Owner’s Meeting Minutes 254
3/03/09

Attendees:
Dr. Spink  B. McNeel  M. Bishop  R. Darling
Dr. Tomlinson  L. McKenzie  C. Muldoon  J. Naranjo
Dr. Patterson  M. Wood  L. Heimgartner  R. Haller
L. Rosas  J. Smith  L. Johnson

Child Development Center

3/03/09
• P1 to check design for interior wall outlets.
• P1 to check design for exterior outlets.

2/17/09
• A scheme to paint the building with two different colors of paint matching the gray and tan of the other new buildings was presented and accepted by the group.
• The group decided that a good place for the children’s hand prints would be the top of the letter seat walls.
• There will be a walkthrough of the construction site for the users and Core Team in March.
• The project has suffered delay due to rain. With the wood wet it is not possible to install roofing and other damp proofing materials. Other work such as plumbing rough-ins has proceeded.

1/20/09
• The architect attended the meeting to present the color and material boards for the new CDC.
  o The colors for the walls and doors are okay.
  o The carpet selection for the child rooms is okay.
  o Change carpet to VCT in adult classrooms.
  o PBWS is to look into the largest quarry tile possible for the lobby floor.
  o The Core Team asked why we are not using bright colors for furniture in children’s areas.
• Framing is complete and the contractor is ready to start roofing and wall sheathing.

10/07/08
• It was suggested that we could have the kids put their hand prints in the sidewalk at the end of the project as part of the dedication.
Humanities Modernization Scope Issues

3/03/09; 2/17/09
- As soon as the Program office executes the task order the Theater work will be started up again.

1/20/09; 1/06/09
- The Rigging Lighting Sound package is being held up pending bringing a new architect on board to incorporate the final information and to add in the scope which was left off and/or removed.
- The roofer was on site to fix the Theater leaks last week.
- Mike is checking to see if there is some easy way to have some A/V equipment installed in the speech rooms.
- L. Heimgartner is going to review the carpet samples mentioned in the 11/11 minutes.

12/2/08
- We will be replacing Rossetti as the A/E on the Theater and Fine Arts work. There was no objection from the group.

11/18/08
- The Users want us to address items of scope in Measure J prior to releasing any package.

11/11/08
- Mark wants to do a final check to see that comments have been incorporated prior to release of the Theatrical Package for bidding.

10/21/08
- Mark and Larry have reviewed the FF&E list. Some things were out of date and have been eliminated.
- Larry would like to know if there is any way we can get help installing flat screens and the podia in the Speech rooms. Mike to check to see if we can tag it onto work being done in NEA/SS.

10/07/08
- The FF&E budget is listed at $80,000 less than the group remembers it to be. P1 will look into this.

07/29/08
- PinnacleOne will shift funds from the exterior portion of the project to reimburse Fine Arts and Music FF&E.
- A budget review is required to identify funding source for proposed Recital Hall remodel to a Level 2 classroom.

07/01/08
- PinnacleOne will schedule an inspection of the Fine Arts roof.
Issues and Complaints

3/03/09
- The alarm which disrupted classes in NEA was a trouble alarm on the Fire Alarm System. P1 has written a task order to First Fire to trouble shoot the entire system and fix all ground faults.
- The Keying master plan needs to be discussed at Core in a concentrated meeting. There have been many attempts with many consultants in the past 7 years to address the master key system on campus and all have failed. P1 and Facilities are trying to find a good consultant to help us complete the task.
- The skunk smell is back at the east end of SSA
- The stanchions which bolt into the floor in the Art Gallery are missing. They had been stored in the room adjacent to the Gallery; but have disappeared.

2/17/09; 1/20/09; 1/06/09
- The elevator equipment in NEA adjacent to the faculty offices is too loud.
- There should be hooks installed on the back of doors for coats and rods in closets.
- In Room 154 of the SS the modesty panels must be removed from the desks units adjacent to the walls in order to access the wall outlets for voice/data and power.
- There is a persistent skunk smell in the second floor Academic Affairs VP offices.

12/2/08
- There are leaks in the Admin Building roof. Bill stated that these were not due to the new roof installed recently.

10/07/08
- Athletic field gate hinges need to be fixed. The contractor fixed one gate but not the others.

03/04/08
- Bronze plaques to be installed at the dedication of new projects are to be ordered through Build-LACCD and will contain the names of the campus administrators serving at the time of the project’s dedication. Approximately six weeks are required for fabrication after approval of the design by the college. Funds for the plaques will be from the project.

Central Plant

3/03/09; 2/17/09; 1/20/09; 1/06/09; 12/16/08; 12/2/08
- Commissioning continues. The connection to the boiler plant will be removed as soon as this is complete.

11/18/08
- Final controls programming is underway. The Broad is being readied for it’s AQMD testing.
• The Campus is concerned about the consumption of Gas. This is probably due to having the chiller plant hard piped to the boilers in order to load the chillers.

11/27/07
• Dr. Spink inquired about educational signage for the Central Plant equipment and the sundial proposed by the architect during their design proposal. M. Schoeppner stated that the contract does not include educational signage but he would follow up with the Designer.

Tech. Building

3/03/09
• The Group wanted to know how we are addressing:
  o The roof leaks in M. Woods’ office, rooms 101 and 102 and the editing bay in the TV Studio.
  o The ponding on the stair landing.

2/24/09
• There is a list of scope items which were not part of the original building scope which will be handled as a separate contract. These items may be combined with similar items from NEA/SS to form a single larger project.
• Hector mentioned that the DSA reviewer working on curtain wall systems was recently transferred to the field and currently there is no one at DSA assigned to this task for any of the projects.

2/17/09
• Hector requested that one parking space in the parking lot immediately adjacent to the building be designated for alternate fuel vehicles in order to gain back a LEED point lost due to turning the green space in front of the building into parking.
• There are areas in some of the labs where there are no outlets in 40’ of wall.
• The College wants to move some of their old equipment into the TV Studio and begin using it. There are boxes stored there which need to be removed.

11/11/08
• Furniture is being moved into the building. The deferred approval items are still at DSA.

10/07/08
• The fire sprinklers are not yet approved. The DSA reviewer is requiring that the interstitial spaces between the ceiling and the deck above be fire sprinklered because the design team exercised the exception to the code requiring fireproofing of structural steel which allows substitution of fire sprinklers. This interpretation of the code changed in 2005 from not requiring to requiring sprinklers above ceilings. Since the building was submitted and approved in 2004, this requirement does not apply.
• Commissioning is underway.
NEA/SS

3/03/09

- Interim Classroom Village
  - The fire alarms will be disconnected on 3/09
  - We need to move the furniture out. L. McKenzie would like to move the new sled desks to Tech
  - The bungalows will be moved out 3/23.
- There has been no progress to report on the purchase of trash cans, clocks, etc.
- P1 needs to be given specs on the copiers which have been requested in order to purchase the right thing.
- There is water damage to the ceiling in the large conference room which needs to be repaired.
- One of the arms from the fixed seating in a lecture hall has been knocked off. The screws appear to have been sheared off. P1 will pursue correction of this with the manufacturer.

2/24/09

- There is a list of scope items which were not part of the original building scope which will be handled as a separate contract. These items may be combined with similar items from Tech to form a single larger project. This list is as follows:
  - NEA/SSA List of Separate Bid Items
    - Mechanical Screen Wall Doors
    - Crossover Platforms
    - Angle closure at second floor guardrails
    - Chair rails at all classrooms
    - Permanent display shelves under SSA stairs
    - Permanent barrier under NEA interior stairs
    - Blinds at Admissions and Registration 107 to control glare
    - Smaller CPUs at Computer labs in NEA and Assessment Center
    - Wider tables(36” per student) at Assessment Center
    - Signage for faculty offices
    - Window insert in main entry door at Faculty office complex NEA first floor
    - Phone Intercom in main entry door at Faculty office complex (both floors)
    - Camera system to monitor back hallway and rear entrance at NEA faculty complex, both floors
    - ADA push button door operators at NEA breezeway doors
    - Hold down clips for bottom rail of blinds at door side lites
    - Additional signage required by Fire Inspector
    - Rolled curb required by Fire Department Inspector
    - Lectern revision
    - 19 air vent grilles at AV closets, Rooms 214, and 219 in SSA
    - Privacy blinds between classrooms 122, 124, 126, and 128
• The ICV fire alarm system is scheduled to be disconnected on Tuesday 3/3. This is the first step in removing the ICV. Luis is to verify that all classes have been moved out of these classrooms and inform P1.

2/17/09
• Rick, the IOR and the AOR will be conducting the final punch list walkthrough of the buildings 2/23–24. Those who have new items should communicate them to Rick.
• Tables in computer labs are too small to accommodate two students, the computer equipment and their books. The group was cautioned that larger tables equal fewer students in a class.
• Trash cans and pencil sharpeners were being ordered from Grainger through WISCA, but the board item was pulled.

1/20/09
• Lessons learned
  o The tables in the computer labs are too narrow. The students are shoulder to shoulder without room to put a book or paper on the table beside the keyboard.
  o The fixed seats in the lecture halls are too narrow. The wider seats used in the Music Recital Hall should have been used. The Recital Hall seats were ordered prior to the E-Catalog procurement. E-Catalog seating is what is in the lecture rooms.
  o Students place their heads against the walls in classrooms where the desks and tables are against the wall. They also rub the desks and seats against the walls. Some protection such as a plastic film wainscot is needed.
• The removal of the ICV is planned for March.

12/2/08
• Brad expressed concern about the layout of the Video Conference Room. The concern is that there is conflict between the video equipment cabinet and the roll-down screen.
• A question was asked of Ivan regarding what to do with the old computers. Ivan will present a plan at the next core meeting.

11/11/08
• Abby is putting together a list of deficiencies regarding Student Services. Display cases mentioned last meeting are not in the current FF&E budget.

Parking

3/03/09
• The parking structure contract is being rewritten to reflect that we are building one structure, East, and enlarging for more efficiency.
2/24/09
- P1 presented a sketch showing a larger parking structure than the original RFP. This would be a three level structure with 370 cars.
- The group discussed the possibility that the parking structure cuts the PE and Wellness Building off visually from the rest of the campus. Dr Spink suggested that perhaps the structure could be moved to the west into the practice field. P1 is to conduct a user group meeting to discuss eliminating the practice field.

2/17/09
- Dr Spink has instructed P1 to proceed with the East parking structure.
- P1 has had one meeting with McCarthy and will meet again this week to discuss alternative layouts to the ones proposed in the RFP.

1/20/09; 1/06/09
- We have requested that Chevron Energy add temporary parking to their project at the north side of the athletic fields, south of P1 trailers, and between New Tech and Tech 1.

10/07/08
- P1 has money in the next bond to cover off site parking and shuttle service. Shuttle services have been contracted on a District wide basis, and we should be able to obtain service that way instead of reinventing the wheel. Ann will talk to the VPs at West and Mission to see how their shuttle services have been working.

Connectivity Project

08/26/08
- A portion of this work is being done by Ford as part of the P.E. Wellness project utility installation.

06/17/08
- Approximately $300K in additions funding is required.

Easement for Outflow Drainage Maintenance

08/26/08
- M. Bishop had not heard from McBearny. H. Arias will follow up on this item.

Science Center

3/03/09
- The demo of the old Receiving Building and yard is being included in the Science project scope.
- The Bookstore needs to move out of Receiving prior to demolition. They have two containers south of Seahawk specifically for book storage.
2/24/09
- A sustainability conference was conducted Monday for all of the DB teams. This meeting was very productive.

2/17/09
- Dr Spink asked the LEED rating of the building. The LEED rating stated in the RFP is Platinum.
- There will be a sustainability workshop on Monday 2/23 for the design build teams. P1 requests use of the Global Classroom in the Tech building for this meeting.
- There will be a Geotech rig on campus Friday taking samples, weather permitting.

1/20/09
- Steinberg Architects presented the Science Complex programming to the group.
  - Rooms must be designed to accommodate larger students. Computer stations should be designed at 36” instead of the standard 30”.
  - Fixed seating needs to be wider to accommodate larger students.
- Wind studies are required of this building type to determine impact of exhaust stacks.

1/06/09
- The Program Management office is completing the bid package and should be ready to release to the DB teams within a couple of weeks.

12/16/08
- The joint programming session with Life and Physical Sciences was successfully completed on 12/12. There were some points which needed to be included in the Physical Sciences program to accommodate the Solar Energy Lab. This addition is being incorporated and will be distributed to the users for approval.

12/2/08
- Final Draft review of the Life Sciences programming is 12/5. We will follow up with a workshop with both Life Science and Physical Science users on 12/12/08 with the possibility of a final joint session on 12/19.

Alternative Energy

3/03/09
- P1 has been informed that the College will be expected to pay for reconstruction of the parking lots. The number we were given is $12M. Even though the College was led to believe that this work was being included in the PPA along with the PV, in planning for Measure J, $8M was budgeted for parking lot reconstruction, so in spite of the surprise there are some monies available for this purpose. The plan is to ask Pacifica and Chevron for a detailed breakdown of costs of construction.
2/17/09
- Completion of the parking lot rebuild has been delayed due to the recent rains. The contractor plans to start up again on Monday weather permitting.

4/20/09
- Chevron has started the Phase 1 parking lot rebuild which is the south half of Lot 8. This phase should take approximately 4 months.

12/16/08
- Chevron Energy Solutions and Pacifica Services presented their plans for the parking lot Photovoltaic project. The schedule is to start Phase 1, which is the south half of Parking Lot 8, next week. That phase will take 4 months. Phase 2, the north half of Lot 6, will start immediately thereafter and is expected to also take 4 months. Before Phase 2 can be started P1 will have to relocate to new offices on the south half of the tennis courts. The third phase of the PV project will be comprised of the south half of Lot 6 and all of Lot 7. This phase is expected to take 3 months.
- The Core Team gave approval to start Phase 1.
- Chevron Energy Solutions has received permission from the District to start reconstruction of the parking lots prior to receiving DSA approval of the carport structures. Refer to Alternative Energy for further discussion.

10/21/08
- Once this project starts up there will be considerable disruption of the parking.

PE Building

3/03/09
- P1 is to check to see that there are an adequate number of outlets in the building.
- Countertops are being made of regular plywood instead of CDX. P1 will address with the architect and the contractor.

2/17/09
- Representatives from Leo A Daly presented the color and material pallet.
  - VCT should be used instead of carpet for all classroom and circulation areas. Offices should have carpet.
  - The architect should design the pattern of the VCT floor tile. The colors are acceptable.
  - There was a debate as to whether plastic seats in lecture halls instead of cloth seating. No decision was reached.
  - Some of the Core did not like the carpet selection although the users who were present thought it was good.
- PE wellness should hold a user group meeting to further discuss materials and colors.
- Metal deck installation has been delayed due to the recent rain.
Structural steel installation is substantially complete. The contractor is starting installation of the metal decking.

There is no provision made for sinks or drains in the snack stand area of the Gym. If it is a requirement to have a refrigerator and or sinks we need to know now prior to placement of the concrete slab. The Core Team instructed P1 to assume that there will be a refrigerator, and a 3 compartment sink with disposer.

The architect is addressing Fire/Life Safety and Structural DSA comments; but still has not received Accessibility comments.

Kaveh from WWCOT presented the revised scheme for the exterior of the Library. The bottom 9’ will be changed to plaster which will be painted in two shades to match the color of some of the panels proposed. There was no brick proposed because it doesn’t fit with the building design. Even though the materials are not the same as the other new buildings, the colors of the building reflect the colors of the materials found in those other new buildings which supports the continuity of the campus. The Core Team approved this scheme with the caveat that the users must also approve.

DSA comments have been received for Fire/Life Safety and Structural. We are still waiting on Accessibility.

We are waiting for a final proposal from the architect regarding the building exterior finish.

Bill and Mike met with the Architect regarding alternative design for the building wall systems. The Architect will propose alternatives.

The Core Team has concern regarding the wall panels. Mike will address this with the architect.

Dr. Patterson requested to view the fly through demonstration presented to the Infrastructure Committee.
Nursing

3/03/09
- The purchase order for the doors, frames, hardware and glass is being delayed in the bureaucracy as is the Contractor’s and A/E’s amendments.

2/17/09
- No discussion this meeting.

1/20/09; 12/16/08; 12/2/08
- Construction is progressing. Issues of sound insulation have been resolved.

11/11/08
- Contractor has completed demolition.

10/21/08
- There are still cabinets in the space that need to be salvaged for reuse.

09/09/08
- The drawings have received DSA approval. Several items were added by DSA which will need to be priced by the contractor. The contracts have been signed and the added work will be handled by change order.

- B. McNeel indicated that we are not losing the grant so long as the classes are started in September. An alternative classroom has been arranged.

Demand Side Audit

3/03/09; 2/17/09; 1/20/09; 1/06/09; 11/18/08; 10/21/08
- No apparent action has been taken to date.

Foundation Issues

10/21/08
- Tables and benches have been ordered. NEA/SS = 3 Gray; Theater = 6 Sand
- Bill and Larry will do a ground plan of the Theater Quad for placement.

Measure J

3/03/09
- We are to do the Marquee as a separate project and move it along right away. The College has decided not to do the project as a purchase agreement with advertisers.

1/20/09
- The Measure J list of projects was handed out to the Team.
The General Classroom Building should be called Extended Education
The Fine Arts/Theater description should be altered to more accurately reflect the project which is contemplated.

1/06/09
- The TV Studio is a priority project. P1 is to have Smith Group begin to address the completion of the studio. The consultant they had in the beginning was good and could be engaged again.
- Other priorities are cleaning up of GC and old Admin. Programming should start right away.

12/16/08
- The P1 team and Bill are going to have a retreat on 1/7 to discuss lessons learned, campus standards and Measure J project bundling and scheduling issues.

11/18/08
- Core advises that there should be monies set aside from Measure J for computer replacement at the end of the bond, 5 years from now.

11/11/08
- Now that the bond has passed the P1 team has started planning for management of the projects. The first step started at the staff meeting with a briefing of what is in the bond, tentative budgets and preliminary time lines. The second step is that the P1 team will put together two lists within the next week. Those are, lessons learned, and items of work either not covered or left out of Props A/AA. The week following we will hold a retreat with Bill Englert to map our recommendations as to a course of action to present to the Core Team.
- One of the first projects that need to be addressed is the Old Admin building. The inclination of the Core is to do paint and patch of the area required for Job Placement and Cal Works so that we can move them out of the temp office bungalows. The A/C and other work can follow later.
- The City has been talking with the College about adding their One Source Center to the campus and this building would be a natural place to put it.
- The Port has been discussing having the College conduct their Port Truck Driver Training. A likely place for this is the properties on PCH which were being considered as potential off site parking.

Land Acquisition

2/17/09
- Dr Spink is getting pressure from District to move on purchase of the PCH properties. The Core recommends nothing be done until it can be discussed a second time in CPC.

1/20/09
• David, Dr. Spink and Mike described the latest thinking regarding the potential for acquiring the two pieces of property on PCH; and also a trade of property with the city Recreation and Parks Department where we would swap the 17+ acres of the driving range for a like amount north of L Street. If the College was also to acquire the 4.8 acres currently owned by DWP we could trade that as well for additional R & P land.
• These ideas are just in the talking stages right now. Any actual proposals will be taken before the College Planning Council.

**Transportation**

• Diana Ho is working on a Federal grant for enhancement of public transportation at the campus. It would need a $220,000 match from the College. P1 recommends that the matching funds be taken from the Infrastructure budget line item.

**T.V. Studio**

2/24/09

• We have invited Smith Group and their consultant to provide a proposal to design and specify equipment to complete the TV Studio. The original equipment is to be revised/updated.
• A preliminary user meeting was held on the 23rd to discuss the procurement strategies. Mark Wood reminded the group that he should be included in all user meetings henceforth.
• It was discussed during Core that even though the consultants have the capability to do design build, that we would not utilize that delivery method due to the time it would take to put a DB package together.

**Athletic Fields**

3/03/09

• There are critical safety issues with the Softball Field
  o Uneven ground in the outfield
  o The fencing is not high enough
  o The warning track level is a couple of inches below the perimeter curb
• There are gender equity issues
  o There is no announcer’s booth
  o College is to put together a list of other issues
• The football field is not being maintained properly.
  o The turf must be raked regularly and the crumb rubber fill needs to be repositioned to provide cushioning and to support the fibers
  o The turf must be cleaned and sterilized periodically
  o This is beyond the expertise of the Facilities gardening crew
Community Services

3/03/09

- The user group for this project is to be B. McNeel, and Dr Tomlinson as co-chairs; B. Young, J. Naranjo, J. Smith, I. Clark, L. Rosas, and Lisa Salazar from the City.
- P1 is to determine if a third bungalow will fit in the space with CalWorks two bungalows to accommodate a Swap Meet office. The proposed location on the tennis courts is not functional.