MEETING MINUTES

Project
LACCD Proposition A/AA/J Bond Program

Meeting Location
Los Angeles Southwest College, Cox Building, President’s Conference Room

Meeting Subject
Six Pack Meeting – Project Updates

Present
<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
<th>Position</th>
<th>Name</th>
<th>Organization</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Jack E. Daniels III</td>
<td>LASC</td>
<td>President</td>
<td>Ed Bilezikjian</td>
<td>Cumming</td>
<td>CPM Project Director</td>
</tr>
<tr>
<td>Dr. Mary M. Callahan</td>
<td>LASC</td>
<td>VP Academic Affairs</td>
<td>George Snead</td>
<td>Cumming</td>
<td>CPM Assist. Project Director</td>
</tr>
<tr>
<td>Dr. Dave Romero</td>
<td>LASC</td>
<td>VP Admin. Services</td>
<td>Rinaldo Veseliza</td>
<td>Cumming</td>
<td>CPM Project Manager</td>
</tr>
<tr>
<td>Greg Sandoval</td>
<td>LASC</td>
<td>VP Student Services</td>
<td>Edward Wundram</td>
<td>Cumming</td>
<td>CPM Project Manager</td>
</tr>
<tr>
<td>Randy S. Craig</td>
<td>LASC</td>
<td>Director of Plant Facilities</td>
<td>Mohammad Saeid</td>
<td>Cumming</td>
<td>CPM Project Manager</td>
</tr>
<tr>
<td>Vibha Gupta</td>
<td>LASC</td>
<td>IT Director</td>
<td>Vera Rangel</td>
<td>Cumming</td>
<td>CPM Project Manager</td>
</tr>
<tr>
<td>Sven Thiess</td>
<td>LASC</td>
<td>IT Coordinator</td>
<td>Alfonzo Wilson</td>
<td>Cumming</td>
<td>CPM Assist. Project Mgr.</td>
</tr>
<tr>
<td>Dr. Allison Moore</td>
<td>LASC Senate</td>
<td>Faculty Senate President</td>
<td>Sam Stubbs</td>
<td>Cumming</td>
<td>Project Engineer</td>
</tr>
<tr>
<td>Blanchie Hollier</td>
<td>LASC</td>
<td>Facilities Assistant</td>
<td>Alex Main</td>
<td>PSI</td>
<td>Project Manager</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Dennis Bauman</td>
<td>ISDG</td>
<td>IT Coordinator</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>David Converse</td>
<td>gkkworks</td>
<td>ADA Analyst</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CC:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Robert Zamora</td>
<td>LASC</td>
<td>Facilities HVAC Super</td>
<td>Fay Gonzalez</td>
<td>Build-LACCD</td>
<td>RPM</td>
</tr>
<tr>
<td>Larry Eisenberg</td>
<td>LACCD</td>
<td>Exec. Dir. Facilities</td>
<td>Eric Brooks</td>
<td>Build-LACCD</td>
<td>RPM</td>
</tr>
<tr>
<td>Roma Nandlal</td>
<td>LACCD</td>
<td>Planning &amp; Development</td>
<td></td>
<td>RPM</td>
<td></td>
</tr>
<tr>
<td>Tony Fairclough</td>
<td>LACCD</td>
<td>Senior Facilities Assistant</td>
<td>Gustavo Ripalda</td>
<td>Cumming</td>
<td>CPM Design Manager</td>
</tr>
<tr>
<td></td>
<td></td>
<td>District Consultant</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Discussion Items

1.1 CG Construction Hit Existing Gas Line: Line hit 01/20/10, CG repaired line and gas service restored to all affected buildings. M&O has no issues to date after repair was made.

1.2 Campus Building Roof Leaks: Harper rep was on Campus to review roof leak issues for M&O/Field House/SSB on 1/29/10.

1.3 Student Services Building Monitoring of Space Cooling/Heating: CPM is making periodic visits thru building spaces checking on cooling/heating status and conditions.

2.1 Child Development Center: DSA certification in progress

2.2 NEQ – Student Quad & Palm Court: DSA certification in progress

2.3 Technical Education Center Building Modernization: DSA certification in progress, submitted for Final on 1/11/10 via Cathy NeVille/BuildLACCD

2.4 Student Services Education Center: DSA certification in progress

2.5 Design-Build Update: Status of DSA Certification:
   - Campus Security Facility: Final submitted on 1/11/10
   - Parking Structure: M&O Facility; Athletic Field House/Stadium; SSB; and Campus Corner Sign are all in-progress
   - Status of Warranty Expiring (see attached)


   - CPM moved weekly Construction meeting on Thursdays at 10:00 am with

Cumming will rely on these notes as the approved record of issues discussed and conclusions reached during this meeting unless written notice to the contrary is received by Cumming within ten calendar days of the issue date of these meeting minutes.

Distribution List: All Attendees

Prepared by: Sam Stubbs

Date Issued: February 16, 2010
### Discussion Items

C.G. Construction, gkkworks, Flint Smith Safety Officer, IOR – Mark Smith, and College representative

- Material FOB jobsite end of Feb 2010
- Elevator #2 work scheduled to commence 02/08/10 and be completed by 04/16/10.
- Elevator #3 scheduled completion date 06/18/10

#### 2.7 New Central Plant
*(By Chevron Energy Solutions - CES)*

- Construction 99% complete
- Building Commissioning 99% Complete; continue for 3 more months/March 2010 for final completion
- Exterior Security Camera & Door Security Contacts to be performed by AB Construction
- Anticipated Board approval date 02/10/10
- Pre-commissioning to be scheduled. Sven and Vibha to attend

#### 2.8 Campus-Wide Technology

- CPM holding bi-weekly meetings on Tuesday at 10:30 a.m. with Vibha Gupta & IT staff to review campus-wide technology items and required action items.
- Additional Consultants to be brought in
- DB1 and DB2 are focus projects

#### 2.9 LACCD-LAUSD - Middle College High School

- Design Coordination Meetings on alternate Fridays at 10:30 with Bernards/HMC
- Weekly Coordination Meetings w/LAUSD
- Design Documents in DSA
- Demolition Activities Completed and Contractor to demobilize 02/03/10
- LAUSD ground breaking dated TBD

#### 2.10 Site Improvements – Campus East Pump House & Fire Water Upgrade

- CPM Letter of Suspension to CGC on 1/22/10
- CPM Letter Notice to Cure & Imminent Default on 2/01/10
- Coordination with BuildLACCD PM Team
- Scope will be included in DB1 package as a Change Order for Labor and Material as design and DSA approval has been completed
- Completion date of January 2012 is still on track

#### 2.11 Chevron’s Renewable Energy/Solar Panel Project
*(Parking Lot #3)*

- CPM and Pacifica/Chevron weekly coordination meetings on Wed. 10:00 am at CPM Trailer
- Parking Lot #3: Beneficial Occupancy on 12/31/09
- Notice of Substantial Completion is pending FCDs currently in DSA
- Proposed Final Completion pending
- Remaining issue – turn PV system on (TBD)
- Commencement of commissioning ins +/- 60 cd’s out pending funding sources
- Contractor jobsite trailer removed +/- 01/29/10

#### 2.12 Bookstore

- Cannon Design-OWP/P – Architects
- Design Status: 50% CD
- CPM coordinating with College and RPMs for FF&E
- No Dispenser shall be installed

---

**Action / Decisions / Follow up / Dates**

- 1600 W. Imperial Highway  Tel:  323.241.1750
  Los Angeles, CA  90047  Fax: 323.779.5271

- **C.P.M. to provide water treatment vendor phone # to District.** *F/u – Contact info forwarded, to District 02/16/10. Hartmanaire – 139 Adwick St., Corona, CA 92881 – (951)479-6855*

- **TMAD to provide SWPPP report.** *F/u – TMAD forwarded report to Bernards week of 02/08/10.*

- **Dr. Daniels requests all meeting minutes to be forwarded to Build LACCD showing his multiple requests for tracking solar panels in PL #3 and all future PL’s.** *F/u – Information forwarded to Dr. Daniels office by Ed B./CPM*

- **Dr. Daniels requests all changes to be sent directly to him for review and approval. CPM shall not respond to Request for Change. POS system shall be included. Ed W. to provide specifications.** *F/u – Vibha G. to contact vendor to provide latest specs for equipment, provide to CPM and include in bid documents.*
### Meeting Minutes – Cont.

**Project**: LACCD Proposition A/AA & J Bond Program  
**Project Number**: 06S.6691.05

**Meeting Date**: February 03, 2010  
**Page**: 3

### Discussion Items

<table>
<thead>
<tr>
<th>Action / Decisions / Follow up / Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Move DB2 scoring date to either 04/23/10 or 04/30/10. F/u – Pre-scoring presentation is scheduled for 04/23/10 and faculty is not required on 05/07/10 therefore initial review/comments date remains as scheduled.</td>
</tr>
</tbody>
</table>

#### 2.13 Measure J Design-Build Projects:

- **DB-1 RFP**: Proposals received on Friday, 1/29/10
  - All proposers are within Budget
  - DB-1: RFP Shortlist includes: Harper, Bernards, and Tilden-Coil
  - CD copies to be sent to scorers and technical reviewers. Scoring and presentation scheduled to occur 02/19/10
- **DB-2 RFP**:
  - Based 2nd Proprietary Meetings, Budget is revised to $74 Million and 1 month added to due date of Proposals.
  - DB-2: 5 Building Bundle (Mods): Cox Bldg/Little Theater + Lecture Lab + Fitness & Wellness Center & Pool Cover and DB East Parking Structure (650 Cars) + Option A Storm Water Improvements with 5 yr Extended Warranty
  - RFP Shortlist includes: McCarthy Builders/LPA, Hensel Phelps/Carrier Johnson, Charles Pankow Builders/Quatro Design Group
  - Addendum issued which extended proposal due date to accommodate additional scope, associated cost and additional DSA review
  - Initial review/comments from pre-scoring presentation is scheduled for 05/07/10 however Dr. Daniels suggests it be moved to either 04/23/10 or 04/30/10 as 05/07/10 is the first cabinet meeting

#### 2.14 SSEC Building Renovation Project

- 95% CD documents is currently in the Pre-DSA Submittal Phase and coordination with BuildLACCD Program Manager
- Documents submitted to DSA 01/29/10 with an anticipated +/- 5 month review duration
- CPM continuing coordination with RAW International Design Team for connection to Central Plant, upgrade to Technology systems, HVAC systems, Electrical systems, and EMS Systems per District/College Standards.

#### 2.16 Campus-wide Reclaimed Water

- College Selection of Design Professional – in Proposal
  - Proposals Received, includes:
    - TMAD T & G – $69,500
    - MWH Americas – $75,060
    - Tetra Tech, Inc. – $48,000
  - CPM evaluating completeness & checking references before recommending a firm. Anticipated completion of review 02/05/10
  - Preliminary review of 3 bidders shows previous work awarded to low and high bidder have been remediated by middle bidder TMAD T&G.
  - Scope and criteria to be refined and complete prior to award of Contract

#### 2.17 Technology Education Center Upgrade

- CPM & TMAD/gkkworks holding coordination meetings during design phase
- Design is in progress with anticipated submittal to DSA in March 2010
- CPM Project Manager is Gustavo Ripalda

#### 2.18 ADA Campus-wide Improvements

- Measure J ADA Compliance Budget available is $5.417 Million
- Fremer Architects design criteria preparation on-going
- PSOMAS to start detailed surveying for path of travel campus-wide
- Site Assessments of newly completed buildings by David Converse is on-going
### Discussion Items

- Meetings with Campus VPs and Staff are on-going
- Site walk with CPM, Fremer and PSOMAS occurred 02/02/10
- PSOMAS to commence site survey 02/04/10 with an 8 week duration noting all relevant elevations along campus Path of Travel

#### 2.19 LASC Master Plan Update

- CPM to give Presentation of MP Update to Infrastructure Committee of Board and at Board of Trustees Meeting on 3/10/10
- CPM meeting with Michael Rendler & Tony Fairclough on Monday, 2/8/10 at 7:30am for incorporating renewable energy into presentation. Dr. Daniels will attend
- Draft EIR will be presented by Terry Hayes Associates on 3/10/10 – Board Meeting

#### 2.20 SMP Projects

- None at this time

#### 3.0 Identification of Persons on Campus

- Dr. Daniels requests that all persons on campus to carry some sort of identification/badge to allow staff/faculty to verify their purpose on the campus.
- All CPM vendors shall check in at the CPM front desk and/or Sheriffs station prior to walking around the campus.

### Handouts:

1. Campus Project List and Status
2. Campus Projects Project Status & Schedule
3. Campus Projects Financial Updates
4. Construction Update

### End of Meeting Minutes