



Institutional Unit Annual Review (AUR)

Integrated Planning Template - Fall 2025

Note: This process is completed annually by KCCD Office Units. A full review (all sections) is submitted in odd years (e.g., 2025), and an abbreviated update (Sections I, II, III, and VI only) is submitted in even years (e.g., 2026).

Unit/Department Name:

Facilities and Construction

Review Period:

2024-2025

Prepared By:

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Date Submitted:

November 20, 2025

I. Executive Summary & Mission Alignment

Executive Summary:

The purpose of the Construction and Facilities Planning Unit is to:

1. Support the Colleges in their facilities planning, construction and maintenance efforts by providing expert advice and guidance.
2. Oversee and administer Measure J, Measure G, and other construction and renovation projects throughout the District.
3. Comply with all CA Community College Chancellors Office required plans and programs, such as the Annual Space Inventory Plan, the Scheduled Maintenance 5 Year Plan, the Instructional Equipment 5 Year Plan, the annual Energy Calculator, the 5 Year Construction Plan, including IPP's and FPP's program.

4. Stretch local dollars by maximizing and leveraging State and other external funding sources.
 5. Ensure construction activities are in compliance with local, state and federal laws.
 6. Perform preventive, corrective, and emergency maintenance to preserve the integrity and longevity of district buildings, systems.
 7. Maintain clean, sanitary, and welcoming campuses while ensuring well-kept landscaping.
 8. Manage utilities, energy systems, and logistical services to support daily operations efficiently and sustainably.
 9. Ensure all facilities meet health, safety, environmental, and regulatory standards to protect students, staff, and visitors.
 10. Manage financial, material, and human resources responsibly to maximize value and operational effectiveness.
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Unit Mission Statement:

The purpose of the Facilities Planning and Construction Unit is to (1) support the Colleges in their facilities planning, construction and maintenance efforts by providing expert advice and guidance; (2) oversee and administer construction projects throughout the District; (3) to comply with all California Community College Chancellors Office required plans and programs, such as the annual Space Inventory Plan, the Scheduled Maintenance Five Year Plan and update of Scheduled Maintenance Project Funding Proposals, the Instructional Equipment Five Year Plan, the annual Energy Calculator, the Five Year Construction Plan including Initial Project Proposals and Final Project Proposals; (4) to stretch local dollars by maximizing and leveraging State and other external funding sources and; (5) to ensure construction activities are in compliance with local, state and federal laws. Additionally, the District Office operations personnel have been added to the department for more efficient management and coordination of activities. All colleges and educational centers benefit directly by the services provided by the unit.

Scope of Services and Key Functions:

Facilities Planning and Construction Unit services encompass the full lifecycle of campus infrastructure, including planning, design, construction, and ongoing maintenance to ensure safe, functional, and sustainable environments. Their scope includes developing master plans, managing new construction and renovations, maintaining buildings and utilities, and implementing sustainability initiatives such as energy efficiency and green building practices. Key functions involve project management to coordinate timelines and stakeholders, preventive and corrective maintenance for critical systems, space planning to optimize classrooms and offices, and ensuring compliance with ADA, safety, and environmental regulations. Additional responsibilities include integrating technology for smart classrooms, preparing for emergencies, and providing responsive customer service to support a positive campus experience.

Primary Service Recipients/Customers:

Facilities Planning and Construction Unit supports the facilities planning, construction and maintenance programs at the three colleges and their associated educational centers by assisting in planning efforts and constructing safe, state of the art facilities to support student

learning. In particular, the unit meets monthly with the College Presidents, Vice Presidents and M&O Directors to review all current plans and projects as well as to address any outstanding issues and create solutions. In addition, each Project Manager makes a minimum of one site visit per week to review individual projects and plans with the College M&O Directors.

How the Unit Supports Student Success and Equity:

Facilities Planning and Construction Unit supports student success and equity by providing safe, accessible, and inclusive environments that enhance learning and foster a sense of belonging. Designing spaces with ADA compliance and universal accessibility ensures all students can participate fully, while modern classrooms with flexible layouts and integrated technology promote collaboration and active learning. Incorporating gender-neutral restrooms, lactation rooms, and culturally representative areas strengthens inclusivity, and sustainable features like natural lighting and green spaces improving wellness and focus. Equitable resource allocation across campuses and the integration of high-speed internet and smart technologies, help close the digital divide, ensuring every student has the tools and opportunities needed to thrive academically and socially.

II. Staffing Profile & Changes

Current Organizational Chart or Staffing List:

[Final Facilities ORG Chart 2025 \(11-18-25\) vsdx.pdf](#)

Review of Organizational Structure:

Facilities and Construction Unit has undergone significant organizational changes over the past year. In 2025, the department hired an Associate Vice Chancellor position in September and filled one of two vacant Project Manager positions in July. Both roles had been vacant since April 2024. Despite these improvements, the department faces critical staffing needs to manage an unprecedented workload. To maintain operational efficiency and service delivery standards, the department must hire a fourth Project Manager and a Department Assistant III to alleviate administrative burdens. Cost estimates for the KCCD Measure G, Measure J, State Capital Outlay, Student Housing Grant, and Scheduled Maintenance funds, projections for design and construction exceeding \$200 Million at three colleges. This very high level of construction activity will continue for the next four to five years.

Notable Staffing Changes:

None

III. Look Back: Assessment and Gap Analysis

Narrative Summary of Major Projects/Initiatives:

In the November 2024 election, voters approved Measure 2, securing state funding for the construction of the Bakersfield College Center for Student Success. This new facility will serve as a centralized hub for academic support, counseling, and career services, providing students with the resources they need to stay on track for graduation and transfer. The Center will also advance equity by offering targeted assistance to first-generation students, veterans, and individuals with disabilities, creating an inclusive environment where every learner can thrive.

Service Area Outcomes (SAOs) & KPIs

Outcome or Indicator	SAO/KPI Description	Assessment Method(s)	Target	Prior Year Result

Gap Analysis Narrative:

The District is entering the final phase of its current bond program. Our goal is to complete all remaining projects, ensure full compliance, and prepare for a new bond measure to address future facilities needs. This five-year plan outlines the key actions required to close out the existing bond and launch a strategic framework for a potential next bond. It also includes a revised organizational structure to effectively implement and support new funding.

IV. Look Forward: Two-Year Strategic Plan

Goal 1

Goal Title:

Facilities and Construction Delivery.

Strategies & Action Items:

To ensure 90% of capital project milestones are completed on schedule while maintaining Measure J compliance.

- Centralize oversight of Facilities & Construction projects at the District Office.
- Implement robust project management and tracking systems to monitor milestones and budget.
- Conduct regular progress reviews and adjust project plans as needed.
- Ensure all projects comply with Measure J requirements and reporting standards.

Timeline:

2025-2026

KCCD Strategic Goal Alignment:

Student Physical Space, Employee Physical Space

Goal 2

Goal Title:

Goal #2 is to continue to keep projects that stay within budget at 100%.

Strategies & Action Items:

100% of the 9 non-DSA closed projects stayed within their budget in 2024-2025.

100% of the 3 DSA closed projects stayed within their budget in 2024-2025

Timeline:

2025-2026

KCCD Strategic Goal Alignment:

Student Physical Space, Employee Physical Space

Goal 3

Goal Title:

Submit 100% of Chancellors Office required plans on time and get them approved.

Strategies & Action Items:

100% of Chancellors Office required plans were submitted on time were approved. Comply with all CA Community College Chancellors Office required plans and programs, Such as the Annual Space Inventory Plan, the Scheduled Maintenance 5 Year Plan, the Instructional Equipment 5 Year Plan, the annual Energy Calculator, the 5 Year Construction Plan, including IPP's and FPP's program.

Timeline:

2025-2026

KCCD Strategic Goal Alignment:

Student Physical Space, Employee Physical Space

Goal 4

Goal Title:

New General Obligation Bond

Strategies & Action Items:

AVC, Construction & Facilities will start the conversation of project that needs funding through a new General Obligation Bond with the Executive team.

Timeline:

2026-2027

KCCD Strategic Goal Alignment:

Student Technology, Student Physical Space, Employee Physical Space

Goal 5

Goal Title:

Expand the Facilities Department in preparation of the management of the new general obligation bond.

Strategies & Action Items:

Oversee all aspects of bond execution: planning, procurement, construction, compliance, and reporting. Align new functions with existing maintenance and capital improvement processes.

Timeline:

2026-2027

KCCD Strategic Goal Alignment:

Student Technology, Student Physical Space, Employee Physical Space

V. Resource Requests & Prioritization

Staffing Requests:

Re-classify: Executive Director of Facilities Planning to Facilities Planning Director

Re-classify: Budget Analysis to Assistant Director of Facilities Finance

Add new position: Executive Assistant

Organization Chart available on request

Professional Development Requests:

Community College Facility Coalition Annual Conference, Association of Chief Business Officials, Contracting & Competitive Bidding Workshop, Bakersfield Women’s Business Conference, Association of Californian Community College Administration and Department of State Architect Classes.

Facilities, Equipment & Space Requests:

Furniture and technology will be required for the new personnel to work effectively and efficiently.

Technology Requests:

Possible upgrade to computers towers, laptops, monitors, docking stations, and our yearly fees on programs (CAD, faciitysoft, and blue beam)

VI. Follow-Up on Prior Requests

Resource Request Follow-Up:

None this period

VII. College Feedback

Incorporation of College Input:

Department Response to Feedback:
