



EL CAMINO COLLEGE
Office of the Vice President - Administrative Services

MINUTES OF THE
CITIZENS' BOND OVERSIGHT COMMITTEE MEETING OF
January 18, 2018

The Citizens' Bond Oversight Committee met at 3:30 p.m. on Thursday, January 18, 2018 at the Bookstore 2nd Floor Conference Room 253 at El Camino College.

The following Oversight Committee Members were present, Steve Scott, Gloria Dumais, David Kartsonis, Joan Jones and Kirk Retz. Dr. Eugene Krank was absent.

Also present was Brian Fahnestock (VP, Administrative Services), Jack Bay (Executive Director, Facilities Planning, Operations & Construction, Randy Hartman (Lend Lease), Jeffrey Hinshaw (Business Manager), Ann O'Brien (Executive Director of Marketing & Communications), Marc Stevens (Director, Public Information & Governmental Relations).

Minutes of the Citizens' Oversight Committee Meeting of July 26th:

<http://www.elcamino.edu/administration/bond/docs/2018/CBOC-Minutes-July-26-2017.pdf>

The minutes approved

Public Comment:

None

Measure "E" Agendas:

Brian Fahnestock reviewed the following information from the Measure E section of the July, August, September, October, November and December Board of Trustees' agendas.

July 17, 2017: <http://www.elcamino.edu/administration/bond/docs/2018/CBOC-Measure-E-Agenda-July-17-2017.pdf>

- 7.25 Purchase Orders and Blanket Purchase Orders – Attorney fees relating to access on campus.
- 7.26 Category Budgets and Balances – more reflective budget numbers can be seen in the December board agenda.
- 7.27 Cubicles and Furniture for the Construction Management Trailer – re-did the construction management office modular. The modular was old and damaged from the rainfall. Lend Lease is our construction management company that oversees all of the Bond projects.
- 7.28 Contract Amendment - School Construction Compliance, LLC - Lot F & E Parking Structure Upgrade Project – labor compliance monitoring to make sure that prevailing wages are being paid by contractors.

August 21, 2017: <http://www.elcamino.edu/administration/bond/docs/2018/CBOC-Measure-E-Agenda-August-21-2017.pdf>

- 7.37 Purchase Orders and Blanket Purchase Orders – Parking C dispute with neighbors. ECC agreed to put louvers on the second and third floor to block off the light. ECC will also be putting motion-sensing lights with the lowest setting on the top floor. Currently, we have all the lights on the second and third floor turned off. If students are parked on those floors, we have a cadet escort them to their car.
- 7.38 Category Budget and Balances
- 7.39 Contract Amendment - HMC Architects - Gymnasium Project – project was re-bid to provide additional architectural, civil engineering, structural engineering and electrical engineering for a new generator. This generator will supply the Gymnasium and the Pool/Classroom bldg.
- 7.40 Change Order - American Gardens, Inc. - Sandy Volleyball Court Project contractor was directed by the district to modify areas adjacent to the volleyball courts, in preparation for the added modular for PE swing space.
- 7.41 Contract - National Roofing Consultants, Inc. - Student Services Center Project – waterproofing and roofing inspection (roof is installed).
- 7.42 Contract - P2S - Pool and Classroom Complex Relocation Project – will be providing necessary setups for the adaptive PE modular unit (swing space).
- 11.1 Change Order - Bomel Construction - Lot C Parking Structure – to install the louvers for 2nd and 3rd floor.

September 5, 2017: <http://www.elcamino.edu/administration/bond/docs/2018/CBOC-Measure-E-Agenda-September-5-2017.pdf>

- 7.7 Purchase Orders and Blanket Purchase Orders
- 7.8 Category Budgets and Balances

October 16, 2017: <http://www.elcamino.edu/administration/bond/docs/2018/CBOC-Measure-E-Agenda-October-16-2017.pdf>

- 7.22 Purchase Orders and Blanket Purchase Orders
- 7.23 Category Budgets and Balances – in the future we will condense the budget to the relevant projects.
- 7.24 Contract Amendment - DLR Group - Student Services Center Replacement Project – additional wireless access point locations throughout the building.
- 7.25 Contract - Leighton Consulting, Inc. - Student Services and Student Activities Demolition Project – provide geotechnical exploration services for the demolition of this project.
- 11.1 Contract - JT Engineering - Student Services and Student Activities Demolition Project – provide Civil Engineering services for this project.

November 20, 2017: <http://www.elcamino.edu/administration/bond/docs/2018/CBOC-Measure-E-Agenda-November-20-2017.pdf>

- 7.18 Measure E Purchase Orders and Blanket Purchase Orders
 - a. Camera systems for Parking Lot C.
 - b. Fire alarm systems re-routing from the Administration Building.

- c. We also did an engineering study of the baseball field for ADA compliance of the stadium seats and bathroom. Costs were high to get the seats done so for right now; we have put in a portable restroom that is ADA compliant.

7.19 Measure E Category Budget and Balances

7.20 Contract - KPFF Consulting Engineers - Student Services Center Replacement Project - service associated with the qualified storm water pollution prevention plan.

11.1 Contract - Climatic - Access Control System Conversion Project - provide upgrade to the existing access control software and hardware. Web based controls for lights, doors, and fire alarms on campus. This is a campus wide upgrade.

December 18, 2017: <http://www.elcamino.edu/administration/bond/docs/2018/CBOC-Measure-E-Agenda-December-18-2017.pdf>

7.17 Measure E Purchase Orders and Blanket Purchase Orders - all demolition document preparation.

7.18 Measure E Category Budget and Balances

Schedule of Future Meetings:

The next couple of meetings are as follows: March 21st date was changed tentatively to March 14th. Finalization on the March date will be done once the Bond auditors are ready to finalize the audit and present it to the committee. July and November dates will be sent to the committee to finalize later this month.

Wednesday, March 21, 2018 at 3:30

~~Wednesday, July 18, 2018 at 3:30~~

~~Wednesday, November 21, 2018 at 3:30~~

All meeting are scheduled in the 2nd Floor Bookstore Conference Room 253.

Open Discussion:

Membership - 2 vacancies

Gloria Dumais

Dr. Eugene Krank

Gloria Dumais said this would be her last meeting. We will be looking for new members to represent the Senior Organization Representative. Brian will email Dr. Krank and see if he wants to continue for another term.

Adjournment:

The meeting was adjourned at 4:30pm.

Virtual reality tour of the gym and pool complex in the Alondra Room

Here is an abbreviated version of the gym and pool building tour.

<http://vr.hmcarchitects.com/eccathletics/>

***PURPOSE:** To inform the public concerning bond revenue expenditures and to actively “review and report” on the expenditure of these funds. (Ed. Code sec. 15278(a))*