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: May 18, 2010

1600 W. Imperial Highway
Los Angeles, CA 90047
Tel: 323.241.1750
Fax: 323.779.5271
   - Overall project is 65% complete
   - Work to free Elevator #2 jack assembly has commenced. (Refer to item 1.1)
   - Elevator #2 tentative Substantial Completion: TBD
   - Elevator #3 tentative Substantial Completion: TBD
   - Notice of Beneficial Occupancy: TBD

2.8 IT Infrastructure & Security upgrade
   - Campus-wide systems integration has commenced with Phoenix. Currently awaiting specifications and server from IT to start the uploading process.
   - Migration project set with ISDG and Simplex consulting to update software, connect equipment and consolidate servers. Task Plan to be outlined with IT, Security and M&O
   - IT and Security Strategic Plan Interviews are 75% complete with Administration, Faculty and Staff. First Draft Report due end of May. IT committee will get rough draft input May 13th.
   - CDC repairs to Security Systems scheduled to start in two weeks with ISDG and Siemens as consultants. Workplan to be defined in meeting with IT, Security and M&O.
   - Existing IT infrastructure in 2D and to be converted to 3D and loaded into BIM. RFP for 3 bidders will be issued by end of May

2.9 LACCD-LAUSD - Middle College High School
   - DSA review is at 75% completed except Structural which still only 35% complete.
   - LAUSD Procurement Group reviewed the project with HMC and Bernards to review specialty equipment and long-lead items.
   - Bernards trailer is on site. Staff parking on South Field or Bookstore site to be discussed with College and DB-1 contractors.
   - Relocation of vaults which will require campus power shutdown is scheduled to occur 07/02/10 to 07/05/10
   - Fire Road gate by Sheriff Station will be closed for construction starting in June to December as existing fence will be expanded to include this area

2.10 Site Improvements – Campus East Pump House & Fire Water Upgrade
   - CPM provided copies of Bid Set to Harper/DB-1 firm. CPM will review cost proposal and report to the College after final negotiation. 5 year warranty included in scope.
   - CPM is working with CGC to closeout contract and verify acceptance of steel

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.
   - Last FCD approved by FSA involves additional support for Equipment Pad Fence. Chevron scheduling this work for May 17 – 18, 2010. No affect to College
   - Chevron to submit As-Builts and closeout binders on May 6, 2010
   - LACCD still working on financing with 3rd Party for operating Lease
   - PV System turned off until direction to energize is given by LACCD
   - Project sign is ready however, since work is complete, sign will not be displayed

CPM to follow up with Build-LACCD to verify if software is a bond allowable expense. In particular: “Blackboard” and a learning management system.
2.12 Bookstore
- OWP/P - Cannon Design – Architects
- 100% CD’s submitted to DSA 05/05/10
- CPM coordinating with College and RPM’s for FF&E
- Pursuant to the AOR’s current schedule, the anticipated notice of beneficial occupancy is mid March 2011. The College requests the move in date (space ready and furniture installed) to be the 10th day after the start of the spring semester (mid March 2010)
- ATM to be located in SSB lobby

2.13 Measure J Design-Build Projects:
DB-1 Award: SCTE and SAH:
School of Career and Technical Education and School of Arts and Humanities
- NTP for design issued on 05/03/40
- Currently in design phase
- BIM standards meeting to be scheduled
- Substantial completion, 03/23/12
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
- Proposals received 04/09/10
- Presentation 04/30/10
- Anticipated Award of Contract to selected Contractor at 06/16/10 LACCD BOT Meeting
- Anticipated NTP 07/01/10

Schedule (Attachment “B1”)

2.14 SSEC Building Renovation Project
- 100% CD DSA comments received
- Fine tune EMS, integration and commissioning is underway
- Pre-Construction-Kick-Off meeting was held on 04/28/10. S/G will develop a detail Schedule and submit for approval
- Received last set of DSA comments on 04/21/10 - DSA Back –Check submittal is scheduled for 05/31/10

2.15 Campus-wide Reclaimed Water
Consultant selected:
- Tetra Tech, Inc. – $52,000
- 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, signed Contract is pending
- Preliminary/Welcome meeting with design consultant held on 04/07/10
- Kickoff meeting to occur after NTP is issued and Randy Craig and/or Dr. Romero to attend kickoff meeting.

2.16 Technical Education Center Upgrade
- Design is in progress
- CPM Project Manager is Gustavo Ripalda
- 90% CD’s submitted to CPM 03/05/10 and are under CPM review
- Will not be part of the campus-wide renewable technology
- Fine tuning of EMS integration and commissioning is underway
- DSA Submittal is scheduled for 05/28/10

CPM to contact Build-LACCD with status of Contract
# Discussion Items

## 2.17 ADA Campus-wide Improvements
- Fremer Architects design criteria preparation on-going. Anticipated completion by end of May 2010
- DB RFQ process has been initiated
- Procurement of elevator access/directional signage for Cox building is in process. Vendor is on May 28 BOT agenda. Temp signs to be placed on call buttons of wheelchair lifts
- Wheelchair lifts to be removed by DB-2 Contractor

## 2.18 LASC Master Plan Update
- LASC Master Plan was approved by the LACCD Board on 04/28/10
- Final approval for the EIR anticipated at first meeting in June

## 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
- Updated survey for student use of public transportation to be obtained
- Complete proposal was mailed to Diana Ho on 04/27/10

## 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 99% complete
- All testing and inspections are complete
- Final Training and soft-water tanks connection will be scheduled

## 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
- Cover (40 Yards) and (2) storage bins were delivered on 04/26/10
- Training occurred 04/31/10 and 05/01/10

### Attachments:
- A. Campus Active/Completed Project List and Status
- B. Campus Projects Project Status & Schedule
  - 1. DB2
- C. Campus Projects Financial Updates
  - 1. A/AA
  - 2. J
- D. Project Completion and Warranty Status
- E. J Projected Occupancy Dates

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End of Meeting Minutes