



# 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 29**

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

Purpose	Location	Next Location	General Notes
Review of the Proposition A & AA program	Faculty and Staff Center	Faculty and Staff Center	

Attended By	Non-Attendees
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- 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 - Maryanne Des Vignes
- Los Angeles City College - Lawrence Bradford
- Los Angeles City College - Shalamon Duke
- Los Angeles City College - John Freitas
- Los Angeles City College - Jan McEveety
- Los Angeles City College - Steve Maradian
- Los Angeles City College - William Marmolejo
- Los Angeles City College - Jane Melton
- Los Angeles City College - Joyce Moore
- Los Angeles City College - Hayward Nishioka
- Los Angeles City College - Vaughn Obern
- Los Angeles City College - Fleur Steinhardt
- Los Angeles City College - Barbara Vasquez
- Los Angeles City College - Jeremy Villar
- Los Angeles City College - Leanna Watts
- Bovis Lend Lease, Inc. - Sonia Anderson
- Bovis Lend Lease, Inc. - Steve Yip
- Bovis Lend Lease, Inc. - Nancy Roberts

- Los Angeles City College - Myra Siegel
- Los Angeles City College - Diane Hayes

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

**Opening**

<b>029-01</b>	Dr. Ireland started the meeting by reminding attendees to be on time. From this point forward, to respect everyone's time, she will start the meeting promptly at 3:30PM.					No
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**New Business**

This is a public meeting and therefore It is permissible to make an audio recording. If you intend to make a recording however, you must first advise the committee. If anyone is not comfortable with being recorded, it is their choice whether or not they choose to speak.

Only voting members will be allowed to speak at the Bond Advisory meeting. The project shepherds should direct their concerns to the voting members prior to the meeting. The exception to this rule would be if the project shepherd is called as a resource by a member for a specific agenda item.

Only items that are placed on the agenda will be discussed. The discussion will be limited to 1 1/4 hours.

**Review of Previous Minutes**

029-0 02	Dr. Ireland asked that the title for the voting members be changed on the attendee list to reflect that. (Note: when trying to make the change after the meeting, it was discovered that the change would corrupt all of the previous links to other documents in Prolog and therefor was not done. In order to identify the voting members, we have added them as such at the end of the minutes. Their attendance will still be tracked in the normal place above. There is an issue with out editing rights for the software that we are required to use by the program causing several attendees not to appear because they are no yet in the DMJM database, cannot be added by BLL. BLL will pursue this matter with the program.)	BLL	Open			No
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Item 028-005 Parking: Add the line, "The above to be taken back to constituents." at the end of the first paragraph.

The corrected minutes from the 1/23/06 meeting to be issued before the next meeting.

**Holmes Hall - L. Yamaoka**

029-0 03	The committee was advised that the Holmes Hall user group met to review the plans that were approved by DSA in March 2005 (Note: actual approval stamp date is May 31, 2005).					No
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The user group selected Rochelle Seschooler as the project shepherd replacing Richard Lewis.

The user group said they were surprised to learn that the Student Health Center is still shown on the drawings. They do not feel the issues have been resolved and are not pleased with the design siting loss of law library and conference room. These areas were converted to offices during the design process.

M. Adams said that S. Duke should be included in the user group to represent Student Health.

The user group recommends that the existing HVAC system and designed upgrades that have been approved by DSA be replaced with a new central air handling system. This will require redesign and resubmission for DSA review and approval. The ROM cost for the new system and the additional work required



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**New Business**

for the installation is estimated at \$2.2m including hard and soft costs. L. Yamaoka stated that this ROM cost is too high and suggested validation. R. Purisima pointed out that this is a rough order of magnitude cost on a system that has not been designed yet.

Dr. Eastcott suggested that too much time is being spent revisiting old issues and that it is slowing down the process.

Dr. Ireland suggested that any further discussion should be held until the next meeting.

**Security Issues - Dr. Eastcott**

**029-0** This agenda item was postponed to the next meeting  
**04** due to lack of time remaining for proper discussion.

No

**Construction Update - R. Purisima**

**029-0** PE Parking Structure  
**05**

No

Underground storm and sewer drain lines have been install under building pad and have been backfilled. New 24" storm drain line is installed on Vermont Ave back to the crosswalk across Monroe Street. Paving will be done when weather allows. Excavation of footings and grade beams started on the north end of site. Rebar installation starting with one crew on footings and another on columns. The three 30' deep elevator jack holes have been drilled and casings have been placed. CDC drainage system was signed off last week by the DSA inspector. Weather protection has been installed throughout the site to mitigate storm water runoff pollution and includes plastic in trenches and exposed stockpiles, storm water treatment facility etc. 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. Needed signoff by the golf driving range geo tech and as-builts which were received Friday.

**029-0** PE Health & Fitness Building  
**06**

No

Cost estimator walked both potential sites last week  
 Probable costs due shortly

Dr. Maradian provided a status update and restated the need for the user group to meet with the architect and review the two site options.

Dr. Ireland talked about being ready to deal with inconvenience during construction. Discussion followed regarding the potential demolition of the Men's Gym and the fact that the college is searching for suitable locations away from the construction area to relocate the existing programs until the new PE building is built.

L. Yamaoka stressed that the PE users must be included in the demo decision.



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<b>New Business</b>						
029-0 07	MLK Library  The BOT adopted the plans and specs on 2/8/06. First ad March 3rd Second March 10th Bid opening April 6th					No
029-0 08	Central Plant / Infrastructure  Need to establish user group and project shepherd. Project in schematic design phase					No
029-0 09	CDC  The architect will not start working on the site and utility drawings until they have a contract in hand. Our APM is looking into the problem. Additional soil borings at the new location were performed last week. Final soils report will be available in two weeks. The project team is starting the process of finalizing the FF&E package. BLL will schedule a coordination meeting with the users, architect and DMJM furniture group.					No
029-0 10	Sci Tech  BLL & Project Shepherd met with the SmithGroup 2/16/06. Structural engineer continues working on the DSA required redesign of the foundation plan to isolate the building from the MTA blast shaft structure Anticipate DSA approval in April					No
029-0 11	Rad Tech  Need to officially finalize location. The plans that were submitted to DSA for Sci Tech has Rad Tech designed in. When Sci Tech was moved to Heliotrope the architect proposed an unreasonable cost to convert the Rad Tech space in the building to general classrooms. Dr. Eastcott asked the amount and R. Purisima thought is was around \$90K. (Note: checking the SmithGroup proposal ater the meeting, the amount the architect was asking was \$98K for CD Phase and \$58K for to obtain DSA approval). DSA also stated during a subsequent meeting that any more changes to the project would require starting the review process over again. Since key architectural personnel have been replaced, we have asked the new team to revisit the cost of the redesign.  J. Freitas will arrange a meeting with the Rad Tech and Sci Tech users to review the issues and make a final recommendation.					No
029-0 12	Chemistry Modernization  Contract issued to Hill Partners for feasibility study Kick off meeting to be scheduled					No
029-0 13	RWGPL  Need to establish user group and project shepherd. This					No



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**New Business**

will be addressed in SGC. M. Adams will find a student to join the user group for ADA representation. The project is in schematic design phase.

<b>029-0</b> <b>14</b>	Existing Library Modernization					No
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DMJM issued RFP to GKK for feasibility study. Proposal is due back for review on 3/6/06  
Need user group and project shepherd selection

<b>029-0</b> <b>15</b>	Community Services Relocation					No
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Need to establish user group and project shepherd. PE Department requested that they be added to the user group since community services shares their facilities. This will be addressed in SGC.  
BLL has been working with R. Galope to review space requirements

<b>29-01</b> <b>6</b>	Operations Relocation					No
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On going

<b>29-01</b> <b>7</b>	Northeast Campus (VDK)					No
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Building 1 in DSA back check. Additional as-built details and site investigation is required to validate existing structural conditions per DSA. Nabih Youssef, structural engineer, for RVCA is in contact with DSA to resolve the issue.

Building 2 and campus wide site work in DSA and actual plan review is scheduled to start this month. Access compliance started 12/27/05 and is at 1%. Structural started 12/13/05 and is at 1%. No start date on FLS.

Traffic study pending resolution of driveway issue on Bakery Lane. Portola Property has not provided their plans for this area. Met with design team and EIR consultants 2/24/06. SEA was directed to produce schematic level solution for review by Portola and LADOT.

The street widening project on San Fernando Road to create a right turn lane on to the Glendale Freeway schematic drawings are ready for review.

Central Plant is in schematic design.

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	

Proposition A/AA Committee Members:

M. Adams - D. Cohen - M. DesVignes - M. Eastcott - D. Hayes - J. Ireland - M. Moon - M. Siegel - L. Yamaoka