Facilities Committee
Minutes
Thursday, October 6, 2011
3:00 PM, Winlock Lounge


Resources: Peter Mitsakos, Phillip Vogt, James Walker

Guests: Steve Aggers, Celena Alcala, Fran Leonard, Michelle Long-Coffee, Laura Peterson

Jane Witucki called the meeting to order at 3:12 PM. Betsy Regalado introduced Durrell Levy, the new ASO president.

1. Review and Approval of minutes from September 1st Meeting

   M/S/P (A. Foster/B. Regalado): to approve the minutes from the meeting on September 1 as presented.

2. Update on the building moratorium (N. Abu-Ghazaleh): The LACCD Building Program Projects Subject to Chancellor’s 30-day Moratorium was distributed to members. President Abu-Ghazaleh explained that the list only consists of those projects in which contracts have not yet been formally initiated. Teaching and Learning Center (TLC) is not one of the projects because a contract is already in place.

   During the 30-day moratorium period, the District and BuildLACCD will conduct an engineering and costs analysis to assess whether the colleges are overbuilding beyond their needs and future maintenance ability.

   a. Projects affected by the moratorium (J. Walker): Among the projects listed for West are PE/Dance, Watson II, and the Facilities Center (FMO). Jim Walker showed the projected design phase timeline for these projects that reflects a 60-day moratorium period to anticipate any possible further delay. He estimated the completion of design phase for PE/Dance and FMO will be February 2012 and end of design-build RFP process for Watson II to be January 2012.

   b. Storm water projects: Allan Hansen explained that the debris wall, as well as several other projects, was submitted as part of the storm water bond money. The opportunity was sought as a cost saving to the college. The debris wall completion is mandated as part of the permit for the new road.
• **CE renovation, Central Plant phase II, ASO, and Digital Library:** The programming process have already been approved and will continue to be under way.

• **Demand side Management (Energy):** Allan explained that this is a district-wide energy project in which each college is supposed to choose a contractor for the project and payments are made over several years. West opted not to participate in the process and chose to use the bond money to pay for the energy source in advance. This turned out to be a good decision for the college.

• **LAX property:** The District is putting the project on hold at this time.

**ACTION:** In response to an inquiry on how to obtain information on campus projects that are put forward for BOT approval, the committee will add the review of projects for Board approval as an item in its future agenda.

• **Technology Projects:** These are district-wide projects.

Upon completion of the building projects, West will gain 15-20% of classroom seats. This is not likely to be considered overbuilding since the goal is to meet the projected enrollment of 18,900 students in the future. We are building for future growth and not just the present.

3. **Project Progress Chart:** See item 2.

   a. **General Classroom and Student Services Buildings:** The completion contract is delayed, and Turner is working with BuildLACCD on the issues. Other issues are the landscape/erosion control and IT and FF&E purchase orders hold up. These issues may cause a delay in the opening of the building. If that happens, an alternative will be to look into the possibility of doing partial move-in.

   The landscape and erosion control is being worked on and hope to be completed before the storm period. The penalty for violating the state mandate for erosion control is $10,000/day, so resolving the problem is crucial.

   BuildLACCD had put a hold on access to funding tapped for IT and FF&E because of bond source issue. President Abu-Ghazaleh explained the reason behind the hold. District and BuildLACCD need to review the language on Prop A/AA and Measure J to ensure that there is no conflict before the use of the funding can be released. Turner will meet with BuildLACCD and the attorneys next Monday to sort it out.

   b. **Teaching and Learning Center:** The corrections have been submitted again to the DSA.

   c. **Budget update:** No big expenditures on budget since it was reported at the last meeting.

4. **Bus Route Update:** DSA confirmed that the turnaround plan does not require a plan check which will reduce the cost. The plan chosen is the least expensive among the four options that were considered. Turner is still waiting to hear back from the Culver City Transportation Director but already met with the civil engineer and architects and is hoping to be able to move forward soon.
5. **Watson/TLC Investigation Report:** The Office of the Inspector General (IG) had conducted an investigation in regards to the selection process of the design-build contractor at West and Mission College that resulted in a particular contractor being selected. The IG Office is an outside firm contracted by the District to conduct investigation pertaining to construction matters or any claim made by a whistleblower.

The investigation concluded that no illegal activity was found in the selection process; however, the report pointed out the irregularity of the selection process and the lack of well defined procedure. It was reported that several members of the selection committee changed their scoring which resulted in an overall total that favored the particular contractor. In West’s case, only two out of the five members of the selection committee were campus representatives, and they did not revise their scoring. IG advised LACCD to improve the selection process.

6. **Other Items [Added]:**

   a. **Steel beams from past fundraising:** It was brought up to the committee’s attention that stored in Plant Facilities are two steel beams signed by students, as part of a fundraising effort; and they are supposed to go into the new buildings. Turner will figure out a place where the beams can be shown off in a building.

   b. **Nadel Property:** Turner has done research and will discuss their recommendations with the VPAS and MPTP faculty. An update will be given to the committee after the discussion has occurred.

   c. **General Facilities items for the committee discussion:** In keeping with Facilities Committee new charge, the committee has decided to add general facilities issues, such as lighting, alteration and improvement, maintenance funds, etc., to its future agenda for discussion.

   d. **New meeting time:** The Facilities Committee members agreed to change its regular meeting schedule from the first Thursdays at 3 PM to the first Mondays at 3:00 PM to 4:45 PM effective November 7, 2011.

The meeting was adjourned at 4:57 PM.