

Approved

**HARTNELL COMMUNITY COLLEGE DISTRICT
BOND OVERSIGHT COMMITTEE MEETING**

Minutes

November 12, 2008

PRESENT	Thad Evans Rick Giffin Terry McHenry Noe Otero
NOT PRESENT	Javier Aldape Donald K. Young Dave Medrano
PRESENTER	Damon Felice
GUESTS	None
CALL TO ORDER	The meeting was called to order at 3:15 p.m. by Rick Giffen.
ADOPTION OF AGENDA	Approved and adopted by consensus.
MINUTES	Approved and adopted by consensus.
PUBLIC COMMENT	None
BOND OVERSIGHT COMMITTEE MEMBER COMMENTS	<p>Dr. Helm introduced the newest member of the Bond Oversight Committee, Terry McHenry. Terry was an administrator at the Pajaro School District and has been a part of other bond oversight committees.</p> <p>Mr. McHenry requested that the Measure H bond language be posted on the Hartnell website. Barbara Yesnosky said that she would take care of that and get it posted.</p> <p>In addition, two members of Vicenti, Lloyd & Stutzman, LLP, Gema Ptasinski and Taylor Ulrich, were present to report on both the performance and financial audit for the Proposition 39 general obligation bonds, bond project fund Measure H.</p>

**INFORMATION
ITEMS:**

**Measure H and
Construction**

Damon Felice provided the following report:

□ **Alisal Campus Master Plan**

- ⇒ The District has begun the planning process for the 142 acres of the Alisal Campus
- ⇒ Kasavan Architects will be preparing the master plan on the 142 acre
- ⇒ The process will include two master plans, (1) for the 42 acre campus and (1) for the remaining 100 acres
- ⇒ Once a master plan is complete the EIR process will begin with the City of Salinas

□ **Main Campus Facilities Master Planning Process**

- ⇒ In addition to the District preparing a new education master plan (EMP) an updated facilities master plan (FMP) is being updated to reflect the needs specified in the EMP
- ⇒ The FMP will shape the five year facilities plan which the District submits to the Chancellors office yearly
- ⇒ The FMP will layout how the Districts facilities will be modified, reconditioned and what new building will be added
- ⇒ From that information the front end planning will shape what new buildings be constructed in the district
- ⇒ Both the need of the community and how best to leverage the existing measure H bond funds will determine how the District moves forward
- ⇒ At this time, based off of the information in the EMP and the draft FMP, the preliminary plans are to prepare a Initial Project Proposals (IPPs) for a new science building (see below)
- ⇒ The FMP was presented to the Board on June 3, 2008
- ⇒ The five-year construction plan was hand delivered to our specialist on June 4, 2008.

□ **Science Building IPP/FPP**

- ⇒ The kick-off meeting with the users took place on 2/22/08
- ⇒ The document has been completed and will be sent to the Chancellor's office after the 06/03/08 Board Meeting
- ⇒ The IPP was hand delivered to our specialist on June 4, 2008
- ⇒ The science users took field trips to CSU Monterey, York High School and Ohlone College to start to look at how best to design the new science building.
- ⇒ An RFQ is being prepared for an architectural firm to prepare the FPP and as be the AOR for the project

DESIGN PROJECTS

❑ **Northeast Landscaping Project**

- ⇒ Bellinger Foster Steinmetz (BFS) has completing the schematic drawings and should be completed with the working drawings in February 2008
- ⇒ Construction should begin sometime in the summer/fall of 2008 pending the completion of the exterior of the CALL Building.
- ⇒ In addition to the landscape project, phase I of the sidewalk replacement, which is part of the west campus EIR, will take place as part of this scope of work.
- ⇒ The project was submitted to DSA on 10/24/08
- ⇒ Construction will start in March of 2009

❑ **Student Center Renovation/Remodel Project**

- ⇒ BFGC is working through the construction/working drawings for the project
- ⇒ The plans were submitted to DSA on 10/23/08
- ⇒ Construction should begin sometime in the summer of 2009

❑ **PE Renovation Project**

- ⇒ Sugimura and Associates (SAA) presented the plan to the user group on 6/28/07
- ⇒ The final master plan was received by the District on 8/24/07
- ⇒ A scaled model was delivered to the District in December 2007 so that the fund raising efforts can start
- ⇒ There was a meeting with the fundraising committee and the users to discuss what was the best course of action on moving forward
- ⇒ Trustee Donahue and I will be having an informational meeting March 13th to explain what the plans look like and when construction might be starting
- ⇒ Originally a field house was going to be constructed in Phase I but a change has been made and a new baseball and softball field will be constructed.
- ⇒ Some of users went to Canada, Skyline and College of San Mateo to take a look at those facilities so they could have a better understanding of how they would like to design the project.
- ⇒ Programming for the fields is taking place with plans to have them completed and submitted to DSA by the beginning of 2009
- ⇒ Construction is slated to start in June 2009

CONSTRUCTION PROJECTS

❑ **CALL Building**

- ⇒ DMC Construction is the GC for the project
- ⇒ Interior finish coats are being placed
- ⇒ Interior floors are being prepared for floor finishes

- ⇒ Underground utilities are being placed
- ⇒ Exterior stucco work has been completed
- ⇒ Substantial completion is scheduled for December

□ **Main Campus Lighting Plan**

- ⇒ TMI met with an engineer on 02/05/08 to talk about a lighting study for the main campus. With the additional night and weekend classes the District felt it was important to get better lighting on campus
- ⇒ The EE company is working through the design development stage of the project
- ⇒ The goal is to have the project completed by the middle of the Fall Semester 2008
- ⇒ The plans are being submitted to DSA the beginning of next week and we are hoping for a quick turnaround so we can get this project completed before it starts raining.
- ⇒ The plans are currently in DSA and we are waiting for approval so we can go out to bid on this project.
- ⇒ Prior to DSA approval the project is out to bid.
- ⇒ Bids were opened November 13, 2008 with a total of 10 GCs bidding the work
- ⇒ R.A.N. Electrical was the low bidder at \$439,000

□ **Chairs in PA 104**

- ⇒ An RFP is being created and will be out soon for the chairs in PA 104
- ⇒ The carpet and chairs will be replaced starting on December 22, 2008 and be completed by mid February 2009
- ⇒ Low bid was from Sierra School Equipment Company
- ⇒ Work is scheduled to start as planned

□ **Alisal Campus Center for Applied Technology**

- ⇒ Kasavan Architects is the AOR for the project
- ⇒ Dilbeck construction was awarded the project at the 6/17 board meeting
- ⇒ Construction will begin in July 2008
- ⇒ The project will be completed in 2010
- ⇒ The earthwork and balancing of the site has begun
- ⇒ The sight is balanced and the underground work will start once those submittals are approved
- ⇒ Wing A & C foundations have been poured out
- ⇒ Structural steel for wing C will start during the week of November 10
- ⇒ Underground utilities is currently underway, (storm drain, sanitary, H2O, power, and gas)

□ **Campus Refresh Project #2**

- ⇒ Seven (7) rooms in the CAB building will be refreshed during the winter break
- ⇒ Bids were opened November 13, 2008 with a total of

- 4 GCs bidding the work
- ⇒ Sanchez Inc. was the low bidder at \$134,939
- ⇒ Work will start on December 20th and be completed by January 25th, 2009.

**Update/Discussion
and Measure H
Financial Report**

An updated financial report was handed out for the groups review.

Audit Report

Gema Ptasinski and Taylor Ulrich from Vicenti, Lloyd & Stutzman LLP presented both the annual financial and performance audit to the group.

**ACTION ITEMS:
Future Agenda Items**

None

Next Meeting

The next meeting of the Bond Oversight Committee will be on Wednesday, December 10, 2008 at 3:00 p.m.

Adjournment

The meeting was adjourned at 4:00 p.m. by Rick Giffen.

**Measure H Financial
Report**

Annual Report

**ACTION ITEMS:
Future Agenda Items**

Next Meeting

Adjournment