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>
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<tbody>
<tr>
<td>Dr. Jack E. Daniels III</td>
<td>LASC</td>
<td>President</td>
<td>Ed Bilezikjian</td>
<td>CPM</td>
<td>Project Director</td>
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<td>Dr. Mary M. Callahan</td>
<td>LASC</td>
<td>VP Academic Affairs</td>
<td>George Snead</td>
<td>CPM</td>
<td>Assist. Project Director</td>
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<td>Dr. Dave Romero</td>
<td>LASC</td>
<td>VP Admin. Services</td>
<td>Gustavo Ripalda</td>
<td>CPM</td>
<td>Design Manager</td>
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<td>Randy S. Craig</td>
<td>LASC</td>
<td>Director of Plant Facilities</td>
<td>Edward Wundram</td>
<td>CPM</td>
<td>Project Manager</td>
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<td>Vibha Gupta</td>
<td>LASC</td>
<td>IT Director</td>
<td>Rinaldo Veszlerza</td>
<td>CPM</td>
<td>Project Manager</td>
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<td>Sven Thiess</td>
<td>LASC</td>
<td>IT Coordinator</td>
<td>Vera Rangel</td>
<td>CPM</td>
<td>Project Manager</td>
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<td>Dr. Allison Moore</td>
<td>LASC Senate</td>
<td>Faculty Senate President</td>
<td>Alfonzo Wilson</td>
<td>CPM</td>
<td>Assist. Project Mgr.</td>
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<td>Blanchie Hollier</td>
<td>LASC</td>
<td>Facilities Assistant</td>
<td>Sam Stubbs</td>
<td>CPM</td>
<td>Project Engineer</td>
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<td>Alex Main</td>
<td>PSI</td>
<td>Project Manager</td>
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Distribution List: All Attendees

Prepared by: Sam Stubbs
Date Issued: March 11, 2010

1600 W. Imperial Highway
Los Angeles, CA 90047

Action / Decisions / Follow up / Dates

(a) Discussion Items

1.1 New LASC Operations Manager, Steve Harvey

1.2 Cox Building Modernization: Elevator #s 2 & 3 Replacement
   - Meeting held 04/01/10 with LASC, CPM and CG Construction to discuss CGC’s recovery schedule and work plan as they are behind schedule.
   - CGC to provide CPM with revised recovery schedule by end of day 04/01/10 for review.

2.1 Child Development Center: DSA certification in progress
   - Cathy Neville from BuildLACCD e-mails periodic updates of DSA Closeout/Certification

2.2 NEQ – Student Quad & Palm Court: DSA certification in progress
   - Cathy Neville from BuildLACCD e-mail periodic updates of DSA Closeout/Certification

2.3 Technical Education Center Building Modernization: DSA certification in progress
   - Cathy Neville from BuildLACCD e-mails periodic updates of DSA Closeout/Certification

2.4 Student Services Education Center: DSA certification in progress
   - Cathy Neville from BuildLACCD e-mails periodic updates of DSA Closeout/Certification

2.5 Design-Build Update: DSA certification in progress
   - Campus Security Facility, Park’g Structure, M&O Facility, Athletic Field House/Stadium, SSB, and Campus Corner Sign are all in-progress
   - Status of Warranty Expiring (Attachment “D”)
   - Cathy Neville from BuildLACCD e-mails periodic updates of DSA Closeout/Certification

   - Meeting held 04/01/10 with LASC, CPM and CG Construction to discuss CGC’s recovery schedule and work plan as they are behind schedule.
   - CPM holds weekly Construction meeting on Tuesdays at 10:00 am with C.G.
**Discussion Items**

<table>
<thead>
<tr>
<th>Construction, gkworks, Flint Smith Safety Officer, IOR – Mark Smith, and College representative.</th>
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<tr>
<td>Overall project is 50% complete</td>
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<tr>
<td>Elevator #2 tentative Substantial Completion: 04/21/10 (CGC to confirm)</td>
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<tr>
<td>Elevator #3 tentative Substantial Completion: 06/18/10 (CGC to confirm)</td>
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<tr>
<td>Notice of Beneficial Occupancy: 06/25/10</td>
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<td>Demolition of elevator jack shall occur over spring break due to noise</td>
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2.7 New Central Plant  
(By Chevron Energy Solutions - CES)

- Construction: 100% complete  
- M & O Manuals is 100% complete. It will be delivered to Randy Craig on 4/1/2010  
- Commissioning 99% complete: Pending are the following items:  
  - Trending by Chevron, will continue until end April 2010 (Monitoring/system performance), as requested by the Commissioner.  
  - As built drawings: Chevron/Aethna (Control and Sequence of Operation) due to CPM on April 15.  
  - Close Out with DSA in progress: 25% (DSA 102, 5 and Final inspection reports with the District). IOR to submit DSA 6.  
  - Final Commissioning walk to be schedule (pending the delivery of Chevron (Aethna) Control and Sequence of Operation docs, to the CPM and approval of the Commissioner)  
  - Exterior Security Camera & Door Security Contacts performed by AB Construction is 100% complete. Closeout has process has commenced.

2.8 IT Infrastructure & Security upgrade

- Campus–wide systems integration has commenced with Keith Gipson. District Contract approved (per Tony Fairclough)  
- The IT and Security Teams met with the IT Committee  
- Interviews have begun with Administration, Faculty and Staff to review a new Strategic Plans.  
- Proposal for CDC repairs to Security Systems was issued to Dr. Daniels and Dr. Romero and the College approved to proceed pending the receipt of 3 proposals.

2.9 LACCD-LAUSD - Middle College High School

- Design Coordination Meetings on alternate Fridays at 10:30 with Bernards/HMC and LAUSD  
- DSA review is at 75%. Anticipated 100% comments from DSA 04/15/10  
- LAUSD returned 95% comments  
- Relocation of vaults scheduled to occur during Memorial weekend 2010  
- LASC President and LAUSD High School Principal to select permanent members for the Joint Use Committee for curriculum. All parties to utilize the final agreement signed by both boards.

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

- Board Terminated CG Construction for convenience at 02/24/10 Board Meeting and notification letter was sent to CG Construction. Scope to be added to DB-1 Contract after award of Contract.

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

- Parking Lot #3: Beneficial Occupancy on 12/31/09  
- Notice of Substantial Completion is pending LACCD authorization and fencing FCD which is currently at DSA. Verbal approval of FCD however not official as of yet.  
- Remaining issue – turn PV system on and commence commissioning(TBD)

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

- CGC to provide CPM with revised recovery schedule by end of day 04/01/10 for review.
2.12 Bookstore
- OWP/P - Cannon Design – Architects
- 100% CD’s submitted to CPM 03/05/10
- Anticipated DSA submittal date 04/09/10
- CPM coordinating with College and RPM’s for FF&E
- The Infrastructure Committee approved on 03/10/10
- Pursuant to the AOR’s current schedule, the anticipated notice of beneficial occupancy is mid March 2011. This shall be reviewed by CPM (PM, Project Schedule, DSA approval and Construction duration are determining factors)
- Latest specs for P.O.S. equipment provided to CPM on and shall be included in bid documents.
- Book Bag storage shall be open and/or un-lockable and preferably within visual range of POS Cashier.

2.13 Measure J Design-Build Projects:
DB-1 Award: CAT and VCPATC
- College Action on Proposals and Alternates (Attachment “G”)
- Anticipated Award of Contract to Harper at 04/14/10 LACCD BOT Meeting
- Anticipated NTP 05/01/10

Schedule (Attachment “B1”)

DB-2 Proposals: 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
- Hard copies of proposals to be given to: Dr. Daniels, Dr. Callahan, Professor Yoshida, Library, M&O and CPM. Electronic copies to be distributed to all reviewers, scoring panel members and others designated by Dr. Daniels.
- Final RFC responses in progress
- Final Addenda to be issued 04/02/10
- Proposals due 04/09/10
- Presentation 05/21/10
- Anticipated Award of Contract to selected Contractor at 06/16/10 LACCD BOT Meeting
- Anticipated NTP 07/01/10
- Schedule (Attachment “B2”)
- Scoring Panel has been selected and notified of schedule. Include Tony Fairclough and Blair ?? on scoring panel.

Refer to Attachment “G” for LASC final recommendations for DB-1 proposals and alternates.

The summary is as follows:
- Alt #1 – Accepted
- Alt #2 – Accepted
- Alt #3 – Accepted
- Alt #4 – Declined
- Voluntary Alt #1 – Accepted
- Voluntary Alt #2 – Declined

2.14 SSEC Building Renovation Project
- 100% CD’s submitted to DSA 01/29/10
- Fine tune of EMS and integration/coordination of existing HVAC and EMS systems is key
- CPM Director will present to IC Committee on a date TBD
- NTP issued to Simplex/Grinnell for the testing and inspection of fire alarm and fire sprinklers.

2.15 Campus-wide Reclaimed Water
Consultant selected:
- Tetra Tech, Inc. – $52,000, Tom McEffreson is Contractor PM
- CPM Project Manager is Alfonzo Wilson
- Providing programming design then CPM will issue RFP for DB
- Design consultant’s proposal was Board approved on 03/24/10
- Anticipated kick-off meeting to be held 04/07/10

Randy Craig and/or Dr. Romero to attend kickoff meeting.
2.16 Technology Education Center Upgrade
- CPM & TMAD/gkworks holding coordination meeting on 04/01/10
- Design is in progress
- CPM Project Manager is Gustavo Ripalda
- 90% CD’s submitted to CPM 03/05/10 and are under CPM review
- Anticipated submittal to DSA is mid May 2010
- Will not be part of the campus-wide renewable technology

2.17 ADA Campus-wide Improvements
- PSOMAS completed site survey project is 100% complete
- Final deliverable received from PSOMAS 03/30/10
- Fremer Architects design criteria preparation on-going
- Site Assessments of newly completed buildings by David Converse is on-going
- Meeting with Department Chairs has occurred

In regards to wheelchair lifts at Cox CPM shall:
- Initiate bid package to install signage noting disabled access to Cox Building elevator access.
- Contact DSA thru Magdaline to determine if removal of lifts may occur as the stairs they are affixed to are not part of the building and therefore not necessary.
- Contract contractor to make necessary repairs as FF&E.

2.18 LASC Master Plan Update
- Infrastructure Committee presentation to LACCD BOT at 04/14/10 meeting
- Draft EIR will be presented by Terry Hayes Associates on 04/14/10 – Board Meeting

2.19 SMP Projects
- None at this time

2.20 Enhanced Service Bus Stops
- Federally appropriated funds are available for “enhanced service” bus stops at the Western and Imperial entrances
- CPM to provide proposal and estimate

2.21 On-Site Food Vendor
- Outside food vendor with school experience is interested in leasing space on campus
- Possible locations:
  - Health Academy 1st floor
  - Building of new dedicated space
- District legal team reviewing which includes Ann Diga, Legal Counsel and Roma Nandlal, District member.

2.22 CDC Water Softening System
- Overall project is 80% complete
- Repair to leaking check valve completed 03/31/10
- Anticipated project completion date 04/16/10 and training to be completed by 04/30/10. CPM to notify LASC of potential training dates.

2.23 Athletic Field Cover
- Cover shall be on site for graduation ceremonies
- Cover shall be grey, shed to be painted to match school colors
- Material has been ordered and the anticipated date of delivery of cover and shed is 2nd week of May 2010
- Cover to provide 60 lineal yards of field coverage, configuration TBD to suit venue
MEETING MINUTES  – Cont.

Project  LACCD Proposition A/AA & J Bond Program  Project Number  06S.6691.05
Meeting Date  March 4, 2010  Page  5

Discussion Items

- Shed location to be determined.

Attachments:

A. Campus Active/Completed Project List and Status
B. Campus Projects Project Status & Schedule
   1. DB1
   2. DB2
C. Campus Projects Financial Updates
   1. A/AA
   2. J
D. Project Completion and Warranty Status
E. J Projected Occupancy Dates
F. Construction Update
G. DB-1: College Final Action on Proposals and Alternates

End of Meeting Minutes