Hartnell College  
NORTH COUNTY EDUCATION CENTER – CASTROVILLE  

project no. / file: 005815.00  
report by: Matthew Greiner  
meeting date/time: December 3, 2018  
meeting location: Hartnell College – Salinas, CA  

**purpose:**  
DESIGN / PROGRAMMING MEETING  

<table>
<thead>
<tr>
<th>Attendees</th>
<th>Name</th>
<th>Affiliation</th>
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<tbody>
<tr>
<td></td>
<td>Shannon Bliss</td>
<td>HCCD – Dean</td>
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<td></td>
<td>Laura Fatuzzo</td>
<td>HCCD – Faculty</td>
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<td></td>
<td>Tony Chhom</td>
<td>HCCD – Classified Staff</td>
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<td></td>
<td>Manuel Bersamin</td>
<td>HCCD – TRIO Director</td>
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<td></td>
<td>Gabriel Bravo</td>
<td>HCCD – Counselor</td>
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<td>Antonia Jaime</td>
<td>HCCD – EOPS</td>
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<td>Dave Phillips</td>
<td>HCCD – VP IT</td>
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<td>Alfred Muñoz</td>
<td>Community</td>
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<td>Alejandro Bueno</td>
<td>ASHC</td>
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<td>Joseph Reyes</td>
<td>HCCD</td>
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<td>Dawn Henry</td>
<td>HCCD</td>
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<tr>
<td></td>
<td>Kian Farr</td>
<td>CannonDesign</td>
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<td></td>
<td>Matthew Greiner</td>
<td>CannonDesign</td>
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<tr>
<th>Item</th>
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<tr>
<td>1.01</td>
<td>Joseph Reyes opened meeting. Members introduce themselves.</td>
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<tr>
<td></td>
<td>1. Kian Farr and Matthew Greiner, CannonDesign - Architects</td>
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<tr>
<td></td>
<td>2. Rick Diaz, Director of Facilities Planning and Construction North Monterey County Unified School District</td>
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<td>3. Rich Coffelt, Pastor North County Christian Center Assembly of God and Planning Commission Member District 2</td>
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<td>4. 3A. Antonia Jaime – Program Coordinator (Extended Opportunity Programs and Services)</td>
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<td>5. Gabe Bravo – Counselor, grew up in North County and went to North County high school.</td>
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<td>6. Manuel Bersamin – Director TRIO student support (has worked at North County high school as counselor.)</td>
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<td>7. Al Muñoz, retired VP Admin Svcs. HCCD, lives in Prunedale</td>
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<td>8. Shannon Bliss – Dean Academic Affairs (STEM Programs)</td>
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<td>9. Manuel Osorio, HCCD Trustee and Current President of HCCD Board of Trustees. Lives in North County area</td>
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<td>10. Other HCCD: Joseph Reyes, Martha Suarez, Dawn Henry</td>
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Information | - |
### Presentation:
1. CannonDesign went over what was the Bond narrative – money to be used on education purpose for labs, classrooms, engagement and administration.
   a. **MEASURE T - BOND NARRATIVE**
      i. Construct a multi-purpose facility to expand education opportunities to North Monterey County; include laboratories to support STEM, healthcare and agricultural training; includes a "Community Room" for joint use.

### Project Areas:
1. **Building Area:** 12,500 GSF
2. **Site Area:** 1.36 Acre

### Preliminary Program:
1. **Program (Initial for discussion):**
   a. Laboritories: 3,450 SF
   b. Classrooms: 3,600 SF
   c. Community Rooms: 1,200 SF
   d. Student Engagement Space: 1,000 SF
   e. Administrative: 450 SF
   f. Grossing Factor: 2,800 SF
   g. Total: 12,500 SF

### Goals and expectations of the meeting(s):
1. Main task is to get the needs into plan and get that information to the teams.
2. Manuel B: What is done have to keep expansion in mind. Area will get influx not just from North County – area of Cabrillo College District (Watsonville) will undoubtedly be interested in this education center. This is not just the Castroville Ed Center but is for all or North County, Prunedale, Los Lomas etc.
3. Joseph reminded the committee that it is not what will we teach here. We should design so that anything Hartnell teaches at main campus can be taught here if it is to the program of this center.
4. Initial information is that there be flexibility.
   a. Provide a facility to support a multitude of needs
5. Program should include:
   a. Community room
   b. Classrooms
   c. Laboratories - wet and dry
      i. Group noted that project area is underserved in computer labs.
   d. Student space accessible to counselors.
6. This project should help redefine Castroville.
   a. Want it to have the WOW factor – help to shape the community going forward.
   b. Perception needs to be iconic – small but mighty
   c. Team to focus on making this facility on this footprint the best it can be.
| 1.06 | Project Budget:  
1. Budget is approximately $7.2 million, with about $900,000 of that to be site development. So approximately 6.3 million on the building. |
| 1.07 | Project Site:  
1. Joseph identified that there is discussion with the IBEW in Castroville (next door to site) to share parking.  
2. Group noted it is important to bridge with the high school (North County High School). It was identified that the School is progressing with CTE programs and starting to see results, which the new Hartnell Education Center will aid, and support. CTE programs at school now are culinary, auto tech, health services, ADJ, engineering and CSS. High School CTE is developing in areas where there are job opportunities rather than specifically transfer to 4 years and then leave area.  
3. Project site area is not able to be expanded at this time.  
   a. Building and parking will utilize the full site  
   b. It is noted that there are vacant lots to the south of the project area across Tembladara Street.  
      i. These would likely require a separate bond measure to acquire and will not be planned for at this time. |
| 1.08 | Draw to Project Site:  
1. What is the attraction/draw?  
   a. Possibility of a program that is not anywhere else in the area.  
   b. STEM Program support  
   c. Math and English remediation  
      i. Students to have an "access point" to see themselves as college material.  
   d. Agricultural Tech  
   e. Empower students to get jobs here. |
| 1.09 | Project Site Issues:  
1. This is a "satellite campus". The location is "wonderful".  
2. Transportation is a major issue  
   a. What does TARC (Transportation Agency for Monterey County) have in the works for this area?  
3. Speed is a problem on Merritt  
4. Buses – MST routes through Castroville (and by the site) Route 27 – goes to Marina this a Watsonville, Castroville, Marina route.  
5. Route 28 is Watsonville, Castroville, and Salinas  
6. Route 78 is a Presidio, Santa Cruz Express (select trips will not go to Castroville)  
7. No route from the Prunedale or Los Lomas area that comes directly into Castroville. Las Lomas would take route 29 (Watsonville to Salinas via the 101).  
8. Crosswalk across Merritt will be needed – as they have recently installed further  
9. TARC website: Monterey County Rail extension Phase 3 Castroville – install station southeastern part of community (opposite end of Ed Center). There is proposal for 156/Castroville Blvd exchange (also to south of the Ed site) |
### Program Needs:

1. **Computer Labs:**
   a. Matt: Asked for clarification of computer lab vs a computer classroom. HCCD used lab as same as classroom rather than a room of computers with open time to use.
   b. Joseph noted that with the satellite campuses – one room will be dedicated to computers with anchored computer desks (hide-away desks) that should be able to seat 45 students.

1. **Science Lab Programs:**
   a. Chemistry
   b. Anatomy
      i. Large storage requirement
   c. Physiology
   d. Micro-Biology – To be determined whether Micro-Biology can be on this campus or on the Salinas Campus
   e. Labs must support any level of Nursing Training

2. **(2) Labs**
   a. (1) Wet Lab
   b. (1) Dry Lab
      i. Must be flexible and be able to use for other classes.
      ii. May be that to draw attendance teach only at North County a class that would draw. Opposite that was feeling that it was not going to be a problem to draw students.
   c. Storage was stressed to be very important.

1. **(3) Classrooms:**
   a. Active Learning
   b. Flexible, adaptable
      a. Individual
      b. Team
      c. Group
   c. Technology enabled
   d. Multiple teaching and learning arrangements

1. **Student Services:**
   a. (2) Counseling Offices
      i. Private
      ii. “Educational Coach”
      iii. It was noted that “full-service” counseling is available on the Salinas campus
      iv. Larger Offices, approximately 140 square feet with small conference area within office.
   b. Financial Aid Office
      i. FA Analyst Area/Station
      ii. FA Counseling Area
      iii. File Area
### Program Needs:

1. Administrative Spaces:
   a. (2) Faculty Offices
      i. Locate close to Student Study Areas/Computer Lab
   b. Administrative Office
      i. (1) Office
      ii. Reception
      iii. File Room
      iv. Student computer work stations (2)

### Parking:

1. Design is to maximize parking on site.
2. Also utilize street parking where possible and safe.
3. Paid parking:
   a. No decision on paid parking at this time.
   b. It was noted that this would be an issue for the north county residents. If students were required to pay for parking, they would park in the adjacent neighborhoods.
4. Solar panels:
   a. Infrastructure is going in.
   b. Panels will be provided at parking area and rooftop to the extent possible.
5. There was suggestion to review the county plan for Castroville.

### Two-Story Building Potential:

1. Question raised about second story – Castroville is land locked.
   a. Joseph noted that it is a possibility, but costs are prohibitive with an elevator and stairs
   b. A single-story solution is more cost effective and appropriate at this time.

The information above represent the preparer's understanding of the items discussed. These notes will be considered a matter of record unless comments are received within two business days of the date of distribution.

prepared by: Matthew Greiner – CannonDesign

Attachments:
- Sign-In sheet
- Agenda
- Meeting Presentation slides
<table>
<thead>
<tr>
<th>Name</th>
<th>Representing</th>
<th>Signature</th>
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<tbody>
<tr>
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<td>Alejandro Bueno</td>
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<td>Guests:</td>
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<td>Matthew Greiner</td>
<td>gkkworks/CANNONDESIGN</td>
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<td>Kian, Manoochehri Farr</td>
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Project: HARTNELL COLLEGE MEASURE "T" – FACILITIES BOND MEASURE NORTH MONTEREY COUNTY EDUCATION CENTER

Purpose: Project Kick-Off / Planning Meeting

Location: gkkworks | CannonDesign

Date: December 3, 2018

AGENDA

1. Introductions -

2. Project Overview

3. Project Goals / Expectations

4. Site Plan Review – Building Location

5. Building Program
   a. Confirm Space Allocation
   b. Review / Discuss Adjacencies

6. Budget

7. Schedule

8. Next Steps:
   a. Set Meeting Schedule
   b. Develop Site and Building Designs
MEASURE T - FACILITIES BOND MEASURE
NORTH MONTEREY COUNTY EDUCATION CENTER

Project Kick-Off / Planning Meeting

December 3, 2018

Hartnell College
MEASURE T - BOND NARRATIVE

Construct a multi-purpose facility to expand education opportunities to North Monterey County; include laboratories to support STEM, healthcare and agricultural training; includes a "Community Room" for joint use.

Building Area: 12,500 GSF
Site Area: 1.36 Acre

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- Student Engagement Space: 1,000 SF
- Administrative: 450 SF
- Grossing Factor: 2,800 SF
- Total: 12,500 SF
Building Area: 12,500 GSF
Site Area: 1.36 Acre

Planning Objectives:
- Classrooms, Labs, Student Success Center and Community Room
- Maximize Visibility from Cabrillo HWY
- Maximize land use efficiency.
- Maximize building present on the main street.
Program Summary:
Active Learning, 3 Classrooms 3,600 SF
Laboratory, 2 Rooms 3,000 SF
Lab. Prep. Storage, Office 600 SF
Community Room 1,200 SF
Student Engagement 1,200 SF
Building Grossing 2,970 SF

Building Area: 12,750 GSF

1st Level

NORTH MONTEREY COUNTY EDUCATION CENTER
Hartnell College

2-Story Concept Block Plan Diagram
Program Summary:

Active Learning, 3 Classrooms 3,600 SF
Laboratory, 2 Rooms 3,000 SF
Lab. Prep. Storage, Office 600 SF
Community Room 1,200 SF
Student Engagement 1,200 SF
Building Grossing 2,970 SF

Building Area: 12,750 GSF

2nd Level

NORTH MONTEREY COUNTY EDUCATION CENTER
Hartnell College
<table>
<thead>
<tr>
<th>Task Description</th>
<th>Duration</th>
<th>Start Date</th>
<th>End Date</th>
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<td>Project Initiation</td>
<td>30 days</td>
<td>Mon 12/3/18</td>
<td>Fri 1/11/19</td>
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<td>District Kick-off Meeting / Initial Programming</td>
<td>0 days</td>
<td>Mon 12/3/18</td>
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<td>District to procure Survey - Grades and Utilities</td>
<td>20 days</td>
<td>Mon 12/3/18</td>
<td>Fri 12/28/18</td>
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<td>District to procure Geotechnical/Soils Report</td>
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<td>Fri 1/11/19</td>
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<td>Preliminary Site and Building Conceptual Design</td>
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<td>Mon 12/3/18</td>
<td>Fri 12/28/18</td>
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<td>Develop Initial Project Budget</td>
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<td>Mon 12/3/18</td>
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<td>Meet with District</td>
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<td>Finalize Program and Conceptual Design</td>
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<td>Finalize Criteria Document Package</td>
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<td>Proposals and Negotiations Phase</td>
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<td>Issue Criteria Documents to Pre-Qualified Teams</td>
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