# WELCOME TO THE FACILITIES COMMITTEE

### The best way to contact FMO is by email

#### Grossmont.FMO@gcccd.edu

For maintenance, grounds, custodial and operation needs Colleen Parsons, Ryan Althaus, Bill Roessner, Pepe Levy, Joel Lopez

#### Grossmont.restrooms@gcccd.edu

For restrooms that need attention

FMO phone is not monitored 24/7 619-644-7594



#### GROSSMONT COLLEGE Facilities Committee Feb 7, 9:30am-11:00am

**Location: Zoom** 

#### Join Zoom Meeting

#### agenda

**Purpose** The Facilities Committee identifies prioritizes and advocates for the facilities needs and services. It makes recommendations to the College Council for the strategic direction and implementation of facilities priorities. These recommendations address facilities policies and procedures, prioritization of facilities requests from annual unit plans\*, facility requirements for existing programs, and projected facility needs of the college for the future. The committee will ensure that its recommendations are consistent with the objectives and recommendations established in the Facilities Plan, Strategic Plan, Educational Master Plan, and other supporting plans and reports (five-year capital outlay plan, use of space, scheduled maintenance, state and federal reports, etc.).

CO-CHAIRS	ASSOCIATED STUDENTS OF GROSSMONT COLLEGE	ADVISORY
□ Loren Holmquist	☐ Renzo Tayag	☐ Agustin Albarran
	☐ Elliana Capurro	☐ Marsha Gable
		☐ Jason Allen
		⊠ Reyna Torriente
ACADEMIC SENATE	CLASSIFIED SENATE	ADMINISTRATORS' ASSOCIATION
	☐ Rochelle Weiser	
	☐ Chad Deitchman	□ Vanessa Fountain
EX-OFFICIO	RECORDER	Campus Art Committee
☐ Patrice Braswell-Burris	□ Colleen Parsons	☐ Jennifer Bennett
·	·	·

ROUTINE BUSINESS		
Welcome and Introductions –	Introductions from DLR/Committee	
Jennifer Bennett		
Establish Quorum – Jennifer	Not met	
Bennett		
Additions/Deletions to Agenda –	Adding Campus Art to the agenda. Unfortunately, there was not enough time for this. Will	
Jennifer Bennett	add it to next month's agenda.	
Approve Meeting Notes &	Quorum not met	
Follow-up – Jennifer Bennett		
5-Minute Public Comment –	Maura is thanking Augustin for getting issues on a list for Facilities. Vanessa, Thank FMO	
Jennifer Bennett	for moving concrete benches where they were needed.	

DLR Group. On - See Power Point	
on - See Power Point	
on - see rower rount	
tted, but only 5 were submitted correctly with all signatures.	
Loren gave instructions on how to fill out the scorecards - See Power Point.	
red from FC/Groups on a motorcycle class program using our parking lot	
5.	

COMMITTEE REPORTS		
Constituency Updates ASGC, Academic Senate, Classified Senate, Administrators Association	AA- Contract up to date Academic Senate- None Classified- None ASGC-None	
Construction Timeline and Campus Impacts – Loren Holmquist	The impact of the 50s Complex construction fence was discussed for ADA access.  There was not enough time to review all the items, but the slides are attached.	
-		

INFORMATION AND DISCUSSION		
Report Back to Constituencies  Report back to your constituency group to discuss the prioritization of the FPRs. Be prepared to submit your FPR score rating at the next FC meeting.		

FOR CONSENSUS			
Previous Meeting Minutes Quorum not met.			

	FOLLOW-UP			
Who	Item	Timeline		
Constituency Representative	Report back to your constituency group to discuss the prioritization of the FPRs. Be prepared to submit your FPR score rating at the next FC meeting.	Complete at the FC on March 6, 2024		

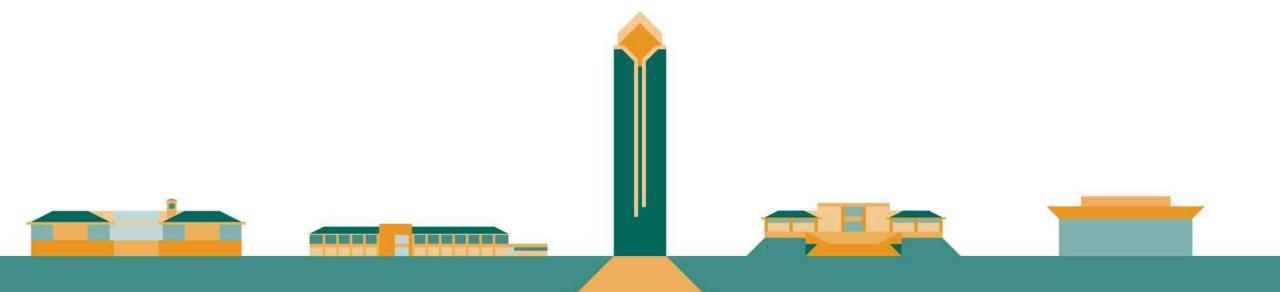
#### 1. WORK AHEAD

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NEXT MEETING: March 6, 2024

#### **FACILITIES COMMITTEE AGENDA**

- 1. Welcome/Introductions Jennifer
- 2. Agenda Additions/Deletions Jennifer
- 3. Approve Meeting Minutes Jennifer
- 4. 5-Minute Public Comment Jennifer
- 5. Constituency Updates Jennifer
  - 1. Admin Association
  - 2. Classified Senate
  - 3. Academic Senate
  - 4. ASGC
- 6. Space Utilization Guest DLR
- 7. AUP / FPR Prioritization Loren
- 8. Motorcycle Training Location Chris Yatooma
- 9. Construction Timeline and Impacts Loren
- 10. Constituency Group Time Jennifer



G R O S S M O N T

C O L L E G E

**SPACE UTILIZATION STUDY** 

Facilities Committee Meeting

February 7, 2024

#### **Your Planning Team**



**Leigh Anne Jones**Principal in Charge



**Rita S. Carter** Project Manager



Hailey Muller Senior Space Planner



Ray Byrd Campus Planner

## Purpose of the Meeting

Share findings of the Grossmont Community College Space Utilization Study.

#### Today's Meeting

- 0 1. Project Introduction
- 02. **Key Findings**
- 03. Analyzing Your Campus
- 04. Classroom Assessment
- 05. Class Lab Assessment
- 06. Workspace Analysis
- 07. Space Needs Assessment
- 08. Recommendations

# 01

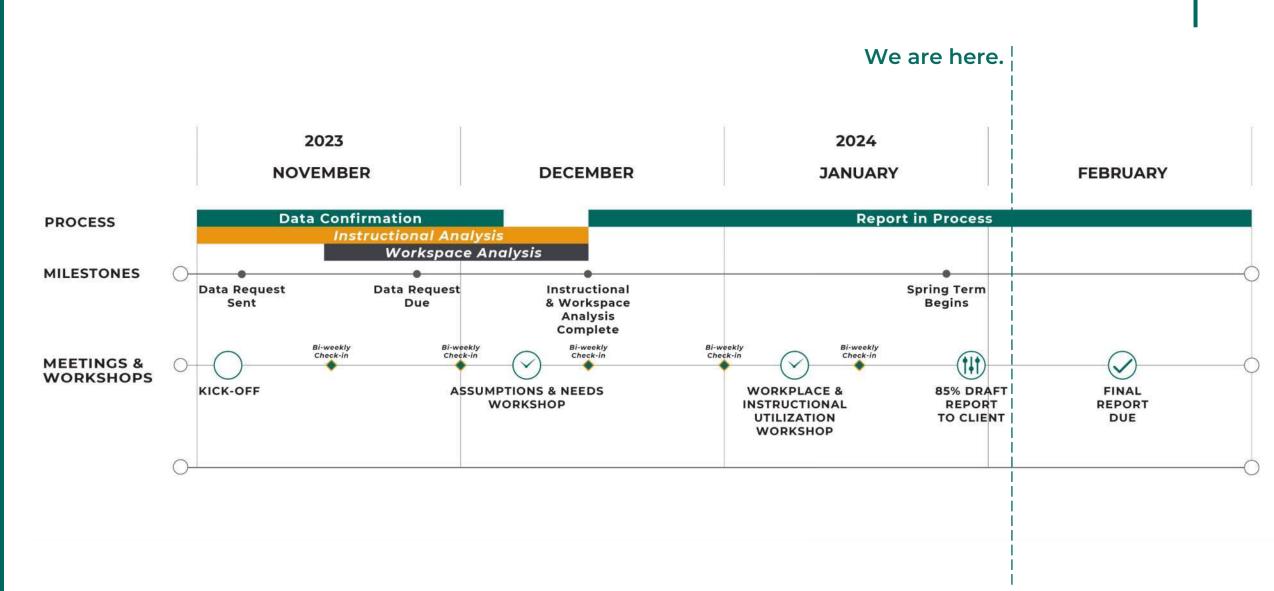
## PROJECT INTRODUCTION

#### **Project Overview**

- Confirm Grossmont's space data for offices, classrooms, and class labs.
- Evaluate the utilization of these space typologies on campus.
- Align future needs with current space allocation.
- Provide a roadmap and tools for future planning.



#### **Project Timeline**



# 02

## Key Findings

#### **Key Findings**

Limited Classroom Use Outside of Peak Hours

- Classroom scheduling below state standards
- Classroom sizing below GCCCD standards
- Course section offerings driving high and low use

2

Overreliance on Temporary Space

- Temporary classrooms have low utilization
- Long-term buildings can support current course load if scheduling extends beyond peak hours (10am – 2pm)

3

Adaptability and Flexibility

- Limited flexible use of space in classrooms and workspaces
- Individual office format limits opportunities to adapt to future needs or provide collaborative work zones.

4

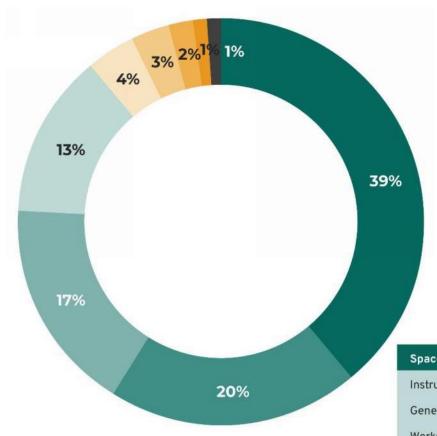
Lack of Student Gathering Spaces

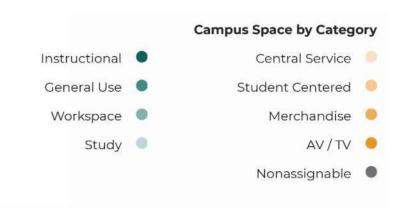
- Limited student gathering spaces on campus.
- Outdoor spaces lack amenities such as power outlets and WiFi.
- Investing in these spaces will prioritize a strong student culture.

# 03

## Analyzing Your Campus

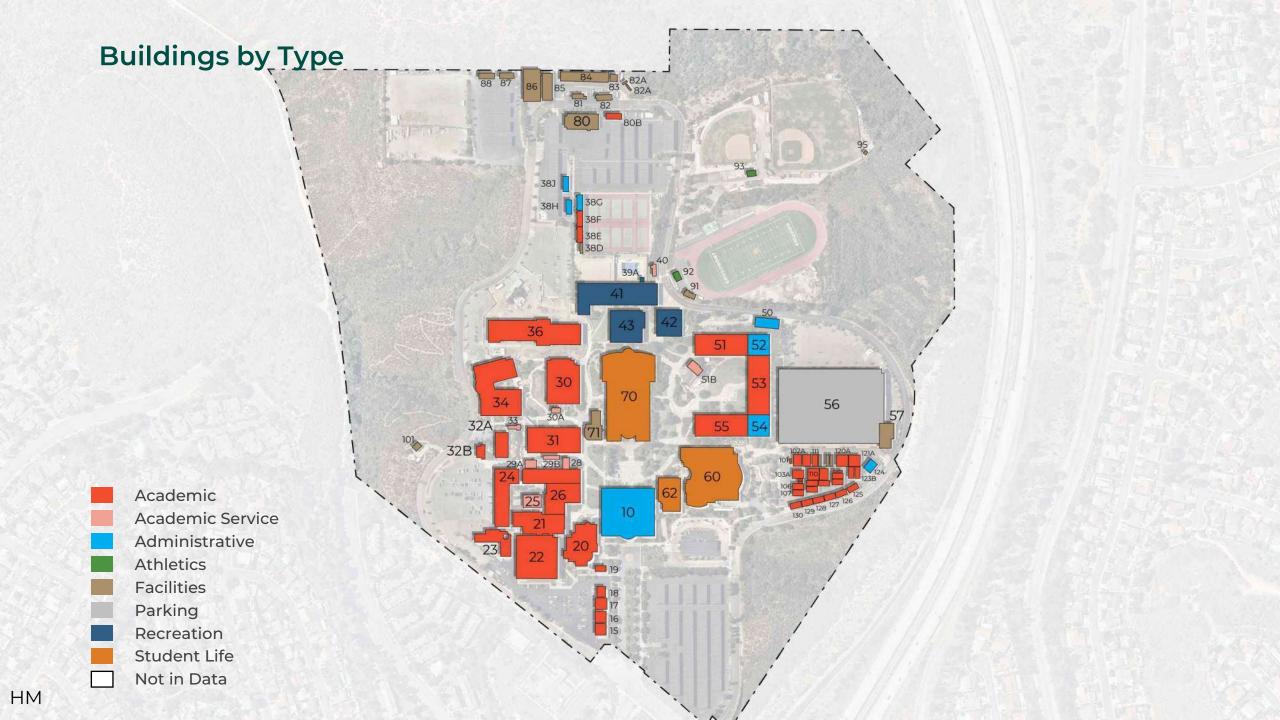
#### **Space Type Benchmarking**

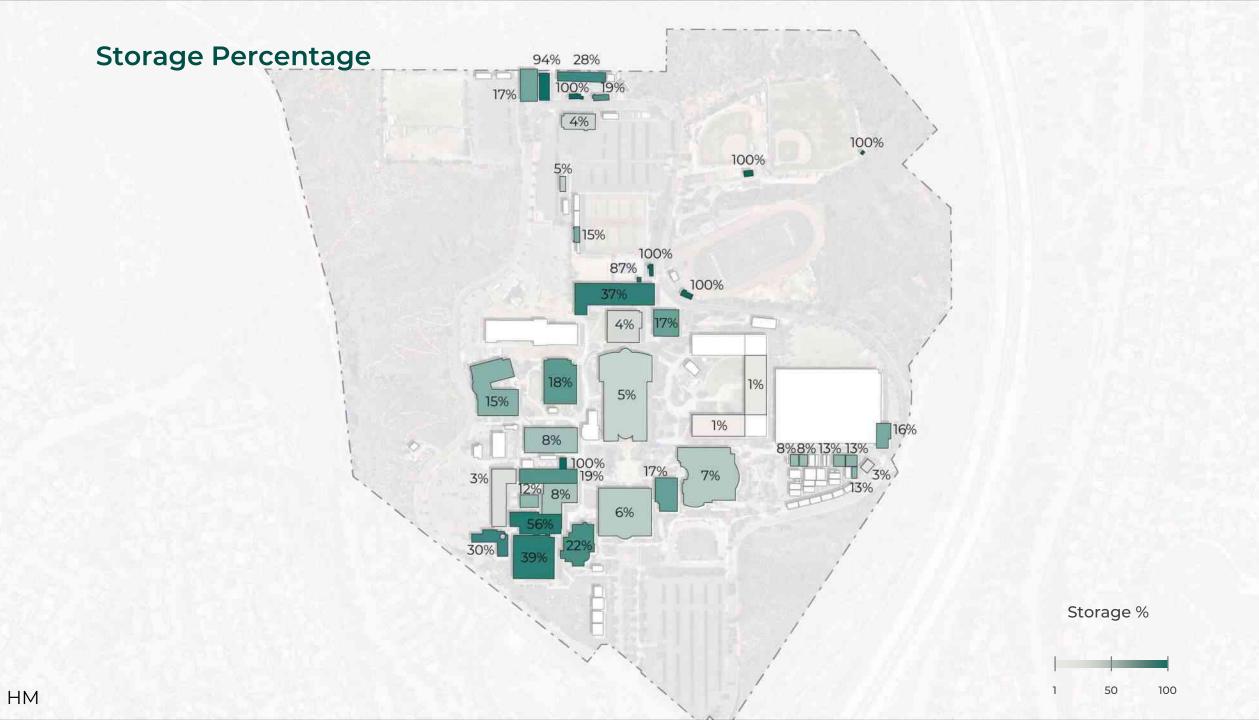


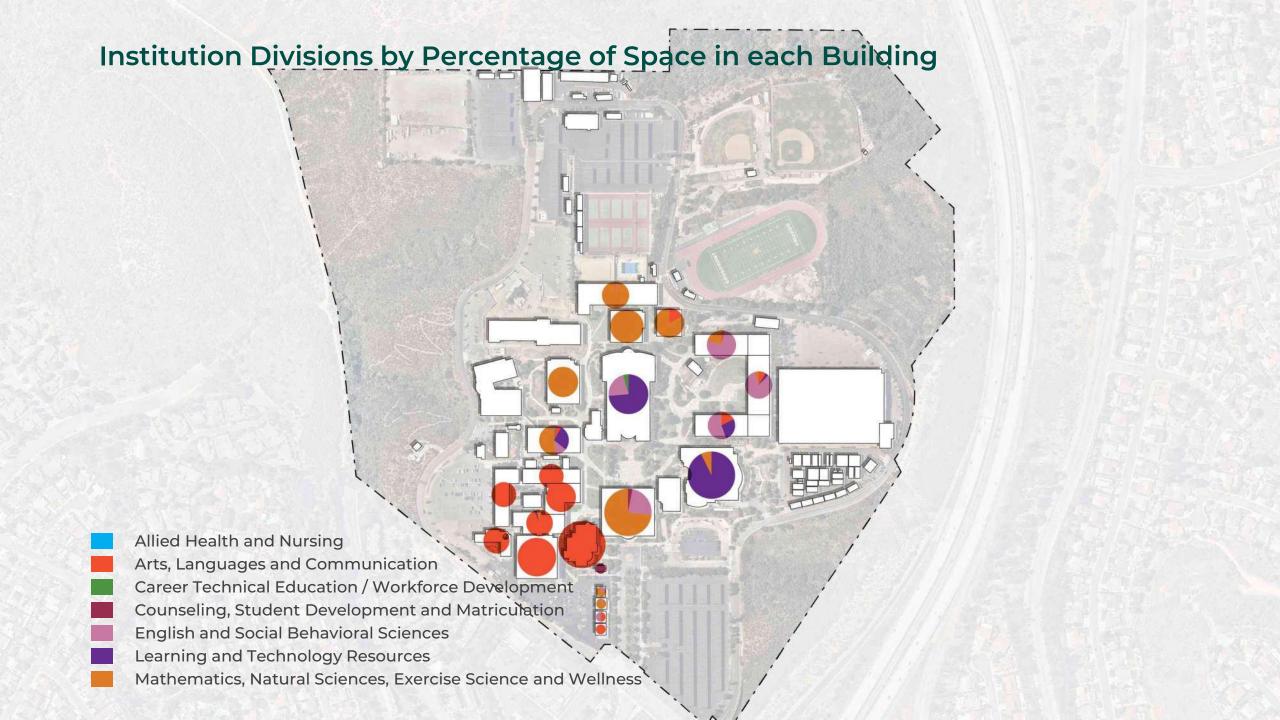


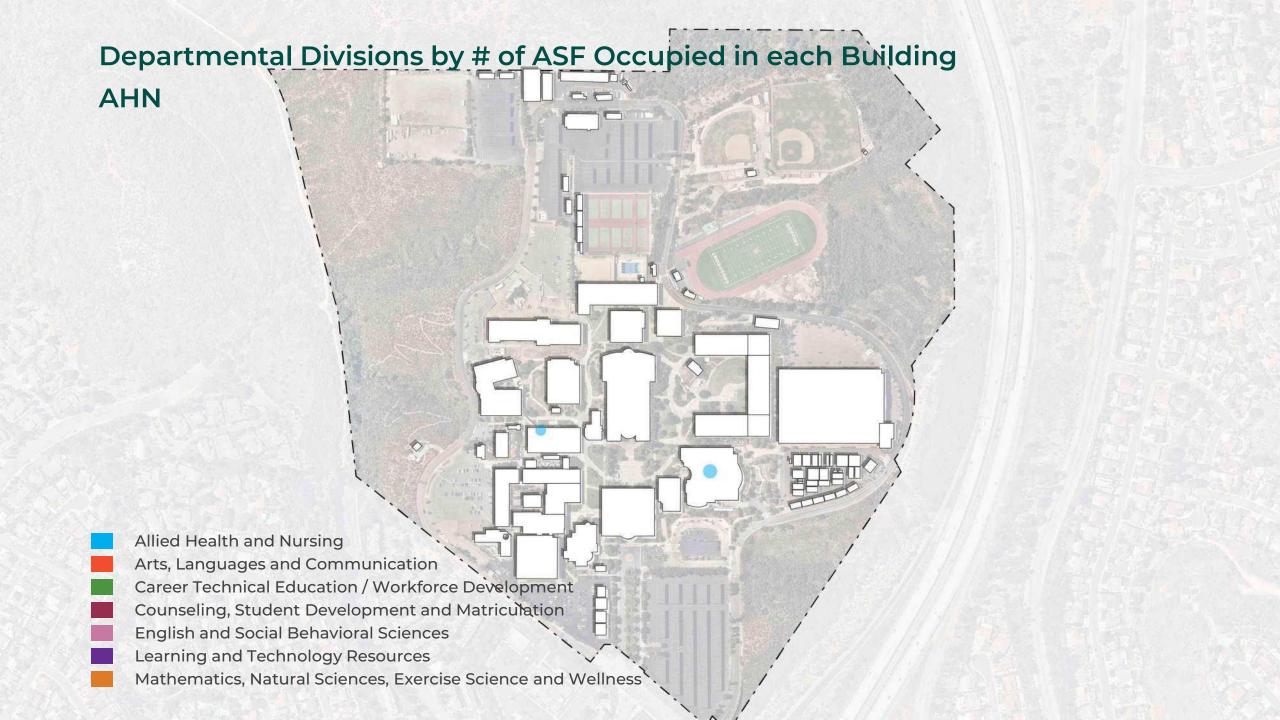
Space Category	Grossmont College % of Space	Preferred % of Space Metric	Grossmont College Peers % of Space
Instructional	39%	30 - 40%	33%
General Use	20%	10 - 15%	12%
Workspace	17%	15%	19%
Study Space	13%	10%	18%
Central Service (Storage)	4%	5%	6%
Student-Centered	3%	7 - 10%	7%
Merchandise	2%	2 - 5%	5%
AV / TV	1%	5%	3%

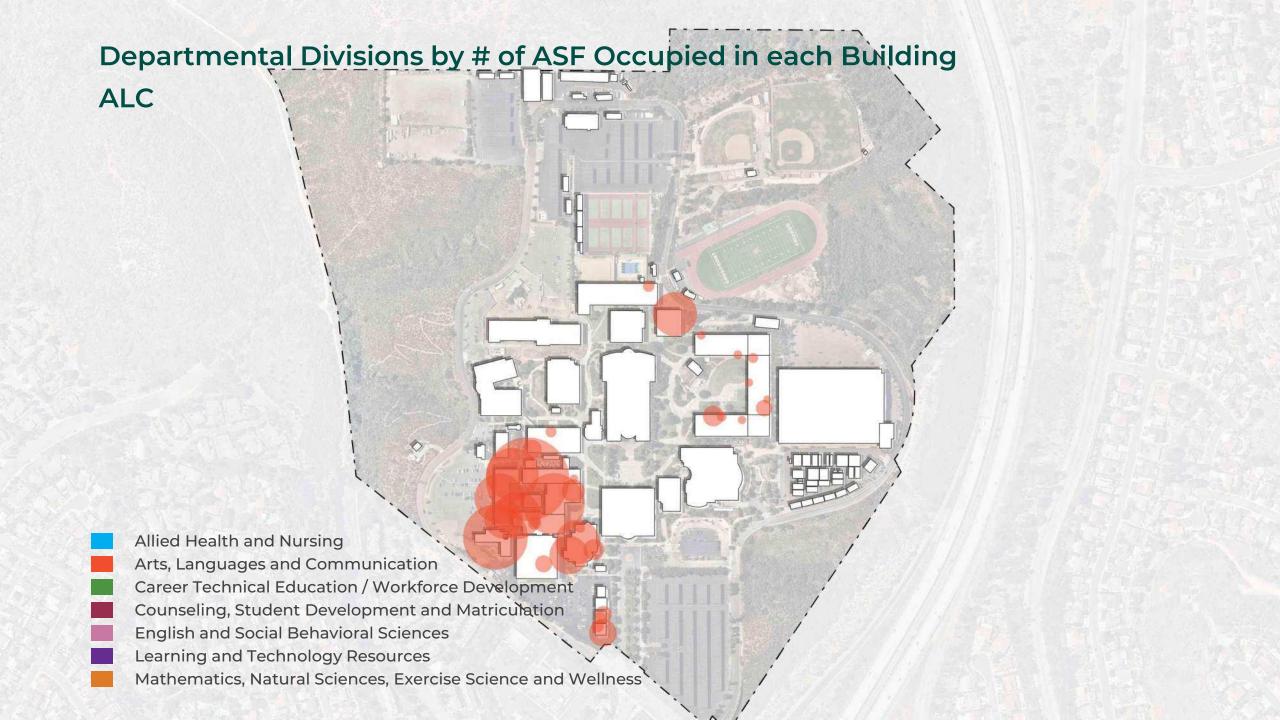
\*General Use includes: Athletics, Child Care, Exhibition, Meeting Rooms, and non-class scheduled Assembly Rooms

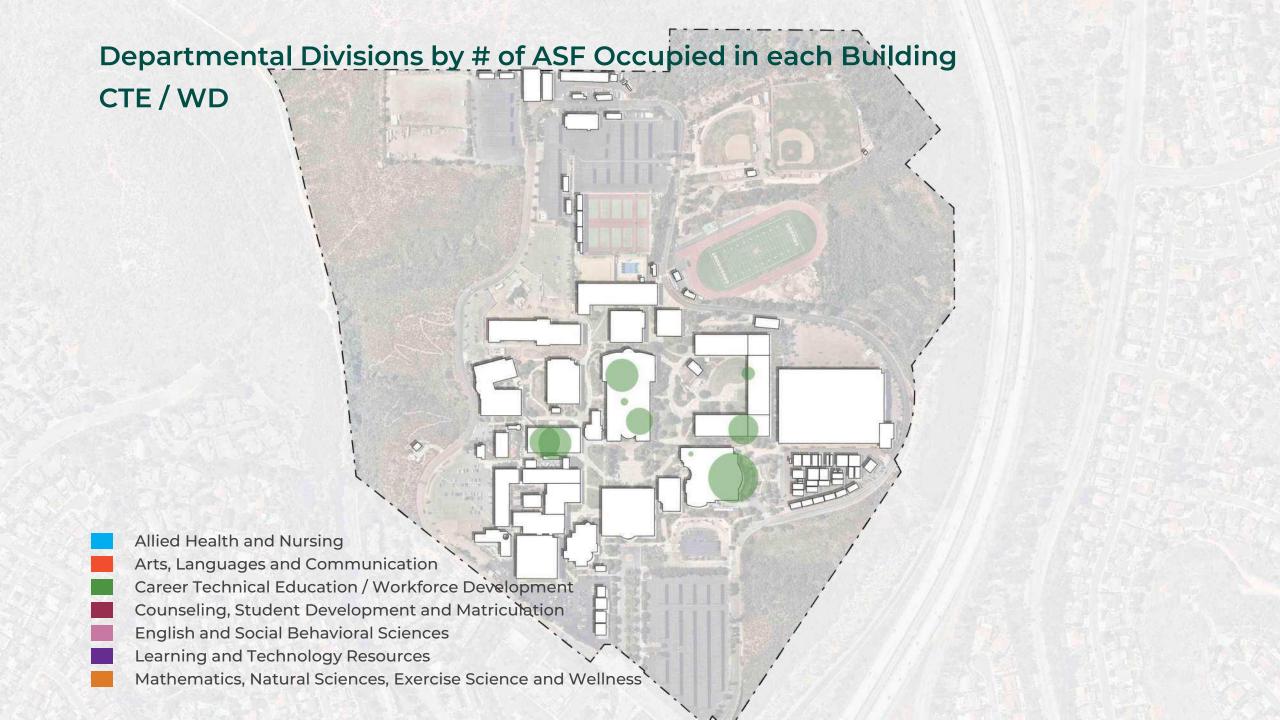


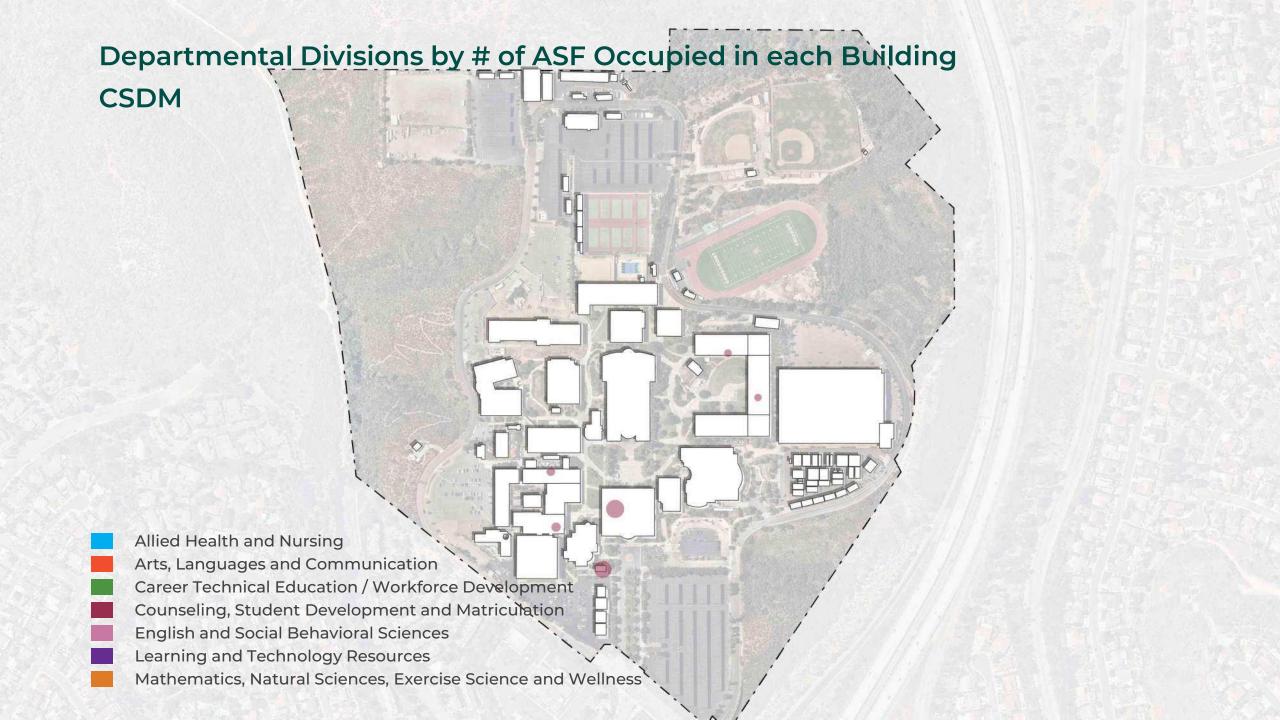


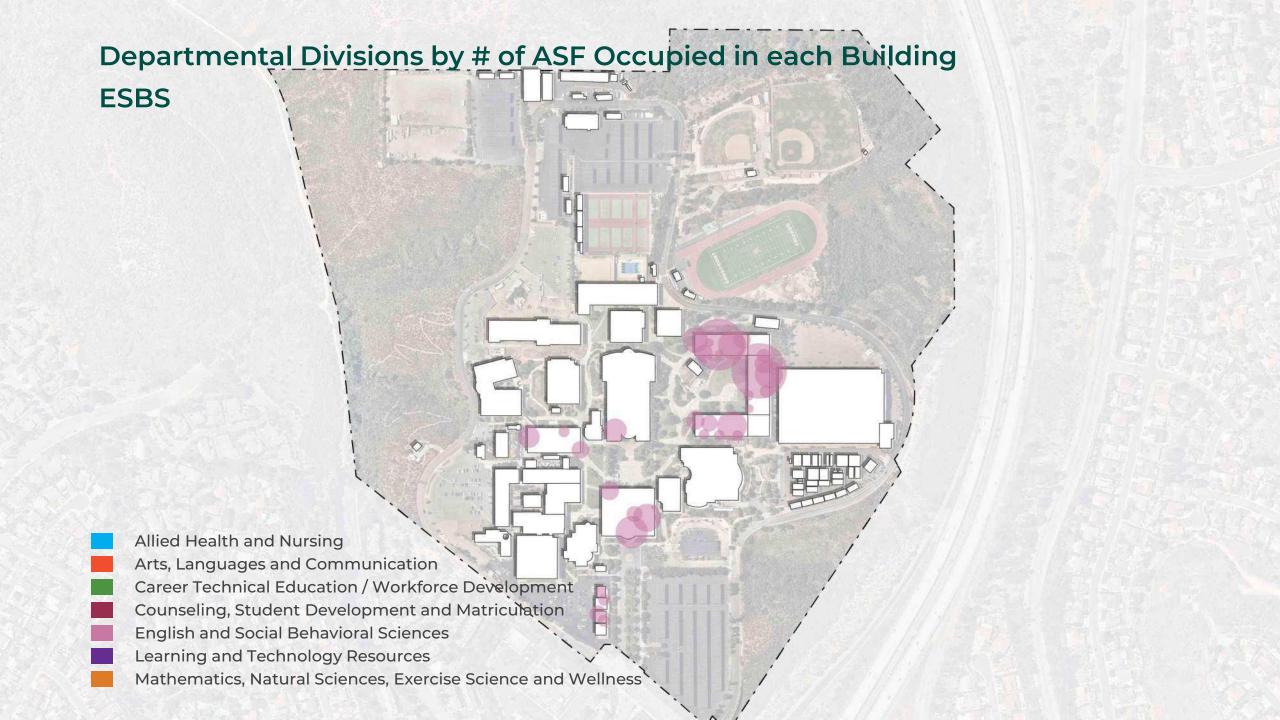


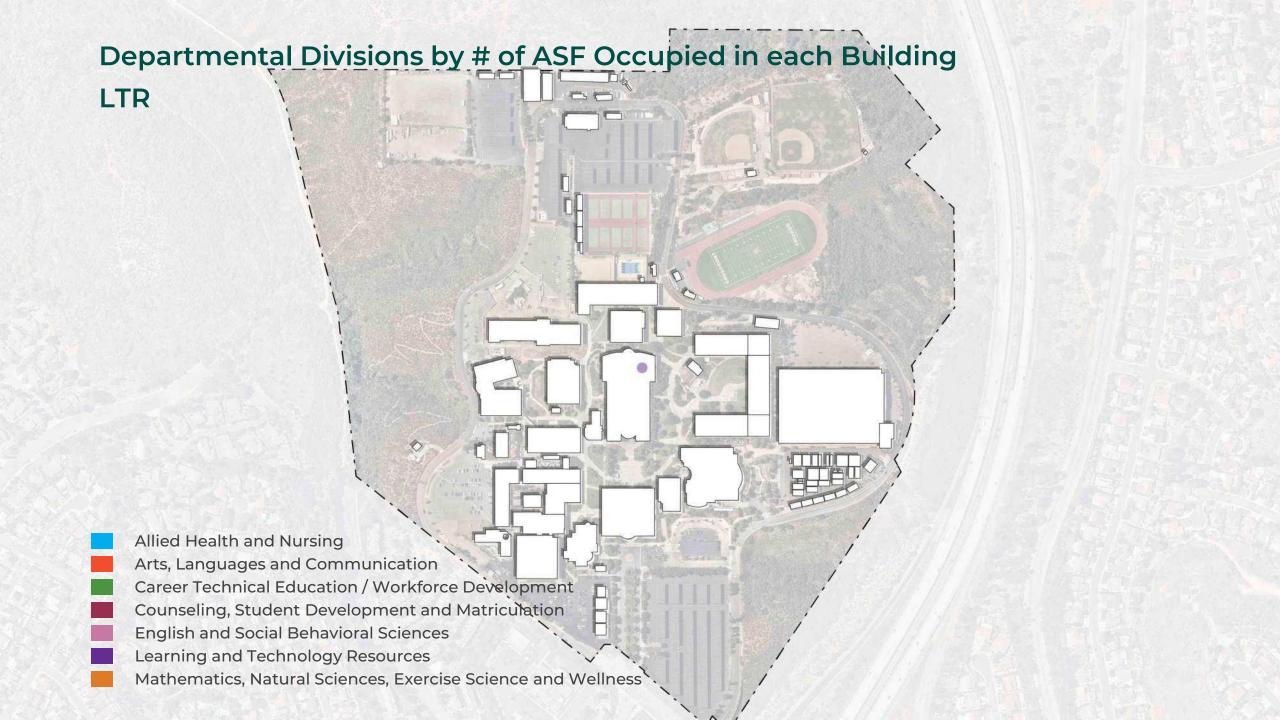


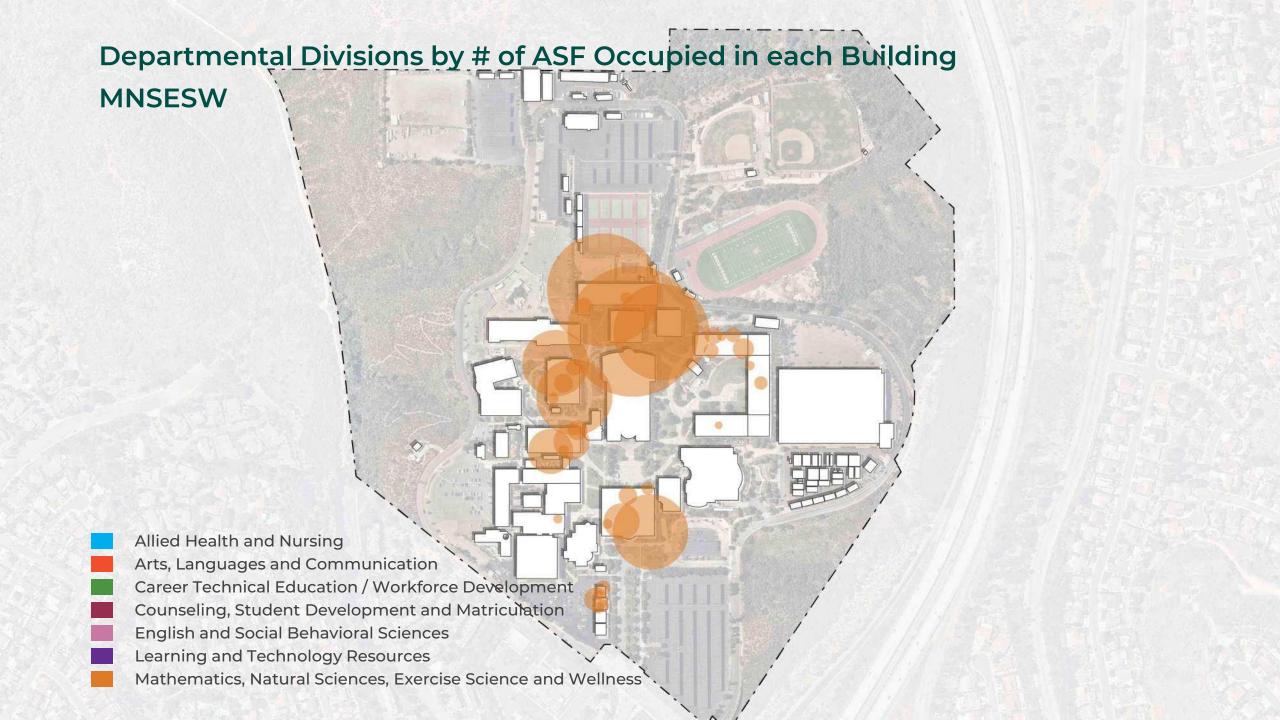


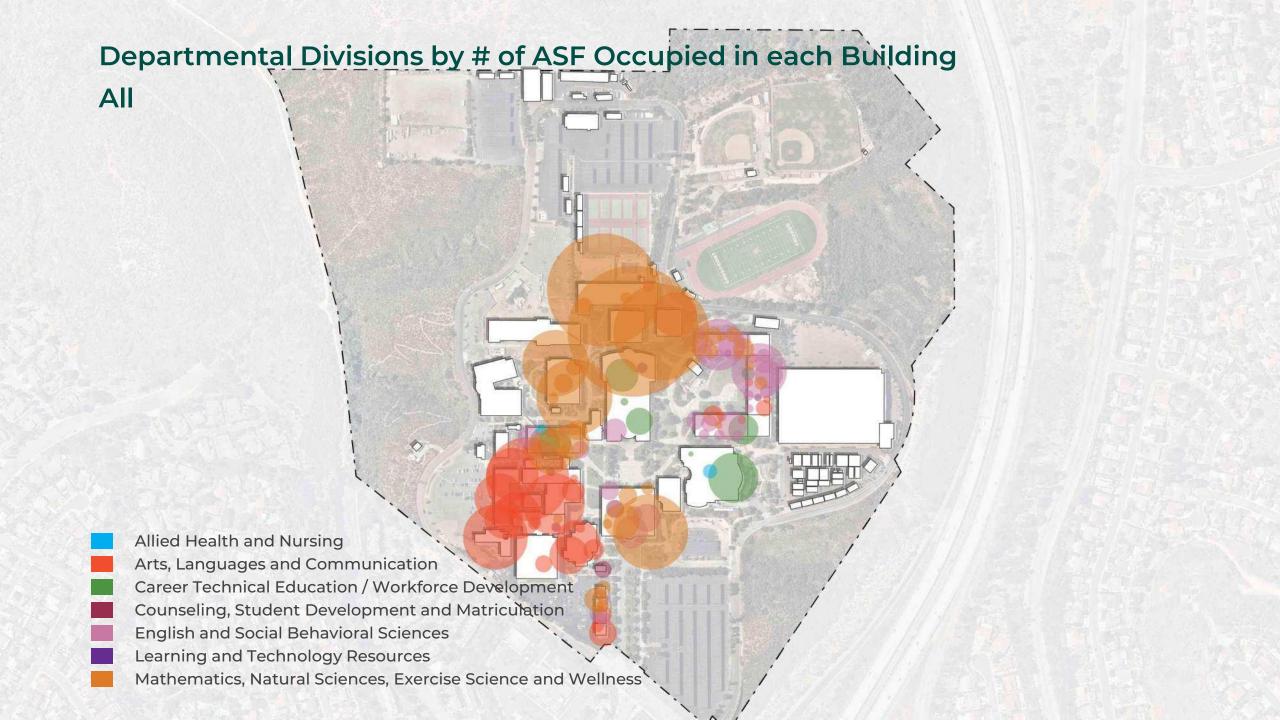












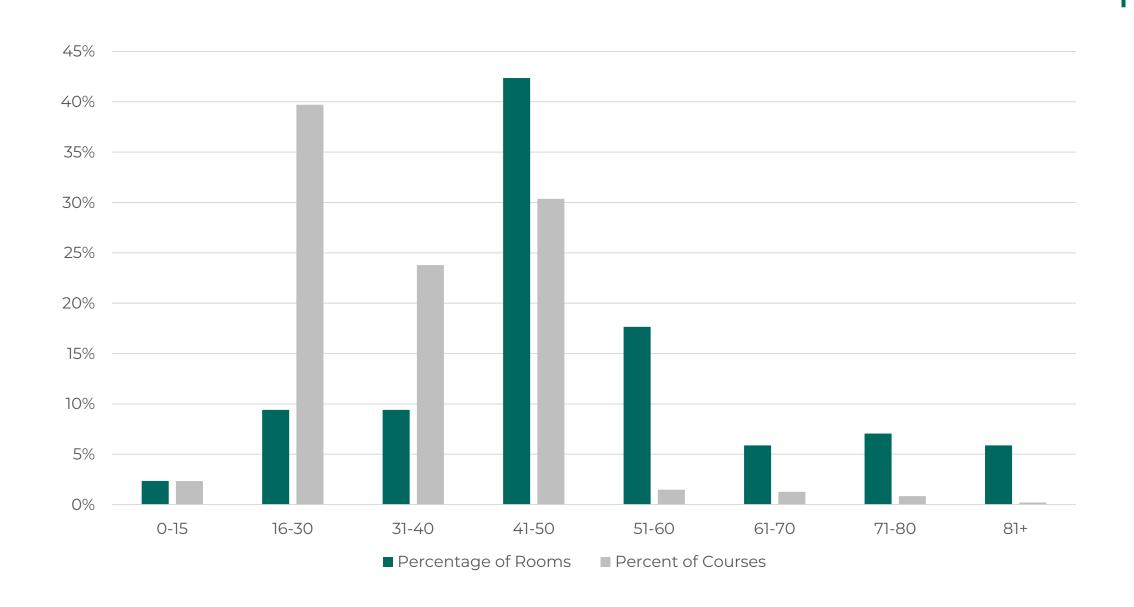
# Classroom Assessment

### Classroom Metrics

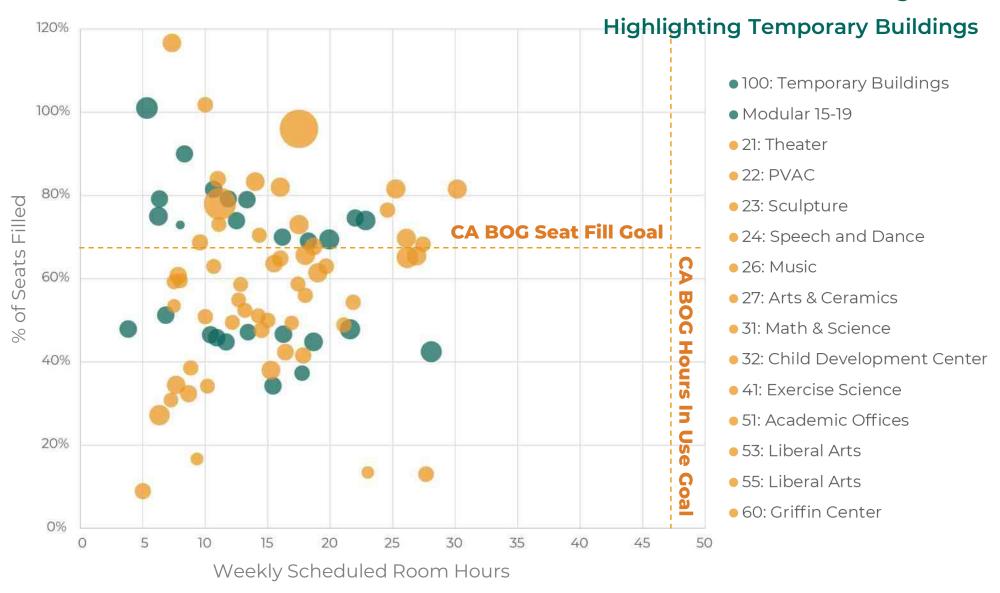
Utilization Metric	CA BOG	GCCCD Design Standards
Average Weekly Room Hours	47.5	N/A
Station Occupancy	66%	N/A
ASF/Station	20	<b>20-26*</b> *Varies by room size category

STATE	WRH	SO%
NEW YORK	35.4	80%
CALIFORNIA	47.5	66%
FLORIDA	40	60%
TENNESEE	30	60%
VIRGINIA	40	70%
GEORGIA	40	100%
TEXAS	35	67%

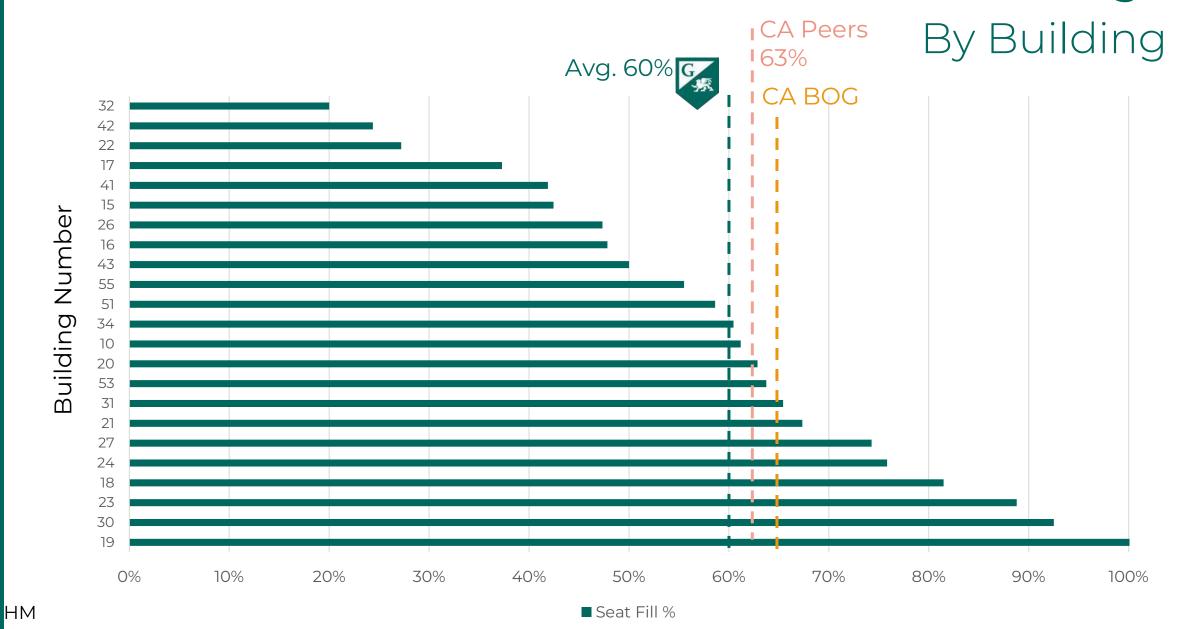
#### **Course Section Sizing**



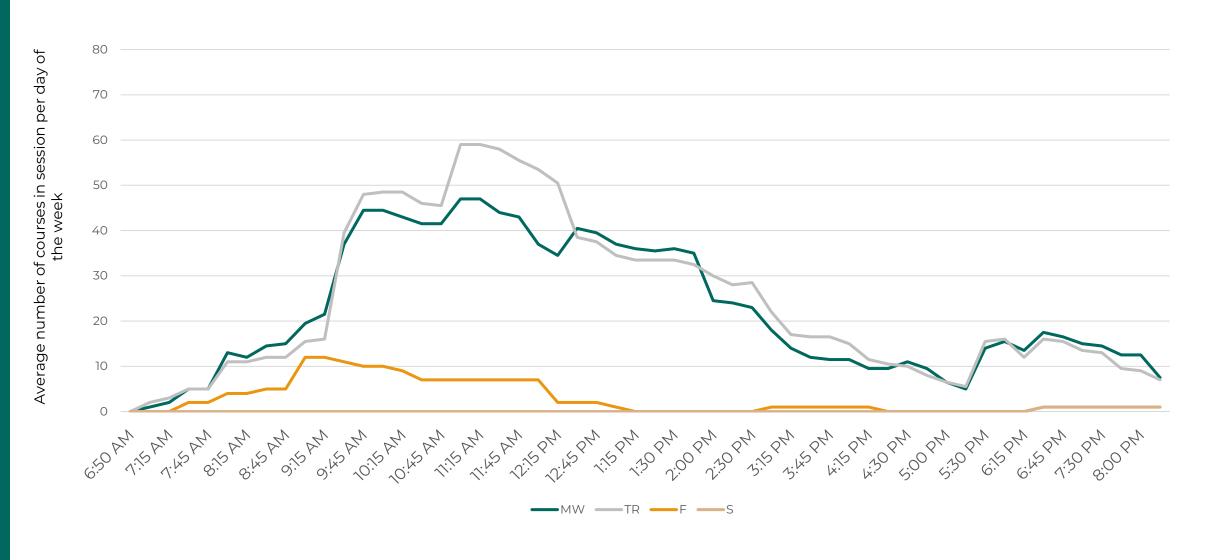
#### Classroom Analysis

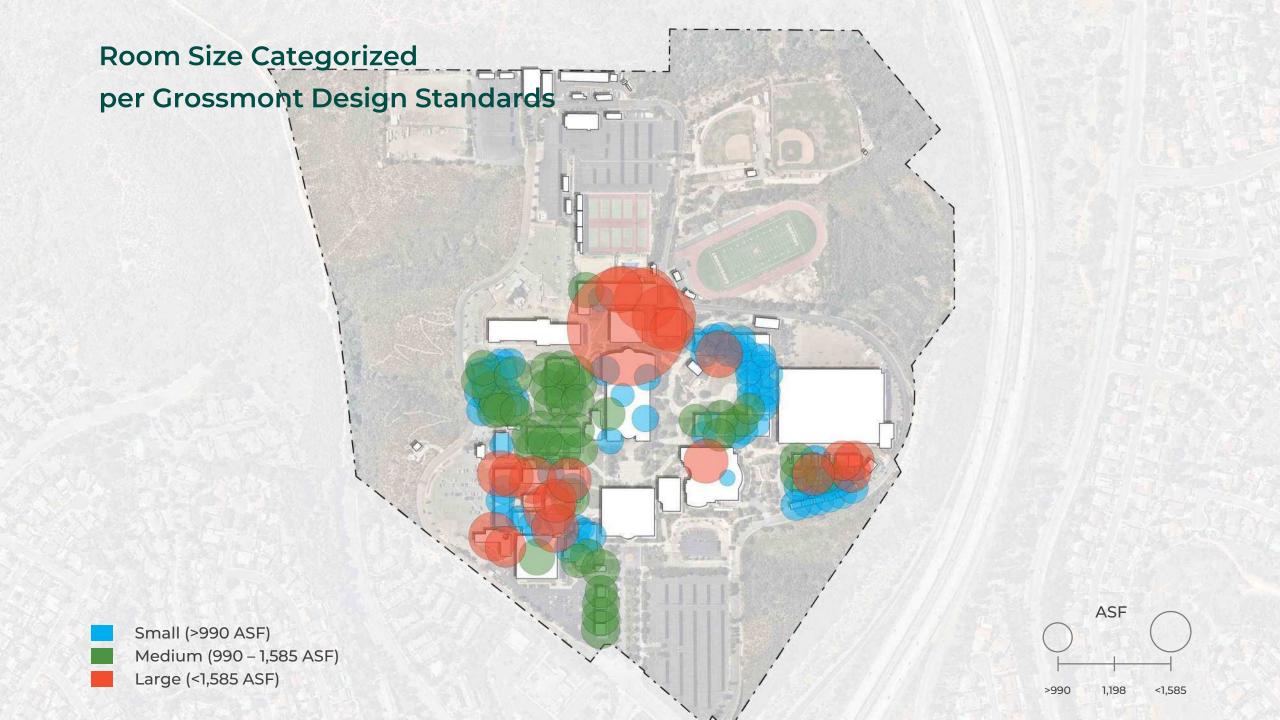


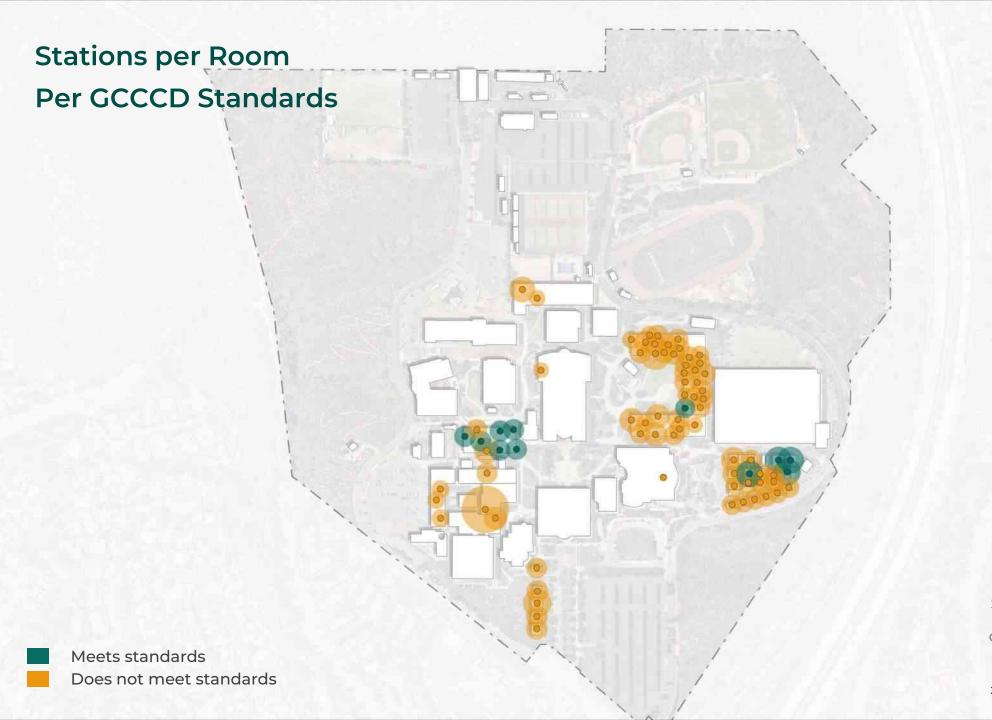
#### Classroom Seat Fill Average

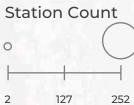


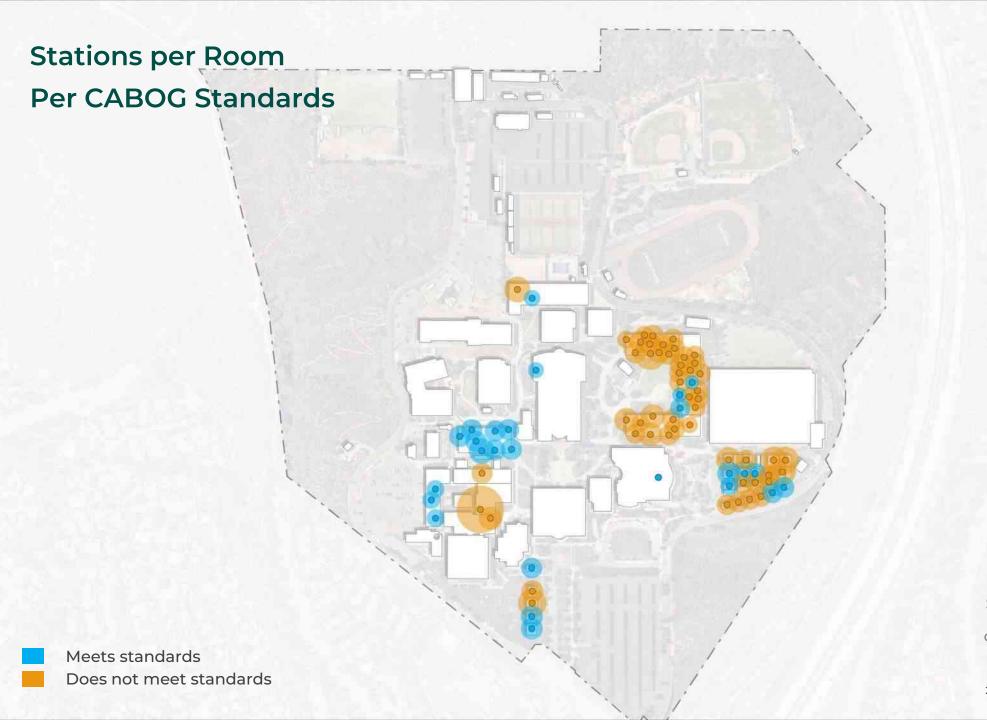
## Time by Day Analysis Classrooms

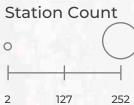


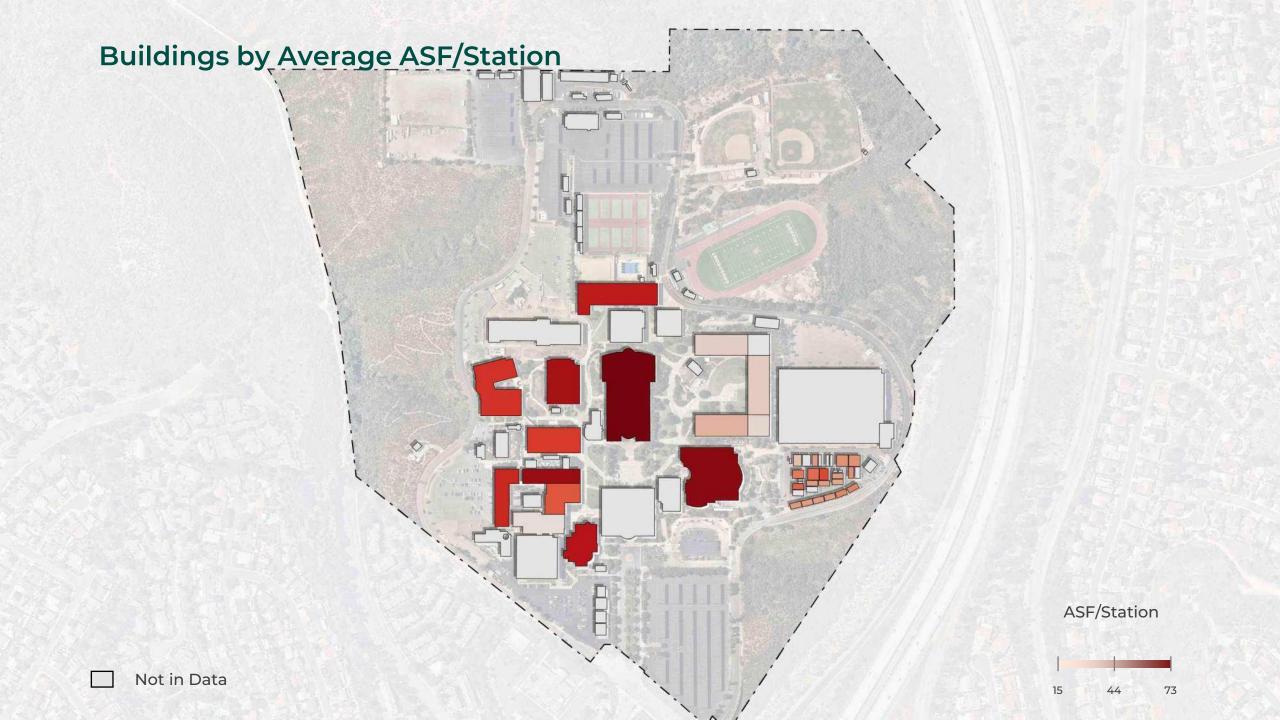












# 05

# Class Lab Assessment

Department	CA BOG ASF per Station Rec
AOJ	35
ART	60
ASTR	60
BIO	55
ВОТ	30
CA	115
CHEM	130
COMM	50
CSIS	40
CVTE	50
DANC	60
ENGL	35
ES	55
ESL	35
GEOG	60
GEOL	60

## Class Lab Metrics

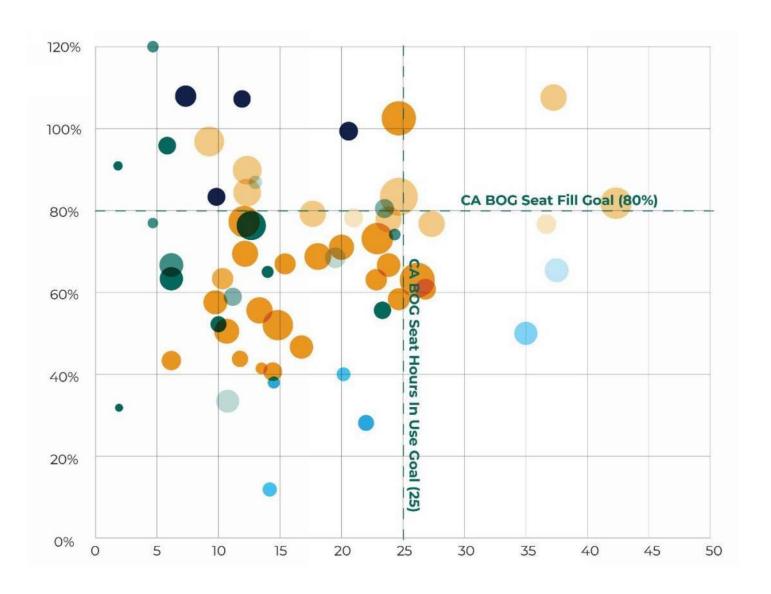
Utilization Metric	CA BOG	GCCCD Design Standards
Average Weekly Room Hours	25	N/A
Station Occupancy	80%	N/A
ASF/Station	35-115* Varies based on Lab Type	N/A

Department	CA BOG ASF per Station Rec
MATH	35
MCOM	50
MUS	60
NURS	50
NUTR	50
OCE	60
ОТ	50
OTA	50
PHIL	35
PHOT	80
PHYC	35
PSC	60
PSY	35
RESP	50
THTR	35

## Class Lab Metrics

Utilization Metric	CA BOG	GCCCD Design Standards
Average Weekly Room Hours	25	N/A
Station Occupancy	80%	N/A
ASF/Station	35-115* Varies based on Lab Type	N/A

## Class Lab Analysis

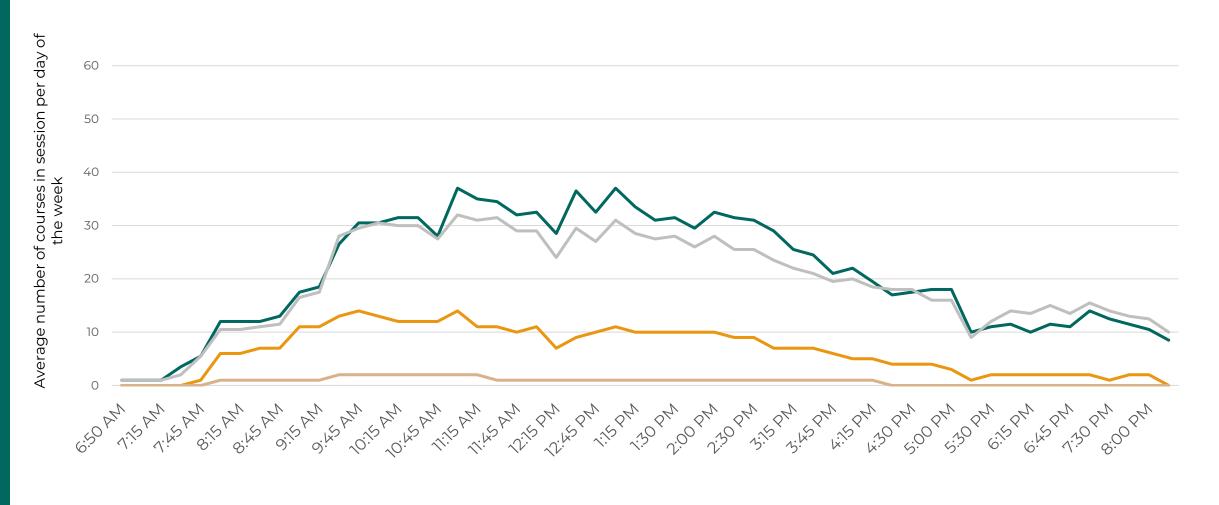


#### **Buildings**

- 20: Digital Arts
- 21: Theater
- 24: Speech and Dance
- 26: Music
- 27: Arts and Ceramics
- 30: Science Lab
- 31: Math and Science
- 34: Health and Sciences Complex
- 41: Exercise Science
- 42: Little Gymnasium
- 43: Gymnasium
- 60: Griffin Center
- 70: Learning and Tech RC

## Time by Day Analysis

Class Labs



# Workspace Analysis

## **Workspace Metrics**

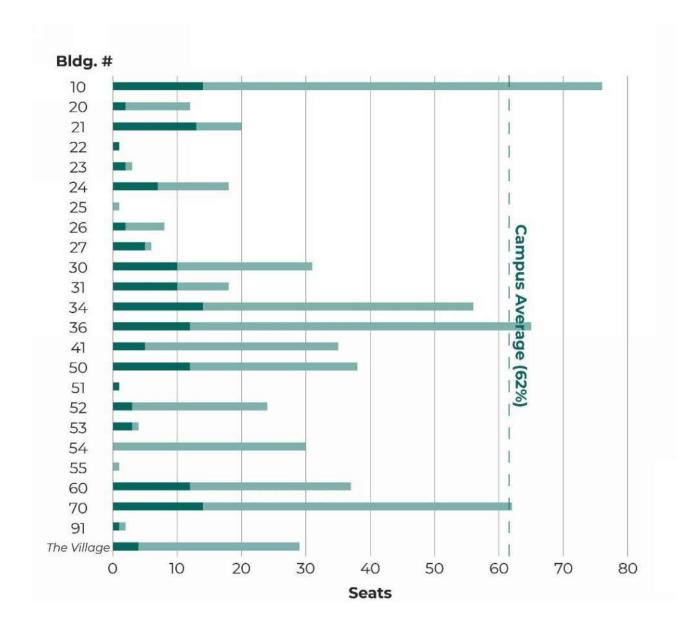
#### **Assessing Office Utilization**

- Active Office Room Assignment
- Comparison of assigned versus unassigned workstations

#### **Assessing Office Assignment/Needs**

- 200 square feet for each full-time on-site faculty equivalent which is meant to include enough square footage for the following:
  - All office space for both administrative and faculty positions
  - All break rooms, work rooms, and office storage
  - All conference room space
- 130 square feet for each fulltime on-site staff





- Represents one point in time (November 2023)
- Office assignment varies based on open positions and updated inventory
- Hoteling or flexible workstations with no one individual will show up in data as "unassigned"
- Many vacant workstations are located in shared offices

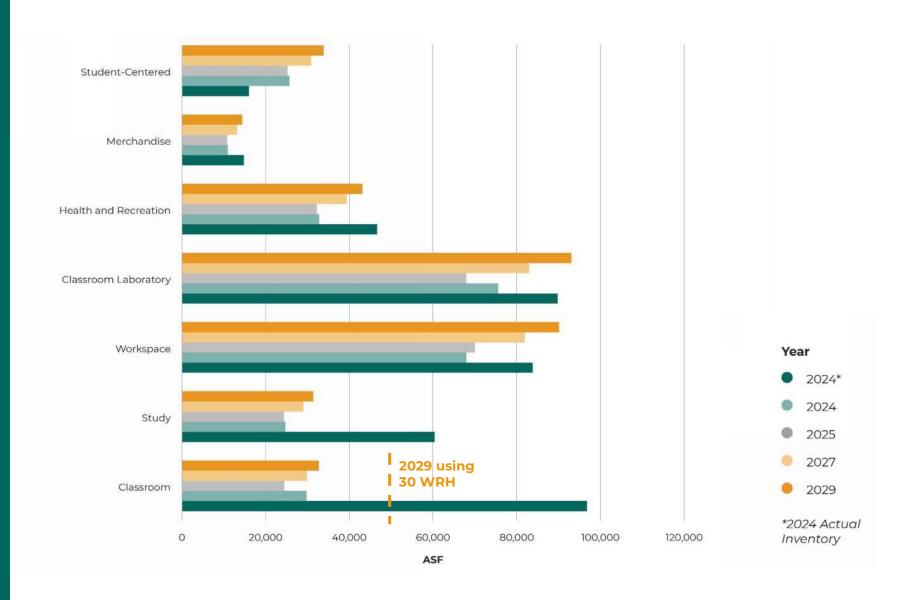
#### **Occupancy Status**

- Unassigned
- Assigned

# 

Space Needs Assessment

## **Space Needs Chart**



# 08

# Recommendations

## **Optimizing Your Space**

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**Fewer Modular Buildings** 

- Increase scheduling envelope and course offerings outside of peak hours.
- Current course
   offerings can be
   accommodated with
   fewer modular
   buildings.

2

**Student-Centered Spaces** 

- Develop student hubs, academic living rooms, and study spaces.
- This leads to a network of student interaction throughout campus.

3

**Energy Consumption** 

- Reduce building operations at lower occupied times.
- Use course schedule occupancy to reduce energy usage in academic buildings.

4

Flexible Workspaces

- Future capital projects should include flexible workspaces.
- Collaborative space
- Hoteling desks for remote or part-time faculty.

#### Agenda | Meeting Minutes



Project Name	Grossmont College Space Utilization Study	Prepared By	Rita S. Carter
Date	2/7/2024	Project No.	75-23122-02
Purpose	Facilities Committee Presentation		
Location	Virtual		

#### **Distribution / Attendees**

- Rita S. Carter, Project Manager, DLR Group

- Michael Bacon, Psychology Faculty, GC

- Agustin Albarran, VP of Academic Affairs, GC
- ☑ Dr. Vanessa Fountain, Dean, Arts, Languages & Communication, GC
- □ Reyna Torriente, Master Scheduler, GC
- Maura Mehrain, Child Development Center Coordinator, GC
- Ryan Althaus, Grounds & Maintenance Supervisor (guest), GC

#### Agenda:

- 1. Purpose of this study.
- 2. Presentation of findings and recommendations.

#### Discussion:

- Goal: Due to recent enrollment decline, DLR Group has been asked to assess current spaces to help the College understand where they stand with utilization and provide recommendations for space consolidation and refinement, to best support operations, maintenance, energy efficiency, and reduction of modular buildings, to name a few.
- DLR Group will confirm that Allied Health and Nursing is reflected in the correct building.
- It was shared that in a recent convocation with students, they expressed wanting to be present on campus. Hence, the College is interested in maintaining 50/50 online/in-person to meet the needs of students.
- It was shared that the data shows students are succeeding more in high-flex classrooms.
- DLR Group shared that the report will discuss the future building projects that are planned.
- It was shared that the Childcare Development Center is a lab as well as a facility in addition to the children served, an estimated 25-30 adult learners are also hosted in the classroom spaces.
- DLR Group shared that the modular buildings were taken into consideration and accounted for swing space needs as new building project take place.

#### **Next Steps**

- DLR Group will present to the College Council.
- The final report will be shared with the College President.

#### Attachments:

Presentation Slides

## FACILITIES COMMITTEE AGENDA

- 1. Welcome/Introductions Jennifer
- 2. Agenda Additions/Deletions Jennifer
- 3. Approve Meeting Minutes Jennifer
- 4. 5-Minute Public Comment Jennifer
- 5. Constituency Updates Jennifer
  - 1. Admin Association
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  - 4. ASGC
- 6. Space Utilization Guest DLR
- 7. AUP / FPR Prioritization Loren
- 8. Motorcycle Training Location Chris Yatooma
- 9. Construction Timeline and Impacts Loren
- 10. Constituency Group Time Jennifer

## **FPR Submission Requirements**

#### Facilities Project Requests are submitted in two stages:

- 1. Feasibility Study Section 1
  - a. Submit to the Facilities Director for review and input
  - b. Send electronically to <a href="mailto:Loren.Holmquist@gccd.edu">Loren.Holmquist@gcccd.edu</a>
    <a href="mailto:Due on June 1">Due on June 1</a>

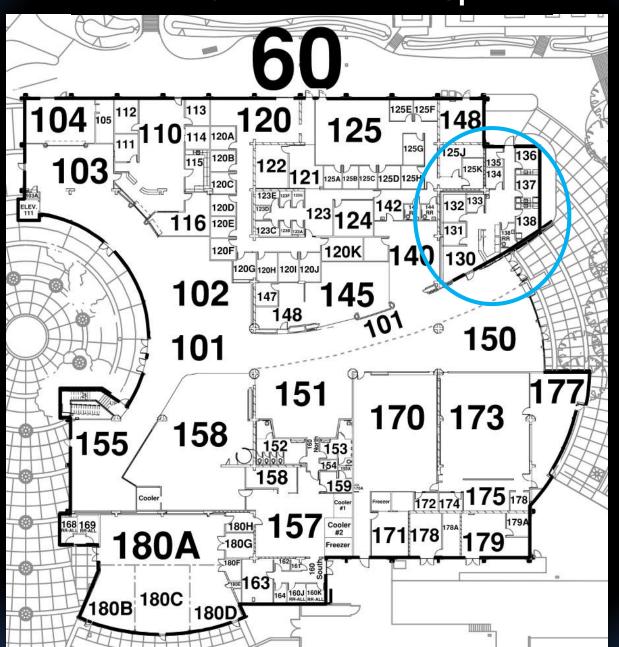
#### 1. Finalized Facilities Project Request (FPR) – Section 2

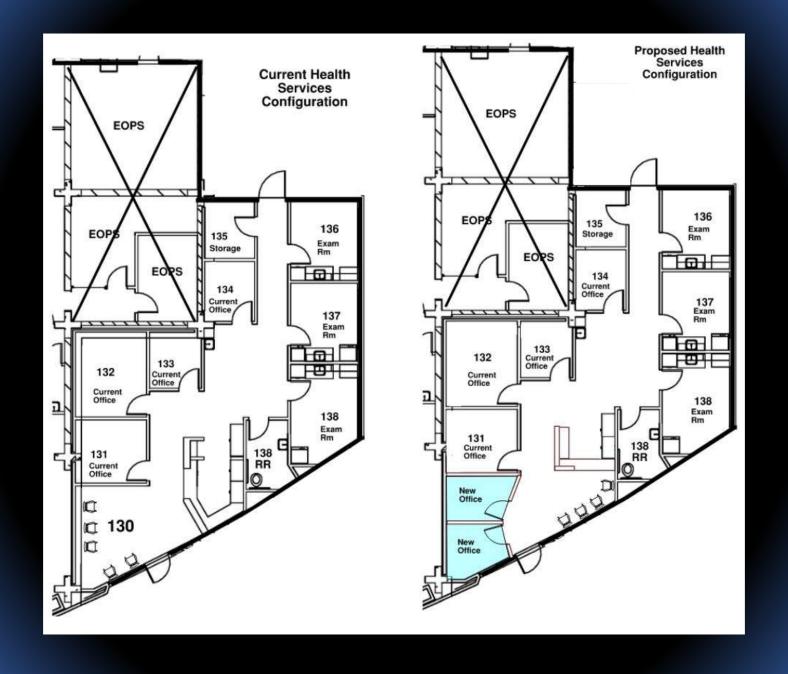
- a. Feasibility Study must be completed first
- b. Facilities Director, Loren Holmquist, will give you Section 2 after Section 1 is approved
- c. Upload into Nuventive Improve
- d. Due on October 1

## Facilities Project Request (FPR) Status

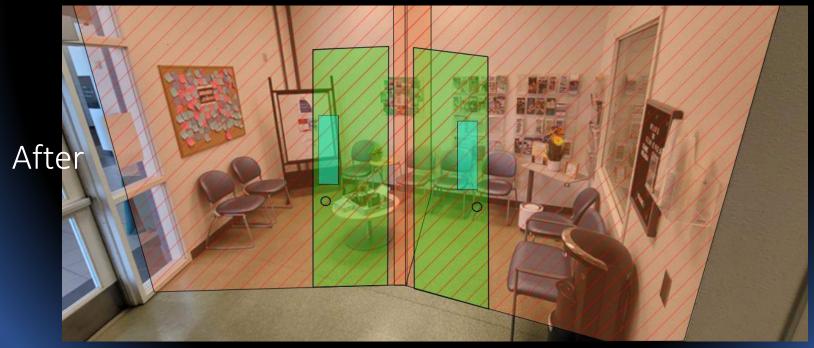
- 24 Submitted through the AUP
- 5 Properly Submitted with all signatures
- 5 Approved for prioritization

### **FPR 24-01 Mental Health Space**

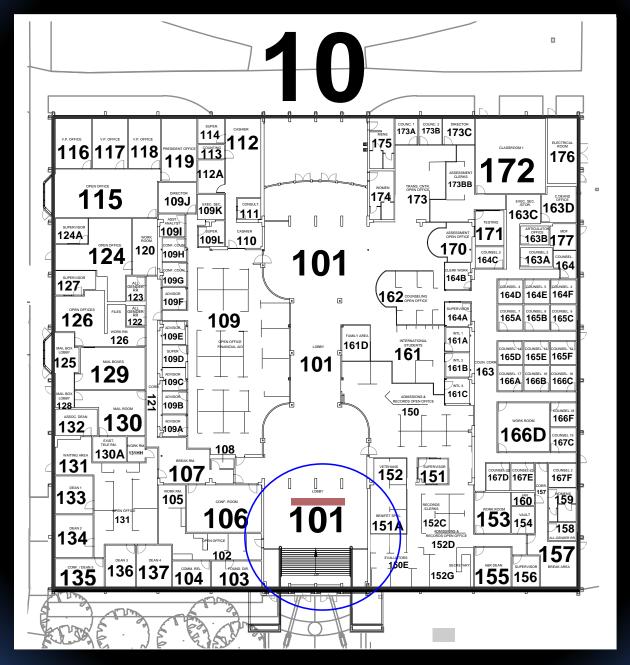








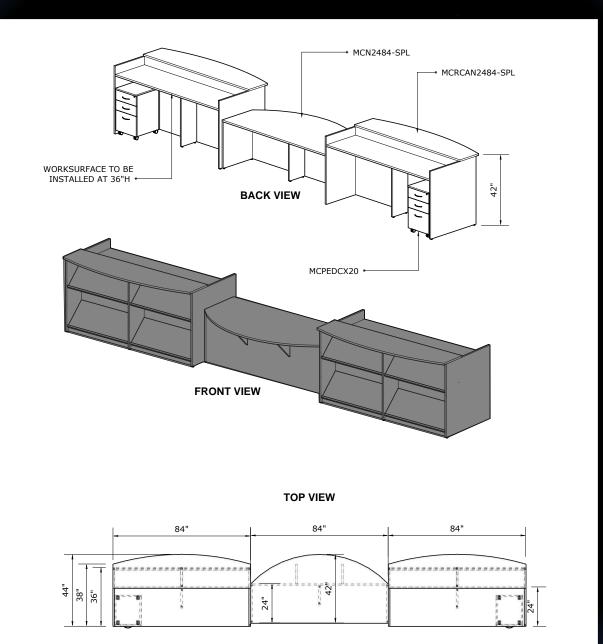
#### FPR 24-03 Welcome Desk



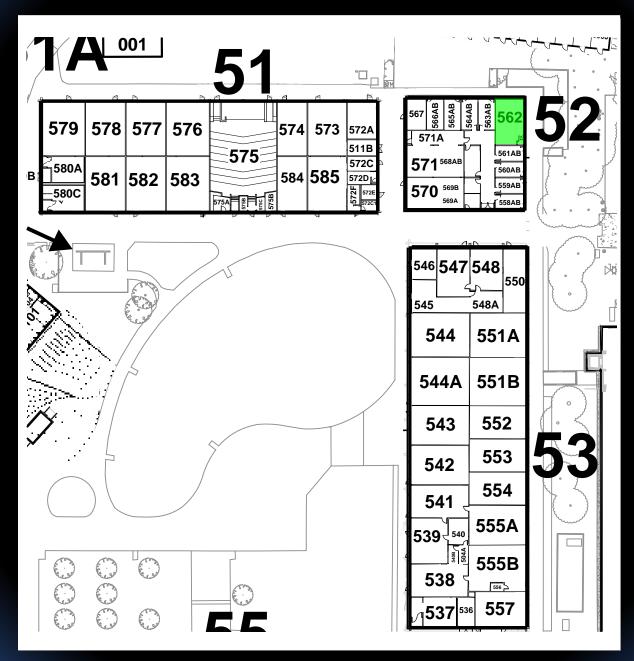
## FPR 24-02 Welcome Desk



### FPR 24-02 Welcome Desk



### **FPR 24-03 Reflection Room**



## Currently under construction that will include new HVAC and paint



### **EXAMPLES**



Meditation Room, University of Redlands

- Meditation
- Prayer
- Reflection
- Relaxation
- Yoga

## WHO WILL BENEFIT?

- Students
- Staff
- Institution
- Community



Meditation Room, Santa Clara University

FPR 24-09 New Cabinets in Biology Bldg 30-128



# History for the needed cabinets

- Three chemical hoods were removed
  - A temporary countertop was installed

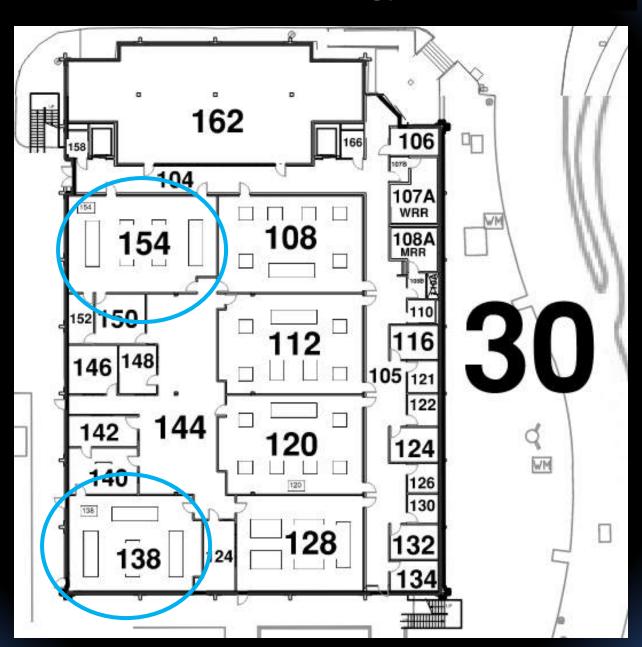
#### New FPR

 Add upper cabinets similar to the other side of the lab





## **FPR 24-11 Biology Chairs**





## FPR Form 2

8)	<u>FMO Impact:</u> Will your project require extensive labor or time from Facilities, Maintenance, & Operations staff?  ☐ Yes ☐ No ☐ Unsure
9)	Benefit and Impact on Students: How will this resource impact students' learning and/or experience (at the course/program/service level and/or engagement level)?
10)	Benefit and Impacts to the College Campus: (How will this project enhance or impact other college programs, services, and/or operations?
11)	Project support: Does your project support one or more of the following? If so, please explain.  College or District Facilities Master Plan  Sustainability Impact  ADA accessibility

## Director's Report

	TOTAL ESTIMATE COST		\$0	In	cluding Public Works & Engineering
	POSSIBLE COST REDUCTION		\$0		
	TOTAL COST WITH REDUCTION		\$0		
	Possible Criteria Scores: 0-	5 w	ith 5 the hig	hest sc	ore
(1) CONSTR	UCTION IMPACT ON STUDENTS/STAFF		0		
	(2) CONTINUAL IMPACT ON FMO		0		
	(3) CONSTRUCTION IMPACT ON FMO		0		
	(4) PROJECT PHYSICAL FEASIBILITY		0		
	(5) PROJECT SUPPORT FEASIBILITY		0		
	(6) COST FEASIBILITY	_	0		
	(7) PROJECT START/FINISH FEASIBILITY		0		
	NOTES				
	Impact Score		0 through 4	(0= lov	west, 4= highest)
	Feasibility Score		0 through 4	(0= lo	vest, 4= highest)
	Public Bid		0		
	DSA		0		
	Gafcon		0		
	Proj. Manager		0		
	In-House		0		
	Contractor		0		
	Join Projects		0		

	FPR - Facilities Project Request Scorecard - Facilities Committee  Project Title:													
	C Member:													
		Possible Criteria Scores: 0-5 with 5 the hiahest score												
	REFER TO QUESTION	CRITERIA	SCORE											
	QUESTION	Benefits and Impacts												
Α	3,4,9	Direct/indirect benefit for students	0											
В	3,4,9	Direct/indirect impact on students (0 = Impact, 5 = No Impact)	0											
С	3,4,10	Benefit for other depts., services, programs	0											
D	3,4,10	Impact on other depts., services, programs (0 = Impact, 5 = No Impact)	0											
Е	5	Mission Priority	0											
F	5	Strategic Goals	0											
		Project Support												
G	6	Legal Mandate	0											
Н	6	Program/College Accreditation Criteria	0											
-	6	Health/Safety/OSHA Priorities	0											
J	6	Critical Threshold of Educational & Support Services	0											
K	6	Essential Operations	0											
L	6	College or District Facilities Master Plan	0											
М	6	Sustainability Impact	0											
N	6	ADA Accessibility	0											
		Budget												
0	12	Potential/Recommended funding source	0											
Р	12	One-Time Cost Effectiveness	0											
Q	12	Projected Long-Term Effectiveness	0											
R	12 12	Effective Life-Cycle (Replacement Time)	0											
S	12	Cost Feasibility Timeline	0											
T	7,13	Urgent Need	0											
Ü	7,13	Project Start/Finish Feasibility	0											
Ť	7710	Project Total Score Out of %100	0											
C	omments:													
		Facilities Director Report												
	Director's (1)	Construction impact on students/staff (0 = Impact, 5 = No Impact)	0											
	Director's (2)	Continual impact on FMO (0 = Impact, 5 = No Impact)	0											
	Director's (3)	Construction impact on FMO (0 = Impact, 5 = No Impact)	0											
	Director's (4)	Project Physical Feasibility	0											
	Director's (5)	Project Support Feasibility	0											
	Director's (6)	Cost Feasibility	0											
	Director's (7)	Project Start/Finish Feasibility	0											
		Project Total Score Out of %100	0											
	omments:													

## **FACILITIES COMMITTEE AGENDA**

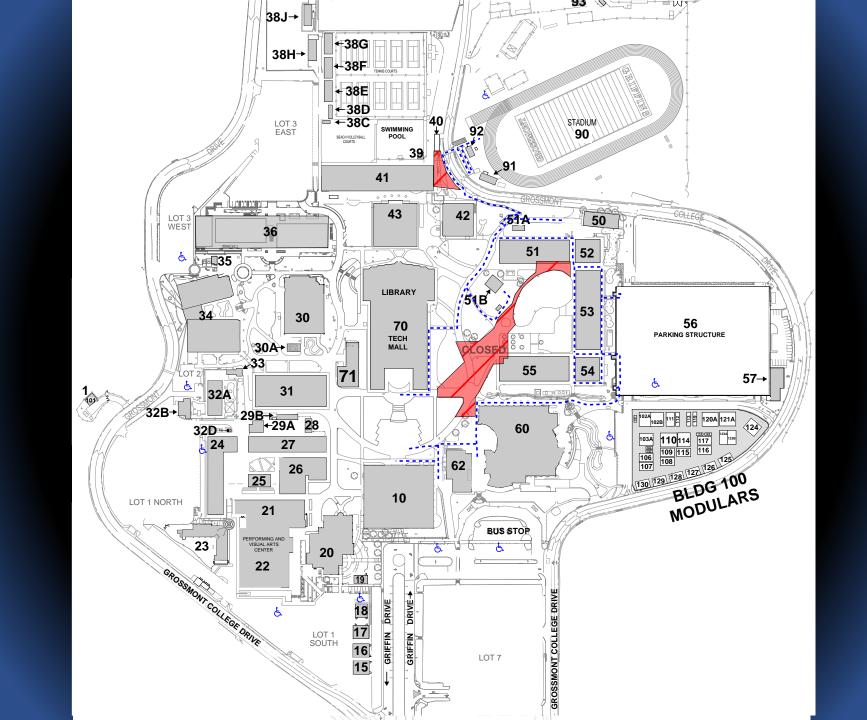
- 1. Welcome/Introductions Jennifer
- 2. Agenda Additions/Deletions Jennifer
- 3. Approve Meeting Minutes Jennifer
- 4. 5-Minute Public Comment Jennifer
- 5. Constituency Updates Jennifer
  - 1. Admin Association
  - 2. Classified Senate
  - 3. Academic Senate
  - 4. ASGC
- 6. Space Utilization Guest DLR
- 7. AUP / FPR Prioritization Loren
- 8. Motorcycle Training Location Chris Yatooma
- 9. Construction Timeline and Impacts Loren
- 10. Constituency Group Time Jennifer

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## Ribbon Cutting – Feb 15, 4 PM

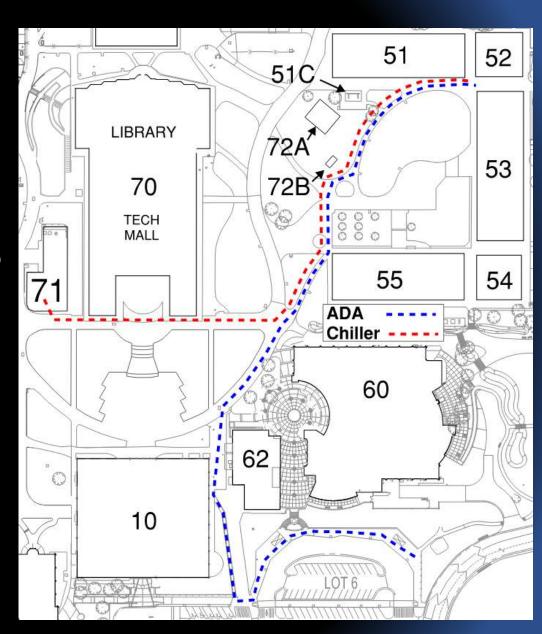




Bldg 51/55 Renovation 101 001 Sound Barrier 578 577 576 Wall 575 584 585 581 582 583 56157 546 547 548 Elevator 548A 62 551A 544 158 544A 551B 552 CONSTRUCTION 543 and ADA Restrooms 553 ZONE 542 56 554 541 555A 539 PARKING 555B 538 STRUCTU 557 537 536 535B 519 532 Elevator 525 522 528 527 524 526 125 148

### Building 52, 53, 54 Projects

- Extend Main Chiller Plant to Bldg 50s complex.
  - ONGOING -
- ADA concrete upgrades from bus stop to Bldg 50s complex.
  - COMPLETED -
- Replace fan coils in Bldgs 52-54.
  - COMPLETED -
- Reduce fan coil noise in Bldg 53.
  - FEB APRIL -
- Cosmetic upgrades in Bldgs 52-54 classrooms.
  - COMPLETED -



	2023 2024														2025												2026											
Bldg	Grossmont Projects			_	Ιc	M	Λ	М			٨	c	٥Ι	NI	$\overline{}$	П	c   1	м	A N			۸	c	٥	мΙ	$\overline{}$	П	ΕIN	1 /	Iм			۸	сI	ᡜ	ΝТ		
51	51/55 - Construction/Relo		Re		Г	IVI	A	IVI	۲	Ľ	A	3	U	IN	וע	,	FJI	VI	A   IV	J	,	А	3	U	IN	U	, ,	FIN	1	I I IVI	Rel		^	3	쒸	<del>'</del>	וב	
52	Relocate offices back to 52		INC		1				Re	lo		1	7	T	ī	Т	Ŧ	Ŧ	Ŧ	Т			1	ī	Ŧ	7	Ŧ	T		Т	INC	-		+	十	+	-[	
52	52/54 - Install Chiller Lines								100		H		-	$\pm$	1	+		$\pm$					1	1	$\pm$	1	+			+				+	十	十	-	
53	Reduce HVAC noise					t							$\dashv$	+	1	+	+	+	+		Н		1	┪	+	1	+	+	+	╁				$\dashv$	十	十	-	
20	20s Heat Installation					H							1	1	1	$^{+}$	+	+						1	$\top$	1	-	+		+				$\dashv$	+	+	۱۱	
21	21 & 26 Swing Space Relocation								H				_	+	1	$^+$	+	+	-					7	$\top$	1	_			+	Rel	0		+	+	+	٦!	
21	21 & 26 Construction Starts		H			H							1	T	1	1		1						1	$\top$	1	1					Ť						
27	Backflow and water heater												T	T	1	T		1						7	$\top$	1	Ħ								T	Ŧ	7	
27	Exhaust unit						t						7	1	1	+	+	1	$\top$				1	1	十	1	+	+		T				7	十	十	۱۱	
30	Bldg 30 Fume Hood Repair																+	1						Ī	1	ı								7	十	十	۱۱	
	Bldg 35 Hazmat Storage Code Compliance																1	T						T	1	1								1	十	十	۱۱	
40	Pool (Currently no timeline)		T						T				7		T									1		1									丁	十	۱۱-	
41	SM - Boiler														1			T							1	1									T	$\top$	۱۱	
42	SM - HVAC, ceiling tiles, and Flooring								M	av 2	8 -	Oct	31		T	1	T	T						T	T	1	1			T				T	十	す	۱	
42	Relocate Dance, Pilates, and Yoga								Re	_					1											1									T	$\top$	۱۱	
51	Gizmo Kitchen - On hold					T							T	T	T	T	1	T						T	T	1				T				寸	丁	す	۱۱	
62	HVAC Replacement														1											1									T	$\top$	۱۱	
86	HVAC Replacement														ı											1									T	$\exists$	۱۱	
91	Remove Bldg 91 and 95-102 - On hold		Ī										T					T							T	1									Т	T	7	
\	SM - Eyewash Stations - On hold											İ			Ī										T	ı								T			٦!	
\	SM - Fire Sprinkler Repair														Ī										T	ı										П	7	
	SM - Water Heater Replacement														Ī									T													7	
V	Perimeter Road 2nd Phase														Ī											Ī									T	丁	]	
	Solar connection starts																																				]	

# WELCOME TO THE FACILITIES COMMITTEE

# The best way to contact FMO is by email

## Grossmont.FMO@gcccd.edu

For maintenance, grounds, custodial and operation needs Colleen Parsons, Ryan Althaus, Bill Roessner, Pepe Levy, Joel Lopez

## Grossmont.restrooms@gcccd.edu

For restrooms that need attention

FMO phone is not monitored 24/7 619-644-7594