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: April 27, 2012

1600 W. Imperial Highway
Los Angeles, CA 90047

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### 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

<table>
<thead>
<tr>
<th>Present</th>
<th>Name</th>
<th>Organization</th>
<th>Position</th>
<th>Present</th>
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<tr>
<td>Y</td>
<td>Dr. Jack E. Daniels III</td>
<td>LASC</td>
<td>President</td>
<td>Y</td>
<td>Ed Bilezikjian</td>
<td>Cumming</td>
<td>CPM Project Director</td>
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<td>Y</td>
<td>Trudy Walton</td>
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<td>LASC</td>
<td>VP Admin Services</td>
<td>Y</td>
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<td>Cumming</td>
<td>CPM Design Manager</td>
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<td>Y</td>
<td>Andy Doran</td>
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<td>CPM Project Engineer</td>
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<td>Dr. Allison Moore</td>
<td>LASC Senate</td>
<td>Faculty Senate President</td>
<td>Y</td>
<td>Gustavo Ibarra</td>
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<td>Y</td>
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<td>Deirdre Margolias</td>
<td>Cumming</td>
<td>CPM Project Scheduler</td>
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<td>Sven Thiess</td>
<td>LASC</td>
<td>IT Coordinator</td>
<td>Y</td>
<td>Fay Gonzalez</td>
<td>Build-LACCD</td>
<td>RPM</td>
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<td>N</td>
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<td>LASC</td>
<td>Facilities HVAC Super</td>
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<td>Mark Anderson</td>
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<td>Roma Nandlal</td>
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<td>N</td>
<td>Tony Fairclough</td>
<td>LACCD</td>
<td>District Consultant</td>
<td>N</td>
<td>Tom Hall</td>
<td>LACCD</td>
<td>Dir. Facilities Planning &amp; Development</td>
</tr>
</tbody>
</table>

### Discussion Items

#### 1.1 Domestic Water Issue:
- Water Clarity issue reported on 11/25/11
- CPM is following up with Program Manager to review and discuss how to expedite this critical issue.

#### 2.1 New Central Plant (By Chevron Energy Solutions - CES):
- Final documentation was submitted to DSA by Cathy Ann Neville.
- CPM attended work session on 04/17/12 to review/investigate Central Plant hot water distribution issues.
- Ed and GS will find the signed documents and will go to DSA.
- President wants in writing from Build that there is no double payment.

#### 2.2 Cox Building Modernization: Elevator #s 2 & 3 Replacement:
- CPM working with Program Manager on final change order for C.G. Construction to close out project.

#### 2.3 Corner Sign:
- PlanNet addressed and made suggestions to get the sign operating. Proposed solution can be done after Campus wide Technology upgrades is released from Moratorium.

### Action / Decisions / Follow up / Dates

- Ed needs to discuss with Program Manager that this is a critical issue. We should be looking at it and come with emergency resolution.
- Final documentation was submitted to DSA by Cathy Ann Neville.
- CPM attended work session on 04/17/12 to review/investigate Central Plant hot water distribution issues.
- Ed and GS will find the signed documents and will go to DSA.
- President wants in writing from Build that there is no double payment.
- CPM putting together a CO.
- President wanted to see Plan B in a week.
- CPM to work on it with PlanNet and present it to the College.
### Smart Classroom:
- Smart classroom podium design on hold at the request of the College.
- College wants to know the cost to continue the activity.

### Security Systems:
- The Security camera installation at the Village is completed. Training will be scheduled on 4/25/12 Wednesday at 10:00 am at the Sherriff station.

### Campus-wide IT/Security Migration:
- Revised quote for I-Star panel is provided by Simplex Grinnell to Randy Craig for review and approval. PO will be processed by College.
- Simplex Grinnell’s remaining 13% of work will be completed within a week of receiving the I-star panel.

### Security Tactical Plan:
- Reissued the 100% Draft report on 1/13/12.
- VP, CPM, IT and PlanNet discussed and finalized all the comments that need to be incorporated in the final Security Tactical Plan.
- PlanNet will reissue the Security Tactical Plan during the week of April 9th.

### LACCD-LAUSD - Middle College High School

#### 2.4
- Contractor’s target for Substantial Completion by 6/01/12.
- Central Plant volume and pressure issue is currently being investigated by CPM with Bernards, ARUP, The Energy Team and Chevron to resolve. Work session/investigation was held on 4/17/12.
- Pump House must be certified by DSA prior to building occupancy. Current AQMD issues under review by CPM, solution pending.
- CPM is continuing all those close out and punch list activities that can be conducted at this time.
- President wants to know who is responsible for Design & Approval.
- Legally it’s a LASC contract but the language in the contract is different.
- Budget on MCHS is $26M, Spent - $21M. President wanted to know where the additional $3M will go. Per GS the additional $3M will be used to benefit around the MCHS that benefit both College & MCHS.
- VP requested the update and resolution on wireless internet issue at MCHS. VG and GS to discuss.

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

#### 2.5
- Project start date 08/16/10.
- Pump House Project is approximately 99% complete.
- Look ahead: Test Emergency Generator as soon as AQMD permit.
- Testing Emergency Generators: This involves obtaining a source testing firm to follow AQMD protocol which requires advanced submittal to AQMD.
- AMEC – Materials testing and Inspection Company has retained a subconsultant – Professional Environmental Services Inc to conduct the source testing on the DPF. The protocol process with AQMD is 4 - 6 week review and approval. The initial submittal was on 03/26/12.

### 2.6 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. We haven’t yet received DSA certification from Pacifica. (No Change)

### 2.7 Bookstore
- Close-out procedures taking place.
- Final change Order being negotiated.

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**Note:** New PSI PM is Justin Kazak
## Discussion Items

### 2.8 DB-1: SOCTE and SOAH:

**School of Career and Technical Education, School of Arts and Humanities and Pump House**

**General**
- Per LASC President, all faculties shall have the same furniture type.
- Projects on hold pending clarification on Board of Trustees Bond Moratorium.

**SOAH**
- Harper’s DBT have been working with DSA Structural Plan Reviewer to reach agreement on all items prior to final back check.
- Final Structural plan review back check will be held on 4/25/12 at 10am.

**SOCTE**
- Drawings signed-off by DSA on 12/06/11.
- Per preliminary early release summary dated 4/16/12, SOCTE and SOAH are not to be released yet.

### 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**

**Preliminary early release summary dated 4/16/12**
- Cox Bldg – Phase II (Little Theatre Upgrade) – Yes.
- Cox Bldg – Phase III (Cox / Annex) – Contingent.
- SOMS – Phase I Exterior Replacement – Released.
- SOMS – Phase II Core Fit out – Contingent.
- Fitness & Wellness – Yes.

**Fitness and Wellness**
- There are still a few structural comments to address before this project can be signed off.

**NEQ Parking Structure/Road Re-alignment/Temp Parking Lot**

This project is currently on schedule. The two week look-ahead is as follows:
- One (1) Slab-on-deck pour is scheduled to happen during this time for completion of fourth level.
- Preparations for the 4th tier slab-on-deck pour.
- Forming of columns for the fourth continues.
- Structural steel installation to begin.
- Follow-up FFE has been scheduled for the week of 4/23/12.

**School of Math and Science (Formerly L/L)**
- CPM/PM – Andy Doran
- DSA application number is 03-113922 (Core fitout) and 03-11410 (Exterior skin)
- DSA approved SoMS Core fitout and Skin packages on 3/6/12.
- CPM attended initial HP re-programming meeting on 4/17/12.

**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.
- Cox Building Upgrade / Modernization has been listed in the LACCD Final Expanded Moratorium List dated 2/16/12. CPM cannot issue a construction to Proceed with construction until further notice.

**Cox Little Theatre Upgrade**
- Submitted to DSA on 10/14/11.
- Cox Little Theatre Upgrade / Modernization has been listed in the LACCD Final Expanded Moratorium List dated 2/16/12. CPM cannot issue a construction to Proceed with construction until further notice.
# Meeting Minutes

**Project:** LACCD Proposition A/AA & J Bond Program  
**Meeting Date:** April 05, 2011  
**Page:** 4

## Discussion Items

### 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
- CPM currently coordinating on four 4” conduits between the Cox Annex MDF and the School of Arts & Sciences.  
- DSA Approved plans and specifications on 3/6/12.  
- Cox Building Annex; CPM cannot issue a construction to Proceed with construction until resolved with Build-LACCD and District.

### Storm Water Collection System
- Contractor has installed 16 CDS units and completed base RFP scope.  
- HP continuing with preparing proposal for Design only of additional scope per College request.

### 2.10 School of Behavioral and Social Sciences Upgrade
(formerly SSEC Building Renovation Project)
- Substantial completion will be issued following completion of Punch List items.  
- HVAC & EMS Training completed on 2/22/12.  
- Work in progress: Submission of O&M, Warranty and As-Built information being coordinated by CPM.  
- CPM received College M&O Department acceptance of functionality of all door hardware on 4/17/12 which completes the punchlist.  
- Certificate of Substantial Completion prepared and issued to the College President for signing on 4/18.  
- Look ahead: CO #6 is being submitted for the May Board meeting. CO #7 for substantial completion will be issued for the June Board meeting.

### 2.11 Campus-wide Reclaimed Water
- 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.  
- Current CO #2 amount is $1,201,057  
- This work cannot proceed at this time  
- There is a possibility of giving HP a Change Order to do the work in 2012.  

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

### 2.12 School of English & Foreign Languages Modernization
(formerly Technical Education Center Upgrade)
- Original project was not budgeted for FF&E due to it being a HVAC infrastructure project.  
- CPM is currently working with BUG for the English and Foreign Languages Department and the Math Department on slight modifications to the building.  
- CPM currently working on the “Moratorium Initial Review Certification Form” for this project.  
- CPM is monitoring progress of the approval of the original DSA Application Number.  
- This project has not been listed in the LACCD Final Expanded Moratorium List dated 2/16/12. However, CPM has been instructed not to issue a construction to Proceed with construction until further notice.  
- DSA Field Engineer requested additional close out documents for Legacy Project. Program Manager addressing the request.

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

### 2.13 ADA Campus-wide Improvements
- Funding source and amount to be determined by the College.  
- Program Manager has expressed that items previously identified as M&O related corrections could be appealed to them for review for bond funding with ultimate determination by District Legal.  
- Cost estimates have been updated and include costs related to M&O related corrections.

**See Attachment J. Funds needed to fix the miscellaneous.**  
- Need to wait until the end of the month.

### 2.14 Coordination with SCE
### Project: LACCD Proposition A/AA & J Bond Program

#### Meeting Date: April 05, 2011

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<th>Discussion Items</th>
<th>Action / Decisions / Follow up / Dates</th>
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<td><strong>1600 W. Imperial Highway  Tel:  323.241.1750  Los Angeles, CA  90047  Fax: 323.779.5271</strong></td>
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<tr>
<td>• Update on 1Mg/W cap by PM. M&amp;O and CDC PV panels are not part of 1Mg/W cap. The NEQ Parking Structure PV array can be maximized.</td>
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<td>• Main LASC campus meter is listed under old address.</td>
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<td>• Incentive forms for DB-1 are in place and DB-2 forms are in progress</td>
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<td>• MPE is currently engineering the LASC Electrical Upgrade and it is working closely with SCE.</td>
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<td>• CPM continues to try to set up a meeting with SCE’s Engineers to finalize the scope of work and begin the installation of the new Campus Transformers.</td>
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<td>• Infrastructure Project on Moratorium.</td>
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<td><strong>2.15 SMP Projects</strong></td>
<td><strong>Project on-hold per District. Work shall not commence until funds are secured</strong></td>
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<tr>
<td>• Nothing at this time</td>
<td>•</td>
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<td><strong>2.16 Enhanced Service Bus Stops</strong></td>
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<td>• Work must be design-bid-build as this is a federally funded project.</td>
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<td>• Laureelyn Johnson from the District office contacted the CPM and informed us that the A/E RFP would be handled by Silvia Saucedo.</td>
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<td>• The MOU is currently being reviewed by MTA’s legal Department. CPM has been advised that we will be notified when everything is approved.</td>
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<td>• The RFP documentation was received from the Program Manager and it is currently being reviewed by CPM. RFP will be published during the last week of March.</td>
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<td>• PM has requested the CPM to verify if this project is not affected by the Moratorium.</td>
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<td><strong>2.17 Cal Trans Drainage / Retaining Wall</strong></td>
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<td>• Projected start date is 5/07/12</td>
<td>• We have all the recommendations approved.</td>
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<td>• District Inspector assigned.</td>
<td>• Preconstruction meeting is next week.</td>
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<td>• Project funded by District Storm water fund – 40j</td>
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<td>• District wants to re-review and everything has to be in place by next week.</td>
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<tr>
<td><strong>3.1 Construction Alerts</strong></td>
<td><strong>Current Alert(s):</strong></td>
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<td>• CPM to issue Construction Alerts to: LASC President, VP of Administration, Jessica Martin, IT and M&amp;O. Jessica Martin to forward to campus via “All-LASC” e-mail distribution including MCHS</td>
<td>•</td>
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<tr>
<td><strong>3.2 Campus-Wide Hardscape and Landscape Project</strong></td>
<td><strong>Project on-hold per LASC</strong></td>
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<td>• CPM had meeting with HPI 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.</td>
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<tr>
<td><strong>3.3 Nursing and Allied Health Program</strong></td>
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<td>• College President addressing regionalization of Nursing with Chancellor and Board.</td>
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<td><strong>3.4 Central Plant Retro-Commissioning Coordination</strong></td>
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<td>• ARUP was contracted by the District to perform an Evaluation and coordination with CPM for the Retro-Commissioning of the Central Plant with HP.</td>
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<td>• CPM is currently working with ARUP in finalizing the report. Subsequent meeting will be scheduled with Design Build teams to share the information.</td>
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<tr>
<td>• CPM met with Chevron on Wednesday morning 4/4/12 to review and request Chevron to provide a proposal which will address the existing Central Plant current condition and capacities for providing chilled and hot water. Further coordination will continue with CPM, Chevron and Tony Fairclough on this matter.</td>
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<td>• CPM met with Blair Doane and Chevron on 4/17/12 regarding Central Plant hot water existing capacity.</td>
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**Project**
LACCD Proposition A/AA & J Bond Program

**Meeting Date**
April 05, 2011

**Discussion Items**

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<th>Moratorium</th>
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<td>• CPM submitted the latest early release request of College projects to Tom Hall and John Harner on 4/12/12 with College President signoff.</td>
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**Action / Decisions / Follow up / Dates**

The next Six Pack meeting will be held 5/03/12.

**Attachments:**

A. Campus Active/Completed Project List and Status
B. Campus Projects Financial Updates
   1. A/AA
   2. J
C. Project Completion and Warranty Status
D. Measure ‘J’ Projected Occupancy Dates
E. ADA compliance Cost Estimate.
F. Feasibility Study for incorporating the LASC Nursing program into SoMS.

End of Meeting Minutes