

MINUTES OF THE PROPOSITION A/AA BOND STEERING COMMITTEE

Tuesday, February 6, 2007 in the District Office 9th Floor Conference Room

Present:

Senior Vice Chancellor Dr. Adriana Barrera
General Counsel Camille Goulet
LACCD Facilities Executive Director Larry Eisenberg
College Presidents Robert Garber, Drs. Tyree Wieder and Mark Rocha
Controller Jeanette Gordon
DMJM/JGM Program Director Fred Gans
DMJM/JGM Deputy Program Director Tony Sanger
DMJM/JGM Administrative Assistant Jazmin Ceballos
MWW Group David Herbst

- 1. Website Update** – David Herbst stated that since presenting the site last month, he's been working with MBI Media. David described how each college cam would look on each college site. Larry asked David to provide a roll-out schedule for next month's meeting regarding the website. In the meantime, David will send the link to each College President and Bond Steering Committee member to view/visit the site. Next meeting, committee will chat on their findings and feedback regarding the website.
- 2. Dash Board Report Repair** – Larry stated that he saw the first set of the report a couple of weeks ago. He stated that the format looks OK but the numbers look weird. Report should show construction projects only. Other projects, like the Master Plans, for example, don't progress through DSA, SD, CD, etc. which is why the numbers look a little off. Larry mentioned that this report will be used by the College User groups to help them understand construction a little better. The User Groups will also have this report as a reference guide when needed.

A current issue regarding this report is that CPMs are not uploading their data/information into Proliance and P3. Larry stated that he brought this up at yesterday's, February 5th, CPM Roundtable meeting. Larry also mentioned that this report will be updated and distributed on a monthly basis to all college User Groups. This report will also be distributed to the Board of Trustees.

- 3. Student Outreach Issues** – Larry stated that it would be a good idea if we used the Bond Program as a form of PR representative to increase enrollment at the Colleges. It would be good if we can add some of graphics for brochures and ads. Larry stated that on 'Master Planner' Newsletter, there is a column written by a different college student every month regarding their experience at their respective college. Larry asked the committee to come up with ideas in which we can use Bond information to increase enrollment at our colleges.
- 4. Drawings to Build** - Larry stated he's been getting information from different inspectors in which construction activities are happening at the colleges without DSA approved drawing or things are being build without a drawing at all. Larry brought this issue up yesterday, February 5th, at the CPM Roundtable meeting. Larry stated that a corrective action needs to take place and if that means the inspector's red tagging a job until the issue is resolved then so be it. Lastly, Larry stated that drawing could be taken to DSA after the work has been completed but to keep in mind that DSA might not approve the drawings and recommend changes to be made which may result in additional monies being spent by the colleges to correct these findings.

Dr. Rocha stated that at West, the inspectors communicate with the CPM and the VPAS. This helps get the information needed to the appropriate channels. The point was raised that it's the CPM's responsibility to go to the VPAS not the inspectors. Dr. Rocha agreed and stated that due

to the increase of work (construction), CPMs have more responsibilities; therefore, in order to get the information on a timely basis, the inspector goes straight to the VPAS.

Tony Sanger stated that the CPMs are to inform the College Presidents of any change that may impact a projects time, the cost to the college, and of any significant information that may impact the college at all.

Dr. Wieder asked if any of the other colleges have 6 Pac Meetings. She stated that these meetings were designed to have coordination between bon and non-bond projects throughout the campuses during the design and construction process. She stated if colleges didn't have these meetings anymore, they should resume the meetings due to the increase of construction on all campuses.

Larry brought up another point at the CPM Roundtable on February 5th which had to do with procedures regarding movable furniture. Larry commented that during the Roundtable, he reminded the CPMs that after the start of construction on a project, the colleges should start planning/ordering furniture. Larry stated that we need someone with sufficient expertise to walk a building room by room with all User groups to order equipment/furniture needed for their rooms. Dr. Wieder asked, who is this person? Larry stated that in the architectural scope, it states that the architect is to provide this person who is an expert on certain aspects of architecture (i.e. libraries, gymnasiums, science and technology buildings, etc).

- 5. Building Recognition Plaques** - Larry stated that the Board had approved a format for plaques. The CPMS are currently making a list of all the projects that have been completed. Due to the change of building names, this list will be temporary until a name for the building has been approved by the colleges. It was stated that any project over \$1M will have a plaque. CPMs brought up Central Plants and asked if they would have a plaque as well. It was noted that plaques should be ready and placed on the building when the building's opening ceremony takes place; unveiling the building and the plaque at the same time.

THE NEXT MEETING OF THE PROPOSITION A/AA BOND STEERING COMMITTEE WILL BE HELD ON MARCH 6, 2007 AT 8:30AM.