Building Program Management Committee Meeting

MEETING SUMMARY
Thursday, August 5, 2010
3:00 p.m., Winlock Lounge


Guests: Steve Aggers, Aracely Aguiar, Kevin Considine, Joho Fujihara, Tom Hall, Fran Leonard, Mary Jane McMaster, Maureen O’Brien, Scott Stamler, Rebecca Tillberg, Raphael Villegas, Jim Walker, Ginny Williams

1. Welcome: The meeting was called to order at 3:07 p.m.

2. Construction Progress Report:

   - Move into MSB and Opening of College Boulevard: The move into MSB is under way with no major issues. Personal punch lists will be taken care of once the move-in process has been completed.

     The opening of College Boulevard has been delayed pending the LA County approval. They had requested for additional soil testing. With the road being open for emergency and construction vehicles, it enabled the occupancy of the MSB. An update will be given next week. The telephone pole on the road will be removed.

     The MSA and MSB Buildings are expected to be ready for Fall 2010. To meet the Dental Hygiene program accreditation requirement, the lab required installation of additional sinks. Funding source for the installation needs to be identified since it was not included in the budget.

   - SEIR/MOU Update: The SEIR was presented to the LACCD Board of Trustees (BOT) on July 14, 2010, for public comments. 26 people spoke supporting the SEIR certification. BOT will make a decision at its August 11th meeting whether to certify the SEIR and to approve the 2009 Facilities Master Plan Update.

   - SSB Food Court Update: Negotiation with USC Food Services program to provide food service at West and Pierce is in progress. The BOT requested Legal Counsel to hire consultants to finalize the contract. The funding source is to be identified, but it will not be charged to the college budget.
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- **Traffic/Parking Plan – New Road:** A new campus map will be published soon. S. Jacobson went over the major changes to the traffic and parking plan e.g., access Lot 2 through F and E Streets, convert the soccer field to temporary parking during the first few weeks of the semester, etc.

- **Student Services (SSB) and General Classroom Buildings (GCB):** GCB is on schedule; however, SSB is slightly delayed due to the changes made to the food court area. Efforts are being made to make the buildings operational by January 2011.

- **D Village Moves:** B9 Building occupants will be moving out in a week or two followed by Paralegal Office. ASO Office (A5) will not move yet since the new location is not ready. New location for the Pavilion is being prepared and will be ready in September.

  Concern regarding student drop off was brought up. Drop off area will be designated to avoid traffic back-up at the beginning of the semester. Negotiations with the Culver City officials to bring back the Green buses to West is in process. A formal letter from the City on the continuation decision is expected to be received by the end of the week. On behalf of the students, A. Mohsin requested leniency in regards to the traffic plan and citation during the first few weeks of the semester. The request will be taken into consideration.

- **Demolition of B8, B9 and B10:** Demolition has already started and to be completed before the start of the Fall semester on August 30. Still to be decided is whether Facilities or the contractor that will disconnect the utilities in the buildings.

3. **Budget Report on Measure J Projects:** The constructions budget report was distributed and J. Oester went over the information. Reflected on the report were the project name, [current] original budget, currently contracted amount, expended to date, additional commitments/decommitments, estimate at completion, variance from [current] original budget and the total budget variance of $123.5M. The budget overage situation was reported to the BOT during its closed session meeting on July 14, and they agreed on allowing West to work out the issue. BOT asked West to go back to the approved budget by re-assessing pending projects, reduce scope, or postpone projects.

**TASK:**

- BPMC has been tasked to re-evaluate the existing project scopes and to make the necessary changes to reduce the budget overage amount, and upon College Council approval, present the recommendations to the BOT and the chancellor at the November 3rd BOT closed session for consideration.

- BPMC will meet on a weekly basis to work on the above task. V. Nesia will send out proposed meetings scheduled for everyone’s feedback. Turner will provide the necessary resources, input and advice to BPMC.
Turner was requested to create a report giving more information on the cancelled items (#25), $1.9M variance from [current] original budget.

It was explained briefly that the money spent on cancelled projects was for the programming and the designing processes at the initial stage of a project.

Things to be considered in re-assessing and putting together the recommendations:

- According to the 2010 SEIR, that will go to the BOT on August 11th for certification, all construction projects need to be completed by December 2013.

- Any structural changes to a building will require DSA approval, a process that may take 10 to 12 months. If multiple projects are linked together but listed as separate A#, each project can be changed or dropped without affecting the other.

- If changes are made to the building programming, considerations should be given to occupants who are affected by the change, i.e. relocation and renovation plans.

O. Shewfelt and F. Leonard spoke on behalf of the College Council (CC) Executive Board. CC presented the following criteria to guide the assessment process:

- Adherence to the master plan, college mission and the purpose of Measure J, i.e. to create jobs.

- The need for transparency and adherence to it.

- As stated in the SEIR, construction completion timeline is December 2013.

Other documents distributed as resources and informational purposes were as follows:

- Floor plans for the following buildings: Teaching and Learning Center (TLC), Allied Health and Wellness, and Watson Center.

- List of funding sources and project categories.

The major causes of the budget overage were stated on the Projects report as follows: $55M for land acquisition for the second access road, $34.4M for growth in scope for TLC and Watson Center, $10.9M for growth in Utility Infrastructure, $6.4M for addition of the Student Union, $3.5M for mitigation fees paid to Culver City, and $12.7M for finishes and FF&E costs. R. Miller explained the reasons behind these expenditures.

Projects that are still opened for consideration are as follows:

1. Allied Health and Wellness
2. Athletic Fields with Mitigations
7. Jefferson Entrance
8. North Parking Structure and PV Farm
9. Plant Facilities Center
16. Student Union
17. Teaching and Learning Center
18. Utility infrastructure
19. Watson Center

Several possible solutions were discussed with the Board and District staff, e.g. selling the airport campus and the property on 10100 Jefferson; however, selling is not considered at this point. Other possible solution discussed was postponement of projects. The College owns the programming and the design of these projects, so they could move forward should funding becomes available in the future.

RECOMMENDATION: In the proposed solutions, consider setting aside $6-10M uncommitted money for renovating existing buildings.

The meeting was adjourned at 5:40 p.m.