Owner’s Meeting Minutes 186
3/13/07

Attendees:
L. Spink      M. Bishop      B. Englert
M. Schoepnner  C. Muldoon    L. McKenzie
A. Patterson  M. Carvajal    D. Johnson
A. Tomlinson  M. Wood       L. Rosas
L. Eisenberg  J. Smith

Child Development Center

3/13/07
The use of modulars from Southwest College to be used as the CDC has been OK’d.
They will probably be stored temporarily in the Contractor parking area until the site is ready.

3/6/07
The design recommendations for the temporary CDC utilizing the trailers from Southwest College were distributed. Core agreed with this plan and it will proceed accordingly.

2/27/07
The User Group walk-through of the Southwest College bungalows is set for 3/2/07.

2/20/07
Ms. Carvajal indicated that the architect has been to Southwest College evaluating the existing bungalows to prepare for the CDC meeting. Xavier from DMJM is working on the DSA approvals and permits for the bungalows. The location for the temporary CDC will be south of the football field. Two bungalows will be required. The bungalows are free, as they belong to LACCD, but will need to pay for the moving and installation at Harbor. Construction of the CDC will begin October/November 2007. Mr. Englert said that a fence around the temporary CDC should be considered to keep balls, etc. inside the area.

2/13/07
User Group meeting took place last week, and different options for the temporary location of the CDC were discussed. Their first choice is to locate it south of the football field. Having an off campus location would not work due to transportation issues. If located south of the football field, the project must include resurfacing of the parking. Ms. Carvajal stated that CDC bungalows from Southwest College will become available in June. A tour of these bungalows will take place March 2nd in the afternoon.
2/6/07
There will be a CDC User Group meeting later this week to discuss temp facility locations.

1/30/07
Options for relocation of Child Care Center were provided. One location is by the Receiving Building and another is in the area south of the football field. The budget for this relocation is included in the CDC building’s budget. Other options were discussed, including closing the CDC for a year or contracting the child care out. A user’s group meeting will be scheduled by the college to discuss options. The NTP for the CDC is scheduled for October 07.

1/16/07
Drawings at DSA for review.

12/12/06
The User Group Meeting is scheduled for today at 1:00 p.m. The drawings will be submitted to DSA this month. College needs to decide on the temporary location for the CDC.

12/5/06
User Group Meeting scheduled for 12/12/06

11/28/06
User Group meeting is scheduled for 12/12/06.

11/21/06
The Users Group review meeting has been scheduled.

11/14/06
Mike B. indicated that a Users Group review meeting will take place prior to final drawings submittal to DSA.

11/7/06
The drawings will go back to the Users Group for a final review after constructability comments are incorporated.

10/31/06
Constructability review comments are being incorporated into the drawings prior to DSA submittal.

10/3/06
The project will be ready to go to DSA by the end of this month.

9/26/06
The Child Development Center building needs to be DSA approved by April 2007 in order to set the State Funding. DMJM said that it needs to go to DSA the "accelerated" way.

**Bond Program Construction Status Matrix**

3/6/07
The updated spreadsheet was distributed and discussed.

**Humanities Modernization Scope Issues**

3/13/07
L. Heimgartner expressed concern over the timely correction of construction damage to avoid loss to continuity among project participants.

It was agreed that a coatings consultant should be brought on board to provide recommendations to correct the pealing paint on the exterior of the Theater, east entrance.

3/6/07
- a. Screws are falling out of some furniture at Nursing. Supplier and Manufacturer will be at the site next week to discuss.
- b. There are very few issues left to resolve with Pac West. Mark S. is following up on an electrical transformer issue.
- c. The sinks in the Ceramic’s lab seem to be too small and water is spilling on the floor, which is a safety issue. Mark S. will be receiving three quotes next week to resolve this issue.

2/27/07
- a. Walkthrough Friday at 8:00am, M. Wood, L. Heimgartner, M. Schoepner to evaluate status of “to do” list.
- b. Door hardware has been fixed.

2/20/07
- a. There is a meeting today to discuss the Drama Building hardware. Exterior doors can be locked, issue is with interior doors.
- b. Smoke hatches at Drama building were installed.
- c. Mark S. said that he has been trying to contact Larry H. to get the Master Deficiency List, but has not been able to.
- d. Mark S. stated that there is not enough black carpet for Drama Room 103.

2/13/07
- a. The lift in the Recital Hall is now working, it needs to be run weekly.
- b. Roof Hatches – Drama Building: Work is being re-scheduled. A crane will be used.
- c. The hardware is not working at any location, exception the exterior doors. The Recital Hall locks are different that other areas.


d. College asked if it was possible to change the existing carpet in Drama Room 103 to black carpet. M. Schoepner will check whether here is enough material for this room as well as the theater.

e. There is an olive tree that needs to be relocated. A suggested location is required.

f. M. Wood said that the Drama Speech is hot and the Fine Arts is cold. Utilities project is looking into this issue.

2/6/07

a. Safety issues in ceramics are sinks which are too small causing water to be splashed on the floor mats which were installed are to large to take out and clean.

b. The wrought iron fence around outdoor kiln area needs another gate.

c. The H/C lift in the Recital Hall does not work. It must be operational for the B.O.T. meeting on 2/21/07.

1/30/07

a. Pac West has removed their trailer and is fixing the area.

b. Installation of tables in the classrooms is on-going.

c. New electrician is in the process of signing up with OCIP. After this, they can begin working.

d. A list of concerns from Mark W. and Larry will be provided. Dr. Spink will walk the site.

e. The Drama/Speech offices have too much furniture and Mark S. indicated they are having trouble finding places to put this furniture.

f. Dr. Spink stated that after her discussions with Mr. Eisenberg, the college will accept work that may have quality issues (aesthetic only) and that they may be able to improve it later on.

g. The two speech classrooms will be occupied starting February 5th and Bill E. agreed to arrange for custodial services in the three restrooms in the corridor.

1/16/07

A meeting took place on 1/15/07 with Pac West, Pinnacle One and DMJM. The remaining punch list items will be completed within two weeks. A walk through will take place tomorrow (1/17/07) with Pac West to determine what is left to correct. Rigging package will be going to bid by the end of January 2007.

12/12/06

a. Pac West is done with the punch list items that they will finalize. All the other items will be deducted from their contract. Their last day of work is the end of this week.

b. College will provide list of missing gear to Mark S.

c. Mark S. met with the shelving vendor.

d. Mark W. wants to buy appliances with the FF&E budget. Mark S. will try to get this going with DMJM.

e. College needs to buy chairs, but the ones in the DMJM catalog are too expensive. Need to resolve this issue.
f. Need resolution to the stage issues with the lift and the stairs.
g. The wiring for the Drama/Speech classrooms needs to be done by the college before the ceiling and floors are done.
h. Bill E. needs more information regarding the blinds so that he can order the work.
i. Mark S. will check on the portable dust collectors. College’s environmental consultant will check into this also.

12/5/06
a. There is a meeting on 12/6/06 to go over shelving issues.
b. Pac West’s trailer is scheduled to be out of the site this week.
c. The college have concerns on several areas, including:
   Carpeting at the recital hall
   Seats at recital hall
   What will happen with the items that were not done, when Pac west leaves.
d. Rigging Package: Need some more information from designer. Project is still a couple of months away from bidding.
e. The resolution for the stairs at the stage need to go to DSA for approval. The issue with the lift is more difficult. It will be discussed with RJC.
f. The Drama/Speech classrooms need the ceiling and floors done. The college will do the wiring first.
g. Blinds: Bill is handling the blinds.
h. Carpet material for office needs to be identified. College to resolve office situation.
i. Dust Collector: College wants to see the option of portable dust collectors to decide.

11/28/06
Core Team would like to see a list of work left to do.
   • Floor Sealer in Drama/Speech needs to be done.
   • Furniture glides are yet to be done.
   • Storage shelving – PinnacleOne to give info to MW
   • PacWest to fix area where trailer and lay down has damaged sprinkler heads/valve boxes, etc.

11/21/06
a. Larry H. indicated that there are work items that are still not acceptable to them, even though the contractor believes they are done. Those items need to be addressed as soon as possible once PacWest leaves.
b. Larry H. said that there is no casework in the library.
c. The handicap lift in the Music Building is not working. They don’t have internet access because the junction box is behind the lift.
d. The sewing machines still need to be fixed. The names and numbers of companies that fix machines are with Mark S.
e. College is looking for shelving company to provide shelves for storage at the stage.
f. Larry H. said that portable dust collectors will be acceptable to use instead of the big one. College to determine the number of portable dust collectors.
g. Larry H. said that Mark S. is looking into the issue of sealing the marmoleum floors.
h. Mark W. said that the doors in the Fine Arts building need to be refinished.
i. Mark W. said that they need to review the list of FF&E orders and then forward to Mark S.
j. Mark W. said that the desks purchased by Nancy came out of their FF&E funds. Those funds need to be returned to Mark from nursing.

11/14/06
a. The Final Completion date for the PacWest contract was November 13th. Final walk will be tomorrow (Nov. 15th) and final Fire Alarm Testing will be on Friday (Nov. 17th).
b. The rigging and theatre package was reviewed with Larry H. and Mark W.
c. Mark S. and the Architect will meet with the Fire Department to discuss the fire lane between Drama and the Child Development Center.
d. Mark W. and Larry H. stated that there are items that are not satisfactorily completed and that are not in the Punch List. Mike B. said that the college has the final word on what is acceptable.
e. Mark W. requested that he and Larry H. be the people involved in determining what scope should be deleted, if this is necessary. The Rigging package is about $1 million. Larry H. also requested a timeline to know when the buildings will be available to them.
f. There are conflicts on both sides of the stage that need resolution. One is the stairs on stage right and the other is the handicap lift on stage left.
g. Mark S. said that the Air Conditioning Testing will take place on Friday, November 17th.
h. There are still issues with the Architect, RJC. Mike B. will meet with them to work on a resolution.
i. We will pursue replacing the carpet in the Speech classroom office area.

11/7/06
a. Mark W. provided a list of items that need to be addressed to Mark S.
b. Larry H. stated that the rigging package needs to be completed. The remaining issues that don’t belong in that package need to be put together as well.
c. Larry H. indicated that the college doesn’t know if the air conditioning system works. Mark S. said that the testing will happen soon.
d. Shelves are needed for storage room, in order to accommodate what is currently at the shop. Mark W. to order them.

10/31/06
• The Contractor is working on the punch list and making some progress.
• The brick pattern was reviewed with Bonnie Easley some weeks ago, however she should receive a copy when exterior package documents have been finalized.
• Ann T. will check with Ivan to find out if wireless connection of the Drama/
Speech Building to the rest of campus has been completed.
• Painting of the Fine Arts shade structure was not included in the original documents. The welded joints are beginning to rust because the Contractor did not restore protection after welding. This will have to be done as a separate contract.
• Color selections of mini blinds have been made for Drama/Speech however selections are still pending for Fine Arts, Music and Nursing. Mark W. is following up.
• PinnacleOne has determined that a change in the ceramics room countertop was mistakenly made by the Architect when approving shop drawings. The difference in cost will be deducted from PacWest and the proper tops ordered and installed as a separate contract.

10/24/06
a. Mike Bishop stated that last week there was a meeting between PinacneOne, DMJMIGM, the LACCD attorney and PacWest and their attorney to discuss the payment withheld. PacWest bonded around the Stop Notices and the invoice was released. PacWest's final completion date is November 30, 2006. If they don't finish, then the money will be withheld and another contractor will finish.
b. Larry H. requested a copy of the complete punch list and inquired if painting the lockers are in the punch list. Mark S. agreed to provide Larry H. and Mark W. with the punch list.
c. Mark W. is working to find someone to repair the sewing machines. This is a correction from last week's statement.
d. Larry H. said that several pieces of costume gear used for a theater production are missing and that it was PacWest's responsibility to secure the room where this was kept. Mark S. requested a list of the missing items and will request a refund from PacWest. This is in addition to the $950 paid by PacWest for missing costumes.
e. Larry H. said that a new package was put together for the window blinds. It includes Nursing. PinnacleOne will provide specifications and College will coordinate the work and purchase the blinds.
f. The exterior package, which was due last Friday, was not received. PinnacleOne to follow up on this.
g. Mark S. said that the fire alarm testing conducted last Friday was done, but it failed. The wheelchair lift in the theater was also tested and passed. The College is required to test run all lifts weekly in order to maintain warranties.
h. Larry H. said that the Air Balance in the theater needs to be worked on.
i. Mark W., Larry H. and Mark S. will meet to discuss the rigging drawings.
j. Mark S. said that what is in the Scene Shop needs to be moved so that the equipment can be inspected and reinstalled.
k. Larry H. said that the work lights in the theater are installed too low to be functional, even though they were installed per plans. The wrong fixtures were specified. The rigging package consultant clarified which lights need to be used, and this can possibly be done under this other package.

10/10/06
d. Blinds: The blind company stated to Larry that they have not heard a decision on
colors. Dr. Spink said that the nursing building will not be done.
e. Mark's said that the Theatrical Bldg and the rigging drawings were received. Mark
Wood and Larry will review.

10/3/06
a. Mark Wood contacted the blind manufacturer and the College will use College funds
to buy/replace. Dr. Spink wants this expedited, so classes won't be impacted.
b. Mark Wood will provide a list of what is needed to have the two speech classrooms
ready for spring. There are desks inside these classrooms that need to be removed. Mark
S. to coordinate.
c. Carpet in Mark Wood office needs to be installed.
d. Mark Wood will provide names of outfits that can fix sewing machines.

8/29/06
a) Fine Arts: Location of lockers for Fine Arts have been selected. Some locations
have been identified but Matt and Luis R. need to walk to finalize. Also, the number of
lockers needs to be provided by the College.

8/8/06
- The sink backsplash in the drawing/painting room has not been caulked.
- There is a damaged toilet partition in the Drama/Speech Bldg. This will be replaced
since the building has not been occupied.

8/1/06
- The Plaster Cyclorama should be color "P-1" egg shell as selected by LH & MW.
- Ductwork at back of stage needs to be out of sight lines. It may be best to do this work
along with the dust collector duct and screen as a separate project.
- Ticket Booth lower window panel - should be opaque. This may be accomplished using
a solid panel, film or a blind, although blinds would be the least acceptable option.

7/25/06
- Equipment cleaning:
  - Lighting instruments will be done in Rigging Package.

5/16/05
- MW stated that there was suppose to be a dimming system in the Gallery.

5/2/06
- The group feels that it is imperative that they have input to the order of construction
for the rigging, lighting & sound package. Their preference is that the Recital Hall
and "Black Box" Theater be the first to be completed since they are also used as
classrooms.

4/25/06
• The issue of the sink in the old ticket booth is yet to be resolved. There is also a floor safe which needs to be repaired.

Issues and Complaints

3/13/07
a. Mike Bishop noted that the College photographer has been coming onto the construction sites without proper personal protective equipment of without checking in with the contractor. He asked that the College remind all personnel to adhere to the program safety regulations.
b. Larry Heimgartner noted that the Scene Shop did not have a core installed in the lock cylinder and the shop was unlocked. The College locksmith is aware of the situation and will address it as his schedule allows. Larry also stated that the door in the new Scene Storage room could be not be opened or unlocked from the inside if the door was locked. Mark Schoeppner stated that the hardware had been adjusted two weeks ago and he agreed to confirm on site.
c. Mark Wood requested that the PP&E budgets for Music and Fine Arts be reviewed and that the cost of the desks currently in the Fine Arts Gallery be properly charged to Northeast Academic which is their ultimate final location once that project is completed.
d. Mark Wood commented that the keyed light switches in the Drama/Speech Bldg. corridors do not all function and some require non-standard keys. Mark Schoeppner agreed to review the situation and to include replacement of the switches in the scope of an upcoming project.

3/6/07
There were no issues or complaints.

2/27/07
a. Lighting @ night – Night student enrollment is down.
b. B. Englert suggested a lighting project to address lighting controls, inadequate time clocks, and better site lighting.

2/20/07
a. Mr. Englert stated that there was mud from the construction by his trailer after the rain.
b. Dr. Spink said that the Program Posters she requested have not been installed. Mr. Englert to check.
c. The overheating in the speech classrooms and the A/C problem at classroom village are now fixed.
d. Mr. Rosas said that some of the “bridges” over trenches are not wheelchair friendly. Mr. Englert said that they are almost all removed.

2/13/07
L. Rosas reported that there were no issues or complaints this week.
1/30/07
a. Two wood bridges from the parking to the sidewalk and from sidewalk to sidewalk need steel plates.
b. Run-off material in the Central Plant/Utilities area needs to be cleaned.
c. Dust during Tech Building excavation needs to be mitigated.
d. Theater has puddle on the main stage.
e. The road behind nursing and theater needs to be opened by the end of this week.
f. New college maps were sent to Mary and Ann to use for directions next week.

1/16/07
a. College was not informed of the installation of the rod iron fence by the City.
b. Contractors must be informed of parking requirements for the first three weeks of school, starting in February. They can’t park in the parking lots, must park at soccer field.
c. Major deliveries can not take place between 7 a.m. and 1 p.m.
d. There will be a shutdown during President’s weekend. Pinnacle One will inform college of details.
e. College requested new signage before spring semester. They need to be sent to Ms. Patterson electronically.

12/12/06
a. College needs early notification of shut-downs so that they can coordinate.
b. There is no boiler heat due to Mallcraft activities.
c. Directional signs need to be re-done before school starts again.
d. College requested to be notified in advance when contractors schedule AT&T to come to the site.

12/5/06
a. There is graffiti at the new sign at Figueroa and L streets. There has also been tagging inside the college.
b. There were pieces of wire left in the parking lot after the fence for the Tech Building contractor was set up. Several tires have been damaged.
c. The Central Plant contractor placed their container by the access between the Technology classroom and the electronics container. Also, the college is requesting a ramp be build in that area for access.

11/28/06
• Cooling tower will need to be refurnished and tuned-up prior to installation.

11/21/06
a. Bill E. said that Carla is still experiencing problems with the lack of gates for the loop road. Mike B. said that fence panels will be used. Mike B. said that the Swap Meet is causing some damage to newly installed work. New planters were destroyed last Sunday. Also, Mike B. said that power lines for FMO contractor’s trailer were stolen.
b. DJM needs to pay walkway and backfill trenches.
c. Bill E. said that the hazardous materials stored outside the Sheriff’s Dept. need to be removed.
d. Bill E. said that the overspray at the Fine Arts building needs to be fixed.

11/14/06
a. Mike B. said that he followed up on the complaint that someone fell down in parking Lot H. He did rearrange Parking Lot B to have a safe handicapped access and route. PinnacleOne is committed to take immediate action on safety issues.
b. The boilers are not working. Contractors need to follow procedures when shutting anything down.

11/7/06
a. Luis R. said that there are complaints of flat tires from nails in the parking lot. There seem to be multiple sources of the nails.
b. The College said that there are still issues with the signs for pedestrians and that students are still walking in the street.
c. There is a graffiti “battle” in the walls and also inside the campus. The Sheriff has been notified.

10/31/06
- Gaps in work where one project leaves off and another starts are unacceptable. An example of this is at “B” lot where the Athletic Fields project and Loop Road are supposed to meet but don’t. A gap has been left creating a tripping hazard.
- The patch in the Loop Road still needs to be fixed.
- The hole made in the asphalt by DJM has been backfilled to the top with dirt. It will become a mud hole if not paved before the rains start.
- The walkway across the Nursing Quad should be done before the rains start.
- Because PacWest has left the Fine Arts Patio unsecured, Potter’s wheels and tools have been stolen.

10/24/06
The graffiti on the NEA/SS perimeter walls is still an issue. It needs to be cleaned up daily. Dr. Spink said that the College will install some of their signs on the walls as an attempt to deter the graffiti and improve the way the wall looks.

10/17/06
a. Luis Rosas said that he received pictures showing a student in a wheelchair, who couldn't access curb. Also, he stated that the bridge by the Music Building is not wide enough for handicapped access. Hector Arias to follow up.
d. Bill Englert said that DJM is still leaving the tunnels open all the time, and animals are getting in.
e. Walkway across Nursing Courtyard (DJM's) is also an issue.

10/10/06
a. Figueroa Place, College requested a sidewalk. Mike Bishop said it will be done, but it
will take several months. Dr. Spink also said that the signs are not up yet.
b. The patch work in the Loop Road is not acceptable.

**Athletic Fields**

3/6/07
Light poles are scheduled for delivery the week of 3/19/07. Installation will take place immediately following delivery. Loop Road might be closed during installation for safety reasons.

2/27/07
   a. The light poles bases are scheduled for delivery the week of 3/19/07.

2/20/07
Dr. Spink said that the fence by the baseball field is a safety issue. Mr. Englert and Ms. Johnson working with a contractor to get this issue resolved.

2/13/07
A meeting was held with the Athletic Dept. and they indicated that the bleachers should be powder coated to avoid glare. M. Bishop said that this is out of the scope of the contract.

Also, the sink, garbage disposal and window covers are not part of the scope of the contract and should be handled by the college.

DSA approved the fix for the light poles, and they will be completed and shipped back to the side.

1/30/07
Dr. Spink indicated that the classes will be starting next week and that the holes at the field need to be closed.
It was also stated that Nina Malone needs to be included in the walks for this project. Also, funds need to be located to finish the windows, sink and guard for the fields.

1/16/07
The bottom sections of the poles were taken to the shop for DSA required modifications. They have not been approved by DSA yet.
Fields can be used for practice only.

12/12/06
No change. Track is usable, but has not been accepted by the college yet.

12/5/06
   a. Bleachers are complete.
   b. Light poles are still at DSA.
   c. Moving forward with the removal of the old bleachers.
11/28/06
  • Bleachers are substantially complete with the exception of the concrete at the base of the handicap ramp.
  • Light poles are back @ DSA for backchecking.
  • Old bleachers are to be removed as soon as possible.

11/21/06
  a. No change on bleachers and poles.
  b. Mike B. said that the buyer of the Auto Building will be offered the bleachers that need to be removed.

11/14/06
  a. Bleacher installation is almost complete.
  b. Pole installation changes are still at DSA for approval.
  c. DR. Spink requested the removal of the old bleachers from the site, as they are a safety hazard since someone is trying to use them.
  
11/7/06
  a. Continuing Bleachers erection.
  b. The changes for the pole installation are back at DSA for approval.

10/31/06
  • The field light pole base corrections have been made and returned to DSA.
  • The area north of the Track and Field has been left in an unfinished and unsafe condition.

10/24/06
  a. Continuing bleacher erection.
  b. Dr. Spink said that students are requesting to have the last home game at the campus. She explained to them that the sink and disposal are not installed and that the field lights are not installed either, therefore, it won't be possible.

10/17/06
  a. Continuing bleachers erection.
  b. Poles: still working on DSA issues.
  c. Dr. Spink said that students are requesting to have the last home game at the campus.

10/10/06
  a. PinnacleOne needs to confirm that there is power to the scoreboard.
  b. The bleachers are being erected.
  c. Mike Bishop said that the design for the installation of the poles has many comments from DSA. Structural Engineer working on them.

10/3/06
  a. The Contractor began erecting the bleachers. Poles are not ready to be installed yet,
awaiting DSA approval.
b. The drain at the women's restroom was done per plans, but it doesn't work. This issue needs to be resolved.
c. The coiling counter shelters for the snack bar will be done by the College
d. Issue with lighting controls need to be resolved.

9/26/06
Dr. Spink wants to be notified of when the remaining poles will be installed. She needs to notify the Daily Breeze, as they have requested. The erection of the bleachers will start soon. One of the poles is on their way and needs to be moved.

**New Substation**

3/6/07
New substation energization is tentatively scheduled for March 30th. Campus requested to be informed of date, when it is scheduled.

2/27/07
M. Bishop suggested that we discuss phased hook-up with DWP.

2/20/07
DWP will energize new substation sometime between 2 and 4 weeks from now, but they have not provided a firm schedule.

2/13/07
DWP is working on the substation. The schedule is not known yet.

1/30/07
Mike B. said that substation is ready for DWP to energize. He stated that the DWP shutdown will take place whenever DWP schedules it, as we don’t have any control over their planning.

1/16/07
Not discussed.

12/12/06
This area is ready for DWP.

12/5/06
The curb is still not completed.

11/28/06
- The slab for the DWP transformer was placed last week.
- The Contractor is placing form work for gravel retention curbing

11/21/06
The slab is been poured today. The gravel retention curb is still pending.
11/14/06
Pinnacle One is working with DWP on the gravel retention curb.

11/7/06
Mike B. said that the retaining wall was poured last week and that the slab for DWP will be placed this week.

10/31/06
Concrete for retaining wall will be placed this week.

10/24/06
Mike B. said that the concrete was placed on the campus side of the substation and the DWP side will be placed following DWP inspector sign off.

10/3/06
Contractor working on ground. DWP started installing poles.

8/29/06
Not discussed.

8/15/06
- Grounding - DWP vs. Engineering.
- Since the fence poles are structural they were rejected by the IOR because the grade marks were on the waste ends when the poles were sawed to length. All the Contractor needs to do is supply one of the cut ends and the bill of lading showing the grade of steel delivered.
- The Engineer is having a disagreement with DWP regarding the grounding grid.

7/11/06 - Controversy between Engineer, Contractor & Inspector regarding the reinforcing cages for the fence poles. The issue is whether or not they are structural.

5/9/06 - MB is to verify that access agreement for DWP to place transformer has been presented to Dr. Spink for signature.

5/2/06 - Bill Engler reported that there is some disconnect between DWP plans and Herzog regarding construction of grounding.

**Wall Painting**

3/6/07
Not discussed.

2/20/07
Dr. Spink said that college should contact artist again.
2/13/07
Not Discussed

1/30/07
Not discussed.

1/16/07
Not discussed.

12/12/06
Not discussed.

12/5/06
The estimate for the painting required was submitted by Mark W. There is nothing new to report regarding the artist.

11/21/06
Not discussed.

11/14/06
There is no new information.

10/17/06
Ann Tomlinson said that the artist is still thinking about what to do. A location for the painting has not been determined.

10/10/06
Ann Tomlinson and Mark Wood are discussing this issue with the artist.

10/3/06
Still working on a resolution to re-do the mural located at the Business Building. It will be located in a different wall, or on a canvas at the Seahawk Center.

8/29/06
Not discussed.

5/23/06 - A meeting was held yesterday. The original artist is willing to repaint for cost of supplies and needs a place to work. The College has suggested Seahawk Center.

**Central Plant**

3/6/07
Discussed in Construction Status Matrix

2/20/07
Discussed in Construction Status Matrix.
2/13/07
Installation of Storm Drain through the site continues. This is due to the conflicts that Utilities project was experiencing with the relocation of the Storm Drain. Once Taisei completes this installation, Central Plant contractor will continue with the installation of the sewer and foundations.

2/6/07
The storm sewer is being routed under the building using cast iron pipe. This scope will be deducted from DJM.

1/30/07
Underground utilities work is continuing. Storm drain relocation from the Utilities project will take place under the Central Plant.

1/16/07
Earthwork was completed. Underground utilities work will begin next week.

12/12/06
An electrical shut-down will take place 12/22/06 and will affect the whole campus. Clarifier in this area will be tested and then abated (if necessary) and removed.

12/5/06
Demolition of buildings is completed. Car Enclosure is about 90% done. College reported problems with the power supply to charge cars. This is being worked on at this time.

11/28/06
- The Baler relocation is complete.
- Demolition will be started this week.

11/21/06
The preliminary results from the lab on the soil encountered in the concrete structure shows several hazardous materials. We still don’t know what kind of remediation will need to take place.
Baler relocation will be completed this week. Electric cars enclosure relocation will be completed next week and heavy demolition will begin next week.

11/14/06
The utilities contractor working in this area found what appears to be contaminated soil inside a concrete structure. Environmental has been contacted and samples taken. This may delay the Central Plant contractor.
Abatement of the buildings was completed last week. Relocation of cart enclosure and baler will begin this week. Demolition of buildings is scheduled for next week.

11/7/06
Dr. Spink requested a large drawing for the Groundbreaking Ceremony. Abatement activities will begin this Thursday, and demolition will follow. Relocation of electric car enclosure will begin next week.

10/24/06
The Notice to Proceed was issued today. The books in the Book Storage Building need to be removed, as the building was sold and the owner will pick it up next week. Ann T. said that it will be emptied by the end of the week. The container for the electronics will be moved. The location is to be immediately adjacent to the two Book Store containers just south of Seahawk Center.

**Fund Raiser**

3/6/07
Not discussed.

2/20/07
Not discussed.

2/13/07
Not discussed.

1/30/07
Not discussed.

1/16/07
Not discussed.

12/12/06
Not discussed.

12/5/06
Not discussed.

11/21/06
Not discussed.

11/14/06
Not discussed.

10/24/06
Mike B. to provide the information submitted by Ah'Be to Dr. Spink.

10/10/06
Dr. Spink wants to request another copy of what Ah'Be has given the college.
8/29/06
Not discussed

8/22/06
MB is to package this information and give it to Bonnie Easley.

6/20/06 - MB to turn up burner on getting the balance of the information required from Ah'Be.

The LAHC Foundation wants to sell trees to raise money. Trees could have plaques with names of tree on it. List of plant materials is to be made up from campus standard.

**Tech. Building**

3/6/07
Discussed in Construction Status Matrix.

2/27/07
Contractor is completing earthwork and will be starting excavation for foundations next week.

2/20/07
Discussed in Construction Status Matrix.

2/13/07
Brick entry was accepted as alternate in bid, and college agreed that they want to pursue this option.

Dr. Spink said that water was spraying from this site to parking areas.

2/6/07
MB to verify that brick entry wall was accepted alternate in bid.

1/30/07
Demolition continues and grading began.

1/16/07
The area has been cleared. A portion of the tunnel will be taken out. Changes to the entrance are now at $40 K.

12/12/06
Shut-down for the bypass work will take place this week. College has concerns with the telephone lines for the swap meet.
12/5/06
Contractor’s trailer delivered. NTP was issued.

11/28/06
• Contractor’s trailers are being delivered and set up.

11/21/06
Contractor’s trailer will be coming next week. Mike B. informed the college that the first two rows of parking won’t be available after mobilization and that notifications were sent out.

Groundbreaking is next Monday, November 27th at 1:30 p.m.

11/14/06
The changes to the front of the building proposed by the Architect are with the contractor for pricing. Luis R. requested Mike B. to contact Michael Song to discuss this issue.

11/7/06
The Groundbreaking Ceremony will take place November 27th at 1:30pm.

10/31/06
The groundbreaking ceremony will be held on November 27, 2006 and will be combined with Central Plant / Tech. Building. Bill is to arrange for 10 “Gold” shovels.

10/24/06
The alternative proposal presented by the Smith Group to Core last week has not been received yet. Hector A. to follow up.

10/17/06
The Smith Group presented another potential solution for the entrance to the building. If the college decides to proceed with this idea, it will be a change order to the contract.

10/10/06
a. The college decided on alternates: They want alternates 1 and 3 only.
   b. The ground breaking ceremony will be either November 14th or November 27th.

10/3/06
Bid openings are scheduled for October 4, 2006.

9/26/06
Mike Bishop said that there is a container north of Tech 1 that needs to be moved. Some of the options proposed by the College where to have the area cleared so that what is in the container can be stored in the Tech. Building; another option is to move container to the architectural patio. College to decide.

The Bid date for the Technical Building was extended to October 4, 2006, due to some
issues with the plan holder service. The ground breaking has been postponed until after
Board approval of contract.

9/19/06
Bids were postponed to 9/14/06.

8/22/06
Bids were postponed to 9/14/06.

8/15/06 - The ground breaking is scheduled for Tuesday, October 3, 2006 at 12:00pm.

8/8/06
- The Tech Building was released for bids last week. Bids are due September 7, 2006.
- The groundbreaking ceremony will be tentatively planned for October 4, 2006.

NEA/SS

3/6/07
Dr. Spink indicated that the FF & E for the Student Services need to be discussed starting
now.

2/27/07
Contractor is completing Site Utilities, placing thickened slab edge concrete and
installing metal deck. Delivery of NEA Building steel will begin next week.

2/20/07
Dr. Spink requested that the move management for the NEA/SS include hiring a
document disposal company.

Ms. Patterson asked about the timing for the selection of furniture for the NEA/SS. Mr.
Bishop said that the time is now, and that Mr. Darling will be advising the Users Group.

2/13/07
a. The City is still having some issues with the sidewalks at this location.
 b. Installation of metal deck at the Student Services is on-going.
 c. Generator is on site, but it has not been connected or fueled.
  d. R. Darling and Vikas presented alternative fabrics for the seats for the lecture
     rooms. Core picked one of the fabrics from the ones within the contract price
     range, so no change order is required.

1/30/07
Additional steel was delivered. Steel and underground utility installation continues.

1/16/07
Concrete was placed yesterday (1/15/07). The next load of steel will be arriving by the
beginning of February.
The fence alongside Figueroa Pl. needs to be moved to the property lane.

12/12/06
Placing concrete foundations for the Student Services building. Steel erection will begin next week.

12/5/06
Excavation for foundations is completed, formwork is done and rebar and anchor bolts are in place for the Student Services area. Steel delivery will begin tomorrow. The issue with the 24” pipe is resolved, but still waiting for written confirmation.

11/28/06
- Excavation for Student Services Building foundation is nearly complete. Reinforcing is being placed.
- The 24” concrete pipe is abandoned and will be removed as soon as we received written verification from the City.

11/21/06
Footing excavation is on-going, as well as some site utilities work.

11/14/06
The excavation for footings and foundations is in progress. The completion date for this project will not be November 2007. It will probably be April or May 2008.

11/7/06
The College said that there are complaints regarding dirty windows in adjacent buildings. Also, regarding the blackboards and whiteboards, the College wanted to make sure that the ones provided are not the cheap ones, but the good quality ones.

10/31/06
- Core Team is still concerned about safety of campus access. Asked about K-rails along “L” Street and possibility of putting a crosswalk across Figueroa Place. At end of construction wall with perhaps a flashing yellow light to warn drivers.
- The generator is on the November 15th Board Agenda.

10/24/06
The demolition of the Liberal Arts Building will be completed this week. Environmental testing of the import soil located at the Southwest College is taking place. Dr. Spink requested quotes for the testing, import and export cost of the soil.

10/17/06
The demolition is on-going. The only thing left is the portion of the building containing the electrical room. The college decided to go ahead and buy the generator.
10/10/06
a. The purchase of a new generator was discussed. The College will discuss further and make a decision.
b. Bobby will look into a process for painting the wood walls.
c. The demolition will be completed next week and the earthwork has begun.

10/3/06
a. Demolition is on-going
b. Tunnel for pedestrians was painted
c. Painting the wood walls to avoid graffiti was discussed. College to decide what to do.

9/26/06
Ms. Heather Perry-Melish from Steinberg Architects presented some alternatives for the NEA/SS Buildings: (see attached information)
a) Blackboards: Blackboards will be installed in half of the communication classrooms. Sliding marker boards over chalkboards will be installed at Lecture rooms.
b) Folding utility shelves will be installed at women's stalls in bathrooms, and in the bathroom's for the men's restrooms.
c) A different green was presented and approved by the College.
d) A different type of toilet partitions was presented. The original thicker style light beige was re-approved.
e) Info. Desks: The countertops will be changed from red to dark gray.

Fence for NES/SS Building: Signs will be installed in Figueroa PinnacleOne and "L" Street to direct students. College will take control of the tunnel, clean it up and install lights. A crosswalk will be painted on "L" Street. College asked again for holes in the fence to be able to see.

8/29/06
Dr. Spink requested some holes at the plywood walls on "L" Street so that people can view what is happening on the project site. Also, it was stated that all large trucks and equipment be removed from the streets for school opening on 9/5/06 by 6:00am. Mike Bishop indicated that the college needs to request DWP to turn the new water service on, so that the old line can be removed and trees can be pulled out as its root is entangled with waterline. Dr. Spink asked Maria from DMJM to follow up with the District on this.

8/1/06 - The Core Team likes the stucco color on the Scene Storage addition and would like to see that color used for the NEA/SS stucco.

6/20/06 - The Core Team wants the Marquee sign to be energized during construction.

Parking

3/6/07
Not discussed.
2/20/07
Parking lot damaged by FMO Contractor. Mr. Bishop in discussion with Contractor to fix damage.

2/13/07
Not Discussed.

1/30/07
Not discussed.

1/16/07
Not discussed.

12/12/06
College met last week with Parks and Recreation and a partnering agreement is being worked out.

12/5/06
Not discussed.

11/28/06
- Diana Ho is negotiating with City for leasing the Parks & Recreation Parking Lot.

11/21/06
Not discussed.

11/14/06
Not discussed.

10/31/06
Not Discussed.

10/24/06
A meeting with Parks and Recreation took place. The College working to negotiate a lease for the west end of the Parks and Recreation Parking Lot on "L" Street.

10/17/06
Ann Tomlinson said that Parks and Recreation has not contacted her to set up a meeting. Dr. Spink said that she has a meeting next week with the Deputy from Parks and Recreation.

10/3/06
Ann Tomlinson stated that Parks and Recreations are now willing to discuss leaving space for parking.

9/26/06
College stated that the parking across the street on "L" Street is becoming an issue. College will make a decision on what to do with it.

8/29/06
Not discussed

8/15/06 - DJM is scheduled to do hole patching on the 25th.

8/1/06 - The Core Team has authorized use of the practice field as a Contractor only parking lot. When complete this will provide parking for approximately 230 cars.

**Expanding Energy Usage**

3/6/07
A LEED meeting for all contractors will be taking place at Harbor College on March 8th.

2/20/07
Harbor College is part of the group of colleges that will be receiving rebates, from DWP and also for the LEED buildings. Ms. Carvajal said that the application for FMO went in for $400,000.

2/13/07
M. Bishop stated that LACCD is working with DWP to be able to get the rebate money.

1/30/07
Not discussed.

1/16/07
Not discussed.

12/12/06
Not discussed.

12/5/06
Nothing new to report.

11/21/06
Not discussed.

11/14/06
Nothing new has been heard from Mr. Patel.

10/31/06
Not discussed

10/24/06
Bharat Patel has not contacted the College again regarding the possibility of installing
covered parking with photovoltaic panels on top in order to achieve the 1 mega watt installation envisaged by Larry Eisenberg.

10/17/06
Bharat Patel has not contacted the college. Maria C. to follow-up. LSW is preparing the incentive application for the Central Plant.

10/10/06
Dr. Spink wants to check on the gas company application. Nothing has been heard from Mr. Patel.

10/3/06
Nothing has been heard back yet.

9/26/06
Mr. Bharat Patel spoke about the expanding usage of energy within the Colleges due to expansions. He indicated that some colleges are expending capital dollars to provide larger systems than the required 10% self-generated energy use required by LEEDS. He said that there are third party entities buildings and maintaining generating systems. The College pays these third parties the same amount they will pay utility companies. There are incentive programs from State, etc. to finance and reduce the cost of implementing. Dr. Spink said that she would be interested if she can get the parking lot re-paved, a covered parking and the photovoltaics on top of the covered parking. Mr. Patel said that there is a possibility to do this, and that he will be personally handling it. Dr. Spink said that she needs to clearly understand what it will take, and also, how will this affect the LEED certification.

**Connectivity Project**

3/6/07
Not discussed.

2/20/07
Mr. Bishop said that P2S is working on this project.

2/13/07
Not Discussed.

1/30/07
Not discussed.

1/16/07
Not discussed.

12/12/06
Not discussed.
12/5/06
This project is coming up.

11/21/06
Not discussed.

11/14/06
This project is now in the committed project list.

10/17/06
Mike Bishop said that an Engineer will be on-board soon.

10/10/06
Mike Bishop is creating this project and it's ready for signature.

**Master Key System**

3/6/07
Not discussed.

2/20/07
Mr. Englert is working on this, and reported that it is on-going.

2/13/07
Not Discussed.

1/30/07
Not discussed.

1/16/07
Not discussed.

12/12/06
Not discussed.

12/5/06
Nothing new to report.

11/28/06
  - Facilities is moving forward with this planning.

11/21/06
Not discussed.

11/14/06
Bill E. is working on this.

10/24/06
Bill E. received the template. He requested input from PinnacleOne to know what is in each one of the new buildings as far as hardware. The College goal is to minimize the number of keys staff needs to have.

10/17/06
No new development. Mike Bishop said that Ingersoll Rand said that they already provided a template for the system. Bill Englert said that he has not seen it.

10/10/06
Bill Englert indicated that this needs to be standardized, but nothing has changed. Ingersol Rand is providing Master Key System.

**Bus Stop**

3/6/07
Not discussed.

2/27/07
Diana Ho has been informed that Harbor will not participate in this Buss Pass program. 3000 tickets would equal over 1/3 of student population.

2/20/07
Dr. Spink said that she met with Diana Ho to discuss this issue. Bus companies want a commitment in the number of passes that will be sold to students (3,000).

2/13/07
Not discussed.

1/30/07
Not discussed.

1/16/07
Not discussed.

12/12/06
Not discussed.

12/5/06
The ramp will be done by the first contractor to have asphalt work at the site.

11/28/06
  • Need to provide ramp at bus stop in spite of work done to provide access through
the planter.

11/21/06
Not discussed.

11/14/06
Dr. Spink stated that Diana Ho is working on getting the bench and the cover to the relocated bus stop.

10/31/06
The bus stop has been relocated.

10/24/06
The bus stop at "L" Street will be relocated tomorrow. Dr. Spink requested PinnacleOne to send notification to Mary, so that she can send as a campus wide notification. Dr. Spink also requested to paint the crosswalk on "L" Street.

FMO Building

3/13/07
Dr. Spink expressed concern over the photovoltaic system supports on the FMO Bldg. roof and the number of penetrations. Mike Bishop stated that DSA would not approve the glue-down roof attachments.

3/6/07
Dr. Spink indicated that FF & E needs to be discussed.

2/27/07
The Contractor is installing structural steel for the warehouse, metal roof decking on the shops and office, and waterproofing on the west wall of the shops.

2/20/07
Discussed in the Construction Status Matrix.

2/13/07
Panels will be raised on Wednesday, February 14th, so parking lot will be impacted.

2/6/07
Tilt panels for the warehouse will be erected Wednesday 2/14/07.

1/30/07
Concrete pour for tilt up panels was completed. Installation of steel beams and columns continues.

1/16/07
Masonry work is completed. Working on deck.

12/12/06
Pouring foundations today.

12/5/06
There was a disagreement between the college and the PM regarding the height and width of the roll up gates. Mike B said that what is installed is what is in the drawings and what has been accepted by the college.

**Easement for Outflow Drainage Maintenance**

3/6/07
Not discussed.

2/20/07
Mr. Bishop to follow up with Mr. McBearny.

2/13/07
Not Discussed.

1/30/07
Not discussed.

1/16/07
Not discussed.

12/12/06
Mike B. is working on this issue.

12/5/06
Mike B. will check on the progress of the easement for access to maintain outflow drainage.

**Utilities Project**

3/6/07
Discussed in Construction Status Matrix.

2/27/07
Contractor is busy getting ready to place concrete for completion of walkways.

2/20/07
Discussed in the Construction Status Matrix.

2/13/07
Paving will continue this week.

1/30/07
Backfilling trenches and preparing to place sidewalks.

1/16/07
a. The project has been stopped at the entrance to the Central Plant area because the structure found is believed to be the head of an oil well. Waiting to determine what needs to be done.
b. Campus Dr. is being paved today.
c. Concrete was placed between theatre and classroom building.

New Added Projects

3/6/07
Not discussed.

2/27/07
Bollard gates and new bollard barrier at Lot 4 are complete.

2/20/07
Bollard Gates installation began last week. Ms. Muldoon requested additional bollards at the south entrance, Figueroa Place. Ms. Johnson said that the cost proposal is $4,700. Dr. Spink and Mr. Englert gave the authorization to proceed.

2/13/07
Not Discussed.

2/6/07
There is a meeting today for the Culinary Remodel Project.

1/30/07
The bollard gate installation and the sides for the baler enclosure are on hold pending completion of contractor’s OCIP enrollment.

1/16/07
The two projects requested by the college, Bollard Gates and Ramp access for Tech building, have been awarded and should be started in the next couple of weeks.

New Buildings Design

3/6/07
Not discussed.
2/27/07
We would like to discuss doing the Chem/Physics building as a design build project. Larry Eisenberg will attend our next Core meeting to share information about this delivery method.

2/20/07
Not discussed.

2/13/07
RFQ for Chem/Physics building needs to go out. The architect selection committee will be: Bill, Lauren, Luis, Dr. Spink, Mike, Nancy, Kristy Blackburn, 1 representative from each Physics and Chemistry.

1/30/07
Not discussed.

1/16/07
Architect selection will begin for design of Library and Chemistry/Physics.

**Abatement Projects**

3/6/07
Projects are proceeding.

2/20/07
Not discussed.

2/13/07
Not discussed.

1/30/07
Chip J. stated there are several projects that could be done using this funding. He said that the State won’t allow replacement. Dr. Spink indicated that she does not want to leave floors unfinished after removal of tile material.

1/16/07
Mr. Jackson indicated that there are funds for abatement that need to be used by April 30th. College to provide a list of projects they would like to pursue.

**Tree Donation**

3/6/07
Not discussed.
2/20/07
Not discussed.

2/13/07
M. Carvajal said that the City will be contacting Harbor College about their tree donation program. B. Englert indicated that right now the college can not manage new trees.

Fire Alarm System

3/6/07
Not discussed.

2/27/07
The First Fire contract is in process.

2/20/07
Mr. Bishop stated that we now can write a contract to First Fire to reprogram the Fire Alarm System. Ms. Carvajal said that the contract should be ratified.

2/13/07
DMJM is working on authorizing First Fire as a sole source Fire Alarm provided for the campus. This will need Board Approval. Mike B. said that this concept was rejected about three years ago by the Board.

College stated that there are many buildings without a properly functioning fire alarm.

Ceramics

3/6/07
This was discussed as part of the Modernization projects.

2/27/07
   a. Sinks & tops at ceramics need to be fixed right away. We will do this as a separate project.
   b. Gate @ ceramics to provide second exit from kiln area. We will do this as a separate project.

Missing Equipment

3/6/07
Not discussed.
2/20/07
Mr. Wood stated that some equipment that was there when Pac West began working is missing. He wants to know how this missing equipment will be replaced.

**FF&E Funding**

3/6/07
Not discussed.

2/20/07
Mr. Wood expressed concerned over the funds from his area’s FF&E that may have been used for other college needs. Mr. Bishop will check into this and let him know of his findings.

**NEW ISSUES**

**Project Delivery Methods**

3/13/07
The use of alternate delivery methods (Design Build) for the Chem/Physics building was discussed. It was agreed that detailed programming needed to be completed first and that Steinberg would be approached to complete this task. The OK was given by the Core Group to proceed with programming.

3/6/07
Mr. L. Eisenberg presented on three project delivery methods: Design/Bid/Build; CM/GC at Risk and Design/Build.

A combination of the CM/GC at Risk and Design Build seems to be a good fit for the new Chem/Physics building. The core team agreed with this approach, and acknowledge that the Architect under this configuration will report to the contractor.

**Recycling Facilities**

3/13/07
Mr. L. Eisenberg also presented the idea of building a recycling/waste disposal facility at the college. College will look into this option and make a decision. Dr. Spink will look into possible locations, including one off Anaheim Street.

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