

AVC Pilot Model Assessment

The new AVC model has been piloted with the use of a consultant and interim for almost 18 months. During this period numerous issues have been identified and was realized that the current structure is not meeting the operational needs, some of which are listed below:

- A significant number of Health and Safety concerns/projects were identified including the need for ongoing staff training
- Serious concerns related to hazardous materials handling, storage and disposal have been identified
- Both colleges have been spending a significant amount of money on project management fees
 - Approximately, \$1.5 Million has been spent each year for the last three year on project management to Gafcon
 - A significant number of these projects could be managed internally greatly reducing the fees paid to Gafcon for these services
 - This suggestion came from one of the Campus FMO Directors
- There is no automated system to submit, track and monitor the status of work order requests for maintenance, grounds and custodial issues
- There is no automated system to support the scheduling and notification of Preventive Maintenance needs.
- There is no automated system to support the Facility Use requests. The current Business process is manual and time intensive
- The District is significantly behind in Sustainability efforts. The State has specific requirements around establishing base line data and reporting our efforts
- There are several Business Processes including decision making that are outdated and need to be improved, such as, the current Fire Alarm Watch and the interaction with Gafcon
- The Board Policies (BP) and Administrative Procedures (AP) related to Facilities, Public Safety, Civic Center, and others have not been updated in some time.

Below is a listing of some of the activities the Pilot AVC model has and is addressing:

- A Public Safety taskforce has been formed and charged with identifying unmet needs, services for the colleges, including the structure of public safety. The task force is continuing to meet.
 - The Fire Alarm monitoring is in the process of moving to an off-site monitoring company. This will eliminate the for the current Fire Watch, and allow the Public Safety staff to focus on other unmet needs at the campuses
- A Health and Safety Operational Committee has been formed to identify and address Health and Safety concerns.
- Facilitron has been implemented to process Maintenance Work Order System to improve the tracking and progress of maintenance, grounds and custodial submitted requests.
 - The implementation to schedule Preventive Maintenance items has started and should be operational in the next few months.
- The early stages of the implementation to manage Facility Use request in Facilitron has started. This will automate most of the current manual processes in use now
- The Pilot AVC model is currently working on Districtwide Sustainability Plan which will begin to bring the District and campuses into compliance
- Board Policies and Administrative Procedures are currently these are being reviewed and recommended updates and changes are being proposed
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Next Steps

- Currently recruiting for the AVC position
- Create Facilities Project Manager position to oversee the smaller in-house projects including deferred and scheduled maintenance
- Bring back full recommended structure for the proposed model