**Meeting Minutes**

LACCD Proposition A/AA & J Bond Program  
Project Number: 06S.6691.05  
Meeting Date: December 16, 2010  
Meeting Number: MTG121610

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**Six Pack Meeting – Project Updates**

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<tr>
<th>Name</th>
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<tr>
<td>Dr. Jack E. Daniels III</td>
<td>LASC</td>
<td>President</td>
<td>George Sneed</td>
<td>Cumming</td>
<td>CPM Assist. Project Director</td>
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<tr>
<td>Vibha Gupta</td>
<td>LASC</td>
<td>IT Director</td>
<td>Gustavo Ripalda</td>
<td>Cumming</td>
<td>CPM Design Manager</td>
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<tr>
<td>Sven Thiess</td>
<td>LASC</td>
<td>IT Coordinator</td>
<td>Rinaldo Veseliza</td>
<td>Cumming</td>
<td>CPM Project 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>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>Mohammad Saed</td>
<td>Cumming</td>
<td>CPM Project Manager</td>
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<tr>
<td>Blanchie Hollier</td>
<td>LASC</td>
<td>Facilities Assistant</td>
<td>Vera Rangel</td>
<td>Cumming</td>
<td>CPM Project Manager</td>
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<tr>
<td>Andy Doran</td>
<td>Cumming</td>
<td>Project Engineer</td>
<td>Alfonso Wilson</td>
<td>Cumming</td>
<td>CPM Assist. Project Mgr.</td>
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<tr>
<td>Sam Stubbs</td>
<td>Cumming</td>
<td>Project Engineer</td>
<td>David Converse</td>
<td>gkkworks</td>
<td>ADA Analyst</td>
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**Distribution List:**  
All Attendees

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**Discussion Items**

2.1 **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”)

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

2.3 **Cox Building Modernization: Elevator #s 2 & 3 Replacement**
- Final Pay App in process
- Warranty period began 11/03/10
- Project close-out is in progress

2.4 **IT Infrastructure & Security upgrade**
- CDC Security Systems:
  - Access doors hardware: Revised completion date 01/31/11
- CDC Observation System:
  - Proposal is due to CPM 01/20/11
- Security Systems Migration (Cox MDF room):
  - Configuration of servers is in progress
  - Tentative completion date: 01/31/11.
- IT and Security Strategic Plan:
  - In review with the Committee: Committee is gathering more information.
    CPM sent the Interview report (as requested on 12/09/10) to IT Director for review
    LASC President requested revised plan be completed and delivered to him on

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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  
Los Angeles, CA 90047
Discussion Items

02/01/11
Campus-wide EMS Integration:
- Configuration of the server is in progress.

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. LASC indicated the approval/funding issue resolved and project will proceed.

2.5 LACCD-LAUSD - Middle College High School
- Infrastructure and utilities 98%
- Installation of structural steel 60%. Metal decking welding started.
- Installation of CMU at Pool is at 98%
- Installation of CMU at Multi-purpose Room at 5% started this week.
- Substantial Completion remains 12/30/11
- Project is on schedule and within budget

2.6 Site Improvements – Campus East Pump House & Fire Water Upgrade
- Project start date 08/16/10
- Anticipated Substantial Completion on 04/25/11
- Water Outage from 12/20/10 to 12/24/10 per Construction Alert #122.
- Denker Avenue Entrance closed from 12/27/10 to 12/30/10 per Construction Alert #123.
- Western Avenue Entrance partially closed between 01/10/11 and 02/04/11 per Construction Alert #124

2.7 Chevron’s Renewable Energy/Solar Panel Project
(Parking Lot #3)
- DSA closeout is in progress, forms have been submitted to DSA
- Chevron As-Builts and closeout binders are under review by Pacifica
- Chevron to provide remaining unconditional lien releases from subcontractors

2.8 Bookstore
- The project went out to bid on 11/9/10. The bid opening was held on 11/23/10 with a responsible lowest bidder chosen. The Post-award meeting as well and the Board approval date is 12/15/10.
- Campus IT, District RPM, and CPM are continuing to meet to schedule POS procurement and training.
- Drawings for the backbone of the ‘green’ kiosk have been completed. This work will be performed as an FCD issued to the Contractors once they are on site.
- Pre-construction meeting and mobilization is to begin the week of 12/20/10.

Project Status Report (Attachment “B3”)

1. First Advertisement 11/01/10
2. Pre-bid Job Walk 11/09/10
3. Bid Opening 11/23/10
4. Board Approval 12/15/10
5. Anticipated Notice of Completion 04/12/11
6. Move in to new facility: 04/18/11 – 04/25/11 (spring break)

2.9 DB-1: SCTE and SAH:
School of Career and Technical Education, School of Arts and Humanities and Pump House
- 95% CD’s for SCTE were submitted on 12/10/10. SAH to follow, then to DSA
- On 12/15/10 a meeting was held to review the SAH drawings and changes that were noted and incorporated into revised drawings prior to DSA submittal. Anticipated date of final pre DSA submittal to be week of 01/10/10. Magdalene Hron stated that 3rd party review of drawings will occur to validate that all changes have been incorporated into drawings.
- CPM clarified that SCTE project must begin prior to SAH project due to the site phasing and building placement.
- Parking Lots 1 & 2 scheduled to be turned over to DB early March 2011.
Discussion Items

Anticipated substantial completion 07/21/12

- Project ID signage to be placed on or before anticipated mid March 2011 groundbreaking
- LASC to determine groundbreaking date. LASC to contact MWW
- Practice field will not be used for overflow parking

Project Status Report (Attachment “B1”)

2.10 DB-2: 5 Building Bundle (Mods):

- Baseball Netting work was completed on 12/10/10 with backstop completion forthcoming
- HP to propose price to repair/replace plaster at existing pool. Work may occur between 12/23/10 and 02/01/11. The plan will be to only drain the pool one time to complete the pool repairs and the pool cover installation to minimize cost to College. Pool Cover submittal forwarded to LASC President for final approval prior to procurement.
- HP is concerned pool drain plumbing will not meet Virginia Graeme Baker Pool and Spa Safety Act. HP is currently investigating and will provide CPM with findings
- HP is redesigning pool storage building to avoid seismic zone
- HP to perform the Parking Structure road improvements prior to parking lot #8 decommissioning. Anticipated to begin Feb 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 Loop. An independent 3rd party consultant recommends that it would be more cost effective for the LASC to staff perform the retro-commissioning
- CPM followed up on LASC IT request to have MDF and associated equipment on the Cox emergency generator. CPM verified this is part of base scope
- CPM to follow up with the possibility of utilizing the DB1 Pump House generator as a backup for Parking Structure #8 for a credit to DB2 project
- Because this is HP’s first project at LASC, CPM to explain to HP the campus protocol for approval. Approval = LASC President Approval.
- HP intends to provide “enhanced project signage” to alert site staff and faculty of upcoming site changes during construction
- LL Building HVAC remediation emergency work is in progress. Building HVAC systems will be operational by 01/31/11.

Schedule (Attachment “B2”)

2.11 School of Behavioral Science and Social Sciences Upgrade

(Formerly SSEC Building Renovation Project)

- Bids opened on 11/29/10 were over budget. The issue that caused the Bid price to exceed the project budget has been identified; approximately 33% of dollars included in submitted bids were from Simplex/Grinnell.
- LASC to investigate alternate Fire Alarm systems providers for better service and lower price
- Revised substantial completion is 09/03/11 with a total shutdown of building during construction.
- The Re-Bid Documents will contain language that will force fire alarm and low voltage bids to be identified, broken down, and include unit and labor unit costs in order to protect the College from excessive profit margins
- The Re-Bid advertised on scheduled on 12/17/10 and 12/24/10
- The Pre-Bid meeting was held on 12/29/10 with a very large attendance from G.C

Re-Bid Schedule

1. First Advertisement 12/17/10
2. Job Walk 12/29/10
3. Bid Opening 01/17/11
4. Board Approval 02/09/11
5. Anticipated Substantial Completion 09/03/11
2.12 Campus-wide Reclaimed Water
Consultant selected:
- Change Order price has been negotiated. CPM is waiting to negotiate remaining value engineering COP’s to be able to recommend a Contract adjustment to the College
- LASC M&O requests CPM to evaluate a control system (cal-sense or equivalent) as part of this project

2.13 School of English & Foreign Languages Modernization (formerly Technical Education Center Upgrade)

**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

2.14 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 Malcolm).
- 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

2.15 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
- 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.
- CPM received guidelines on 10/29/10 for savings and rebates
- CPM working on a simplified checklist for 12/03/10.

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

2.17 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”)

2.20 On-Site Food Vendor
- Outside food vendor with school experience is interested in leasing space on campus
- Possible locations:
  - Health Academy 1st floor
Discussion Items

1. Building of new dedicated space
   - District legal team reviewing which includes Ann Diga, Legal Counsel and Roma Nandlal, District member.

2. 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. Cal Trans Pony Wall
   - IC Committee presentation was approved on 11/17/10

2. 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. 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. 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. 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. Baseball Field Lighting
   - Third party would like to investigate lighting at the Baseball field. LASC to provide direction to CPM if necessary

3. 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