Facilities Committee
Minutes
Monday, March 5, 2012
Winlock Lounge

Present: Nabil Abu-Ghazaleh, Aracely Aguiar, Karen Burzynski, Kevin Considine, Sheila Jeter-Williams, Betsy Regalado, Jack Ruebensaal, Robert Sprague, Ken Takeda, Jane Witucki

Resources: Steve Sharr

Guests: James Conway, Fran Leonard, Maureen O’Brien

The meeting was called to order at 3:09 PM.

1. Review minutes from February 6 Meeting

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

2. Updates on construction program (S. Sharr)

Occupants of the Student Services Building have begun their move-in process. Minor quality control issues were reported. The building will be ready for the accreditation visit next week.

The food court occupancy process went well and is now operational.

Plaza landscaping will be completed by the end of the week.

Work to repair the damages caused by the water seepage in the Math/Science Building have been completed, and classrooms can now be used again.

Issues surrounding the Central Plant project, such as punch list items and operating sequence are being handled. The project, under phase I, will begin on March 15 and be completed by May 11.

TLC’s design has been completed and approved by DSA. Unfortunately, the Board of Trustees have decided to terminate all contracts with FTR International who is also the contractor for TLC. As a result, TLC will have to go through a bidding process again. It was briefly discussed whether the design-built or design-bid-build will be the better choice. Steve Sharr conveyed that the State, local counties and the District prefer the design-build method that seems to work well with public projects. TLC will likely be a design-build contract.

The estimated cost for the bus turnaround project is $300K, and it will likely be a design-bid-build contract.

Steve distributed the “What If” Snapshot (3/12/12) and went over the budget information and timeline of each project on the list. The budget information has been updated and confirmed that
it matches the available funds.

The entry gateway is currently in the programming process. It is not on the moratorium since it is not a classroom, so it will be able to move forward. Ideas will be shared with the committee in a future meeting.

Project# 40J – Energy is being managed centrally by District. Several campuses have appealed to allow the funds be used not only for the solar project but also for other energy project that will better meet the college’s needs. The bond counsel needs to review the guidelines.

A new project titled campus infrastructure/demo project has been added to cover any work that is not directly related to current construction projects such as the removal of the D Village and the repair of parking lot.

**TASK** for Steve Sharr: to provide a budget report showing what has been spent.

3. **Upper fire service road (S. Sharr):**
The Board has approved the work order for the fire service road repair on an emergency basis. The estimated completion time is July. The repair will include creating drainage for the rain/storm water to avoid seepage from reoccurring.

4. **Independent Review Panel report**
President Nabil Abu-Ghazaleh solicited input from the committee to add to his feedback to the chancellor on the Independent Review Panel Report regarding the LACCD bond building program. Members brought up issues on scope, district contingency in addition to college’s, audit and financial reporting, time limit on changes to help reduce the number of change orders, analysis of the college’s energy need, contractor/architect/engineer/CPM accountability, and middle ground solution to problems rather than an extreme step such as going from a centralized supervision to a full decentralization.

5. **Update on construction moratorium**
The moratorium has been extended to November 2012. The president and VPAS had a meeting at District to discuss the square footage, maintenance and operations, cost matrix, etc. The college task force on space analysis has been working diligently to gather and analyze data of classrooms facilities.

West has submitted a proposal for two projects – TLC and the bus turnaround – to be taken off the moratorium list. There are challenges in trying to convince the District to release TLC from the moratorium.

Ken Takeda distributed the Plant Facilities organizational charts that show three different staffing scenarios (current FY 2012, ideal # of staffing under the current circumstance, and ideal staffing after completion of Prop J ideal staffing). The current number of staff is below the minimum standard.
7. **New Business:**

   a. **Memorial Trees/Plaques**
   
      The issue was brought up at a recent College Council meeting. James Conway, attending on behalf of Allan Hansen, gave a historical background of the memorial tree and plaques. Prior to the construction of the pedestrian mall, the plan was to plant a tree and one big plaque in place of the previous small ones. Turner created the new plaque without consulting the college, and there are missing or misspelled names on the plaque. Turner promised to replace the plaque but did not get around to doing so. The original plaques are currently stored in Plant Facilities.

      The president recommended that a subgroup of two to three people work on the issue and make their recommendation to the Facilities Committee. It was agreed that the following faculty are to be invited to participate: Eloise Crippens and Michael Arata. Allan was appointed as the liaison with the subgroup.

   b. **College Facilities Master Plan** (added to the agenda)
   
      Ken Takeda went over the issues related to the question on which document is recognized as the college facilities master plan. The College Council voted to recognize the 2010 Supplemental EIR (SEIR) as the official Facilities Master Plan. However, because the facilities master plan has been a progression of work, it was agreed that “the college’s master plan in its entirety consists of the 2005 facilities master plan, 2005 Final EIR, 2009 (adopted in 2010) facilities master plan “update” (to address prop J-funded projects”, 2010 Draft SEIR and 2010 Final SEIR.”

8. **Old Business**

   a. **CPM Selection Committee**
   
      BuildLACCD has requested that the college identifies those who will be part of the CPM selection committee, so the selection process can be started. To reiterate, the following people from the committee will participate in the selection: Nabil Abu-Ghazaleh, Kevin Considine (AFT Faculty Guild), Allan Hansen, and Ken Takeda. Ken will send the final list to the president before the next meeting.

   b. **Campus Safety**
   
      James distributed a map indicating areas on campus that are lighted. Jack Ruebensaal requested that the map be presented to the WEC for the campus safety and fire drill discussion. It was requested that the item be discussed at the next meeting and to invite a sheriff representative to attend.

The meeting was adjourned at 5:45 PM.

Next meeting: May 7, 2012, at 3:00 PM.