Owner’s Meeting Minutes 258
4/21/09

Attendees:
M. Wood    L. Rosas    C. Muldoon    R. Haller
L. McKenzie B. Englert M. Bishop    D. Valdez
J. Smith    N. Malone   L. Johnson R. Darling

Child Development Center

4/14/09
- Jennifer Mc Isaac (PBWS) presented the furniture and color pallet selected by the building users. Some Core Team members expressed disagreement with the colors as not being bright and primary enough; however since the users approved the selection and it is consistent with what is being done in the CDCs elsewhere in the District, they approved it.
- The tour is still scheduled for the 16th at 10:00. Another walk will be scheduled for those who cannot make it Thursday.

3/24/09
- Bill and his Facilities staff walked the building. They asked that an exterior outlet be added and that an access hatch be added to the hard ceiling in the restrooms.

3/17/09
- There are wall outlets in all the occupied rooms and there are several 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.

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

Humanities Modernization Scope Issues
3/24/09
- The scope meeting will be held Monday, 3/30 in the P1 conference room.

3/17/09
- Dr Spink expressed dissatisfaction that the project is not moving along

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.
- 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.

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.

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

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

Issues and Complaints

4/14/09
- No comments this meeting.

3/24/09
- There needs to be a Staff Parking sign at every space in the parking east of NEAH
- A user guide should be supplied for the AV equipment in every classroom.
- Athletic department wants a gate added at the football field to keep the public off the field.

3/17/09
- The skunk smell is back in the Academic Affairs VP offices.
- Hardware continues to be an issue with the wrong function having been specified and installed. Core is to form a hardware subcommittee to help identify and resolve the issues.
- Old TV/DVDs have been rolled into the Level 1 classrooms in the NEA
- The Level 2 AV equipment malfunctions regularly – at least once per week.

3/03/09
- 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. PI and Facilities are trying to find a good consultant to help us complete the task.
- 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.

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

Central Plant

4/14/09
- No comments this meeting.

3/17/09
- We are looking into Retro-commissioning for the Central Plant as a way to get extended warranties/maintenance agreements.

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

4/14/09
- No comments this meeting.

3/24/09
- The recessed walk off mats at the doors are in the wrong place, outside instead of inside, and are raising up forming a tripping hazard.

3/17/09
- The group is interested to know when the educational color coding of the exposed utilities will be done.
- When will the vacuum lines be installed in the lab areas.

3/03/09
- The Group wanted to know how we are addressing:
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.

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.

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.

NEA/SS

4/14/09

- R. Darling presented the revised list of bid items for the “Serviceability Enhancement” project. Items added are:
  - Master clock system – Primex
  - Reinforce table tops to table bases
  - Add audio processor and interconnect to rooms 122, 124, 126, and 128
- Acquisition of clocks are moving forward with a satellite system consisting of a base receiving/sending unit which controls the individual clocks in the classrooms.
- The flush valves in the 2nd floor Staff Women’s Restroom do not work properly. In order to flush you have to push the button.

3/17/09

- Wear at classroom walls from desks continues to be a problem. The discussion centered around chair rails and some kind of wainscot.
- Foot marks on hallway walls from people leaning is a problem similar to the one above. The design team is working on some proposed solutions.
- R. Darling is to work with B. Young regarding installation of speakers in RM 125.
- I. Clark has suggested that the solution to the computer desk crowding issue may be a central server based system. Core Team wanted to know how that would accommodate students saving their work on memory sticks, etc.
- Interim Classroom Village
  - Fire alarms are disconnected
  - The furniture has been removed
  - Moving will start 3/23 early morning.
- Additional items of scope to be added to the separate project are:
  - Lights at bulletin board cases in SSA hallway
  - Noise mitigation at elevator equipment rooms
  - Air balance changes in Admin area
  - Tree pruning at fire lane
  - Task lighting at info counter desk
  - Containment for pea gravel at planters
  - Printer stands for network printers
  - Exterior lighting between SSA and Physics
  - Rollup doors at mailroom
  - Building lighting at stairway #3
  - 8 additional network “blades”
  - Benches in SSA hallway
  - Lawn Mower
  - Guest Chairs for Dr. Patterson’s office
  - Conference table to seat 12 to replace one seating 8
  - Demonstration table in NEA 125
  - Add speak hole at non disabled height to SSA Payroll 211
  - One way film at Assessment Room 120
  - Site lighting for sign at NEA
  - Reverse lock at Pres. Office/conference
  - Light switch at Pres. Reception.
  - Door operator plates closer to doors NEA/SSA
  - Water lines for ice makers
  - Hardware at 216D
  - 250 blank cores

3/03/09
- P1 needs to be given specs on the copiers which have been requested in order to purchase the right thing.
- 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

1/20/09
- Lessons learned
  - 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.
  - 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.
  - 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.

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.

Parking

4/14/09
- Arcadis presented a discussion on the parking structures.
  - The 2003 baseline Parking count was 2069 cars
Parking on site at end of the Program with no parking structures would be 1980, a deficit of 89 cars.

Parking count if East Structure only is built would be 2109 cars, an add of 40 cars.

Parking count if West Structure only is built would be 2755 cars, an add of 686 cars.

The East Structure is extremely expensive to build to only gain 40 cars due to its restricted footprint, and not being able to partially recess the first level due to PE building utilities.

The West Structure has a larger, less restricted footprint and is more economical to build and offers a larger gain in the parking.

- The Core Team decided that it made sense to build the West Structure and not the East. Arcadis was given the okay to issue the Notice to Proceed for the West Structure.

**Connectivity Project**

4/14/09

- Not discussed

**Easement for Outflow Drainage Maintenance**

4/14/09

- Not discussed

**Science Center**

4/14/09

- The timeline for the selection is:
  - May 5 - Submissions due
  - May 14 – Technical review meeting, 9:00 – 3:00
  - June 1 – Presentation to selection committee, 9:00 – 12:00

- The selection committee is to be:
  - Lauren McKenzie
  - Joyce Parker
  - Bill Englert
  - Dr. Tomlinson
  - Luis Rosas (Dave Humphries)
  - Mike Bishop

**Alternative Energy**

4/14/09
• Lot 8 was open for classes Monday morning
• The contractor has started on Phase 2
  o Light pole demo this week
  o Asphalt demo starting next Monday.
• Phase 2 first lift of asphalt paving and temporary striping will be complete June 5.
• No work is planned for June 10.
• Phase 4 will be done in the summer after the MCHS has recessed.

3/24/09
• Detailed cost estimates were received from R. Rojas. The amount to be paid by the College out of Bond funds is within the amount estimated by P1.
• The scope of work for Pacifica and Chevron Energy were received.

3/17/09
• R. Rojas clarified for the Group that the Bond portion of all three parking lot phases is to be $10 – 12M. He will have a full cost breakdown to us by Friday. He will also attend the next construction meeting and the Core Team meeting on the 24th.

PE Building

4/14/09
• The old gym will be demolished as planned.

3/24/09
• The second door to the Sheriff office is still framed as a window.
• P1 should check the drawings to make sure there are exterior outlets for the Sheriff carts and for two athletic trainers’ carts.
• The College would like to have the cart parking area covered.
• Regarding the score boards to be donated by the I.B.E.W.:
  o We should check to see that Ford’s electrical sub is union.
  o We should check to see if installation is in the contract.
  o The scoreboards can be delivered in 5 weeks. We should check to see when the building will be ready for installation.

3/17/09
• The user group has met regarding the project colors and has confirmed their selections. The fixed seating selection has not yet been resolved.
• R. Rojas will send information regarding the two gymnasium scoreboards to be donated by I.B.E.W. to Hector. The building is progressing rapidly and will need that information for rough-ins and installation right away.

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 MDX. P1 will address with the architect and the contractor.

2/17/09
• Representatives from Leo A Daly presented the color and material pallet.
  o VCT should be used instead of carpet for all classroom and circulation areas. Offices should have carpet.
  o The architect should design the pattern of the VCT floor tile. The colors are acceptable.
  o There was a debate as to whether plastic seats in lecture halls instead of cloth seating. No decision was reached.
  o 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.

08/26/08
• 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.

Library

4/14/09
• All DSA comments have been received and are being incorporated by the architect.

3/24/09; 3/17/09; 3/03/09
• The architect is addressing Fire/Life Safety and Structural DSA comments; but still has not received Accessibility comments.

2/24/09
• 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.

8/26/08
• Dr. Patterson requested to view the fly through demonstration presented to the Infrastructure Committee.
Nursing

4/14/09
- The Nursing punch list walk is scheduled for today.
- The furniture move-in is scheduled to take place Friday.

3/24/09
- The doors, frames, hardware and glass have been purchased. The contractor is working on installation, and completion of the other work.
- There is an accreditation inspection scheduled for 4/21. The grant area must be occupied by that time. P1 will make the drop dead date for completion 4/14
- An extension of the grant money is required.

3/17/09
- The purchase order is still stuck somewhere in the system. Dr Tomlinson will help break the log jam. Once again we are in danger of not finishing before the grant runs out on March 21. P1 will keep B. McNeel informed in case an extension is needed.

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.

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.

Measure J

4/14/09
- Not discussed

3/24/09
- Bill, Ann and Mark W. are to form the committee to work with Rick on the exterior of the Marquee.
- Along with the sign people, there is a firm which is on board to provide a PV and storage system to power the Marquee.

3/17/09
- R. Darling is working on the marquee sign project and has a supplier working up a performance spec for the electronic sign. R. Rojas explained what he has been working on with respect to the same project. Ruben and Rick are to work together on the project.
- Steinberg has been engaged to revise the Master Plan to reflect Measure J and the Renewable Energy programs. We need to discuss updating the EIR as well.
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**
3/17/09

- Steinberg is reportedly just about ready to return with more refined plan proposals for the land swap and PCH property acquisitions. This should be ready to review with the CPC within the next few weeks.

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**

4/14/09

- Not discussed

- 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**

4/14/09

- Not discussed

3/24/09; 3/17/09

- We have received the proposal from Smith Group and their consultant and are now ready to proceed with the project.

2/24/09
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**

4/14/09
- Not discussed

3/03/09
- There are critical safety issues with the Softball Field
  - Uneven ground in the outfield
  - The fencing is not high enough
  - The warning track level is a couple of inches below the perimeter curb
- There are gender equity issues
  - There is no announcer’s booth
  - College is to put together a list of other issues
- The football field is not being maintained properly.
  - The turf must be raked regularly and the crumb rubber fill needs to be repositioned to provide cushioning and to support the fibers
  - The turf must be cleaned and sterilized periodically
  - This is beyond the expertise of the Facilities gardening crew

**Community Services**

4/14/09
- Not discussed

3/17/09
- The kickoff meeting for Programming the Community Services building is Wednesday at 9:00.

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