

LASSEN COMMUNITY COLLEGE

FACILITIES MASTER PLAN



2013-2018

2013-2018 Facilities Master Plan

The main campus consists of 248,195 square feet of space divided among fifteen buildings, four re-locatable buildings and nineteen outbuildings located on approximately 207 acres. All programs and services are housed in buildings designed for, or appropriate to their use. In addition to classrooms, laboratories, and offices, the college owns a 201 bed dormitory, library, cafeteria, several computer laboratories, and a large gymnasium. The main campus includes an all-weather running track, softball facility, stables for thirty horses, a rodeo arena, and an agricultural production facility. The College leases four rooms at the old Credence High School for the Nursing Program. Additionally, it maintains a lease to operate the Coppervale Ski Hill located fifteen miles to the West of the main campus. Coppervale is used for public recreation. Lassen College also maintains a lease with the City of Susanville Parks and Recreation District for the use of a baseball field.

The Director of Facilities is responsible for the physical plant. The Maintenance and Operations staff consists of four maintenance specialists; one five-month grounds maintenance person, one full-time classified custodial lead person, and three full-time custodians.

I. FACILITIES PLANNING COMMITTEE

The following individuals served as members of the 2012-2013 Facilities Master Planning Committee:

- Dave Clausen - (Administration)
- Ross Brosius - (Faculty)
- Dave Trussell - (Management alternate)
- Andy Faircloth - (Faculty)
- Brian Wolf - (Faculty)
- Eric Rulofson –(Management, committee chair)
- Francis Beaujon –(Management)
- Codi Mortell – (Classified)
- Nancy Lounsbury – (Classified)

II. 2013-2018 FACILITIES PLANNING COMMITTEE EXPECTATIONS AND STANDARDS

Expectation 1: Provide beautiful, clean well-maintained grounds

Standards:

- Use water conservation practices
- Create low maintenance zero-scaping
- Provide adequate resources to maintain campus cleanliness
- Reduce the overall carbon footprint of the college
- Promote a healthful college environment

Expectation 2: Provide a safe and secure campus

Standards:

- Maintain adequate exterior lighting
- Maintain the security of District assets
- Maintain safe walkways and parking access in inclement weather
- Maintain and provide campus security

Expectation 3: Provide barrier free access to campus facilities

Standards:

- Ensure all new construction and major remodels include barrier free access
- Assure campus access and navigation

Expectation 4: .Optimize the utilization of campus space

Standards:

- Integrate planning, utilization and communication
- Maintain facilities for optimal energy and personnel efficiency
- Provide educational environments that are appropriate to the discipline
- Remove redundant sidewalks

FACILITIES MASTER PLAN ACTION PLAN 2013-2018

Facilities Action Plan 2013-2014 - 3 Strategies

Goal	Objective	Strategy Description	Desired Outcome	Timeline	Responsible Party(s)	Performance Measures
3	3.4.a.	Locate and prioritize funding to modernize The District's equipment & facilities <ul style="list-style-type: none"> • VTEA Funds • CCCC State Chancellor's Grants • Other Grants 	Secured funding outside District general funds	Fall 2013	Dean of Instructional Services, Director of Facility	
1	1.5.b. 1.5.c.	Full Disaster Preparedness compliance <ul style="list-style-type: none"> • Implement the Keenan and Associates disaster preparedness online training program & create a District wide staff training schedule • Implement the Disaster Preparedness Plan (DPP) • Address ongoing safety and security concerns 	Complete the required Disaster preparedness training for permanent employees. Campus wide awareness of the Disaster Preparedness Plan	Fall 2013	Director of Human Resources, Director of Facilities, Campus Safety Committee	
3	3.5.a.	Implement the District's Scheduled Maintenance Five-Year Plan when funded (see Appendix A) <ul style="list-style-type: none"> • Annually submit projects for funding and complete funded projects 	Completion of funded projects as scheduled	Spring 2014	Director of Facilities	

Facilities Action Plan 2014-2015 - 4 Strategies

Goal	Objective	Strategy Description	Desired Outcome	Timeline	Responsible Party(s)	Performance Measures
3	3.4.a.	Locate and prioritize funding to modernize The District's equipment & facilities <ul style="list-style-type: none"> • VTEA Funds • CCCC State Chancellor's Grants • Other Grants 	Secured funding outside District general funds	Fall 2014	Dean of Instructional Services, Director of Facility	

1	1.5.a. 1.5.b.	Complete the implementation of all required employee disaster preparedness training using the Keenan and Associates disaster preparedness online training program	Complete the required Disaster preparedness training of all part time employees	Fall 2014	Director of Human Resources, Director of Facilities	
3	3.5.a.	Implement the District's Scheduled Maintenance Five-Year Plan when funded (see Appendix A) <ul style="list-style-type: none"> Annually submit projects for funding and complete funded projects 	Completion of funded projects as scheduled	Spring 2015	Director of Facilities	
3	3.4.b.	Create and equip a virtual library facility including climate control		Spring 2015	Director of Facilities Institutional Technology Department	An equipped virtual library

Facilities Action Plan 2015-2018 - 3 Strategies

Goal	Objective	Strategy Description	Desired Outcome	Timeline	Responsible Party(s)	Performance Measures
4	4.4.a.	Continue the elimination of physical barriers and address ADA compliance issues <ul style="list-style-type: none"> Replace 2.5% of sidewalks that don't meet ADA compliance. 	2.5% sidewalks replaced	Each Fall	Director of Facilities	
3	3.4.a.	Locate and prioritize funding to modernize The District's equipment & facilities <ul style="list-style-type: none"> VTEA Funds CCCC State Chancellor's Grants Other Grants 	Secured funding outside District general funds	Each Fall	Dean of Instructional Services, Director of Facility	
3	3.5.a.	Implement the District's Scheduled Maintenance Five-Year Plan when funded (see Appendix A)	Completion of funded projects as	Each Spring	Director of Facilities	

		<ul style="list-style-type: none">Annually submit projects for funding and complete funded projects	scheduled			
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APPENDIX: District Scheduled Maintenance Five-Year Plan

I. Roof Repairs or Replacement

Fiscal Year of Funding	Needs	State Funds	Local Funds	Est. Repair/ Replacement Cost
2013	Creative Arts flat roof	\$15,100.00	0	\$15,100.00
2014	Replace the Maintenance and Receiving metal roof	\$200,000.00	0	\$200,000.00
2015	Replace the Cafeteria metal roof	0	\$119,500.00	\$119,500.00
2015	Replace the Dormitory metal roof	0	\$300,000.00	\$300,000.00
2016	Replace Sports Complex flat roof	\$46,800.00	0	\$46,800.00
2017	Replace Boardroom metal roof	\$36,400.00	0	\$36,400.00

II. Utility Repairs or Replacement

Fiscal Year of Funding	Needs	State Funds	Local Funds	Est. Repair/ Replacement Cost
2013	Replace Electrical Distribution #3 GFIC Breaker	\$75,000.00	0	\$75,000.00
2013	Replace Electrical Distribution #1 GFIC Breaker	\$51,000.00	0	\$51,000.00
2014	Replace 14 KV electrical transformers with 12KV units	\$192,400.00	0	\$192,400.00
2015	Replace Sports Complex Motor Control Center	\$64,800.00	0	\$64,800.00
2015	Replace Sports Complex Electrical panels	\$32,000.00	0	\$32,000.00
2016	Replace Creative Arts Motor Control Center	\$45,000.00	0	\$45,000.00
2016	Test and Inspect 14KV equipment and remove UPS	\$41,000.00	0	\$41,000.00
2017	Replace underground high voltage cables (14KV)	\$145,000.00	0	\$145,000.00

III. Mechanical Repairs or Replacement

Fiscal Year of Funding	Needs	State Funds	Local Funds	Est. Repair/ Replacement Cost
2013	Repair Creative Arts chiller	\$95,680.00	0	\$95,680.00
2013	Replace HVAC air compressors w/standalone units phase I	\$130,000.00	0	\$130,000.00
2014	Replace Environmental Control System phase I	\$676,000.00	0	\$676,000.00
2015	Install stand-alone boilers phase II	\$20,800.00	0	\$20,800.00

2015	Replace Elevator Control System	\$12,480.00	0	\$12,480.00
2015	Replace water heaters	\$234,000.00	0	\$234,000.00
2016	Replace campus main heating plant	\$520,000.00	0	\$520,000.00
2017	Install stand-alone boilers phase III	\$312,000.00	0	\$312,000.00

IV. Exterior Repairs or Replacement

Fiscal Year of Funding	Needs	State Funds	Local Funds	Est. Repair/ Replacement Cost
2013	Repair concrete loading dock	0	\$29,000.00	\$29,000.00
2014	Replace cracked and failing walkways Dormitory & Administration	\$34,000.00	0	\$34,000.00
2015	Replace Cracked and Heaving Sidewalks phase II	\$31,200.00	0	\$31,200.00
2016	Repaint Ag, Trades, and Softball out building exteriors	\$12,688.00	0	\$12,688.00
2017	Replace Cracked and Heaving Sidewalks phase III	\$31,000.00		\$31,000.00

V. Other Repairs or Replacement

Fiscal Year of Funding	Needs	State Funds	Local Funds	Est. Repair/ Replacement Cost
2014	Repaint the Humanities building interior walls	\$36,400.00	0	\$36,400.00
2014	Remove hazardous waste from the L, M, and N buildings	\$130,000.00	0	\$130,000.00
2015	Replace Math/Science floor coverings	\$58,400.00	0	\$58,400.00
2015	Repaint the Auto Shop interior walls	\$22,880.00	0	\$22,880.00
2015	Replace flooring in the Dormitory	0	36,400.00	\$36,400.00
2016	Remove asbestos from Dormitory piping and ceilings	\$24,000.00	0	\$24,000.00
2016	Repaint Math/Science interior walls	\$24,960.00	0	\$24,960.00
2017	Repaint Sports Complex shower rooms	\$29,150.00	0	\$29,150.00
2017	Replace flooring in Administration and Business buildings	\$13,000.00	0	\$13,000.00

Facility Planning Committee
Non-Prioritized IPR & NIPR Facility Recommendations
2013-2014

1. Improve physical handicapped access to all library materials and services, including the circulating books now shelved on the library's mezzanine. [2002- Library NIPR Priority #1] - Status: Completion scheduled through the Humanities Modernization
2. Improve climate control in the library space to provide a reasonable working environment year round for students, staff, and equipment. [2002- Library NIPR Priority #2] - Status: Completion scheduled through the Humanities Modernization
3. Monitor and improve electrical and data wiring to meet growing needs. [2002- Library NIPR Priority #3] - Status: Completion scheduled through the Humanities Modernization
4. Provide a new or remodeled library large enough to meet current and future needs, including seating and shelving, following the specifications in Title V. [2002- Library NIPR Priority #4] - Status: Completion scheduled through the Humanities Modernization
5. Seek funding to develop adequate facilities for the most efficient, effective provision of library services to all Lassen College students. [2002- Library NIPR Priority #5] - Status: Completion scheduled through the Humanities Modernization
6. Allocate funding for adequate air conditioning for the vocational building and the program office in the Careers Building [2004- GunSmithing IPR Priority #7] - Status: portable a/c units purchased for Financial Aid and counseling areas, the remainder of the building is served by window swamp coolers.
7. The GunSmithing/NRA Program will need additional machine shop and laboratory space to accommodate additional students safely. [2004- GunSmithing IPR Priority #8] - Status: remains a need
8. Establish and implement maintenance schedule for the piano. [2004 – Music IPR Priority # 5] Status: remains a need
9. Provide a chemical storeroom exhaust system for the central biology preparation room. [2004 -Biological IPR Priority #12] - Status: remains a need

10. Replace the partition between the two lecture room (MS-121 and MS-122) with a solid soundproof wall. [2006 -Mathematics IPR Priority #16] Status: remains a need
11. Maintain, repair and clean facilities on a frequent and on-going schedule. Prevent disrepair of Physical Education facilities whether in the Sports Center building, elsewhere on-campus or at off-campus facilities under LCC control. [2006 – Physical Education IPR Priority # 1] - Status: Created dayshift custodial position to help address cleanliness. Maintenance and repair remains a need due to low M&O staffing levels
12. Make available facilities dedicated to each of the following types of class: fitness (yoga, dance, and senior fitness), wrestling, and baseball/softball hitting cages and adapted Physical Education. [2006 – Physical Education IPR Priority # 4] - Status: remains a need
13. Upgrade Fitness Center space and equipment, replace worn carpet and linoleum in Fitness Center with rubber flooring intended for weight rooms. [2006 – Physical Education IPR Priority # 5] - Status: some rubber floor installed complete replacement included in 5 Year Scheduled Maintenance Plan
14. Build soccer and baseball fields on campus [2006 – Physical Education IPR Priority # 12] - Status: conversion of the track in-field into a soccer field began Fall 2013.
15. Completely replace the track surface that is in complete disrepair so use can be continued safely by Physical Education courses, Intercollegiate Athletics teams and community use. [2006 – Physical Education IPR Priority # 13] - Status: included in the long range plan to build a new soccer field at the track.
16. Replace ceramic tile flooring in the men’s locker room, women’s locker room and training room. [2006 – Physical Education IPR Priority # 15] - Status: remains a need
17. Explore feasibility of building an on-campus pool facility. [2006 – Physical Education IPR Priority # 16] - Status: remains a need.
18. Build structure for delivery of drinking water to softball field, track, soccer practice field and any other outdoor facilities that may be developed. Build drinking fountains. [2006 – Physical Education IPR Priority # 18] - Status: partially completed, remains a need
19. Install volleyball pole receptacles in gymnasium floor and follow through with other work orders that have been submitted for Physical Education and Athletics equipment and facilities. [2006 – Physical Education

IPR Priority # 20] - Status: Remains a need due to low M&O staffing levels and lack of funds to purchase floor covers.

20. Work with Maintenance staff to monitor temperatures in the Sports Center; control temperatures in each activity room to better accommodate student comfort during activity courses. [2006 – Physical Education IPR Priority # 21] - Status: Ongoing, new heating controls are including in the 5 Year Scheduled Maintenance Plan.
21. Improve heating, cooling and air circulation in HU110-112. [2007- Work Experience IPR Priority #3] - Status: Completion through the Humanities Modernization
22. Allocate funding for adequate air-conditioning for the Humanities building and the Creative Arts building. [2007 –Liberal Arts IPR Priority #12] - Status: Completion through the Humanities Modernization
23. Repair the "rattles" in the heating system as needed. [2007 –Liberal Arts IPR Priority #13] - Status: Completion through the Humanities Modernization
24. Clean carpets on a scheduled and frequent basis and/or replace carpets in the Humanities building and the Creative Arts building. [2007 –Liberal Arts IPR Priority #14] - Status: flooring replaced in classrooms HU107, 106, 204, 206, 213, 214 the remainder of Humanities to be replaced through the Humanities Modernization
25. Review handicapped access to both buildings and report problems to the Administration. [2007 –Liberal Arts IPR Priority #16]
26. It is necessary to maintain the temperature in the building as close to 72°F as possible to prevent unsafe conditions as a result of the chemicals stored in the laboratory and prep rooms. [2008 –Physical Science IPR Priority #14]- Status: Ongoing
27. Remove and replace wood panels, wallpaper, etc. that were damaged by water (Math-Science). [2008 – Physical Science IPR Priority #16] - Status: remains a need
28. Repair or replace the controls for the heating and cooling system, and provide regular maintenance for them. [2008 –Physical Science IPR Priority #25] - Status: installed new boilers however, the replacement of HVAC controls remains a need

29. Facility additions or improvements should be included in budget planning, with current cost projections, for the maintenance of Program activities (independent from FTE generation): [2008-Agriculture IPR Priority #8]
- Status: remains a need
 - a. Livestock wash rack area Status: remains a need
30. These facility additions should be considered in budget planning, with current cost projections, when student enrollment generations 70 FTE: [2008-Agriculture IPR Priority #9] - Status: remains a need
 - a. Indoor arena for rodeo practice and horse classes Status: remains a need
 - b. Safety fence (pipe construction) around perimeter of agriculture facilities Status: remains a need
 - c. Landscaping of agriculture facilities Status: remains a need
31. Examine the feasibility of establishing a portable computer lab. Prepare VT 101 to be used as a classroom/lab. [2008- Business IPR Priority #9] - Status: remains a need
32. Establish a \$100,000.00 match fund account to be used as the District match for the Scheduled Maintenance Program Architectural Barrier Removal Program, Capital Outlay Construction program, and other available grants requiring matching funds. [2008- Maintenance and Operations NIPR Budget Priority #6] -
33. Seek a new facility for the Fire Technology Program, possibly the Co-Gen Plant [2009 Fire Technology IPR Priority # 7] - Status: remains a need
34. Seek relocation/expansion of facility for the Gunsmithing Program including the possibly of an indoor range. [2009-Gunsmithing IPR Priority # 3] - Status: remains a need
35. Locate additional classroom space for the NRA Program that is compliant with Board Policy 6900 regarding the possession of firearms on campus. [2009-Gunsmithing IPR Priority # 5] - Status: remains a need
36. Schedule maintenance for the remedial English classroom. [2009- Basic Skills IPR Budget Priority #8] - Status: remains a need
37. Replace the partition between the two lecture rooms (MS-121 and MS-122) with a solid soundproof wall. [2009- Basic Skills IPR Budget Priority #14] - Status: remains a need

38. Provide a clean living environment that encourages students to keep the facility clean. [2009- Residential Life NIPR Budget Priority #14] - Status: increased custodial work-study allotment to improve services. Ongoing still needs improvement.
39. [2009-10-Agriculture IPR Priority]
 - a. Assess the availability of office space for part-time faculty.
 - b. Establish MS-101 as a conference room/small classroom.
 - c. Assess the feasibility of providing additional lecture space in the Math/Science building. Converted
 - d. Landscaping of agriculture facilities
 - 1) Installation of sprinkler system for lawn area and arena
 - 2) Plant trees and plants in livestock area
 - e. Wash Rack area
 - f. Heater for green house

Completed IPR & NIPR Facility Recommendations

1. Clean carpets on a scheduled and frequent basis and/or replace carpets in the Humanities building and the Creative Arts building. [2007 –Liberal Arts IPR Priority #14] - Status: flooring replaced in classrooms HU107, 106, 204, 206, 213, 214 the remainder of Humanities to be replaced through the Humanities Modernization
2. LCC Kinship Program recommends that the Kinship Classroom and Library stay together in one place for consistency and convenience of our elderly participants. [2009- Kinship NIPR] - Status: scheduled to move to CA116 which includes cabinets and shelves.
3. Facility additions or improvements should be included in budget planning, with current cost projections, for the maintenance of Program activities (independent from FTE generation): [2008-Agriculture IPR Priority #8] - Status: remains a need
 - a. Water truck for arenas and pens Status: purchased in 2012.
4. Provide a clean living environment that encourages students to keep the facility clean. [2009- Residential Life NIPR Budget Priority #14] - Status: increased custodial work-study allotment to improve services. In 2012 a custodial staff member was moved to dayshift. Cleanliness has improved.
5. Reconfigure the cubicles and office spaces to provide increased privacy and confidentiality, improve student services and efficiency. [2009- Enrollment Services NIPR Facilities] - Status: constructed walls and a window in Financial Aid and Counseling to improve confidentiality.

Lassen Community College Long Range Site Development Plan

- Expand the Agriculture Complex with additional Fencing, Pipe Corrals, Tack and Wash Rooms, Permanent Bleachers and Landscaping.
- Allied Health Institute
- Baseball Complex
- Second Campus Entrance
- Confidence Athletic Course
- Removal/reuse of the Co-Generation Facility
- Second Dormitory
- Fire Science Facility
- Frisbee Golf Course
- Expand the GunSmithing Machine shop and Work shop.
- Indoor Horse Riding Arena
- Indoor Shooting Range
- Indoor Swimming Pool Complex
- Long and triple jump, pole vault, shot put, hammer throw, and high jump facilities
- Performing Arts Center
- Public Safety Academy
- Recreational Vehicle Park
- Soccer Field Complex
- Student Services Building

LASSEN COMMUNITY COLLEGE DISTRICT

REAL PROPERTY REPORT

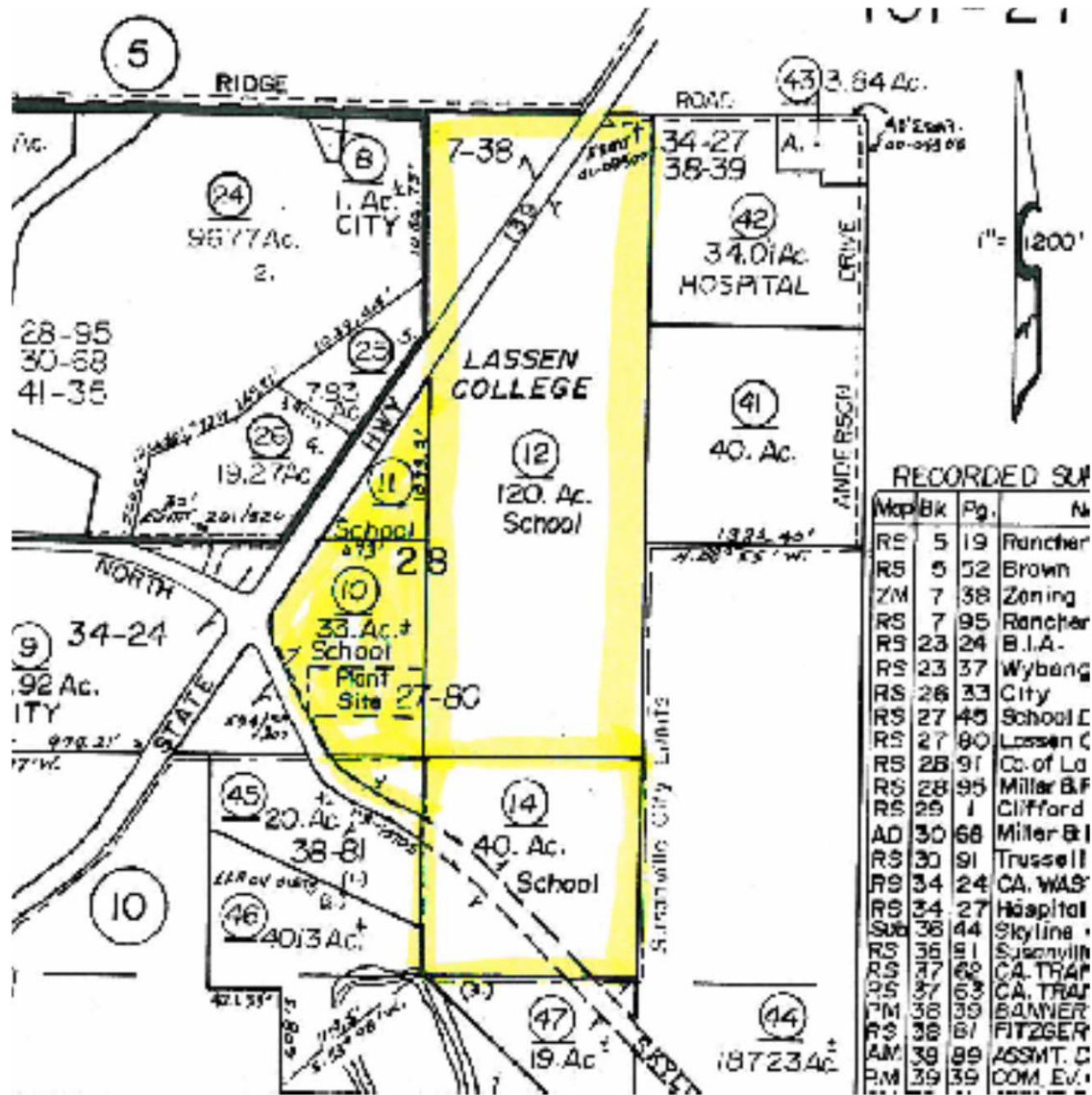
DECEMBER 6, 2011

Campus Property

- A) Parcel 10 = 33 Acres
- B) Parcel 11 = 16 Acres
- C) Parcel 12 = 120 Acres
- D) Parcel 14 = 40 Acres

Comments – (209 acres) This is our core property. Hwy 139 cuts across one of our sections to the north. Skyline East cuts across one of sections to the south. Two issues that the District is grappling with are what to do with the Co-Gen Plant and the need for an additional access road. Lassen College only has one ingress/egress point. If that point was ever closed down for an extended period of time the campus would basically be landlocked. Although expensive, an alternative ingress/egress point should be considered.

Main Campus Property



RECORDED SUR

Map	Bk	Pg.	No.
RS	5	19	Rancher
RS	5	52	Brown
ZM	7	38	Zoning
RS	7	95	Rancher
RS	23	24	B.I.A.
RS	23	37	Wybang
RS	26	33	City
RS	27	40	School I
RS	27	60	Lassen C
RS	28	91	Co. of La
RS	28	95	Miller B.F
RS	29	1	Clifford
AD	30	68	Miller B.I
RS	30	91	Trussell
RS	34	24	CA. WAS
RS	34	27	Hospital
Sub	38	44	Styline
RS	36	81	Susannah
RS	37	60	CA. TRAP
RS	37	63	CA. TRAP
PM	38	39	BANNER
RS	38	61	FITZGER
AM	39	89	ASSMT. C
PM	39	39	COM. EV.

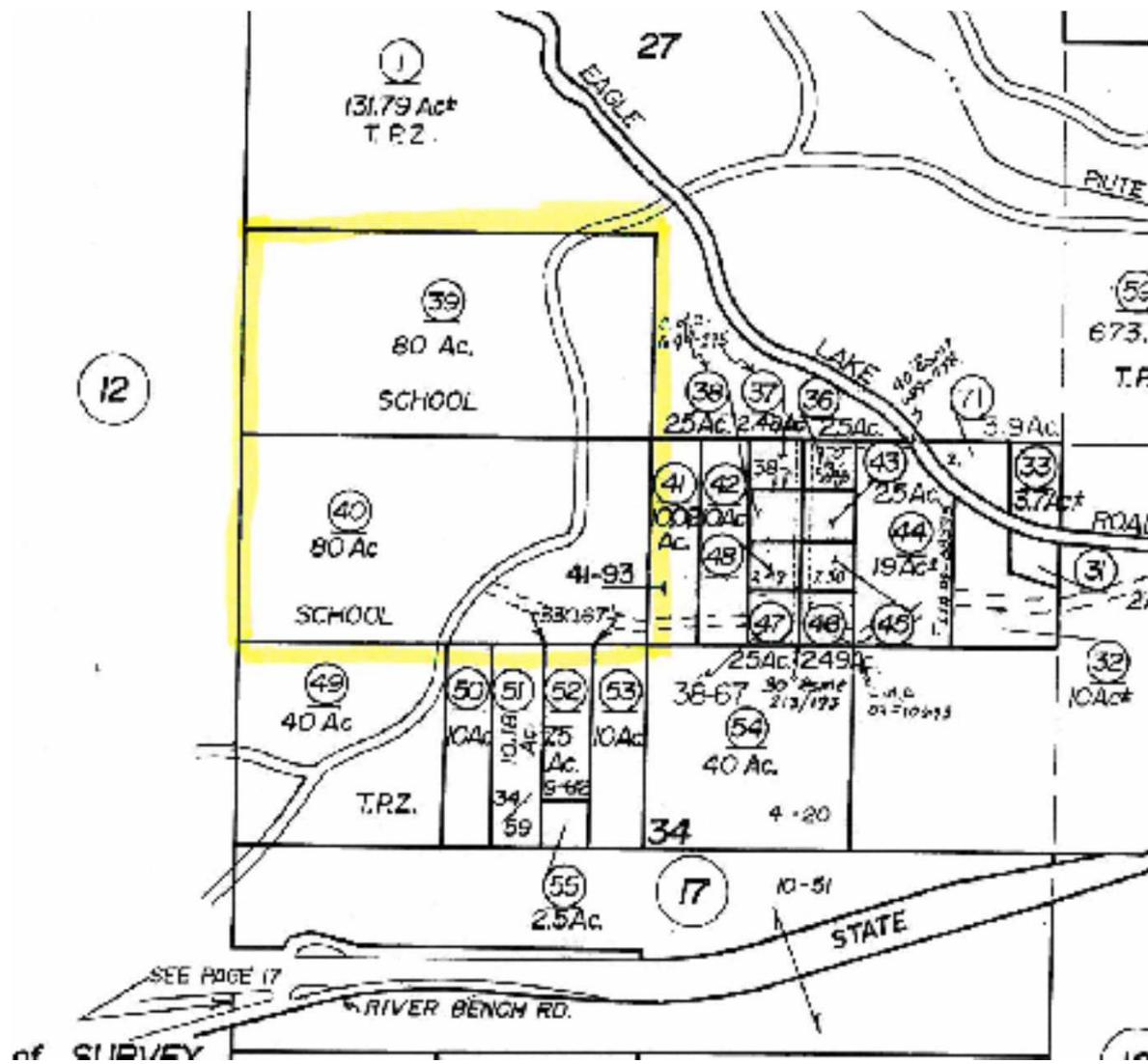
Forest Property

A) Parcel 39 = 80 Acres

B) Parcel 40 = 80 Acres

Comments – (160 acres) This property is located between Eagle Lake Road and Highway 44. This property has endless educational opportunities. It is a timbered property with easy access. We do have issues with dumping on the property. We are told this property also has some minor mistletoe issues. The Lassen College Fire Science Club has volunteered to clean up the dumping areas. This property needs to continue to be a part of the District, and a plan for educational use should be considered.

Forest Property



















Herlong Property

- A) Parcel 42 = 143 Acres
- B) Parcel 43 = 66 Acres
- C) Parcel 44 = 9 Acres
- D) Parcel 45 = 58 Acres
- E) Parcel 46 = 31 Acres

Comments – (307 acres) This property is located at the backside of the Sierra Army Depot. This land is barren with high alkalinity in the soil. Even the sage and other brush are not thriving on this piece of property. I know there are several areas around the property that appear to have geo thermal. The District will also vette this property through shared governance to see if there is a perceived District need to hold onto this property.















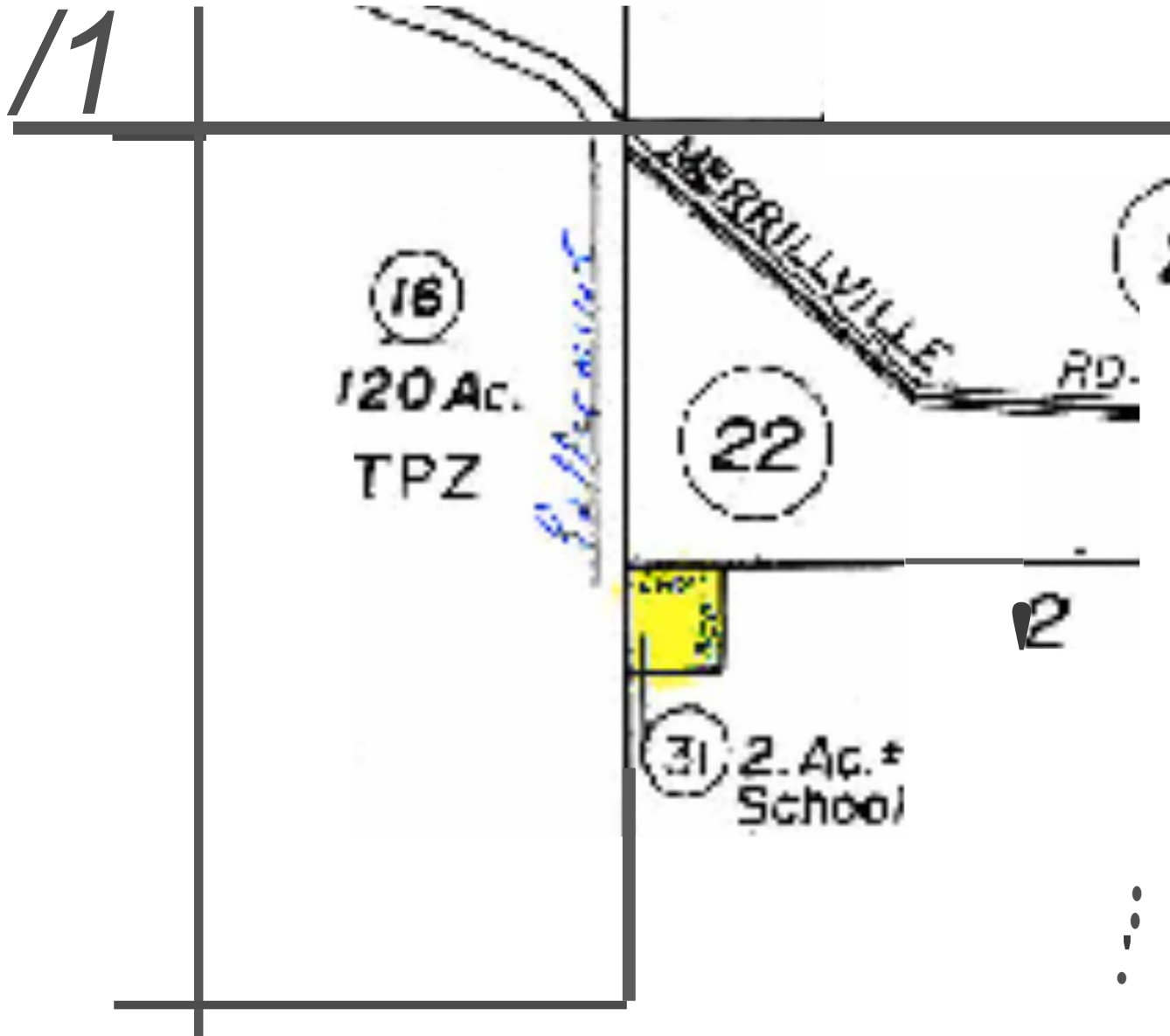


Merrillville Property

A) Parcel 31 = 2 Acres

Comments – (2 acres) This property off of Merrillville Road is small and you will see by the pictures we have residences nearby. We will vet this through our shared governance to see if there is a perceived District need to hold onto this property. This property appears to be much more of a liability than one of educational opportunity.

Merillville Property















Approved by Facility Planning Committee 4-10-13