



**Proposition A/AA Bond Advisory Committee
General Meeting #44
Meeting Minutes
June 18, 2007**

Attendees—List attached

This meeting (Meeting # 44) was not an official meeting because a quorum was not achieved.

• **Approval of Meeting Minutes:**

General Meeting #43 Minutes for April 16, 2007 were NOT approved because a quorum was not achieved.

• **Administrative Items – Informational Item Only:**

a) **Space Inventory Update:** Bob DeLiso and Charles Wren updated the Advisory Committee that the Space Inventory Survey will form the basis of the updated Master Plan and the Phasing Plan for Franklin Hall. Steinberg Architects is under consideration to complete this work.

b) **Parking Update:**

- **Communication Building Lawn:** Willie Richmond updated the Advisory Committee that his department is laying out and striping the lawn area adjacent to Parking Lot #5 and west of the Communications Building for faculty & staff parking of approximately fifty (50) additional vehicles.
- **Monroe Street:** Willie Richmond updated the Advisory Committee that his department is constructing approximately ten (10) perpendicular parking spaces in Monroe Street adjacent to the Work Force Development Group Modular Building.
- **Snyder Field:** Willie Richmond updated the Advisory Committee that faculty & staff parking is no longer available because construction of the Science & Technology Building has closed Snyder Field to all but construction personnel. However, approximately thirty (30) will be made available in Snyder Field for faculty & staff until trenching for utility work starts.
- **General:** Willie Richmond updated the Advisory Committee that the upper level of Parking Lot #2 is under consideration for faculty & staff parking this summer and that additional parking will be necessary when the Fall Quarter begins. Parking is not available within a 3 mile radius of the campus (area hospitals, Braille Institute, Cleveland Chiropractics and other parking lots have been checked). In addition, shuttle services to access parking lots outside a 3 mile radius (to Greek Theater, etc.) and valet services are cost prohibitive. As such, faculty and staff incentives to use the Metro and Van pools are under consideration.

c) **New User Groups:**

- **Chemistry Building/LSC:** Willie Richmond requested that the Advisory Committee submit the names of those interested in joining the new user groups that are being formed for the Chemistry Building and Learning Skill Center (LSC).
- **Campus Sitework / Vermont Ave:** Willie Richmond requested that the Advisory Committee submit the names of those interested in joining the new user groups that are being formed for Campus Sitework and the MTA project along Vermont Avenue.

• **Project Updates – Informational Item Only:**

A brief project update with PowerPoint slides and photographs was presented by Bob DeLiso on the following projects:

a) **Project Update (Construction):**

- **Parking Structure & Athletic Fields:** Construction continues without delay. The concrete slab on grade is 85% complete and the first concrete pour for the lower deck is scheduled for Friday, June 22nd.
- **MLK Library:** The contractor has completed the concrete structure to the third level and is now in the process of pouring third floor walls and columns and installing scaffolding for the concrete roof. Installation of the MEP systems at the ground and second floor levels are underway. The project is scheduled for substantial completion in mid February 2008. DSA Deferred approval of the curtain wall may cause delay. Delay in the getting the electrical supply, chilled water and other utilities to the building.
- **Child Development Center:** We are continuing with the site prep and over the past week have not encountered any additional unforeseen conditions. The building pad will be ready for certification by the soils engineer early next week. One of the underground issues includes an existing Telephone Vault and the concrete duct bank that carries the phone lines. This is immediately beneath the retaining wall and options are being researched to eliminate this issue. We hope to have an alternative design for the south side of the building early next week.
- **Science & Technology:** The NTP for the project was issued 6/4/07. The project is expected to be completed by 3/15/09. Currently the contractor is in the process of over excavating and back filling. He has also installed temporary trailers. At this point we do not foresee any reason for construction delays.

b) **Project Updates (Design):**

- **Central Plant & Switchgear:** This project remains in DSA, it was submitted on January 31st with additional information requested and provided since that time. The Memo of Understanding between DSA and LACCD indicates that DSA comments are to be returned within 17 weeks of submission. As such, DSA should issue comments the first of June. We remain hopeful to have this completed and out of DSA no later than August. The Switchgear Modification is being procured from Associated of Los Angeles. We have provided a PBA to the BOT for their approval to award a contract.

- **PE Building:** A meeting was recently conducted with Steinberg (architect) and the User Group to discuss edits to the Final Draft Program Document recently generated by Steinberg. The next design meeting is scheduled for July 24 to seek formal User Group approval of the final version of the Program Document (which will be generated by Steinberg in the interim) and commence the Schematic Design Phase of the project.
- **Campus Site Work:** Scope of work has been increased to include entire campus. Contract is currently being renegotiated with Ted Tokio Tanaka Architects to include new scope. LACC will identify the Users Group members.
- **Vermont Improvements:** The contract for Architectural Basic Services from Ted Tokio Tanaka Architects has been submitted to BOT for June 27, 2007 Board meeting. The architect has commenced preliminary design work on project. LACC will identify the Users Group members.
- **Survey & ADA Transition Plan:** LACCD has secured a list of professional firms to provide this service to the District. We will proceed to enter into contract with one of the firms to perform the work.

c) **Project Updates (Modernization Projects):**

- **Franklin Hall:** A meeting was recently conducted with The Albert Group (architect) and the User Group to discuss potential technology improvements to classrooms. The next design meeting is scheduled for July 25 to seek final commentary from the User Group on the current drawings so they can be completed by the end of this summer. DSA submittal of the drawings is scheduled for early September.
- **Jefferson Hall:** The furniture for the mockup classroom (Room 102) has been ordered and delivery/installation should be completed soon by the vendors.
- **Holmes Hall:** Sufficient swing space to empty some tenants (or all ideally for cost control reasons) from the building prior to the start of construction needs to be identified. It also remains to be determined exactly how construction phasing can be accomplished in a cost effective manner with minimal disruption to campus operations.
- **Student Services Center (MLK Modernization):** Architect, WWCOT, has completed a programming study for numerous student services departments which are planned to be consolidated into one building. They have also generated conceptual designs with associated cost projections for several reuse schemes for the existing library; LACC recently selected the preferred reuse scheme for the building and site (which will serve as the basis of design going forward into the Schematic Design Phase of the project). Design fees are currently being negotiated with WWCOT for the remaining phases of design; a corresponding PBA will then be generated.
- **Learning Skills Center (at Chemistry Building):**

d) **Project Updates (Northeast Campus):**

- **Education Building:** The Northeast Campus bid strategy is under consideration with respect to the additional time required to incorporate DSA's comments on the structural revisions to the Bakery Building.

- **Van De Kamp Building:** The Northeast Campus bid strategy is under consideration with respect to the additional time required to incorporate DSA's comments on the structural revisions to the Bakery Building.
- **Central Plant:** The Northeast Campus bid strategy is under consideration with respect to the additional time required to incorporate DSA's comments on the structural revisions to the Bakery Building.