

Approved

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

Minutes

December 10, 2008

<b>PRESENT</b>	Javier Aldape Thad Evans Rick Giffin Dr. Phoebe K. Helm Terry McHenry David Medrano Noe Otero
<b>NOT PRESENT</b>	Donald K. Young
<b>PRESENTER</b>	Damon Felice – Felice Consulting Services
<b>GUESTS</b>	None
<b>CALL TO ORDER</b>	The meeting was called to order at 3:05 PM by Javier Aldape, Chair.
<b>ADOPTION OF AGENDA</b>	Approved and adopted by consensus.
<b>MINUTES</b>	Approved and adopted by consensus with the removal of bullet points Under the Main Campus Facilities Master Planning and the Main Campus Lighting Project in association with Construction Update dated November 12, 2008 in regards to time reflecting following the meeting date.
<b>PUBLIC COMMENT</b>	None
<b>BOND OVERSIGHT COMMITTEE MEMBER COMMENTS</b>	Two questions were potently asked by Terry McHenry, Member at Large. Mr. McHenry inquired regarding the amount of expenses per year from 2000 to 2008 on the King City Campus project and inquired why the bond funds were not utilized in 2006. After some discussion, Damon Felice of Felice Consulting Services said he would seek those answers from Dr. Phoebe Helm, Ms. Barbara Yesnosky and Mr. Casnocha and will provide the BOC the answers to those questions at the next meeting in January, 2009.
<b>INFORMATION ITEMS:</b>	Damon Felice of Felice Consulting Services provided the following report:
<b>Measure H and Construction</b>	

## **Update/Discussion and Measure H Financial 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 FPP**
  - ⇒ The IPP was hand delivered to our specialist on June 4, 2008
  - ⇒ An RFQ/P was issued on October 31 for Architectural and Engineering services for the Science Center Project
  - ⇒ The services will include both the preparation of a Final Project Proposal (FPP) and then the Architect of Record (AOR) services
  - ⇒ The package was due on December 5<sup>th</sup> and we received a total of 18 proposals
  - ⇒ The Interviews will take place on 12/12 and a final decision will be forthcoming

## 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 DASH 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 DASH on 10/23/08
- ⇒ We received an update that DASH will start reviewing the documents on December 12<sup>th</sup> this puts us ahead of schedule on DASH review
- ⇒ Construction will begin 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 13<sup>th</sup> 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 DASH 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
- ⇒ Carpet is being placed in the rooms
- ⇒ Doors are being hung
- ⇒ Substantial completion is scheduled for January 2009 after the State Elevator Inspector approves the elevator

### **□ Main Campus Lighting Plan**

- ⇒ We 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 DASH 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 DASH and we are waiting for approval so we can go out to bid on this project.
- ⇒ Prior to DASH 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
- ⇒ They are starting construction in the next few days and will work while the campus is closed in the high traffic areas

### **□ 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
- ⇒ Structural steel for wing C is almost complete and SS in building A has started to be erected
- ⇒ The site has been winterized and all SWPPP have been implemented

□ **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 20<sup>th</sup> and be completed by January 25<sup>th</sup>, 2009.

**Measure H Financial Report**

An updated summary financial statement dated December 08, 2008 was distributed to the committee for review. The BOC unanimously agreed that a more detailed template should be used. Mr. Aldape, Mr. Evans, and Mr. McHenry will meet with Mr. Felice to approve a template for the Measure H financial report prior to the January, 2009 meeting. Also, noted by Mr. McHenry were expenses that were not apparent on the Campus Lighting project. Mr. Felice apologized for the omission and disclosed expenses in the amount of \$23,000 have, thus far, been spent on the project.

**ACTION ITEMS:  
Future Agenda Items**

Addressing questions regarding the 2000-2008 expenses for the King City Campus project and clarification of 2006 bond funds regarding the King City Campus project.

**Next Meeting**

The next meeting of the Bond Oversight Committee will be on Wednesday, January 14, 2009 at 3:00 p.m.

**Adjournment**

The meeting was adjourned at 4:04 PM by Chair, Javier Aldape.