



	<b>Los Angeles Community College District Proposition A Bond Program</b>	<b>PROJECT MANAGEMENT</b> 855 North Vermont Avenue Administration Bldg, Suite 225 Los Angeles, CA 90029 (323) 953-4000 ext. 3086
	<b>LA City College Bond Advisory Committee</b>	Location: Student Center Date: November 12, 2003 Time: 3:15 PM to 5:45 PM
Meeting Minutes No: 2.5 Hours		
Recorded by: Kelly Vernon		
Copies to:		

Attendees	Agency/Department	E-mail Address	Attendance
Doris Givens	LACC, President	<a href="mailto:givensdp@lacitycollege.edu">givensdp@lacitycollege.edu</a>	Yes
Art Tyler	LACC, Vice Pres., Admin.	<a href="mailto:tyleraq@lacitycollege.edu">tyleraq@lacitycollege.edu</a>	Yes
Merrill Eastcott	LACC, Dean, Academic Affairs	<a href="mailto:eastcome@lacitycollege.edu">eastcome@lacitycollege.edu</a>	Yes
Allyson Gipson	Bovis Lend Lease, Prop A Project Executive	<a href="mailto:gipsonam@lacitycollege.edu">gipsonam@lacitycollege.edu</a>	Yes
Myrna Diaz	Bovis Lend Lease, Prop A Admin. Assistant	<a href="mailto:diazm@lacitycollege.edu">diazm@lacitycollege.edu</a>	Yes
Kelly Vernon	Bovis Lend Lease, Project Intern	<a href="mailto:vernonk@lacitycollege.edu">vernonk@lacitycollege.edu</a>	Yes
Gary Colombo	LACC, Senate President	<a href="mailto:colombgj@lacitycollege.edu">colombgj@lacitycollege.edu</a>	Yes
Myra Siegel	LACC, Vice Pres., Student Services	<a href="mailto:siegelmb@lacitycollege.edu">siegelmb@lacitycollege.edu</a>	Yes
Fernando Mera	LACC, Physical Education		Yes
Cecilia Rodriguez	LACC, Physical Education	<a href="mailto:ccrmusic@myexcel.com">ccrmusic@myexcel.com</a>	Yes
Jan McEveety	LACC, Physical Education	<a href="mailto:Jan.swim@verizon.net">Jan.swim@verizon.net</a>	Yes
Janet Nairn	LACC, Media Arts	<a href="mailto:nairnij@lacitycollege.edu">nairnij@lacitycollege.edu</a>	Yes
Manuel Patino	LACC, Former Faculty		Yes
Kathleen Bimber	LACC, F.C.S.	<a href="mailto:bimberkr@lacitycollege.edu">bimberkr@lacitycollege.edu</a>	Yes
Wes Abbott	LACC, Music	<a href="mailto:abbottwc@lacitycollege.edu">abbottwc@lacitycollege.edu</a>	Yes
Maria Reisch	LACC, Physical Education	<a href="mailto:reischmt@lacitycollege.edu">reischmt@lacitycollege.edu</a>	Yes
Dana Cohem	LACC, Senate	<a href="mailto:cohemdb@lacitycollege.edu">cohemdb@lacitycollege.edu</a>	Yes
Maryanne DesVigres	LACC, Learning Skills	<a href="mailto:desvigim@lacitycollege.edu">desvigim@lacitycollege.edu</a>	Yes
Roger Wolf	LACC, Faculty	<a href="mailto:wolfrw@lacitycollege.edu">wolfrw@lacitycollege.edu</a>	Yes
Henry Ealyz	LACC, Faculty	<a href="mailto:healyz@mindspring.com">healyz@mindspring.com</a>	Yes
Mattie Moon	LACC, Faculty, A.F.T.	<a href="mailto:Mmoon13956@aol.com">Mmoon13956@aol.com</a>	Yes
Lillian Yamaoka	LACC, Faculty, A.F.T.	<a href="mailto:yamaoklm@lacitycollege.edu">yamaoklm@lacitycollege.edu</a>	Yes
Jackie Irelan	LACC, Vice President of Academic Affairs	<a href="mailto:irelanjb@lacitycollege.edu">irelanjb@lacitycollege.edu</a>	Yes
Allison Jones	LACC, Dean of Academic Affairs	<a href="mailto:jonesa@lacitycollege.edu">jonesa@lacitycollege.edu</a>	Yes
Joyce Moore	LACC, Dean of Academic Affairs	<a href="mailto:moorelij@lacitycollege.edu">moorelij@lacitycollege.edu</a>	Yes
Betsy Regalado	LACC, EOP&S	<a href="mailto:regalaba@lacitycollege.edu">regalaba@lacitycollege.edu</a>	Yes
Korla Williams	LACC, Academic Affairs Staff	<a href="mailto:williak@lacitycollege.edu">williak@lacitycollege.edu</a>	Yes
Fleur Steinhardt	LACC, Speech	<a href="mailto:steinhfw@lacitycollege.edu">steinhfw@lacitycollege.edu</a>	Yes
Elaine Carter	LACC, Chemistry	<a href="mailto:carteref@lacitycollege.edu">carteref@lacitycollege.edu</a>	Yes
Barbara Vasquez	LACC, Library	<a href="mailto:vasquebj@lacitycollege.edu">vasquebj@lacitycollege.edu</a>	Yes
Cheryl Werble	LACC, F.C.S.		Yes
Hayward Nishiota	LACC, Physical Education		Yes



 	<b>Los Angeles Community College District Proposition A Bond Program</b>	PROJECT MANAGEMENT 855 North Vermont Avenue Administration Bldg, Suite 225 Los Angeles, CA 90029 (323) 953-4000 ext. 3086
Meeting Minutes No: 2.5 Hours	<b>LA City College Bond Advisory Committee</b>	Location: Student Center
Recorded by: Kelly Vernon		Date: November 12, 2003 Time: 3:15 PM to 5:45 PM
Copies to:		

**NOTE:** *These meeting minutes represent the writer's understanding of what transpired at the meeting. Please direct new comments and corrections to Kelly Vernon at [vernonky@lacitycollege.edu](mailto:vernonky@lacitycollege.edu) (323-953-4000, ext. 3086), within 5 days of receipt of these meeting minutes.*

Item	Description
1.0	<b>Welcome/Housekeeping (3:15 p.m.)</b> <i>-Introduce Format</i>
1.1	D. Givens opens up the meeting. She states that if anyone has any additional questions or comments between now and the next meeting, please contact A. Gipson or D. Givens. Introducing the format of the meeting, she states that there will be a timekeeper to help facilitate the discussion.
2.0	<b>Meeting Expectations (3:20 p.m.)</b>
2.1	Everyone states his or her personal expectations for the meeting. Items that are not addressed at this meeting will be put in the 'parking lot', to be researched and reviewed later, and placed on the agenda for the next meeting.
3.0	<b>Selection of Co-Chair (3:25 p.m.)</b>
3.1	D. Givens opens the floor for the selection of a co-chair. This person will meet with D. Givens and any other relevant parties prior to the meeting to prepare the agenda. This person will also conduct the meetings for D. Givens, if she cannot attend.
3.2	J. Irelan is nominated and selected for the position.
3.3	The Bond Advisory Committee is changed from nine members to thirteen members consisting of the president of the college, 5 faculty, 4 administration members, 2 classified staff, and 1 student representative.
4.0	<b>Construction Activities Update (3:35 p.m.)</b> <i>-Temporary Facilities for this winter (Dec./Jan.)</i>
4.1	Per A. Gipson, new homes are being prepared for EOP&S, Financial Aid, Calworks, and Citizenship, currently located in the Bungalows in lot 5. We have the intent to award and board action is pending. So, we are in the works to bid out for both Clausen Hall and Caesar Chavez and hope that the contractor will start work by December 1, 2003. EOP&S and Financial Aid will be housed in the Clausen Hall Student Center and Calworks and Citizenship will be located in Caesar Chavez.
4.2	Per A. Gipson, the moving contractor has been selected and board action is pending. The contract is in place for moving company to begin work.

 	<b>Los Angeles Community College District Proposition A Bond Program</b>	<p style="text-align: right;">PROJECT MANAGEMENT 855 North Vermont Avenue Administration Bldg, Suite 225 Los Angeles, CA 90029  (323) 953-4000 ext. 3086</p>
Meeting Minutes No: 2.5 Hours	<b>LA City College Bond Advisory Committee</b>	Location: Student Center
Recorded by: Kelly Vernon		Date: November 12, 2003 Time: 3:15 PM to 5:45 PM
Copies to:		

4.3	Per A. Tyler, the temporary relocation of the EOP&S and Caesar Chavez will temporarily displace the Student Center. The Student Center will be housed in the patio area, once it is enclosed, which is currently in the design phase.
4.4	Per A. Gipson, the next contract is for the demolition of lot 5 and the bungalows, and the removal of asbestos. We have received favorable bids on this contract and it is getting ready to be approved by the board. It will receive advanced approval because it is for an amount greater than \$100,000.
4.5	Per A. Gipson, the Monroe Street utilities will be under construction beginning over the Christmas holiday. This will consist of a pipeline providing Internet connectivity, the DS3 line.
4.6	Per A. Gipson, we have received the bids for the temporary parking lot at the Athletic Field. It will provide approximately 335 parking spaces and the work will begin after Thanksgiving through January.
	<i>-Updates on Major Projects</i>
4.7	Per A. Gipson, we have a Division of State Architecture (D.S.A.) stamp on the Student Admissions Center Parking Structure, which will be located on the Northwest corner of the campus. We do not have a stamp for the Student Admissions Center, as a result of the change in fire alarm system requirements, among other issues. These projects must be built simultaneously or at least 6-8 months apart because hiring multiple contractors at different times, on the same construction site, could result in major coordination disconnects, among other problems. The Student Admissions Center, however, is nearing D.S.A. approval.
4.8	Per A. Gipson, another major project update is the P.E. building, which has been submitted to D.S.A. and pending approval.
4.9	Per A. Gipson, the 100% design development documents have been signed off for the modernization of Franklin Hall and Jefferson Hall.
4.10	Per A. Gipson, Life Sciences building is just about ready to go into D.S.A. Since the D.S.A. stamps are only valid for one year, this project is being held in case the schedule for this project changes.
4.11	Per A. Gipson, Holmes Hall is nearly ready for D.S.A. submission.
4.12	Per A. Gipson, the Restroom Modernization in Clausen Hall, Caesar Chavez, and Holmes Hall is currently in D.S.A. and is approval is anticipated around Thanksgiving.
<b>5.0</b>	<b>Space Utilization Brainstorming Session (3:57 p.m.)</b>
5.1	A. Gipson asks for feedback on what committee would like to see happen in the spaces vacated once construction is complete. This information will be given to the programming architects and will be revisited during the programming phase for the respective spaces.
<b>6.0</b>	<b>Budget Status (4:30 p.m.)</b>
6.1	Master Budget Re-Baselining document was handed out. Per bond language, projects could only be funded out of Prop. A and Prop. AA, according to the ballot definitions. As a result, A. Gipson explains, her staff then went through the project list determining which projects were from Prop. A, Prop. AA, or both. Thus, the document illustrates the allocation differences from the original budget plan.
6.2	A. Gipson notes the significant increase in the infrastructure project total. She continues that a number of things have been added, such as campus-wide security, the standardized fire alarm system, and the cost of bringing everything up to LEED sustainability standards.
6.3	Per A. Gipson, the Library annex costs have decreased because we identified other locations for functions previously to be housed in the annex, thus requiring fewer square feet in the annex building.

 	<p align="center"><b>Los Angeles Community College District Proposition A Bond Program</b></p>	<p align="right">PROJECT MANAGEMENT 855 North Vermont Avenue Administration Bldg, Suite 225 Los Angeles, CA 90029  (323) 953-4000 ext. 3086</p>
Meeting Minutes No: 2.5 Hours	<p align="center"><b>LA City College Bond Advisory Committee</b></p>	Location: Student Center
Recorded by: Kelly Vernon		Date: November 12, 2003 Time: 3:15 PM to 5:45 PM
Copies to:		

6.4	A member of committee asks if there is funding for computers. A. Tyler replies that computers can be purchased. However, lap tops cannot be funded by FF&E.
6.5	A. Gipson explains that the Performing Arts Center budget was a conceptual figure developed from the College of the Canyons Performing Arts Center budget, among other resources.
<b>7.0</b>	<b>Building Schedule (4:53 p.m.)</b>
7.1	Two re-baselined schedule drafts are handed out. The first topic of discussion is where will Community Services relocate? Community Services is then added to Space Utilization List under the Women's Gym Modernization.
7.2	A. Gipson clarifies that the pool will be demolished during summer 2004. The new complex will not be finished until 2006. Per A. Tyler, the problem of the two-year gap between the demolition and the construction of a new pool is a result of the State funding for the Child Development Center. The money that the State has allotted LACC to build the CDC is confined to a specific time period beginning March 2004. If the money is not used within this time, LACC will lose it. In addition, the District did not notify LACC or Bovis about the impact of the CDC on the P.E./Pool department. Ultimately, P.E. will meet with the administration to discuss any unresolved issues.
7.3	After discussing and brainstorming the pros and cons of option 1 and 2 of the schedule drafts, the group agrees to review the two alternatives and revisit the topic at a date prior to the next scheduled Bond Advisory Meeting.
<b>8.0</b>	<b>Review of Minutes (N/A)</b>
<b>9.0</b>	<b>New Items-New Issues for next agenda (N/A)</b>
<b>10.0</b>	<b>Plus/Delta (5:40 p.m.)</b>
10.1	Reviewed List of Meeting Expectations and parked items not addressed.
<b>11.0</b>	<b>Announcements/Adjournment (5:43 p.m.)</b>
11.1	Next meeting is scheduled for December 10, 2003.