

Adopted

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

Minutes

April 09, 2008

PRESENT	Javier Aldape Thad Evans Rick Giffin David Medrano Noe Otero Donald K. Young
NOT PRESENT	Harry Gamotan
PRESENTER	Damon Felice – Townsend Management Inc.
GUESTS	Augustine Nevarez – Interim Facilities Planning Manager
CALL TO ORDER	The meeting was called to order at 3:08 p.m. by Javier Aldape, Vice Chair.
ADOPTION OF AGENDA	Approved and adopted by consensus.
MINUTES	Minutes of March 12, 2008 were approved by consensus.
PUBLIC COMMENT	None
BOND OVERSIGHT COMMITTEE MEMBER COMMENTS	None
INFORMATION ITEMS:	Damon Felice of Townsend Management Inc. provided the following report:
Measure H and Construction Update/Discussion and Measure H Financial Report	<ul style="list-style-type: none">□ Alisal Campus Master Plan<ul style="list-style-type: none">⇒ 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

⇒ The IPPs are due to the Chancellor's office by June 30, 2008

□ **Science Building IPP**

⇒ An IPP will be submitted to the Chancellors Office in June

⇒ The kick-off meeting with the users took place on 2/22/08

⇒ The plan is to have the document completed by 05/15/08

□ **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

□ **King City Center**

⇒ The KC building is in the process of becoming a center which will allow the district to receive additional funds.

⇒ Because of the center status an EMP and FMP,

independent for the main campus plan, was created.

- ⇒ From this information it was determined that the next course of action would be for the building and the adjacent parking lot will be purchased.
- ⇒ Next the team will determine how best to grow in the existing location but will also be looking to acquire acreage closer to hwy 101 for a future campus

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. It may be pushed into March 2009
- ⇒ Additionally, BFS has preparing plans for the north side of Merrill Hall and the construction will start in May 2008
 - Bid Documents available 02/19
 - Job walk #1 (02/28)
 - ~~Bid Opening 03/12~~
 - Bid opening 03/27
 - Notice to Proceed 05/07
- ⇒ 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

□ Student Center Renovation/Remodel Project

- ⇒ BFGC is working through the construction/working drawings for the project
- ⇒ The plans will be sent to DSA in April/May 2008 and will take about 4-6 months for review
- ⇒ Construction should begin sometime in the summer of 2009

□ PE Renovation Project

- ⇒ Sugimura Finney Architects 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
- ⇒ Pending funds the first project will be the 10,000 sf field house so SAA is working on those preliminary plans
- ⇒ 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

CONSTRUCTION PROJECTS

□ CALL Building

- ⇒ DMC Construction is the GC for the project
- ⇒ Pile caps, foundations, and grade beams were poured out on 01/22/08, a total of 395 yds of concrete
- ⇒ Structural Steel started to be erected in January 2008
- ⇒ Slab on grade pour will take place in March 2008

□ PA ADA Upgrade Project

- ⇒ Bid openings was 11/14/07 with BCI General Contractors being the low bidder at \$730k
- ⇒ Construction started as planned on 12/17/07 in Rm 146 and it was completed as planned for the first day of classes (01/28/08)
- ⇒ The remainder of the construction began on 12/24/07 and will be completed as planned by 06/20/08

□ Marquee sign and Campus Map / Directory Signs

- ⇒ DMC Construction is the GC for the project
- ⇒ The direction Signs were completed on 01/24/08
- ⇒ The marquee sign was completed on 02/11
- ⇒ TMI had a meeting with Daktronics (Sign Man.) on 02/08/08 and an issue came up that should be resolved soon
- ⇒ A repeater is being installed in the both the sign and the computer room so a signal can go from on to the other. That work should be completed very soon.

- **Alisal Campus Center for Applied Technology**
 - ⇒ Kasavan Architects is the AOR for the project
 - ⇒ The structural plans went to DSA on 11/21/07 and the remainder of the plans went to DSA on 12/20/07
 - ⇒ The marked up plans have been returned to KA and they are addressing all the comments
 - ⇒ There was nothing marked up that caused concern
 - ⇒ KA will be meeting with DSA on 03/28 to perform a back-check and get sign-off on the plans
 - ⇒ Once the plans are approved the project will bid. We are projecting that date to be 04/14 with the bid openings being 05/22
 - ⇒ Construction will begin in July 2008
 - ⇒ The project will be completed in 2010

Measure H Financial Report Review of the April 01, 2008 Measure H Program Presented to The Hartnell Board of Trustees by Townsend Management, Inc.

**ACTION ITEMS:
Future Agenda Items** Review of audit report and fiduciary relationship and the IPP template. Also, the review of the process and policy of the annual report to be submitted in the local newspaper.

Next Meeting The next meeting of the Bond Oversight Committee will be on Wednesday, May 14, 2008 at 3:00 p.m.

Adjournment The meeting was adjourned at 4:12 p.m. by Vice Chair, Javier Aldape.