

Adopted

HARTNELL COMMUNITY COLLEGE DISTRICT

BOND OVERSIGHT COMMITTEE MEETING

Minutes

October 11, 2006

PRESENT Harry Gamotan, Chair
Javier Aldape, Vice Chair
Sean Dendy
Rich Giffin
Joey Lasnik
David Medrano
Donald Young
Edward Valeau

PRESENTERS Damon Felice and Guy Hollins – Townsend Management, Inc.
Dr. Stanley Crane

GUESTS None present

CALL TO ORDER The meeting was called to order at 3:00 p.m. by Chair Harry Gamotan.

ADOPTION OF AGENDA **By consensus**, the agenda was adopted.

MINUTES **By consensus**, the minutes of August 9, 2006 were approved.

PUBLIC COMMENT Chair Gamotan called for public comments. No comments were made.

BOND OVERSIGHT COMMITTEE MEMBER COMMENTS Ms. Lasnik alerted the committee that her second term would be ending in March 2007. She suggested that the College begin advertising the position. Chair Gamotan noted that we have a process already in place to solicit and interview candidates. Dr. Valeau stated that he would meet with the Chair and Vice Chair to set the Screening Committee and prepare the interview questions.

Chair Gamotan distributed copies of a news article from the *Californian* in which Damon Felice had been interviewed regarding the bidding process and the Salinas Valley Builders Exchange had expressed concern over the process. Mr. Aldape and Mr. Dendy stated

concern regarding the negative press. Dr. Valeau concurred and stated that he would work with Chair Gamotan to visit the Salinas Builders Exchange (SVBE) to have a conversation regarding the relationship between the two entities. Mr. Felice stated that he had left several messages for the Interim Director of the SVBE to set a meeting to answer their concerns and clarify the process.

Mr. Felice stated that there were only four bidders on the CALL project and that all four were local companies. Mr. Felice noted that our contract is a fair contract with no hourly increments being asked; the contract has a ten day update period; the College has a six week bidding timeline; and TMI has made personal calls to local contractors to solicit their bids.

Mr. Hollins stated that approximately 1 ½ years ago the same discussion was held and that the College had gone to great lengths to revise the process and make it friendlier for local groups. He stated that the College and the Bond Oversight Committee have nothing to hide, that our process is transparent. Dr. Valeau stated that the Bond Oversight Committee had met scrutiny, given good direction to staff, and appropriately monitored the process.

Chair Gamotan and Ms. Lasnik noted that approximately two years ago a person from the SVBE was personally contacted and was solicited to apply for membership on the Committee. Dr. Valeau stated SVBE had talked about having a joint workshop with the College for the purpose of communication and cooperation, however to date no request or arrangements have been made by SVBE. Ms. Lasnik suggested that the College move forward and plan the workshop.

Dr. Crane noted that bidder workshops had been held one year ago for the Library Learning Resource Center (LRC) and that anyone who wanted to bid had to attend that workshop. Mr. Medrano stated that the bidder's conference is where the College has the most interplay with contractors and that it is a fiduciary process to give everyone the opportunity to bid. He noted that this is the College's strong suit.

Mr. Felice and Mr. Hollins noted that plans are available and that walk-throughs for the Center for Assessment and Lifelong Learning (CALL) project were held on September 22 and 29. Mr. Felice stated that the deadline was October 6th and that participants were given the opportunity to look at the plans and submit questions, answers to which will be provided to every interested bidder.

Mr. Medrano suggested that a clear statement of the process that was

followed be produced to further show the College's good faith efforts and that we are bound by the contracts. Dr. Valeau noted that it is extremely important to advertise the process, as directed by the Bond Oversight Committee. Mr. Felice stated that TMI has the information in a report that could be used.

By consensus, TMI was directed to prepare and mail a letter, with a copy to the Bond Oversight Committee and Board of Trustees, to the Salinas Valley Builders Exchange outlining the steps in the bidding process and showing that the process is fair and under the direction of the Bond Oversight Committee. Chair Gamotan suggested that a press release be sent to the Coast Weekly and other news media at the same time.

Mr. Hollins and Mr. Felice stated that they have contacted the Salinas Valley Builders Exchange to set a meeting and informed the Committee that they would follow up.

Mr. Medrano stated that the Monterey County Commission on Disability had adopted a Resolution commending the Hartnell College Library Learning Resource Center that will be officially presented to the Board of Trustees in concert with a press release. He read the Resolution as follows:

Greetings:

The Monterey County Commission on Disabilities advises the Monterey County Board of Supervisors regarding matters relating to equal access to employment, public services, communications and public accommodations for persons with disabilities.

On June 26, 2006, the Commission on Disabilities toured the new Hartnell College Learning Center with Dr. Stanley Crane and Wayne Davis of the Hartnell College Disabled Student Services.

The Commission commends Hartnell College, its staff, and all those associated with the Hartnell College Learning Center for their sensitivity to the needs of the disabled community with respect to the design and construction of the Learning Center. The Learning Center was designed and built to encourage its use by persons with disabilities and has achieved this purpose by providing for both physical access to the building and facilities as well as convenience in the usage of its resources and materials for persons with disabilities.

The Learning Center is an excellent example of how a public facility can ensure equal access for all users without regard to their

temporary or permanent disability. The Commission commends you and all those involved for your efforts on behalf of the Disabled Community of Monterey County.

*John F. Pinio, Chair
9/14/06*

Anna Foglia, Vice Chair

Chair Gamotan suggested that representatives from the Committee attend the Board meeting when the official presentation will be made. Dr. Valeau stated that he would keep the Committee informed of the date and time of the presentation.

INFORMATION ITEMS:

Introduction

Dr. Valeau stated that Mr. Carrier was not available to attend the meeting and that the financial report would be included in the Measure H and Construction Update.

Status of Current Measure H Contracts And Measure H

Mr. Felice reminded the Committee that Fund 43 is State allocated, and that Fund 45 is Bond funded. He distributed copies of the Phase I Fund 45 Report and stated that Phase I is essentially closed out with not much activity, and came in \$1.5 million under budget. Mr. Felice stated that the \$1.5 million will be rolled over to Phase II.

Mr. Felice stated that Phase II Fund 45 will also be known as "Series B." He asked the Committee to inform him of any suggested changes to the format of the report. He reported on the status of projects as follows:

- Center for Assessment and Lifelong Learning (CALL) is funded by the State, however, because of construction escalation we anticipate a portion of the construction to be funded by the Bond.
- Series B will include the College Center remodel, Infrastructure Projects, the CALL Building, Physical Education Renovations, Performing Art Accessibility, EIR Contribution (West Campus), Equipment Modernization, EOPS Modular, RHORC Swing Space, Old Library Swing Space and the Tennis Court Restoration Project
- Series B has four projects that were not in the original budget, and Series B has the dollars to accommodate those projects.
- Swing Space projects are currently underway which include EOPS to a new trailer on the west side of campus, RHORC to East Campus, and Human Resources to RHORC. Dr. Crane noted that seven labs and 200 computers had been moved in

three days without any problems, and that the labs are up and running.

- Landscape RFPs are out for bid and due back on October 18.
- RFPs have layers of projects without a lot of expenditures on the front end which is setting the stage for Series B construction. TMI is paid on a percentage base.
- Approximately \$2 million will be used to replace sidewalks and build a new bus turnout.
- Beginning meetings are being held to make decisions on the P.E. remodel.
- A preliminary meeting with the DSA will be held next week to discuss the Performing Arts remodel.
- Equipment maintenance is a campus wide project.
- No construction will be seen on the Center of Assessment and Lifelong Learning (CALL) until the piles are driven.

Mr. Medrano inquired regarding the consistency of construction and design for the CALL building in reference to the LRC. Mr. Felice stated that the same architectural firm that designed the new Library has designed the CALL building, and that the design as related to ADA issues will be consistent with the new Library, i.e., handicapped parking, doors, elevators, etc.

Measure H Financial Report

Dr. Valeau reiterated that Mr. Carrier was not available to attend the meeting and that the financial report was included in the Phase I and II Fund 45 Reports distributed earlier.

ACTION ITEMS

Committee Member

Chair Gamotan stated that Sean Dendy's position as student representative on the Bond Oversight Committee had ended. Mr. Dendy stated that he was most willing to serve for another year.

By consensus, Mr. Dendy was approved to serve for an additional one year term according California Ed Code Article 2,

Section 15282(a)

The citizens' oversight committee shall consist of at least seven members to serve for a term of two years without compensation and for no more than two consecutive terms. While consisting of a minimum of at least seven members, the citizens' oversight committee shall be comprised, as follows:

Section 15282(a)(4):

For a community college district, one member shall be a student who is both currently enrolled in the district and active in a community college group, such as student government.

**Bond Oversight
Community Report**

Dr. Crane distributed copies of the draft *Bond Oversight Community Report* and asked the Committee to review the document for any suggested changes stating that the document would be brought back for approval by the Committee prior to distribution. He thanked Ms. Lasnik for providing suggested changes to the previous draft.

Dr. Crane stated that Full Steam Marketing had suggested using “Phase I Budget \$1.5 million under budget” as the front page header and that the article stated that the \$1.5 million would be rolled over to Phase II.

Dr. Crane noted that the cost of the last publication dated October 2005, English and Spanish, was \$30,000 and suggested that it was not advisable to take on the same cost this time. He stated that he has asked Full Steam to look at the possibility of printing a full page, English and Spanish, to be inserted in local newspapers which would be less costly. Dr. Valeau stated that when the bid is received we will move forward on publication of the document.

Dr. Crane distributed copies of a letter from Dr. Valeau to be included in the *Bond Oversight Community Report*. Ms. Lasnik suggested that the letter be written by the Bond Oversight Committee to show support for the College and that the Committee is satisfied as it is a community committee. Dr. Valeau heartedly concurred and noted that the report is the Committee’s report to the community.

By consensus, the letter to be included in the *Bond Oversight Community Report* will be written under the name of the Bond Oversight Committee to include all committee member names.

Other

Mr. Giffin noted the importance of information being communicated to the Committee. Dr. Valeau stated that good decisions have been made with supportive direction for effective and efficient decision making by the Bond Oversight Committee. He complimented the Committee for working with the College and stated that it is an indication of trust, and reflects Committee accountability. Chair Gamotan noted the importance of the Committee being visible in the community to assist the College. Mr. Giffin stated that the Committee is defined by what it can do and that we accept the fact that the President/Superintendent runs the operations of the College.

Mr. Dendy stated that a member of the student government had asked him to give a report on the Bond Oversight Committee. He stated that he is most willing to do so as long as the Committee approves.

By consensus, the Committee approved Mr. Dendy's request to report to the Student Senate on behalf of the Committee.

Mr. Medrano stated that a Letter to the Editor had appeared in the *Californian* from a student who stated that he had difficulty studying in the new Library due to disturbances created by a meeting being held in another room. Mr. Dendy stated that students are also concerned that there is a double standard when food and drink are not allowed in the Library by students, however, meeting attendees are not held to the same rules.

Dr. Valeau stated that the incident occurred when the Salinas Rotary Club used the facility and that the event had been explained to the student who complained. He stated that the College will have to generate opportunities to raise funds for maintenance of the Library, and that allowing use of the facility by community groups and charging for the use is one way to offset the cost. Dr. Valeau and Dr. Crane noted that it takes a long time to develop the protocols on how to rent the facility and that administration is working on the policy for approval by the Board. Dr. Crane noted that the rental process will be simplified when the policies are in place.

Dr. Crane stated that the new Library will be featured in the *Library Journal* and that KI Furniture will be taking photos of the building, copies of which will be provided to the College. He noted that the Library will also be featured in an architectural publication. Mr. Medrano suggested that a press release be published at the same time.

**FUTURE AGENDA
ITEMS**

No agenda items were forthcoming.

It was noted that the next meeting of the Bond Oversight Committee will be held on Wednesday, November 8, 2006, as needed.

ADJORNMENT

There being no further business, Chair Gamotan adjourned the meeting at 4:07 p.m.

Bond Oversight Committee
October 11, 2006