Owner’s Meeting Minutes 260  
05/05/09

Attendees:
Dr. Spink       L. McKenzie       B. Young       J. Smith
Dr. Tomlinson   B. Englert        M. Bishop       C. Muldoon
A. Patterson    D. Humphries      M. Schoeppner
L. Rosas        M. Wood           R. Haller

Child Development Center

5/5/09
• The air handling units are to be delivered and set this week. Exterior plaster planned to start next week.

4/28/09
• The project progress is currently two months behind schedule. Nghi is working with the contractor to find ways to make up the time.

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.

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.

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**

5/5/09
• A Users Group meeting is scheduled for Wednesday, 5/6/09, at 7:30 a.m.

4/28/09
• The old A/E is working to get the Theater package out of DSA so that they can turn it over to the new A/E
• They are also working to close out the old Modernization with DSA so that the Measure J project can move forward with a clean slate.

4/21/09
• The initial scope meeting has been conducted with the Users. Next meetings need to be a detailed room-by-room walk.
• The users would like to spend some FF&E dollars now. R. Haller will contact to get the list.

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

1/20/09; 1/06/09
• 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

5/5/09, 4/28/09
  • Not discussed.

4/21/09
  • Lighting controls are a problem in all new buildings. Lights are on all the time.

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
  • 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. P1 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

5/5/09
  • A smaller chiller will be installed to accommodate lower heat loads until more buildings are brought on line.

4/28/09
  • Not Discussed.

4/21/09
  • The CP is designed for a large base load, and until more buildings are put on line there will be issues with the operation of the equipment.
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

5/5/09
• BOT meeting will be held at LAHC on 5/27 and a tour of the Technology Building is planned. Dr. Spink questioned the condition of the lawn area between the front of the building and the parking lot.

4/28/09
• The lack of outlets in Engineering, continue to be a problem. Rick is working on a solution.

4/21/09
• Bill is looking at a wireless, keyless entry system as a way to deal with the keying hierarchy issues.

3/24/09
• The recessed walk-off mats at the doors are in the wrong place, outside instead of inside, and are rising up to form 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
• 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

5/5/09
- The computers for the check-in area have arrived and will be installed by Ivan Clark.
- The specifications for the new copiers will be given to June Pena for purchasing through Measure J FF&E.

4/28/09
- One of the outlets in the second floor copy room in NEA does not work. This information will be passed on to Rick for correction.
- The group wants to know the disposition of the computers for the SS check-in area.
- The Work Environment Committee aided by one of the disabled faculty who uses an electric scooter investigated the restroom doors. Doors in alcoves as they are cannot be negotiated by the disabled in electrified wheel chair devices. Mike pointed out that this cannot be blamed on the architect or the contractor because those entrances are designed and built according to the codes. The team can study and alter the entrance designs if the College wishes to authorize diversion of monies from other projects.

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.

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

Parking

5/5/09
- Schematic Design is due 5/14.
- Paving work is proceeding on the south end of Lot 6.
- The dollar machines need to be reinstalled.

4/28/09
- The start of construction for the Parking Structure is scheduled for February, 2010 which is after the scheduled completion of the PV project.

4/21/09
- The Notice to Proceed has been issued to McCarthy for the West Parking Structure:

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.

Science Center

4/28/09
• Dr. Spink wants copies of the May 5 submissions brought to her office for review prior to the May 14 technical meeting.

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

4/28/09
• As of May 1, the reporting structure of the project will be altered. Dave Valdez will continue as the project manager, but will now report to Mike Bishop. This will allow the project team to work within the imperatives of the campus.

4/21/09
• The reconstruction of the parking lots is proceeding rapidly. Phase 2, now underway, will be completed by June 5. No work will take place on June 10.
• Dust control is an issue. The contractor will be instructed to step up efforts to control.

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 24\textsuperscript{th}.

**PE Building**

4/28/09

- C. Mathis (Leo A Daly) presented the color and material selections made by the User group.
  - The colors are approved.
  - The selection of tablet arm desks does not meet the standard established by Core for the College. The Architect and Users are to revisit this item.
  - The lecture hall fixed seating must be wider than those in NEA (program standard from E-Catalog) and more durable than those in the Music Recital Hall.
  - Lecterns were selected to be movable.
  - There will be no carpet in the building it will be vinyl tile except in the Sheriff office which they have elected to be concrete.

4/21/09

- N. Malone expressed concern that there is no direct access from the Assessment office to the Hydrotherapy room. The concern is that someone would be drowning in the pool and help could not get there fast enough. This in spite of the fact that there is to be an attendant in the room at all times when someone is in the pool.
- Further concern was expressed that there is no direct access to the corridor should paramedics need to get in the room with a gurney.

4/14/09

- The old gym will be demolished as planned.

3/24/09

- 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.:
  - We should check to see that Ford’s electrical sub is union.
  - We should check to see if installation is in the contract.
  - The scoreboards can be delivered in 5 weeks. We should check to see when the building will be ready for installation.

3/17/09

- 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.

Library

4/28/09
- DSA has required that one of the stairways in the building be enclosed and fire rated. This would negatively affect the flow of traffic within the building. The architect has therefore suggested an alternative solution which consists of a new exterior exit stair in the northwest corner of the building according to the attached sketches. This stair would be enclosed with stainless steel mesh at the bottom to prevent anyone from entering the building that way. There will be a gate with panic device to allow egress. The exit door will be alarmed to prevent people from sneaking out with books or computer equipment. The Core team approved this solution pending User approval.

4/21/09
- The classroom portables will be removed from the site prior to starting demolition of the Business building.
  - One would be used at the baseball field as a team room
  - N. Malone expressed interest in having the other installed north of the football field also for use as a team room.

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

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

4/28/09
• This project is complete and occupied except for the cabinet which has been ordered.

4/21/09
• The project was completed and furniture moved in on Friday, 4/17 in time for the accreditation walkthrough today. What remains to be completed is installation of the large cabinet at the end of the west classroom. This has been ordered.

Measure J

4/28/09
• Mike described the discussion at the recent Facility Coordination meeting which is held weekly. The team identified 20 active projects with which it is currently dealing. This is more simultaneous work than the team can effectively manage and still maintain the expected quality. Mike, along with Bill, will therefore assess the projects and decide which to continue at the current pace and which to slow down. As an example one of the candidates for slowdown is the Library. There is a big push to get DSA approval in order to keep from losing the State funding. After DSA approval, however the next State deadline is not until 2013 allowing us the luxury to wait as long as a year before starting construction.

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.

Land Acquisition

5/5/09, 4/28/09
• Not discussed.

4/21/09
• Steinberg and Tony Michelman are nearly ready to return to the CPC for review of the Land Swap and PCH land purchase.

4/14/09
• Not discussed

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**

4/28/09; 4/21/09; 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**

5/5/09
• Arcadis is looking for alternate TV Studio designers.
• The air conditioning in the TV Studio is too loud to allow recording. Arcadis will investigate.
• Arcadis will investigate the location of the light board. Mark Wood was informed that training would be available but the board has not been received.

4/28/09; 4/21/09; 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**

4/21/09
• Even though athletics was not included in the Measure J budgets, there are Title 9 issues which need to be funded and addressed. See notes for 3/03/09.

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

Job Placement and Administration of Justice Fire Tech

Community Services

5/5/09
  • Power constraints make adding more equipment in the cafeteria impossible until
    the modernization project is completed.

4/28/09
  • When the programming of this building is complete we will release it as a design
    build. This will give us a good chance of delivering the building faster than by
    conventional means.

4/21/09
  • The Old Admin Building project should not be referred to as Community
    Services. It should be called something like Job Placement and Administration of
    Justice.
  • Programming of the modernization is proceeding with regular user group
    meetings.

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.