

Adopted

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

Minutes

July 09, 2008

<b>PRESENT</b>	Javier Aldape Thad Evans Harry Gamotan Rick Giffin Noe Otero
<b>NOT PRESENT</b>	David Medrano Donald K. Young
<b>PRESENTER</b>	Damon Felice – Townsend Management Inc. (TMI)
<b>GUESTS</b>	None
<b>CALL TO ORDER</b>	The meeting was called to order at 3:06 p.m. by Harry Gamotan, Chair.
<b>ADOPTION OF AGENDA</b>	Approved and adopted by consensus.
<b>MINUTES</b>	Approved and adopted by consensus.
<b>PUBLIC COMMENT</b>	None
<b>BOND OVERSIGHT COMMITTEE MEMBER COMMENTS</b>	Taxpayers' Representative, Rick Giffin commented on the punctuality and how to the point the agendas and minutes have been from Damon Felice of TMI
<b>INFORMATION ITEMS:</b>	Damon Felice of TMI provided the following report:
<b>Measure H and Construction Update/Discussion and Measure H Financial Report</b>	<ul style="list-style-type: none"><li>□ <b>Alisal Campus Master Plan</b><ul style="list-style-type: none"><li>⇒ The District has begun the planning process for the 142 acres of the Alisal Campus</li><li>⇒ Kasavan Architects will be preparing the master plan on the 142 acre</li><li>⇒ The process will include two master plans, (1) for the 42 acre campus and (1) for the remaining 100 acres</li><li>⇒ Once a master plan is complete the EIR process will begin with the City of Salinas</li></ul></li></ul>

□ **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**

- ⇒ 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

□ **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 90% CD were delivered to the District
- ⇒ The final docs should be completed in the next few weeks and then they are off to DSA for approval
- ⇒ The goal is to have the project completed by the middle of the Fall Semester 2008

□ **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.
- ⇒ 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.
- ⇒ Construction will start in March of 2009

### **□ Merrill Hall Landscaping**

- ⇒ BFS has prepared a set of plans which will mirror the landscaping on the southside of the parking structure
- ⇒ Blossom Valley Construction is the landscape contractor on this project with a contract amount of \$56k
- ⇒ They have poured all of the concrete and should be completed with the contract work by July 11, 2008

### **□ Student Center Renovation/Remodel Project**

- ⇒ BFGC is working through the construction/working drawings for the project
- ⇒ The plans will be sent to DSA in July/August 2008 and will take about 4-6 months for review
- ⇒ 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 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.
- ⇒ Construction is slated to start in May 2009

## **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
- ⇒ All of the concrete on the first and second floor of the building has been poured out
- ⇒ The scaffolding and exterior metal studs are currently being constructed
- ⇒ Both interior and exterior metal studs are being constructed
- ⇒ The roof was loaded on both interior and exterior metal studs are being constructed
- ⇒ The exterior skin of the building began on 6/2/08 and the building should be dried in by July 15
- ⇒ The interior sheetrock will start to be installed once the building is weather tight

### **□ 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)
- ⇒ We had a punch-list walk today and most of that work will be completed by the end of the week
- ⇒ The chairs which are being replaced in PA 125 will be onsite June 12<sup>th</sup> and the work will be completed by June 18<sup>th</sup>
- ⇒ The project has been complete
- ⇒ In addition to this work all of the chairs in the theatre will be replaced at the end of the year.

### **□ Alisal Campus Center for Applied Technology**

- ⇒ Kasavan Architects is the AOR for the project
- ⇒ The plans and specs were approved by DSA on 3/27/08 which was one day ahead of schedule
- ⇒ The Chancellor Office has approved the District to go out to bid on the project
- ⇒ The OTB date is 5/8 and the bid openings will be on 6/5
- ⇒ 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

### **□ Campus Energy Efficiency Project**

- ⇒ PG&E performed a site survey on the lighting and mechanical equipment on campus and gave the District the results and suggestions on items which

- could be changed out so save energy and save money
- ⇒ We are currently scheduling a pre-construction walk with PG&E and once that takes place the project will be out to bid
- ⇒ Some of the work that will take place is: changing ballast in lighting, replace existing light bulbs with florescent bulbs, and replace existing pool pump motor with a new premium efficiency motor
- ⇒ A pre construction survey took place and all the necessary paperwork is with PG&E. Once they return the documents the project will go out to bid and be completed before the end of the year
- ⇒ Bid documents are being created and the work will be out to bid within the next 6 weeks

□ **Campus Refresh Project**

- ⇒ Classrooms and offices on campus will start to get new furniture, white boards, and upgraded finishes
- ⇒ A survey of all the existing classrooms has taken place and from that information a budget will be established so that we can determine the number of classrooms which can be completed.
- ⇒ The project is out to bid at this time and the bid opening will take place on July 22.
- ⇒ Work will start on August 6, 2008

**Measure H Financial Report**

None

**Annual Report**

Bond Oversight Committee reviewed preliminary draft of the annual report submitted by Damon Felice for the local newspaper.

**ACTION ITEMS:  
Future Agenda Items**

At the August 13, 2008 meeting a review will be made of the annual report to be submitted in the local newspaper and the audit report.

**Next Meeting**

Wednesday, August 13, 2008 at 3:00 p.m. in LRC 105

**Adjournment**

The meeting was adjourned at 3:50 p.m. by Chair, Harry Gamotan.