

CITIZENS' BOND OVERSIGHT COMMITTEE

MINUTES

MARCH 18, 2010

3:00 P.M. – 4:30 P.M.

ALUMNI CENTRE BOARD ROOM

ATTENDEES	<p>Mr. Kenneth E. Feenstra (Member At-Large – West Valley Representative); Mr. John Fort (Taxpayers' Association); Mr. Juan Gonzalez (Student); Mr. Alfred A. (Al) McCandless, Chair (Business Representative); Mr. Geoffrey Kiehl, (Member At-Large – East Valley); Ms. Berit Reistad (Senior Citizen Group); Mr. Robert Spiegel, Vice Chair (College Support Organization)</p> <p>Dr. Edwin Deas, College of the Desert's Vice President of Business Affairs; Mr. Steve Renew, College of the Desert's Director of Facilities Services; Mr. Mac McGinnis, Bond Program Manager from EIS Professionals; Mr. Michael O'Neill, College of the Desert Board of Trustee</p> <p>Recorder: Linda Costagliola Minutes Approved: 7/1/10</p>
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Agenda topics

1. TOUR CAMPUS

STEVE RENEW

DISCUSSION	Prior to the meeting, committee members toured the new Cravens Student Services Center Building and the newly renovated Dining Hall with Steve Renew and Mac McGinnis.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
1. None			

2. CALL MEETING TO ORDER

AL MC CANDLESS

DISCUSSION	A. McCandless called the meeting to order at 3:00 p.m.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
1. None			

3. APPROVAL OF MINUTES

AL MC CANDLESS

DISCUSSION	R. Spiegel made a motion to approve the December 17, 2009 meeting minutes presented today, seconded by K. Feenstra. All approved. Motion passed.		
CONCLUSIONS	The minutes were approved.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
1. None			

4. COMMENTS FROM THE PUBLIC

AL MC CANDLESS

DISCUSSION		
CONCLUSIONS	No comments made from the public.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. None		

5. BOND PROJECTS UPDATE & BOND PROJECT FINANCIAL REPORT

MAC MC GINNIS
STEVE RENEW

DISCUSSION	M. McGinnis reviewed the following items from a PowerPoint presentation:
	<ol style="list-style-type: none"> 1. Project Status Reports – Current Projects <ol style="list-style-type: none"> a. Cravens Student Services <ol style="list-style-type: none"> i. Architect: WWCOT ii. Construction Manager: C. W. Driver iii. Targeted Completion: Spring 2010 iv. Project Update <ol style="list-style-type: none"> 1. Landscaping remaining to be completed is outside the fenced area 2. Electricians working to come back on schedule 3. Glazcon behind schedule, need catch-up schedule 4. T-Bar grid installation near completion 5. Meeting with Sextant, IS to discuss Public Address System components 6. Coordination with Floor Stain Contractor v. Sustainable Feature <ol style="list-style-type: none"> 1. Heating and cooling via central hydronics systems 2. Water – conserving landscape 3. Architectural environmental control systems via built-in architectural sun shading devices, north facing fenestration 4. Energy generation via photovoltaic system 5. Building automation controls to optimize mechanical system operation and energy usage 6. Submitting for LEED Silver b. Dining Facility Renovation (original building was built in 1963) <ol style="list-style-type: none"> i. Architect: WWCOT ii. Construction Manager: Bernards iii. Targeted Completion: Spring 2010 iv. Project Update <ol style="list-style-type: none"> 1. Furniture has been installed 2. Paint touch-up continues 3. Kitchen area floor scheduled to be recoated 4. Pressure washing of exterior to begin 5. Interior Hardware complete 6. Corrections from Health Department visit being addressed v. Sustainable Features <ol style="list-style-type: none"> 1. Heating/Cooling efficient glass 2. Upgrade to heating/cooling system 3. New energy efficient interior task lighting 4. New commercial kitchen equipment 5. New water efficient bathroom fixtures c. Site Infrastructure – Phase III <ol style="list-style-type: none"> i. Architect: TMAD ii. Construction Manager: C. W. Driver iii. Targeted Completion: Summer 2010 iv. Project Update <ol style="list-style-type: none"> 1. Area 4b fencing will be installed 3/5/10, fencing at Business Building is being removed 2. Area 4a is complete

- 3. Area 5, reviewing handrail pricing
- 4. Area 6, waterline and hydronics installation are ongoing. Pricing being reviewed for change in pipe sizes, one palm tree is being removed
- v. Sustainable Features
 - 1. Providing energy efficient utilities via Site Infrastructure to campus buildings

d. Nursing Building Renovation

- i. Architect: HMC Architects
- ii. Construction Manager: Orr Builders
- iii. Targeted Completion: Fall 2010
- iv. Project Update
 - 1. Meeting with department held regarding final furniture selection
 - 2. Reviewing LEED Commissioning proposal
 - 3. Metal stud installation 85% complete
 - 4. Underground plumbing complete
 - 5. Structural members upgraded
- v. Sustainable Features
 - 1. Reuse of existing building
 - 2. Energy efficient glazing
 - 3. Energy efficient mechanical systems
 - 4. Reduction in heat islands

e. PSA Parking

- i. Architect: HMC Architects
- ii. Construction Manager: W. L. Butler
- iii. Targeted Completion: Spring 2010
- iv. Project Update
 - 1. Landscaping installation is on-going
 - 2. Drywell installation underway and scheduled to be completed this week
 - 3. Sidewalk concerns at Diesel Mechanics are being addressed
 - 4. Punch list repairs at the West entrance are in final stages of completion
- v. Sustainable Features
 - 1. Drought tolerant landscape
 - 2. Reuse of existing soils

f. Classroom Building

- i. Architect: Steinberg Architects
- ii. Construction Manager: Bernards
- iii. Targeted Completion: Spring 2012
- iv. Project Update
 - 1. Second advertisement went to print on March 4th
 - 2. Job Walk scheduled for March 9th and March 11th at 10:00 a.m.
 - 3. Addendum issued for Locknetics, Distech, and Carpet Specifications
 - 4. Scanning Site for underground building conflicts on-going
- v. Sustainable Features
 - 1. Heating and cooling via central hydronics system
 - 2. Water – conserving landscape
 - 3. Architectural environmental control systems via built-in architectural sun shading devices, north facing fenestration
 - 4. Energy generation via photovoltaic system
 - 5. Building automation controls to optimize mechanical system and energy usage
 - 6. Will be LEED certified

2. Project Status Reports - Projects in Design

a. Communication Building

- i. Architect: tBP Architecture
- ii. Construction Manager: To be determined
- iii. Estimated Project Occupancy: Spring 2013
- iv. Project Update
 - 1. Design Development approval sheet being circulated for sign-off
 - 2. RFQ for CM Services is being finalized to go out March 11, 2010
 - 3. Landscape Architect performed on-site investigation
- v. Sustainable Features
 - 1. Will be LEED certified

2. Building automation controls to optimize mechanical system
 3. Water – conserving landscape
 4. Heating and cooling via central hydronics system
- b. East Valley Indio
- i. Architect: gkkworks
 - ii. Construction Manager: To be determined
 - iii. Estimated Project Occupancy: Summer 2013
 - iv. Project Update
 1. Architectural Program complete June, 2010
 2. First program meeting held March 5th, 2010
 3. Disposition and Development Agreement in process with City of Indio
 - v. Sustainability Features
 1. Will be LEED certified
 2. Photovoltaic array at parking possible
 3. Architectural environmental control features
 4. Public transportation
- c. West Valley - Palm Springs
- i. Architect: To be determined
 - ii. Construction Manager: To be determined
 - iii. Estimated Project Occupancy: To be determined
 - iv. Project Update
 1. Working with City of Palm Springs on land transfer
 2. Site studies on-going
 3. Meeting with potential partners
 - v. Sustainability Features
 1. Will be LEED certified
 2. Public transportation
 3. Solar Energy
 4. Sustainable Site
3. Upcoming Project Events
- a. Bid Opening – Classroom Building
 - i. April 6, 2010 at 2:00 p.m.
 - ii. North Annex, Room #1
 - b. Grand Opening – Cravens Student Services Center
 - i. April 29, 2010 at 11:00 a.m.
 - ii. Cravens Student Services Center

Discussions:

S. Renew let everyone know that the Measure B Bond website has been updated. The link to the website is www.bond.collegeofthedesert.edu. There is a map of the campus with all of the projects highlighted in yellow. When you click on a highlighted project, it will give you an update on that project.

A. McCandless asked if there is a notebook of some kind that is kept for each project with suggestions of doing things a different way for the next project. It may be an afterthought but sometimes it does add value. S. Renew said that they have learned something from every project and then they apply what they learn from then on. M. McGinnis said that as they are going into construction, if they see that a certain system does not work or it causes a lot of complications, they change the system for the next project. They take a look at materials, the process, means of methods, and perform lessons learned after the project is complete. They talk about what are the things they could do differently with the architects, construction managers, etc. as they review the drawings and specifications. S. Renew went on to say that with the first couple of projects they recognized that the lead time on the materials was always an issue. S. Renew and M. McGinnis had the construction managers create a document that lists when the materials needed to be on the worksite and when it was ordered. M. McGinnis said that they also created a schedule that lists all the equipment that has to be secured to the building, who the vendor is, the manufacturer, the contact person, and contractor.

The site infrastructure is all new power, data, gas, water, air conditioning pipes, storm drains that the college did not have before, and a reclaimed water system. It's a 50 year old infrastructure being replaced by infrastructure that should last the college another 50 years.

The Public Safety Academy parking project will bring 100+ parking spaces to the northeast part of the campus near Magnesia Falls Drive. There is limited parking in that area now. There are two entrances off of Magnesia Falls Drive, one by the Art Building and one by the Public Safety Academy.

The Classroom Building is out to bid. There have been approximately 107 bids on this project for 22 prime

contracts. This two-story building will have four regular size classrooms, two large lecture size classrooms, two wet and two dry science labs, the MESA (Math, Engineering, Science Achievement) program will go in there with staff and faculty offices, and a portion of the building will be the new home for the Information Systems Department.

There will be solar panels on the Classroom Building, Student Services Center Building, and on the renovated Nursing building.

K. Feenstra asked what the difference of costs is for between the total project cost of \$28,810,672 and the construction budget of \$17,476,106 for the Classroom Building. M. McGinnis said that the \$28,810,672 includes all the soft costs: architect fees, construction fees, furniture, equipment, etc. The construction budget of \$17,476,106 is an estimated amount. They are anticipating that the bids will come in lower. For example, the Cravens Student Services Center Building was estimated at \$25.5 million dollars and at bid day it came in at \$15.4 million.

The Communication Building will be a two-story building located north of the Cravens Student Services Center. There will be classrooms, faculty offices, meeting rooms and ancillary spaces. Some of the classes that will be held in this building are foreign languages, speech, English, English as a second language, journalism, and mass communication.

A. McCandless asked if the college has looked at some type of marking that is standard for each building so that those that are not familiar with the campus once they see this type of marking they can relate it to what else is involved. S. Renew said that with the room numbering system, they looked at what the state suggests and what the local fire department recommends. It has worked out if it is a single story class building with ten rooms it is 1 through 10 and it circulates through the main entrance clockwise and then upstairs is 2, and if there is a basement it is B. It was decided that it would be an advantage of having the main entry area color coded and have visible signage outside. The Cravens Student Services Center has a kiosk and monitors along the corridors that will have directions to a department within the building. In the Communication Building, there will be an electronic kiosk that will have directions to a department.

K. Feenstra noted this was the first time the committee had seen a proposal for a facility in Indio, bounded by Civic Center on the north, Towne Street on the east, Requa Avenue on the south and Oasis Street on the west. It was reported by E. Deas that the City of Indio had agreed to deed this block to COD for a 40,000 sq. ft. general education building envisioned to be four stories tall with retail uses on the ground floor to help defray costs. According to E. Deas, this building is intended to replace the existing Indio COD location where the lease will expire in 2013. When asked if alternative location had been examined, such as the Indio mall, he responded that at least four other sites had been reviewed with the conclusion that this site was the best alternative. When asked if negotiations had been conducted with the Indio Redevelopment Agency, E. Deas responded that the Redevelopment Agency would be providing the infrastructure necessary to make the parcel useable for the college. E. Deas went on to say that he had explored the Bond language and confirmed that this site met the objectives for the East Valley. Development of the Mecca/Thermal location will also continue but on a slower than originally estimated timeframe due to the slowdown in surrounding residential and commercial development.

There have been significant and continual discussions with the City of Palm Springs regarding the West Valley Campus. The property (119 acres) is located on north Indian Canyon Drive, next to the wash, south of Interstate 10. They have had discussions with various folks for partnering (bring in other users). There have been discussions to have a portion of land for solar generation. There is enough land to generate approximately 10 megawatts. Currently the City is developing a specific plan to be reviewed by the community, traffic studies have been done, and discussions with Edison and others regarding the solar farm continue.

There are still some interests from the City of Desert Hot Springs to have a small center for general education classes.

Financial Report

1. Project Allocations Budget
 - a. Completed Projects
 - i. Total Expended: \$17,799,105
 - b. Current Projects - Ongoing
 - i. Expenditures to date: \$113,122,133
 - c. Future Projects
 - i. Committed Projects Budget: \$165,703,696
 - ii. Deferred Projects Budget: \$47,857,845
 - d. Central Contracted Management Fees
 - i. Expenditures to date: \$10,761,563

Discussions:

G. Kiehl asked, "How often does the college re-collaborate and say we get money to redistribute?" S.

	<p>Renew said, "continually." S. Renew went on to say that as they get to the end of a project they are looking to see how they stand against the allocations and allowances. Changing the numbers is something they have just faced for the first time and are working out the details.</p> <p>A. McCandless posed the following questions to M. McGinnis; "In the course of your work, are you aware of any Bond funds that have been spent or committed for any project or purpose not covered or included in the language of the bond issue approved by the voters as it is being implemented?" M. McGinnis responded: "No."</p> <p>A. McCandless posed the following questions to S. Renew; "In the course of your work, are you aware of any Bond funds that have been spent or committed for any project or purpose not covered or included in the language of the bond issue approved by the voters as it is being implemented?" S. Renew responded: "No."</p>	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1.		

6. FUTURE AGENDA ITEMS

AL MC CANDLESS

DISCUSSION	<p>Berit Reistad (Senior Citizens Group Representative), Robert Spiegel (College Support Organization) and John Fort's (Taxpayer's Association Representative) term will expire September 2010 but are eligible to renew another two year term. Ken Feenstra (Member-At-Large West Valley Representative), Al McCandless (Business Representative) and Juan Gonzalez' (Student Representative) term will expire September 2010 but are not eligible to renew because they have served two two-year terms. The college will start soliciting applications in July 2010.</p>	
CONCLUSIONS	<p>It was decided to include the reappointment/appointment process on the agenda for the next meeting.</p>	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. Add "Reappointment/Appointment Process" on the agenda for July's meeting.	Linda Costagliola	7/1/10

Meeting adjourned at 4:00 p.m. by a motion from R. Spiegel, seconded by J. Gonzalez. All approved. Motion passed.