



FEATURES...

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Campus Center Instructional Buildings

The center of the campus is home to Buildings 14 and 16, key facilities for our instructional mission. Both buildings have completed their modernizations, which include new flooring, paint and hardware. Some rooms have received upgraded heating and cooling units. Electronic access controls have been installed and integrated with the campus system. New wireless data ports were added. All existing restrooms were completely renovated to meet code and make them fully accessible. All classrooms in both buildings have been upgraded to include the Smart classroom amenities; an overhead projector wired to the teacher's station for direct instruction via the internet and other media devices. Both buildings are enjoying newly remodeled lobbies, with lovely decorative paneling and cabled display systems. Look up at those ceilings—dual functioning "clouds" which offer softened lighting and improved acoustical quality throughout those tall spaces. Building 16 has also received a new lift, making the 2nd floor accessible to all students. B14 has 3 greatly modernized computer labs. And both 14 and 16 have exciting new break rooms for students. *Enjoy!*

Special Points of Interest

- *New display board surfaces in classrooms and corridors*
- *New student and instructor furnishings*
- *Smart classroom technology*
- *New accessible restrooms for both students and staff*
- *Highly effective window treatments*
- *Improved accessibility*

CSM goes Green!

New Furniture

Your comfort, safety and satisfaction are important to us. As part of the modernization of Buildings 14 & 16 we've replaced outdated furniture with state of the art ergonomic solutions, from height adjustable desks and mobile storage units to articulating seating all to fit. The furniture vendor can schedule training sessions soon after you've moved in to assist you in adjusting the items to your specific requirements and help you understand how to get the most out of this new equipment.

We are confident that you will realize immediate benefits from this new approach! Our furniture, fixtures and equipment coordination team, Dovetail Decision Consultants, Inc., will conduct a post-installation assessment after you've used the furniture for about a month to review the effectiveness of the layouts, products and requirements.



Post Construction

Welcome to your newly renovated facilities! We hope you find your new classrooms to be comfortable, effective and inspiring. The project team has inspected these areas and documented any minor defects for follow-up by the contractor or furniture installer. If you have any questions or concerns regarding your new learning and working spaces, please use the processes outlined in this newsletter so they can be addressed expediently.

While your buildings are ready to be reoccupied, the entire scope of the construction project is not fully complete.

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Building Access Controls

The new state of the art access controls system in Buildings 14 and 16 were designed to maximize security and convenience. Several deans worked with District staff and faculty to customize the access controls system for your unique spaces. All exterior doors and computer spaces, or rooms requiring a higher level of security, are accessible with a device referred to as a "fob". The fob is reprogrammable remotely when a user's need for access changes. Interior spaces and low level security rooms are accessible with a mechanical key.

Exterior doors are scheduled to unlock and lock at prescribed times. Doors may be programmed to unlock/lock outside of scheduled periods by following the instructions provided on the right. The system automatically "sweeps" all of the readers each night at 10:30 p.m. and locks any doors that are in the unlocked mode.

Fobs and/or keys have been ordered for staff and faculty that are regular occupants in buildings 14 and 16. Devices are available for pick-up at the campus security desk in Bldg 1, second floor, effective January 16, 2009.

Questions? Call your CPD contact Pepper Powell at powellp@smccd.edu or ext. 6811.



Fob

To unlock a door, hold the fob in front of Key Pad or Reader device



Key Pad



Reader

To program a door to remain unlocked while occupied, at the key pad:

- Press "**1"
- Present your fob in front of the keypad

To program a door to lock:

- Press "**2"
- Present your fob in front of the keypad



IAQ (Indoor Air Quality)

The new digital control system in Buildings 14 and 16 was designed to maximize occupancy comfort, improve indoor air quality and ensure energy efficiency. You can make temporary temperature adjustments using the thermostats in each zone.

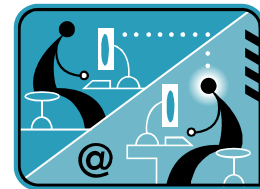
An Override Sensor lets you control the tem-



To learn more about temperature controls click on:

<http://www.smccd.edu/accounts/smccd/departments/facilities/FAQs.shtml>

Smart Classrooms



Buildings 14 and 16 are now equipped with smart class technology. The ITS department has developed a site with useful information and instructions. Please use the following link developed by Alexis in CSM ITS to explore this great resource:

<http://www.smccd.edu/media/sclassrooms.html>

Need further help? Please contact ITS through their help center on the portal page.

IEQ (Indoor Environmental Quality)



The design of Buildings 14 and 16 and the selection of furniture and architectural finishes were based on a wide variety of criteria, including Indoor Environmental Quality factors to ensure that the building is a healthy and comfortable learning and working environment. To learn more about indoor environmental quality, please visit our web site at <http://www.smccd.edu/accounts/facilities/maintoperation/IndoorEnvQual.htm>.

Post Construction continued...

The following items are still outstanding: some new exterior doors, completion of door hardware installation and corridor seating which should be completed within the next three weeks.

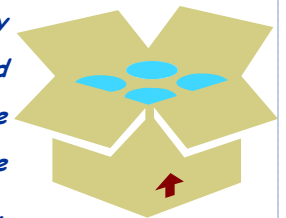
ITS staff have completed phone and computer connections. If you should discover a problem, please submit a request through the HelpCenter at <http://www.smccd.net/accounts/portal/>. A great deal of effort was made to properly balance and level the new furniture prior to your move-in. Moving pieces could affect this balance, particularly the lecterns, which should not be moved at all. If you should need to move any furniture items please submit a request for assistance.

Your Construction Planning/Swinerton team will continue to oversee completion of any remaining punch-list items and issues that arise after you have begun teaching and working in your new spaces. We will issue email updates regarding these items.

Submit your post move-in
construction related requests to
Pepper Powell
powellp@smccd.edu — ext. 6811
<http://www.smccd.net/accounts/portal/>

PACKING BOXES

Once you've unpacked your items, please flatten your empty packing boxes and place them for pick-up in the hallway outside the office only. Please do not place boxes in corridors or other main pathways. The boxes will be collected periodically and reused for future workspace relocations.



Project Team

SMCCCD: *Facilities Planning & Operations*

Information Technology Services

Construction Planning Department

Architect : *DES Architects/Engineers*

Contractor: *Rodan Builders, Inc.*

Construction Manager: *Swinerton Mgmt. & Consulting*

Furniture Consultant: *Dovetail Decision Consultants,*

Inspector of Record: *CIS, Inc.*

Special CSM Advisor: *Grace Sonner*



Grace Sonner, CSM

Danny Tanaka, Project Mgr



Phil Hoevker, Rodan

Lisa Nagai, SMC

A special thanks to all of the faculty, staff and administrators who contributed their time, effort and ideas to this project. Their involvement & input was critically important to the project's success.

Genevieve Romer,

Project Mgr

Aaron Dodge, IOR



Facilities Excellence

The CSM Facilities Maintenance Team is here to assist you with physical facilities maintenance and operational issues.

Service levels and expectations:

http://www.smccd.edu/accounts/facilities/maintoperation/Service_Levels.html.

Our staffing levels dictate the basic services we're able to provide as part of our standard maintenance program.

Our on-line HelpCenter allows you to submit service requests and receive emails that keep you apprised of the status of your requests.

For all facilities-related service requests, please go to our HelpCenter:

<http://www.smccd.net/accounts/portal/>

General information about our services:

<http://www.smccd.net/accounts/facilities/>

FAQs about our department:

<http://www.smccd.edu/accounts/facilities/maintoperation/FPOFAQ.htm>

Building 16 New Lobby Design

