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

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

Six Pack Meeting – Project Updates

<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>Cumming</td>
<td>CPM Project Director</td>
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<td>Vibha Gupta</td>
<td>LASC</td>
<td>IT Director</td>
<td>George Snead</td>
<td>Cumming</td>
<td>CPM Assist. Project Director</td>
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<td>Sven Thiess</td>
<td>LASC</td>
<td>IT Coordinator</td>
<td>Gustavo Ripalda</td>
<td>Cumming</td>
<td>CPM Design Manager</td>
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<td>Randy S. Craig</td>
<td>LASC</td>
<td>Director of Plant Facilities</td>
<td>Rinaldo Veseliza</td>
<td>Cumming</td>
<td>CPM Project Manager</td>
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<td>Dr. Allison Moore</td>
<td>LASC Senate</td>
<td>Faculty Senate President</td>
<td>Edward Wundram</td>
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<td>David Converse</td>
<td>gkworks</td>
<td>ADA Analyst</td>
<td>Mohammad Saied</td>
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<td>CPM Project Manager</td>
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<td>Andy Doran</td>
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<td>Project Engineer</td>
<td>Vera Rangel</td>
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<td>Sam Stubbs</td>
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<td>Project Engineer</td>
<td>Alfonzo Wilson</td>
<td>Cumming</td>
<td>CPM Assist. Project Mgr.</td>
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CC: Larry Eisenberg LACCD Exec. Dir. Facilities Planning & Development Victor Suman PSI Project Manager
Roma Nandlal LACCD Senior Facilities Assistant Fay Gonzalez Build-LACCD RPM
Tony Fairclough LACCD District Consultant Eric Brooks Build-LACCD RPM
Robert Zamora LASC Facilities HVAC Super Dennis Bauman ISDG IT Coordinator
Steve Harvey LASC Operations Manager
Blanchie Holler LASC Facilities Assistant

Discussion Items

1.1 Student Services Building: Men’s Restroom
- LASC reported a foul odor from Men’s restrooms
- Build-LACCD Warranty Department was an on-site with UMECH (Harper sub-contractor) 11/08/10 to address all mechanical issues in a warranty punch list. At this time, it was determined by Plant Facilities and the Build-LACCD representative that there was no odor and the issue is closed

2.1 NEQ – Student Quad & Palm Court: DSA certification in progress
- DSA Certification letter issued 11/03/10

2.2 Design-Build Update: DSA certification in progress
- CPM coordinating with Cathy to obtain certifications for the following buildings: Campus Security Facility, Parking Structure, M&O Facility, Athletic Field House/Stadium, SSB, and Campus Corner Sign.
- Status of Warranty Expiring (Attachment “D”)

2.3 New Central Plant
(By Chevron Energy Solutions - CES)
- As-built drawings accepted by College and CPM
- Final DSA paperwork in process

- Overall project is 99% complete
- Elevator #3 passed State Inspection on 09/28/10
- Elevator subcontractor turned over Elevator #3 on 11/03/10. Both elevators are now in operation
- CPM to assure payment to TKE and other subcontractors for their completed work

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: November 29, 2010
1600 W. Imperial Highway  Tel: 323.241.1750
Los Angeles, CA 90047  Fax: 323.779.5271
Discussion Items

- Final Pay App is in process
- Final Punch Walk occurred
- Warranty period to begin 11/03/10
- Project close-out is in progress
- LASC M&O to investigate potential overlap of existing service contract vs. service provided during construction and warranty scope per Contract.

2.5 IT Infrastructure & Security upgrade

CDC Security Systems:
- Installation of Hardware: 50% complete. Completion: pending installation of 2 lock sets.
- Comet Electric: Installation of power booster and re-connect wire from the Von Duprin power unit to the power supply. Start date: 11/26/10

CDC Observation System:
- TechStrata presentation (Panasonic) held on 11/04/10.
- Noldus Technology: “The Observer XT”. CPM to schedule system presentation for the first week of December with LASC IT, M&O and Kathi Cliff to review and show this new system.
- Noldus provided CPM with a verbal estimate of $60,000 based upon a similar project they recently proposed to another client. Final estimate forthcoming
- CPM to investigate another observation software system; BOSS, and perform a side by side comparison with Noldus
- CPM to establish observations system requirements from Kathi and provide these to vendors for quote. Final decision for observation system to be by LASC President

Security Systems Migration (Cox MDF room):
- Kick-off meeting with Simplex, GST and IT department was on 11/09/10 at 11:00 AM.
- Simplex to tentatively start migration on 11/19/10.

IT and Security Strategic Plan:
- ISDG presented the 7th draft (final) for approval to VG on 11/04/10 copied to Carolyn McGee.

Campus-wide EMS Integration:
- Configuration of the server blade by GST in progress. Phoenix is scheduled to start migration on 11/30/2010.

Low Voltage Systems Infrastructure and BIM RFP:
- Received e-mail from Tom Hall indicating District to fund with District’s specialty consulting account for the OMB Contract.

2.6 LACCD-LAUSD - Middle College High School

- Infrastructure and utilities 95%
- Installation of structural steel began 11/12/10
- 100% Concrete footings have been placed
- Installation of CMU at pool house is at 60%
- Substantial Completion remains December, 2011
- Project is on schedule and within budget
- CPM to follow up with HMC Architects regarding release of Project information in CC Connections periodical

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

- Project start date 08/16/10
- Anticipated Substantial Completion on 04/25/11
- Area 3 is complete (access Road to the Central Plant).
- Area 1: Southwest drive: work in progress to be completed and paved by end of December 2010
### Discussion Items

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<th>Action / Decisions / Follow up / Dates</th>
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<tr>
<td>1. First Advertisement 10/25/10</td>
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<td>2. Pre-bid Job Walk 11/09/10</td>
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<td>3. Bid Opening 11/23/10</td>
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<td>4. Board Approval 12/15/10</td>
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<td>5. Anticipated Notice of Completion 04/12/11</td>
<td>Move in to new facility: 04/18/11 – 04/25/11 (spring break)</td>
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#### 2.8 Chevron’s Renewable Energy/Solar Panel Project

- Partial campus power shutdown is scheduled for 11/19/10 at 5pm.
- Construction alert issued and LASC to re-send to faculty.
- CPM involved MPE Consulting (Campus-wide Electrical Consultant) to ensure success

#### 2.9 Bookstore

- CPM coordinating with College and RPM’s for final FF&E sign-off
- The majority of the items have been removed from the storage area (Room 108) in preparation for the project start. Remaining boxes/items to be completely removed by 12/15/10
- Computer information has been provided to LASC IT for review and comment
- Tentative meeting scheduled for 11/23/10 with Point of Sale representative to discuss the system with LASC IT
- CPM is working with the Architect to have a “green” kiosk backbone incorporated into the plans. Kiosk to be provided by the District.
- Construction anticipated to commence 12/22/10 pending execution of Contract by Build-LACCD.

#### 2.10 DB-1: SCTE and SAH: School of Career and Technical Education, School of Arts and Humanities and Pump House

- 100% DD Drawings signed off by BUG’s
- 50% CD’s were submitted on 10/28/10
- 95% CD’s to be submitted 12/15/10 then to DSA
- Parking Lots 1 & 2 scheduled to be turned over to DB first of March 2011 pending DSA approval. Anticipated substantial completion 07/21/12
- BUG tour of Hayworth furniture showroom occurred 10/22/10
- FF&E approval by BUG’s and College to occur by +/- 01/01/11
- Project ID signage to be placed on or before anticipated groundbreaking date. Tentatively set to February 2011. LASC to contact MW
- Change Order #2 for BUG requested design changes and 120 calendar day non-compensable Contract time extension was submitted for BOT approval on 11/17/10.
- Practice field will not be used for overflow parking

#### 2.11 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

- Baseball Netting work tentatively scheduled to begin 11/22/10
- Pool cover submittal approved
- HP to propose price to repair/replace plaster at existing pool. Work may occur between 12/23/10 and 02/01/11. Pool will only be drained once.
- CPM to verify if Gymnasium work will occur during June 2011 (Watts Summer Games)
- HP to perform the Parking Structure road improvements prior to parking lot #8 decommissioning. To begin Jan 2011 with 1 month construction duration
- HP to be issued a Change Order for retro-commissioning of the Central Plant with 5 year warranty as they will be tying in to the existing Central Plant
MEETING MINUTES – Cont.

Project: LACCD Proposition A/AA & J Bond Program
Meeting Date: November 18, 2010

Discussion Items

1. Loop. CPM and HP met on 10/11/10 to review proposed scope
   - Pre-meeting with HP design consultants for Cox Building Modernization to occur 11/18/10 at 9:00am
   - Additional sign off meeting held at CDC for Cox Building Modernization on 11/19/10 at 1:30pm
   - Per LASC President, HP Library Consultant present must be present at all Cox Building Modernization design meetings
   - LASC IT Manager requested MDF and associated equipment be on Cox emergency generator. CPM to follow-up with HP
   - HP intends to provide “enhanced project signage” to alert site staff and faculty of upcoming site changes during construction
   - LASC requested CPM to look into making “Smart Classrooms” as flexible as possible. This may include recommendations from an instructional technologist.

2. School of Behavioral Science and Social Sciences Upgrade
   (formerly SSEC Building Renovation Project)
   - CPM is preparing independent cost estimate for bidding
   - 40+ pre-bid RFI’s were received prior to bid date thus Addendum #3 was issued on 11/18/10 which revised the Bid opening date to 11/29/10 to allow for response time
   - CPM proposes different phasing options to LASC (Attachment “G”)
   - Board approval of Construction Contract re-scheduled for 12/15/10

3. Campus-wide Reclaimed Water
   - Consultant selected:
     - Design Consultant is Tetra Tech, Inc.
     - Estimated construction cost is $1.11M for Option A2a
     - CPM is reviewing cost for adding Campus-Wide Reclaimed Water scope to HP’s Contract to come up with recommended Change Order amount for LASC approval

4. Technical Education Center Upgrade
   - CPM to write up proposal for facility lounge furniture layout for approval
   - Drawings submitted to DSA on 09/27/10
   - DSA issued comments on 11/01/10, AOR is addressing comments
   - DSA water flow pressure test performed on 11/04/10
   - Documentation shall be submitted to DSA on 11/24/10

5. ADA Campus-wide Improvements
   - RFQ – The results of the Scoring Panel have been approved by LASC President. A meeting was held on 11/16/10 with the Program Manager to prepare the Request for Proposals from the 3 selected Design-Build firms (SC Anderson – Taylor Teter, Pankow – IBI and KPRS – Ware Malcomb).
   - Parking Lot #3 work started on 11/09/10. To date, Pacific Striping has relocated the bike rack placed concrete curbs and ramp and installed accessible parking and signage
   - CPM has requested the Contractor provide a Change Order Proposal to change all striping to accessible parking stalls. Preliminary cost estimate came to $9,200 for (16) stalls, and LASC President indicated to CPM to proceed

6. Coordination with SCE
   - SCE incentive meeting with Edison, LASC and other LACCD campuses occurred at LASC M&O Conference room on 10/08/10 at 1:30pm

Schedule (Attachment “B2”)

1. First Advertisement 10/19/10
2. Job Walk 10/29/10
3. Bid Opening 11/29/10
4. Board Approval 12/15/10
5. Anticipated Notice of Completion 07/10/11

Schedule (Attachment “B4”)

1. First Advertisement 10/19/10
2. Job Walk 10/29/10
3. Bid Opening 11/29/10
4. Board Approval 12/15/10
5. Anticipated Notice of Completion 07/10/11
## Discussion Items

### Action / Decisions / Follow up / Dates

1. **Update on 1Mg/W cap by PM. M&O and CDC PV panels are not part of 1Mg/W cap. The NEQ Parking Structure PV array can be maximized.**
2. **CPM received guidelines on 10/29/10 for savings and rebates**
3. **CPM working on a simplified checklist for 12/03/10.**

### 2.17 SMP Projects
- **P.E. Building funds for lobby lighting to be brought to DB-2 project**

### 2.18 Enhanced Service Bus Stops
- **CPM received letter from FTA and will forward to LASC**
- **CPM received communication from Richard Christie/Metro that the funding is in the bank**
- **Work must be design-bid-build as this is a federally funded project.**
- **MOU to be drafted, Budget to be set, Schedule to be generated and RFQ for Architects to be sent out**
- **Kick-off meeting held at LACCD office on 11/17/10. (Attachment “H”)**

### 2.19 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.**

### 2.20 Tandus TRIAD Matting System
- **CPM met with Tandus representative regarding Tandus TRIAD mat system at (SSB)**
- **Sample is currently in elevator of School of Math and Sciences building**
- **CPM has reviewed the latest proposal of +/- $12,000 and was forwarded to LASC President and M&O. LASC to provide direction to CPM based upon their review of the proposal**
- **LASC M&O believes that application is better suited for installation in a new building. Requires more consideration in a retro-fit application**

### 2.21 Cal Trans Pony Wall
- **IC Committee presentation was approved on 11/17/10**

### 2.22 Site Access and Fire Route
- **CPM holding internal meetings to coordinate current projects and site access.**
- **Coordination meeting the HP, Harper, Bernards, CPM and LASC to occur pending a revised date sometime in December 2010**

### 3.1 Construction Alerts
- **CPM to issue Construction Alerts to: LASC President, IT and M&O. Vibha to forward to campus via “All-LASC” e-mail distribution**

### 3.2 Campus Parking, Site Access and Fire Route
- **CPM set up parking meetings with: Sheriff, M&O, and Faculty to coordinate and notify site of potential parking changes, impact to site and “path of travel” for DB-1 and DB-2**

### 3.3 Corner Sign Computer Re-Route
- **CPM is in the process of engaging a qualified Contractor (Yesco) to perform the work necessary to relocate the computer and associated cabling**
- **CPM to provide ETA for completion to avoid rain related issues with sign**
3.4 Baseball Field Lighting
   - Third party would like to investigate lighting at the Baseball field. LASC to provide direction to CPM if necessary

3.5 Campus-Wide Hardscape and Landscape Project
   - CPM holding pre-contract discussion with proposed Architect, Hill Partnership, Inc. for review with College President on scope and budget. Proposed meeting date and time TBD
   - A portion of this scope can be included in the ADA Campus-wide Improvements project

The next Six Pack meeting will be held 12/16/10.

Attachments:
A. Campus Active/Completed Project List and Status
B. Campus Projects Project Status & Schedule
   1. DB1
   2. DB2
   3. Bookstore
   4. School of Behavioral Science and Social Sciences Upgrade
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. School of Behavioral Science and Social Sciences Upgrade – Phasing Options
H. Enhanced Service Bus Stop Meeting Minutes

End of Meeting Minutes