



# Meeting Minutes

Detailed, Grouped by Each Meeting and by 'Old Business' and 'New Business'

6191 Project Management Services

Project # 01C-1.5-6191

Bovis Lend Lease, Inc.

Tel: Fax:

## Bond Advisory Meeting Meeting 28

Date	Start	End	Next Meeting	Next Time	Prepared By	Company
2/13/2006	03:30 PM	05:00 PM	2/27/2006	03:30 PM	Nancy Roberts	Bovis Lend Lease, Inc.

Purpose	Location	Next Location	General Notes
Review of the Proposition A & AA program	AD 202	Faculty and Staff Center	See sign-in sheet for a complete list of attendees.

### Attended By

- Los Angeles City College - Dana Cohen
- Los Angeles City College - Jackie Ireland
- Los Angeles City College - Merrill Eastcott
- Los Angeles City College - Mattie Moon
- Los Angeles City College - Lillian Yamaoka
- Los Angeles City College - Michael Adams Jr.
- Los Angeles City College - Myra Siegel

### Non-Attendees

- Los Angeles City College - Diane Hayes
- Los Angeles City College - Maryanne Des Vignes

Item	Meeting	Item Description	Resp	Status	Due Date	Compl'd	Cls'd
<b>New Business</b>							
<b>Opening</b>							
028-0	01	Shared Governance Process Review Dr. Ireland distributed a document dated June 22, 2001 which established the Prop A Advisory Committee Operating Guidelines. The following key points were discussed.  Only members make recommendations or vote on / agree to actions Recommendations will be forwarded to the SGC, reviewed, and forwarded by that body.  No one is authorized to direct the project manager or communicate directly with construction /design contractors to change plans by adding, eliminating, or altering any previously approved specifications. Only the President or her designee(s) can direct the project manager or contractors.  Items must be on the agenda to be eligible for discussion unless time allows for new business at the end of the meeting. Agenda requests should go through the project shepherd to a Prop A Committee member to Dr. Ireland.					No
<b>Review of Previous Minutes</b>							
028-0	02	Dr. Ireland requested that the committee members be listed on the top of the minutes. The sign in sheet will document attendance.	BLL				No



Item	Meeting	Item Description	Resp	Status	Due Date	Compl'd	Cls'd
<b>New Business</b>							

Due to the number of corrections, the previous minutes require revision.

**New Bond Update**

028-03		Dr. Maradian reiterated that the recent exercise for a future bond covers three categories. 1) Projects that are short or unfunded that were in the original Prop A/AA bond measures, 2) Projects that are short or unfunded that were not in the original bond but were in the Master Plan, and 3) new projects that are not in the other two categories. DMJM provided probable costs for new and modernization projects for the CPM's to incorporate as a basis for their projections. At the Cabinet meeting, the Chancellor requested that the colleges be realistic with their projections and citing several colleges that were not with one college requesting \$1 billion. Dr. Maradian is meeting with Larry Eisenberg (LACCD) and Fred Gans (DMJM) this afternoon to review the issues. It is imperative that we get moving on construction.					No
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**Holmes Hall**

028-04		Two key issues are the potential change out of the HVAC system and the combination of two classrooms into a computer lab prior to the main building renovation. A meeting with the user group is to be arranged to 1) select a new project shepherd and 2) review the cost and schedule implications regarding the HVAC and lab so that a recommendation can be made to the BAC to get the project back on track.	BLL		2/24/2006 (Original: 2/24/2006)		No
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**Parking**

028-05		Dr. Eastcott distributed potential parking solutions (attached) to offset the parking loss due to the upcoming construction on Snyder Field. The loss would be incremental over time as each of the three new projects on Snyder Field started construction this year. One of the options is to create additional temporary parking on the old SAC site and extend it further into the NE Quad. An estimated 250 total stalls could be achieved in this area and still leave the majority of green space outside of Communications. Currently seven of these stalls would be allocated to accessible and van parking and could be adjusted as required. Concerns were raised about the potential blind spots caused by the diagonal parking on Heliotrope. Mitigation measures will be investigated by the College.	LACC				No
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Another option would be to eliminate the reserved parking restriction at the JH & FH lots. Concerns were raised about increased on campus traffic as people tried see if these spots were available. Further study required.

The college negotiated parking in the MTA lot on Vermont north of Willowbrook which yields 40 spaces. There would only be an initial setup fee and no monthly cost to the college.

**Project Updates**



Item	Meeting Item Description	Resp	Status	Due Date	Compl'd	Cls'd
<b>New Business</b>						
028-0 06	PE Parking Structure Building pad was certified Friday 2/10/06 and the footing layout started today 2/13/06 The storm drain work on Melrose has been completed. The additional site drainage for the adjacent CDC will not require a sump pump because sufficient fall was achieved during the pipe layout. Traffic on Vermont Ave. will continue to be impacted for approximately two more weeks while the storm drain work is completed. The work on Monroe Street between Vermont Ave to New Hampshire should be completed two weeks after that. The issue of DSA deferred approval of the permanent shoring system design continues. The A/E is hopeful to have the design finalized and be able to request a review date from DSA by the end of the month.					No
028-0 07	MLK Library The BOT adopted the plans and specs on 2/8/06. The Request for Bid package is being finalized with DMJM. We anticipate being able to advertise the project by the end of the month or early March.					No
028-0 08	Central Plant / Infrastructure On 2/8/06 the Board approved contracts for Arup to provide design services and construction administration for both campuses. The focus on main campus is to provide utilities to the new buildings as well as upgrade the Central Plant The focus for the NE Campus is to produce construction documents for the Central Plant which DSA is requiring as a condition of approval for Buildings 1 and 2. A combined kickoff meeting was held with the college and design team. The engineers have already begun review of the existing conditions.					No
028-0 09	CDC RFC approved by the BOT in January. DMJM to issue contract for amendment A/E will not start working on the site and utility drawings until they have a contract in hand.					No
028-0 10	Sci Tech The principal and project manager for SmithGroup are no longer with the firm and are being replaced. Meeting scheduled for Thursday to meet the new team. Structural engineer working on caisson footings at blast shaft per DSA review Anticipate DSA approval in April					No
028-0 11	Chemistry Mod Contract issued to Hill Partners Kick off meeting to be scheduled					No
028-0 12	RWGPL Kick off meeting with Ted Tanaka Architect and the architects for Sci Tech, MLK & CDC was held.					No



**Item Meeting Item Description Resp Status Due Date Compl'd Cls'd**  
**New Business**

Initial FTA Transit Plaza meeting was held with TTA, college and DMJM / Diana Ho. Fire access road draft has been tentatively approved by LAFD. TTA is starting campus wide ADA pathway evaluation

028-0 Northeast Campus (VDK) No  
 13

Building 1 in DSA back check. Additional as-built details required for existing structural conditions. Building 2 and campus wide site work in DSA and actual plan review is scheduled to start this month. Traffic study pending resolution of driveway issue on Bakery Lane. Portola Property has not provided their plans for this area. The street widening project on San Fernando Road to create a right turn lane on to the Glendale Freeway in design.

**Constuction Newsletter**

028-0 A motion initiated by Mattie Moon for BLL to restart the No  
 14 construction newsletter was passed by the committee. BLL

Cc:	Company Name	Contact Name	Copies	Notes
	Los Angeles City College	Steve Maradian	1	
	Los Angeles City College	Willie Richmond	1	
	Bovis Lend Lease, Inc.	Nancy Roberts	1	
	DMJM/JGM	Patrick Woods	1	