



HARTNELL COMMUNITY COLLEGE DISTRICT

May 7, 2009

Dear Bond Oversight Committee Members:

As you are aware, the next meeting of the Bond Oversight Committee will be on Wednesday, May 7th at 3:00 p.m. in the Hartnell College Library Room 105. The following item(s) are attached for your review:

- Agenda for May 7, 2009 meeting
- Unadopted Minutes – March 11, 2009

If you have any questions, please do not hesitate to call.

Sincerely,
FELICE CONSULTING SERVICES

D Felice

Damon Felice

cc: Dr. Phoebe K. Helm
Barbara Yesnosky
Gary Hughes

HARTNELL COMMUNITY COLLEGE DISTRICT (HCCD)
CITIZENS' BOND OVERSIGHT COMMITTEE FOR MEASURE H

Wednesday, May 13, 2009
3:00 p.m.
Learning Resource Center
Room 105
411 Central Avenue, Salinas, CA 93901

A G E N D A

MEMBERSHIP

Senior Citizens:

Vacant

Business:

Javier Aldape, Chair

Term: August 2005-July 2007

August 2007-July 2009

Taxpayers' Rep:

Rick Giffin

Term: March 2006- February 2008

March 2008- February 2010

Student:

Noe Otero

Term: September 2007-August 2009

**Support & Organization
of District:**

Donald K. Young

Term: August 2005-July 2007

August 2007- July 2009

Members at Large

David Medrano

Term: June 2006- May 2008

June 2008- May 2010

Terry McHenry

Term: November 2008-October 2010

Contact Persons:

Dr. Phoebe K. Helm

Superintendent/President

phelm@hartnell.edu

Gary Hughes, V.P. Educational
Technology and Library Services
ghughes@hartnell.edu

Damon Felice, Felice Consulting
Services

damon@felice-consulting.com

1. Call to Order: Welcome/Introductions

2. Adoption of Agenda

3. Approval of Minutes –March 11, 2009

4. Public Comment:

Any member of the audience desiring to address the Bond Oversight Committee should complete and submit to the Chair prior to the meeting, if possible, a Speaker Request Form, available at the door. When the item "Individuals Desiring to Address the Bond Oversight committee" is taken, the Chair will recognize those who have filled out a Speaker Request Form in the order in which they are received. If the speaker desires to address the Bond Oversight Committee on an item on the agenda, the speaker, at his/her option, may speak immediately or wait until the item is considered. The Chair may limit the time of presentations to three minutes per speaker, per subject.

5. Bond Oversight Committee Member Comments Pertaining to Measure H

6. Information Items

- Grand Jury Update
- Status of BOC Website
- Meeting time and schedule discussion
- Bond Refinancing
- Measure H and Construction Update/Discussion –
Damon Felice
- Measure H Financial Report

7. Future Agenda Items

8. Next Meeting Date: Wednesday, June 10, 2009

Unapproved

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

Minutes
March 11, 2009

PRESENT Javier Aldape
Thad Evans
Gary Hughes
Terry McHenry
David Medrano

NOT PRESENT Rick Giffin
Noe Otero
Barbara Yesnosky
Donald K. Young

PRESENTER Damon Felice – Felice Consulting Services

GUESTS Alfred Munoz, Controller

CALL TO ORDER The meeting was called to order at 3:03 PM by Chair, Javier Aldape.

ADOPTION OF AGENDA Approved and adopted by consensus.

MINUTES Approved and adopted by consensus.

PUBLIC COMMENT None

BOND OVERSIGHT COMMITTEE MEMBER COMMENTS Damon Felice - Felice Consulting Services distributed and briefly reviewed the Hartnell College District Response to the Grand Jury findings. He also reported on the status of the Measure H Website. Damon Felice indicated that improvements and updating have taken place. For example, progress has been made to arrive at the Measure H website with much more directness and ease. Damon Felice also mentioned that he is continuing to work on the BOC power point presentation. David Madrano cited BOC members should also undertake ethics training and recommended ethics instruction to be completed through the California Secretary of State website.

An article was found via the internet and circulated by Thad Evans written in 2005 by *Jeffery Small and Cathleen Dominico of Capital Public Finance Group, LLC*. The two page report provides general

information on exchanging General Obligation Bonds into cash for the purpose of the development of school facilities. Upon a brief review of the document, David Madrano suggested that a legal narrative from the prior refinancing of the District Bonds be presented at the next meeting. Damon Felice agreed to supply the requested information and will try to make arrangements to have a representative from Piper Jaffray & Company at the April 08, 2009 BOC meeting to discuss the various variables of selling a G.O. Bond.

Damon Felice thanked Thad Evans, BOC Senior Citizens representative, for his participation from 2007-2009 as a committee member.

Gary Hughes, A.V.P. AIS and Library Services verbally discussed the many departments he oversees. He will formally provide the BOC with a listing of his duties at the April, 2009 BOC meeting. He also explained the many accomplishments and improvements that have taken place on campus over the past ten years and his direct involvement with the Learning Resource Center. Gary Hughes also provided an overview of the facilities master planning process and how enrollment, growth of student population and student contact hours, effects the justification of building space required and evaluation of new construction. Moreover, he expressed his excitement of being a part of the benchmark trip to Cal Poly for the gathering of information for the impending Hartnell Science Building.

INFORMATION ITEMS:

Damon Felice of Felice Consulting Services provided the following report:

Measure H and Construction 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
 - ⇒ The Board approved a profession services contract with the City of Salinas airport consultant to start the land swap procedure

- **Main Campus Facilities Master Planning Process**
 - ⇒ We are currently starting to update the 5-year Capital Outlay Plan which will be submitted to the state on July 1, 2009
 - ⇒ We are starting the preparation of an IPP for 2009.

That document will be completed and submitted to the Chancellors Office by July 1, 2009

□ **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 5th and we received a total of 18 proposals
- ⇒ A total of 5 firms were interviewed on 12/12
- ⇒ Lionakis, out of Sacramento, was the firm recommended to the Board and they were approved by the Board on 01/13
- ⇒ We will now start the FPP process with the users and Lionakis
- ⇒ We had our kick-off meeting on 02/19-20
- ⇒ The group will be taking its first benchmarking trip to Cal Poly on 03/09. The plan is to take at least two more prior to the completion of the FPP
- ⇒ The FPP will be completed by May 15, 2009 and submitted to the state no later than July 1, 2009

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
- ⇒ The project was OTB on 02/09/09
- ⇒ Bid opening will be 03/02/09
- ⇒ We had a total of 6 bidders on this project
- ⇒ Board approval is scheduled to take place in April
- ⇒ Construction will start in April 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
- ⇒ We received an update that DSA will start reviewing the documents on December 12th this puts us ahead of schedule on DSA review
- ⇒ The project will out to bid on April 8, 2009 with bid openings being May 19, 2009

⇒ 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
- ⇒ 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 on February 26, 2009
- ⇒ The project will be out to bid on April 15, 2009 with bid openings being May 20, 2009
- ⇒ Construction is slated to start in June 2009

CONSTRUCTION PROJECTS

□ **CALL Building**

- ⇒ Minor punch list items are all that remains on the project.
- ⇒ We are currently working through the group II items and once the landscape project is complete we will be able to occupy the building.

□ **Main Campus Lighting Project**

- ⇒ Bids were opened November 13, 2008 with a total of 10 GCs bidding the work
- ⇒ R.A.N. Electrical was the low bidder at \$478,000
- ⇒ R.A.N. started construction on December 8, 2008 and worked over the break and is progressing as scheduled
- ⇒ 90% of the light pole bases have been poured but the rain has pushed their schedule but the plan is to be completed within the next 4 weeks pending material delivery and weather
- ⇒ The plan is to install the poles during spring back pending delivery

□ **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 began on July 14, 2008
- ⇒ The project will be completed in 2010
- ⇒ The earthwork and balancing of the site is complete

- ⇒ Structural steel for wing C and A is complete
- ⇒ Site concrete is complete
- ⇒ The metal deck and roofing is currently being installed
- ⇒ Check out the webcam on the Measure H website

□ **Energy Efficiency**

- ⇒ The pool pump will be replaced with a high efficiency 50 hp pump which will include a variable frequency drive. The pump purchase will cost \$50k and the pay-off, which includes an incentive from PG&E, is 4 years

Measure H Financial Report	No financial report was submitted.
ACTION ITEMS: Future Agenda Items	Updating in regards to the Grand Jury, the status of the Hartnell Measure H website, the refinancing of bonds and a complete listing of Gary Hughes' duties will be reported at the April 08, 2009 BOC meeting.
Next Meeting	The next meeting of the Bond Oversight Committee will be on Wednesday, April 08, 2009 at 3:00 p.m.
Adjournment	The meeting was adjourned at 4:15 PM by Javier Aldape.