



Program Review - Overall Report

Administrative: Business Services

Enhance campus security (Goal 10 Facilities)

Program/Unit Goal

Enhance campus security and emergency preparedness by implementing keyless access control systems in all buildings at the college

Goal Cycle

2024 - 2027

What are you doing now in support of this goal?

1. Maintaining Existing Buildings: We are actively maintaining the keyless access control systems in the five buildings (CSS, CRC, NOC, Soccer Complex, & IT) that are already equipped with them. This includes regular inspections, repairs, and software updates to ensure that the systems are functioning optimally.
2. Quarterly Testing and Functionality Checks: To ensure the reliability of the keyless access control systems, we conduct comprehensive testing and functionality checks on a quarterly basis. This includes verifying the performance of access points, authentication methods, and any associated security features. By doing so, we can identify and address any issues promptly to ensure that the systems are fully operational during emergencies.
3. System Upgrades and End-of-Life Cycle: As part of our proactive approach to system maintenance, we closely monitor the life cycle of the keyless access control systems. When a system nears its end-of-life cycle, we take necessary steps to upgrade or replace it before it becomes obsolete. By doing this, we can prevent extended periods of downtime and ensure that the access control systems remain functional and reliable.

In summary, we are actively engaged in maintaining the existing buildings with keyless access control systems, conducting regular testing and functionality checks, and making necessary upgrades to prevent any disruption in system operation. These measures are essential to ensure the continuous effectiveness of the systems and to support the overall goal of enhancing security at the college.

What are your plans (3-year) regarding this goal?

Year 1:

1. Needs Assessment and Vendor Selection: Conduct a thorough needs assessment of the 10 additional buildings and finalize the selection of a reputable vendor that specializes in keyless access control systems.
2. System Design and Planning: Work closely with the chosen vendor to design a customized keyless access control system for each building, considering factors such as access point placement, authentication methods, and integration with existing security systems.
3. Pilot Implementation: Select one or two buildings to serve as pilot sites for implementing the new keyless access control systems. This will allow for testing, refinement, and gathering feedback before rolling out the systems to the remaining buildings.
4. Training and Awareness: Develop training programs and materials to educate faculty, staff, and students on how to use the keyless access control systems effectively. Conduct training sessions and raise awareness about emergency procedures and the role of the systems in enhancing security.
5. Develop budget plan for 3-5 years on maintenance upgrades and software service agreement (SSA) to support the back end systems and engineering to ensure system upkeep is fully managed that will reduce down time and boost performance/reliability on all building access systems within our campus.

Year 2:

1. Rollout and Installation: Install the keyless access control systems in the remaining buildings as per the finalized design plans. Coordinate with the vendor and ensure that the installation adheres to established timelines and quality standards.
2. Integration and Testing: Integrate the new systems with existing security infrastructure, such as surveillance cameras or alarm systems, to create a comprehensive security ecosystem. Conduct thorough testing to ensure system reliability, functionality, and compatibility with other elements.
3. System Upgrades and Maintenance: Implement a proactive maintenance plan for the keyless access control systems. Regularly inspect, repair, and update the systems to ensure optimal performance and prevent downtime.
4. Evaluation and Feedback: Gather feedback from users and stakeholders regarding the new systems' usability, effectiveness, and any areas that require improvement. Use this feedback to make necessary refinements and adjustments.

Year 3:

1. System Expansion: Evaluate the need for keyless access control systems in any new buildings that may have been added to the college since the initial plan. Initiate the process of implementing the systems in these buildings, following the same steps outlined in Year 1.
2. Review and Enhancements: Conduct a comprehensive review of the entire keyless access control system infrastructure. Identify areas where enhancements or upgrades are needed, such as adding advanced authentication methods or integrating with emerging security technologies.
3. Ongoing Training and Awareness: Continue providing regular training programs and refreshers for faculty, staff, and students to ensure a high level of proficiency in using the keyless access control systems and responding to emergencies.
4. System Monitoring and Evaluation: Implement a robust monitoring system to continuously assess the performance and effectiveness of the keyless access control systems. Regularly evaluate their functionality, user satisfaction, and alignment with evolving security needs.

Please add any relevant documents here.

Mapping

Educational Master Plan (2020-2025): ()

- 2025 Objective 10.1 (Business Services):
- 2025 Objective 10.10 (Business Services):
- 2025 Objective 10.2 (Business Services):
- 2025 Objective 10.6 (Business Services):
- 2025 Objective 10.9 (Business Services):
- 2025 Objective 12.1 (Business Services):
- 2025 Objective 9.2 (Planning and Development):

Evidence

Evidence Date

01/04/2024

Please provide any assessment data or other evidence that supports this Program/Unit Goal.

Norco College administered a safety survey for both staff and students. The survey data has been attached for the below resource request.

Is there a resource request associated with this Goal?

Yes

If yes, please provide a short description.

Keyless Access Control System for: Student Services, Humanities, Science and Technology, Applied Technology, Library, WEQ, CACT, & STEM

Please add any relevant documents here.

[Employee-SafetySurvey-2023.pdf](#)

[Student-SafetySurvey-2023.pdf](#)

Goal 10 (Facilities) Build a comprehensive and inspiring campus integrated into the region that serves as a destination for education, commerce, life, and the arts.

Program/Unit Goal

Build Out Funded Projects

Goal Cycle

2024 - 2027

What are you doing now in support of this goal?

Delivering an athletic training facility for student athletes

Upgrading emergency access road and installing bollards to control access onto campus

Upgrade of key access system throughout campus

Upgrading building mechanical equipment (HVAC)

Designing wayfinding throughout campus

What are your plans (3-year) regarding this goal?

1.

Please add any relevant documents here.

Evidence

Evidence Date

03/11/2024

Please provide any assessment data or other evidence that supports this Program/Unit Goal.

The assessment data is derived from the facility condition index in Fusion. The State Chancellor's Office conducted a comprehensive evaluation of facility conditions district-wide, with Norco College's assessment occurring in November 2023. This assessment included a thorough inspection of both the interior and exterior of all buildings on campus to evaluate their current condition.

Is there a resource request associated with this Goal?

If yes, please provide a short description.

Please add any relevant documents here.

[DeficiencyListExcel3_11_2024 6_49_41 AM.xlsx](#)

Goal 11 (Business Operations) Implement professional, intuitive, and technology enhanced systems

Program/Unit Goal

11.2: Implement intuitive and technology-enhanced CRM systems for the entire student life cycle

Goal Cycle

2024 - 2027

What are you doing now in support of this goal?

1. Analyze business processes during the validation and implementation process of the new ERP system
2. Analyze the collection, refunds and positing of student fees and revenue posting in the new Anthology system.
3. Configure student payment plan in Anthology to reduce the increasing A/R student balances.

What are your plans (3-year) regarding this goal?

1. Transition into the new ERP financial system with efficiency and accuracy.
2. Install a new student payment system for students that will allow them to track balances, auto payment processing, and communication with students regarding student balances

Please add any relevant documents here.

Mapping

Educational Master Plan (2020-2025): ()

- 2025 Objective 11.2 (Student Services and Planning and Development):

Goal 12: (Resources) Develop innovative and diversified resources to build and sustain a comprehensive college and achieve our visionary goals.

Program/Unit Goal

12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college.

Goal Cycle

2024 - 2027

What are you doing now in support of this goal?

1. Evaluate budget performance to identify areas of deficit spending, and those of surplus.

2. Identify operational demands: conduct a thorough assessment of the current state of the facilities. Identify areas that require improvement or expansion to support the college's vision.
- 3.
4. Professionally develop the Business Services team to maximize effectiveness and subject matter expertise.

What are your plans (3-year) regarding this goal?
Please add any relevant documents here.

Goal 10 (Facilities)

Program/Unit Goal

10.2: Develop and Maintain Facilities Master Plan

Goal Cycle

2024 - 2027

What are you doing now in support of this goal?

1. Assess the validity of the current FMP in accordance with instructional planning and curricular needs.

What are your plans (3-year) regarding this goal?

1. Update the current FMP to respond to the changes in the

Please add any relevant documents here.

Goal 12

Program/Unit Goal

12.2: Coordinate with RCCD to establish a BAM that allocates funding equitably

Goal Cycle

2024 - 2027

What are you doing now in support of this goal?

What are your plans (3-year) regarding this goal?

Please add any relevant documents here.

Repainting & Repairs (Goal 10 Facilities)

Program/Unit Goal

Repainting & Repairs to Exterior of the building's campus wide

Goal Cycle

2024 - 2027

What are you doing now in support of this goal?

1. Preventive maintenance to address minor issues before they escalate into larger. problems.
2. Building inspections.
3. Minor touch up painting as needed.

What are your plans (3-year) regarding this goal?

Year 1:

1. Conduct a thorough assessment of all buildings on campus to identify areas in need of repainting and repair.
2. Develop a detailed proposal outlining the scope of work, estimated costs, and the benefits of the repainting and repair projects.

Program/Unit Goals

3. Prioritize areas that require immediate attention and create a phased approach to address them based on urgency and impact.
4. Collaborate with the Business Services department and District FPD to develop a comprehensive budget proposal for the repainting and repair projects.
5. Begin the process of requesting funding through the program review process, highlighting the importance of maintaining the campus infrastructure and enhancing its overall appearance.

Year 2:

1. Continue refining the proposal based on feedback received during the program review process.
2. Explore alternative funding sources such as one time funds, grants, state or local funds.
3. Engage with key stakeholders, including the college leadership, to advocate for the funding needed for the repainting and repair projects.
4. Coordinate with vendors and contractors to secure quotes and estimates for the work to be done once funding is approved.

Year 3:

1. Present the finalized proposal to decision-makers during the program review process.
2. Advocate for the approval of the funding based on the demonstrated need and benefits of the repainting and repair projects.
3. Secure funding for the projects and initiate the repainting and repair work as soon as possible after approval.
4. Monitor the progress of the projects closely to ensure they are completed on time and within budget.

Please add any relevant documents here.

Mapping

Educational Master Plan (2020-2025): ()

- 2025 Objective 10.2 (Business Services):
- 2030 Goal 10: Facilities:
- 2030 Goal 11: Operations:
- 2030 Goal 12: Resources:

Evidence

Evidence Date

03/11/2024

Please provide any assessment data or other evidence that supports this Program/Unit Goal.

The assessment data is derived from the facility condition index in Fusion. The State Chancellor's Office conducted a comprehensive evaluation of facility conditions district-wide, with Norco College's assessment occurring in November 2023. This assessment included a thorough inspection of both the interior and exterior of all buildings on campus to evaluate their current condition.

Is there a resource request associated with this Goal?

Yes

If yes, please provide a short description.

Repainting & Repairs to Exterior of the building's campus wide

Please add any relevant documents here.

[DeficiencyListExcel3_11_2024 6_49_41 AM.xlsx](#)

Staffing Groundsperson (Goal 9 & 12 Business Services, Goal10 Facilities and Goal)

Program/Unit Goal

Additional Groundsperson position

Goal Cycle

2024 - 2027

What are you doing now in support of this goal?

1. Maintaining a professional and welcoming environment
2. Enhancing safety and security
3. Supporting logistical needs
4. Improving efficiency
5. Demonstrating attention to detail
6. Budget and Resource management
7. Collaboration with Grounds department.
8. Performance evaluations and training

What are your plans (3-year) regarding this goal?

Year1:

1. Develop a detailed plan outlining the goals and objectives for enhancing the college grounds, focusing on sustainability, environmental impact, and creating a welcoming and functional outdoor space for the campus community.
2. Ensure that the Groundsperson position aligns with the goals of improving the college grounds. Emphasize skills in landscaping, grounds maintenance, sustainability practices, and project management to ensure successful implementation of the plan.

Year 2:

1. Recruit and hire a qualified Groundsperson with the expertise and experience necessary to lead the improvements to the college grounds. Provide training and resources to support their success in the role.
2. Collaborate with the new Groundsperson and grounds department to prioritize projects and initiatives based on the assessment conducted in Year 1. Develop a timeline and action plan for implementing the identified improvements, focusing on areas that will have the greatest impact on enhancing the overall appearance and functionality of the college grounds.
3. Implement the first phase of improvements, which may include landscaping enhancements, irrigation system upgrades, sustainable practices implementation, and improvements to outdoor areas campus wide. Monitor progress closely and make adjustments as needed to ensure successful completion of the projects.

Year3:

1. Evaluate the outcomes of the improvements to the college grounds. Gather feedback from stakeholders to assess the impact of the changes on the campus community and identify areas for further enhancement.
2. Continue working with the grounds team to maintain the newly improved grounds, establish sustainable maintenance practices, and plan for ongoing enhancements to ensure the long-term beauty and functionality of the outdoor spaces on campus.

Please add any relevant documents here.

[Personnel Estimates 3.11.24.xlsx](#)

Mapping

Educational Master Plan (2020-2025): ()

- 2025 Objective 10.1 (Business Services):
- 2025 Objective 10.10 (Business Services):
- 2025 Objective 10.2 (Business Services):
- 2025 Objective 10.6 (Business Services):
- 2025 Objective 10.9 (Business Services):
- 2025 Objective 12.1 (Business Services):
- 2025 Objective 9.2 (Planning and Development):
- 2030 Goal 12: Resources:

Evidence

Evidence Date

03/11/2024

Please provide any assessment data or other evidence that supports this Program/Unit Goal.

The APPA Grounds standards has been attached.

Is there a resource request associated with this Goal?

Yes

If yes, please provide a short description.

Staffing Groundsperson

Please add any relevant documents here.

[Personnel Estimates 3.11.24.xlsx](#)

[appa_standards.pdf](#)

EMP Goal 12 | Program Goal NCTSSAV-001: Replace obsolete Instructional AudioVisual (AV) equipment according to the Norco College A/V Equipment Refresh Plan serving the 5-year Instructional Support Plan submitted to the State Chancellor's Office.

Program/Unit Goal

EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college.

Program Goal NCTSSAV-001: Replace obsolete Instructional AudioVisual (AV) equipment according to the Norco College A/V Equipment Refresh Plan serving the 5-year Instructional Support Plan submitted to the State Chancellor's Office.

Goal Cycle

2024 - 2027

What are you doing now in support of this goal?

Program Goal NCTSSAV-001:

- AV team is continuing to upgrade all current classroom AV technology from analog to digital.
- AV team is working to automate classroom technology with auto-tracking cameras and touchless beam microphones to enhance hybrid learning. (DL)
- AV team will use remote management software to allow staff to better monitor and service its audiovisual systems. (DL)
- AV team has adopted the use of lampless, laser projectors to increase energy efficiency and to lower the total cost of ownership through the elimination of lamp usage. Additionally, lampless projectors provide a 67% longer factory warranty. (DL)

What are your plans (3-year) regarding this goal?

In the absence of adequate state funding to replace obsolete Student Instruction AudioVisual (AV) equipment at Norco College, the TSS AudioVisual team will continue to maintain end-of-life equipment until the equipment is no longer serviceable, or compatible with new software, and TSS will continue to seek equipment replacement funding from Norco College.

Please add any relevant documents here.

[Norco-College-Replacement-of-Technology-Infrastructure-Equipment-Plan.pdf](#)

Mapping

Educational Master Plan (2020-2025): ()

- 2025 Objective 12.1 (Business Services):

Evidence

Evidence Date

03/16/2024

Please provide any assessment data or other evidence that supports this Program/Unit Goal.

See Document Repository > Technology Support Services > AudioVisual > NCTSSAV-001

Program/Unit Goals

The AV team regularly updates the A/V equipment refresh plan annually. This plan includes date of purchase and installation date. The plan highlights all system/equipment warranty information for 5 years. This plan is reviewed by the area VP and the technology committee so that it is in alignment with the department technology plan and our 3-year program review cycle. (DL)

Is there a resource request associated with this Goal?

Yes

If yes, please provide a short description.

See Resource Requests > NCTSSAV-001a-z

Please add any relevant documents here.

[BOM - NC HYBRID FLEX design.xlsx](#)

EMP Goal 12 | Program Goal NCTSSAV-002: Ongoing augmentation of the AV repairs budget to relieve academic and administrative departments of this burden.

Program/Unit Goal

MP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college.

Program Goal NCTSSAV-002: Ongoing augmentation of the AV repairs budget to relieve academic and administrative departments of this burden.

Goal Cycle

2024 - 2027

What are you doing now in support of this goal?

Program Goal NCTSSAV-002:

The AV team does an amazing job keeping obsolete AV equipment functional, but the limitations are increasing and are difficult to address causing impact to classroom instruction and learning. AV repairs are currently funded by either Business Services or departments responsible for the spaces where the broken AV equipment is located. When repairs go unfunded, and temporary replacements are not available, classroom instruction and learning dependent on these systems are impacted.

What are your plans (3-year) regarding this goal?

In the absence of adequate state funding to replace obsolete Student Instruction AudioVisual (AV) equipment at Norco College, the TSS AudioVisual team will continue to maintain end-of-life equipment until the equipment is no longer serviceable, or compatible with new software, and TSS will continue to seek equipment replacement funding from Norco College.

Please add any relevant documents here.

Mapping

Educational Master Plan (2020-2025): ()

- 2025 Objective 12.1 (Business Services):

Evidence

Evidence Date

03/16/2024

Please provide any assessment data or other evidence that supports this Program/Unit Goal.

See Document Repository > Technology Support Services > AudioVisual > NCTSSAV-002

Evidence showing annual repair costs for AV systems has been uploaded to the document repository.

Is there a resource request associated with this Goal?

Yes

If yes, please provide a short description.

See Resource Requests > NCTSSAV-002a-z

Please add any relevant documents here.

EMP Goal 12 | Program Goal NCTSSIT-001: Replace obsolete Instructional Computer equipment according to the Norco College Computer Lab/Classroom Refresh Plan serving the 5-year Instructional Support Plan submitted to the State Chancellor's Office.

Program/Unit Goal

Program Goal NCTSSIT-001: Maintain computer labs for current class requirements provided by instructors and actively investigate newer technologies as software/class standards and hardware requirements change. (JCT)

Goal Cycle

2024 - 2027

What are you doing now in support of this goal?

Program Goal NCTSSIT-001: Maintain computer labs for current class requirements provided by instructors and actively investigate newer technologies as software/class standards and hardware requirements change. (JCT)

What are your plans (3-year) regarding this goal?

In the absence of adequate state funding to replace obsolete Student Instruction Computer equipment at Norco College, Technology Support Services (TSS) will continue to maintain end-of-life equipment until the equipment is no longer serviceable, or compatible with new software, and TSS will continue to seek equipment replacement funding from Norco College.

Please add any relevant documents here.

[Norco-College-Replacement-of-Technology-Infrastructure-Equipment-Plan.pdf](#)

Mapping

Educational Master Plan (2020-2025): ()

- 2025 Objective 12.1 (Business Services):

Evidence

Evidence Date

03/16/2024

Please provide any assessment data or other evidence that supports this Program/Unit Goal.

See Document Repository > Technology Support Services > Information Technology > NCTSSIT-001

<https://www.norcocollege.edu/committees/tc/Documents/Supporting/Planning-Documents/Computer-Lab-Classroom-Refresh-Plan-Phases-2021-NC.pdf>

Is there a resource request associated with this Goal?

Yes

If yes, please provide a short description.

See Resource Requests > NCTSSIT-001a-z

Please add any relevant documents here.

[Dell Computer - Saved Quote Information -3000173046312_ATEC118QuoteNorcoPR_24_27.pdf](#)

[Dell Computer - Saved Quote Information -3000173047383_CACT2QuoteNorcoPR_24_27.pdf](#)

[Dell Computer - Saved Quote Information -3000173047915_IT125QuoteNorcoPR_24_27.pdf](#)

[ncProgramReview-Labs27in.pdf](#)

[ncPRStaffFac-LT.pdf](#)

[ncTSSUpgrades-LT.pdf](#)

[rccdPhonesList-NCTSS.pdf](#)

[TCO - 27 In. Monitors.xlsx](#)

[TCO - ATEC 118.xlsx](#)

[TCO - CACT 2.xlsx](#)

[TCO - IT 125.xlsx](#)

[TCO - Lenovo Laptops \(Staff+Fac\).xlsx](#)

[TCO - TSS Cell Phones.xlsx](#)

[TCO - TSS LT Upgrades.xlsx](#)

EMP Goal 12 | Program Goal NCTSSIT-002: Ongoing augmentation of the IT repairs budget to relieve academic and administrative departments of this burden.

Program/Unit Goal

EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college.

Program Goal NCTSSIT-002: Ongoing augmentation of the IT repairs budget to relieve academic and administrative departments of this burden.

Goal Cycle

2024 - 2027

What are you doing now in support of this goal?

Program Goal NCTSSIT-002:

The IT team do an amazing job keeping obsolete IT equipment functional, but the limitations are increasing and are difficult to address causing an impact on classroom instruction and learning. IT repairs are currently funded by either Business Services, or departments responsible for the spaces where the broken IT equipment is located. When repairs go unfunded, and temporary replacements are not available, classroom instruction and learning dependent on these systems are impacted.

What are your plans (3-year) regarding this goal?

In the absence of adequate state funding to replace obsolete Student Instruction Information Technology (IT) equipment at Norco College, the TSS Information Technology team will continue to maintain end-of-life equipment until the equipment is no longer serviceable, or compatible with new software, and TSS will continue to seek equipment replacement funding from Norco College.

Please add any relevant documents here.

[Ongoing_Fixed Costs for IMS and Electronic Access 2024.xlsx](#)

Mapping

Educational Master Plan (2020-2025): ()

- 2025 Objective 12.1 (Business Services):

Evidence

Evidence Date

03/16/2024

Please provide any assessment data or other evidence that supports this Program/Unit Goal.

See Document Repository > Technology Support Services > Information Technology > NCTSSIT-002
Evidence showing annual repair costs for IT systems has been uploaded to the document repository.

Is there a resource request associated with this Goal?

Yes

If yes, please provide a short description.

See Resource Requests > NCTSSIT-002a-z

Please add any relevant documents here.

[Ongoing_Fixed Costs for IMS and Electronic Access 2024.xlsx](#)

Objective 5.4- Work based learning opportunities

Program/Unit Goal

Provide work opportunities for students to earn while they learn.

Goal Cycle

2024 - 2027

What are you doing now in support of this goal?

The Corral currently employs 14 students with 8 to 20 hours per week (depending on requested schedule).

What are your plans (3-year) regarding this goal?

Increase sales through timely promotions and frequently changing healthy menu options. Introduce "inside sales" position for student to contact and sell products directly to programs and groups. Introduce student

event committee to better market limited time offers during holidays and celebrations including mixed media messaging and decorations in the Corral.

Please add any relevant documents here.

Mapping

Educational Master Plan (2020-2025): ()

- 2025 Objective 5.4 (Academic Affairs):

Evidence

Evidence Date

03/19/2024

Please provide any assessment data or other evidence that supports this Program/Unit Goal.

We have seen a 100% increase in guest counts over last year. We expect to grow an additional 10% in FY 24/25.

Is there a resource request associated with this Goal?

Yes

If yes, please provide a short description.

We would like to purchase a towable taco cart for catering and special events and a turbo chef oven for our pizza station.

Please add any relevant documents here.

College Transformation: Objective 7.6

Program/Unit Goal

Support Wellness and Success

Goal Cycle

2024 - 2027

What are you doing now in support of this goal?

Provide hands on cooking demonstrations in person and online (zoom/youtube).

What are your plans (3-year) regarding this goal?

We are rolling out a Farmers Market this spring with student preparation and cooking demos.

Please add any relevant documents here.

Mapping

Educational Master Plan (2020-2025): ()

- 2025 Objective 7.6 (Student Services):

Evidence

Evidence Date

03/19/2024

Please provide any assessment data or other evidence that supports this Program/Unit Goal.

The youtube channel currently has 186 views.

Is there a resource request associated with this Goal?

No

If yes, please provide a short description.

Please add any relevant documents here.

Program/Unit Goals

1. Which equity-related professional development trainings have members of your area participated in to improve student learning, student support, and/or college support?

The classified team participated in the Guided Pathways Summit on Sept 14th and 15th, 2023.

2. What knowledge or skills/techniques have members in your area implemented from these trainings and what changes have you seen?

We have championed experienced students working closely with new students as peer to peer mentors during initial training and daily work routines. The permanent staff has made an intentional effort to offer assistance to students who look confused or lost. We added items to the value menu under \$3.50. We have noticed a greater number of our student aides persist and transfer or graduate within 2 years. We have seen average sales of the value menu items.

3. What additional equity-related professional development/trainings do you seek to better support your area?

CARE Team training for classified staff as we interact with hundreds of students per day. We consistently see the same students so we can quickly identify students who may be showing signs of burnout, distress and drug use.

Please add any relevant documents here.

9.1 Plan and advocate for the funding augmentations needed to meet staff requirements to achieve the vision for a more comprehensive college.

EMP Goal

2030 Goal 9: (Workplace/Employees) Expand workforce to support comprehensive college and develop/sustain excellent workplace culture

10.1 Plan and advocate for the funding needed to meet facilities growth to achieve the vision for a more comprehensive college

EMP Goal

2030 Goal 10: (Facilities) Build a comprehensive and inspiring campus integrated into the region that serves as a destination for education, commerce, life, and the arts.

10.2 Develop and maintain Facilities Master Plan

EMP Goal

2030 Goal 10: (Facilities) Build a comprehensive and inspiring campus integrated into the region that serves as a destination for education, commerce, life, and the arts.

10.3 Build out funded projects (amphitheater, Center for Student Success room 217, etc.)

EMP Goal

2030 Goal 10: (Facilities) Build a comprehensive and inspiring campus integrated into the region that serves as a destination for education, commerce, life, and the arts.

10.4 Finish Veterans Resource Center Phase 1 by Spring 2021

EMP Goal

2030 Goal 10: (Facilities) Build a comprehensive and inspiring campus integrated into the region that serves as a destination for education, commerce, life, and the arts.

10.5 Open Early Childhood Education Center

EMP Goal

2030 Goal 10: (Facilities) Build a comprehensive and inspiring campus integrated into the region that serves as a destination for education, commerce, life, and the arts.

10.6 Develop plans and strategies to capitalize on state facilities funding to maximize local project funding availability.

EMP Goal

2030 Goal 10: (Facilities) Build a comprehensive and inspiring campus integrated into the region that serves as a destination for education, commerce, life, and the arts.

10.7 Build 2nd access road

EMP Goal

2030 Goal 10: (Facilities) Build a comprehensive and inspiring campus integrated into the region that serves as a destination for education, commerce, life, and the arts.

10.8 Explore and pursue land acquisition adjacent to college property

EMP Goal

2030 Goal 10: (Facilities) Build a comprehensive and inspiring campus integrated into the region that serves as a destination for education, commerce, life, and the arts.

10.9 Develop and start implementing sustainable campus

EMP Goal

2030 Goal 10: (Facilities) Build a comprehensive and inspiring campus integrated into the region that serves as a destination for education, commerce, life, and the arts.

Assessment Method

How do you plan to assess this objective?

Track purchases of compostable, biodegradable, and traditional plastic products.

Method used to assess

Quantitative (Survey, count, measure, etc.)

Status

Active

Date

06/30/2024

Progress/Findings

Explain the progress, status and/or results/findings of this assessment.

We have discontinued the use of many plastic products but we still purchase single use non-biodegradable items such as foam plates, forks, knives, and spoons.

Score

2 - Progressing Toward Completion (1/2 - 3/4)

How can you continue to improve towards completing this objective?

Identify new products in the marketplace that are competitively priced to traditional single use plastic items such as bamboo plates, utensils and platters.

Please add screenshot here.

Please upload any related assessment data or documents.

Progress/Findings Date

03/22/2024

10.10 Design spaces that intentionally build community

EMP Goal

2030 Goal 10: (Facilities) Build a comprehensive and inspiring campus integrated into the region that serves as a destination for education, commerce, life, and the arts.

10.11 Install immediate/temporary facilities to address current capacity needs by summer 2021.

EMP Goal

2030 Goal 10: (Facilities) Build a comprehensive and inspiring campus integrated into the region that serves as a destination for education, commerce, life, and the arts.

10.12 Enhance transportation infrastructure

EMP Goal

2030 Goal 10: (Facilities) Build a comprehensive and inspiring campus integrated into the region that serves as a destination for education, commerce, life, and the arts.

12.1 Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college.

EMP Goal

2030 Goal 12: (Resources) Develop innovative and diversified resources to build and sustain a comprehensive college and achieve our visionary goals.

12.2 Coordinate with RCCD to establish a BAM that allocates funding equitably

EMP Goal

2030 Goal 12: (Resources) Develop innovative and diversified resources to build and sustain a comprehensive college and achieve our visionary goals.

12.4 Develop 30% of overall budget from non-general fund revenue sources.

EMP Goal

2030 Goal 12: (Resources) Develop innovative and diversified resources to build and sustain a comprehensive college and achieve our visionary goals.

Repainting & Repairs to Exterior of the building's campus wide

Resource Year

2024 - 2027

What resources do we already have?

A Facilities department with the expertise in preventative maintenance, industry standards on proper upkeep of exterior of buildings and a designated operational budget.

What resources do you need?

Financial resources are required to cover the expenses associated with hiring a professional painting contractor and acquiring the necessary materials.

\$ Amount Requested

325,000

Resource Type

BUDGET: Facilities Building, Remodel

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

EMP 10.1, 10.2, 10.10, 12.11.

Objective 10.1: Plan and advocate for the funding needed to meet facilities growth to achieve the vision for a more comprehensive college.

Repainting the entire college exterior is a necessary facility improvement that contributes to creating a more comprehensive college. By requesting funds for this project, the college demonstrates its commitment to enhancing the campus environment and meeting the facilities growth required to achieve its vision.

2. Objective 10.2: Develop and maintain Facilities Master Plan.

Repainting the college exterior aligns with the objective of developing and maintaining a Facilities Master Plan. This plan aims to establish a systematic approach to managing and improving college facilities. By including the repainting project in the plan, the college demonstrates its commitment to maintaining and upgrading its physical infrastructure.

3. Objective 10.10: Design spaces that intentionally build community.

Repainting the entire college exterior can contribute to the objective of designing spaces that intentionally build community. A fresh coat of paint can enhance the aesthetic appeal of the college and create a welcoming environment. It can foster a sense of pride and belonging among students, faculty, and staff, thus promoting a stronger sense of community on campus.

4. Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college.

Requesting funding for repainting the college exterior falls under the objective of planning and advocating for budget augmentations to meet operational demands. By prioritizing the repainting project, the college recognizes the importance of maintaining a visually appealing campus environment that aligns with its comprehensive vision. It demonstrates a commitment to allocating resources to improve the overall college experience for its stakeholders.

In summary, the request for repainting the entire college exterior supports the 2025 objectives by contributing to facilities growth, aligning with the Facilities Master Plan, promoting community-building, and advocating for budget augmentations to enhance the college's comprehensive vision.

This request for my area is Priority #:

4

Is this request

New

Mapping

Educational Master Plan (2020-2025): ()

- 2025 Objective 10.1 (Business Services):
- 2025 Objective 10.10 (Business Services):

- 2025 Objective 10.2 (Business Services):
- 2025 Objective 12.1 (Business Services):

Keyless Access Control System for: Student Services, Humanities, Science and Technology, Applied Technology, Library, WEQ, CACT, & STEM (Exterior)

Resource Year

2024 - 2027

What resources do we already have?

Existing access control panels at College Resource Center, Center for Student Success, Industrial Technology, Soccer Complex, Veterans Resource Center and Operation Center.

What resources do you need?

Hire a consultant to provide a comprehensive analysis to ensure the following:

- Ensuring compatibility with the existing access control system.
- Assessing scalability, network infrastructure, and power supply requirements.
- Ensuring smooth integration with existing security systems.
- Provide user training and education for staff and users at new locations.

Hire a contractor to install new controllers after analysis has been completed.

\$ Amount Requested

300,000

Resource Type

BUDGET: Facilities Building, Remodel

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

Resource Requests

Objective 9.2: The addition of the keyless access control system helps preserve and foster a positive workplace culture for all constituent groups within the college. The system provides a convenient and user-friendly experience for full-time faculty, part-time faculty, classified professionals, student workers, and managers, enhancing their satisfaction and well-being.

Objective 10.1: The addition of the keyless access control system supports the college's plan to advocate for funding to meet the growing facility needs. It enhances the existing access control infrastructure, ensuring that the college can accommodate its expanding facilities in a comprehensive manner.

Objective 10.2: The implementation of the keyless access control system aligns with the college's objective to develop and maintain a Facilities Master Plan. This expansion can be incorporated into the plan as a means to improve and update the existing access control system, ensuring effective management of facility access.

Objective 10.6: The request for the expanded keyless access control system aligns with the college's objective to develop plans and strategies to maximize state facilities funding. By showcasing the college's commitment to modernization and technological advancements, it increases the potential for securing state funding for local projects.

Objective 10.9: The expansion of the keyless access control system can contribute to the college's efforts to develop and implement a sustainable campus. By minimizing the use of physical keys and adopting energy-efficient technologies, the system supports the college's sustainability goals.

Objective 10.10: The addition of the keyless access control system contributes to the intentional design of spaces that build community. By providing convenient and secure access, the system fosters a sense of inclusivity and community engagement among students, faculty, and staff.

Objective 12.1: The request for an expanded keyless access control system may require budget augmentations to meet operational demands. Advocating for the necessary funds aligns with the college's objective to plan and secure the general fund budget needed to achieve its comprehensive vision.

In summary, the request for an additional keyless access control system at the college complements several objectives, including facility growth, Facilities Master Plan, community building, budget augmentations, sustainability, workplace culture, and funding maximization.

This request for my area is Priority #:

2

Is this request

New

Mapping

Educational Master Plan (2020-2025): ()

- 2025 Objective 10.1 (Business Services):
- 2025 Objective 10.10 (Business Services):
- 2025 Objective 10.2 (Business Services):
- 2025 Objective 10.6 (Business Services):
- 2025 Objective 10.9 (Business Services):
- 2025 Objective 12.1 (Business Services):
- 2025 Objective 9.2 (Planning and Development):

(2) Groundsperson

Resource Year

2024 - 2027

What resources do we already have?

(2) Groundsperson, (1) Sprinkler Repairperson, & (1) Athletic Field Caretaker

What resources do you need?

(1) Groundsperson

\$ Amount Requested

220,504

Resource Type

STAFF: Classified Professional, Confidential, Mgr

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

Investing in a new Groundsperson for the college will not only support the institution's vision of becoming a more comprehensive institution by 2025 but also align with the APPA standards and requirements for groundskeeping, ensuring that the college maintains high-quality grounds and landscaping that reflect its commitment to excellence and innovation. Additionally, it addresses the need for facilities growth, the development of a Facilities Master Plan, community-building spaces, operational demands, sustainable practices, positive workplace culture, and strategic funding planning.

Objective 9.2 aims to preserve and foster a positive workplace culture for all constituent groups within the college. The request for a new Groundsperson supports this objective by providing resources to maintain a clean, safe, and visually appealing campus environment. A well-maintained outdoor space contributes to a positive workplace culture and enhances the overall experience for students, faculty, and staff.

Objective 10.1 focuses on planning and advocating for the funding required to support facilities growth. By requesting a new Groundsperson, the college acknowledges the need to maintain and improve its outdoor spaces, which are vital components of the overall facilities. The Groundsperson's role will contribute to achieving the vision of a more comprehensive college by ensuring the proper care and maintenance of the college's grounds.

Objective 10.2 emphasizes the development and maintenance of a Facilities Master Plan. The request for a new Groundsperson aligns with this objective by addressing the need for dedicated personnel to execute the plan's goals related to outdoor spaces. The Groundsperson will play a crucial role in maintaining and enhancing the college's grounds according to the Facilities Master Plan.

Objective 10.6 involves developing plans and strategies to maximize local project funding availability by capitalizing on state facilities funding. While the request for a new Groundsperson may not directly impact funding strategies, it contributes to the overall improvement of the college's facilities. Well-maintained outdoor spaces can enhance the college's appearance, which may positively influence future funding opportunities.

Objective 10.9 focuses on developing and implementing sustainable campus practices. The Groundsperson can contribute to this objective by employing sustainable landscaping techniques, such as water conservation, natural pest control, and native plantings. They can help create an environmentally friendly campus and promote sustainable practices in outdoor maintenance.

Objective 10.10 aims to design spaces that intentionally build community. The presence of a Groundsperson supports this objective by ensuring that the outdoor spaces, such as courtyards, gardens, and recreational areas, are well-maintained and inviting. A well-kept campus environment fosters a sense of community and encourages students, faculty, and staff to engage with the outdoor spaces.

Objective 12.1 involves planning and advocating for budget augmentations to meet operational demands. The request for a new Groundsperson aligns with this objective by addressing the need for additional resources to support the maintenance and upkeep of the college's outdoor areas. By investing in a dedicated staff member, the college can allocate resources effectively and ensure that the grounds remain in optimal condition.

This request for my area is Priority #:

1

Is this request

New

Mapping

Educational Master Plan (2020-2025): ()

- 2025 Objective 10.1 (Business Services):

- 2025 Objective 10.10 (Business Services):
- 2025 Objective 10.2 (Business Services):
- 2025 Objective 10.6 (Business Services):
- 2025 Objective 10.9 (Business Services):
- 2025 Objective 12.1 (Business Services):
- 2025 Objective 9.1 (Business Services):
- 2025 Objective 9.2 (Planning and Development):

(HVAC) Energy Efficient Chiller F2 Plant

Resource Year

2024 - 2027

What resources do we already have?

A comprehensive report of the condition of the college HVAC system completed in 21/22, and data from the district Sustainability Climate Action Plan (SCAP).

What resources do you need?

RFPQ, Architect, Mechanical engineer, Department of State Architect (DSA) approve set plans, DSA inspector, & a License Contractor for construction.

\$ Amount Requested

2,100,000

Resource Type

BUDGET: Facilities Building, Remodel

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

Objective 9.2, which aims to foster a positive workplace culture for all constituent groups, including faculty, staff, and students, is indirectly supported by the chiller request. By ensuring a reliable and comfortable working and learning environment, the chiller contributes to creating a positive atmosphere on campus.

Objective 10.1 of the 2025 plan, which aims to plan and advocate for funding to meet facilities growth and achieve a more comprehensive college. The chiller is crucial for maintaining the energy supply to the college, ensuring uninterrupted operations, and supporting any new buildings developed in the future as part of the Facilities Master Plan (Objective 10.2).

Objective 10.6, which emphasizes developing plans and strategies to maximize local project funding availability. By investing in energy-efficient infrastructure, the college can leverage potential state facilities funding and demonstrate its commitment to sustainability, increasing the likelihood of securing funding for future projects.

Objective 10.9, which focuses on developing and implementing sustainable campus initiatives. Energy efficiency is a crucial component of sustainability, and the chiller's improved efficiency will contribute to reducing the college's carbon footprint and promoting environmental stewardship.

Objective 10.10, which focuses on designing spaces that intentionally build community. It enhances the overall campus infrastructure, creating a comfortable and efficient environment for students, faculty, and staff, fostering a sense of community and collaboration.

Objective 12.1, which aims to plan and advocate for budget augmentations to meet operational demands. By investing in an energy-efficient chiller, the college can achieve its vision for a more comprehensive institution while minimizing operational costs and environmental impact.

In summary, the request for a new Energy Efficiency Chiller for the F2 plant supports multiple objectives outlined in the 2025 plan, including facilities growth, comprehensive campus development, community building, budget advocacy, sustainability, positive workplace culture, and strategic funding maximization.

This request for my area is Priority #:

3

Is this request

New

Mapping

Educational Master Plan (2020-2025): ()

- 2025 Objective 10.1 (Business Services):
- 2025 Objective 10.10 (Business Services):
- 2025 Objective 10.2 (Business Services):
- 2025 Objective 10.6 (Business Services):
- 2025 Objective 10.9 (Business Services):
- 2025 Objective 12.1 (Business Services):
- 2025 Objective 9.2 (Planning and Development):

Campus Wide Wayfinding

Resource Year

2024 - 2027

What resources do we already have?

The college existing signage exhibits signs of deterioration, including fading, breakage and overall poor condition. The college has engaged the expertise of a licensed architect to develop the schematic design, which has been approved by the college. Currently, we are in the process of reviewing the construction design to move forward with implementing the necessary improvements.

What resources do you need?

To significantly improve wayfinding on campus, it is essential for the college to obtain approved set plans from the Division of State Architect for a comprehensive signage system, information kiosks, and directories. By implementing these resources, the college aims to enhance navigation for students, faculty and staff, ensuring they can easily access and utilize available resources effectively. Additionally, funding will be required to support the implementation of the approved design and to ensure the successful completion of the project.

\$ Amount Requested

500,000

Resource Type

BUDGET: Facilities Building, Remodel

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

Resource Requests

The request for campus-wide wayfinding supports several objectives outlined in the Facilities Master Plan (FMP) and the Education Master Plan (EMP) for Norco College, as well as the 2025 objectives:

- 1. FMP and EMP Alignment:** The request for campus-wide wayfinding aligns with the objectives of developing and maintaining the Facilities Master Plan (Objective 10.2) and the Education Master Plan (Objective 10.9). Wayfinding systems are essential for creating an efficient and well-organized campus environment. By improving navigational signage and systems, the college enhances the overall campus experience, contributes to a positive workplace culture (Objective 9.2), and supports the goals outlined in the Education Master Plan.
- 2. Facilities Growth and Comprehensive College Vision:** The request for campus-wide wayfinding supports Objective 10.1, which focuses on planning and advocating for the funding needed to meet facilities growth and achieve the vision for a more comprehensive college. Effective wayfinding systems are crucial for accommodating the growth of the college and ensuring that new and existing facilities are easily accessible and navigable. By requesting resources for wayfinding, the college demonstrates its commitment to supporting facilities growth and providing a comprehensive campus experience.
- 3. Designing Spaces that Build Community:** Campus-wide wayfinding directly supports Objective 10.10, which emphasizes the design of spaces that intentionally build community. Clear and well-designed wayfinding systems create a more inclusive and welcoming environment for students, faculty, staff, and visitors. By improving navigation and creating intuitive pathways, the college enhances community engagement and fosters a sense of belonging on campus.
- 4. Budget Augmentations and Capitalizing on Funding:** The request for campus-wide wayfinding can align with Objective 12.1, which focuses on planning and advocating for general fund budget augmentations to meet operational demands. While the specific funding needs for wayfinding may vary, it is an essential investment in operational efficiency and improving the overall campus experience. Additionally, effective wayfinding can help maximize local project funding availability (Objective 10.6) by ensuring that resources are efficiently utilized and supporting the successful implementation of other projects.

In summary, the request for campus-wide wayfinding supports the FMP and EMP for Norco College by enhancing navigational systems and promoting a comprehensive, community-oriented campus. It aligns with objectives related to facilities growth, comprehensive college vision, workplace culture, budget augmentations, and maximizing funding availability.

This request for my area is Priority #:

1

Is this request

New

Mapping

Educational Master Plan (2020-2025): ()

- 2025 Objective 10.1 (Business Services):
- 2025 Objective 10.10 (Business Services):
- 2025 Objective 10.2 (Business Services):
- 2025 Objective 10.6 (Business Services):
- 2025 Objective 10.9 (Business Services):
- 2025 Objective 12.1 (Business Services):
- 2025 Objective 9.2 (Planning and Development):

Staff

Resource Year

2024 - 2027

What resources do we already have?

FTA and Accounting Services Clerk

What resources do you need?

Financial Technical Analyst position

\$ Amount Requested

158,706

Resource Type

STAFF: Classified Professional, Confidential, Mgr

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

Implementation of Anthology will demand additional attention, district is also implemented a budget software that will require resources during the implementation period. The college has 12 million dollars in one-time funds that requires monitoring and reporting, (holding acct report) besides the regular operations general fund of 54 million dollars.

NC has 94 Grants and Categorical projects that need budget and expense monitoring, reporting and documentation for a total budget of \$39 million. (Grants & categorical report). The travel system Concur requires constant attention and monthly expense reconciliation and constant follow up with travelers for expense reports submittals. Last year, the college spent \$406,052 in conference, mileage and student travel, the majority was processed through Concur.

This request for my area is Priority #:

1

Is this request

Revised

Mapping

Administrative: Business Services: (.)

- Goal 11 (Business Operations) Implement professional, intuitive, and technology enhanced systems: .
- Goal 12: .

Golf Cart Request

Resource Year

2024 - 2027

What resources do we already have?

Worn down existing golf carts.

What resources do you need?

(4) Golf Carts for Maintenance Department

\$ Amount Requested

95,000

Resource Type

ITEM: Equipment, Services, Software, Furniture

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

Purchasing new golf carts enhance the efficiency of campus operations for the facilities department. This supports EMP goals by optimizing resources, improving productivity, and enhancing the overall campus experience.

This request for my area is Priority #:

1

Is this request

New

Mapping

Administrative: Business Services: (.)

- Goal 10 (Facilities) : .
- Goal 12: (Resources) Develop innovative and diversified resources to build and sustain a comprehensive college and achieve our visionary goals.: .

Educational Master Plan (2020-2025): ()

- 2025 Objective 10.9 (Business Services):

- 2025 Objective 9.2 (Planning and Development):
- 2030 Goal 10: Facilities:

Installation of pedestrian crosswalk at Third Street and Mustang Circle

Resource Year

2024 - 2027

What resources do we already have?

Existing road infrastructure and layout to contribute to the overall support of this project.

What resources do you need?

Funds for vendors to provide labor and installation of materials for crosswalk. Some materials will include paint, concrete work, and signs.

\$ Amount Requested

12,000

Resource Type

BUDGET: Facilities Building, Remodel

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

When surveyed in the fall of 2023, 20% of both students (19.48%) and employees (21.43%) requested increased pedestrian awareness (Crosswalk safety, safe routes to campus). The installation of the crosswalk would increase campus pedestrian and student wellbeing overall. This crosswalk's addition will provide an additional route across Third Street. There are currently two crosswalks: the west end quad and JFK, both of which use the HAWK system. This crosswalk will enable campus connectivity and offer an additional route of entry to STEM and the VRC.

This request for my area is Priority #:

3

Is this request

New

NCTSSAV-001a: ATEC 204 Classroom AV system

Resource Year

2024 - 2027

What resources do we already have?

The current AV equipment in this classroom is outdated and needs to be replaced.

What resources do you need?

A build of materials list of AV components and equipment will be provided.

\$ Amount Requested

67,680

Resource Type

ITEM: Equipment, Services, Software, Furniture

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college.

Ultimately students are disadvantaged when obsolete equipment is not replaced as technology outside the college continues to improve and evolve. Faculty and students might find the teaching and learning devices they bring into the classroom no longer compatible with the classroom's audiovisual equipment. Students might find they are learning on obsolete equipment the workplace is no longer using. Programs might find they cannot teach a course requiring newer technology, so those courses cannot be offered. Colleges might find lower enrollment if students complain the technology taught/used is outdated and they opt for another college.

This request for my area is Priority #:

3

Is this request

New

Mapping

Administrative: Business Services: (.)

- EMP Goal 12 | Program Goal NCTSSAV-001: Replace obsolete Instructional AudioVisual (AV) equipment according to the Norco College A/V Equipment Refresh Plan serving the 5-year Instructional Support Plan submitted to the State Chancellor's Office.: .
- Goal 12: (Resources) Develop innovative and diversified resources to build and sustain a comprehensive college and achieve our visionary goals.: .

NCTSSAV-001b: ATEC 205 Classroom AV system

Resource Year

2024 - 2027

What resources do we already have?

The current AV equipment in this classroom is outdated and needs to be replaced.

What resources do you need?

A build of materials list of AV components and equipment will be provided.

\$ Amount Requested

67,680

Resource Type

ITEM: Equipment, Services, Software, Furniture

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college.

Ultimately students are disadvantaged when obsolete equipment is not replaced as technology outside the college continues to improve and evolve. Faculty and students might find the teaching and learning devices they bring into the classroom no longer compatible with the classroom's audiovisual equipment. Students might find they are learning on obsolete equipment the workplace is no longer using. Programs might find they cannot teach a course requiring newer technology, so those courses cannot be offered. Colleges might find lower enrollment if students complain the technology taught/used is outdated and they opt for another college.

This request for my area is Priority #:

3

Is this request

New

Mapping

Administrative: Business Services: (.)

- EMP Goal 12 | Program Goal NCTSSAV-001: Replace obsolete Instructional AudioVisual (AV) equipment according to the Norco College A/V Equipment Refresh Plan serving the 5-year Instructional Support Plan submitted to the State Chancellor's Office.: .
- Goal 12: (Resources) Develop innovative and diversified resources to build and sustain a comprehensive college and achieve our visionary goals.: .

NCTSSAV-001c: ATEC 209 Classroom AV system

Resource Year

2024 - 2027

What resources do we already have?

The current AV equipment in this classroom is outdated and needs to be replaced.

What resources do you need?

A build of materials list of AV components and equipment will be provided.

\$ Amount Requested

82,680

Resource Type

ITEM: Equipment, Services, Software, Furniture

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college.

Ultimately students are disadvantaged when obsolete equipment is not replaced as technology outside the college continues to improve and evolve. Faculty and students might find the teaching and learning devices they bring into the classroom no longer compatible with the classroom's audiovisual equipment. Students might find they are learning on obsolete equipment the workplace is no longer using. Programs might find they cannot teach a course requiring newer technology, so those courses cannot be offered. Colleges might find lower enrollment if students complain the technology taught/used is outdated and they opt for another college.

This request for my area is Priority #:

3

Is this request

New

Mapping

Administrative: Business Services: (.)

- EMP Goal 12 | Program Goal NCTSSAV-001: Replace obsolete Instructional AudioVisual (AV) equipment according to the Norco College A/V Equipment Refresh Plan serving the 5-year Instructional Support Plan submitted to the State Chancellor's Office.: .
- Goal 12: (Resources) Develop innovative and diversified resources to build and sustain a comprehensive college and achieve our visionary goals.: .

NCTSSAV-001d: ATEC 210 Classroom AV system

Resource Year

2024 - 2027

What resources do we already have?

The current AV equipment in this classroom is outdated and needs to be replaced.

What resources do you need?

A build of materials list of AV components and equipment will be provided.

\$ Amount Requested

82,680

Resource Type

ITEM: Equipment, Services, Software, Furniture

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college.

Ultimately students are disadvantaged when obsolete equipment is not replaced as technology outside the college continues to improve and evolve. Faculty and students might find the teaching and learning devices they bring into the classroom no longer compatible with the classroom's audiovisual equipment. Students might find they are learning on obsolete equipment the workplace is no longer using. Programs might find they cannot teach a course requiring newer technology, so those courses cannot be offered. Colleges might find lower enrollment if students complain the technology taught/used is outdated and they opt for another college.

This request for my area is Priority #:

3

Is this request

New

Mapping

Administrative: Business Services: (.)

- EMP Goal 12 | Program Goal NCTSSAV-001: Replace obsolete Instructional AudioVisual (AV) equipment according to the Norco College A/V Equipment Refresh Plan serving the 5-year Instructional Support Plan submitted to the State Chancellor's Office.: .
- Goal 12: (Resources) Develop innovative and diversified resources to build and sustain a comprehensive college and achieve our visionary goals.: .

NCTSSAV-001e: ATEC 211 Classroom AV system

Resource Year

2024 - 2027

What resources do we already have?

The current AV equipment in this classroom is outdated and needs to be replaced.

What resources do you need?

A build of materials list of AV components and equipment will be provided.

\$ Amount Requested

82,680

Resource Type

ITEM: Equipment, Services, Software, Furniture

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college.

Ultimately students are disadvantaged when obsolete equipment is not replaced as technology outside the college continues to improve and evolve. Faculty and students might find the teaching and learning devices they bring into the classroom no longer compatible with the classroom's audiovisual equipment. Students might find they are learning on obsolete equipment the workplace is no longer using. Programs might find they cannot teach a course requiring newer technology, so those courses cannot be offered. Colleges might find lower enrollment if students complain the technology taught/used is outdated and they opt for another college.

This request for my area is Priority #:

3

Is this request

New

Mapping

Administrative: Business Services: (.)

- EMP Goal 12 | Program Goal NCTSSAV-001: Replace obsolete Instructional AudioVisual (AV) equipment according to the Norco College A/V Equipment Refresh Plan serving the 5-year Instructional Support Plan submitted to the State Chancellor's Office.: .
- Goal 12: (Resources) Develop innovative and diversified resources to build and sustain a comprehensive college and achieve our visionary goals.: .

NCTSSAV-001f: ATEC 114 Classroom AV system

Resource Year

2024 - 2027

What resources do we already have?

The current AV equipment in this classroom is outdated and needs to be replaced.

What resources do you need?

A build of materials list of AV components and equipment will be provided.

\$ Amount Requested

105,180

Resource Type

ITEM: Equipment, Services, Software, Furniture

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college.

Ultimately students are disadvantaged when obsolete equipment is not replaced as technology outside the college continues to improve and evolve. Faculty and students might find the teaching and learning devices they bring into the classroom no longer compatible with the classroom's audiovisual equipment. Students might find they are learning on obsolete equipment the workplace is no longer using. Programs might find they cannot teach a course requiring newer technology, so those courses cannot be offered. Colleges might find lower enrollment if students complain the technology taught/used is outdated and they opt for another college.

This request for my area is Priority #:

3

Is this request

New

Mapping

Administrative: Business Services: (.)

- EMP Goal 12 | Program Goal NCTSSAV-001: Replace obsolete Instructional AudioVisual (AV) equipment according to the Norco College A/V Equipment Refresh Plan serving the 5-year Instructional Support Plan submitted to the State Chancellor's Office.: .
- Goal 12: (Resources) Develop innovative and diversified resources to build and sustain a comprehensive college and achieve our visionary goals.: .

NCTSSAV-001g: ATEC 118 Classroom AV system

Resource Year

2024 - 2027

What resources do we already have?

The current AV equipment in this classroom is outdated and needs to be replaced.

What resources do you need?

A build of materials list of AV components and equipment will be provided.

\$ Amount Requested

90,180

Resource Type

ITEM: Equipment, Services, Software, Furniture

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college.

Ultimately students are disadvantaged when obsolete equipment is not replaced as technology outside the college continues to improve and evolve. Faculty and students might find the teaching and learning devices they bring into the classroom no longer compatible with the classroom's audiovisual equipment. Students might find they are learning on obsolete equipment the workplace is no longer using. Programs might find they cannot teach a course requiring newer technology, so those courses cannot be offered. Colleges might find lower enrollment if students complain the technology taught/used is outdated and they opt for another college.

This request for my area is Priority #:

3

Is this request

New

Mapping

Administrative: Business Services: (.)

Resource Requests

- EMP Goal 12 | Program Goal NCTSSAV-001: Replace obsolete Instructional AudioVisual (AV) equipment according to the Norco College A/V Equipment Refresh Plan serving the 5-year Instructional Support Plan submitted to the State Chancellor's Office.: .
- Goal 12: (Resources) Develop innovative and diversified resources to build and sustain a comprehensive college and achieve our visionary goals.: .

NCTSSAV-001h: ATEC 119 Classroom AV system

Resource Year

2024 - 2027

What resources do we already have?

The current AV equipment in this classroom is outdated and needs to be replaced.

What resources do you need?

A build of materials list of AV components and equipment will be provided.

\$ Amount Requested

97,680

Resource Type

ITEM: Equipment, Services, Software, Furniture

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college.

Ultimately students are disadvantaged when obsolete equipment is not replaced as technology outside the college continues to improve and evolve. Faculty and students might find the teaching and learning devices they bring into the classroom no longer compatible with the classroom's audiovisual equipment. Students might find they are learning on obsolete equipment the workplace is no longer using. Programs might find they cannot teach a course requiring newer technology, so those courses cannot be offered. Colleges might find lower enrollment if students complain the technology taught/used is outdated and they opt for another college.

This request for my area is Priority #:

3

Is this request

New

Mapping

Administrative: Business Services: (.)

- EMP Goal 12 | Program Goal NCTSSAV-001: Replace obsolete Instructional AudioVisual (AV) equipment according to the Norco College A/V Equipment Refresh Plan serving the 5-year Instructional Support Plan submitted to the State Chancellor's Office.: .
- Goal 12: (Resources) Develop innovative and diversified resources to build and sustain a comprehensive college and achieve our visionary goals.: .

NCTSSAV-001i: CSS Video Wall System

Resource Year

2024 - 2027

What resources do we already have?

The current video wall system in CSS is outdated and needs to be replaced.

What resources do you need?

A build of materials list of AV components and equipment will be provided.

\$ Amount Requested

450,180

Resource Type

ITEM: Equipment, Services, Software, Furniture

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college.

Ultimately students are disadvantaged when obsolete equipment is not replaced as technology outside the college continues to improve and evolve. Faculty and students might find the teaching and learning devices they bring into the classroom no longer compatible with the classroom's audiovisual equipment. Students might find they are learning on obsolete equipment the workplace is no longer using. Programs might find they cannot teach a course requiring newer technology, so those courses cannot be offered. Colleges might find lower enrollment if students complain the technology taught/used is outdated and they opt for another college.

This request for my area is Priority #:

4

Is this request

New

Mapping

Administrative: Business Services: (.)

- EMP Goal 12 | Program Goal NCTSSAV-001: Replace obsolete Instructional AudioVisual (AV) equipment according to the Norco College A/V Equipment Refresh Plan serving the 5-year Instructional Support Plan submitted to the State Chancellor's Office.: .
- Goal 12: (Resources) Develop innovative and diversified resources to build and sustain a comprehensive college and achieve our visionary goals.: .

NCTSSAV-001j: Interactive Displays for Classrooms

Resource Year

2024 - 2027

What resources do we already have?

Displays in ATEC 204, ATEC 205, ATEC 210, ATEC 211, HUM 102 are non-interactive

What resources do you need?

Quantity 5 Newline 86-inch Interactive Displays

\$ Amount Requested

7,680

Resource Type

ITEM: Equipment, Services, Software, Furniture

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college.

As the cost of interactive displays are dropping dramatically and are nearing the cost of non-interactive displays, replacing end-of-life non-interactive displays with interactive displays having a lot more functionality is logical. Both faculty and students find interactive displays more engaging which enhances the learning experience.

This request for my area is Priority #:

4

Is this request

New

NCTSSAV-001k: AV Recorder IMS

Resource Year

2024 - 2027

What resources do we already have?

Portable video recorder for events that require video streaming and/or recording locally and to a cloud-based solution via Mediasite.

What resources do you need?

This will be a new device and request to support live events at Norco College. We currently do not have this resource in place.

\$ Amount Requested

12,180

Resource Type

ITEM: Equipment, Services, Software, Furniture

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college.

As the demand for video streaming and/or recording of Norco College events continues to increase, and alternative resources to support this are becoming scarcer as events throughout the district are requesting live streaming, AV can provide this service to Norco College with this equipment.

This request for my area is Priority #:

4

Is this request

New

Mapping

Administrative: Business Services: (.)

- EMP Goal 12 | Program Goal NCTSSAV-001: Replace obsolete Instructional AudioVisual (AV) equipment according to the Norco College A/V Equipment Refresh Plan serving the 5-year Instructional Support Plan submitted to the State Chancellor's Office.: .
- Goal 12: (Resources) Develop innovative and diversified resources to build and sustain a comprehensive college and achieve our visionary goals.: .

NCTSSAV-001I: Compact Audio Mixer

Resource Year

2024 - 2027

What resources do we already have?

Compact Mixer is for live events to support audio mixing at various events/location at Norco College.

What resources do you need?

This will be a new device and request to support live events at Norco College. We currently do not have this resource in place.

\$ Amount Requested

7,680

Resource Type

ITEM: Equipment, Services, Software, Furniture

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college.

As the demand for live recording of Norco College events continues to increase, and alternative resources to support this are becoming scarcer as events throughout the district are requesting video recording, AV can provide this service to Norco College with this equipment.

This request for my area is Priority #:

4

Is this request

New

Mapping

Administrative: Business Services: (.)

- EMP Goal 12 | Program Goal NCTSSAV-001: Replace obsolete Instructional AudioVisual (AV) equipment according to the Norco College A/V Equipment Refresh Plan serving the 5-year Instructional Support Plan submitted to the State Chancellor's Office.: .
- Goal 12: (Resources) Develop innovative and diversified resources to build and sustain a comprehensive college and achieve our visionary goals.: .

NCTSSAV-002a: Ongoing augmentation of the AV repairs budget

Resource Year

2024 - 2027

What resources do we already have?

Skilled and experienced classified AV professionals familiar with the acquisition, maintenance, and lifecycle of AV equipment.

What resources do you need?

Ongoing augmentation of the AV repairs budget

\$ Amount Requested

20,000

Resource Type

BUDGET: Request Ongoing Funding (Support, Mktg)

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college.

Ultimately students are disadvantaged when broken AV equipment is not repaired or replaced. TSS currently only has a budget for repairing its own technology equipment and does not have a budget for repairing College and District Office technology equipment outside of TSS. To repair or replace College and District Office technology equipment TSS must either forward repair costs to the departments or go through the program review process to obtain funds to repair or replace equipment vital for supporting instruction and subsequently supporting student success.

This request for my area is Priority #:

3

Is this request

New

Mapping

Administrative: Business Services: (.)

- EMP Goal 12 | Program Goal NCTSSAV-002: Ongoing augmentation of the AV repairs budget to relieve academic and administrative departments of this burden.: .
- Goal 12: (Resources) Develop innovative and diversified resources to build and sustain a comprehensive college and achieve our visionary goals.: .

NCTSSIT-001a: Quantity 70 15-in Lenovo Laptops for staff/faculty.

Resource Year

2024 - 2027

What resources do we already have?

The current stock of laptops and docking stations for staff and faculty is low and needs to be replenished.

What resources do you need?

Quantity 70 15-in Lenovo Laptops compatible with Thunderbolt 4 Dock

\$ Amount Requested

221,815

Resource Type

ITEM: Equipment, Services, Software, Furniture

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college.

Ultimately students are disadvantaged when obsolete equipment is not replaced as technology outside the college continues to improve and evolve. Faculty might find the teaching devices they bring into the classroom no longer compatible with the classroom's instructional equipment. Students might find they are learning on obsolete equipment the workplace is no longer using. Programs might find they cannot teach a course requiring newer technology, so those courses cannot be offered. Colleges might find lower enrollment if students complain the technology taught is outdated and they opt for another college. Employees often find that their devices lack the resources to be compatible with updates and newer versions of the software they use.

This request for my area is Priority #:

3

Is this request

New

Mapping

Administrative: Business Services: (.)

- EMP Goal 12 | Program Goal NCTSSIT-001: Replace obsolete Instructional Computer equipment according to the Norco College Computer Lab/Classroom Refresh Plan serving the 5-year Instructional Support Plan submitted to the State Chancellor's Office.: .
- Goal 12: (Resources) Develop innovative and diversified resources to build and sustain a comprehensive college and achieve our visionary goals.: .

NCTSSIT-001b: Quantity 33 Replacement Student Instructional Desktop Computers for ATEC 118.

Resource Year

2024 - 2027

What resources do we already have?

The current student instructional computers in ATEC 118 have reached their end-of-life.

What resources do you need?

Quantity 33 Dell Desktop Small Form Factor (SFF) computers

\$ Amount Requested

207,803

Resource Type

ITEM: Equipment, Services, Software, Furniture

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college.

Ultimately students are disadvantaged when obsolete equipment is not replaced as technology outside the college continues to improve and evolve. Faculty might find the teaching devices they bring into the classroom no longer compatible with the classroom's instructional equipment. Students might find they are learning on obsolete equipment the workplace is no longer using. Programs might find they cannot teach a course requiring newer technology, so those courses cannot be offered. Colleges might find lower enrollment if students complain the technology taught is outdated and they opt for another college. Employees often find that their devices lack the resources to be compatible with updates and newer versions of the software they use.

This request for my area is Priority #:

3

Is this request

New

Mapping

Administrative: Business Services: (.)

- EMP Goal 12 | Program Goal NCTSSIT-001: Replace obsolete Instructional Computer equipment according to the Norco College Computer Lab/Classroom Refresh Plan serving the 5-year Instructional Support Plan submitted to the State Chancellor's Office.: .
- Goal 12: (Resources) Develop innovative and diversified resources to build and sustain a comprehensive college and achieve our visionary goals.: .

NCTSSIT-001c: Quantity 33 Replacement Student Instructional Desktop Computers for CACT-2.

Resource Year

2024 - 2027

What resources do we already have?

The current student instructional computers in CACT-2 have reached their end-of-life.

What resources do you need?

Quantity 33 Dell Desktop Small Form Factor (SFF) computers

\$ Amount Requested

207,803

Resource Type

ITEM: Equipment, Services, Software, Furniture

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college.

Ultimately students are disadvantaged when obsolete equipment is not replaced as technology outside the college continues to improve and evolve. Faculty might find the teaching devices they bring into the classroom no longer compatible with the classroom's instructional equipment. Students might find they are learning on obsolete equipment the workplace is no longer using. Programs might find they cannot teach a course requiring newer technology, so those courses cannot be offered. Colleges might find lower enrollment if students complain the technology taught is outdated and they opt for another college. Employees often find that their devices lack the resources to be compatible with updates and newer versions of the software they use.

This request for my area is Priority #:

3

Is this request

New

Mapping

Administrative: Business Services: (.)

- EMP Goal 12 | Program Goal NCTSSIT-001: Replace obsolete Instructional Computer equipment according to the Norco College Computer Lab/Classroom Refresh Plan serving the 5-year Instructional Support Plan submitted to the State Chancellor's Office.: .
- Goal 12: (Resources) Develop innovative and diversified resources to build and sustain a comprehensive college and achieve our visionary goals.: .

NCTSSIT-001d: Quantity 33 Replacement Student Instructional Desktop Computers for IT-125.

Resource Year

2024 - 2027

What resources do we already have?

The current student instructional computers in IT-125 have reached their end-of-life.

What resources do you need?

Quantity 33 Dell Desktop Small Form Factor (SFF) computers

\$ Amount Requested

207,803

Resource Type

ITEM: Equipment, Services, Software, Furniture

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college.

Ultimately students are disadvantaged when obsolete equipment is not replaced as technology outside the college continues to improve and evolve. Faculty might find the teaching devices they bring into the classroom no longer compatible with the classroom's instructional equipment. Students might find they are learning on obsolete equipment the workplace is no longer using. Programs might find they cannot teach a course requiring newer technology, so those courses cannot be offered. Colleges might find lower enrollment if students complain the technology taught is outdated and they opt for another college. Employees often find that their devices lack the resources to be compatible with updates and newer versions of the software they use.

This request for my area is Priority #:

3

Is this request

New

Mapping

Administrative: Business Services: (.)

- EMP Goal 12 | Program Goal NCTSSIT-001: Replace obsolete Instructional Computer equipment according to the Norco College Computer Lab/Classroom Refresh Plan serving the 5-year Instructional Support Plan submitted to the State Chancellor's Office.: .
- Goal 12: (Resources) Develop innovative and diversified resources to build and sustain a comprehensive college and achieve our visionary goals.: .

NCTSSIT-001e: Quantity 70 Replacement 27-inch Student Instructional Monitors for Computer Labs.

Resource Year

2024 - 2027

What resources do we already have?

The current student instructional monitors in computer labs have reached their end-of-life.

What resources do you need?

Quantity 70 27-inch Dell Monitors

\$ Amount Requested

22,200

Resource Type

ITEM: Equipment, Services, Software, Furniture

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college.

Ultimately students are disadvantaged when obsolete equipment is not replaced as technology outside the college continues to improve and evolve. Faculty might find the teaching devices they bring into the classroom no longer compatible with the classroom's instructional equipment. Students might find they are learning on obsolete equipment the workplace is no longer using. Programs might find they cannot teach a course requiring newer technology, so those courses cannot be offered. Colleges might find lower enrollment if students complain the technology taught is outdated and they opt for another college. Employees often find that their devices lack the resources to be compatible with updates and newer versions of the software they use.

This request for my area is Priority #:

3

Is this request

New

Mapping

Administrative: Business Services: (.)

- EMP Goal 12 | Program Goal NCTSSIT-001: Replace obsolete Instructional Computer equipment according to the Norco College Computer Lab/Classroom Refresh Plan serving the 5-year Instructional Support Plan submitted to the State Chancellor's Office.: .
- Goal 12: (Resources) Develop innovative and diversified resources to build and sustain a comprehensive college and achieve our visionary goals.: .

NCTSSIT-001f: Quantity 5 Replacement Cell Phones for Technology Support Services (TSS) Classified Professionals.

Resource Year

2024 - 2027

What resources do we already have?

The current cell phones have reached their end-of-life and are showing signs of impending failure.

What resources do you need?

Quantity 5 Cell Phones

\$ Amount Requested

4,050

Resource Type

ITEM: Equipment, Services, Software, Furniture

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college.

TSS team members perform fieldwork, off-site work, collaboration with repair contractors, WiFi troubleshooting, and communication during times of emergencies. Cell phones are a tool used by TSS team members to assist in performing these duties.

This request for my area is Priority #:

1

Is this request

New

Mapping

Administrative: Business Services: (.)

- EMP Goal 12 | Program Goal NCTSSIT-001: Replace obsolete Instructional Computer equipment according to the Norco College Computer Lab/Classroom Refresh Plan serving the 5-year Instructional Support Plan submitted to the State Chancellor's Office.: .
- Goal 12: (Resources) Develop innovative and diversified resources to build and sustain a comprehensive college and achieve our visionary goals.: .

NCTSSIT-001g: Quantity 5 Replacement Computers for Technology Support Services (TSS) Classified Professionals.

Resource Year

2024 - 2027

What resources do we already have?

The current TSS classified professional computers have reached their end-of-life.

What resources do you need?

- Quantity 5 Dell Precision Laptops
- Quantity 5 Dell Docking Stations
- Quantity 10 Dell 24-inch monitors

\$ Amount Requested

24,938

Resource Type

ITEM: Equipment, Services, Software, Furniture

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college.

TSS team members must support an organization both onsite and remote using their computers. All AV and IT devices at the college are enrolled in device management and the TSS team manage these devices using their computers. TSS work computers are also used to host remote assistance sessions with those requesting help while working offsite.

This request for my area is Priority #:

2

Is this request

New

Mapping

Administrative: Business Services: (.)

- EMP Goal 12 | Program Goal NCTSSIT-001: Replace obsolete Instructional Computer equipment according to the Norco College Computer Lab/Classroom Refresh Plan serving the 5-year Instructional Support Plan submitted to the State Chancellor's Office.: .
- Goal 12: (Resources) Develop innovative and diversified resources to build and sustain a comprehensive college and achieve our visionary goals.: .

NCTSSIT-002a: Ongoing augmentation of the IT repairs budget

Resource Year

2024 - 2027

What resources do we already have?

Skilled and experienced classified IT professionals familiar with the acquisition, maintenance, and lifecycle of IT equipment.

What resources do you need?

Ongoing augmentation of the IT repairs budget

\$ Amount Requested

10,000

Resource Type

BUDGET: Request Ongoing Funding (Support, Mktg)

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college.

Ultimately students are disadvantaged when broken IT equipment is not repaired or replaced. TSS currently only has a budget for repairing its own technology equipment and does not have a budget for repairing College and District Office technology equipment outside of TSS. To repair or replace College and District Office technology equipment TSS must either forward repair costs to the departments or go through the program review process to obtain funds to repair or replace equipment vital for supporting instruction and subsequently supporting student success.

This request for my area is Priority #:

3

Is this request

New

Mapping

Administrative: Business Services: (.)

- EMP Goal 12 | Program Goal NCTSSIT-002: Ongoing augmentation of the IT repairs budget to relieve academic and administrative departments of this burden. : .
- Goal 12: (Resources) Develop innovative and diversified resources to build and sustain a comprehensive college and achieve our visionary goals.: .

Update to HAWK pedestrian crosswalk system.

Resource Year

2024 - 2027

What resources do we already have?

We currently have traffic signs, road infrastructure, and the HAWK pedestrian crosswalk system in place.

What resources do you need?

Funds for vendors to provide labor and installation of materials for system's renovation and maintenance.

\$ Amount Requested

150,000

Resource Type

BUDGET: Facilities Building, Remodel

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

In order to greatly improve visibility while the HAWK system during operation and people are crossing the roadway, funding this project for the HAWK pedestrian crosswalk system would entail installing extra lights on Third roadway. This project is essential for resolving safety concerns and reducing the likelihood of pedestrian accidents, particularly during peak hours related to the neighboring High School. 20% of staff (21.43%) and students (19.48%) who responded to the safety survey in the fall of 2023 asked for greater pedestrian awareness (safe routes to campus, crosswalk safety).

This request for my area is Priority #:

1

Is this request

New

Mapping

Administrative: Business Services: (.)

- Goal 10 (Facilities) : .
- Goal 10 (Facilities) Build a comprehensive and inspiring campus integrated into the region that serves as a destination for education, commerce, life, and the arts.: .
- Repainting & Repairs (Goal 10 Facilities): .

Support for Building Captain Initiative

Resource Year

2024 - 2027

What resources do we already have?

The captains, who are volunteers, work hard to maintain the safety and well-being of our campus community. The term "building captain" refers to the one in charge of maintaining order and safety in a building or specific region during routine operations or emergencies.

What resources do you need?

Funding for a range of resources to guarantee its long-term viability and success. Building captains will benefit from intensive education and training programs, access to communication tools, safety and emergency equipment, and other resources to help them acquire the necessary knowledge and abilities. Resources for community engagement are required, and building captains must be motivated and provided rewards through recognition programs, in order to foster involvement and cohesiveness.

\$ Amount Requested

10,000

Resource Type

STAFF: Professional Development

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

Resource Requests

The employee volunteer Captain Program provides support and a long-term investment in our campus community and their overall safety. This funding will help to support college accreditation III. B to “assure safe and sufficient&are constructed and maintained to assure access, safety, security, and a healthful learning and working environment”, and promote a positive workplace safety culture. As Disaster Service Workers funding now can provide opportunities for unique training opportunities and equipment to better support the college in the event of an emergency.

This request for my area is Priority #:

2

Is this request

New

Mapping

Administrative: Business Services: (.)

- College Transformation: Objective 7.6: .
- Goal 10 (Facilities) Build a comprehensive and inspiring campus integrated into the region that serves as a destination for education, commerce, life, and the arts.: .
- Objective 5.4- Work based learning opportunities: .

Emergency Backup Power

Resource Year

2024 - 2027

What resources do we already have?

We have all the equipment necessary for emergency food services if requested to provide this service to the community.

What resources do you need?

Backup generators to power the walk-in cooler and freezer.

\$ Amount Requested

50,000

Resource Type

BUDGET: Facilities Building, Remodel

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

Power outages affect the college regularly. These events put our cold food inventory at risk of spoilage, which has resulted in thousands of dollars in losses over the past several years. We would like to have an emergency system available so when the power fails the food inventory would stay cold. The minimum is to support the walk-in cooler and freezer but additional power would be necessary to offer emergency food services to the community.

This request for my area is Priority #:

4

Is this request

New

Mapping

Administrative: Business Services: (.)

- Enhance campus security (Goal 10 Facilities): .
- Goal 10 (Facilities) : .
- Goal 11 (Business Operations) Implement professional, intuitive, and technology enhanced systems: .
- Repainting & Repairs (Goal 10 Facilities): .

Turbo Chef Double Batch Pizza Oven

Resource Year

2024 - 2027

What resources do we already have?

Pizza deck oven

What resources do you need?

A faster, more consistent pizza oven

\$ Amount Requested

18,000

Resource Type

BUDGET: Facilities Building, Remodel

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

The current oven bakes pizzas slowly and tends to undercook them due to the ceramic plates being cracked due to age. Low quality pizza has been mentioned a number of times over the past several years. The new oven would take half the time to bake a pizza and can be programmed with "one touch" capability. The new oven would also give us capability to flash bake additional items like sandwiches, turnovers and breakfast foods similar to Subway and Starbucks.

This request for my area is Priority #:

2

Is this request

New

Towable Taco Cart

Resource Year

2024 - 2027

What resources do we already have?

We don't currently have anything like this.

What resources do you need?

We would like to purchase a towable taco cart for catering and special event use.

\$ Amount Requested

9,750

Resource Type

ITEM: Equipment, Services, Software, Furniture

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

We would like to provide "cook to order" catering services around campus. A towable cart with dual 36" griddles will provide us with the ability to cook tacos, burgers, pancakes and anywhere our golf cart can take us. We have had many requests from programs seeking outside vendors due to our inability to cook in-person at an event. This will help us capture catering revenue and support our student employees.

This request for my area is Priority #:

3

Is this request

New

Change part time FSWIII to Full time FSWIII.

Resource Year

2024 - 2027

What resources do we already have?

We have a part time position.

What resources do you need?

We would like to increase the hours available for the FSWIII to support our growing operation.

\$ Amount Requested

50,000

Resource Type

STAFF: Classified Professional, Confidential, Mgr

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

We have experienced short staffing for a number of years and have asked our part time FSW III to fill this role. We understand that we need to provide services consistently and reliably to keep students and staff happy. We have added an espresso bar, action station, and specialty foods over the past several years which require skilled labor and supervision of student aides. We have plans to increase our offerings but will unlikely be able to support additional product lines without trained staff.

This request for my area is Priority #:

1

Is this request

New

Traffic control on 3rd street install speed cushions/tables

Resource Year

2024 - 2027

What resources do we already have?

Existing road infrastructure and the road layout to contribute to the overall support of this project

What resources do you need?

Funds to provide labor and installation of materials for project

\$ Amount Requested

50,000

Resource Type

ITEM: Equipment, Services, Software, Furniture

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

This funding will help with increased pedestrian safety and speeding as well as cutting down on possible street racing on 3rd street. Additionally, this will support college accreditation 3 with safety and security for the college.

This request for my area is Priority #:

5

Is this request

New

Mapping

Administrative: Business Services: (.)

- Goal 10 (Facilities) : .
- Goal 10 (Facilities) Build a comprehensive and inspiring campus integrated into the region that serves as a destination for education, commerce, life, and the arts.: .
- Repainting & Repairs (Goal 10 Facilities): .

Disaster supplies and Emergency Operations Center (EOC) maintenance.

Resource Year

2024 - 2027

What resources do we already have?

We currently have some disaster supplies (food, water, supplies, etc.) that need rotation. We also are the only school in the district with an EOC location.

What resources do you need?

Funds to build out and renovate the Emergency Operations Center and provide backup power to the EOC and server room and purchase disaster supplies for the college.

\$ Amount Requested

350,000

Resource Type

ITEM: Equipment, Services, Software, Furniture

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

Providing support to our college community after a disaster would require the purchase of items to maintain basic needs (food, water, shelter, hygiene, and sanitation) all functions supported by an EOC. EOCs come in all shapes and sizes and EOC's functions fall under two major roles: interagency coordination and or decision making. An EOCs need adequate, flexible space, storage and support facilities to maintain around the clock operations for days or months at a time. This funding will help to support college accreditation III. B, and help assure safety and security for the college.

This request for my area is Priority #:

4

Is this request

New

Mapping

Administrative: Business Services: (.)

- Enhance campus security (Goal 10 Facilities): .

Upgrade and replace road signs across the college

Resource Year

2024 - 2027

What resources do we already have?

Existing road infrastructure and the road layout to contribute to the overall support of this project.

What resources do you need?

Funds to provide labor and installation of materials.

\$ Amount Requested

45,000

Resource Type

ITEM: Equipment, Services, Software, Furniture

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

Many of the signs (STOP, speed limit, Fire lane, turn lane, pedestrian crossing, handicap, etc...) across the campus are fading or sun-bleached and need to get replaced. Replacing these signs/posts will provide for better pedestrian and road safety across the campus. This funding will help to support college accreditation 3 and help assure safety and security for the college.

This request for my area is Priority #:

6

Is this request

New

Mapping

Administrative: Business Services: (.)

- Goal 10 (Facilities) : .
- Repainting & Repairs (Goal 10 Facilities): .

Smart mapping for Campus Resilience: Enhancing Facilities and Emergency Preparedness

Resource Year

2024 - 2027

What resources do we already have?

Campus blueprints and institutional knowledge of existing shutoff locations flow and path of current infrastructure.

What resources do you need?

Funding to support the geographic information system (GIS) location mapping of key safety and facilities assets that will help with scheduled maintenance, inspection reports and emergency shutoff incidents.

\$ Amount Requested

15,000

Resource Type

ITEM: Equipment, Services, Software, Furniture

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

This project will support college accreditation 3. and will have the added benefits to help streamlined maintenance processes, faster emergency response times, and enhanced campus safety.

This request for my area is Priority #:

7

Is this request

New

Mapping

Administrative: Business Services: (.)

- Goal 10 (Facilities) : .
- Repainting & Repairs (Goal 10 Facilities): .

Business continuity program

Resource Year

2024 - 2027

What resources do we already have?

Campus institutional knowledge, job descriptions and knowledge of infrastructure needs to provide essential services and classes running. Storage of critical records and documents vital to business continuity and student records retention.

What resources do you need?

Time funding and a process to document and store this data and use it in the event of a disaster.

\$ Amount Requested

150,000

Resource Type

ITEM: Equipment, Services, Software, Furniture

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

Data recovery business continuity and student records retention emergency planning to support college accreditation.

This request for my area is Priority #:

8

Is this request

New

Mapping

Administrative: Business Services: (.)

- Goal 10 (Facilities) : .
- Repainting & Repairs (Goal 10 Facilities): .

Backhoe/Loader Tractor

Resource Year

2024 - 2027

What resources do we already have?

Resource Requests

Existing failing backhoe/loader

What resources do you need?

A (N) Backhoe/Loader Tractor for Facilities department

\$ Amount Requested

145,000

Resource Type

ITEM: Equipment, Services, Software, Furniture

Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.

Resource Requests

- A backhoe can significantly enhance the Grounds team the ability to maintain the campus, ensuring it is clean, safe, and visually appealing. The ability to quickly and efficiently carry out tasks such as landscaping, soil movement, and trenching for irrigation can lead to a more attractive campus, fostering pride among all constituent groups.
- The use of a backhoe can increase the efficiency of the Grounds team, reducing the physical strain associated with manual labor. This contributes to a more positive workplace environment and can improve the overall morale of the staff.

Relation to Objective 10.1 (Support for Facilities Growth):

- Infrastructure Development: A backhoe would be instrumental in supporting the growth of facilities through efficient groundwork and preparation for new buildings or renovations. This aligns with the objective of planning for and advocating for the resources necessary to support facilities growth.

Relation to Objective 10.2 (Facilities Master Plan):

- Execution of Grounds-related Goals: The backhoe enables the Grounds team to effectively implement the outdoor space aspects of the Facilities Master Plan. This includes tasks such as creating new landscape features, repairing pathways, or preparing sites for new facilities.

Relation to Objective 10.6 (Maximizing Funding):

- Campus Appeal and Funding Opportunities: A well-maintained campus can serve as a showcase for potential donors and funding bodies. The backhoe's contribution to campus aesthetics and functionality can make the college more attractive to these groups, potentially leading to increased funding opportunities.

Relation to Objective 10.9 (Sustainable Practices):

- Sustainable Grounds Maintenance: The backhoe can be used in projects that promote sustainability on campus, such as developing rain gardens or constructing swales for stormwater management. These projects contribute to the college's commitment to sustainable campus practices.

Relation to Objective 10.10 (Building Community):

- Enhancing Community Spaces: By maintaining and improving outdoor communal areas with the help of a backhoe, the Grounds team can contribute to creating inviting spaces that encourage community interaction and engagement.

Relation to Objective 12.1 (Budget Augmentations):

- Operational Efficiency: The acquisition of a backhoe is an investment that can lead to long-term savings by reducing the time and labor costs associated with grounds maintenance. This aligns with planning for budget augmentations to meet operational demands.

In requesting a backhoe for the grounds/facilities, it is crucial to emphasize how this resource will directly contribute to achieving the college's strategic objectives. The backhoe will enable the Grounds team to work more effectively, enhance the campus environment, foster a positive workplace culture, and support the college's vision for facilities growth and sustainability. Additionally, over the past two years facilities department has incurred expenses amounting to nearly \$10,000 for repairs on the exiting tractor, which is now demonstrably prone to breakdown. Currently, the tractor is inoperable and requires further repairs. Given the ongoing maintenance costs and the unreliability of the existing equipment, it would be in the college's best interest to invest in a replacement tractor.

This request for my area is Priority #:

6

Is this request

New

Mapping

Educational Master Plan (2020-2025): ()

- 2025 Objective 10.1 (Business Services):
- 2025 Objective 10.10 (Business Services):
- 2025 Objective 10.2 (Business Services):
- 2025 Objective 10.6 (Business Services):
- 2025 Objective 10.9 (Business Services):
- 2025 Objective 12.1 (Business Services):
- 2025 Objective 9.2 (Planning and Development):

Program Review Reflections

What would make program review meaningful and relevant for your unit?

Reporting of core metrics on our student aide population as compared to other student programs on campus. This would give us a good idea if the program is working for them and the community.

Can we have the option to add assessment areas not traditionally associated with business services? We have action items for Goals 5.4, 7.6, and 9.2 which don't fit into the current structure so these will go unreported this year.

What questions do we need to ask to understand your program plans, goals, needs?

How is local development affecting our business? What new competition is in the area? What economic forces are driving our prices and labor costs?

What types of data do you need to support your program plans, goals, needs?

Daily on-campus student counts.

If there are any supporting documents you would like to attach, please attach them here.

Submission

All parts of my Program Review have been completed and it is ready for review.

Yes

Initial Cost

	<u>Computer</u> <u>Type</u>	<u># of</u> <u>Computers</u>		
Estimated Price, Computer & Warranty (Choose from Dropdown) :	PC	5	\$	14,125
Estimated Price, All Other:				
Additional Component(s) cost:				3,450 5 docking stations + 10 monitors
Maintenance Contract/Warranty/Software License cost:				-
Software Training cost:				-
Installation cost:				-
Total Initial Cost:			\$	17,575

Operating Cost, Computer

Expected Life-cycle (in years), Computer:	5
Estimated Cost for Annual Maintenance Contract/Repairs (for Entire Life-Cycle):	150
Estimated Cost for future Upgrade/Replacement (for Entire Life-Cycle, 10% Inflation):	7,063
	<u>7,063</u>
	\$ 7,213

Operating Cost, All Other

Expected Life-cycle (in years), All Other:	5
Estimated Cost for Annual Maintenance Contract/Repairs (for Entire Life-Cycle):	30
Estimated Cost for future Upgrade/Replacement (for Entire Life-Cycle):	-
	<u>-</u>
	\$ 150

Total Operating Cost: \$ 7,363

Total Cost of Ownership

Initial Cost + Operating Cost = Total Cost of Ownership: \$ 24,938

Initial Cost

	<u>Computer</u> <u>Type</u>	<u># of</u> <u>Computers</u>		
Estimated Price, Computer & Warranty (Choose from Dropdown) :	PC	5	\$	2,500
Estimated Price, All Other:				
Additional Component(s) cost:				-
Maintenance Contract/Warranty/Software License cost:				-
Software Training cost:				-
Installation cost:				-
Total Initial Cost:			\$	2,500

Operating Cost, Computer

Expected Life-cycle (in years), Computer:		5		
Estimated Cost for Annual Maintenance Contract/Repairs (for Entire Life-Cycle):				150
Estimated Cost for future Upgrade/Replacement (for Entire Life-Cycle, 10% Inflation):				1,250
			\$	1,400

Operating Cost, All Other

Expected Life-cycle (in years), All Other:		5		
Estimated Cost for Annual Maintenance Contract/Repairs (for Entire Life-Cycle):				30
Estimated Cost for future Upgrade/Replacement (for Entire Life-Cycle):				-
			\$	150

Total Operating Cost: \$ 1,550

Total Cost of Ownership

Initial Cost + Operating Cost = Total Cost of Ownership: \$ 4,050

Initial Cost

	<u>Computer Type</u>	<u># of Computers</u>	
Estimated Price, Computer & Warranty (<i>Choose from Dropdown</i>):	PC	70	\$ 146,370
Estimated Price, All Other:			
Additional Component(s) cost:			10 Autopilot Reg.
Maintenance Contract/Warranty/Software License cost:			-
Software Training cost:			-
Installation cost:			-
Total Initial Cost:			\$ 146,380

Operating Cost, Computer

Expected Life-cycle (in years), Computer:	5
Estimated Cost for Annual Maintenance Contract/Repairs (for Entire Life-Cycle):	2,100
Estimated Cost for future Upgrade/Replacement (for Entire Life-Cycle, 10% Inflation):	73,185
	\$ 75,285

Operating Cost, All Other

Expected Life-cycle (in years), All Other:	5
Estimated Cost for Annual Maintenance Contract/Repairs (for Entire Life-Cycle):	30
Estimated Cost for future Upgrade/Replacement (for Entire Life-Cycle):	-
	\$ 150

Total Operating Cost: \$ 75,435

Total Cost of Ownership

Initial Cost + Operating Cost = Total Cost of Ownership: \$ 221,815

Initial Cost

	<u>Computer</u> <u>Type</u>	<u># of</u> <u>Computers</u>		
Estimated Price, Computer & Warranty (Choose from Dropdown) :	PC	33	\$	137,775
Estimated Price, All Other:				
Additional Component(s) cost:			-	1 docking station + 1 monitor
Maintenance Contract/Warranty/Software License cost:			-	
Software Training cost:			-	
Installation cost:			-	
Total Initial Cost:			\$	137,775

Operating Cost, Computer

Expected Life-cycle (in years), Computer:	5
Estimated Cost for Annual Maintenance Contract/Repairs (for Entire Life-Cycle):	990
Estimated Cost for future Upgrade/Replacement (for Entire Life-Cycle, 10% Inflation):	68,888
	<u>69,878</u>
	\$

Operating Cost, All Other

Expected Life-cycle (in years), All Other:	5
Estimated Cost for Annual Maintenance Contract/Repairs (for Entire Life-Cycle):	30
Estimated Cost for future Upgrade/Replacement (for Entire Life-Cycle):	-
	<u>150</u>
	\$

Total Operating Cost: \$ 70,028

Total Cost of Ownership

Initial Cost + Operating Cost = Total Cost of Ownership: \$ 207,803

Initial Cost

	<u>Computer</u>	<u># of</u>	
	<u>Type</u>	<u>Computers</u>	
Estimated Price, Computer & Warranty (Choose from Dropdown) :	PC	33	\$ 137,775
Estimated Price, All Other:			
Additional Component(s) cost:			- 1 docking station + 1 monitor
Maintenance Contract/Warranty/Software License cost:			-
Software Training cost:			-
Installation cost:			-
Total Initial Cost:			\$ 137,775

Operating Cost, Computer

Expected Life-cycle (in years), Computer:	5
Estimated Cost for Annual Maintenance Contract/Repairs (for Entire Life-Cycle):	990
Estimated Cost for future Upgrade/Replacement (for Entire Life-Cycle, 10% Inflation):	68,888
	<u>69,878</u>
	\$ 69,878

Operating Cost, All Other

Expected Life-cycle (in years), All Other:	5
Estimated Cost for Annual Maintenance Contract/Repairs (for Entire Life-Cycle):	30
Estimated Cost for future Upgrade/Replacement (for Entire Life-Cycle):	-
	<u>150</u>
	\$ 150

Total Operating Cost: \$ 70,028

Total Cost of Ownership

Initial Cost + Operating Cost = Total Cost of Ownership: \$ 207,803

Initial Cost

	<u>Computer</u> <u>Type</u>	<u># of</u> <u>Computers</u>		
Estimated Price, Computer & Warranty (Choose from Dropdown) :	PC	33	\$	137,775
Estimated Price, All Other:				
Additional Component(s) cost:			-	1 docking station + 1 monitor
Maintenance Contract/Warranty/Software License cost:			-	
Software Training cost:			-	
Installation cost:			-	
Total Initial Cost:			\$	137,775

Operating Cost, Computer

Expected Life-cycle (in years), Computer:	5
Estimated Cost for Annual Maintenance Contract/Repairs (for Entire Life-Cycle):	990
Estimated Cost for future Upgrade/Replacement (for Entire Life-Cycle, 10% Inflation):	68,888
	<u>69,878</u>

Operating Cost, All Other

Expected Life-cycle (in years), All Other:	5
Estimated Cost for Annual Maintenance Contract/Repairs (for Entire Life-Cycle):	30
Estimated Cost for future Upgrade/Replacement (for Entire Life-Cycle):	-
	<u>150</u>

Total Operating Cost: \$ 70,028

Total Cost of Ownership

Initial Cost + Operating Cost = Total Cost of Ownership: \$ 207,803

Initial Cost

	<u>Computer</u> <u>Type</u>	<u># of</u> <u>Computers</u>	
Estimated Price, Computer & Warranty (Choose from Dropdown):	PC	70	\$ 13,300
Estimated Price, All Other:			
Additional Component(s) cost:			-
Maintenance Contract/Warranty/Software License cost:			-
Software Training cost:			-
Installation cost:			-
Total Initial Cost:			\$ 13,300

Operating Cost, Computer

Expected Life-cycle (in years), Computer:	5
Estimated Cost for Annual Maintenance Contract/Repairs (for Entire Life-Cycle):	2,100
Estimated Cost for future Upgrade/Replacement (for Entire Life-Cycle, 10% Inflation):	6,650
	<u>8,750</u>
	\$ 8,750

Operating Cost, All Other

Expected Life-cycle (in years), All Other:	5
Estimated Cost for Annual Maintenance Contract/Repairs (for Entire Life-Cycle):	30
Estimated Cost for future Upgrade/Replacement (for Entire Life-Cycle):	-
	<u>150</u>
	\$ 150

Total Operating Cost: \$ 8,900

Total Cost of Ownership

Initial Cost + Operating Cost = Total Cost of Ownership: \$ 22,200

Estimated COLA	2.50% each year
Estimated increase of FC	0.25% each year
Estimated increase of H&W	0.25% each year

Groundsperson	E	55,056	57,852	60,744	63,780	67,020
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**CURRENT COST
FY23-24**

Step 3 Cost	36.18%			Total
	Salary	Fixed costs	H&W	
July	5,062	1,831	106.06	6,999
August	5,062	1,831	106.06	6,999
September	5,062	1,831	106.06	6,999
October	5,062	1,831	3,234.47	10,128
November	5,062	1,831	3,234.47	10,128
December	5,062	1,831	3,234.47	10,128
January	5,062	1,831	3,234.47	10,128
February	5,062	1,831	3,234.47	10,128
March	5,062	1,831	3,234.47	10,128
April	5,062	1,831	3,234.47	10,128
May	5,062	1,831	3,234.47	10,128
June	5,062	1,831	6,362.88	13,256
	60,744	21,977	32,557	115,278

Delta	Health	Life	
106.06	0	0	106.06
106.06	0	0	106.06
106.06	0	0	106.06
106.06	3,117.88	10.53	3,234.47
106.06	3,117.88	10.53	3,234.47
106.06	3,117.88	10.53	3,234.47
106.06	3,117.88	10.53	3,234.47
106.06	3,117.88	10.53	3,234.47
106.06	3,117.88	10.53	3,234.47
106.06	3,117.88	10.53	3,234.47
106.06	3,117.88	10.53	3,234.47
106.06	3,117.88	10.53	3,234.47
106.06	6,235.76	21.05	6,362.88

Jefferson	105.00
Delta	1,269.60
PPO	31,178.80

Salary	Fixed costs	H&W	Total
5,062.00	1,831.43	106.0642	6,999.50
5,062.00	1,831.43	106.0642	6,999.50
5,062.00	1,831.43	106.0642	6,999.50
5,062.00	1,831.43	3,234.47	10,127.90
5,062.00	1,831.43	3,234.47	10,127.90
5,062.00	1,831.43	3,234.47	10,127.90
5,062.00	1,831.43	3,234.47	10,127.90
5,062.00	1,831.43	3,234.47	10,127.90
5,062.00	1,831.43	3,234.47	10,127.90
5,062.00	1,831.43	3,234.47	10,127.90
5,062.00	1,831.43	3,234.47	10,127.90
5,062.00	1,831.43	3,234.47	10,127.90
5,062.00	1,831.43	6,362.88	13,256.31

**Assumptions of 2.5% COLA, .25% INCREASE IN FIXED COSTS, .25% INCREASE IN HEALTH AND WELFARE
ESTIMATED COST**

Step 3 Cost	36.43%			Total
	Salary	Fixed costs	H&W	
July	0	0	-	0
August	5,189	1,877	106.06	7,172
September	5,189	1,877	106.06	7,172
October	5,189	1,877	3,242.26	10,308
November	5,189	1,877	3,242.26	10,308
December	5,189	1,877	3,242.26	10,308
January	5,189	1,877	3,242.26	10,308
February	5,189	1,877	3,242.26	10,308
March	5,189	1,877	3,242.26	10,308
April	5,189	1,877	3,242.26	10,308
May	5,189	1,877	3,242.26	10,308
June	5,189	1,877	6,378.47	13,444
	57,074	20,649	32,529	110,252

Delta	Health	Life	
106.06	0	0	106.06
106.06	0	0	106.06
106.06	0	0	106.06
106.06	3,125.67	10.53	3,242.26
106.06	3,125.67	10.53	3,242.26
106.06	3,125.67	10.53	3,242.26
106.06	3,125.67	10.53	3,242.26
106.06	3,125.67	10.53	3,242.26
106.06	3,125.67	10.53	3,242.26
106.06	3,125.67	10.53	3,242.26
106.06	3,125.67	10.53	3,242.26
106.06	3,125.67	10.53	3,242.26
106.06	6,251.35	21.05	6,378.47

Jefferson	105.26
Delta	1,272.77
PPO	31,256.75

Salary	Fixed costs	H&W	Total
0.00	0.00	0	0.00
5,188.55	1,877.22	106.0642	7,171.83
5,188.55	1,877.22	106.0642	7,171.83
5,188.55	1,877.22	3,242.26	10,308.03
5,188.55	1,877.22	3,242.26	10,308.03
5,188.55	1,877.22	3,242.26	10,308.03
5,188.55	1,877.22	3,242.26	10,308.03
5,188.55	1,877.22	3,242.26	10,308.03
5,188.55	1,877.22	3,242.26	10,308.03
5,188.55	1,877.22	3,242.26	10,308.03
5,188.55	1,877.22	3,242.26	10,308.03
5,188.55	1,877.22	3,242.26	10,308.03
5,188.55	1,877.22	6,378.47	13,444.23

From: [Dell \(please do not reply\)](#) on behalf of [Dell Inc.](#)
To: [Aguilera, Ricardo](#)
Subject: [EXTERNAL SENDER] Dell Computer - Saved Quote Information -3000173047915
Date: Wednesday, February 28, 2024 2:48:09 PM



You have saved an eQuote 3000173047915

An eQuote is now saved in your Dell Online Store.
This will be held for 60 days and will expire on 04/28/2024

Your eQuote has been sent to:

Emailed to: ricardo.aguilera@norcocollege.edu
ricardo.aguilera@norcocollege.edu

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Click on "Quotes" in the top menu bar and search for eQuote number 3000173047915

eQuote Name	IT125QuoteNorcoPR_24_27
Saved By	ricardo.aguilera@norcocollege.edu
eQuote Description	
Authorized Buyer	
Notes/Comments	
Account Name	Riverside Community College NASPO ValuePoint 7-15-70-34-003 / WN03AGW
Contract Code	C000001115143
Contract Name	Dell NASPO Computer Equipment PA - California
Customer Agreement #	23026 / 7-23-70-55-01

Shipping Info

Norco College
2001 3rd Street
Norco, CA 92860
(951) 372-7000

Billing Info

ACCOUNTS PAYABLE
3801 MARKET ST
RIVERSIDE, CA 92501-3225

eQuote Summary

Description	Quantity	Unit Price	Subtotal
Precision 3660 Tower - Build Your Own	33	\$4,174.63	\$137,762.79

Taxable Amount	\$127,411.68
Non Taxable Amount	\$10,351.11

eQuote Subtotal	\$137,762.79
Shipping*	\$0.00
Shipping Discount*	\$0.00
Tax*	\$11,148.55
Environmental Disposal Fee*	\$0.00

eQuote Total* \$148,911.34

*The eQuote total, including applicable taxes and additional fees, may be viewable online.

Note: Your order may contain one or more items which are billed on a recurring basis. See Important Notes for details on your specific offering and, for customers with auto-renewing subscriptions, how to turn off automatic renewal.

eQuote Details

Description	Quantity	Price
xctopt3660usr Precision 3660 Tower - Build Your Own	33	\$227,996.34
Premier Discount		\$90,233.55
(Unit Price after discount: \$4,174.63 ea.)		\$137,762.79

Module	Description	Product Code	Sku	ID
Processor	13th Gen Intel® Core™ i9-13900 (36 MB cache, 24 cores, 32 threads, 2.00 GHz to 5.60 GHz Turbo, 65 W)	G87EAPH	[338-CKHV] [412-ABBQ]	146
Operating System	Windows 11 Pro, English, French, Spanish	GB0LZO9	[619-AQCE]	11
Chassis Options	1000W Platinum PSU RPL, 4090, DAO, V2	GC9KIYJ	[321-BKKY]	116
Memory	64 GB, 2 x 32 GB, DDR5, 4400 MT/s, V2	GG2QU3R	[370-BBWL]	3
Video Card	Nvidia GeForce RTX 4090, 24GB GDDR6X, HDMI, 3 DP	GXD7K00	[490-BJVK]	6
Storage Configuration (Boot Drive)	C1: M.2 SSD Boot + Optional M.2 SSD (No SATA HDD)	G14KN0U	[449-BBFX]	276
Raid Connectivity	No SATA RAID	G9BYT4Q	[780-BBCJ]	1009
1st M.2 NVMe SSD	1 TB, M.2, PCIe NVMe, SSD, Class 40	GLP12TD	[400-BNGL] [412-AAZW]	102
Additional M.2 NVMe SSD	No Hard Drive	GMKBO5E	[400-AKZR]	202
1st Hard Disk Drive	No Hard Drive	GMKBO5E	[400-AKZR]	8
2nd Hard Disk Drive	No Hard Drive	GMKBO5E	[400-AKZR]	637
3rd Hard Disk Drive	No Hard Drive	GMKBO5E	[400-AKZR]	54
4th Hard Disk Drive	No Hard Drive	GMKBO5E	[400-AKZR]	51
Additional Network Add-in-cards	No Additional Network Card Selected (Integrated NIC included)	GPQ31WV	[555-BBJO]	13
Wireless	Intel® Wi-Fi 6E AX211, 2x2, 802.11ax, Bluetooth® wireless card	G0I7S2B	[555-BHHI] [555-BHHR]	19

PCIe I/O Add-in-cards	Not selected in this configuration	GY2RECF	[817-BBBC]	666
Optional Integrated Video or USB Ports	No Additional Port	GH2ILWN	[492-BCLP]	36
CD ROM/DVD ROM	No Optical Drive	GX7JTRL	[429-ABMS]	16
Optical Software	Cyberlink Media Suite Essentials for Windows 10 and DVD drive (without Media)	GWNM30Y	[658-BBTV]	597
Intel Active Management Technology	Intel Management Engine with vPro	GRA5PXN	[631-ADHW]	49
Keyboard	Dell Multimedia Wired Keyboard - KB216 Black - US English	GZDPBC1	[580-ADJC]	4
Mouse	Dell Optical Mouse - MS116 (Black)	GWDQT30	[570-ABIE]	12
E-Star	ENERGY STAR Qualified	G6J34SM	[387-BBLW]	122
EPEAT	EPEAT 2018 Registered (Gold)	GBU8CHM	[379-BDZB]	200331
TPM Security	Dell Precision TPM	G1MEH6P	[340-ACBY]	297
Thermal Cooling	Premium CPU Liquid Cooler	GDURG5N	[412-ABBT]	412
Driver	WLAN Intel® AX211 wireless card driver	G0BIV32	[555-BHQF]	7
Power Cord	System Power Cord C13 (US 125V, 15A)	GPYN5HX	[450-AHDU]	20
Documentation/Disks	Safety/Environment and Regulatory Guide (English/French Multi-language)	G7RB0GY	[340-AGIK]	21
Placemat	Quick Setup Guide, Precision 3660	G5RP6E3	[340-CYVU]	60
UPC Label	No UPC Label	G8WGTYN	[389-BCGW]	292
Packaging	Shipping Material for MT	GG6R8EP	[340-CBUU] [340-CZQO]	465
Label	1000W Platinum PSU Label	GRLXID9	[389-EFBV]	676
Processor Branding	Intel Core i9 vPro Enterprise Processor Label	GE9HNOM	[389-EDDS]	749
Internal Speakers	Internal Speaker for Precision	GUXA8NO	[520-AAVW]	18
External Optical Device	No External ODD	GVTOW4N	[429-ABGY]	317
Windows AutoPilot	AutoPilot	G4Q6OC3	[634-BRWG]	291
Monitor Stands	No Stand	GK0645E	[575-BBCH]	558
Cables and Dongles	No Additional Cable	GIX0L8M	[379-BBCY]	592
External Speakers	No External Speaker	GTNM7E2	[817-BBBC]	200095
Non-Microsoft Application Software	Windows Software Applications	GTLCJ0Y	[525-BBCL] [640-BBLW] [640-BBSC] [640-BBSN] [658-BBMR] [658-BBRB] [658-BEOK]	1003
Hard Drive Software	Intel® Rapid Storage Technology Driver, Precision 3660T	G8I1NEC	[409-BCWP]	707
Operating System Recovery Options	OS-Windows Media Not Included	GLA9OQ1	[620-AALW]	200013
FGA Module	No FGA	NOFGA	[817-BBBB]	572
Precision 3660 Tower	Precision 3660 Tower CTO BASE	G8GMFI3	[210-BCUR]	1
Services:Hardware Support	3Y ProSupport Plus with ProSupport and AD and KYHD and Service Account Mgr	PPN3	[997-2808] [997-2859] [997-2868] [997-2877] [997-6820] [997-8367]	29
Microsoft Office	No Microsoft Office License Included - 30 day Trial Offer Only	GC7OFJV	[658-BCSB]	1002
Protect your new PC	No anti-virus software	GD4K19S	[650-AAAM]	1014
Dell Endpoint Security	CrowdStrike Endpoint Protection Enterprise w Essential Support 1yr	GECBXJ0	[634-CCLH]	200465

Taxable Amount	\$127,411.68
Non Taxable Amount	\$10,351.11

eQuote Subtotal	\$137,762.79
Shipping*	\$0.00
Shipping Discount*	\$0.00
Tax*	\$11,148.55
Environmental Disposal Fee*	\$0.00

eQuote Total* **\$148,911.34**

*The eQuote total, including applicable taxes and additional fees, may be viewable online.

Let's connect.



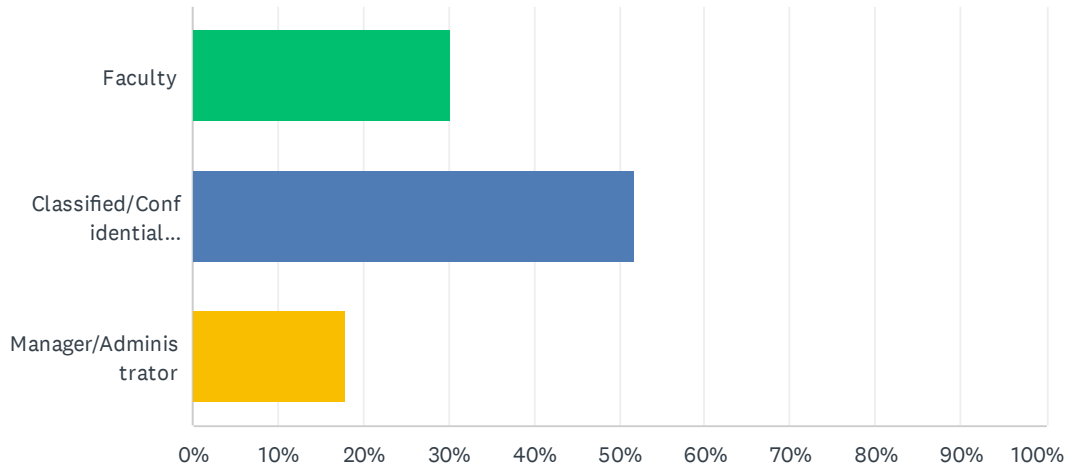
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Q1 What is your role at Norco College?

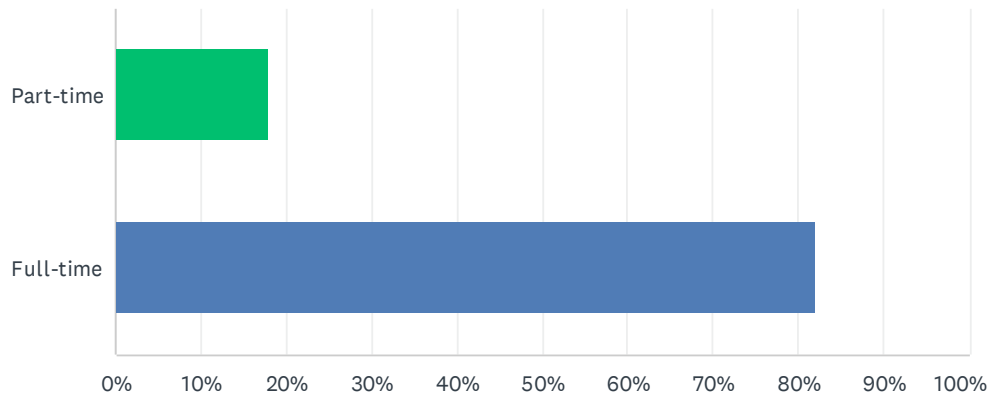
Answered: 56 Skipped: 1



ANSWER CHOICES	RESPONSES	
Faculty	30.36%	17
Classified/Confidential Professional	51.79%	29
Manager/Administrator	17.86%	10
TOTAL		56

Q2 What is your employment status?

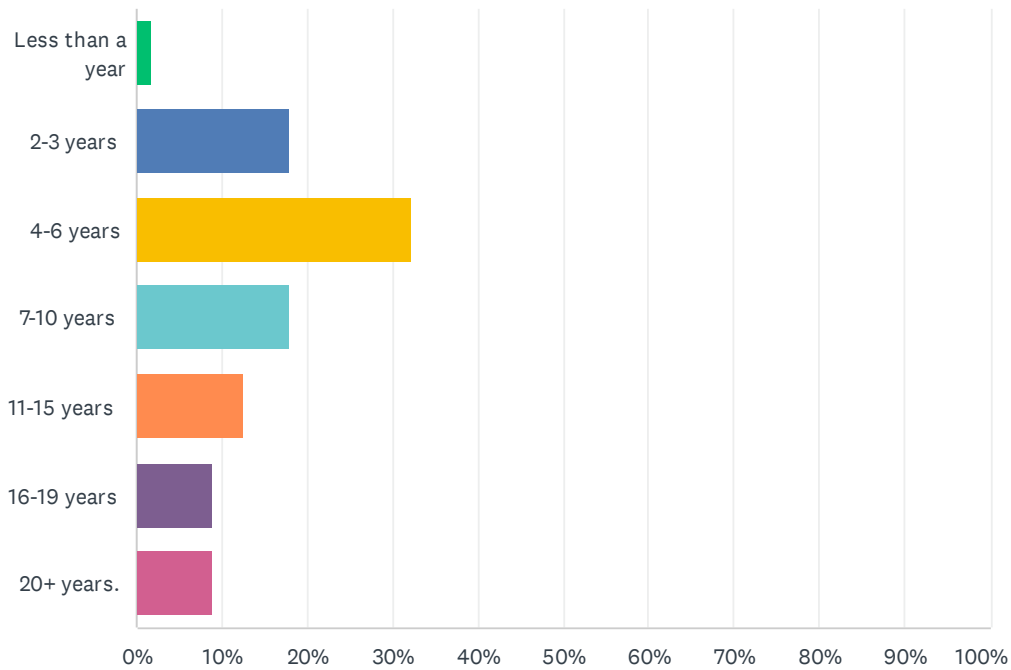
Answered: 56 Skipped: 1



ANSWER CHOICES	RESPONSES	
Part-time	17.86%	10
Full-time	82.14%	46
TOTAL		56

Q3 How long have you been working at Norco College?

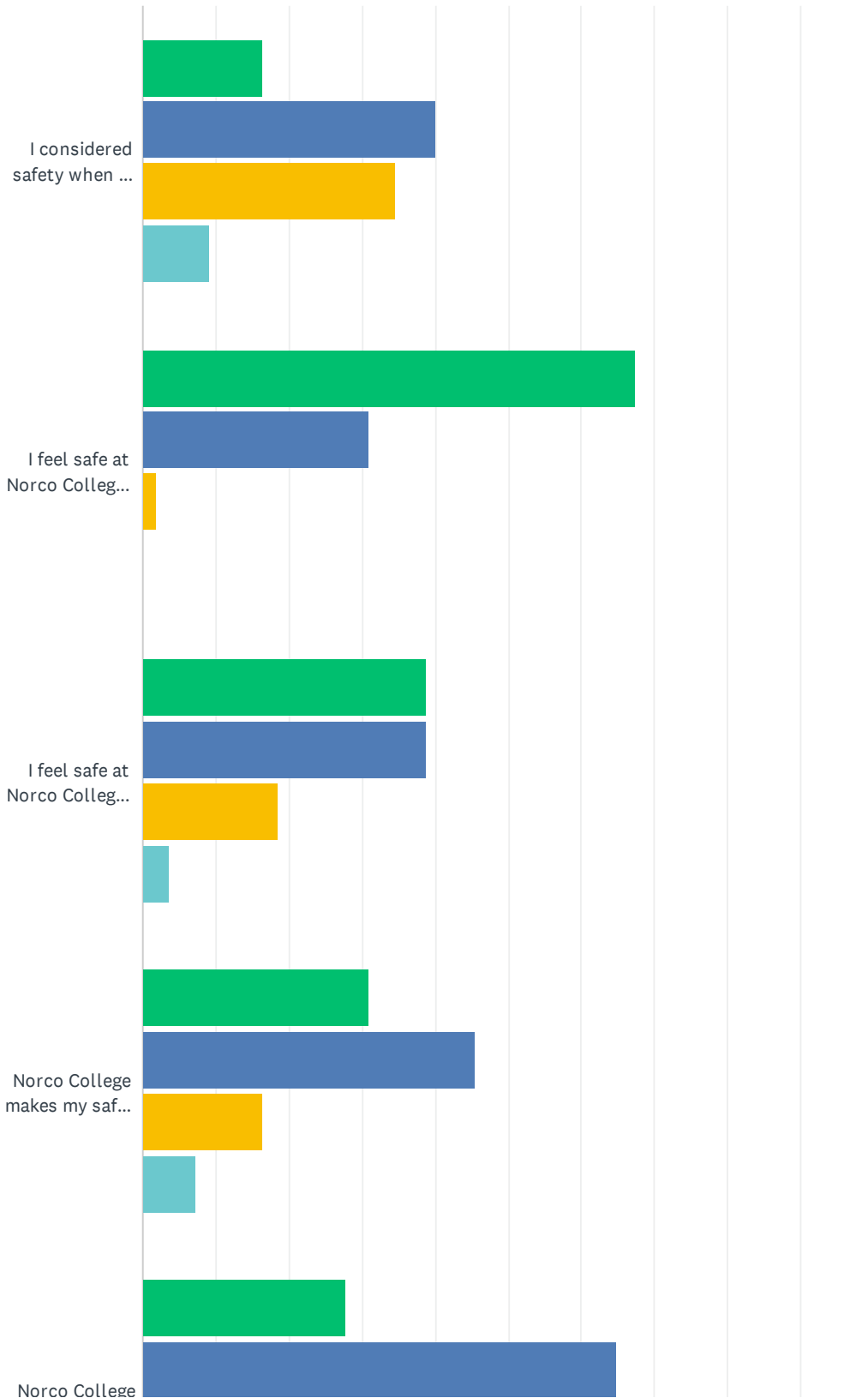
Answered: 56 Skipped: 1



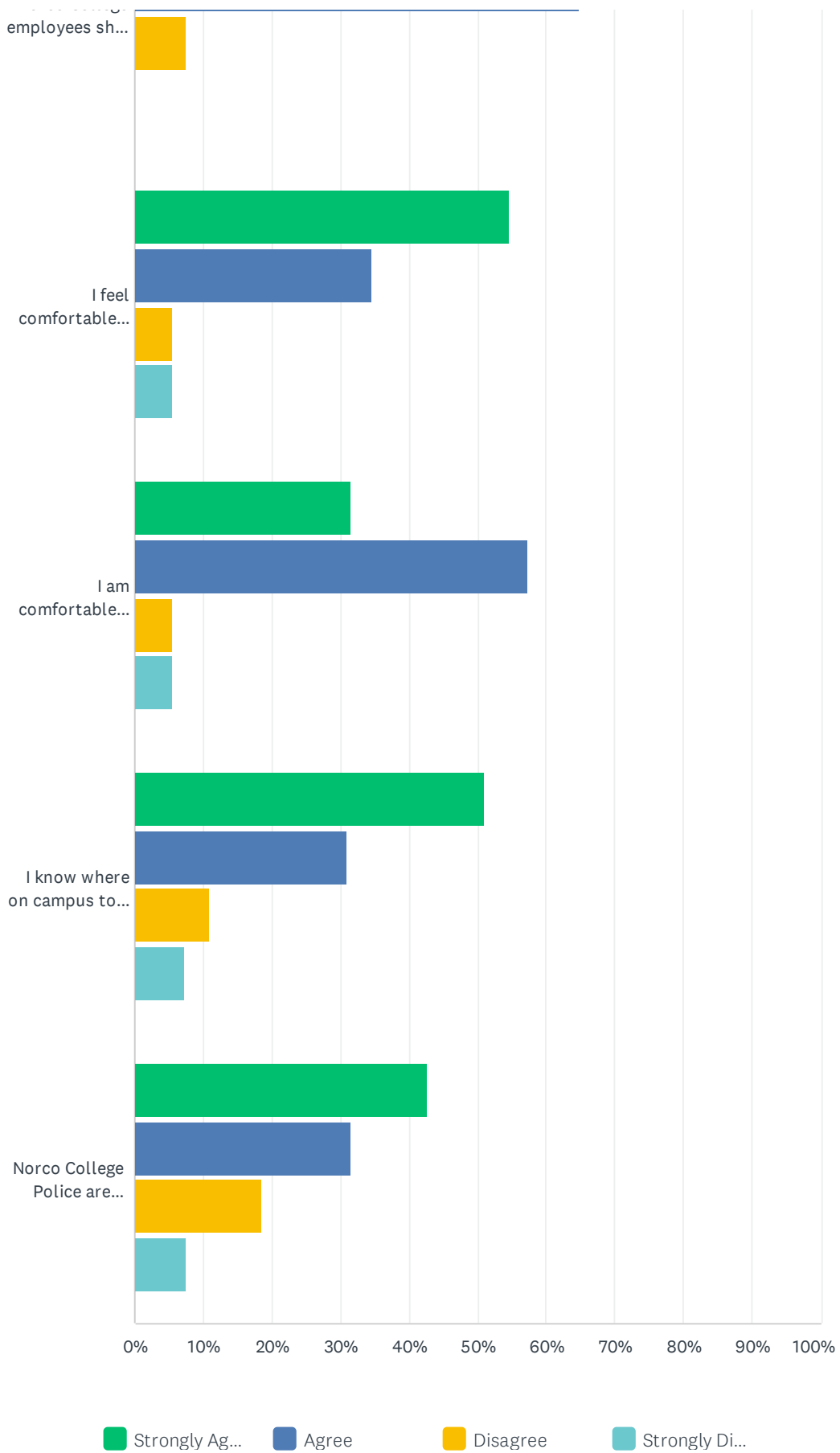
ANSWER CHOICES	RESPONSES	
Less than a year	1.79%	1
2-3 years	17.86%	10
4-6 years	32.14%	18
7-10 years	17.86%	10
11-15 years	12.50%	7
16-19 years	8.93%	5
20+ years.	8.93%	5
TOTAL		56

Q4 Please indicate whether you agree or disagree with the following statements.

Answered: 55 Skipped: 2



Norco College Employee Safety Survey 2023

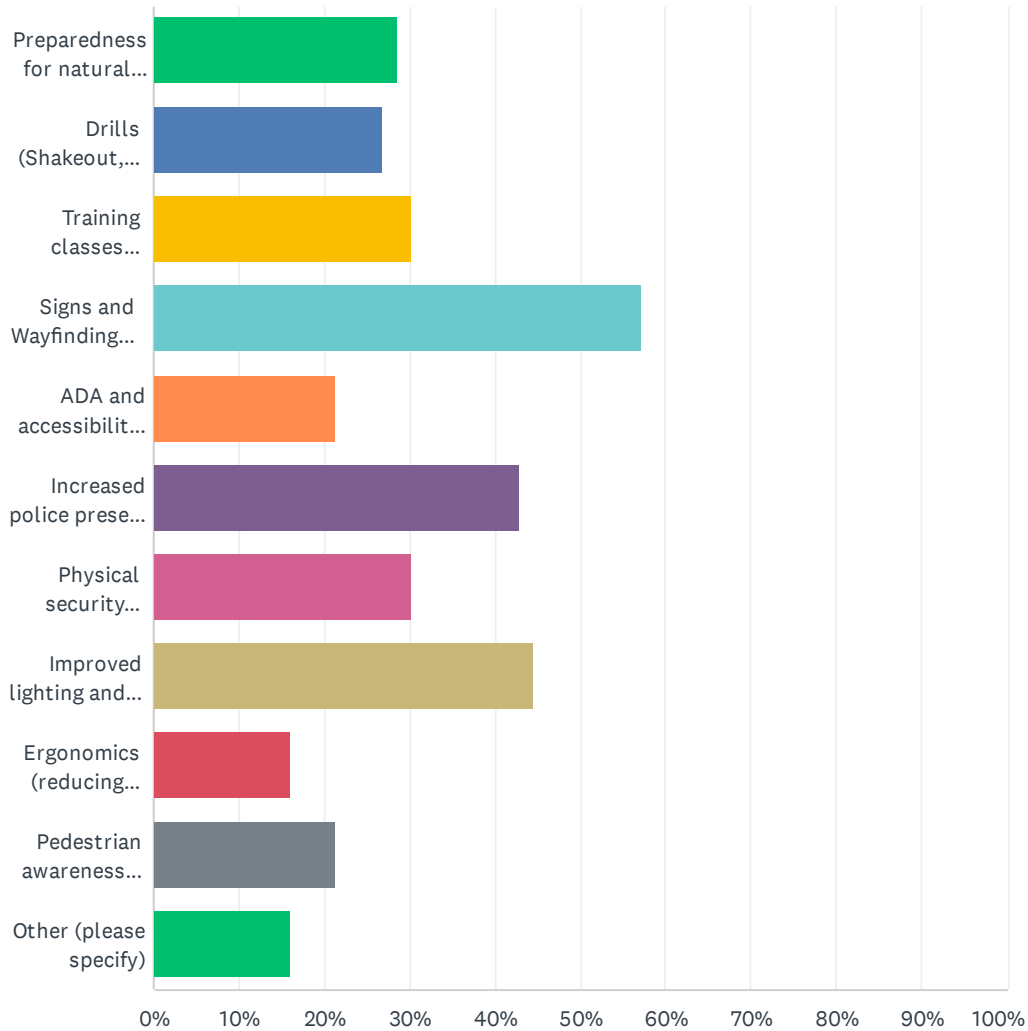


Norco College Employee Safety Survey 2023

	STRONGLY AGREE	AGREE	DISAGREE	STRONGLY DISAGREE	TOTAL
I considered safety when I decided to work for Norco College.	16.36% 9	40.00% 22	34.55% 19	9.09% 5	55
I feel safe at Norco College when I am outside alone during the day.	67.27% 37	30.91% 17	1.82% 1	0.00% 0	55
I feel safe at Norco College when I am outside alone at night.	38.89% 21	38.89% 21	18.52% 10	3.70% 2	54
Norco College makes my safety a priority.	30.91% 17	45.45% 25	16.36% 9	7.27% 4	55
Norco College employees show their commitment to health and safety by leading by example.	27.78% 15	64.81% 35	7.41% 4	0.00% 0	54
I feel comfortable reporting potential risks/hazards.	54.55% 30	34.55% 19	5.45% 3	5.45% 3	55
I am comfortable reporting any possible safety violations that are being ignored or improperly resolved.	31.48% 17	57.41% 31	5.56% 3	5.56% 3	54
I know where on campus to go if a large-scale emergency event occurs.	50.91% 28	30.91% 17	10.91% 6	7.27% 4	55
Norco College Police are easily accessible and available when I need them.	42.59% 23	31.48% 17	18.52% 10	7.41% 4	54

Q5 What safety issues should Norco College prioritize in the upcoming year? (please choose 3).

Answered: 56 Skipped: 1



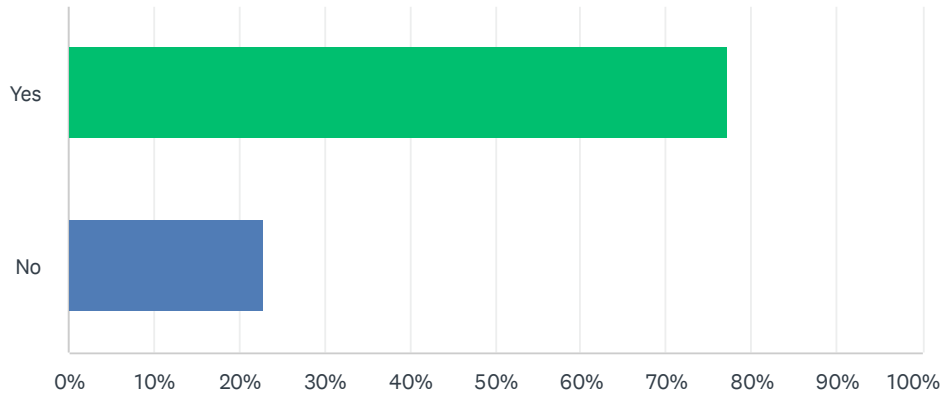
Norco College Employee Safety Survey 2023

ANSWER CHOICES	RESPONSES	
Preparedness for natural disasters (fire, wind, rain, earthquake, etc.)	28.57%	16
Drills (Shakeout, evacuation, lockdown, etc.)	26.79%	15
Training classes (Community emergency response team, first aid CPR AED, Stop the bleed, etc.)	30.36%	17
Signs and Wayfinding (directional signs and clear and consistent messaging)	57.14%	32
ADA and accessibility issues (walkways, doors, classrooms, and work environment, etc.)	21.43%	12
Increased police presence and patrols	42.86%	24
Physical security enhancements (Secure access control)	30.36%	17
Improved lighting and surveillance	44.64%	25
Ergonomics (reducing physical fatigue/stress)	16.07%	9
Pedestrian awareness (Crosswalk safety, safe routes to campus)	21.43%	12
Other (please specify)	16.07%	9
Total Respondents: 56		

#	OTHER (PLEASE SPECIFY)	DATE
1	cracks in concrete that trip students and employees	12/17/2023 4:50 PM
2	Uh	12/7/2023 6:06 PM
3	I have fallen several times because of uneven concrete that is either NOT marked and/or having good lighting at night. I broke my left hand and NO ONE connected with the college even approached me after telling them and/or seeing me in a cast. I have been an OSHA outreach trainer since 2008 so am aware of SAFETY! WHY?	12/7/2023 1:00 PM
4	Sidewalks on the side where SSV and CRC buildings are, are too high and have caused several accidents.	12/7/2023 10:10 AM
5	Securing building with keycard access in Student Services.	12/7/2023 8:39 AM
6	addressing the locks in building for those who don't have keys to lock the building in case of an emergency	12/6/2023 4:30 PM
7	Ongoing & continuous police presence during peak traffic times at Kennedy HS at Kennedy HS. Citing for parking violations.	12/6/2023 3:27 PM
8	A clear pathway to Operations Center - no walking in the landscape	12/6/2023 2:35 PM
9	Stem at night.	12/6/2023 2:31 PM

Q6 During the past year, did you have contact with the Norco College police?

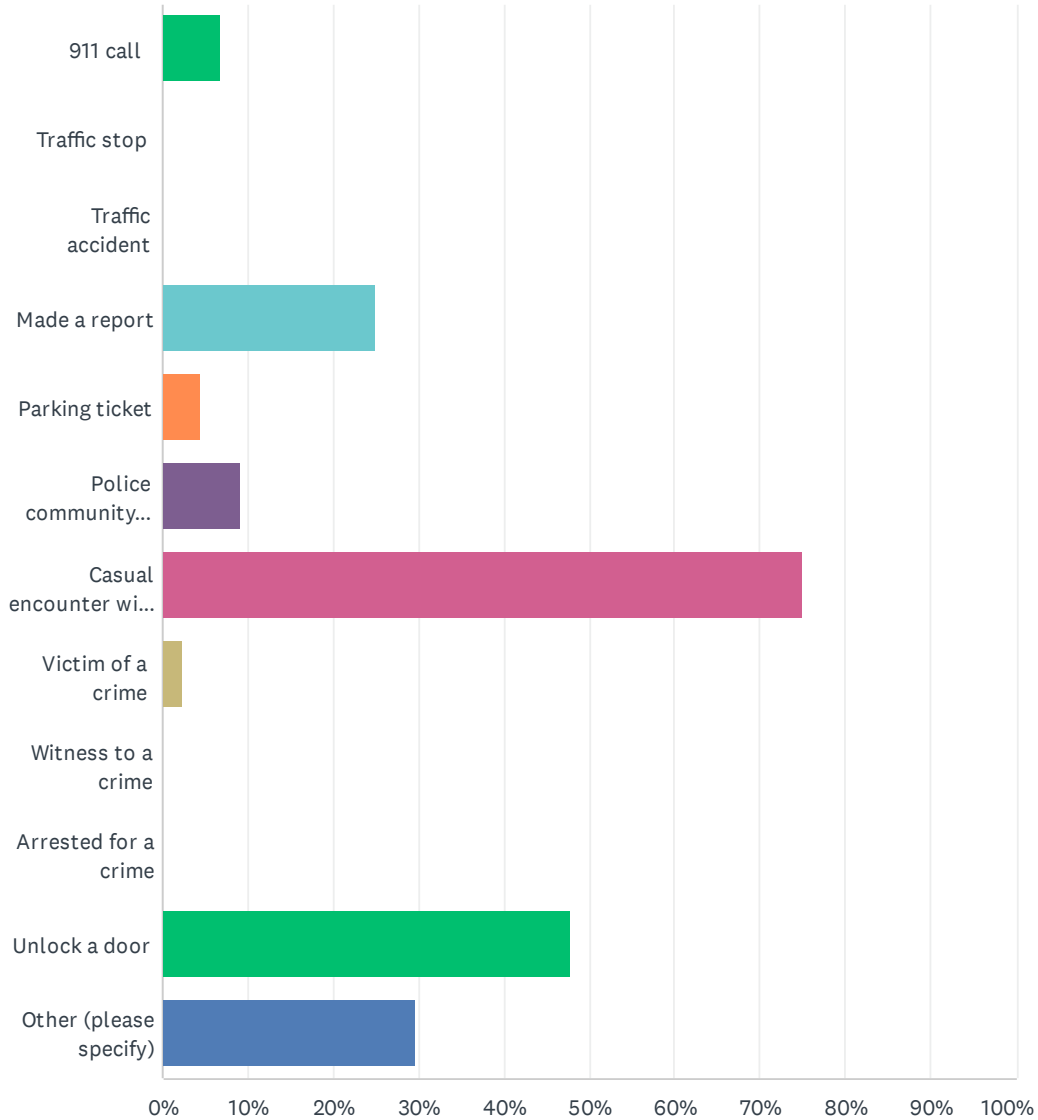
Answered: 57 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	77.19%	44
No	22.81%	13
TOTAL		57

Q7 What interactions have you had during the past year with the Norco College Police Department? (check all that apply).

Answered: 44 Skipped: 13



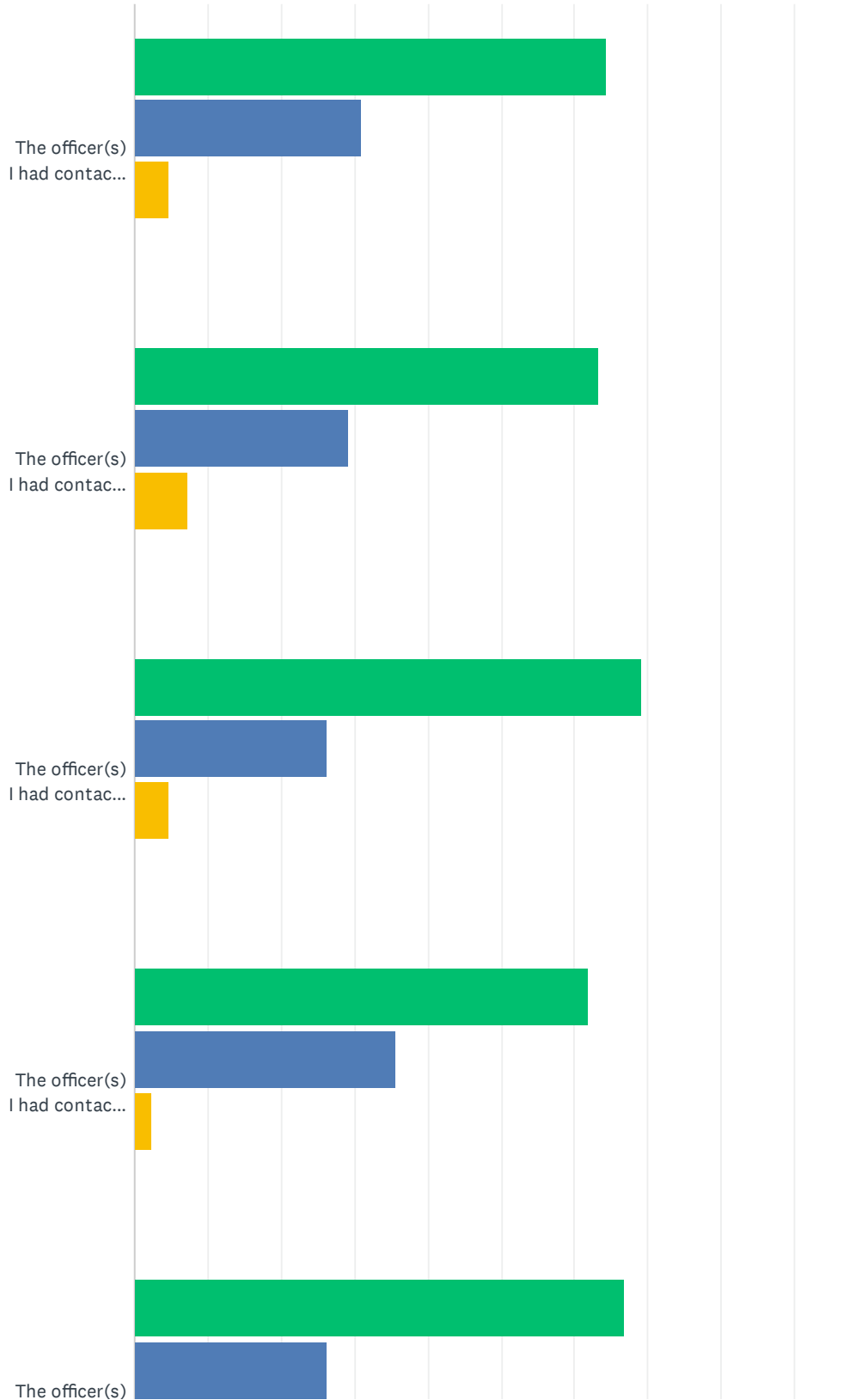
Norco College Employee Safety Survey 2023

ANSWER CHOICES	RESPONSES	
911 call	6.82%	3
Traffic stop	0.00%	0
Traffic accident	0.00%	0
Made a report	25.00%	11
Parking ticket	4.55%	2
Police community program	9.09%	4
Casual encounter with an officer	75.00%	33
Victim of a crime	2.27%	1
Witness to a crime	0.00%	0
Arrested for a crime	0.00%	0
Unlock a door	47.73%	21
Other (please specify)	29.55%	13
Total Respondents: 44		

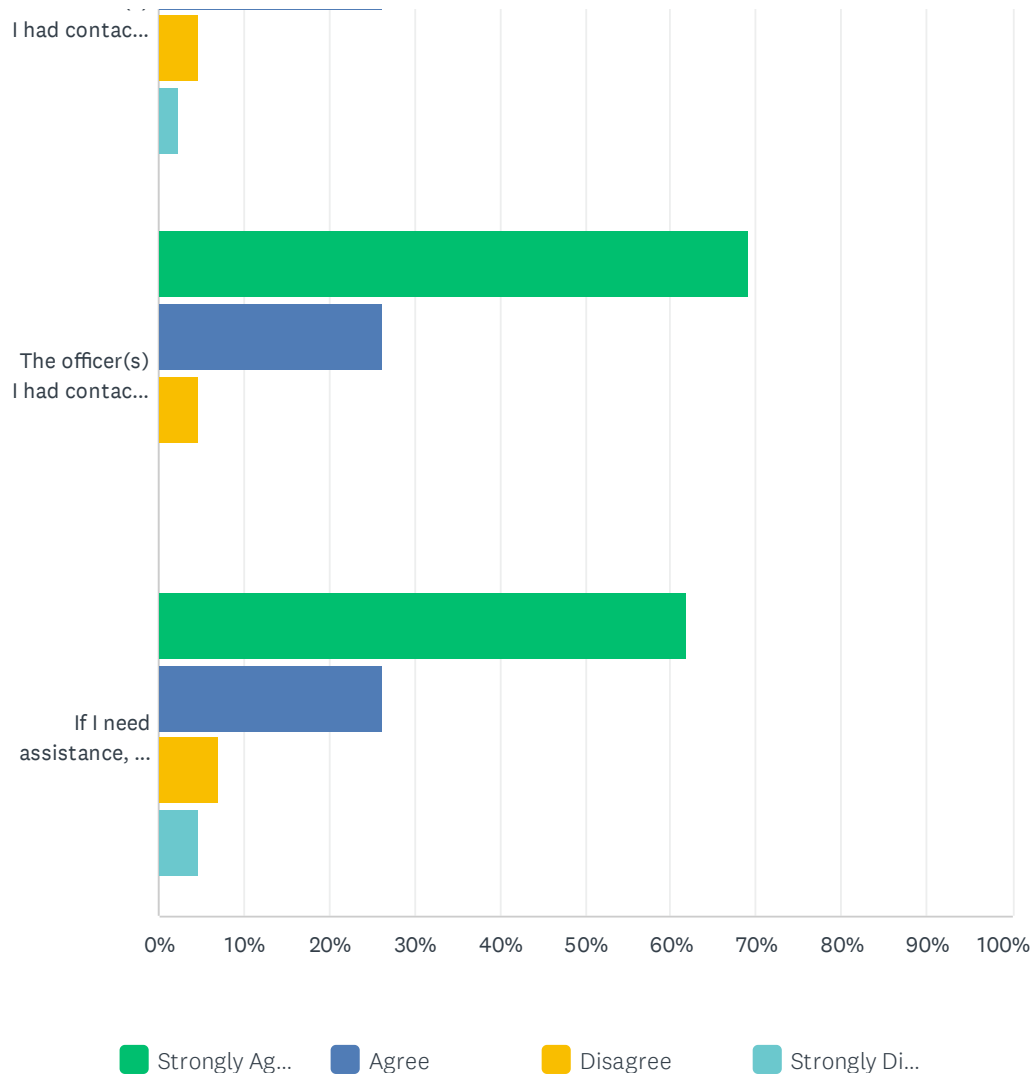
#	OTHER (PLEASE SPECIFY)	DATE
1	Graffiti report	12/23/2023 6:39 PM
2	questions about parking permits between semesters	12/17/2023 4:52 PM
3	Injury on campus	12/8/2023 11:25 AM
4	Is this a general safety survey or a survey about police	12/7/2023 4:30 PM
5	Locking building after keycard reader malfunction	12/7/2023 4:21 PM
6	angry student	12/7/2023 9:51 AM
7	Lost & Found	12/7/2023 9:08 AM
8	Homeless person sleeping on couch in building in early morning. Also, different homeless person screaming on campus in early morning.	12/7/2023 6:42 AM
9	parking issue	12/6/2023 4:31 PM
10	Adult medical emergency	12/6/2023 2:59 PM
11	Put police on alert to an employee I feared might become violent.	12/6/2023 2:39 PM
12	Submit lost item	12/6/2023 2:22 PM
13	Emergency response	12/6/2023 2:01 PM

Q8 Please indicate whether you agree or disagree with the following statements.

Answered: 42 Skipped: 15



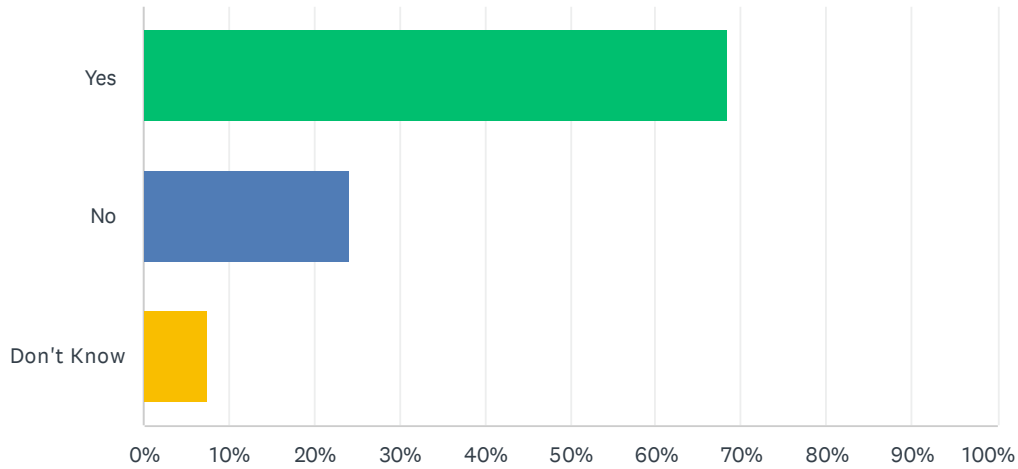
Norco College Employee Safety Survey 2023



	STRONGLY AGREE	AGREE	DISAGREE	STRONGLY DISAGREE	TOTAL
The officer(s) I had contact with expressed interest in helping me.	64.29% 27	30.95% 13	4.76% 2	0.00% 0	42
The officer(s) I had contact with showed concern for my safety.	63.41% 26	29.27% 12	7.32% 3	0.00% 0	41
The officer(s) I had contact with demonstrated professionalism.	69.05% 29	26.19% 11	4.76% 2	0.00% 0	42
The officer(s) I had contact with made me feel comfortable.	61.90% 26	35.71% 15	2.38% 1	0.00% 0	42
The officer(s) I had contact with helped resolve my situation.	66.67% 28	26.19% 11	4.76% 2	2.38% 1	42
The officer(s) I had contact with treated me with respect.	69.05% 29	26.19% 11	4.76% 2	0.00% 0	42
If I need assistance, I am comfortable calling the Norco College Police via Dispatch	61.90% 26	26.19% 11	7.14% 3	4.76% 2	42

Q9 During the past year, did you have contact with the Norco College Safety and Emergency Planning Coordinator?

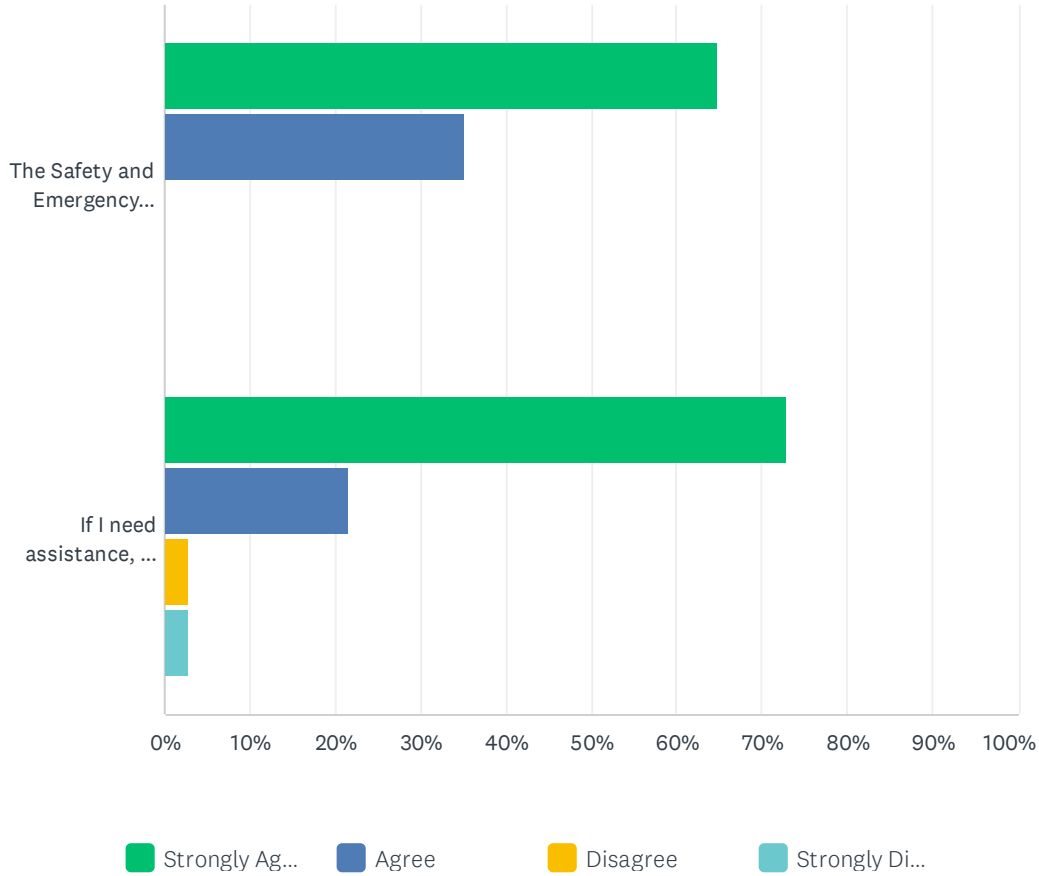
Answered: 54 Skipped: 3



ANSWER CHOICES	RESPONSES	
Yes	68.52%	37
No	24.07%	13
Don't Know	7.41%	4
TOTAL		54

Q10 Please indicate whether you agree or disagree with the following statements.

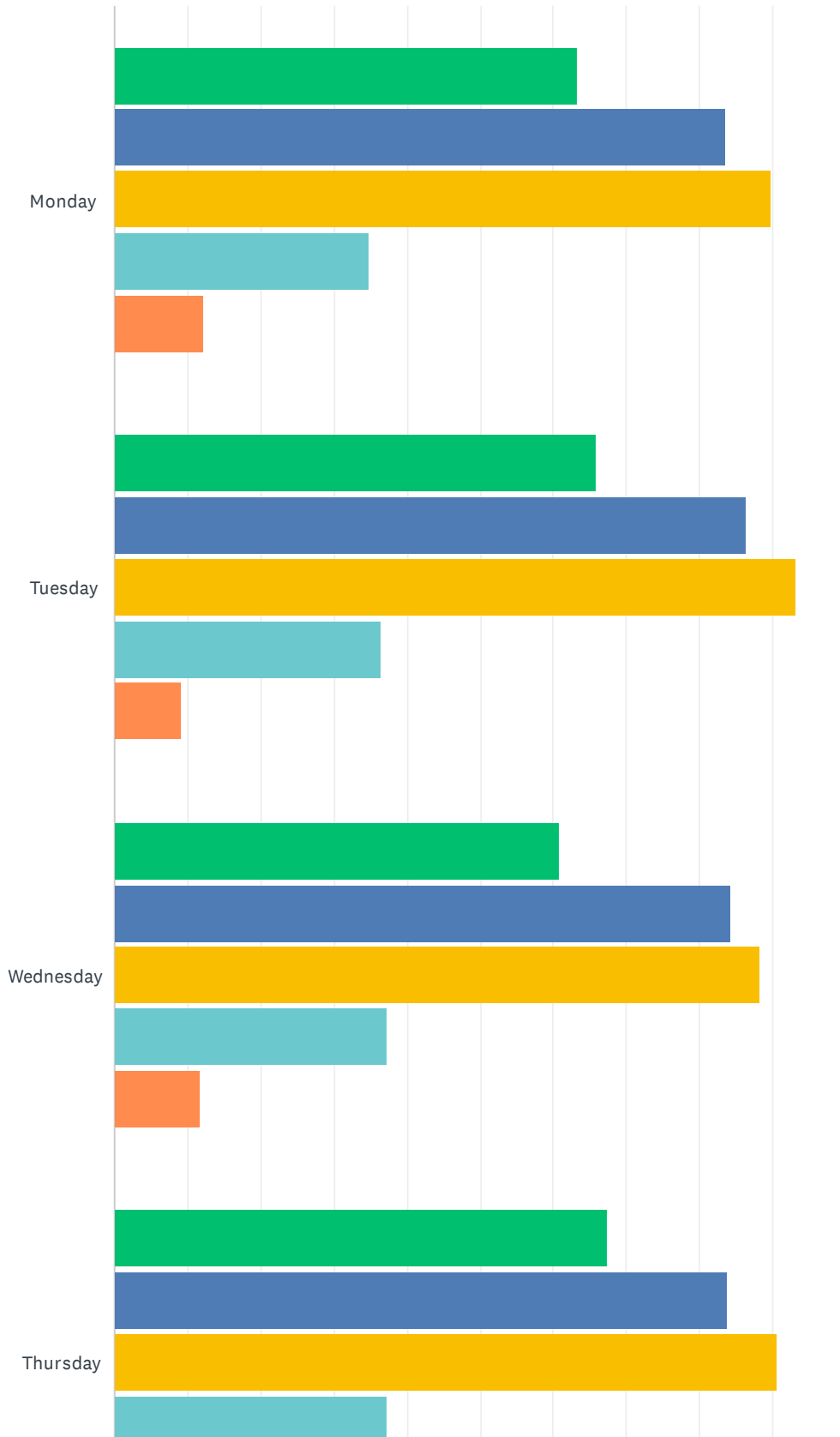
Answered: 37 Skipped: 20



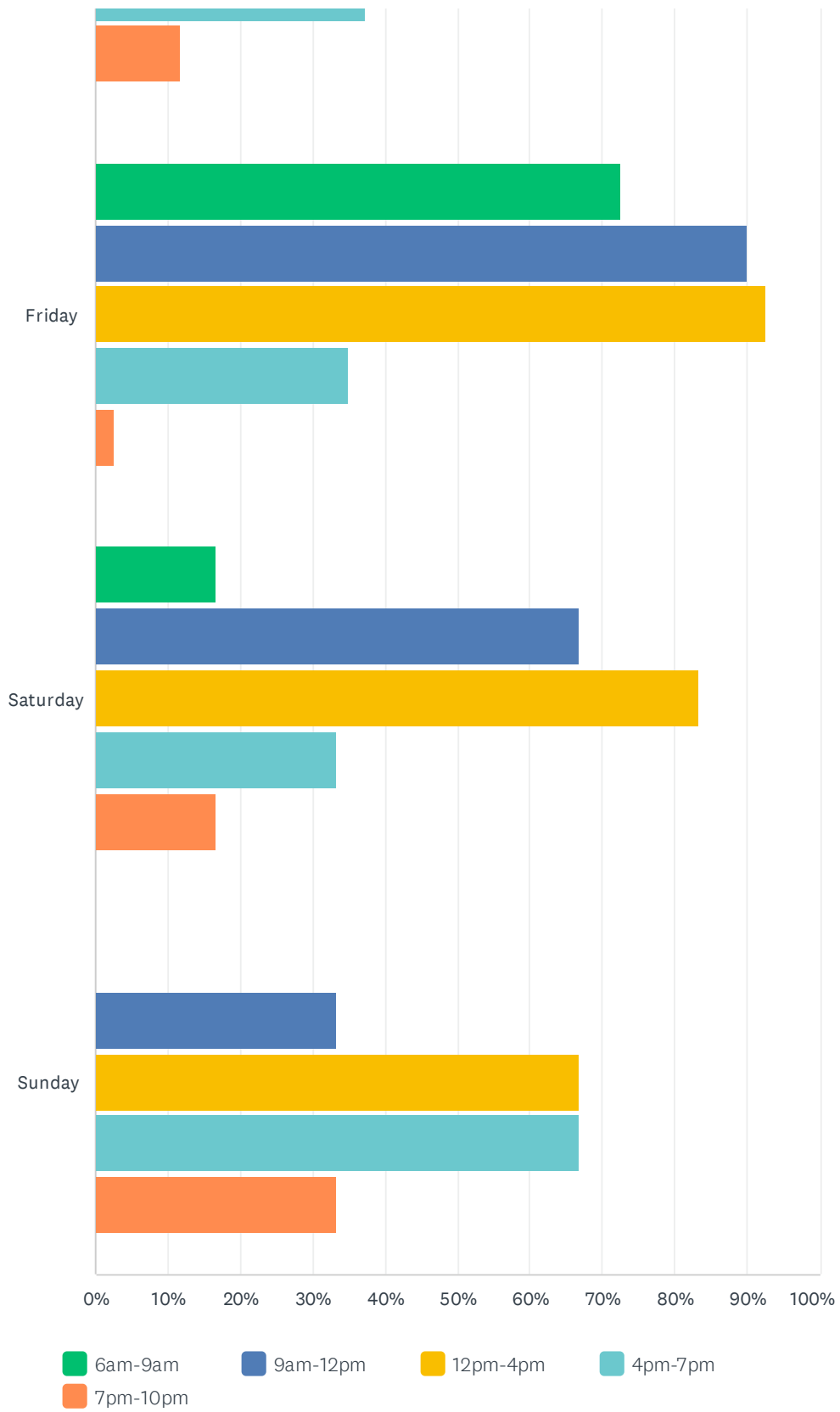
	STRONGLY AGREE	AGREE	DISAGREE	STRONGLY DISAGREE	TOTAL
The Safety and Emergency Planning Coordinator attempted to resolve my situation.	64.86% 24	35.14% 13	0.00% 0	0.00% 0	37
If I need assistance, I am comfortable calling the Safety and Emergency Planning Coordinator.	72.97% 27	21.62% 8	2.70% 1	2.70% 1	37

Q11 Typical times on Campus (check all that apply)

Answered: 51 Skipped: 6



Norco College Employee Safety Survey 2023



Norco College Employee Safety Survey 2023

	6AM-9AM	9AM-12PM	12PM-4PM	4PM-7PM	7PM-10PM	TOTAL RESPONDENTS
Monday	63.27% 31	83.67% 41	89.80% 44	34.69% 17	12.24% 6	49
Tuesday	65.91% 29	86.36% 38	93.18% 41	36.36% 16	9.09% 4	44
Wednesday	60.78% 31	84.31% 43	88.24% 45	37.25% 19	11.76% 6	51
Thursday	67.44% 29	83.72% 36	90.70% 39	37.21% 16	11.63% 5	43
Friday	72.50% 29	90.00% 36	92.50% 37	35.00% 14	2.50% 1	40
Saturday	16.67% 1	66.67% 4	83.33% 5	33.33% 2	16.67% 1	6
Sunday	0.00% 0	33.33% 1	66.67% 2	66.67% 2	33.33% 1	3

Q12 Is there anything that you would like to bring to our attention regarding health or safety at Norco College?

Answered: 25 Skipped: 32

#	RESPONSES	DATE
1	A faculty member broke her hand and wrist after tripping on a raised concrete slab that was not we marked or lit at night.	12/17/2023 4:54 PM
2	Re: Question #8, resolution of situation, officer(s) were doing a routine walk through and we exchanged greetings. No situation needed resolution.	12/13/2023 9:05 PM
3	This semester I experienced a serious injury stepping off the curb to the left of the ramp near the College Police Office. I didn't realize that the curb is significantly taller than the one I typically use just on the other side of the ramp. Following my injury, I have learned that many others have had their own experiences with that same unusually tall curb. Is it possible to make adjustments to that area just below the stairs so that others are not injured in the future? Many thanks!	12/8/2023 11:31 AM
4	We need more lights at the parking lot area. Increase lights in between buildings.	12/8/2023 9:19 AM
5	I sure hope that the CSEA agreed to this survey prior to it being dispersed.	12/8/2023 6:36 AM
6	I do not agree with specific questions regarding classified employee positions and duties. Questions 6 and 8 go beyond surveying the general safety of students, staff and faculty at Norco college. It questions and suggests that Norco police officers are generally unprofessional. This survey should be reconsidered, and an apology issued to police officers for asking questions insinuating that they are unprofessional.	12/7/2023 4:42 PM
7	There were multiple issues regarding parking. Resolving tickets, clearly marked parking in the STEM area, people parking in the areas where they interfere with parking. Crossing the street to and from the VRC/STEM buildings is challenging because only one safe place to cross is accessible for staff and students.	12/7/2023 4:26 PM
8	As I stated before, uneven concrete. When I left after teaching at night in January 2019, I tripped over uneven concrete on the walkway between the main STEM building and classrooms 301 and 302. This was reported the next day, and at later into fall semester, I was over at STEM and checked that walkway. It had not been fixed. Then, on October 25 this year I fell as I turned the corner heading right toward the library having come from IT-202 and walked past those foot or so steel burgundy posts. Again the concrete is raised 1/2" or more. I did not get hurt but fell hard. Anyone who does not see the uneven sections of concrete could also have tripping problems. Also, I did not answer all questions because I had no reason to. You gave us no option as neutral, or not applicable thus, a poorly written survey since not all questions apply to everyone.	12/7/2023 1:15 PM
9	I feel that students should be more aware of where the police are located on campus such as increased signage.	12/7/2023 10:34 AM
10	Back door of OC-120 in the NOC doesn't have key access, but doesn't always close and lock. You have to slam the door to get it to lock. OC-116 front door seems to have the same issue (even though it has key access).	12/7/2023 10:00 AM
11	Implementing new safety features to secure our buildings with key cards should be made priority. Hearing that it cost too much, indicates to us that safety to our lives are not priority enough. Can't put a price on our lives!	12/7/2023 9:54 AM
12	Adding digital access control on all exterior entrances on the college building that do not currently have them already in place. SSV, Library, ST, HUM, & ATEC.	12/7/2023 9:47 AM
13	I think our police officers need to be walking around and going into every building just making their rounds, checking things out, and monitoring.	12/7/2023 9:02 AM
14	Student services building to be come key card accessible, being at the front of campus and	12/7/2023 8:33 AM

Norco College Employee Safety Survey 2023

open to the public can be a little uneasy as all doors as easy accessible to the outside.
Possibly only having front doors open to public all other doors key cards


15	The remote STEM building has extremely poor exterior lighting during the evenings and zero police presence when class lets out at 9 pm.	12/6/2023 9:29 PM
16	The safety of CPROs should be top priority along with the students and faculty. Frequently visited building by the community should have secure entry points that can only be accessed by authorized personnel. Key card access should be implemented in all buildings to allow for remote lockdown and not rely on the employees to secure the doors individually and building with key card access should have the capability of locking the building from the interior of the buildings. Our lives shouldn't have a price limit.	12/6/2023 6:51 PM
17	I teach night classes there are sections of campus that have poor lighting and often 2-3 lights are out making it uncomfortable at night.	12/6/2023 6:40 PM
18	Some of the doors are very difficult for our disabled students to open, they report them as heavy.	12/6/2023 4:45 PM
19	the automatic lights, we are not able to turn them off in case of an emergency. they are motion censored	12/6/2023 4:32 PM
20	It's not matter of "comfort" in contacting a certain individual for assistance; one has no other choice.	12/6/2023 3:32 PM
21	Some of the emergency call boxes don't work. Faded or no signage in some areas of the campus.	12/6/2023 3:05 PM
22	Additional training regarding how to report potential safety hazards and how to report injuries.	12/6/2023 3:00 PM
23	Again, need a proper pathway to Operations Center. We should not be walking through the landscape to get there from central campus.	12/6/2023 2:37 PM
24	My office is right next to parking lot A and I have seen multiple people misstep and fall off the elevated curb at the base of the ramp.	12/6/2023 2:25 PM
25	I believe our college is doing a great job in the area of employee safety. Our safety team through Business Services provides clear communication regarding when drills or trainings are taking place, conducts drills with success, and provides an abundance of safety training, resources and materials to assure me that the college is not only meeting, but exceeding the standards of maintaining a safe college, here at Norco College.	12/6/2023 1:57 PM

Norco College Replacement of Technology Infrastructure and Equipment Plan

As part of the Norco College Technology Principles and Guidelines, Norco College systematically plans for the replacement of technology infrastructure and equipment utilizing the strategic planning process. The Technology Committee coordinates with the District’s Micro Computer Support Staff and the College’s Instructional Media Center to plan for the replacement, reassignment, and evaluation of technology resources.

Mapping Technology Goals to the Strategic Plan:

The table below shows the alignment of the Technology Strategic Goals with the Strategic Goals of Norco College. The technology goals and strategies can be found in their entirety in the Implementation Grid within the Technology Strategic Plan.

		Increase student achievement and success	Improve the quality of student life	Increase student access	Create effective community partnerships	Strengthen student learning	Demonstrate effective planning processes	Strengthen our commitment to our employees
Norco College Technology Goals	Make technology a priority at Norco College through training & support for faculty, staff, & students	X		X		X		X
	Develop and continue to update a technology strategic plan for a college-based model		X	X		X	X	
	Identify external and internal funding sources and maximize District IT funds for technology	X	X	X	X	X	X	
	Provide tools for online students about effective use of the learning management system and online resources	X		X	X	X		
	Provide tools for online faculty about online pedagogy and effective use of the learning management system	X		X		X		X
	Create technology use and structure models and incorporate best practices in our use of technology college-wide	X	X		X	X	X	
	Respond to the technology needs of the Norco College community	X		X	X	X		X

I. TECHNOLOGY REPLACEMENT PLAN

Technology plays a critical role in the College's educational mission and to sustain it the following replacement plan is recommended to ensure that computers and other technology on campus remain up-to-date.

- a. *Standard Office Technology*: This category includes all faculty and staff workstations, laptops, and tablets as well as computer peripheral devices, such as a keyboard, mouse, scanner, printer, etc. The computers in this category will generally be configured to run office software, such as word processing and spreadsheets. It is recommended that all standard office technology be replaced every four (4) years.
- b. *Special Use Items*: Items in this category would include specialized equipment, such as large screen multimedia computers, internet servers and switches, projectors, digital signage, video displays, automation servers, or other unique configurations. The replacement cycle for these items will be evaluated on a case-by-case basis, with no standard replacement period, although a life-cycle of between 3-5 years is expected.
- c. *Replacements Out of Cycle*: Faculty and staff workstation replacements before this four-year period are permissible, if either of the following conditions is met:
 - i. The workstation is *out of warranty and repair is not feasible*; or
 - ii. There is *adequate justification* that the workstation does not meet the requirements for the user's job.
- d. *Requests for Replacements Out of Cycle*: Requests for workstation replacements outside of the four-year refresh cycle must be submitted in writing utilizing the Technology Request Form. These requests should identify the workstation user, as well as the justification for the replacement.

II. STAGGERED REPLACEMENT

To ensure equitable balance between all areas of the College, allocation of technology resources is a representative and participatory process linked to the College's planning and budgeting process. Norco College maximizes grants and Perkins funding as well as the college budget to fund technology resources.

In order to control costs and minimize disruption to the College's operations, only a portion (approximately 25%) of the computer inventory is recommended to be refreshed every year. Equipment will be replaced based on age and program needs. As a result, the need to request new computer equipment will decrease unless there are programmatic or personnel changes.

- a. *Age of the Equipment*. The first criteria that will be considered are the age of the equipment. Under this criterion, replacement equipment is determined as a result of the annual inventory that identifies the oldest equipment on campus.

- b. Programmatic Needs. With regard to this criterion, technology resources, including technology refresh resources, are allocated based on priority needs. Needs are determined through the College's prioritization and ranking process which is part of the program review process, based on the programs, projects or initiatives correlation to the Technology Strategic Plan which is directly linked with the College's Strategic Plan, and classified as high, medium, or low priority.
 - i. *High Priority.* High priority initiatives are typically mission critical, required by code or law, essential to insure privacy, security and safety, or are driven by economic factors.
 - ii. *Medium or Low Priority.* Medium or low priority initiatives and programs are prompted by the need to stay competitive, improve efficiency, add value, create opportunities, improve services, and respond to the demand for more services.

III. REASSIGNMENT/DISPOSAL OF TECHNOLOGY EQUIPMENT BEING REPLACED

When technology equipment is scheduled to be replaced or reassigned, the equipment in question must be returned to the District Micro Computer Support staff located at Norco College. The equipment cannot be passed from one user to the next without being formally reassigned.

Micro Computer Support staff will evaluate returned technology equipment to determine its remaining life and appropriateness to be reassigned on campus. Technology equipment that does not meet reassignment standards will be disposed of in compliance with the RCCD Board Policy 6550 Disposal of Surplus Personal Property and federal grant regulations.

Technology equipment that is deemed appropriate for reassignment may be reassigned as requested on the Technology Request Form or based on the areas in need designated by the annual inventory list and lifecycles. Equipment in good working condition purchased with federal grant funds must first be offered to another federally funded grant program at the home campus, or the district. If the receiving department has no use for the equipment, then it can be reassigned to any department or staff member.

IV. ANNUAL INVENTORY

Campus technology services, such as Micro Computer Support and the Instructional Media Center, are responsible for maintaining custodial records of all inventoried technology equipment and related peripheral equipment on campus, including the person/department to which the equipment has been assigned. Departments responsible for managing grant funds must also maintain a separate equipment inventory list and it must be updated on an annual basis. Campus technology services shall assist these departments with maintaining an inventory list for federal compliance purposes. Only staff from these departments may transfer technology equipment from one office to another. Technology equipment purchased with grant funds shall not be transferred to other locations without first notifying the grant director. All inventory information will be kept up-to-date and provided to the Technology Committee on an annual

basis. This inventory is vital information for the Technology Use Model which helps plan for consistent updates, maintenance, replacement and purchases of all technology.



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QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
1CDJJ36	3/18/2024	NCPRSTAFFFAC-LT	9840522	\$160,186.47

IMPORTANT - PLEASE READ

Fees applied to item(s): 7503632

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Lenovo ThinkPad P15v Gen 3 - 15.6" - Intel Core i7 12700H - 16 GB RAM - 512 Mfg. Part#: 21D8007GUS Contract: E&I CNR01439 Catalog (CNR01439)	70	7503632	\$2,090.95	\$146,366.50
CDW AUTOPILOT TENANT REGISTRATION Mfg. Part#: CDWTENANT REGISTER Contract: National IPA Technology Solutions Education (2018011)	70	6154305	\$9.47	\$662.90

RECYCLING FEE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
RECYCLING FEE 15" TO LESS THAN 35" Fee Applied to Item: 7503632	70	654810	\$5.00	\$350.00

SUBTOTAL	\$147,029.40
SHIPPING	\$0.00
RECYCLING FEE	\$350.00
SALES TAX	\$12,807.07
GRAND TOTAL	\$160,186.47

PURCHASER BILLING INFO DELIVER TO

Billing Address: RIVERSIDE COMMUNITY COLLEGE DIST ACCOUNTS PAYABL 3801 MARKET ST FL 3 RIVERSIDE, CA 92501-3225 Phone: (909) 222-8000 Payment Terms:	Shipping Address: RCCD - NORCO CAMPUS ATTN:TECHNOLOGY SUPPORT SERVICES 2001 3RD ST. NORCO, CA 92860 Phone: (909) 222-8000 Shipping Method: DROP SHIP-COMMON CARRIER
--	--

Please remit payments to:
CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515



Sales Contact Info

Paul Cardamone | (866) 776-7414 | paul.cardamone@cdwg.com

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Dell (please do not reply) <automated_email@dell.com>

on behalf of

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Mon 3/11/2024 13:32

To:Caceres, Jason <Jason.Caceres@norcocollege.edu>



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eQuote Name	ncProgramReview-Labs27in
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eQuote Description	
Authorized Buyer	
Notes/Comments	
Account Name	Riverside Community College NASPO ValuePoint 7-15-70-34-003 / WN03AGW
Contract Code	C000001115143
Contract Name	Dell NASPO Computer Equipment PA - California
Customer Agreement #	23026 / 7-23-70-55-01

Shipping Info

Norco College
2001 3rd Street
Norco, CA 92860
(951) 372-7000

Billing Info

ACCOUNTS PAYABLE
3801 MARKET ST
RIVERSIDE, CA 92501-3225

eQuote Summary

Description	Quantity	Unit Price	Subtotal
Dell 27 Monitor - P2722H	70	\$189.94	\$13,295.80

eQuote Subtotal	\$13,295.80
Shipping*	\$1,700.00
Shipping Discount*	\$0.00
Tax*	\$1,312.13
Environmental Disposal Fee*	\$350.00

eQuote Total* \$16,657.93

*The eQuote total, including applicable taxes and additional fees, may be viewable online.

Note: Your order may contain one or more items which are billed on a recurring basis. See Important Notes for details on your specific offering and, for customers with auto-renewing subscriptions, how to turn off automatic renewal.

eQuote Details

Description	Quantity	Price
p2722hsap Dell 27 Monitor - P2722H	70	\$20,299.30
Premier Discount		\$7,003.50
(Unit Price after discount: \$189.94 ea.)		\$13,295.80

Module	Description	Product Code	Sku	ID
Dell 27 Monitor - P2722H, 68.6cm (27")	Dell 27 Monitor - P2722H, 68.6cm (27")	G13JWRV	[210-BBCK]	1
Hardware Support Services	3Y Basic Hardware Service with Advanced Exchange after remote diagnosis	G0AP4EM	[814-5380] [814-5381]	29

eQuote Subtotal	\$13,295.80
Shipping*	\$1,700.00
Shipping Discount*	\$0.00
Tax*	\$1,312.13
Environmental Disposal Fee*	\$350.00

eQuote Total* \$16,657.93

*The eQuote total, including applicable taxes and additional fees, may be viewable online.

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Your Dell Quote 3000173619626.1

Lauck, Nicholas <Nicholas_Lauck@Dell.com>

Fri 3/15/2024 8:38

To:Lauck, Nicholas <Nicholas_Lauck@Dell.com>



Your quote is ready for purchase.

Complete the purchase of your personalized quote through our secure online checkout before the quote expires on **Apr. 14, 2024**.

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Quote Name:	Mobile Precision 7780 w/WD19DCS & U2424H	Sales Rep	Nick Lauck
		Phone	(800) 456-3355, 6180442
		Email	Nicholas_Lauck@Dell.com
Quote No.	3000173619626.1	Billing To	ACCOUNTS PAYABLE RIVERSIDE COMMUNITY COLLEGE 3801 MARKET ST RIVERSIDE, CA 92501- 3225
Total	\$19,040.84		
Customer #	4902365		
Quoted On	Mar. 15, 2024		
Expires by	Apr. 14, 2024		
Contract Name	Dell NASPO Computer Equipment PA - California		
Contract Code	C000001115143		
Customer Agreement #	23026 / 7-23-70-55-01		
Deal ID	25686357		

Message from your Sales Rep

Please use the Order button to securely place the order with your preferred payment method online. You may contact your Dell sales team if you have any questions. Thank you for shopping with Dell.

Regards,
Nick Lauck

Product	Unit Price	Quantity	Subtotal
Mobile Precision 7780	\$2,825.00	5	\$14,125.00
Dell Performance Dock- WD19DCS	\$270.00	5	\$1,350.00
Dell UltraSharp 24 Monitor - U2424H	\$210.00	10	\$2,100.00
Subtotal:			\$17,575.00
Shipping:			\$0.00
Environmental Fee:			\$75.00
Non-Taxable Amount:			\$1,754.80
Taxable Amount:			\$15,895.20
Estimated Tax:			\$1,390.84
Total:			\$19,040.84

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	Unit Price	Quantity	Subtotal
Mobile Precision 7780	\$2,825.00	5	\$14,125.00
Estimated delivery if purchased today: Mar. 29, 2024 Contract # C000001115143 Customer Agreement # 23026 / 7-23-70-55-01			

Description	SKU	Unit Price	Quantity	Subtotal
Dell Mobile Precision Workstation 7780 CTO	210-BGPB	-	5	-
Intel Core i9-13950HX vPro (36 MB cache, 24 cores, 32 threads, up to 5.5 GHz, 55 W)	379-BFCV	-	5	-
Windows 11 Pro, English, Spanish, French, Brazilian Portuguese	619-ARSE	-	5	-
No Microsoft Office License Included - 30 day Trial Offer Only	658-BCSB	-	5	-
Intel Core i9-13950HX, 36MB Cache, 32 Threads, 24 Cores (8P+16E) up to 5.5GHz, 55w, vPro	329-BJGB	-	5	-
NVIDIA RTX 2000 Ada 8GB GDDR6	490-BJFD	-	5	-
17.3" UHD 3840x2160 WLED WVA, 120Hz, anti-glare, non-touch, 99% DCI-P3, 500 nits, IR Camera, with Mic	391-BHNZ	-	5	-
FHD/IR Camera, ExpressSign-In, Intelligent privacy, Camera Shutter, Mic	319-BBIX	-	5	-
32GB, 2x16GB 5600MT/s SODIMM, non-ECC	370-BBBW	-	5	-
512GB M.2 PCIe NVMe Gen 4 2280 SSD	400-BPHY	-	5	-
No Additional Hard Drive	401-AAGM	-	5	-
No Additional Hard Drive	401-AAGM	-	5	-
No Additional Hard Drive	401-AAGM	-	5	-
No RAID	780-BBFE	-	5	-
English US backlit keyboard with numeric keypad, 99-key	583-BHBG	-	5	-
Contacted Smartcard, NFC reader, non-FIPS Fingerprint reader	346-BJSH	-	5	-
SSD door, Smartcard slot	354-BBGT	-	5	-
Intel AX211 Wi-Fi 6/6E (up to 6GHz where available) 2x2 with Bluetooth Wireless	555-BHLT	-	5	-
93 Wh, 6 Cell, Lithium Ion Polymer	451-BDDW	-	5	-

240W Power Adapter	492-BDGP	-	5	-
Intel vPro Enterprise Technology Enabled	631-BBCZ	-	5	-
Not ENERGY STAR Qualified	387-BBDO	-	5	-
E5 Power cord 1M US	450-ALLF	-	5	-
Intel AX211 WLAN driver	555-BJLC	-	5	-
Mix Model 240W CTO	340-DJRX	-	5	-
Custom Configuration	817-BBBB	-	5	-
Intel Core i9 vPro Enterprise Label	389-EDDK	-	5	-
Dell Additional Software	658-BFPP	-	5	-
Quick Setup Guide for Mobile Precision 7780	340-DJQJ	-	5	-
Dell Limited Hardware Warranty Plus Service	823-3810	-	5	-
ProSupport Plus: Accidental Damage Service, 3 Years	823-3842	-	5	-
ProSupport Plus: Keep Your Hard Drive, 3 Years	823-3850	-	5	-
ProSupport Plus: Next Business Day Onsite, 3 Years	823-3858	-	5	-
ProSupport Plus: 7x24 Technical Support, 3 Years	823-3868	-	5	-
Thank you for choosing Dell ProSupport Plus. For tech support, visit www.dell.com/contactdell or call 1-866-516-3115	997-8367	-	5	-
Intel Rapid Storage Technology Driver	409-BCXJ	-	5	-

Unit Price	Quantity	Subtotal
\$270.00	5	\$1,350.00

Dell Performance Dock-WD19DCS
Estimated delivery if purchased today:
Mar. 21, 2024
Contract # C000001115143
Customer Agreement # 23026 / 7-23-70-55-01

Description	SKU	Unit Price	Quantity	Subtotal
Dell Performance Dock – WD19DCS	210-AZBN	-	5	-
Advanced Exchange Service, 3 Years	824-3984	-	5	-
Dell Limited Hardware Warranty	824-3993	-	5	-

Unit Price	Quantity	Subtotal
\$210.00	10	\$2,100.00

Dell UltraSharp 24 Monitor - U2424H
Estimated delivery if purchased today:
Mar. 19, 2024
Contract # C000001115143

Customer Agreement #
23026 / 7-23-70-55-01

Description	SKU	Unit Price	Quantity	Subtotal
Dell UltraSharp 24 Monitor - 210-BKRR U2424H		-	10	-
Dell Limited Hardware Warranty	814-5380	-	10	-
Advanced Exchange Service, 3 Years	814-5381	-	10	-
Subtotal:				\$17,575.00
Shipping:				\$0.00
Environmental Fee:				\$75.00
Estimated Tax:				\$1,390.84
Total:				\$19,040.84

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Offer-Specific, Third Party and Program Specific Terms: Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on www.dell.com/offeringspecificterms ("Offer Specific Terms").

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Electronically linked terms and descriptions are available in hard copy upon request.

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Account Name	Riverside Community College NASPO ValuePoint 7-15-70-34-003 / WN03AGW
Contract Code	C000001115143
Contract Name	Dell NASPO Computer Equipment PA - California
Customer Agreement #	23026 / 7-23-70-55-01

Shipping Info

Norco College
2001 3rd Street
Norco, CA 92860
(951) 372-7000

Billing Info

ACCOUNTS PAYABLE
3801 MARKET ST
RIVERSIDE, CA 92501-3225

eQuote Summary

Description	Quantity	Unit Price	Subtotal
Precision 3660 Tower - Build Your Own	33	\$4,174.63	\$137,762.79

Taxable Amount	\$127,411.68
Non Taxable Amount	\$10,351.11

eQuote Subtotal	\$137,762.79
Shipping*	\$0.00
Shipping Discount*	\$0.00
Tax*	\$11,148.55
Environmental Disposal Fee*	\$0.00

eQuote Total* \$148,911.34

*The eQuote total, including applicable taxes and additional fees, may be viewable online.

Note: Your order may contain one or more items which are billed on a recurring basis. See Important Notes for details on your specific offering and, for customers with auto-renewing subscriptions, how to turn off automatic renewal.

eQuote Details

Description	Quantity	Price
xctopt3660usr Precision 3660 Tower - Build Your Own	33	\$227,996.34
Premier Discount		\$90,233.55
(Unit Price after discount: \$4,174.63 ea.)		\$137,762.79

Module	Description	Product Code	Skus	ID
Processor	13th Gen Intel® Core™ i9-13900 (36 MB cache, 24 cores, 32 threads, 2.00 GHz to 5.60 GHz Turbo, 65 W)	G87EAPH	[338-CKHV] [412-ABBQ]	146
Operating System	Windows 11 Pro, English, French, Spanish	GB0LZO9	[619-AQCE]	11
Chassis Options	1000W Platinum PSU RPL, 4090, DAO, V2	GC9KIYJ	[321-BKKY]	116
Memory	64 GB, 2 x 32 GB, DDR5, 4400 MT/s, V2	GG2QU3R	[370-BBWL]	3
Video Card	Nvidia GeForce RTX 4090, 24GB GDDR6X, HDMI, 3 DP	GXD7K00	[490-BJVK]	6
Storage Configuration (Boot Drive)	C1: M.2 SSD Boot + Optional M.2 SSD (No SATA HDD)	G14KN0U	[449-BBFX]	276
Raid Connectivity	No SATA RAID	G9BYT4Q	[780-BBCJ]	1009
1st M.2 NVMe SSD	1 TB, M.2, PCIe NVMe, SSD, Class 40	GLP12TD	[400-BNGL] [412-AAZW]	102
Additional M.2 NVMe SSD	No Hard Drive	GMKBO5E	[400-AKZR]	202
1st Hard Disk Drive	No Hard Drive	GMKBO5E	[400-AKZR]	8
2nd Hard Disk Drive	No Hard Drive	GMKBO5E	[400-AKZR]	637
3rd Hard Disk Drive	No Hard Drive	GMKBO5E	[400-AKZR]	54
4th Hard Disk Drive	No Hard Drive	GMKBO5E	[400-AKZR]	51
Additional Network Add-in-cards	No Additional Network Card Selected (Integrated NIC included)	GPQ31WV	[555-BBJO]	13
Wireless	Intel® Wi-Fi 6E AX211, 2x2, 802.11ax, Bluetooth® wireless card	G0I7S2B	[555-BHHI] [555-BHHR]	19

PCIe I/O Add-in-cards	Not selected in this configuration	GY2RECF	[817-BBBC]	666
Optional Integrated Video or USB Ports	No Additional Port	GH2ILWN	[492-BCLP]	36
CD ROM/DVD ROM	No Optical Drive	GX7JTRL	[429-ABMS]	16
Optical Software	Cyberlink Media Suite Essentials for Windows 10 and DVD drive (without Media)	GWNM30Y	[658-BBTV]	597
Intel Active Management Technology	Intel Management Engine with vPro	GRA5PXN	[631-ADHW]	49
Keyboard	Dell Multimedia Wired Keyboard - KB216 Black - US English	GZDPBC1	[580-ADJC]	4
Mouse	Dell Optical Mouse - MS116 (Black)	GWDQT30	[570-ABIE]	12
E-Star	ENERGY STAR Qualified	G6J34SM	[387-BBLW]	122
EPEAT	EPEAT 2018 Registered (Gold)	GBU8CHM	[379-BDZB]	200331
TPM Security	Dell Precision TPM	G1MEH6P	[340-ACBY]	297
Thermal Cooling	Premium CPU Liquid Cooler	GDURG5N	[412-ABBT]	412
Driver	WLAN Intel® AX211 wireless card driver	G0BIV32	[555-BHQF]	7
Power Cord	System Power Cord C13 (US 125V, 15A)	GPYN5HX	[450-AHDU]	20
Documentation/Disks	Safety/Environment and Regulatory Guide (English/French Multi-language)	G7RB0GY	[340-AGIK]	21
Placemat	Quick Setup Guide, Precision 3660	G5RP6E3	[340-CYVU]	60
UPC Label	No UPC Label	G8WGTYN	[389-BCGW]	292
Packaging	Shipping Material for MT	GG6R8EP	[340-CBUU] [340-CZQO]	465
Label	1000W Platinum PSU Label	GRLXID9	[389-EFBV]	676
Processor Branding	Intel Core i9 vPro Enterprise Processor Label	GE9HNOM	[389-EDDS]	749
Internal Speakers	Internal Speaker for Precision	GUXA8NO	[520-AAVW]	18
External Optical Device	No External ODD	GVTOW4N	[429-ABGY]	317
Windows AutoPilot	AutoPilot	G4Q6OC3	[634-BRWG]	291
Monitor Stands	No Stand	GK0645E	[575-BBCH]	558
Cables and Dongles	No Additional Cable	GIX0L8M	[379-BBCY]	592
External Speakers	No External Speaker	GTNM7E2	[817-BBBC]	200095
Non-Microsoft Application Software	Windows Software Applications	GTLCJ0Y	[525-BBCL] [640-BBLW] [640-BBSC] [640-BBSN] [658-BBMR] [658-BBRB] [658-BEOK]	1003
Hard Drive Software	Intel® Rapid Storage Technology Driver, Precision 3660T	G8I1NEC	[409-BCWP]	707
Operating System Recovery Options	OS-Windows Media Not Included	GLA9OQ1	[620-AALW]	200013
FGA Module	No FGA	NOFGA	[817-BBBB]	572
Precision 3660 Tower	Precision 3660 Tower CTO BASE	G8GMFI3	[210-BCUR]	1
Services:Hardware Support	3Y ProSupport Plus with ProSupport and AD and KYHD and Service Account Mgr	PPN3	[997-2808] [997-2859] [997-2868] [997-2877] [997-6820] [997-8367]	29
Microsoft Office	No Microsoft Office License Included - 30 day Trial Offer Only	GC7OFJV	[658-BCSB]	1002
Protect your new PC	No anti-virus software	GD4K19S	[650-AAAM]	1014
Dell Endpoint Security	CrowdStrike Endpoint Protection Enterprise w Essential Support 1yr	GECBXJ0	[634-CCLH]	200465

Taxable Amount	\$127,411.68
Non Taxable Amount	\$10,351.11

eQuote Subtotal	\$137,762.79
Shipping*	\$0.00
Shipping Discount*	\$0.00
Tax*	\$11,148.55
Environmental Disposal Fee*	\$0.00

eQuote Total* **\$148,911.34**

*The eQuote total, including applicable taxes and additional fees, may be viewable online.

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Date Updated	Building	Room No	Major Class
12/9/2023	THEATER - C		Control Components/DDC Systems (
11/15/2023	THEATER - C	118	Entrance Doors And Frames
11/15/2023	THEATER - C	121	Entrance Doors And Frames
11/15/2023	THEATER - C	117	Entrance Doors And Frames
11/15/2023	THEATER - C	115	Entrance Doors And Frames
11/9/2023	THEATER - C		Fan Coil Air Conditioning
11/7/2023	THEATER - C		Detection Systems
11/7/2023	THEATER - C		Self-Contained Single Package
11/7/2023	THEATER - C		Elevator Controls And Doors
11/7/2023	THEATER - C		Ceiling Suspension Systems
11/7/2023	THEATER - C		Roof Hatch Options
11/7/2023	THEATER - C		Roof Coatings

Deficiency List

Deficiency	Assessor Notes	District Notes	Estimated Amount
Controls, AHU: Beyond Useful Life	Replace controls for valves, dampers and sensors.		\$49,882.95
Exterior Steel Door - Damaged or Failing	Replace		\$2,141.58
Exterior Steel Door - Damaged or Failing	Replace		\$2,141.58
Exterior Steel Door - Damaged or Failing	Replace		\$2,141.58
Exterior Steel Door - Damaged or Failing	Replace		\$2,141.58
FCU: Damaged or failing	Replace FCUs		\$63,048.43
{L1} Special Electrical sys beyond exp useful life			\$191,607.81
{L1} HVAC System beyond expected useful life			\$507,196.22
{L1} Elevator or Lift past useful life			\$152,473.02
{L1} Ceilings beyond expected useful life			\$148,234.63
{L1} Roof openings beyond expected useful life			\$19,019.68
{L1} Roofing beyond expected useful life			\$305,661.98

Additional Cost	Repair Cost
-----------------	-------------

\$28,603.16

\$78,486.11

\$1,227.99

\$3,369.57

\$1,227.99

\$3,369.57

\$1,227.99

\$3,369.57

\$1,227.99

\$3,369.57

\$36,152.32

\$99,200.75

\$109,868.97

\$301,476.78

\$290,829.11

\$798,025.33

\$87,428.87

\$239,901.89

\$84,998.56

\$233,233.19

\$10,905.99

\$29,925.67

\$175,268.27

\$480,930.25

From: [Dell \(please do not reply\)](#) on behalf of [Dell Inc.](#)
To: [Aguilera, Ricardo](#)
Subject: [EXTERNAL SENDER] Dell Computer - Saved Quote Information -3000173046312
Date: Wednesday, February 28, 2024 2:23:40 PM



You have saved an eQuote 3000173046312

An eQuote is now saved in your Dell Online Store.
This will be held for 60 days and will expire on 04/28/2024

Your eQuote has been sent to:

Emailed to: ricardo.aguilera@norcocollege.edu
ricardo.aguilera@norcocollege.edu

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Sign in to Riverside Community College NASPO ValuePoint 7-15-70-34-003 / WN03AGW

Click on "Quotes" in the top menu bar and search for eQuote number 3000173046312

eQuote Name	ATEC118QuoteNorcoPR_24_27
Saved By	ricardo.aguilera@norcocollege.edu
eQuote Description	
Authorized Buyer	
Notes/Comments	
Account Name	Riverside Community College NASPO ValuePoint 7-15-70-34-003 / WN03AGW
Contract Code	C000001115143
Contract Name	Dell NASPO Computer Equipment PA - California
Customer Agreement #	23026 / 7-23-70-55-01

Shipping Info

Norco College
2001 3rd Street
Norco, CA 92860
(951) 372-7000

Billing Info

ACCOUNTS PAYABLE
3801 MARKET ST
RIVERSIDE, CA 92501-3225

eQuote Summary

Description	Quantity	Unit Price	Subtotal
Precision 3660 Tower - Build Your Own	33	\$4,174.63	\$137,762.79

Taxable Amount	\$127,411.68
Non Taxable Amount	\$10,351.11

eQuote Subtotal	\$137,762.79
Shipping*	\$0.00
Shipping Discount*	\$0.00
Tax*	\$11,148.55
Environmental Disposal Fee*	\$0.00

eQuote Total* \$148,911.34

*The eQuote total, including applicable taxes and additional fees, may be viewable online.

Note: Your order may contain one or more items which are billed on a recurring basis. See Important Notes for details on your specific offering and, for customers with auto-renewing subscriptions, how to turn off automatic renewal.

eQuote Details

Description	Quantity	Price
xctopt3660usr Precision 3660 Tower - Build Your Own	33	\$227,996.34
Premier Discount		\$90,233.55
(Unit Price after discount: \$4,174.63 ea.)		\$137,762.79

Module	Description	Product Code	Sku	ID
Processor	13th Gen Intel® Core™ i9-13900 (36 MB cache, 24 cores, 32 threads, 2.00 GHz to 5.60 GHz Turbo, 65 W)	G87EAPH	[338-CKHV] [412-ABBQ]	146
Operating System	Windows 11 Pro, English, French, Spanish	GB0LZO9	[619-AQCE]	11
Chassis Options	1000W Platinum PSU RPL, 4090, DAO, V2	GC9KIYJ	[321-BKKY]	116
Memory	64 GB, 2 x 32 GB, DDR5, 4400 MT/s, V2	GG2QU3R	[370-BBWL]	3
Video Card	Nvidia GeForce RTX 4090, 24GB GDDR6X, HDMI, 3 DP	GXD7K00	[490-BJVK]	6
Storage Configuration (Boot Drive)	C1: M.2 SSD Boot + Optional M.2 SSD (No SATA HDD)	G14KN0U	[449-BBFX]	276
Raid Connectivity	No SATA RAID	G9BYT4Q	[780-BBCJ]	1009
1st M.2 NVMe SSD	1 TB, M.2, PCIe NVMe, SSD, Class 40	GLP12TD	[400-BNGL] [412-AAZW]	102
Additional M.2 NVMe SSD	No Hard Drive	GMKBO5E	[400-AKZR]	202
1st Hard Disk Drive	No Hard Drive	GMKBO5E	[400-AKZR]	8
2nd Hard Disk Drive	No Hard Drive	GMKBO5E	[400-AKZR]	637
3rd Hard Disk Drive	No Hard Drive	GMKBO5E	[400-AKZR]	54
4th Hard Disk Drive	No Hard Drive	GMKBO5E	[400-AKZR]	51
Additional Network Add-in-cards	No Additional Network Card Selected (Integrated NIC included)	GPQ31WV	[555-BBJO]	13
Wireless	Intel® Wi-Fi 6E AX211, 2x2, 802.11ax, Bluetooth® wireless card	G0I7S2B	[555-BHHI] [555-BHHR]	19

PCIe I/O Add-in-cards	Not selected in this configuration	GY2RECF	[817-BBBC]	666
Optional Integrated Video or USB Ports	No Additional Port	GH2ILWN	[492-BCLP]	36
CD ROM/DVD ROM	No Optical Drive	GX7JTRL	[429-ABMS]	16
Optical Software	Cyberlink Media Suite Essentials for Windows 10 and DVD drive (without Media)	GWNM30Y	[658-BBTV]	597
Intel Active Management Technology	Intel Management Engine with vPro	GRA5PXN	[631-ADHW]	49
Keyboard	Dell Multimedia Wired Keyboard - KB216 Black - US English	GZDPBC1	[580-ADJC]	4
Mouse	Dell Optical Mouse - MS116 (Black)	GWDQT30	[570-ABIE]	12
E-Star	ENERGY STAR Qualified	G6J34SM	[387-BBLW]	122
EPEAT	EPEAT 2018 Registered (Gold)	GBU8CHM	[379-BDZB]	200331
TPM Security	Dell Precision TPM	G1MEH6P	[340-ACBY]	297
Thermal Cooling	Premium CPU Liquid Cooler	GDURG5N	[412-ABBT]	412
Driver	WLAN Intel® AX211 wireless card driver	G0BIV32	[555-BHQF]	7
Power Cord	System Power Cord C13 (US 125V, 15A)	GPYN5HX	[450-AHDU]	20
Documentation/Disks	Safety/Environment and Regulatory Guide (English/French Multi-language)	G7RB0GY	[340-AGIK]	21
Placemat	Quick Setup Guide, Precision 3660	G5RP6E3	[340-CYVU]	60
UPC Label	No UPC Label	G8WGTYN	[389-BCGW]	292
Packaging	Shipping Material for MT	GG6R8EP	[340-CBUU] [340-CZQO]	465
Label	1000W Platinum PSU Label	GRLXID9	[389-EFBV]	676
Processor Branding	Intel Core i9 vPro Enterprise Processor Label	GE9HNOM	[389-EDDS]	749
Internal Speakers	Internal Speaker for Precision	GUXA8NO	[520-AAVW]	18
External Optical Device	No External ODD	GVTOW4N	[429-ABGY]	317
Windows AutoPilot	AutoPilot	G4Q6OC3	[634-BRWG]	291
Monitor Stands	No Stand	GK0645E	[575-BBCH]	558
Cables and Dongles	No Additional Cable	GIX0L8M	[379-BBCY]	592
External Speakers	No External Speaker	GTNM7E2	[817-BBBC]	200095
Non-Microsoft Application Software	Windows Software Applications	GTLCJ0Y	[525-BBCL] [640-BBLW] [640-BBSC] [640-BBSN] [658-BBMR] [658-BBRB] [658-BEOK]	1003
Hard Drive Software	Intel® Rapid Storage Technology Driver, Precision 3660T	G8I1NEC	[409-BCWP]	707
Operating System Recovery Options	OS-Windows Media Not Included	GLA9OQ1	[620-AALW]	200013
FGA Module	No FGA	NOFGA	[817-BBBB]	572
Precision 3660 Tower	Precision 3660 Tower CTO BASE	G8GMFI3	[210-BCUR]	1
Services:Hardware Support	3Y ProSupport Plus with ProSupport and AD and KYHD and Service Account Mgr	PPN3	[997-2808] [997-2859] [997-2868] [997-2877] [997-6820] [997-8367]	29
Microsoft Office	No Microsoft Office License Included - 30 day Trial Offer Only	GC7OFJV	[658-BCSB]	1002
Protect your new PC	No anti-virus software	GD4K19S	[650-AAAM]	1014
Dell Endpoint Security	CrowdStrike Endpoint Protection Enterprise w Essential Support 1yr	GECBXJ0	[634-CCLH]	200465

Taxable Amount	\$127,411.68
Non Taxable Amount	\$10,351.11

eQuote Subtotal	\$137,762.79
Shipping*	\$0.00
Shipping Discount*	\$0.00
Tax*	\$11,148.55
Environmental Disposal Fee*	\$0.00

eQuote Total* **\$148,911.34**

*The eQuote total, including applicable taxes and additional fees, may be viewable online.

Let's connect.



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Norco College Computer Lab/Classroom Refresh Plan Phases

Computer Lab	#PC	Computer	Dept.	OS_Version	CPU	Mem	HD	Installed	Efficiency	
									Min	Max
NIT106	33	iMac	Music/Gaming/C	Dual boot	3.5 Ghz Quad Core i-7	16 GB	1 Tb	Fall14	Fall18	Fall19
NIT121	50	Lenovo M910T	Reading Writing	W10	Intel Core i-7	8Gb	500Gb	Spring18	Spring21	Spring22
NIT124	26	Lenovo M73 All-1	Manufacturing	W7	Intel Core i-7 4770, 3.1	8GB	1TB	Winter15	Winter18	Winter19
NIT125	33	Dell Precision 3630	Engineering/CIS	W10	Intel i9 9900k	32	1TB	Spring20	Spring24	Spring25
NIT125	33	DELL	Engineering/CIS	W10	Intel Xeon Es-2603 v3	16	2TB	Winter15	Winter19	Winter20
NIT127	33	Dell Precision 3630	Engineering/CIS	W10	Intel i9 9900k	32	1TB	Spring20	Spring24	Spring25
STEM115	34	Dell XPS	Gaming/CIS	W10	3.4 Ghz Intel core i-7	16 GB	1 TB	Fall19	Fall22	Fall23
NCACT2	25	Dell XPS	Manufacturing	W10	Intel i-7 8700 @ 3.2	64 GB	2TB	Spring18	Spring21	Spring22
NAT118	33	Dell XPS	CIS	W10	3.4 Ghz Intel Core i-7	8 GB	1 TB	Fall19	Fall22	Fall23
NAT109	35	Dell XPS	Engineering	W10	Intel i-7 8700 @ 3.2	16GB	2TB	Spring18	Spring21	Spring22
NSTEM302	56	Lenovo M73 All-1	STEM	W10	Intel Core i-7 4770, 3.1	8 GB	1TB	Spring15	Spring18	Spring19
PDC	12	Lenovo M900z	Dean of Instructio	W10	Intel i7 7700	16 GB	1Tb	Fall2017	Fall20	Fall21
NSTEM122	16	M900	STEM	W10	Intel i7	16GB	1 TB	Fall2017	Fall20	Spring21
LIBRARY	50	Lenovo	Library	W10	Intel i-7	8gb	500	Summer18	Summer21	Summer22
LIBRARY	20	Lenovo	Library	W10	i-5 Ghz	8 Gb	1 tb	Winter16	Winter19	Winter20
LAPTOPCART	36	Lenovo P52s	Library	W10	i7	16gb		Summer19	LAPTOP	LAPTOP
LAPTOPCART	36	Lenovo P52s	Library	W10	i7	16gb		Summer19	LAPTOP	LAPTOP
LIBASSESSTME	6	Lenovo M73	Assessment Ctr	W7	Intel i7	4b	1tb	Spring16	Spring19	Spring20
CRC	8	Lenovo	College Resource	W10	Intel i7 7700	16 GB	1Tb	Fall2017	Fall20	Fall21
SSV200	6	Lenovo M71	Counselling	W7	Intel i5	4gb	1Tb	Summer15	Summer18	Summer19
SSV200	6	Lenovo M71	Counselling	W7	Intel i7 7700	4gb	1tb	Summer16	Summer19	Summer20
PODIUM COM	53	Lenovo M900z	Various Dept	W10	Intel i7 7700	16 Gb	1 TB	Fall17	Fall20	Fall21
Efficiency		Based on Manufacturers recommendation			Windows Pc's= 3-4 yrs / iMacs= 4-5 yrs				XXX	
	640									

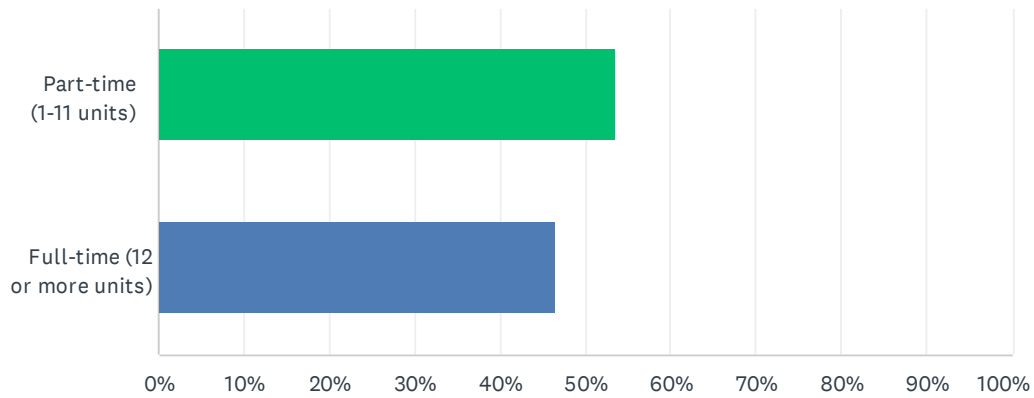
Legend	
	Phase 1
	Phase 2
	Phase 3
	Phase 4

Inventory provided by TSS May 2021; Updated 3/20

(To IT124) Note from TSS

Q1 What is your current student status at Norco College?

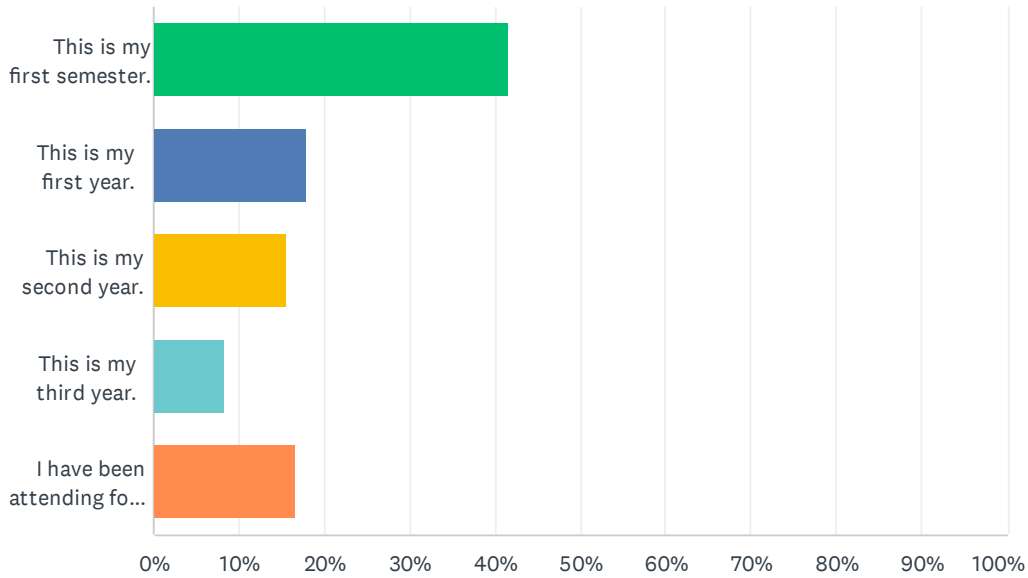
Answered: 84 Skipped: 1



ANSWER CHOICES	RESPONSES	
Part-time (1-11 units)	53.57%	45
Full-time (12 or more units)	46.43%	39
TOTAL		84

Q2 How long have you been attending Norco College?

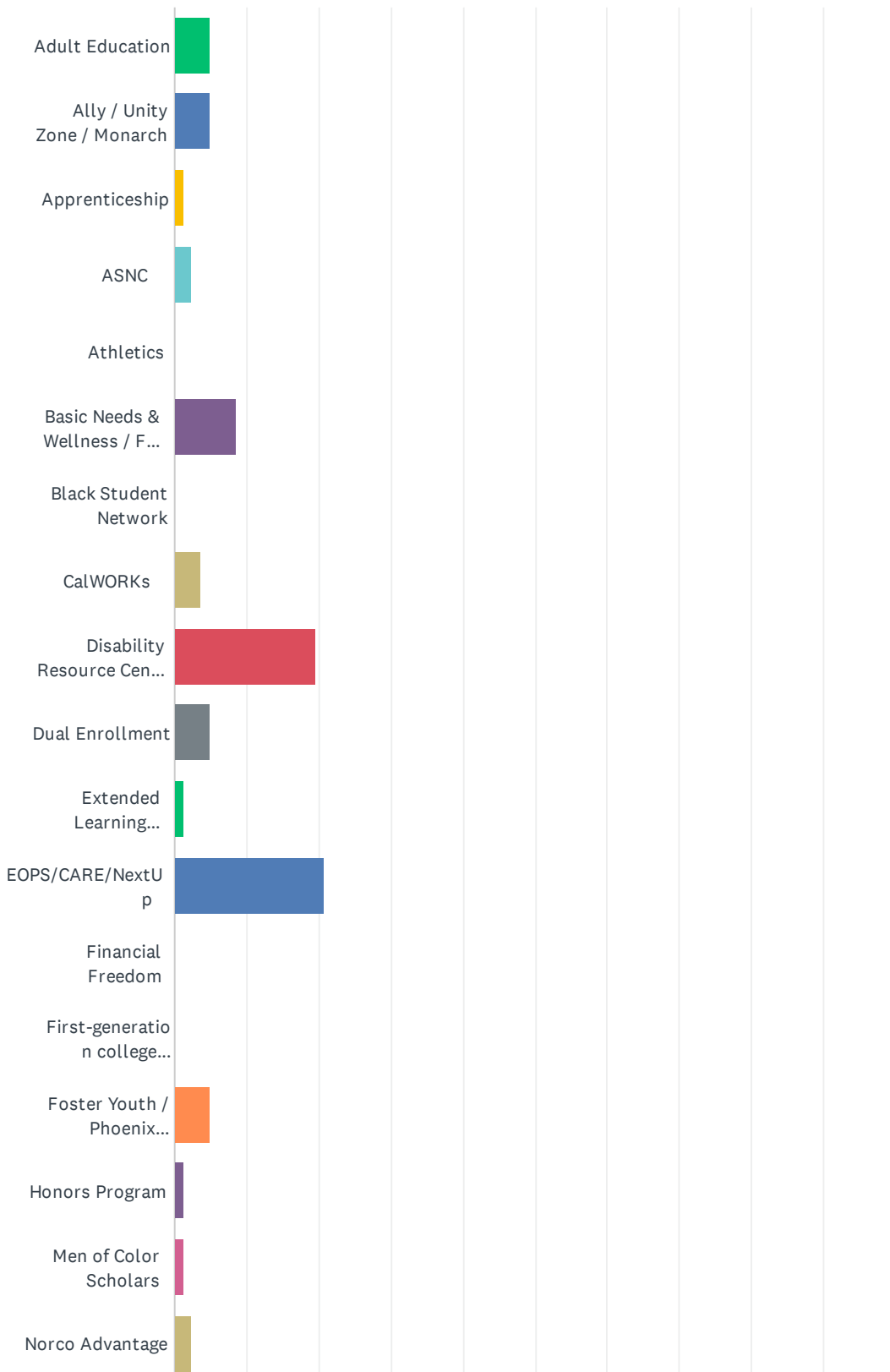
Answered: 84 Skipped: 1



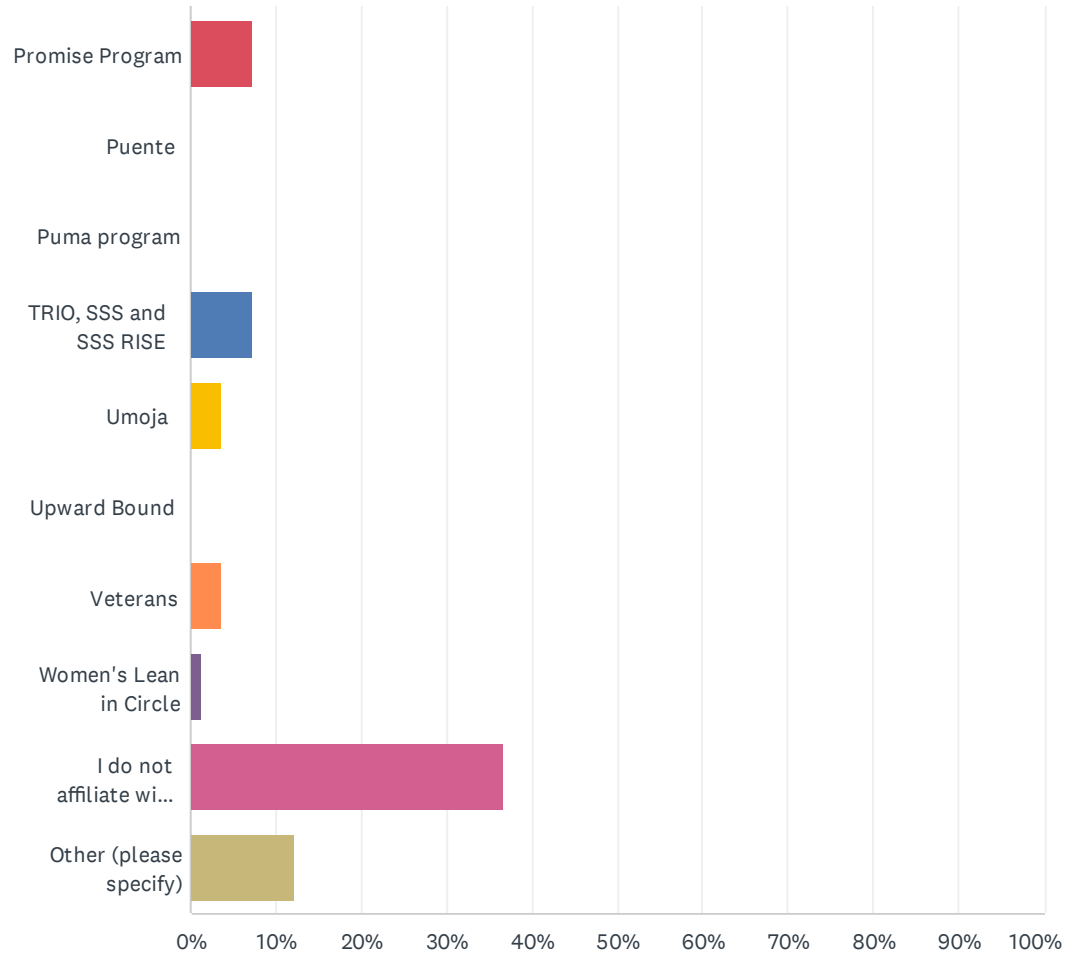
ANSWER CHOICES	RESPONSES	
This is my first semester.	41.67%	35
This is my first year.	17.86%	15
This is my second year.	15.48%	13
This is my third year.	8.33%	7
I have been attending for over three years.	16.67%	14
TOTAL		84

Q3 1. What organizations or student activities are you currently participating in? (Please select all that apply)

Answered: 82 Skipped: 3



Norco College Student Safety Survey 2023



Norco College Student Safety Survey 2023

ANSWER CHOICES	RESPONSES	
Adult Education	4.88%	4
Ally / Unity Zone / Monarch	4.88%	4
Apprenticeship	1.22%	1
ASNC	2.44%	2
Athletics	0.00%	0
Basic Needs & Wellness / Food Pantry	8.54%	7
Black Student Network	0.00%	0
CalWORKs	3.66%	3
Disability Resource Center (DRC)	19.51%	16
Dual Enrollment	4.88%	4
Extended Learning Program	1.22%	1
EOPS/CARE/NextUp	20.73%	17
Financial Freedom	0.00%	0
First-generation college students	0.00%	0
Foster Youth / Phoenix Scholars	4.88%	4
Honors Program	1.22%	1
Men of Color Scholars	1.22%	1
Norco Advantage	2.44%	2
Promise Program	7.32%	6
Puente	0.00%	0
Puma program	0.00%	0
TRIO, SSS and SSS RISE	7.32%	6
Umoja	3.66%	3
Upward Bound	0.00%	0
Veterans	3.66%	3
Women's Lean in Circle	1.22%	1
I do not affiliate with any group on campus.	36.59%	30
Other (please specify)	12.20%	10
Total Respondents: 82		

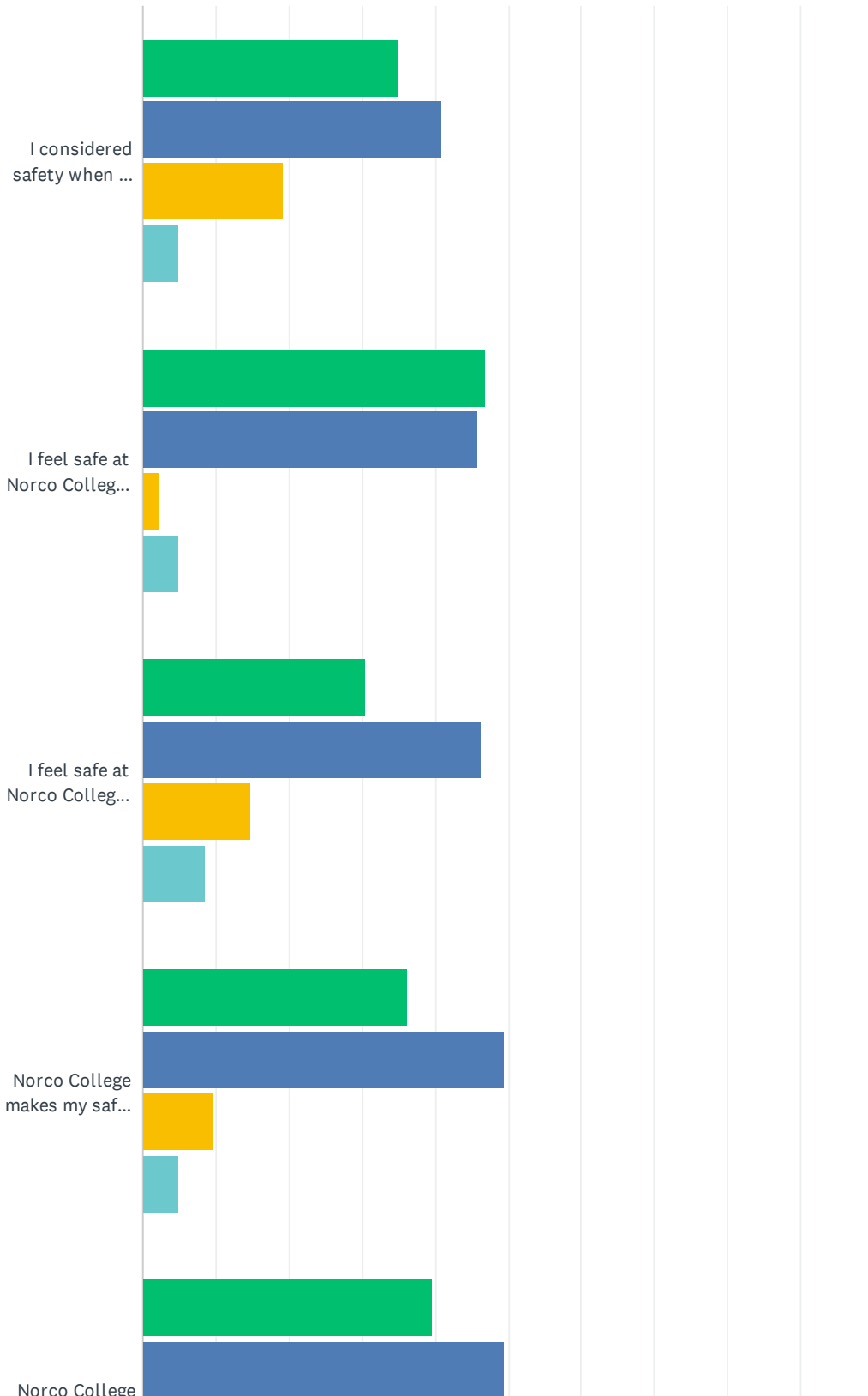
#	OTHER (PLEASE SPECIFY)	DATE
1	Library Partners	12/7/2023 6:18 PM
2	Tech cert.	12/7/2023 4:02 PM
3	Concurrent Enrollment	12/7/2023 3:43 PM

Norco College Student Safety Survey 2023

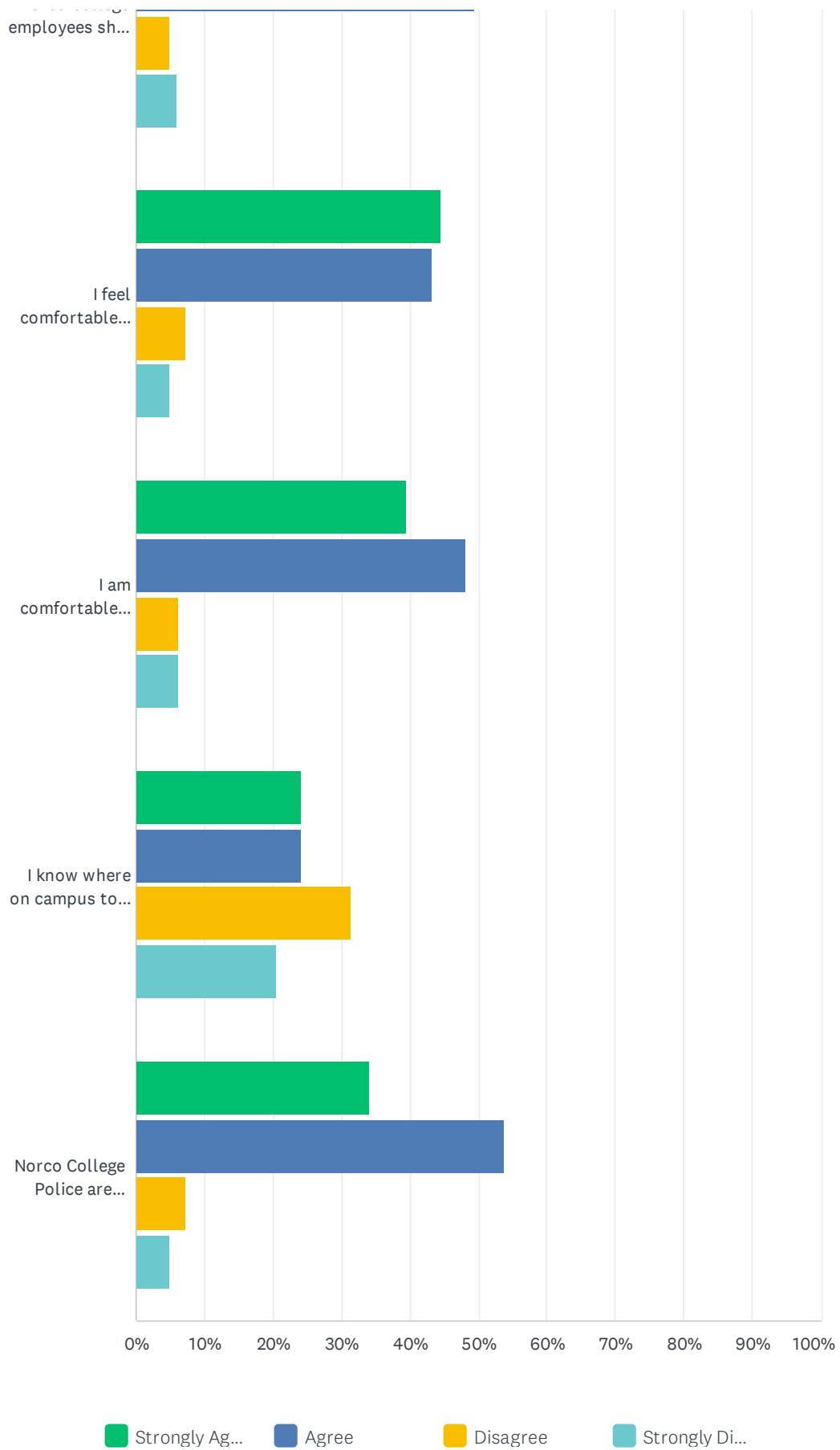
4	Prism	12/7/2023 3:06 PM
5	None	12/7/2023 1:52 PM
6	Prism	12/7/2023 1:31 PM
7	MESA and Rocktry Club	12/7/2023 1:22 PM
8	Student Life Office	12/7/2023 1:21 PM
9	STEM	12/7/2023 1:17 PM
10	Student worker	12/7/2023 11:46 AM

Q4 Please indicate whether you agree or disagree with the following statements.

Answered: 84 Skipped: 1



Norco College Student Safety Survey 2023

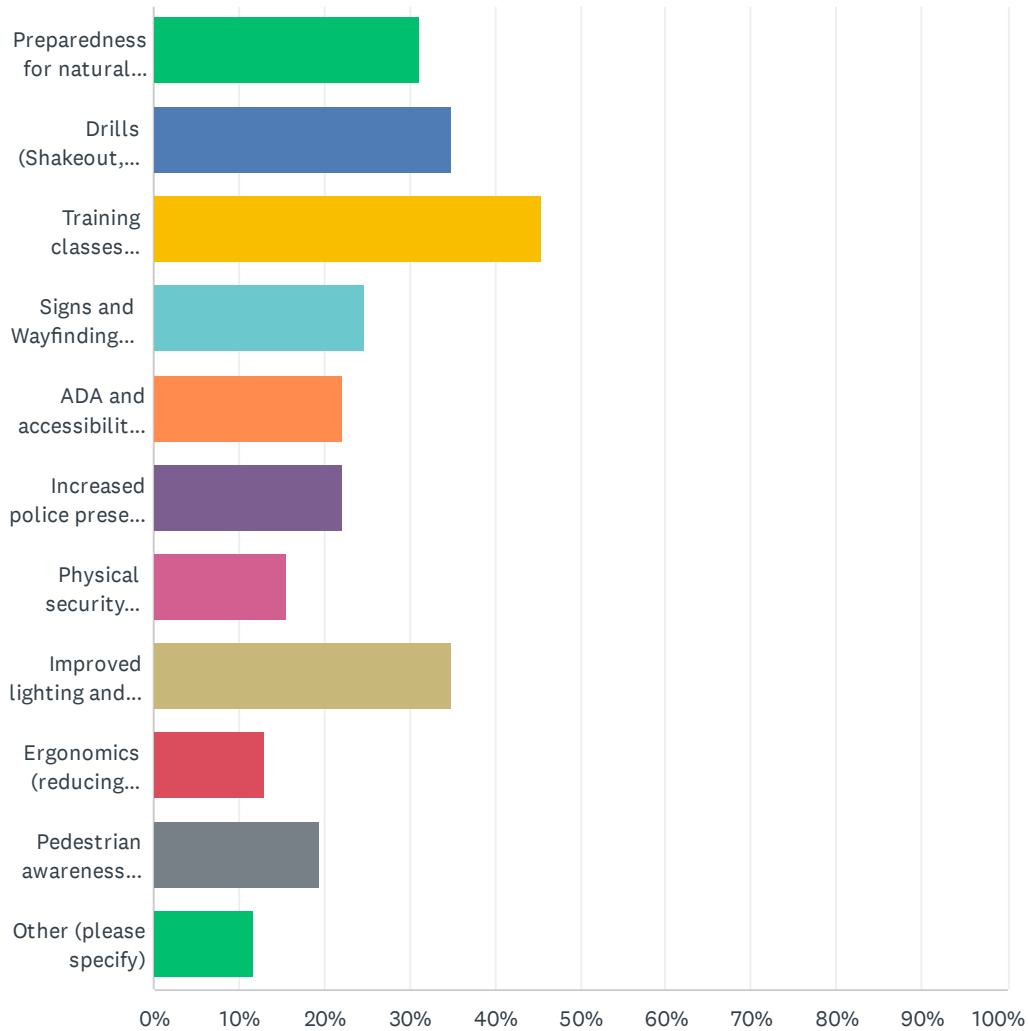


Norco College Student Safety Survey 2023

	STRONGLY AGREE	AGREE	DISAGREE	STRONGLY DISAGREE	TOTAL
I considered safety when I decided to attend Norco College.	34.94% 29	40.96% 34	19.28% 16	4.82% 4	83
I feel safe at Norco College when I am outside alone during the day.	46.99% 39	45.78% 38	2.41% 2	4.82% 4	83
I feel safe at Norco College when I am outside alone at night.	30.49% 25	46.34% 38	14.63% 12	8.54% 7	82
Norco College makes my safety a priority.	36.14% 30	49.40% 41	9.64% 8	4.82% 4	83
Norco College employees show their commitment to health and safety by leading by example.	39.76% 33	49.40% 41	4.82% 4	6.02% 5	83
I feel comfortable reporting potential risks/hazards.	44.58% 37	43.37% 36	7.23% 6	4.82% 4	83
I am comfortable reporting any possible safety violations that are being ignored or improperly resolved.	39.51% 32	48.15% 39	6.17% 5	6.17% 5	81
I know where on campus to go if a large-scale emergency event occurs.	24.10% 20	24.10% 20	31.33% 26	20.48% 17	83
Norco College Police are easily accessible and available when I need them.	34.15% 28	53.66% 44	7.32% 6	4.88% 4	82

Q5 What safety issues should Norco College prioritize in the upcoming year? (please choose 3).

Answered: 77 Skipped: 8



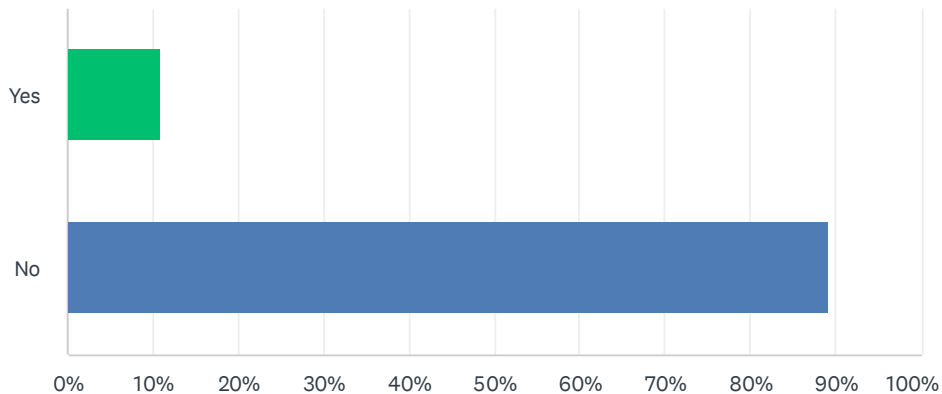
Norco College Student Safety Survey 2023

ANSWER CHOICES	RESPONSES	
Preparedness for natural disasters (fire, wind, rain, earthquake, etc.)	31.17%	24
Drills (Shakeout, evacuation, lockdown, etc.)	35.06%	27
Training classes (Community emergency response team, first aid CPR AED, Stop the bleed, etc.)	45.45%	35
Signs and Wayfinding (directional signs and clear and consistent messaging)	24.68%	19
ADA and accessibility issues (walkways, doors, classrooms, and work environment, etc.)	22.08%	17
Increased police presence and patrols	22.08%	17
Physical security enhancements (Secure access control)	15.58%	12
Improved lighting and surveillance	35.06%	27
Ergonomics (reducing physical fatigue/stress)	12.99%	10
Pedestrian awareness (Crosswalk safety, safe routes to campus)	19.48%	15
Other (please specify)	11.69%	9
Total Respondents: 77		

#	OTHER (PLEASE SPECIFY)	DATE
1	Faculty professionalism	12/9/2023 4:26 PM
2	Bullying	12/9/2023 4:07 PM
3	Cameras	12/7/2023 4:02 PM
4	n/a	12/7/2023 1:31 PM
5	Protect Jewish students	12/7/2023 1:29 PM
6	Please keep your employees from parking their golf carts in the handicap parking, handicap hash marks reserved for wheelchair lifts and from blocking fire zones.	12/7/2023 1:13 PM
7	Better painted parking spot yellow vs white	12/7/2023 11:46 AM
8	Self defense (Teach staff and students self defense)	12/7/2023 11:11 AM
9	Professors should LOCK doors when classes are in session. This would make me feel safer.	12/7/2023 11:05 AM

Q6 During the past year, did you have contact with the Norco College police?

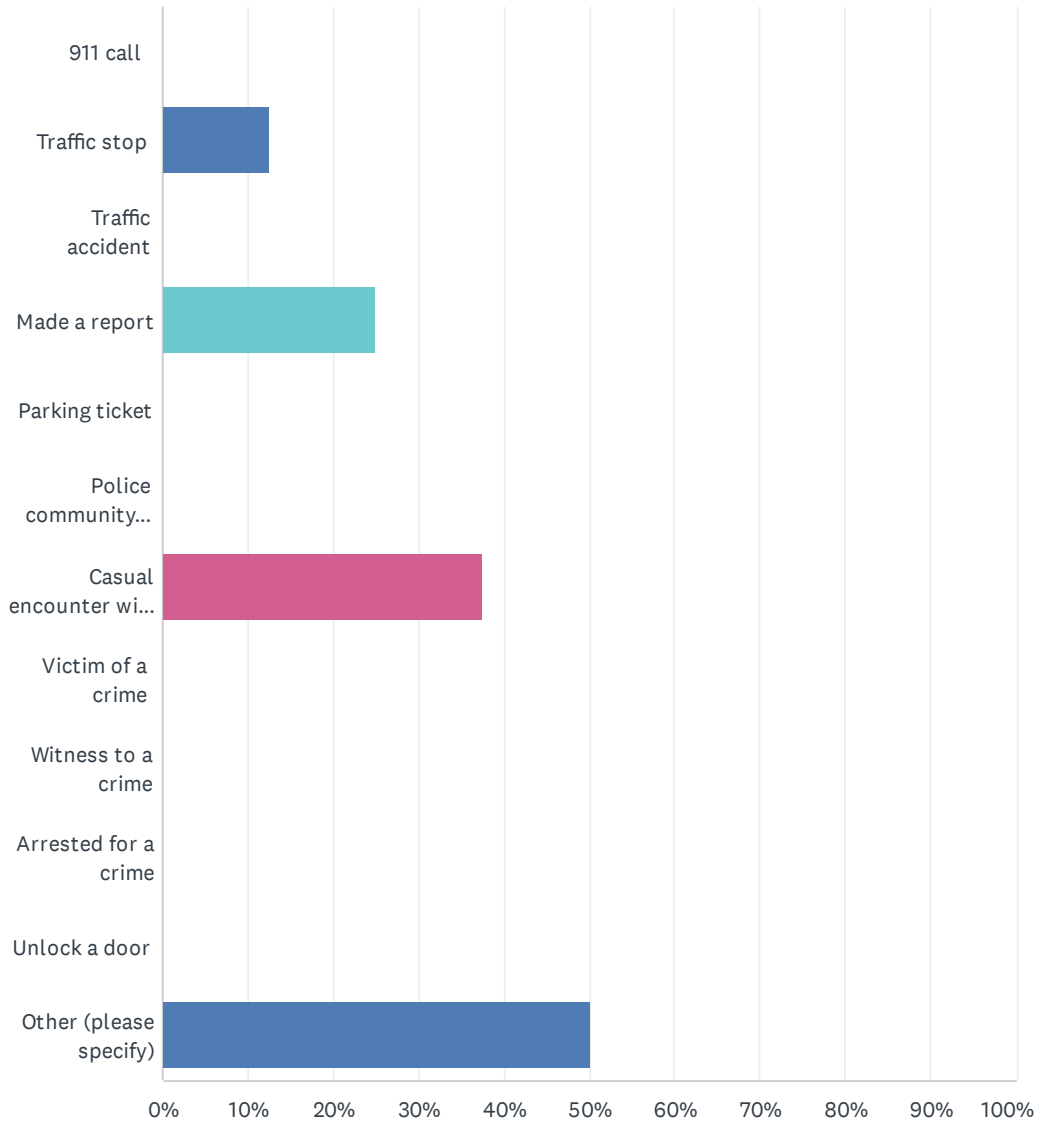
Answered: 83 Skipped: 2



ANSWER CHOICES	RESPONSES	
Yes	10.84%	9
No	89.16%	74
TOTAL		83

Q7 What interactions have you had during the past year with the Norco College Police Department? (check all that apply).

Answered: 8 Skipped: 77



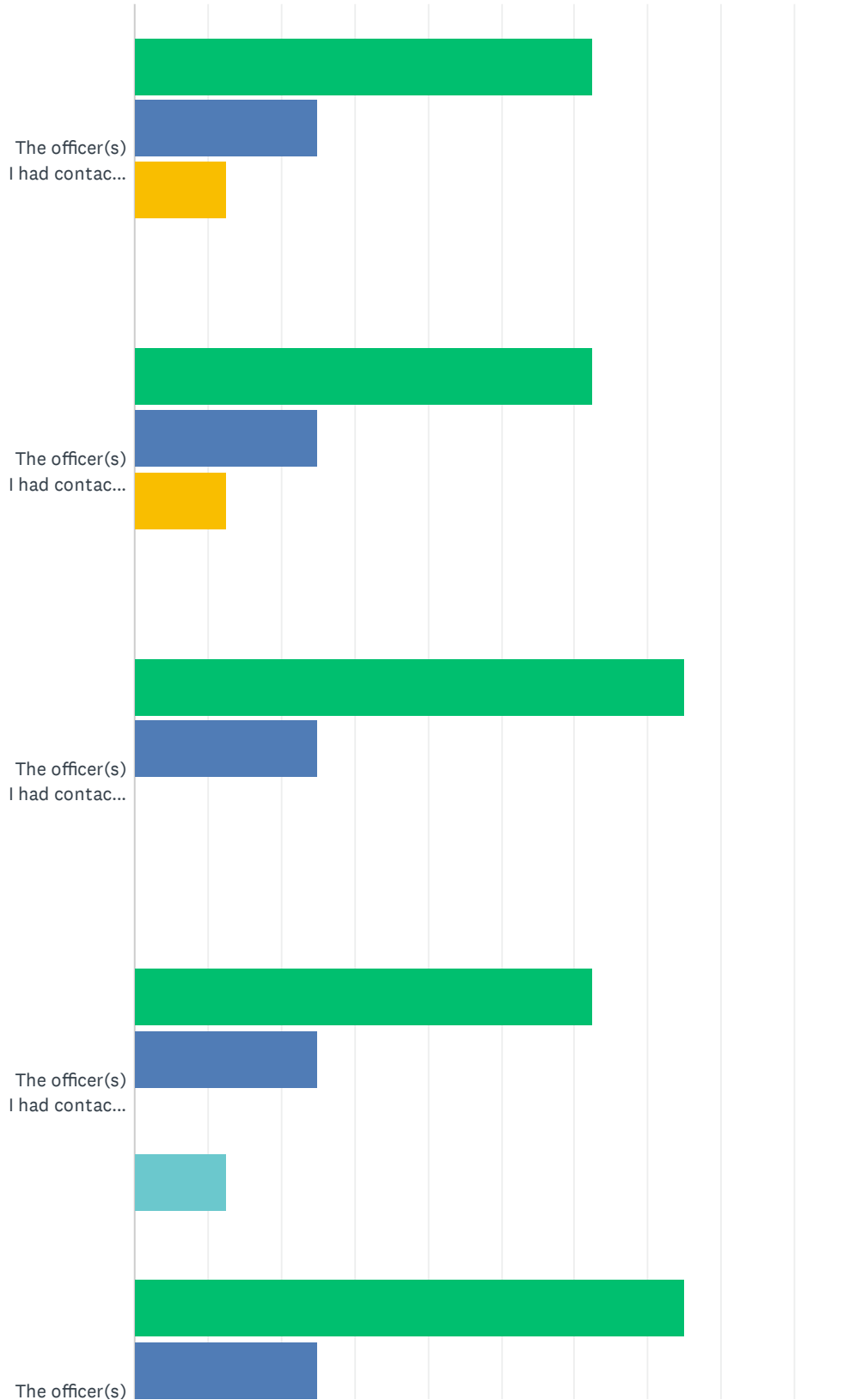
Norco College Student Safety Survey 2023

ANSWER CHOICES	RESPONSES	
911 call	0.00%	0
Traffic stop	12.50%	1
Traffic accident	0.00%	0
Made a report	25.00%	2
Parking ticket	0.00%	0
Police community program	0.00%	0
Casual encounter with an officer	37.50%	3
Victim of a crime	0.00%	0
Witness to a crime	0.00%	0
Arrested for a crime	0.00%	0
Unlock a door	0.00%	0
Other (please specify)	50.00%	4
Total Respondents: 8		

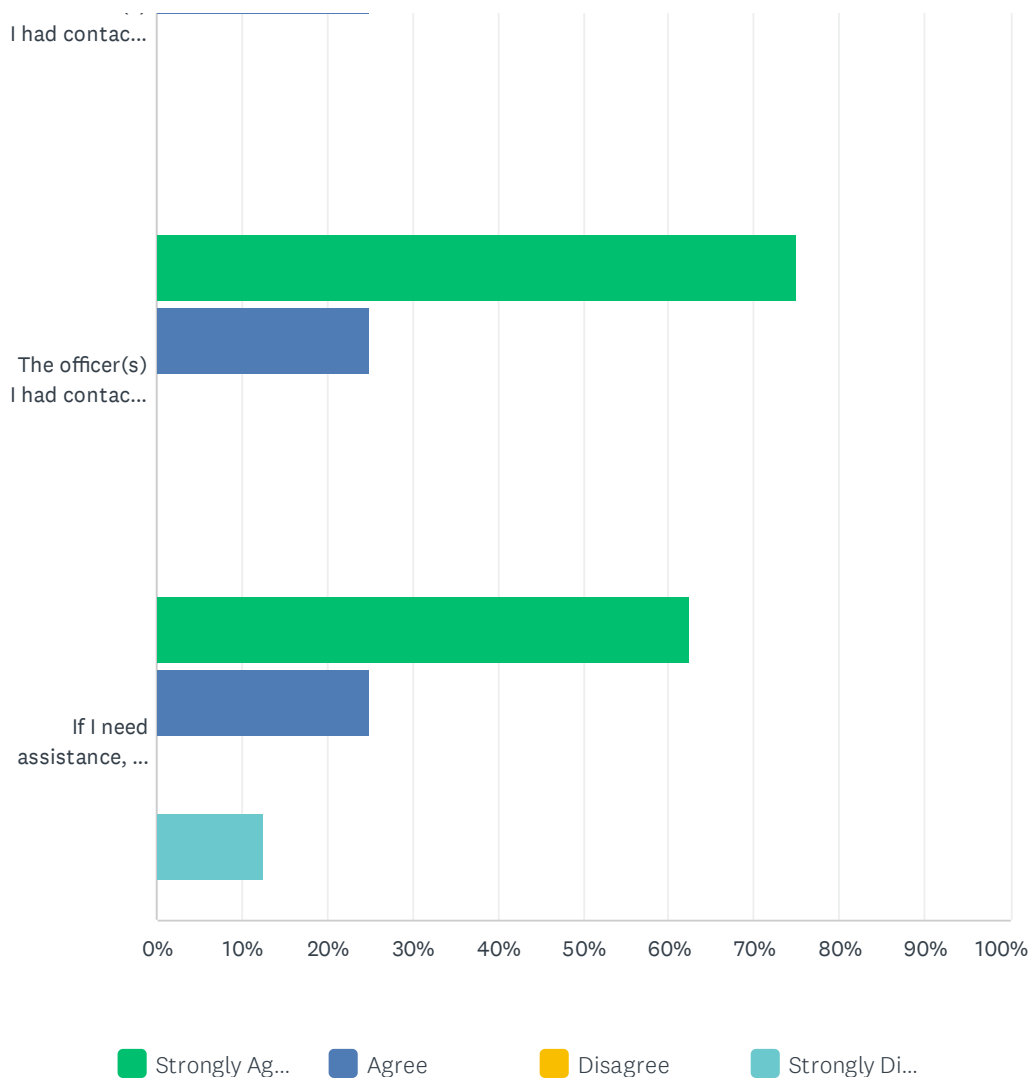
#	OTHER (PLEASE SPECIFY)	DATE
1	Good	12/8/2023 8:14 AM
2	Lost and found	12/7/2023 6:20 PM
3	Practice driving on campus	12/7/2023 2:42 PM
4	Lost & found	12/7/2023 1:14 PM

Q8 Please indicate whether you agree or disagree with the following statements.

Answered: 8 Skipped: 77



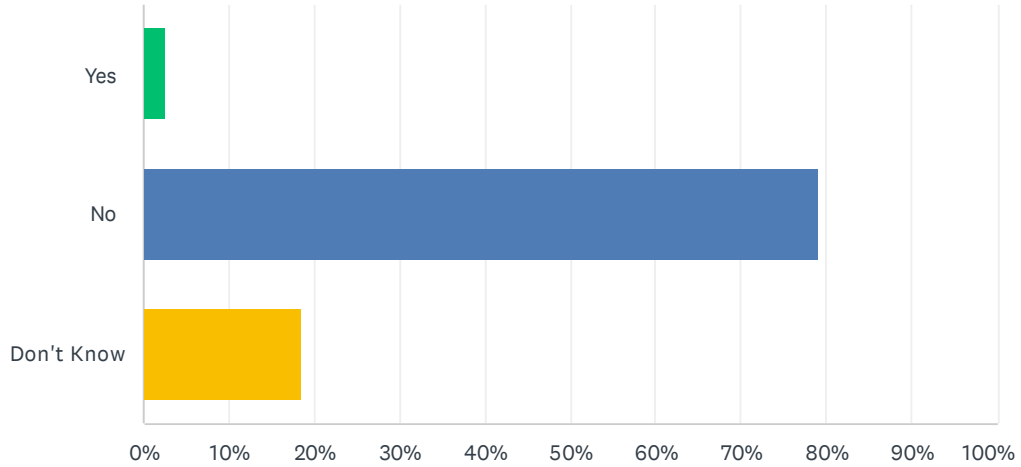
Norco College Student Safety Survey 2023



	STRONGLY AGREE	AGREE	DISAGREE	STRONGLY DISAGREE	TOTAL
The officer(s) I had contact with expressed interest in helping me.	62.50% 5	25.00% 2	12.50% 1	0.00% 0	8
The officer(s) I had contact with showed concern for my safety.	62.50% 5	25.00% 2	12.50% 1	0.00% 0	8
The officer(s) I had contact with demonstrated professionalism.	75.00% 6	25.00% 2	0.00% 0	0.00% 0	8
The officer(s) I had contact with made me feel comfortable.	62.50% 5	25.00% 2	0.00% 0	12.50% 1	8
The officer(s) I had contact with helped resolve my situation.	75.00% 6	25.00% 2	0.00% 0	0.00% 0	8
The officer(s) I had contact with treated me with respect.	75.00% 6	25.00% 2	0.00% 0	0.00% 0	8
If I need assistance, I am comfortable calling the Norco College Police via Dispatch	62.50% 5	25.00% 2	0.00% 0	12.50% 1	8

Q9 During the past year, did you have contact with the Norco College Safety and Emergency Planning Coordinator?

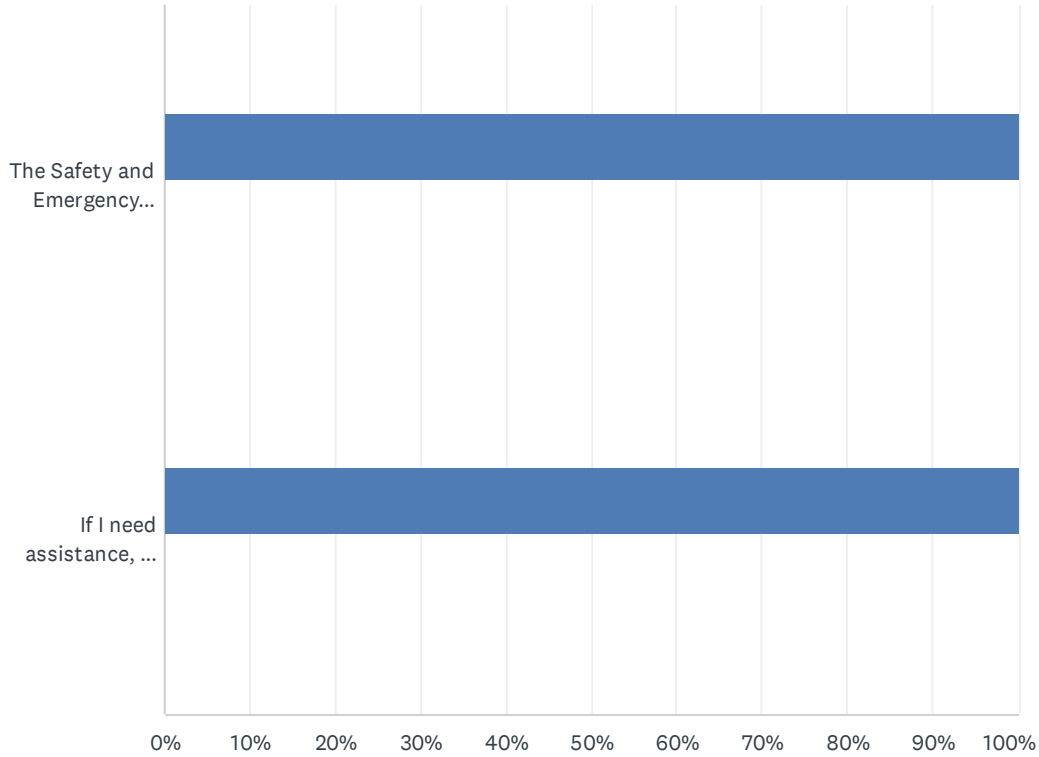
Answered: 81 Skipped: 4



ANSWER CHOICES	RESPONSES	
Yes	2.47%	2
No	79.01%	64
Don't Know	18.52%	15
TOTAL		81

Q10 Please indicate whether you agree or disagree with the following statements.

Answered: 2 Skipped: 83

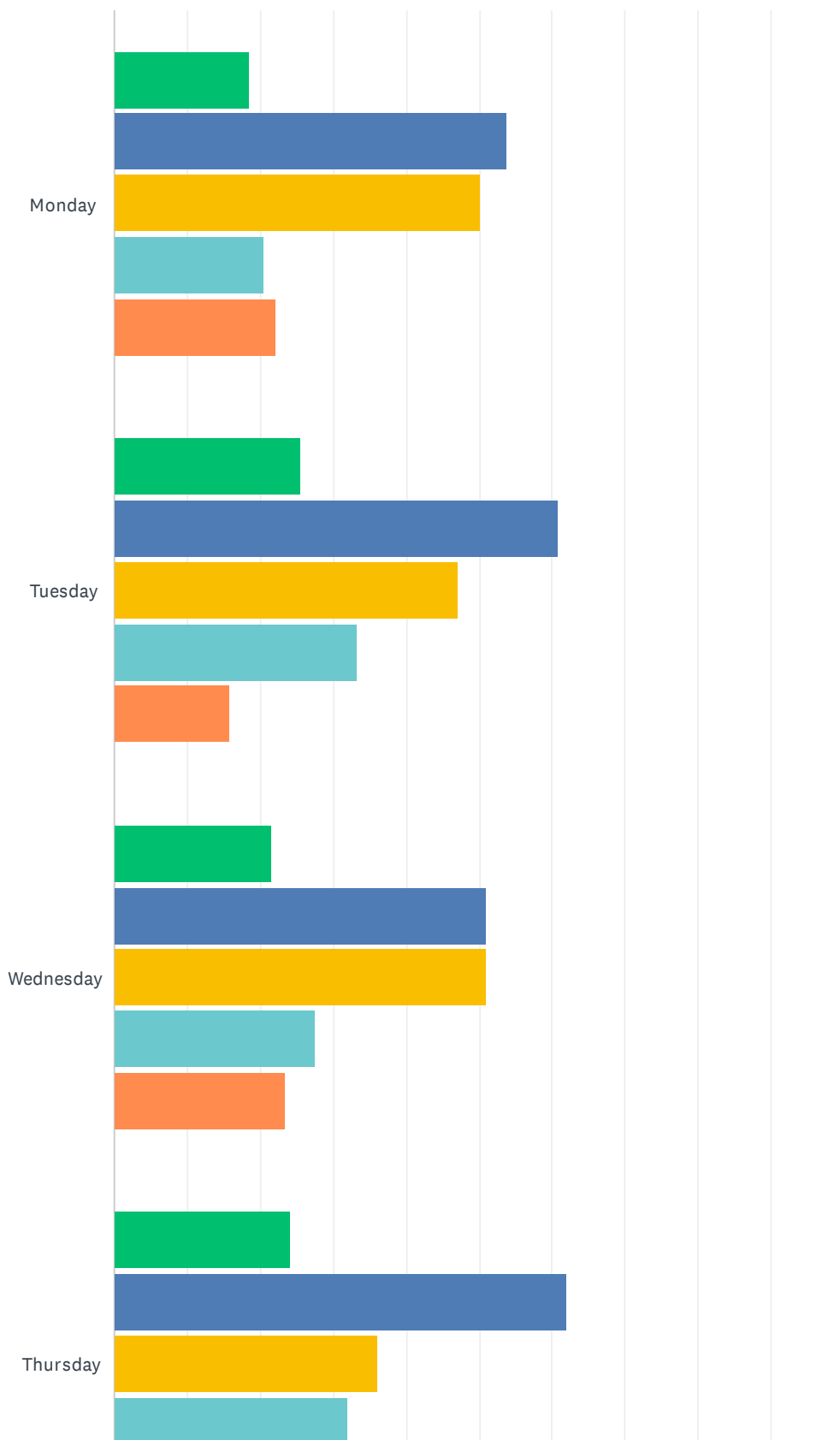


■ Strongly Ag...
 ■ Agree
 ■ Disagree
 ■ Strongly Di...

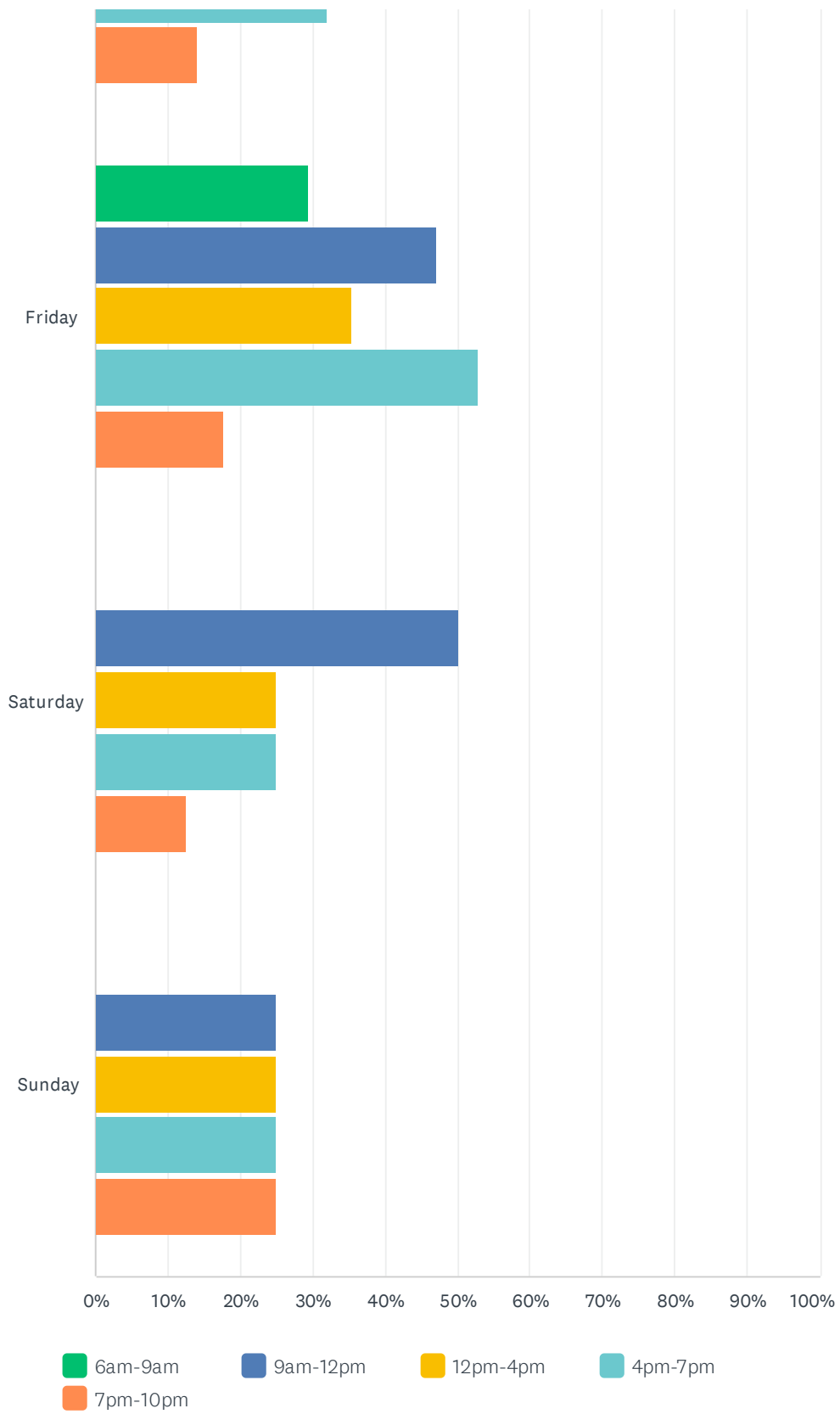
	STRONGLY AGREE	AGREE	DISAGREE	STRONGLY DISAGREE	TOTAL
The Safety and Emergency Planning Coordinator attempted to resolve my situation.	0.00% 0	100.00% 2	0.00% 0	0.00% 0	2
If I need assistance, I am comfortable calling the Safety and Emergency Planning Coordinator.	0.00% 0	100.00% 2	0.00% 0	0.00% 0	2

Q11 Typical times on Campus (check all that apply)

Answered: 70 Skipped: 15



Norco College Student Safety Survey 2023



Norco College Student Safety Survey 2023

	6AM-9AM	9AM-12PM	12PM-4PM	4PM-7PM	7PM-10PM	TOTAL RESPONDENTS
Monday	18.52% 10	53.70% 29	50.00% 27	20.37% 11	22.22% 12	54
Tuesday	25.49% 13	60.78% 31	47.06% 24	33.33% 17	15.69% 8	51
Wednesday	21.57% 11	50.98% 26	50.98% 26	27.45% 14	23.53% 12	51
Thursday	24.00% 12	62.00% 31	36.00% 18	32.00% 16	14.00% 7	50
Friday	29.41% 5	47.06% 8	35.29% 6	52.94% 9	17.65% 3	17
Saturday	0.00% 0	50.00% 4	25.00% 2	25.00% 2	12.50% 1	8
Sunday	0.00% 0	25.00% 1	25.00% 1	25.00% 1	25.00% 1	4

Q12 Is there anything that you would like to bring to our attention regarding health or safety at Norco College?

Answered: 26 Skipped: 59

#	RESPONSES	DATE
1	N/A	12/20/2023 3:31 PM
2	Lack of response by administrators to reports of bullying by faculty	12/9/2023 4:28 PM
3	N/A	12/8/2023 3:00 PM
4	I just wish there was better lighting in the parking lot and/or someone patrolling at darker times of the day	12/8/2023 11:49 AM
5	No	12/8/2023 11:18 AM
6	No	12/8/2023 8:15 AM
7	no	12/7/2023 7:17 PM
8	I am not on campus since my classes are online	12/7/2023 6:58 PM
9	More cameras, surveillance	12/7/2023 4:03 PM
10	Many of the automatic door buttons for disabled students are broken and do not work.	12/7/2023 3:44 PM
11	i know there's adults but i go to the high school too because i take college classes at norco, but damnnn like they got weed and drunk people in the midday too it smells usually around 9-12 in the morning/ early afternoon they've offered me some too	12/7/2023 2:20 PM
12	No	12/7/2023 2:03 PM
13	no	12/7/2023 1:47 PM
14	No	12/7/2023 1:36 PM
15	Yes, I'd like to thank you for making me feel safe while I'm at school.	12/7/2023 1:35 PM
16	Nope! I think this school is very compassionate and i think you're doing a great job.	12/7/2023 1:32 PM
17	Due more to protect Jewish students from discrimination and offer classes that teach Arab-Israeli relations to better understand the history for the 2 groups	12/7/2023 1:32 PM
18	I have no clue where to report issues	12/7/2023 1:23 PM
19	Make sure to have background checks on people who come in to campus, whether they have a mental disorder or not.	12/7/2023 1:21 PM
20	Norco College already has a safe and healthy environment.	12/7/2023 1:19 PM
21	No	12/7/2023 1:18 PM
22	Again, all of your staff thinks the golf carts have exempt plates and routinely obstruct, handicapped parking spaces, The handicapped hashmark area for wheelchair, lift, and fire lanes/red zones. It is illegal, unsafe, unprofessional and rude.	12/7/2023 1:16 PM
23	Naw	12/7/2023 1:09 PM
24	Not sure it would be a safety or health issue	12/7/2023 11:47 AM
25	I find that an active shooter or someone wanting to harm someone can easily have access to school grounds. It's open for anyone to go and roam around. There should be entrances with security with metal detectors when school is open until it closes. I think that each classroom, office and bathroom should have tasers available to use in case of an emergency.	12/7/2023 11:36 AM
26	Doors should remain locked during class.	12/7/2023 11:11 AM

RCCD Network & Communications – Phones List

Apple

iPhone SE (3rd Gen)

2 year - \$0.00 (new customer line sale)

Retail - \$429.99

iPhone 13

2 year - \$0.00 (new customer line sale)

Retail - \$629.99

iPhone 14

2 year - \$49.99 (new customer line sale)

Retail - \$729.99

iPhone 14 Plus

2 year - \$149.99 (new customer line sale)

Retail - \$829.99

iPhone 14 Pro

2 year - \$449.99

Retail - \$899.99

iPhone 14 Pro Max

2 year - \$849.99

Retail - \$1,299.99

iPhone 15

2 year - \$379.99

Retail - \$829.99

iPhone 15 Plus

2 year - \$479.99

Retail - \$929.99

iPhone 15 Pro

2 year - \$549.99

Retail - \$999.99

iPhone 15 Pro Max

2 year - \$749.99

Retail - \$1,199.99

Android

Google Pixel 7 Pro

2 Year - \$229.99

Retail - \$1,099.99

Google Pixel 7

2 Year - \$0.00

Retail - \$699.99

Google Pixel 8 Pro

2 Year - \$149.99

Retail - \$999.99

Google Pixel 8

2 Year - \$49.99

Retail - \$799.99

Samsung Galaxy S23 Ultra

2 Year - \$429.99

Retail - \$1,199.99

Samsung Galaxy S23

2 Year - \$49.99

Retail - \$799.99

Samsung Galaxy S22

2 Year - \$0.00

Retail - \$699.00

Samsung Galaxy S22 Ultra

2 Year - \$699.99

Retail - \$1,199.99

Ongoing/Fixed Costs for IMS and Electronic Access						Future Cost	Funding source
Vendor	Product	Description	Price	SSA Term	Budget 2022/23	Term Dates	
Convergent	CCure Software	CCUURE Software House SSA for Access Control Software (Electronic Access)		Annually	EMD-5649	3/31/2024 - 3/31/2025	\$ 15,814.00 EMD
Card Integrator	CI Solutions	Badge/Card Printer Supplies	\$ 3,128.00	Annually	EMD-4590	12/01/2022 - 12/31/2023	\$ 4,000.00 EDD
Card Integrator	CI Solutions	Badge/Card Printer SSA (PM and service)	\$ 1,364.00	Annually	TBD	12/01/2022 - 12/31/2023	\$ 1,364.00 EMD
American Signal Corp	ASC Emergency Siren	Siren/PA Preventive Maintenance	\$ 7,279.37	Annually	EMD-SPP 729	March 2023-March 2024	\$ 7,280.00 EMD or possible funding 729
Carousel Digital Signage	Carousel Digital Signage	Cloud Based Digital Signage Software	\$ 8,850.00	3-year	TBD	TBD once approved	\$ No budget has been identified
AVIDEX	AV Equipment Maintenance	Avidex AV repairs and maintenance SSA	\$ 33,000.00	Annually	EMD - 5644 IMS budget	7/1/2023-6/30/2024	\$ 33,000.00 EMD or possible funding 729
Sprintar	Media Site Video Cloud	Cloud Based Video Cloud Storage for NC website and lecture recordings	\$ 61,375.68	3-year	HERFF Funds	Dates TBD since project started later than scheduled due to shipment delays (20287)	\$ 20,458.56 After 2026, funds will be needed to pay for this cloud storage subscription
Convergent	Service and Support Key Card system	NOVA COLLEGE SERVICE, REPAIRS, AND TECHNICAL SUPPORT FOR SECURITY KEY CARD SYSTEM (INCLUDES SOFTWARE AND HARDWARE)	\$ 4,480.00	annual	EBD-6729-5198		\$ 4,480.00 EMD
Quiet School Signs	Quiet Signs Digital Signs SSA	LED Signs Maintenance Agreement. 5 Years - \$13,000 Hammer marquee and 2 additional Daktronics message boards (CSS and Art Gallery)	\$ 13,000.00	Annually \$2,600	EMD - 6784-5890	7/1/2022-6/30/2027	\$ 13,000.00 EMD

Norco College
Hybrid Room - Upgrade

<u>Item</u>	<u>Manufacturer</u>	<u>Description</u>	<u>P/N</u>	<u>Qty</u>	<u>MSRP</u>	<u>Total</u>
1	Panasonic	PT-RZ660WU HD Projector	PT-VZ580	1		
4	AVER	AVER TR530 AUTO TRACKING LIVE	1BCAA3-I20	1		
5	AVER	AVER CAMERA MOUNT L-TYPE FOR WALL	1BCAAC-MW	1		
6	AVER	AVER REMOTE CONTROL FOR TR320, TR530	1BCAAC-RPK	1		
7	Extron	DSC 3G-HD A - 3G-SDI to HDMI Scaler with Audio Embedding	60-1303-01	1		
8	Extron	DTP Crosspoint 86 4K	60-1515-01	1		
9	Extron	IPCP Pro 550, IP Link Pro Control Processor	60-1418-01	1		
10	Extron	TLP Pro 725T	60-1562-02	1		
11	Extron	XTP PI 100 Power Injector	60-1233-01	1		
12	Extron	ZipClip 200	101-001-01	1		
13	Extron	MediaPort 200 Videoconferencing Bridge	60-1488-01	1		
14	Extron	DTP HDMI 4K 230 Rx	60-1271-13	1		
15	Extron	XTP DTP 24P/1000	22-235-03	1		
16	Extron	XTP DTP 24 Plug	101-005-02	1		
17	Extron	STP22-2P/1000	22-162-03	1		
18	Extron	DPM-HDF/0.5 4K PLUS	26-713-01	1		
19	Mersive	Mersive Solstice Pod Gen 3 Unlimited with Power Supply unit	SP-8000-E1	1		
20	Chief	Chief X-Large FIT™ Fixed Wall Display Mount	RXF2	1		
21	Panasonic	75" LCD Display monitor	TH-75EQ1U	1		
22	Extron	HDMI Ultra/15	26-663-15	1		
23	Extron	RSB 129 1U 9.5" Deep Basic Rack Shelf, Gray	60-604-02	5		
24	Extron	HDMI Ultra/3	26-663-03	5		
25	Extron	HDMI Ultra/9	26-663-09	2		

26	Biamp	Tesira Forte AVB CI	Tesira Forte AVB CI	1		
27	Biamp	Tesira Connect TC-5	Tesira Connect TC-5	1		
28	Biamp	Tesira Parle TCM-X Ceiling Microphone - white	Tesira Parle TCM-X Ceiling Microphone - white	3		
29	Biamp	Tesira Parle TCM-XEX Ceiling Microphone - white	Tesira Parle TCM-XEX Ceiling Microphone - white	3		
30	Biamp	TCM-X Installation Tool	TCM-X Installation Tool	1		
31	Yiovvom	DB9 Breakout Connector	Female	2		
32	Yiovvom	DB9 Breakout Connector	Male	2		
33	C2G	6.6ft USB A to B Cable Black	28102	2		
34	C2G	6.6ft USB A to A Cable Black	28106	2		
35	C2G	7ft Cat6 Network Patch Ethernet Cable Yellow	27192	5		
36	C2G	25ft Cat 6 Network Cable Yellow	27195	7		
37	C2G	50ft Cat 6 Network Cable Yellow	27196	5		
38	Mediasite	Mediasite RL Encoder	REC-R10-20A	1		
39	Mediasite	Mediasite RL Support - 1 year	MSL-SSS-S22	1		
40	Dalite	Screen		1		
41	Vaddio	Vaddio DocCAM 20 HDBT OneLINK HDMI System	999-9968-200	1		
42	Vaddio	Single 1/2 Rack Mounting Kit Series	998-6000-004	1		
43	Crown	Crown Audio DCI 4/600 DriveCore Install Analog Series 4-Channel Amplifier 600 Watts	DCI4X600	1		
44	JBL	JBL Control 26CT - Two Way Vented Ceiling Speaker	CONTROL 26CT	10		
45	Furman	Furman M4315-PRO	M4315-PRO	1		

46	Shure	Wireless System with SLXD2/58 Handheld Transmitter, SLXD1 Bodypack Transmitter and WL185 lavalier microphone	SLXD124/85-J52	1		
47	Listen Systems	LCS-121-01 Wi-Fi/RF Advanced System	LCS-121-01	1		
48	Spectrum Furniture	IMC 29" radius corner cherry/black	68106CH	1		
49	Spectrum Furniture	IMC Double worksurface Cherry/Black	68201CH	1		
50	Spectrum Furniture	IMC Single worksurface Cherry/Black	68200CH	1		
51	Spectrum Furniture	IMC 29" Acrylic Door Black	68103B	1		
52	Spectrum Furniture	IMC 36" Acrylic Door Black	68153B	1		
53	Spectrum Furniture	IMC 29" Wall Filler Panel	68101	1		
54	Spectrum Furniture	IMC 29" Equipment Rack	68107	1		
55	Spectrum Furniture	IMC 36" Equipment Rack	68157	1		
56	Spectrum Furniture	Rack-mount pull-out shelf	97503	2		
57	Spectrum Furniture	Stepped-Height Bracket for IMC	68205	1		
58	Middle Atlantic	Middle Atlantic 9 Outlet	PD-915RC-20	1		
59	Extron	DTP T DWP 4K 232 D - Black	60-1498-12	1		
60	Extron	Four Gang Surface Mount Box SMB 114 - Black	70-1097-04	1		
61	Extron	Four-Gang Mounting Frame White - AAP 424	70-1070-03	1		
62	Extron	AAP Dual AC Unit w 9' cord	60-1936-02	1		
63	Extron	USB PowerPlate 200 AAP	60-1346-02	1		

64	Extron	One RJ-45 Female to Female Barrel AAP	70-402-11	1		
65	Denon	Denon Blu-ray player	DN-500BD-MKII	1		
						\$ -
						\$ -

Add cables for new gear - QTY?

Recommended APPA STAFFING STANDARDS

APPA's Levels of Service Establishing Parameters

Level	<u>Maintenance</u>	<u>Custodial</u>	<u>Grounds</u>
1	Showpiece Facility	Orderly Spotlessness	State of the Art
2	Comprehensive Stewardship	Orderly Tidiness	High Level
3	Managed Care	Casual Inattention	Moderate Level
4	Reactive Management	Moderate Dinginess	Moderately Low-Level
5	Crisis Response	Unkempt Neglect	Minimum Level

APPA Maintenance Standards

Based on 1M sq. ft. by space type

<u>LEVELS</u>	<u>Sq. ft. per Staffing</u>	<u>Classroom</u>	<u>Laboratory</u>	<u>Office</u>	<u>Residence Hall</u>
1	47,220	66,667	37,037	41,667	55,556
2	67,456	83,333	47,619	62,500	71,429
3	94,439	111,111	66,667	90,909	100,000
4	118,049	125,000	111,111	125,000	125,000
5	236,098	166,667	166,667	250,000	166,667

Description	LEVEL 1 Showpiece	LEVEL 2 Comprehensive Stewardship	LEVEL 3 Managed Care	LEVEL 4 Reactive Management
Customer Service & Response Time	Able to respond to virtually any service, immediate response.	Response to most service needs, typically in a week.	Services available only by reducing maintenance, response times of one month or less.	Services available only by reducing maintenance, response times of one year or less.
Customer Satisfaction	Proud of facilities; have a high level of trust for the facilities organization.	Satisfied with facilities related services, usually complimentary of facilities staff.	Basic level of facilities care. Able to perform mission duties. Lack of pride in physical environment.	Generally critical of cost, responsiveness and quality of facilities services.
PM vs. CM	100%	75-100%	50-75%	25-50%
Maintenance Mix	All PM is scheduled and performed on time. Emergencies (e.g. power outages) are infrequent and handled efficiently	A well developed PM program; PM done less than defined schedule. Occasional emerg. caused by pump failures etc.	Reactive maintenance high due to systems failing. High number of emergencies causes reports to upper mgmt.	Worn-out systems require staff to be scheduled to react to failure. PM work consists of simple tasks done inconsistently.
Aesthetics, Interior	Like new finishes	Clean/crisp finishes	Average finishes	Dingy finishes
Aesthetics, Exterior	Window, doors, trim, exterior walls are like new	Watertight, good appearance of exterior cleaners	Minor leaks and blemishes average exterior appearance.	Somewhat drafty and leaky, rough-looking exterior
Aesthetics, Lighting	Bight and clean, attractive lighting	Bright and clean, attractive lighting	Small percentage of lights out, generally well lit and clean.	Numerous lights out, missing diffusers, secondary areas dark.
Service Efficiency	Maintenance activities appear highly organized and focused. Service and maintenance calls are responded to immediatly.	Maintenance activities appear organized with direction. Service and maintenance calls are responded to in a timely manner.	Maintenance activities appear to be somewhat organized, but remain people dependent. Service/ maintenance calls are sporadic without apparent cause.	Maintenance activities are somewhat chaotic and people dependent. Service/maintenance calls are typically not responded to in a timely manner.
Building Systems Reliability	Breakdown maintenance is rare and limited to vandalism and abuse repairs.	Breakdown maintenance is limited to system components short of MTBF.	Building and systems components periodically or often fail.	Systems unreliable. Constant need for repair. Backlog repair exceeds resources.
Operating Budget as % of CRV	>.4.0	3.5-4.0	3.0-3.5	2.5-3.0
Campus Average FCI	<0.05	0.05-0.15	0.15-0.29	0.30-0.49

APPA Custodial Standards

Custodial
LEVELS

Sq. ft. per Staffing

1	8,500
2	16,700
3	26,500
4	39,500
5	45,600

Level 1 Orderly Spotlessness	Level 2 Ordinary Tidiness	Level 3 Casual Inattention	Level 4 Moderate Dinginess	Level 5 Unkempt Neglect
<p>Floors and base moldings shine and/or are bright and clean; colors are fresh. All vertical and horizontal surfaces have a freshly cleaned or polished appearance and have no accumulation of dust, dirt, marks, streaks, smudges, or fingerprints. Washroom and shower tile and fixtures gleam and are odor-free; supplies are adequate. ...</p>	<p>Floors and base moldings shine and/or are bright and clean. There is no buildup in corners or along walls, but there can be up to two days' worth of dirt, dust, stains and streaks. All vertical and horizontal surfaces are clean, but marks...</p>	<p>Floors are swept clean, but upon close observation dust, dirt, and stains, as well as a buildup of dirt, dust, and/or floor finish in corners and along walls, can be seen. There are dull spots and/or matted carpet in walking lanes, and streaks and ...</p>	<p>Floors are swept clean, but are dull. Colors are dingy, and there is an obvious buildup of dust, dirt, and/or floor finish in corners and along walls. Molding is dull, and contains streaks and splashes. All vertical and horizontal surfaces have conspicuous dust, ...</p>	<p>Floors and carpets are dirty and have visible wear and/or pitting. Colors are faded and dingy, and there is a conspicuous buildup of dirt, dust, and/or floor finish in corners and along walls. Base molding is dirty, stained and streaked. Gum, stains, dirt, dust balls, and trash are broadcast. All vertical and horizontal surfaces have major accumulations of dust, ...</p>
<p>Annual cleaning of all blinds. Repairs completed with 24 hours. Special projects completed within 5 working days. New buildings (avg size of 100,000 NSF) online in one week.</p>	<p>Cleaning of all blinds within 18 months. Repairs completed within 1 week. Special projects completed within 5 working days. ...</p>	<p>Cleaning of all blinds within 3 years. Repairs completed within 2 weeks. Special projects completed within 10 working days. ...</p>	<p>Cleaning of all blinds every 5 years. Repairs completed within three weeks. Special projects completed with one month. New buildings ...</p>	<p>No regular Blind cleaning Repairs done only as time permits. Special project work done only during semester breaks. New buildings (avg size of 100,000 NSF) would require additional/contracted ...</p>
<p>All work requests completed the same day. All light fixtures in working order. All academic, low voltage, HID and emergency lighting systems maintained on a timely basis.</p>	<p>75% of work requests completed same day. No more than 5% of all lights out at any given time. Delays in maintenance for academic, ...</p>	<p>50% of work request completed same day. No more than 10% of all lights out at any given time. Delays in maintenance for academic, low voltage, HID and ...</p>	<p>Lighting in academic buildings replaced on an "as needed" basis. Requests would be prioritized with most urgent requests completed within one week. Delays in ...</p>	<p>Maintain essential minimal lighting in academic buildings. Many lights will be out in areas and only replaced when absolutely necessary. Maintenance for academic, low voltage, HID and emergency lighting systems ...</p>

Sample Classroom task list and frequencies per APPA level

Classrooms	APPA 1	APPA 2	APPA 3	APPA 4	APPA 5
Empty trash/replace liners	Daily	Daily	Daily	2X Week	1X Week
Clean whiteboards	Daily	Daily	Daily	2X Week	1X Week
Sweep/Dust mop floors	Daily	Daily	Daily	3X Week	1X Week
Spot mop floor	Daily	Daily	Daily	Daily	Daily
Damp mop entire floor	Daily	Daily	1X Week	Bi-Weekly	Monthly
Vacuum high traffic areas	Daily	Daily	Daily	3X Week	1X Week
Wall to wall vacuuming	Daily	Daily	1X Week	Bi-Weekly	Monthly
Carpet Spot Removal	As Needed	As Needed	Daily	Bi-Weekly	Monthly
Wipe down touch points	Daily	Daily	Daily	3X Week	1X Week
Clean/disinfect drinking fountain	Daily	Daily	Daily	1X Week	Bi-Weekly
Spot clean interior glass	Daily	Daily	Daily	Daily	Daily
Clean interior glass (full cleaning)	Daily	Daily	Daily	1X Week	Bi-Weekly
Dust furniture	Daily	Daily	1X Week	Bi-Weekly	Monthly
High/low dust	Daily	Daily	1X Week	Bi-Weekly	Monthly
Spot clean walls, doors and graffiti	Daily	Daily	Daily	Daily	Daily
Machine scrub floor	As Needed	As Needed	Monthly	Quarterly	1X Year
Burnish floors	As Needed	As Needed	Monthly	Quarterly	1X Year
Vacuum supply and return air vents	As Needed	Bi-Weekly	Monthly	Bi-Monthly	Quarterly
Dust ceiling area and light fixtures	As Needed	Bi-Weekly	Monthly	Bi-Monthly	Quarterly
Clean trash receptacles	Daily	1X Week	Monthly	Bi-Monthly	Quarterly
Wipe down window ledges	Daily	1X Week	Monthly	Bi-Monthly	Quarterly
Scrub and recoat floors	As Needed	2X Year	1X Year	Every Other Year	1X Year
Strip and refinish floors	As Needed	1X Year	1X Year	1X Year	Every Other Year
Full carpet extraction	As Needed	Monthly	2X Year	1 Year	Every Other Year

APPA Grounds Standards

GROUNDS				
<u>LEVELS</u>	<u>Main Grounds</u>	<u>Open Area</u>	<u>Athletic</u>	<u>INDUSTRY STANDARD</u>
	<u>Acres/person</u>	<u>Acres/person</u>	<u>Acres/person</u>	<u>Acres/person</u>
1	1.15	20	2.71	
2	2.3	25	4.09	10
3	2.55	33.33	5.99	
4	5.74	50	11.52	
5	13.5	100	14.29	

LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	LEVEL 5
<p>State of the Art</p> <p>Maintenance applied to a high-quality diverse landscape. Associated with high-traffic urban areas, such as public squares, malls, government grounds, or college/university campuses.</p>	<p>High Level</p> <p>Associated with well-developed public areas, malls, government grounds, or college/university campuses. Recommended level for most organizations.</p>	<p>Moderate Level</p> <p>Associated with locations that have Moderate to low levels of development or visitation, or with operations that, because of budget restrictions, cannot afford a higher level of maintenance.</p>	<p>Moderately Low-Level</p> <p>Associated with locations affected by budget restrictions that cannot afford a high level of maintenance.</p>	<p>Minimum Level</p> <p>Associated with locations that have severe budget restrictions.</p>

APPA Grounds Descriptions of Levels:

LEVEL 1

- **TURF CARE.** Grass height maintained according to species and variety of grass. Mowed at least once every five working days but may be as often as once every three working days. Aeration as required but not less than four times per year. Reseeding or sodding as needed. Weed control to be practiced so that no more than 1 percent of the surface has weeds present.
- **FERTILIZER.** Adequate fertilization applied to plant species according to their optimum requirements. Application rates and times should ensure an even supply of nutrients for the entire year. Nitrogen, phosphorus, and potassium percentages should follow local recommendations. Trees, shrubs, and flowers should be fertilized according to their individual requirements of nutrients for optimum growth. Unusually long or short growing seasons may *modify* the chart slightly.
- **IRRIGATION.** Sprinkler irrigated--electric automatic commonly used. Some manual systems could be considered adequate under plentiful rainfall circumstances and with adequate staffing. Frequency of use follows rainfall, temperature, season length, and demands of plant material.
- **LITTER CONTROL.** Minimum of once per day, seven days per week. Extremely high visitation may increase the frequency. Receptacles should be plentiful enough to hold all trash usually generated between servicing without overflowing.
- **PRUNING.** Frequency dictated primarily by species and variety of trees and shrubs. Length of growing season and design concept also a controlling factor--i.e., clipped vs. natural-style hedges. Timing scheduled to coincide with low demand periods or to take advantage of special growing characteristics.
- **DISEASE AND INSECT CONTROL.** At this maintenance level, the controlling objective is to avoid public awareness of any problems. It is anticipated at Level 1 that problems will either be prevented or observed at a very early stage and corrected immediately.
- **SNOW REMOVAL.** Snow removal starts the same day that accumulations of .5 inch are present. At no time will snow be permitted to cover transportation or parking surfaces longer than noon of the day after the snow stops. Application of snow-melting compound and/or gravel is appropriate to reduce the danger of injury due to falls.
- **SURFACES.** Sweeping, cleaning, and washing of surfaces should be done so that at no time does an accumulation of sand, dirt, or leaves distract from the looks or safety of the area.
- **REPAIRS.** Repairs to all elements of the design should be done immediately when problems are discovered, provided replacement parts and technicians are available to accomplish the job. When disruption to the public might be major and the repair is not critical, repairs may be postponed to a time period that is least disruptive.
- **INSPECTIONS.** A staff member should conduct inspection daily.
- **FLORAL PLANTINGS.** Normally, extensive or unusual floral plantings are part of the design. These may include ground-level beds, planters, or hanging baskets. Often, multiple plantings are scheduled, usually for at least two blooming cycles per year. Some designs may call for a more frequent rotation of bloom. Maximum care, including watering, fertilizing, disease control, disbudding, and weeding, is necessary. Weeding flowers and shrubs is done a minimum of once per week. The desired standard is essentially weeded free.

LEVEL 2

- **TURF CARE.** Grass cut once every five working days. Aeration as required but not less than two times per year. Reseeding or sodding when bare spots are present. Weed control practiced when weeds present a visible problem or when weeds represent 5 percent of the turf surface. Some pre-emergent products may be used at this level.
- **FERTILIZER.** Adequate fertilizer level to ensure that all plant materials are healthy and growing vigorously. Amounts depend on species, length of growing season, soils, and rainfall. Rates should correspond to at least the lowest recommended rates. Distribution should ensure an even supply of nutrients for the entire year. Nitrogen, phosphorus, and potassium percentages should follow local recommendations. Trees, shrubs, and flowers should receive fertilizer levels to ensure optimum growth.
- **IRRIGATION.** Sprinkler irrigated--electric automatic commonly used. Some manual systems could be considered adequate under plentiful rainfall circumstances and with adequate staffing. Frequency of use follows rainfall, temperature, season length, and demands of plant material.
- **LITTER CONTROL.** Minimum of once per day, five days per week. Offsite movement of trash depends on size of containers and use by the public. High use may dictate daily or more frequent leaning.
- **PRUNING.** Usually done at least once per season unless species planted dictate more frequent attention. Sculpted hedges or high-growth species may dictate a more frequent requirement than most trees and shrubs in natural-growth plantings.
- **DISEASE AND INSECT CONTROL.** Usually done when disease or insects are inflicting noticeable damage, are reducing vigor of plant material, or could be considered a bother to the public. Some preventive measures may be used, such as systemic chemical treatments. Cultural prevention of disease can reduce time spent in this category. Some minor problems may be tolerated at this level.
- **SNOW REMOVAL.** Snow removed by noon the day following snowfall. Gravel or snowmelt may be used to reduce ice accumulation.
- **SURFACES.** Should be cleaned, repaired, repainted, or replaced when their appearances have noticeably deteriorated.
- **REPAIRS.** Should be done whenever safety, function, or appearance is in question. **INSPECTIONS.** Inspection should be conducted by some staff member at least once a day when regular staff is scheduled.
- **FLORAL PLANTINGS.** Normally, no more complex than two rotations of bloom per year. Care cycle is usually at least once per week, but watering may be more frequent. Health and vigor dictate cycle of fertilization and disease control. Beds essentially kept weed free.

LEVEL 3

- TURF CARE. Grass cut once every ten working days. Normally not aerated unless turf quality indicates a need or in anticipation of an application of fertilizer. Reseeding or resodding done only when major bare spots appear. Weed control measures normally used when 50 percent of small areas are weed infested or when 15 percent of the general turf is infested with weeds.
- FERTILIZER. Applied only when turf vigor seems to be low. Low-level application
- done once per year. Rate suggested is one-half the level recommended.
- IRRIGATION. Dependent on climate. Locations that receive more than 25 inches of rainfall a year usually rely on natural rainfall with the possible addition of portable irrigation during periods of drought. Dry climates that receive less than 25 inches of rainfall usually have some form of supplemental irrigation. When irrigation is automatic, a demand schedule is programmed. Where manual servicing is required, the norm would be two to three times per week.
- LITTER CONTROL. Minimum service of two to three times per week. High use may dictate higher levels during the warm season.
- PRUNING. When required for health or reasonable appearance. With most tree and shrub species, pruning would be performed once every two to three years.
- DISEASE AND INSECT CONTROL. Done only to address epidemics or serious complaints. Control measures may be put into effect when the health or survival of the plant material is threatened or when public comfort is an issue.
- SNOW REMOVAL. Snow removal done based on local law requirements but generally accomplished by the day following snowfall. Some crosswalks or surfaces may not be cleared at all.
- SURFACES. Cleaned on a complaint basis. Repaired or replaced as budget allows. REPAIRS. Should be done whenever safety or function is in question. INSPECTIONS. Inspections are conducted once per week.
- FLORAL PLANTINGS. Only perennials or flowering trees or shrubs.

LEVEL 4

- TURF CARE. Low-frequency mowing scheduled based on species. Low growing grasses may not be mowed. High grasses may receive periodic mowing. Weed control limited to legal requirements for noxious weeds.
- FERTILIZER. Not fertilized.
- IRRIGATION. No irrigation.
- LITTER CONTROL. Once per week or less. Complaints may increase level above one servicing.
- PRUNING. No regular trimming. Safety or damage from weather may dictate actual work schedule.
- DISEASE AND INSECT CONTROL. None except where the problem is epidemic and the epidemic condition threatens resources or the public.
- SNOW REMOVAL. Snow removal done based on local law requirements but generally accomplished by the day following snowfall. Some crosswalks or surfaces may not be cleared at all.
- SURFACES. Replaced or repaired when safety is a concern and when budget is available.
- REPAIRS. Should be done whenever safety or function is in question.
- INSPECTIONS. Inspections are conducted once per month.
- FLORAL PLANTINGS. None. May have wildflowers, perennials, flowering trees, or shrubs in place.
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LEVEL 5

- TURF CARE. Low-frequency mowing scheduled based on species. Low growing grasses may not be mowed. High grasses may receive periodic mowing. Weed control limited to legal requirements for noxious weeds.
- FERTILIZER. Not fertilized.
- IRRIGATION. No irrigation.
- LITTER CONTROL. On demand or complaint basis.
- PRUNING. No pruning unless safety is involved.
- DISEASE AND INSECT CONTROL. No control except in epidemic or safety situations.
- SNOW REMOVAL. Snow removal done based on local law requirements but generally accomplished by the day following snowfall. Some crosswalks or surfaces may not be cleared at all.
- SURFACES. Serviced only when safety is a consideration.
- REPAIRS. Should be done whenever safety or function is in question. INSPECTIONS. Inspections are conducted once per month.
- FLORAL PLANTINGS. None. May have wildflowers, perennials, flowering trees, or shrubs in place