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: Manmadh Rebba
Date Issued: February 13, 2012

1600 W. Imperial Highway
Los Angeles, CA 90047

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**Discussion Items**

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

1.1 Domestic Water Issue:

- Water Clarity issue reported on 11/25/11
- CPM suggestions include:
  - Short Term: Flush the system at CDC and reset the irrigation, periodically flush the water at Field House and also by getting clarification from GSW on the effect of the algae bloom (this could be the potential reason).
  - Long Term: Connecting Field House irrigation to the main 8” supply line and/or by installing smaller diameter water lines to the CDC, SSEC and Field House replacing existing larger diameter lines.
- College to prove to the District that there is an issue. College needs to document when there is a shutdown by health department and what measures were taken.

- CPM investigating with Harper on the problem.
- The water testing was completed under the direction of the College on 1/11/12 – Mechanical Engineer and Water treatment specialist. The test reports were passed to CPM for comment on 1/24/12.
- Andy Doran responded to Dr. Daniels, Mr. Trimble and Randy Craig on the same date with comments and recommendations.
- If the College can’t find the reason for the issue with clarity of water, there is a potential for shutdown.
- CPM waiting on further instruction from the College.
- VP Trimble and Kathy will be working the back up plan.
- Harper is preparing ROM estimate for COP.
## Discussion Items

### 2.1 New Central Plant
- (By Chevron Energy Solutions - CES)
  - Certification still pending.

### 2.2 Cox Building Modernization: Elevator #s 2 & 3 Replacement
- Kelly Cauvel / Build-LACCD continue to coordinate final payments to remaining sub contractors to close out the project.
- One individual payment is pending.

### 2.3 Corner Sign:
- Temporary fix to the problem has been provided by PlanNet by installing the Content PC next to the Control PC at the Corner Sign and fiber connected using patch cord.
- College can update the Content PC wirelessly and push it to the Control PC.
- Long term solution suggested by PlanNet to move forward with establishing fiber optic termination at Student Service Building.

### Smart Classroom:
- Complete AV equipment list from ACS will be provided to DB teams for approval by 2/3/12.
- DB-2 projects are mostly upgrades. A dedicated closet to house the “Smart A/V Equipment is not a part of these projects.
- ACS is currently developing a podium solution where the A/V Equipment will be housed. All the remote functions will be respected and the operation of the equipment will be identical to the operation of the equipment in classrooms where the equipment is housed in A/V Closets.

### Security Systems:
- Field Order # 58 / COP # 75 to HP for the Village security cameras are part of HP amendment #4 for 2/8/12 Board meeting, in the amount of $40,708.

### Campus-wide IT / Security Migration:
- During checking, SG discovered the I-Star security panel at Field House for Access Control was out, affecting the Parking Structure and Blue Phones as well. (Out of Warranty). Price for replacement panel provided to Randy Craig. PO being processed.
- Simplex Grimell’s remaining 13% of work will be completed within a week of receiving the I-star panel, work includes installing I star panel and programming the Camera call up on the blue phone activation.
- Holiday schedules are different for several buildings. One program is currently running, not synchronized with different schedules, causing alarms at CDC, Bookstore and other buildings. Security person is required to maintain and coordinate systems.
- Manmadh Rebba is currently transitioning into the role of point person for Campus wide IT Infrastructure & Security upgrades.

### Security Tactical Plan:
- Reissued the 100% Draft report on 1/13/11.
- Met with Sheriff and facilities Admin. We are waiting for additional College comments and also from Sheriff and facilities Admin.

### Campus-wide EMS Integration/Phoenix Proposal:
- CPM has requested the College to provide the final decision on the recommendations given by Tony Fairclough.

### Bookstore:
- Instructor / Professors will have ability to move around the class with the podium. ACS is preparing a package for review and will deliver by end of next week.
- Higher performance computer needed for security cameras. IT to provide.

### LACCD-LAUSD - Middle College High School
- Contractor’s target for Substantial Completion by 2/28/12. Central Plant volume and pressure issue is currently being investigated by CPM with Bernards, ARUP, The Energy Team and Chevron to resolve.
## Discussion Items

<table>
<thead>
<tr>
<th>Action / Decisions / Follow up / Dates</th>
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<tbody>
<tr>
<td>Meeting Date: February 02, 2011</td>
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<tr>
<td>Project: LACCD Proposition A/AA &amp; J Bond Program</td>
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<tr>
<td>Project Number: 06S.6691.05</td>
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</tbody>
</table>

### 1. Pump House must be certified by DSA prior to building occupancy. Current AQMD issues under review by CPM, solution pending.
- Admin. furniture re-scheduled to arrive 2/9/12 for convenience and security after handover to LAUSD.
- Final occupancy remains on schedule for 04/01/12.
- Landscaping and site development is 95% complete.
- Close out activities process is in progress.

### 2. Site Improvements – Campus East Pump House & Fire Water Upgrade
- Project start date 08/16/10.
- Pump House Project is approximately 99% complete.
- IOR’s final check of punch list items completed on 1/20/12. Punch walk with Campus M&O on 1/27/12. All items completed except the Emergency Generator testing and installation of FDC signage.
- Work in progress: CPM coordination of AQMD requirements for Generator with Harper and TMAD in order to resolve a.s.a.p.
- CPM/ TMAD have submitted cut sheets to AQMD for the DPF filter and back pressure monitoring device for approval on 1/30/12. CPM is following up with AQMD for their approval.
- Look ahead: Install FDC signage and test Generator.
- AOR Team and Build-LACCD working on final certification of Pump House with resubmission of FCD#9 planned by 2/8/12.

### 3. 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.

### 4. Bookstore
- Permanent light fixtures are installed. The Inspector of Record (IOR) requires additional Seismic bracing for lighting fixtures. Additional bracing has been ordered and scheduled to be installed by 2/15/12.
- Punch walk with Contractor, Architect and Plant Facilities conducted on 1/12/12. Punch list items are being addressed continuously. The deadline for having all punch list items addressed is 2/15/12.
- In preparation for Spring semester starting on 2/6/12, the Contractor is directed to complete the following:
  - Bookshelves are to be modified.
  - The parts have been procured and the installation is scheduled to begin on 2/2/12.
- Display cases are to receive functional locks. The locks have been ordered and are to be delivered and installed by 2/6/12.

### 5. DB-1: SOCTE & SOAH: School of Career and Technical Education, School of Arts and Humanities and
- Per LASC President, all faculties shall have the same furniture type.
- CPM to find out the current Architect that was contracted with the District who will have to address the issues on the building line falling into the fault zone.
- Projects on hold pending clarification on Board of Trustees Bond Moratorium.

### 6. SOAH
- AT&T Construction Division reviewing relocation of copper pairs and fiber lines for quality control of installation. Adjustments will be made to installation location in keeping with the modifications to the MDF room.
- DSA Structural review was held on Wednesday, 12/14/11. Review will

### 7. Notification provided that there is an acting Principal assigned to MCHS.
- College would like to know the name of the acting Principal.

### By 2nd week of March or before April’12, CO # 9 will be taken care by Cathy.
- President reiterated the importance of the Pump house certification and operation for MCHS and College to function regularly.
- If the generator runs without AQMD approval, the College could be fined hefty.

### 8. President’s update on Moratorium:
- Every project we submitted on Moratorium will remain on Moratorium.
- Only projects not on Moratorium are the Parking Structure and Storm Water projects.
- In next 14 days there will be a decision by General Council.
- Since there is a new M&O and Specialization costs by the end of February, we will not be submitting the M&O costs and specialization on
## Discussion Items

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<td>- DSA Structural Checker continues to ask for additional calculations and drawing changes. Current expected DSA sign-off is by third week of February 17, 2012.</td>
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<tr>
<td>- SOCTE</td>
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</tbody>
</table>
| - Drawings signed-off by DSA on 12/06/11.  
- DSA Class 1 IOR (Inspector), Herb Siegers has been released until Moratorium is clarified. Construction on hold until Moratorium is clarified.  
- Projects on hold pending clarification on Board of Trustees Bond Moratorium.  
- The “Moratorium Initial Review Certification Form” for this project was e-mailed and hand delivered to Tom Hall and Lloyd Silverstein on 1/13/12. |
| - The “Moratorium Initial Review Certification Form” for this project was e-mailed and hand delivered to Tom Hall and Lloyd Silverstein on 1/13/12. |
| - 2.9 DB-2: 5 Building Bundle (Mods): |
| - Cox Bldg/Little Theater + Lecture Lab + Fitness & Wellness Center & Pool Cover and DB East Parking Structure (608 Cars) + Option A Storm Water Improvements with 5 yr Extended Warranty |
| - General |
| - Building commissioning consultant; ARUP, is reviewing and commenting on plans and specs  
- CPM – Ed issued the response letter to HP delay claims and also incorporated Chip Osman’s comments. |
| - Academic Village (Gustavo Ibarra) |
| - Field Order for the Village Hazmat Cabinets is part of HP amendment #4 for 2/8/12 Board meeting, in the amount of $7,317.  
- Field Order has been submitted for the 2/08/12 Board meeting.  
- HP informed CPM that no work on the labs will be performed until their October 2011 pay application is paid.  
- CPM not able to forecast an installation at this point. |
| - Fitness and Wellness |
| - Hensel Phelps is currently awaiting Program Manager’s confirmation that all comments have been satisfactorily responded to before they schedule a back-check meeting.  
- Per document “Memorandum to the College Project Managers and Staff Supplemental Guidance to Facilitate the Moratorium Process” dated December 19, 2011, CPM has been instructed not to issue a “Construction Notice to Proceed” once the Plans are DSA approved.  
- Field Order for the Village Hazmat Cabinets is part of HP amendment #4 for 2/8/12 Board meeting, in the amount of $7,317.  
- Field Order has been submitted for the 2/08/12 Board meeting.  
- HP informed CPM that no work on the labs will be performed until their October 2011 pay application is paid.  
- CPM not able to forecast an installation at this point. |
| - NEQ Parking Structure/Road Re-alignment/Temp Parking Lot |
| - Column cages have been tied into footing reinforcements throughout the entire site.  
- Two week look-ahead is as follows:  
  o All concrete columns are to be poured to the height of the second level.  
  o Slab-on-grade is to be formed and poured sequentially in three sections.  
- Project is advancing per schedule with no pending changes that would impact the requested deadline of August 31, 2012. |
| - School of Math and Science (Formerly L/L) |
| - CPM/PM – Andy Doran  
- Modernization drawings received by DSA on 5/13/11. DSA application number is 03-113922 and DSA found the plans acceptable on 06/15/11.  
- Exterior Wall & Window replacement drawings set accepted by DSA on 8/31/11. DSA application number is 03-114107.  
- DSA approval of the exterior wall package confirmed on 12/21/11 although this is also subject to completion of the deferred approval for the existing |
| - IOR Rodney Norris wants College to fix more issues in the Elevator.  
- President called for a meeting with Magdalene on 2/9/12 at 2:00pm since we have sign-off from DSA and IOR. |
**Meeting Date**: February 02, 2011  
**Project**: LACCD Proposition A/AA & J Bond Program  
**Project Number**: 06S.6691.05

### Discussion Items

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| Elevator.        | - Deferred approval for existing Elevator issued by DSA on 11/10/11. Approval will not be stamped by DSA until remedial work is completed by HP.  
- Remedial welding work completed to existing Elevator on 1/17 and 1/18 with inspection and sign off by District Inspector to be confirmed.  
- Per document “Memorandum to the College Project Managers and Staff Supplemental Guidance to Facilitate the Moratorium Process” dated December 19, 2011, CPM has been instructed not to issue a “Construction Notice to Proceed” once the Plans are DSA approved.  
- The “Moratorium Initial Review Certification Form” for this project was e-mailed and hand delivered to Tom Hall and Lloyd Silverstein on 1/13/12. |
| Cox Building Upgrade/Modernization | - HP mobilized on 1st, 2nd and 3rd floor on 07/18/11 and now has become construction zones and fencing has been installed.  
- Submitted to DSA on 10/14/11.  
- All demolition and any type of construction work are on hold at the request of the District. |
| Cox Little Theatre Upgrade | - Submitted to DSA on 10/14/11.  
- Per document “Memorandum to the College Project Managers and Staff Supplemental Guidance to Facilitate the Moratorium Process” dated 12/19/11, CPM has been instructed not to issue a “Construction Notice to Proceed” once the Plans are DSA approved. |
| Cox Building Library | - CPM working on open DSA application #A-47088.  
- All demolition and any type of construction work are on hold at the request of the District. |
| Cox Building Annex | - FLS & Access DSA comments received on 6/30/11.  
- SS package re-submitted to DSA on 10/04/11. Approximately 10 months to do the work.  
- LACCD/CPM to reviewed DSA comment responses on Annex Back Check set on 1/30/12 and 2/1/12.  
- Design Team has addressed all DSA back-check comments to the satisfaction of the Build-LACCD Team. Project is currently waiting for DSA to schedule back check meetings.  
- DSA informed PM that there are no available DSA Back-check appointment days until the 4th week of February.  
- DSA Stamp out is expected first week in March 2012.  
- CPM Currently coordinating four 4” conduits between the Cox Annex MDF and the School of Arts & Sciences.  
- Per document “Memorandum to the College Project Managers and Staff Supplemental Guidance to Facilitate the Moratorium Process” dated 12/19/11, CPM has been instructed not to issue a “Construction Notice to Proceed” once the Plans are DSA approved.  
- The “Moratorium Initial Review Certification Form” for this project was e-mailed and hand delivered to Tom Hall and Lloyd Silverstein on 1/13/12.  
- All demolition and any type of construction work are on hold at the request of the District. |
| Storm Water Collection System | - Contractor installed 15 CDS units and one is remaining. The Contractor will complete the project before end of March 2012.  
- Field Order for SWCS unit G is part of HP amendment #4 for 2/8/12 Board meeting, in the amount of $192,458. |

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## Discussion Items

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<tbody>
<tr>
<td><strong>2.10 School of Behavioral and Social Sciences Upgrade</strong> (formerly SSEC Building Renovation Project)</td>
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<tr>
<td>- Construction NTP on 06/13/11.</td>
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<td>- Revised Contract completion on 01/31/12.</td>
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<td>- Project is 100% complete.</td>
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<td>- Notice of Beneficial Occupancy issued on 1/23/12.</td>
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<td>- Final punch walk conducted with IOR and Campus M&amp;O on 1/27/12 with final punch list prepared by CPM.</td>
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<td>- Substantial completion will be issued following completion of Punch List items.</td>
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<td>- Work in progress: Final installation and testing of AV equipment. Submission of O&amp;M, Warranty and As-Built information being coordinated by CPM.</td>
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<td>- Look ahead: Final test of systems by ARUP during week commencing 2/6/12. Training on all systems including HVAC and AV.</td>
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<td>- In-appropriate configuration of Chairs in Lab: GR is coordinating with RAW International of this incompatibility. RAW will provide some input on how these chairs were finalized and ordered.</td>
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<td>- President wants to the best solution to this issue:</td>
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<tr>
<td>- Can these chairs be exchanged</td>
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<tr>
<td>- Can they be used in any A, AA projects.</td>
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<td>- Can we use them somewhere else?</td>
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<td>- Tables: do the have height adjusters? President wants these tables to be checked for ADA compliance.</td>
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<td>- President insisted on addressing and updating the punch list items for AV equipment and its functioning.</td>
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<td>- Column obtrusion in room 116A is reported by VG.</td>
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<td>- VG reported of no data drops in room 309, 110 &amp; 116A. This was a change to have 10 data drops. President wanted this to be done by 2/3/12. GS promised to take care of this.</td>
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<tr>
<td><strong>2.11 Campus-wide Reclaimed Water</strong></td>
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<td>- This item was not included in DB-2 CO #2 since College’s Measure J budget is too tight to allow a prudent level of contingency to complete projects.</td>
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<tr>
<td>- Current CO #2 amount is $ 1,201,057</td>
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<tr>
<td>- This work cannot proceed at this time</td>
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<tr>
<td><strong>2.12 School of English &amp; Foreign Languages Modernization</strong> (formerly Technical Education Center Upgrade)</td>
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<td>- DSA requested additional bolts in the computer raised floor in room 250. CPM is currently working on a plan to get these bolts installed as soon as possible. DSA will not accept the plans for final back-check without the Field Engineer’s sign-off on this issue.</td>
</tr>
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<td>- Original project was not budgeted for FF&amp;E due to it being a HVAC infrastructure project.</td>
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<tr>
<td>- CPM is currently working with BUG for the English and Foreign Languages Department and the Math Department on slight modifications to the building.</td>
</tr>
<tr>
<td>- Per document “Memorandum to the College Project Managers and Staff Supplemental Guidance to Facilitate the Moratorium Process” dated 12/19/11, CPM has been instructed not to issue a “Construction Notice to Proceed” once the Plans are DSA approved.</td>
</tr>
<tr>
<td>- CPM will start working on the “Moratorium Initial Review Certification Form” for this project the first week of February 2012.</td>
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<tr>
<td><strong>2.13 ADA Campus-wide Improvements</strong></td>
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<tr>
<td>- Follow up meeting was held with Vice President Ferris Trimble on 1/18/12. It was determined then to move forward immediately with items identified previously as either Priority One or Safety Issues.</td>
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</table>

### 3rd Bid Schedule

1. **First Advertisement 03/07/11**
2. **Job Walk 03/16/11**
3. **Bid Opening 04/18/11**
4. **Board Approval TBD**
5. **Anticipated Substantial Completion 1/12/12**
6. **Completion of whole building 02/01/2012**

**Note:** Construction cost to include in CO #2 would add another $ 1,066,337

- There is a possibility of giving HP a Change Order to do the work in 2012.

**Note:** Work will not occur until School of Math and Science construction is complete

- IOR signed the DSA-6 Form on 12/9/11. DSA Applications 54554 (1991), and 109913 (2007) will be closed during the first week of January 2012.

**See Attachment J. Funds needed to fix the miscellaneous.**
### Discussion Items

#### 2.14 Coordination with SCE
- 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.
- Main LASC campus meter is listed under old address.
- Incentive forms for DB-1 are in place and DB-2 forms are in progress.
- Alternative Energy Sources: There is no Solar Thermal Budget.
- MPE is currently engineering the LASC Electrical Upgrade and it is working closely with SCE.
- CPM is actively trying to set up a meeting with SCE’s Engineers to finalize the scope of work and begin the installation of the new Campus Transformers.

#### 2.15 SMP Projects
- Nothing at this time

#### 2.16 Enhanced Service Bus Stops
- Work must be design-bid-build as this is a federally funded project.
- Laurelyn Johnson from the District office contacted the CPM and informed us that the A/E RFP would be handled by Silvia Saucedo.
- The MOU is currently being reviewed by MTA’s legal Department. CPM has been advised that we will be notified when everything is approved.
- The District informed CPM that Architect Selection will take place in January of 2012.

#### 2.17 Cal Trans Drainage / Retaining Wall
- Build-LACCD issued addendums 1, 2 and 3.
- PBA issued for 3/7/12 BOT Agenda.

#### 3.1 Construction Alerts
- CPM to issue Construction Alerts to: LASC President, VP of Administration, Jessica Martin, IT and M&O. Jessica Martin to forward to campus via “All-LASC” e-mail distribution including MCHS.

#### 3.2 Campus-Wide Hardscape and Landscape Project
- CPM had meeting with HP and they have agreed to revise their proposal to establish a total project budget for the campus at $4.6M. This now is to be submitted to the College for their approval.

#### 3.3 Nursing and Allied Health Program
- CPM is coordinating with College for programming of the spaces into the Lecture Lab Building and coordinating with Lenax for the cost estimates for proposal Schemes A, B & C.
- CPM provided 3 copies of the book to the college for their review and selection of the preferred scheme.
- Final cost estimate is included in the three ring binder package given to the College.

#### 3.4 Central Plant Retro-Commissioning Coordination
- ARUP was contracted by the District to perform an Evaluation and coordination with CPM for the Retro-Commissioning of the Central Plant with HP.
- CPM is currently working with ARUP in finalizing the report. Subsequent meeting will be scheduled with Design Build teams to share the information.
### Discussion Items

#### 3.5 Moratorium
- CPM assisting the College in providing documents to Program Manager.
- The “Moratorium Initial Review Certification Form” for the following projects were e-mailed and hand delivered to Tom Hall and Lloyd Silverstein on 1/13/12 on behalf of the College:
  - School of Career & Technical Education
  - School of Arts & Humanities
  - School of Math & Sciences
  - Cox Building Upgrade – Increments 1 & 2
  - Cox Little Theater Upgrade
  - Fitness and Wellness Center Modernization

#### 3.06 White Papers to Build-LACCD for Campus building names.
- See attachment for the email from Mona Garber from Build-LACCD office and the CPM’s updated White Paper matrix for coordination with the College.

**The next Six Pack meeting will be held 2/16/12.**

### 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. Cox Elevator – Remaining amount owed to Subs
- G. AQMD Letter – Emergency Generator
- H. SoBSS – H&A Contractors COP log

**End of Meeting Minutes**