

Approved

# HARTNELL COMMUNITY COLLEGE DISTRICT BOND OVERSIGHT COMMITTEE MEETING

Minutes  
May 11, 2011

**PRESENT**

Bob Perkins  
Bruce Adams  
Mike Payne  
Julie Tucker

**NOT PRESENT**

Celia Perez-Martinez  
Terry McHenry

**PRESENTER**

Joseph Reyes - Hartnell College  
Kent Stephens - Hartnell College  
Damon Felice – Felice Consulting Services

**GUESTS**

Candi Depauw

**CALL TO ORDER**

The meeting was called to order at 3:05 PM by Bob Perkins

**ADOPTION OF  
AGENDA**

Approved and adopted by consensus.

**MINUTES**

Minutes from February 9 meeting were approved

**PUBLIC COMMENT**

None

**BOND  
OVERSIGHT  
COMMITTEE MEMBER  
COMMENTS**

Michael Payne - Brown Act compliance  
Materials not received before the meeting. Should have been received BEFORE -  
Need to be sent out 2+ days ahead so that appropriate comment / questions to  
prevent “attending meetings blind” and to make best use of time at the meetings

Bruce Adams - FTP site - for log in and code to make better access to  
information in a timely basis - especially for larger files being transmitted (Datatel  
reports etc)

Bob Perkins can use a gmail account that can receive a larger

Candy - With the Foundation: Lucy sends out package - sends email to “be on  
look out” and usually receives within another day - also: items posted on web so  
there is additional access

**INFORMATION  
ITEMS**

**MEASURE H AND  
CONSTRUCTION  
UPDATE /DISCUSSION**

**SEE ATTACHED**

**MEASURE H AND  
CONSTRUCTION  
FINANCIAL REPORT**

Mr. Felice present the group with a construction update and financial report.

**ACTION ITEMS**

ANNUAL REPORT - Bob Perkins

Met with Dr Helm re: report

She thought it should be a promotional tool - but no real support from the staff on Hartnell re graphics etc. (using the expertise available on the campus). Thought Dr. Helm and Joseph would act on the info discussed. Bob noticed nothing has happened. Bob researched from several discussions what the needs were with regard to the report.

Question of budgets is an issue for the Trustees, NOT the Bond oversight. BOC is simply to determine that funds are not being mis-spent and reported as such. Future projects and financial projections are actually beyond the scope of the BOC committee. Need to see a chart for completed projects - cumulative numbers listed and essentially columns would be project names, sources (primarily the State but also interest earned) and column for total expended.

This report does not envision "did we hit the target" as that is an issue for the trustees. Chart needs to change from its current state and simply omit last 2 columns.

Bruce - make sure numbers tie back

Michael Payne - County includes loss experienced on their reports (always include gains and losses from County Treasurer)

Julie Tucker - nice report - However: point is the separation between the Board of Trustees vs. BOC needs to be evident (less is more)

M Payne - include in report some measure of completion / include ALL the projects Be more clear and list project s as "future" - use language such as "estimated" cost projections

Confirm that bond money is being used appropriately (already done in Bob Perkins letter on side bar)

Separate audit report is being done - this report should not include the extra detail - simply reassure the public that funds are being spent appropriately

M. Payne moved to approve report with changes discussed - second Passed

**FUTURE AGENDA  
ITEMS:**

NONE

**NEXT MEETING**

AUGUST 10, 2011 AT 3PM IN LRC 105

**ADJOURNMENT**

The meeting was adjourned at 4:025 P.M. by chair Bob Perkins

# HARTNELL COLLEGE

## Construction Update

Prepared by Joseph Reyes, Director, Maintenance

### CURRENT PROJECTS

- 1. City Sidewalk Replacement (843006)** – 2005 – As part of the Environmental Impact Report (EIR) the college agreed to replace the sidewalk around the campus as needed and to build a bus turnout for Monterey Salinas Transit (MST) on Alisal Street.

May 2010                      Board awarded the contract to C-3 Engineering of Monterey for design bid specifications.

January 20, 2011              Project bid with construction scheduled to start in March and end in September.

March 1, 2011                 Board approved to contract the project to Norcal of Salinas.

April 25, 2011                Section of sidewalks completed, College and Hartnell Streets

- 2. Campus Infrastructure #2 (830201)** – 2011 – Add water and gas isolator valves to enable each building to be turned on/off independent of the other buildings as needed to avoid closing the whole campus when only one area is affected. Additionally, old data lines will be terminated and new lines connected to all of the buildings.

May 2010                      Board awarded the contract to C-3 Engineering of Monterey for design bid specifications.

April 2011                     Design and bid specification are being developed by C-3 Engineering.

- 3. Keyless Entry and CCTV System (843007)** – 2010 – Keyless entry with video surveillance will improve safety for students, staff, and property and will eliminate the problem resulting from lost and stolen keys.

April 2010                     Board awarded the contract to Aurum Consulting Engineers to design a keyless entry and CCTV system for the main campus and King City Center.

March 20, 2011                Keyless portion of the design is complete, CCTV portion currently underway.

- 4. CAB Chiller and Boiler Replacement (811200)** – 2010 – As part of an energy efficient project on campus the 30 year-old chiller and boiler on the roof of the CAB will be replaced. As part of that project and energy efficient cool roof will be installed, also.

April 2010                     Board awarded contract to Axiom Engineers to design an energy efficient chiller and boiler.

Design, bid specifications, securing DSA approval.

December 2010

- 5. Technical Training Building (813028)** – 2010 – Hartnell issued a request for qualifications (RFQ) for architectural services related to the design of the Technical Training Building on the Alisal Campus. A total of eight firms submitted an RFQ. A group of faculty and staff (the users of the building) met and shortlisted a total of 5 firms for interviews. The users then interviewed the firms and they selected NTD based off of previous similar project experience and cost.

May 2010                      Approved NTD architect firm of Salinas.

- 6. PE Field House (865003)** – 2011 - Locker rooms, restrooms, a classroom, a training room, and concessions area. Matching funds raised by the Hartnell College Foundation.

April 2011                     Board awarded contract to Belli Architectural Group Firm of Salinas

## Occupied Projects in Final Stages of Completion

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Alisal Campus Center for Applied Technology  
Pool Renovation  
Student Center  
Alisal Campus Landscape Project  
CALL Building  
PE Renovation Project

## COMPLETED PROJECTS

### Date Closed Out

### Project Name

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October 2004	Campus Infrastructure Phase I
November 2005	Parking Structure
June 2006	Learning Resource Center (LRC)
December 2008	CAB Refresh #1
February 2009	CAB Refresh #2
September 2010	CAB Refresh #3
January 2011	CAB Refresh #4
June 2010	NE Landscape Project
September 2011	Lighting phase II

## FUTURE PROJECTS

CAB Building First Floor  
Additional Parking at Alisal  
Science Building