Total Service Requests: 123 @ 435.75 hours**

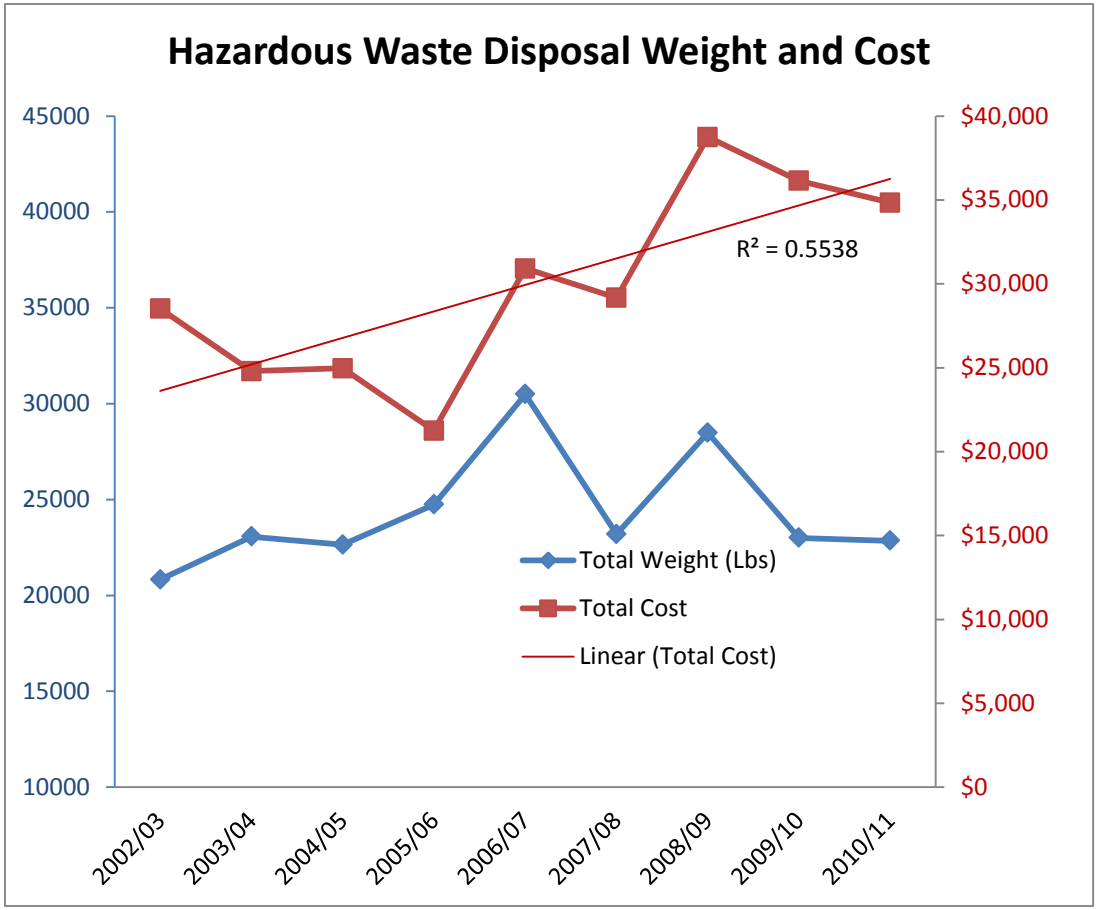
Evening Shift Custodial 09/10	Emergency calls: 75 @ 103.5 hours Planned work-Setups: 64 @ 293.25 hours Total Service Requests: 139 @ 396.75 hours
Service Requests **Day Shift Custodial 10/11 (SRs thru 4/22/11)**	**Emergency calls: 198 @ 346.5 hours** **Planned work-Setups: 115 @ 932.5 hours** **Total Service Requests: 313 @ 1279 hours**
Day Shift Custodial 09/10	Emergency calls: 163 @ 269 hours Planned work-Setups: 133 @ 869.25 hours Total Service Requests: 296 @ 1138.25 hours
4) *Service Requests* ***Day Shift Custodian Technician***	The Custodian Technician position is responsible for maintaining an area or building and is included in all special events and space relocation. Technician duties are tracked by service requests.
Day Shift Custodian Technician 10/11 (SRs thru 4/22/11)	**352 total requests @ 713.5 hours** **Requests are for pest control, repair to buildings and/or equipment, ADA compliant items, and safety issues.**
Day Shift Custodian Technician 09/10	278 total requests @ 315 hours.
Evening Shift Custodian Technician	**Evening Shift Custodian Technician position starts May 9, 2011.** **● No data to report at this time.**

Environmental Health & Safety Performance Measures

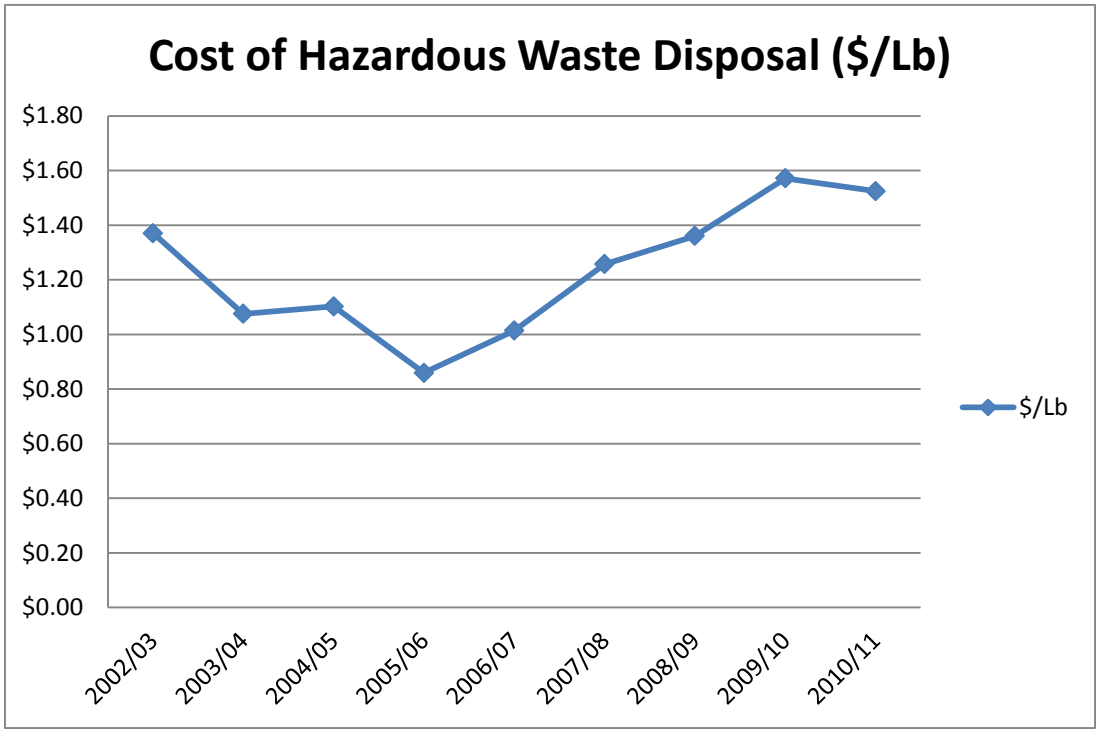
HAZARDOUS WASTE DISPOSAL ANALYSIS

TYPE AND COSTS OF HAZARDOUS WASTE DISPOSAL

	Chemical (MS Environmental)			Photo-Chemical (Photowaste)			Medical (Stericycle)			Universal (AERC)			Tires (DeWitt)			Automotive (Maximum Oil)			Totals (All Wastes)		
FY	**Lbs**	**COST**	**$/Lb**	**Lbs**	**COST**	**$/Lb**	**Lbs**	**COST**	**$/Lb**	**Lbs**	**COST**	**$/Lb**	**Lbs**	**COST**	**$/Lb**	**Lbs**	**COST**	**$/Lb**	**Lbs**	**COST**	**$/Lb**
2002/03	7110	$22,316	$3.14	4920	$1,980	$0.40	445	$2,546	$5.72	1200	$648	**$0.54**	2150	$143	$0.07	4995	$895	$0.18	20820	$28,528	$1.37
2003/04	6565	$18,814	$2.87	4640	$1,539	$0.33	510	$2,752	$5.40	1750	$720	**$0.41**	2840	$192	$0.07	6764	$785	$0.12	23069	$24,802	$1.08
2004/05	8583	$18,992	$2.21	4420	$1,338	$0.30	815	$2,813	$3.45	1319	$893	**$0.68**	1760	$158	$0.09	5745	$775	$0.13	22642	$24,969	$1.10
2005/06	8835	$12,769	$1.45	5520	$2,011	$0.36	1180	$3,079	$2.61	2300	$2,261	**$0.98**	1680	$188	$0.11	5220	$944	$0.18	24735	$21,252	$0.86
2006/07	12068	$18,334	$1.52	4820	$1,793	$0.37	2113	$6,504	$3.08	2749	$3,214	**$1.17**	1620	$183	$0.11	7120	$889	$0.12	30490	$30,917	$1.01
2007/08	6511	$14,516	$2.23	4800	$1,754	$0.37	1965	$9,314	$4.74	4125	$2,485	**$0.60**	1515	$161	$0.11	4280	$938	$0.22	23196	$29,168	$1.26
2008/09	7082	$19,665	$2.78	5920	$2,336	$0.39	1993	$10,256	$5.15	5811	$5,174	**$0.89**	2160	$202	$0.09	5510	$1,115	$0.20	28476	$38,748	$1.36
2009/10	5406	$19,531	$3.61	5760	$2,273	$0.39	1494	$9,513	$6.37	2226	$3,902	**$1.75**	2835	$308	$0.11	5280	$625	$0.12	23001	$36,152	$1.57
2010/11	5241	$17,578	$3.35	4920	$1,941	$0.39	1587	$10,671	$6.72	2198	$3,704	**$1.69**	2145	$256	$0.12	6760	$690	$0.10	22851	$34,840	$1.52



To the left is a plot of the weight and cost of hazardous waste disposal over the last nine years. While the total weight of waste has remained relatively flat there is a loose correlation with the total cost of waste disposal rising over time.



The plot to the left is the cost of hazardous waste disposal on a cost per pound basis over the same nine year period. Care must be taken in the interpretation of this plot as there are many variables at play. The latest data apparently shows some relief from a relentless increase in costs over the previous four years. However, is it the indicator of the beginning of another price drop like the first four years, or mearly a hiccup before resuming the nearly linear trend of increased costs? Further consideration will be needed to increase the predictive value of this analysis, but it is interesting. The EHS Department will be working on improving this analysis for the next PRPP.

Health Hazard Evaluations (HHEs)
Safety Hazard Evaluations (SHEs)
FYs 2002/2003 – 2008/2009

Health or Safety Hazard Evaluations (HHEs and SHEs**)** are conducted by EHS professional staff in order to anticipate, recognize, evaluate and control environmental factors or stresses arising in or from the workplace which may cause sickness, impaired health and well-being, or significant discomfort and inefficiency among employees, students or visitors to SRJC.

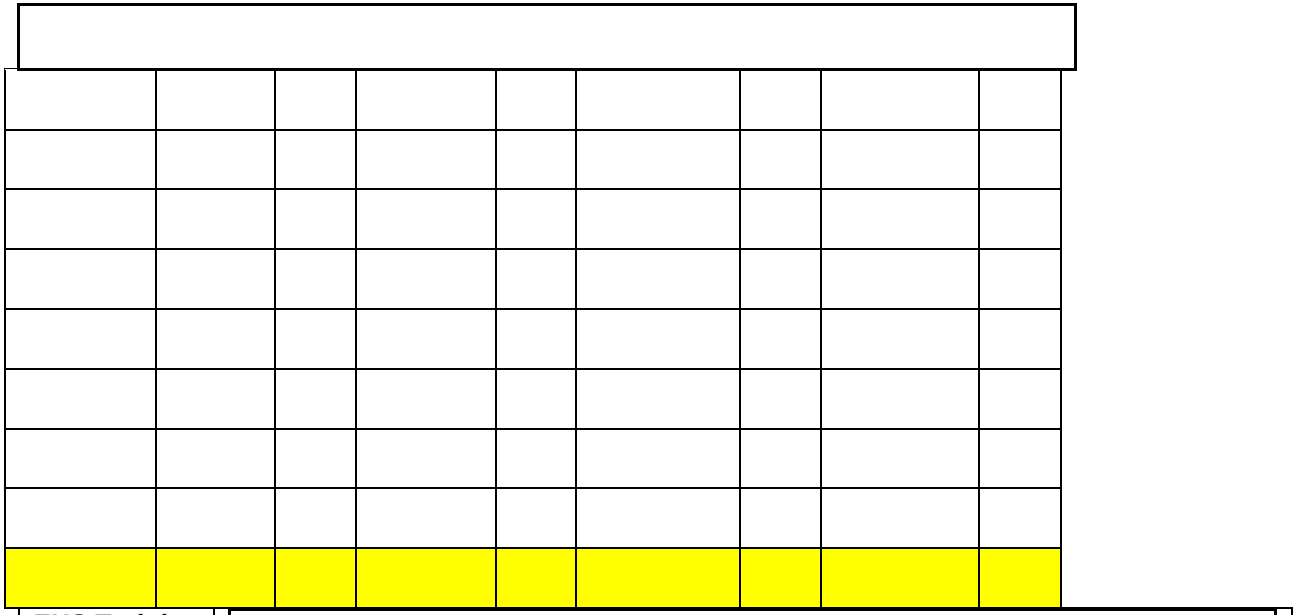
FY	HHEs and SHEs	% Change from prior year
2002/2003	38	n/a
2003/2004	42	+11
2004/2005	46	+10
2005/2006	39	-15
2006/2007	56	+44
2007/2008	49	-13
2008/2009	56	+14

EHS Training Programs FYs 2002/2003 – 2008/2009

Demonstrates a rising trend in the amount of safety training required in the District in order to achieve regulatory compliance.

EHS Training Programs

FY	# Topics	% Chg	# Training Sessions	% Chg	# Employees Trained	% Chg	Hours in the Classroom	% Chg
2002/2003	12	n/a	24	n/a	275	n/a	102	n/a
2003/2004	13	8	36	+50	389	+41	88	-14
2004/2005	23	77	50	+39	622	+60	114	+30
2005/2006	15	-35	55	+10	566	-9	124	+9
2006/2007	16	7	74	+35	669	+18	141	+14
2007/2008	23	+44	98	+32	1041	+56	165	+17
2008/2009	25	+9	82	-16	636	-39	164	-1



EHS Training Programs

EHS Training Programs

FYs 2002/2003 – 2009/2010

Demonstrates a rising trend in the amount of safety training required in the District in order to achieve regulatory compliance.

FY	# Topics	% Chg	# Training Sessions	% Chg	# Employees Trained	% Chg	Hours in the Classroom	% Chg
2002/2003	12	n/a	24	n/a	275	n/a	102	n/a
2003/2004	13	8	36	+50	389	+41	88	-14
2004/2005	23	77	50	+39	622	+60	114	+30
2005/2006	15	-35	55	+10	566	-9	124	+9
2006/2007	16	7	74	+35	669	+18	141	+14
2007/2008	23	+44	98	+32	1041	+56	165	+17
2008/2009	25	+9	82	-16	636	-39	164	-1
2009/2010	28	+12	107	+30	935	+47	191	+16

Ergonomic Workstation Evaluations (EWEs) Conducted By EHS

FYs 2003/2004 – 2010/2011

The total cost of

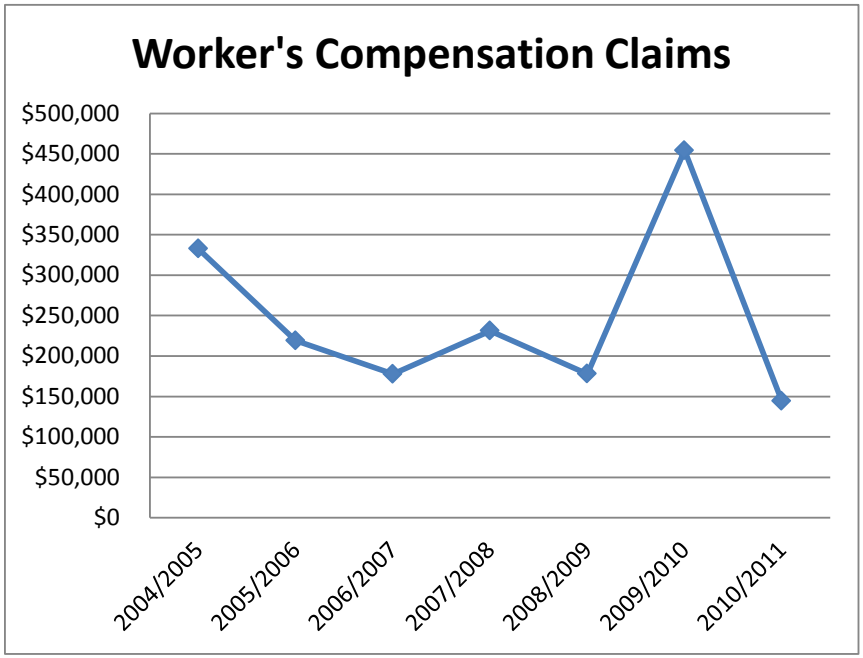
Ratio of Ergonomic Professional Staff to Ergonomic Workstation Evaluations (EWEs)

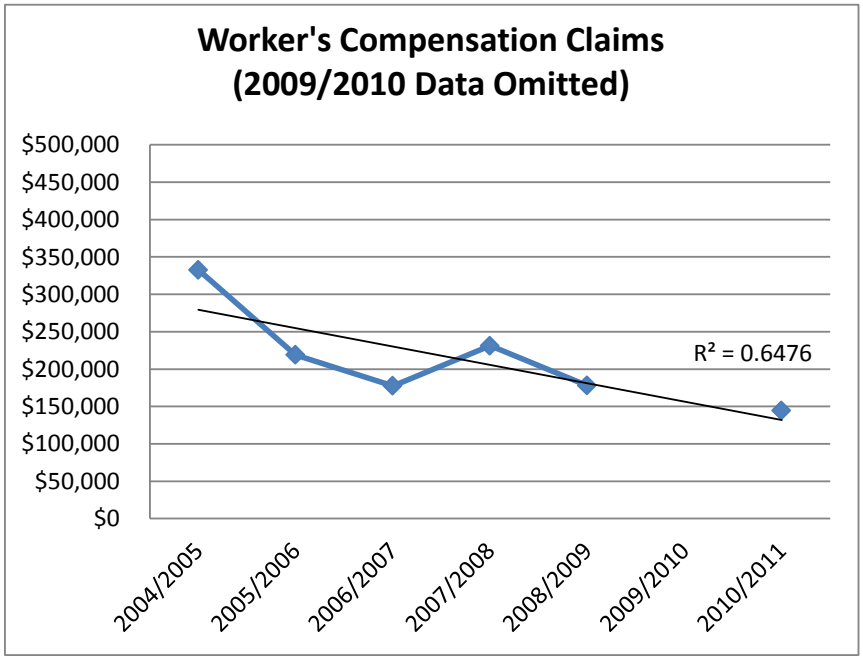
FY	Ergonomic Professional Staff	# of Ergonomic Evaluations	% Chg	Cost to EHS	Cost to Employee's Dept	Total Expenses	% Chg
2003/2004	2	44	n/a	n/a	n/a	n/a	n/a
2004/2005	1	52	+18	n/a	n/a	n/a	n/a
2005/2006	1	35	-33	$4,772.58	$1,990.78	$6,763.36	n/a

ergonomic solutions has been declining for the last couple of years. It is unclear why this is. With all the new buildings there has been a surplus of old usable furniture, so it might have something to do with that. For example, EHS has been re-purposing worn but serviceable ergonomic chairs rather than buying new ones.

2006/2007	1	71	+103	$16,119.80	$10,307.91	$26,427.71	+291
2007/2008	1	77	+8	$11,146.90	$6,680.94	$17,827.84	-33
2008-2009	1	75	-3	$10, 739.12	$7,238.91	$17, 978.03	-1
2009-2010	1	57	-25	$6,506.62	$1,705.11	$8,211.73	-54
2010/2011	1	42	-36	$3,017.14	$2,352.21	$5,369.35	-35

WORKER'S COMPENSATION COSTS				
FISCAL YEAR	NUMBER OF CLAIMS	PERCENT CHANGE	COST OF CLAIMS	PERCENT CHANGE
2004/2005	67	N/A	$332,674	N/A
2005/2006	43	-35.8%	$219,044	-34.2%
2006/2007	49	14.0%	$177,602	-18.9%
2007/2008	69	40.8%	$231,178	30.2%
2008/2009	49	-29.0%	$177,919	-23.0%
2009/2010	62	26.5%	$454,201	155.3%
2010/2011	48	-22.6%	$144,435	-68.2%





The plots to the left show that, except for 2009/2010, the cost of Worker's Compensation claims has been trending down over time. Further research needs to be done to explain the reason for the huge increase in claim costs for 2009/2010, and to determine if there is a causal relationship between EHS programs and the down trend in claims costs.

Ratio of Professional Staff to Area Requiring Hazard Assessment and Abatement and Student and Employees Receiving Services

FYs 2002/2003 to 2010/2011

Demonstrates the inequity between the numbers of EHS professional staff and the increasing need to (a) conduct preventative work site evaluations, (b) respond to student and

Ratio of EHS Professional Staff to Area Requiring Hazard Assessment/Abatement and Students and Employees Receiving Services

FY	EHS Professional Staff	Acres	Bldgs	Rooms	OGSF	Employees	Student Enrollment
2002/2003	2	527	59	1,456	902,115	3,588	66,574
2003/2004	2	527	59	1,475	910,182	2,724	61,043
2004/2005	2	527	60	1,485	920,891	2,579	58,996
2005/2006	2	527	61	1,486	926,741	2,506	60,763
2006/2007	2	527	61	1,595	1,408,610	2,585	59,860
2007/2008	2	529	62	1,600	1,433,302	3,341	61,480
2008/2009	2	529	62	1,600	1,433,302	3,383 est	Fall 2008 Headcount 36,363 No info on Spring 2009 available
2009/2010	2	529	69	1,975	1,653,369	3,359	Fall 2009 to Spring 2010 61,024

employee complaints about workplace hazards and (c) investigate injury and illness incidents.	2010-2011	2	529	69	1,975	1,653,369	3174	Fall 2010 to Spring 2011 47,052

6.1 Progress and Accomplishments Since Last Program/Unit Review

Rank	Location	SP	M	Goal	Objective	Time Frame	Progress to Date
0001	ALL	00	00	1.0 Manage and coordinate District-wide projects and space 1, 2, 3, 4, 8 Planning	1.1 Plan, design, bud and complete the removal and restoration of roadway and parking surface as needed.	June 2014	+/- $50,000
0001	ALL	00	00	1.0	1.2 Plan, design, bud and complete the re-roofing of Plover Hall	June 2014	+/- $250,000
0001	ALL	00	00	1.0	1.3 RFP and implement contract for cogen engine and chiller at no cost to the District for the replacement (est. $1,200,000 savings)	December 2013	+/- $15,000
0001	ALL	00	00	1.0	1.4 Plan, design, bid and coordinate with PSTC to complete 7 projects to allow the Fire Program to be offered on-site.	December 2013	+/- $150,000
0001	ALL	00	00	1.0	1.5 Plan, design, bid and complete the ADA improvement projects	June 2014	+/- $60,000
0001	ALL	00	00	1.0	1.6 Review, order, replace lock and door hardware as needed in Burbank and Call Children Center.	June 2014	+/- $75,000
0001	ALL	00	00	1.0	1.7 Space planning and improvements as minimally required to meet departmental and grant/programmatic need(s).	Ongoing June 2014	TBD
0001	ALL	00	00	1.0	1.8 Plan, design and complete the acoustical installation in the Petaluma Call Hall Offices	June 2014	TBD/In-House
0001	ALL	00	00	1.0	1.9 Review with VPSS regarding layout of commencement site	April 2014	TBD
0001	ALL	00	00	1.0	1.10 Coordinate and support VPSS in reconfiguring the Associates Lounge for improved usage.	December 2014	+/- $12,000

0001	ALL	00	00	1.0	1.11 Establish with Foundation and garner BFC approval for Donor "Brick" pathway program	December 2014	TBD
0001	ALL	00	00	2.0 Develop and submit the District Five-Year Capital Outlay Plan to the State	2.1 Prepare, obtain Board approval and submit the 2013-2018 Major Capital Outlay Plan	June 2014	
0001	ALL	00	00	3.0 Develop and submit the District Five-Year Scheduled Maintenance Plan to the State	3.1 Prepare, obtain Board approval, and submit the District Five-Year Scheduled Maintenance Program	December 2013	
0001	ALL	00	00	3.0	3.2 Establish a Total Cost of Ownership practice towards maintenance and modernization planning	Ongoing/June 2013	
0001	ALL	00	00	4.0 Continue to implement District-wide energy conservation mesures and sustainable initiatives	4.1 Provide leadership and determine feasibility and effectiveness of various energy efficiency measures for Prop 39 submission, including study for the Solar Initiative	June 2014	
0001	ALL	00	00	4.0	4.2 Based on TCO/Accreditation requirement, establish need for "Energy and Sustainability Coordinator" position reporting to Dean FPO	Ongoing/June 2014	+/- $75,000
0001	ALL	00	00	4.0	4.3 Establish and adopt during the design phase, conservation and sustainable elements whenever feasible, such as PVs, lighting controls, ground-source heat pumps, thermal energy, storage, LEDs, increased recycling and water conservation	Ongoing/June 2014	
0001	ALL	00	00	4.0	4.4 Replacement of the Santa Rosa Cogeneration plant with new engines for efficiency and savings through cost avoidance, to not only reduce the carbon footprint, but also save on utility costs and avoid ongoing annual maintenance costs for 10 years.	Decembe 2013	+/- $15,000
0001	ALL	00	00	4.0	4.5 Provide leadership and continue to foster a relationship with the possibility of engaging in a no-cost energy conservation initiative at the District.	Ongoing/June 2013	TBD
0001	ALL	00	00	5.0 Enhance District-wide safety and risk management	5.1 Review and update the District Hazard Communication program for the new GHS-SDS requirements	June 2014	
0001	ALL	00	00	5.0	5.2 Review and improve the health and safety training awareness, by establishing monthly offerings of New Employee Safety Orientation and Emergency Preparedness	Ongoing/June 2014	
0001	ALL	00	00	5.0	5.3 Review and identify loss exposure trends with carrier to focus on supporting the reduction of the District loss exposure	Ongoing/June 2014	
0001	ALL	00	00	5.0	5.4 Review and restructure District Safety Programs, allowing for routine inspection teams and follow-up corrections.	Ongoing/June 2014	

0001	ALL	00	00	5.0	5.5 Update and revise Department Safety Leader program to Building Safety Coordinator and Area Safety Coordinator program towards supporting regulatory compliance and operational coordination	Ongoing/June 2014	
0001	ALL	00	00	6.0 Enhance District-wide sustainability initiatives	6.1 Continue review District-wide sustainable initiatives through IEPC to ensure conformance with District facility and budgetary parameters.	Ongoing/June 2014	
0001	ALL	00	00	6.0	6.2 Based on TCO/Accreditation requirements, establish need for "Energy and Sustainability Coordinator" position reporting to Director of Facilities Operations/Dean FPO	Ongoing/June 2014	+/- $75,000
0001	ALL	00	00	6.0	6.3 Continue to improve the District's sustainability presence and commitment by developing web page content from a cross discipline representation and coordinate efforts with PR/IT to maintain front page web presence as well as accuracy of content.	Ongoing/June 2014	
0001	ALL	00	00	6.0	6.4 Continue to develo the District's sustainability plan utilizing the CCC program template	Ongoing/June 2014	
0001	ALL	00	00	7.0 Enhance District-wide Emergency and Disaster Preparedness	7.1 Continue to foster cross-component support that would ensure a coordinated effort between the District EOC and the DOC's on campuses/sites during an emergency/disaster, and meet the District's initiative to reflect the College's commitment to maintain readiness in the event of an emergency	Ongoing/June 2014	
0001	ALL	00	00	7.0	7.2 Provide an update on District preparedness to the President and Board	Ongoing/Fall 2013	
0001	ALL	00	00	7.0	7.3 Implement the next phase of the Emergency Management Program with an outreach to the Santa Rosa community by developing and launching the Building Safety Coordinator/Area Safety Coordinator program	December 2014	
0001	ALL	00	00	7.0	7.4 Establish permanent EOC in Pedroncelli to utilize for District-wide regulatory required training (e.g. monthly NESO/Dis Prep, EOC/DOC, BSC/ASC)	December 2014	
0001	ALL	00	00	7.0	7.5 Develop and implement table top exercise that is campus/site specific covering possible topics such as earthquake preparedness, active shooter, special needs, disruptive individuals, fire, bomb threat, etc.	Ongoing/June 2014	

0001	ALL	00	00	7.0	7.6 Continue to provide leadership and foster established relationships for District practices in emergency and disaster.	Ongoing/June 2014	
0001	ALL	00	00	7.0	7.7 Participate in the Great California Shakeout not only with the Operational Area, but also to test/practice District procedures such as Alert U, Net Support Notify, duck, cover and hold-on (where applicable) etc.	October 2013	
0001	ALL	00	00	7.0	7.8 Provide leadership to the North Coast College University Mutual Aid Group as program manager of the six Community Colleges and three CSUs	Ongoing/June 2014	

6.2a Program/Unit Conclusions

Location	Program/Unit Conclusions
ALL	Facilities Planning and Operations (FPO) is transitioning to Total Cost of Ownership for facilities as the Bond projects and funds decline. This management is the most prudent and effective approach towards ensuring that our built and natural environment continue to suuport the Distritc's mission.
ALL	FPO will re-emphasize District EHS through prudent risk management, and continue to provide leadership in emergency preparedness.
ALL	FPO conitnues it's divisional focus on sustainable initiatives and planning while emphasizing the need for a coordinted approach.
ALL	FPO will continue to focus on the completion capital construction project at the Santa Rosa Campus. Key issue/question is the development of funding resources for "future projects" such as Barnett Replacement (Santa Rosa), Tauzer Gymnasium Expansion & Rehabilitation (Santa Rosa), Math-Science (Santa Rosa), and Burbank Rehabilitation (Santa Rosa).
ALL	SRJC needs to focus on fund development for future projects which require a combination of state and local monies.
ALL	An analysis of the impacts of the four day class schedule on the utilization of existing instructional facilities and how that affects SRJC's eligibility for new and modernized facilities is needed.
ALL	SRJC is having difficulty qualifying needed facilities for funding due to decreasing utilization related to the 4-day class schedule.
ALL	FPO will continue to focus on the completion capital construction project at the Santa Rosa Campus. Key issue/question is the development of funding resources for "future projects" such as Barnett Replacement (Santa Rosa), Tauzer Gymnasium Expansion & Rehabilitation (Santa Rosa), Math-Science (Santa Rosa), and Burbank Rehabilitation (Santa Rosa).
ALL	FPO will provide leadership in the District's Initiative IX - Emergency and Disaster Preparedness

6.2b PRPP Editor Feedback - Optional

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6.3a Annual Unit Plan

Rank	Location	SP	M	Goal	Objective	Time Frame	Resources Required
0001	ALL	00	00	1.0 Manage and coordinate District-wide projects and space 1, 2, 3, 4, 8 Planning	1.1 Plan, design, bud and complete the removal and restoration of roadway and parking surface as needed.	June 2014	+/- $50,000
0001	ALL	00	00	1.0	1.2 Plan, design, bud and complete the re-roofing of Plover Hall	June 2014	+/- $250,000
0001	ALL	00	00	1.0	1.3 RFP and implement contract for cogen engine and chiller at no cost to the District for the replacement (est. $1,200,000 savings)	December 2013	+/- $15,000
0001	ALL	00	00	1.0	1.4 Plan, design, bid and coordinate with PSTC to complete 7 projects to allow the Fire Program to be offered on-site.	December 2013	+/- $150,000
0001	ALL	00	00	1.0	1.5 Plan, design, bid and complete the ADA improvement projects	June 2014	+/- $60,000
0001	ALL	00	00	1.0	1.6 Review, order, replace lock and door hardware as needed in Burbank and Call Children Center.	June 2014	+/- $75,000
0001	ALL	00	00	1.0	1.7 Space planning and improvements as minimally required to meet departmental and grant/programmatic need(s).	Ongoing June 2014	TBD
0001	ALL	00	00	1.0	1.8 Plan, design and complete the acoustical installation in the Petaluma Call Hall Offices	June 2014	TBD/In-House
0001	ALL	00	00	1.0	1.9 Review with VPSS regarding layout of commencement site	April 2014	TBD
0001	ALL	00	00	1.0	1.10 Coordinate and support VPSS in reconfiguring the Associates Lounge for improved usage.	December 2014	+/- $12,000
0001	ALL	00	00	1.0	1.11 Establish with Foundation and garner BFC approval for Donor "Brick" pathway program	December 2014	TBD
0001	ALL	00	00	2.0 Develop and submit the District Five-Year Capital Outlay Plan to the State	2.1 Prepare, obtain Board approval and submit the 2013-2018 Major Capital Outlay Plan	June 2014	
0001	ALL	00	00	3.0 Develop and submit the District Five-Year Scheduled Maintenance Plan to the State	3.1 Prepare, obtain Board approval, and submit the District Five-Year Scheduled Maintenance Program	December 2013	
0001	ALL	00	00	3.0	3.2 Establish a Total Cost of Ownership practice towards maintenance and modernization planning	Ongoing/June 2013	
0001	ALL	00	00	4.0 Continue to implement District-wide energy conservation mesures and sustainable initiatives	4.1 Provide leadership and determine feasibility and effectiveness of various energy efficiency measures for Prop 39 submission, including study for the Solar Initiative	June 2014	
0001	ALL	00	00	4.0	4.2 Based on TCO/Accreditation requirement, establish need for "Energy and	Ongoing/June 2014	+/- $75,000

					Sustainability Coordinator" position reporting to Dean FPO		
0001	ALL	00	00	4.0	4.3 Establish and adopt during the design phase, conservation and sustainable elements whenever feasible, such as PVs, lighting controls, ground-source heat pumps, thermal energy, storage, LEDs, increased recycling and water conservation	Ongoing/June 2014	
0001	ALL	00	00	4.0	4.4 Replacement of the Santa Rosa Cogeneration plant with new engines for efficiency and savings through cost avoidance, to not only reduce the carbon footprint, but also save on utility costs and avoid ongoing annual maintenance costs for 10 years.	Decembe 2013	+/- $15,000
0001	ALL	00	00	4.0	4.5 Provide leadership and continue to foster a relationship with the possibility of engaging in a no-cost energy conservation initiative at the District.	Ongoing/June 2013	TBD
0001	ALL	00	00	5.0 Enhance District-wide safety and risk management	5.1 Review and update the District Hazard Communication program for the new GHS-SDS requirements	June 2014	
0001	ALL	00	00	5.0	5.2 Review and improve the health and safety training awareness, by establishing monthly offerings of New Employee Safety Orientation and Emergency Preparedness	Ongoing/June 2014	
0001	ALL	00	00	5.0	5.3 Review and identify loss exposure trends with carrier to focus on supporting the reduction of the District loss exposure	Ongoing/June 2014	
0001	ALL	00	00	5.0	5.4 Review and restructure District Safety Programs, allowing for routine inspection teams and follow-up corrections.	Ongoing/June 2014	
0001	ALL	00	00	5.0	5.5 Update and revise Department Safety Leader program to Building Safety Coordinator and Area Safety Coordinator program towards supporting regulatory compliance and operational coordination	Ongoing/June 2014	
0001	ALL	00	00	6.0 Enhance District-wide sustainability initiatives	6.1 Continue review District-wide sustainable initiatives through IEPC to ensure conformance with District facility and budgetary parameters.	Ongoing/June 2014	
0001	ALL	00	00	6.0	6.2 Based on TCO/Accreditation requirements, establish need for "Energy and Sustainability Coordinator" position reporting to Director of Facilities Operations/Dean FPO	Ongoing/June 2014	+/- $75,000
0001	ALL	00	00	6.0	6.3 Continue to improve the District's sustainability presence and commitment by developing web page content from a cross discipline representation and coordinate	Ongoing/June 2014	

					efforts with PR/IT to maintain front page web presence as well as accuracy of content.		
0001	ALL	00	00	6.0	6.4 Continue to develo the District's sustainability plan utilizing the CCC program template	Ongoing/June 2014	
0001	ALL	00	00	7.0 Enhance District-wide Emergency and Disaster Preparedness	7.1 Continue to foster cross-component support that would ensure a coordinated effort between the District EOC and the DOC's on campuses/sites during an emergency/disaster, and meet the District's initiative to reflect the College's commitment to maintain readiness in the event of an emergency	Ongoing/June 2014	
0001	ALL	00	00	7.0	7.2 Provide an update on District preparedness to the President and Board	Ongoing/Fall 2013	
0001	ALL	00	00	7.0	7.3 Implement the next phase of the Emergency Management Program with an outreach to the Santa Rosa community by developing and launching the Building Safety Coordinator/Area Safety Coordinator program	December 2014	
0001	ALL	00	00	7.0	7.4 Establish permanent EOC in Pedroncelli to utilize for District-wide regulatory required training (e.g. monthly NESO/Dis Prep, EOC/DOC, BSC/ASC)	December 2014	
0001	ALL	00	00	7.0	7.5 Develop and implement table top exercise that is campus/site specific covering possible topics such as earthquake preparedness, active shooter, special needs, disruptive individuals, fire, bomb threat, etc.	Ongoing/June 2014	
0001	ALL	00	00	7.0	7.6 Continue to provide leadership and foster established relationships for District practices in emergency and disaster.	Ongoing/June 2014	
0001	ALL	00	00	7.0	7.7 Participate in the Great California Shakeout not only with the Operational Area, but also to test/practice District procedures such as Alert U, Net Support Notify, duck, cover and hold-on (where applicable) etc.	October 2013	
0001	ALL	00	00	7.0	7.8 Provide leadership to the North Coast College University Mutual Aid Group as program manager of the six Community Colleges and three CSUs	Ongoing/June 2014	

6.3b Institution-Wide/Cross-Component Planning

Rank	Location	SP	M	Project Name	Funding Source	Cost	Objectives	Justification	Resources

0001	ALL	00	00	Strategic Planning with a Balanced Scorecard approach		$0.00	FPO Goals and Objectives based on a Balanced Scorecard matrices.	Division managers will meet and develop a Balanced Scorecard short and lone range plan identifying goals and spcific objectives.	