Facilities Committee
Minutes
Monday, February 6, 2012
Winlock Lounge


Resources: Peter Mitsakos, Steve Sharr

Guests: Judith-Ann Friedman

The meeting was called to order at 3:05 PM.

1. Review minutes from January 19th Meeting

M/S/P: The minutes were approved as presented.

2. Updates on

a. General Classroom: Responses on the opening of the General Classroom Building (GCB) have been positive. There are punch list for minor items still waiting to be completed. Facilities staff were commended for their hard work in ensuring that the transition went smoothly.

With classes are now being held in the GCB, the president had given a 30-day notice for the removal of the temporary D Village. The removal will result in a cost saving from rental fee.

b. Student Services: Occupancy for the Student Services Building (SSB) is tentatively scheduled for within the next two weeks. The move will be done in phases because of the high volume of activities at the beginning of the semester. Once safety issues have been resolved, the president can authorize occupancy, which will be in time for the comprehensive evaluation visiting team’s arrival. There will be minor punch list items still to be completed.

c. Math Science: Contractor worked late into the evening to fix problems caused by the flooding last November. The asphalt work for the upper access road above the building is part of the TLC Building which is currently on moratorium. During the heavy rain, water had seeped into the building and caused some damages. The District was informed of the urgency to have the upper road project completed and to create proper drainage to avoid similar problem from occurring in the future.

3. Food Court: The Health Department had issued a permit last Friday which will enable the food court to open. They will operate with a limited menu for breakfast and lunch when the building
has been cleared for occupancy. Nabil would give a notice of termination to Nick, the food truck owner. The food truck has been serving the college on a temporary basis for over 12 years.

4. **A9 Remodeling**: ASO’s Pavilion has to vacate its current location in the A6 Building because it has been deemed unsafe. Allan gave a background on the A9 building usage where ASO will be relocated. The building has been fixed up and is now ready for use by ASO as the new Pavilion.

5. **Task force progress**: The task force members, which include administrators, faculty and others, have been meeting diligently and trying to identify every person, and his/her function on campus, who needs to be assigned a space. A list was distributed. The future locations for several people are contingent to those moving to other places. The task force will also examine class count and availability.

Bob Sprague pointed out that Academic Affairs needs to be aware of any implications on the outcome of the room count and availability; so decision can be made appropriately. For example, they need to plan where classes will be held in the event that TLC, which is currently on moratorium, will not be built.

It was clarified that the task force was formed not as a shared governance committee but rather as a resource to the Facilities Committee. As a matter of record, the following people, but not limited to, are involved in the task force committee: Aracely Aguiar, Karen Burzynski, Judith-Ann Friedman, Allan Hansen, Fran Leonard, Peter Mitsakos (Build-LACCD/West Edge Architects), Douglas Newby (West Edge Architects), Rebecca Tillberg, and Jane Witucki.

6. **Report on moratorium decision and process moving forward**: Nabil talked about the moratorium progress. The moratorium was imposed for several weeks and has been extended to November 2012. The chancellor will give an update in April. The LACCD Preliminary Expanded Moratorium document was distributed (dated January 31, 2012).

West submitted a request for TLC to be taken off the moratorium, but the request was not approved. According to the ASF data, West is deemed to be overbuilding. The president will need to present a sound argument to counter the presumption that West is overbuilding; and therefore, he requested a task force committee to gather and study some data. He will use the data to support the argument. The college needs to explain to District that there are classrooms that serve special functions and that their current spaces are no longer adequate to meet the standards (safety guide, ADA requirement, discipline accreditation standard, etc.) for their functions. For example, safety guideline for the chemistry lab has changed from 20 stations to 30 stations per room.

   a. **Moratorium criteria**: The college needs to show that it has the capability to meet the M&O needs for the additional new spaces. The college needs to develop a funding plan to maintain the campus with the additional spaces.

   One factor that may affect budget planning is District’s consideration of a new budget allocation model based on the ASF rather than FTES, which will give an advantage to small colleges by giving fluidity to their ability to maintain and to grow. The model is being
discussed and considered by the District Budget Committee.

1. **M&O (Maintenance and Operation)**
2. **Budget**
3. **Space**

b. **TLC**: The request to pull TLC from the moratorium had been denied. Another complication is the fact that there is a recommendation to the Board of Trustees to debar FTR International, that is also the contractor for TLC. If the recommendation is approved, FTR will not be able to enter into any contract with LACCD for up to three years. It is still unclear whether the debarment will affect contracts that have been awarded.

7. **Impact of moratorium on the college CPM funding**: The CPM company gets paid a portion of any projects that are in progress. With no project(s) on the move, the CPM will receive no payment. At this time, West has four months worth of funding for the CPM to continue. The continuity of projects is essential in order for the CPM to be able to maintain a certain level of staffing.

8. **Old Business**

a. **CPM Selection**: the president reminded the committee of the need to assemble the CPM selection committee. The president will be one of the six or seven campus representatives in the committee. He requested a recommendation of names of people who will represent a good mix of perspective. Allan Hansen and Kevin Considine expressed their interest to be part of the committee. Ken Takeda will take the nominations.

There was a discussion about how the process has been initiated and the fact that there was no college representation in the initial screening. According to the District, the screening is to decide which companies are best qualified and to generate a district-wide list and not only specific to any college.

b. **Campus Safety**: Allan has updated the lighting diagram and will bring it to the next meeting.

The meeting was adjourned at 5:05 PM.

Next meeting March 5, 2012, at 3:00 PM.