



EL CAMINO COLLEGE
Office of the Vice President - Administrative Services

MINUTES OF THE
CITIZENS' BOND OVERSIGHT COMMITTEE MEETING OF
November 20, 2019

The Citizens' Bond Oversight Committee met at 3:30 p.m. on Wednesday, November 20, 2019 at the Alondra Room, 2nd Floor of the Bookstore Building at El Camino College.

The following Oversight Committee Members were present, Lou Bahar, David Kartsonis, Laurie McCarthy, Lindsey Lee, Dr. Don Brann and Jess Negrete. Dr. Eugene Krank was absent.

Also present was Dena Maloney, Randy Hartman, Jorge Gutierrez, Jeff Hinshaw and Iris Ingram.

Welcome New Member:

Jesse Negrete, will be the taxpayer representative on this committee. The members of the ECC staff introduced themselves to the oversight committee.

Public Comment:

Minutes of the Citizens' Oversight Committee Meeting of July 24, 2019:

[Minutes](#) was approved

Measure "E" Agendas:

Jorge Gutierrez reviewed the following information from the Measure E section of the July, August, September and October Board of Trustees' agendas.

July 15, 2019

- 7.12 Contract – RMA Group – Administration Building – provide required inspection and testing of reinforced masonry installation and close-out documents to the Department State Architect (DSA).
- 7.13 Change Order – ACC Contractors – Administration Building – two items were architectural/engineer requirement and one was code compliance.
- 7.14 Amendment – HGA Architects – Bookstore Café – provide additional information to respond to DSA comments on original schematic design and project feasibility study. Additional services will include Mechanical Electrical Plumbing and Information Technology layouts for the revised schematics.
- 7.15 Amendment – HMC Architects – Pool Classroom Building – transferred the future generator, originally put into the Gym project was moved into the Pool Classroom Building project.
- 7.16 Change Order – AMG & Associates – Gymnasium – design error and unforeseen conditions for the change order.
- 7.17 Contract Amendment - HMC Architect – Gymnasium – additional architectural and engineering services for construction administration due to construction completion delays caused by the general contractor.
- 7.18 Measure E Category Budget and Balances
- 7.19 Measure E Purchase Order (PO) and Blanket Purchase Order (BPO)

- 11.1 Contract – JT Engineering – Construction Technology – provide engineering services for design, construction and DSA close periods of this project. Construction of a four bay canopy shade structure.
- 11.2 Contract Amendment – RMA Group – Administration Building – additional material testing and inspection services for this project. Steel fabrication was produced inefficiently and several areas had the wrong elevations on beams pockets and bent plates. Contractor had to make necessary modifications and corrections.

August 19, 2019

- 7.29 Contract – KPFF QSP – Demo Student Services & Student Activities – consulting services associated with Qualified Storm Water Pollution Prevention Plan.
- 7.30 Contract LCC3 Construction Services, Inc. – Division State Architect Closeout for the Child Development Center and the Library Building Alteration Projects – provide consulting services to obtain the DSA closeout of these projects.
- 7.31 Carter, Romanek Landscape Architect, Inc. – Baseball Field Renovation – provide detail design, construction documents, bidding and procurement support and construction administration.
- 7.32 Change Order – ACC Contractors – Administration Building
- 7.33 Measure E Category Budget and Balances
- 7.34 Measure E Purchase Order (PO) and Blanket Purchase Order (BPO)

September 3, 2019

- 7.4 Contract – Sandy Pringle Associates Inspection Consultants – Central Plant Retrofit Project – provide the required services of DSA project inspector for the installation of a new chiller.
- 7.5 Contract Amendment – Leighton Consulting, Inc. – Gymnasium Project – provide additional geotechnical inspection services for a new curb and gutter along the Lot F Parking Structure and new asphalt at the road west of the project site.
- 7.6 Contract Amendment – Vinewood Company – Gymnasium Project – time extension with no cost.
- 7.7 Contract Amendment – National Roofing Consultants – Student Services – time extension with no cost.
- 7.8 Change Order – AMG & Associates, Inc. – Gymnasium Project
- 7.9 Bid Rejection – Student Services and Student Activities Demolition Project – too many discrepancies between the first and second. We redid the bid and the board has approved the contract. We did save money by rebidding the project.
- 7.10 Measure E Category Budget and Balances
- 7.11 Measure E Purchase Order (PO) and Blanket Purchase Order (BPO)
- 11.1 Contract Amendment – Twining Consulting – Pool/Classroom Building Project – to complete the building inspection services for the duration of the project. Steel fabrication for this project took longer than expected due to inspections conducted at three different lab shops and additional field welding.

October 21, 2019

- 7.22 Contract – Plan Check Professionals, Inc. – Arts Complex Project – provide interdisciplinary coordination and constructability review of the plans, mechanical, electrical and plumbing (MEP) specifications.
- 7.23 Contract Amendment – tBP Architecture – Administration Building Replacement – provide design documents depicting revision to telecommunication systems.

- 7.24 Contract – PlanNet Consulting – Telecommunications/Audio-Visual Campus Standards – updating existing telecommunications/audiovisual campus standards.
- 7.25 Contract Amendment – JT Engineering – Student Services and Student Activities Demolition Project – re-bid of the demo project with additional paving needed to address handicap accessibility and provide safe pathway during demolition phase.
- 7.26 Contract Amendment – Vinewood Company – Gymnasium Project – time extension only.
- 7.27 Measure E Category Budget and Balances – Balances of budget for the 2002 and 2012 bond measures.
- 7.28 Measure E Purchase Order (PO) and Blanket Purchase Order (BPO)
- 11.1 Contract – Ellner Consulting – Central Plant Retro-Commissioning Project – provide professional commissioning services for the project.
- 11.2 Contract – ACCO Engineered Systems, Central Plan Re-Commissioning Pursuant to Board Resolution No. 07-15-2019A – provide service in re-commissioning the campus’s Central Plant that will include installation of a new chiller, the installation of ancillary support equipment and an Energy Management control equipment pursuant to the Board of Trustees’ resolution No 07-15-2019A approved at the July 2019 meeting

Facilities Bond Program Update

- Slide three you will notice that all area from the northern fence along the Communications Building, west fence next to new Pool and Classroom Complex, south fence along Fine Arts Building and east fence in front of the Library lawn. There will be no access along the western fence next to the North Gym, but there will be construction canopy access for safe entrance into and exit from the North Gym. Demolition will begin December 2019 and last through June 2020.
- Slide four you will notice the only change that has occurred is the path of travel in front of the north gym and pool classroom building is open for through traffic. Construction for the new Behavioral & Social Sciences and Art buildings will happen from August 2020 through 2022.
- A designated crosswalk person will be posted each day to provide safe crossing south of the Planetarium where construction vehicles will access the campus.
- Notifications about safety, handicap accessibility, project milestones, and way finding will be communicated regularly. The ECC website has a new [interactive map](#) for viewing locations around campus.
- The Pool and Classroom Complex scheduled completion date by summer 2020 and Administration Building scheduled completion date in spring 2020.
- Communication Plan timeline is from August 2019 through 2022.
 - There will be ongoing communication about paths of travel, milestones and project vision.
 - Will develop tools on the website for the vision and hearing impaired and information to address handicap accessibility
 - Will communicate project paths using ECC website (with a [dedicated landing page](#)), social media, and banners placed along fences. Want to create a less invasive experience for students during demolition/construction projects.
 - Will use branded materials for a Reimagined Campus communications campaign (developed with staff and student input) and will include safety/wayfinding notifications. Website with campus map showing changes in paths of travel and inaccessible areas during construction, day-to-day updated construction information with photos, and post video time-lapsed photography and printed materials and fact sheets on the construction projects. Story telling of project milestones.

- The next few slides are upcoming projects:
 - New bookstore café
 - Design phase of the remodel of the Manhattan café.
 - Will be going to the Division of State Architect (DSA) in about 30 days. The process of approval by DSA will take about four to five months.
 - Construction Technology
 - The design is an open bay area for student to construct their projects underneath. This area will have lighting, electrical, plumbing and air compressors. Once this is constructed, the night class will have an easier time to work.
 - The project is near Lot F facing the Stadium.
 - Will be going to DSA in about 60 days.
- New Gym front entrance
 - Basketball court
 - Volleyball court – this court was flooded and the floors were replaced.
- New Administration Building – completion Spring 2020. This area will have garden like atmosphere. The plants that are planned for this area are all drought resistant.

Scheduled Future Meeting for 2020 @ 3:30pm

- March 11th, 18th or 25th
- July 15th or 22nd
- November 11th or 18th

The committee member tentatively chose March 11th, July 15th and November 18th, since November 11th the campus is closed.

Open Discussion

At the next meeting, we will take a tour of the Gymnasium.

Adjournment:

The meeting was adjourned at 4:30 pm.

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))