



Regular Meeting Citizens' Oversight Committee

District Board Room
1370 Adams Avenue
Costa Mesa, CA

SEPTEMBER 13, 2006
2 P.M.

MINUTES

A Regular Meeting of the Citizens' Oversight Committee of the Coast Community College District was held on September 13, 2006 in the Board Room at the District Office.

I. Call to Order

Committee Chair, Katrina Foley, called the meeting to order at 2:00 p.m.

II. Roll Call

Members Present: Tony Aguilar, Alex Alvarez, Katrina Foley, Savoth Hy, Kim-Oanh Nguyen-Lam, Hank Panian, Keith Parker, Edward Romeo, and Sharon Sunda

Members Absent: None

District Staff: Ken Yglesias, C.M. Brahmhatt, Erin Curtis, Joseph Quarles, Wes Bryan, Kim Allen, Richard Kudlik, Martha Parham, Janet Houlihan, Kevin McElroy, Rich Pagel, Jim McIlwain, Ardith Richey, Don Bailor, Dale Berry, Dave Cant, James Farrow, Frank Fonseca, Tracy Young, and Paula Brady, recorder

Guests Present: Fred Harris, State Chancellor's Office
Robert Schafer, Rimma Gutnik, Brett Diede and Angela Olivares from C.W. Driver

III. Welcome New Members

Chair Foley introduced and welcomed two new committee members, Edward Romeo and Sharon Sunda. Member Romeo is the new Senior Citizen Representative replacing Member Lindgren. Member Sunda is the new Orange County Business Representative, replacing Member Quatman. Chancellor Yglesias asked all committee members to introduce and give a brief background about themselves.

IV. Approval of Minutes

Chair Foley asked if anyone had questions or additions to the minutes from the June 14, 2006 meeting. Member Panian asked for clarification on page five of the minutes regarding the financial report. He referenced the District's requirement to spend 85% of bond funds in the first three years and how that corresponds with later mention of a target completion date slated for 2010-2011. Vice Chancellor Brahmbhatt clarified that the requirement to spend 85% of bond monies in three years refers to the first bond issuance of \$110 million. The District was able to spend 100% within the first three years. After the second bond issuance of \$260 million, the District would be unable to spend 85 percent within three years and requested an architect certificate for five years to spend 85 percent of the funds. Upon clarification, Chair Foley asked if all members who were present at the June 14, 2006 meeting were in approval of the minutes. The minutes were approved by a unanimous vote.

V. Opportunity for Public Comment

There were no requests to address the Committee under Public Comment.

VI. Estimates of Probable Cost for Bond Measure C Projects

Chief Estimator from C.W. Driver, Robert Shafer, handed out a booklet corresponding with his PowerPoint presentation on "Estimates of Probable Cost for Bond Measure C Projects." Mr. Shafer began his presentation by giving a profile of his company for new COC members. He introduced his project team members who were present at the meeting: Rimma Gutnik, Senior Cost Estimator; Brett Diede, Assistant Cost Estimator; and Angela Olivares, Cost Estimating Administrator. He continued with a review of the current climate of the construction market in Southern California. Mr. Shafer discussed the challenges of escalating construction costs and the need for accurate forecasting and monitoring. Costs are still increasing at a high rate in 2006 and with the continued rebuilding and expansion of school infrastructure in California, will likely keep construction costs rising. Mr. Shafer illustrated a case study of four identical elementary schools being built in the same school district. The cost rose from \$10 million for the first school built in April 2003 to a projected \$20 million for the fourth school with an anticipated completion date in December 2006.

Vice Chancellor Brahmbhatt added it is essential to determine how much funding is needed in today's environment and look at other sources of revenue. He strongly recommends working with C.W. Driver to develop a master plan for estimating Measure C projects between now and December 2006.

VII. Update on Statewide Bond Measure

Vice Chancellor Fred Harris from California Community College System Office expressed his appreciation to the Oversight Committee for the invitation to speak. He commended the District Programming Team for their fine work in managing their Measure C funds. Vice Chancellor Harris noted that community colleges have much to offer to the State and the importance of the connection between the District and the community.

Vice Chancellor Harris emphasized the following main points:

1. The collaborative nature of constructing buildings on community college campuses
2. The leveraging of funds
3. DSA approval and delivering projects on time

According to a state-wide five-year plan, the Community College System will be shouldering 84 percent of public higher education enrollment by 2014. Currently the State is taking on 75 percent. With the passing of Proposition 39, fifty-four out of seventy-two districts have local bonds. Nine additional bonds will be on the November ballot. Vice Chancellor Harris says this is testament to the large task at hand and the role community colleges play in the economy of the State. If passed on the November ballot, Proposition 1D will allocate \$1.5 billion for community colleges, the largest amount from state-wide bond dollars for community colleges. There are currently \$14.2 billion of approved local bonds.

Vice Chancellor Harris emphasized the importance of having a vision or master plan. A key point is that programs should be driving the facilities plan rather than capital outlay or facilities driving the plan.

There are 72 districts competing for funds so State dollars need to be stretched. Vice Chancellor Harris stressed the importance of leveraging funds and keeping in step with State processes in order to compete successfully for State dollars. Funding is based on enrollment and capacity. The State has developed a priority 200 point system based on least cost to the State to determine a District's eligibility for receiving funds. A key factor is whether a District can provide local dollars to offset State support. One option available is to focus on energy efficient projects and fund separately. Energy saving service companies are available to assist.

The DSA approval process has not changed much since the inception of the Field Act in 1933 following the Long Beach earthquake. This regulatory process has not been updated and is not conducive to today's climate. The impact of losing dollars from delay is even more significant with rising construction costs. He added that public involvement can help move DSA at a faster rate. Chair Foley asked if it would be beneficial to write a letter to DSA voicing their concerns. She recommended that this be put on next agenda for discussion.

VIII. Measure C Project Update Quarterly Report: April 1, 2006 – June 30, 2006

A. Executive Summary

Vice Chancellor Brahmhatt gave a status report on the numerous projects underway District-wide.

Completed Projects

- CCC Westminster Learning Center
- OCC Early Childhood Education Lab School – Classroom Addition

In Construction

- GWC structural repair – anticipated completion February 2007
- OCC Arts Pavilion Café
- OCC Watson Hall Phase II, III, IV
- OCC Fitness Center

- OCC Learning Resource Center
- OCC Classroom Improvements
- GWC Swimming Pool Renovation/ GWC Locker Room Renovation
- CCC HVAC Infrastructure Upgrade

Architects hired, working drawings created and submitted to DSA for approval:

- GWC Classroom Improvement – International Students
- GWC Utility Infrastructure Master Plan
- GWC Student Services Remodel
- OCC Theater/Music Complex

Architect Hired, working drawings underway

- District Administration Building
- OCC Center for Applied Science Renovation
- OCC Consumer Health & Science Building
- GWC Design of Library/Learning Resource Center
- OCC Student Union Building
- OCC Campus Signage Design
- OCC Campus wide Exterior Lighting
- GWC Health Sciences Building
- OCC East & West Utility Upgrade
- OCC & GWC Environmental Impact Report
- OCC Landscape Architects

Future RFQ's and RFP's

- OCC Hall (formerly named OCC Interdisciplinary Building)

Vice Chancellor Brahmbhatt emphasized the District's desire to have all projects completed in five years to help avoid inflated costs. The target date for completion is June 30, 2011.

B. Coastline Community College

Coastline Vice President McElroy welcomed new and standing members to the meeting. He pointed out to new members the uniqueness of Coastline from the other two campuses in that it does not have the traditional central campus. Therefore, the facility needs of Coastline differ from the other two campuses with the challenges of real estate and land availability.

Westminster Learning Center – Le-Jao Center was completed last spring and enrollment is very strong.

HVAC/Lighting upgrade – Vice President McElroy reported on the progress of the HVAC, heating and cooling system upgrade, and the energy management system (EMS) for the College Center in Fountain Valley. Also doing EMS upgrade at the Garden Grove Learning Center in Garden Grove. The HVAC system is 75-80 percent complete and lighting upgrades are 100% complete. The EMS upgrade is 80-90 percent installed and is being tested at the college center. Currently working on facility master plan to determine which projects will go forward based on land availability and real estate market. The lighting project is complete. Final conversion to the HVAC is slated for late October or early

November or may be done will be done during the holiday break when no employees will be in the building. The project has been on schedule, on budget, with no change orders.

C. Golden West College

Vice President Houlihan reported on the various projects at Golden West College.

Pool/Locker Room Renovation – The completion date for the Pool/Locker Room Renovation is on schedule for January 2007 with expectation to have use of locker rooms in December 2006. The existing pool was retrofitted and expanded to Olympic size. A therapy pool was added to be used as partnerships with hospitals and as a warm-up pool. One change order was required due to an architectural change on the mechanical system.

Campus-wide Infrastructure – This project is an ESCO project, energy savings project for development of an infrastructure master plan and upgrade for more energy efficient buildings. The project will include a central plant for heating and cooling and retrofit 18 campus buildings. It will not be necessary to go to DSA for approval of the central plant, however, a DSA inspector will be on site. It will be necessary to get DSA approval for the building sites.

New Learning Resource Center – The construction of a new Learning Resource Center will be a three-story educational building with approximately 55,000 gross square feet. The design and development stage is complete and the architect is going forward with construction documents. The District expects to have to DSA approval no later than January 2007.

Structural Repair to Concrete – Vice President Houlihan explained the process called “liquid dirt” which is being used to repair structural repair to the exterior concrete throughout the campus. \$2.7 million from the State is being matched with Measure C dollars. The project is being monitored closely and requires both a State inspector and construction manager.

Health Sciences/Health Center Building – Working drawings for the new Health Science Building are underway. This building will also house the student nursing program and will be incorporated with the Health Center to allow student nurses to serve internships while on campus.

D. Orange Coast College

Vice President Pagel introduced staff members from Orange Coast College who play a big role in the facility planning at Orange Coast College. Georgie Monahan is Academic Senate President and Co-Chair of Facilities Planning Committee. Jim McIlwain, James Farrow and Frank Fonseca are the construction management team on the campus. He also introduced Ardith Richey, Facilities Coordinator for entire District.

Library/Learning Resource Center – The project is funded by both the State and Measure C funds. Leverage of \$21 million is received from the State and remaining dollars are from Measure C. Vice President Pagel commended the excellent job C.W. Driver is doing in driving the construction forward. The project budget will be revised upward at an estimated

\$1 million. The Center is expected to be completed by December 2007 and ready for Spring 2008 classes.

Arts Pavilion and Café – This project will be completed in October 2007. An art exhibit is being planned in the new Arts Pavilion for February 2007. Received leverage from Orange Coast College Foundation of \$2 million towards the project.

Watson Hall Renovation – Vice President Pagel extended an invitation to all Committee Members to attend the grand opening of Watson Hall on October 4, 2006 at 4 p.m. Staff will be moving in on October 5, 6 and 7 and will be operational on Monday, October 9, 2006. The project is under budget by \$1 million and remaining funds will be transferred to other projects at OCC.

Theatre Arts/Music Complex – Project went to DSA for approval in May 2006 and is expected to come out of DSA in September 2006. The budget reflects Phase I which includes renovation and expansion of the theater, drama lab, and restroom facilities. Phase II is State funded and will include renovation of music buildings.

Fitness Center-Baseball Field – The Baseball Field is complete and is in use. The Fitness Center and ADA stadium ramp are on target for completion in January 2007 if not before.

Early Childhood Education Lab School – Construction on the classroom addition for the ECEL is complete and classes are currently going on. The project was completed on time and under budget.

Upgrade Campus Classrooms – Upgrade of 23 classrooms campus wide were completed during summer of 2006. Upgrades in Music, Chemistry, Literature and Language, Social Science and large group lecture facilities. Classrooms were ready for first day of class for fall 2006 semester.

Vice President Pagel briefly reviewed upcoming campus projects:

- Improve campus-wide Signage
- Modernize and retrofit campus-wide lighting
- Improve parking lots
- Modernize Lewis Applied Science Building
- New construction of OCC Hall Classroom Building which will house Math and Computer Sciences
- New construction of Consumer Health, Lab, Biology Building with the passage of Proposition 1D, a state-wide infrastructure bond.

Member Hy raised question regarding the other/miscellaneous budget item on the different projects. It was explained that dollars under this category are used for bid advertising, replication of plans, or other unforeseen expenses.

E. District

Vice Chancellor Brahmhatt reported on the status of the District Administration Facility. The new building will be a very vital addition to the community. \$480,000 annual revenue is being generated from the lease of four acres to Connell Chevrolet. With the new

construction complete, an additional four acres will become available for development which will bring in at least \$500,000 in additional revenue.

Proposition 1D, the statewide education facilities measure is on the November ballot. If passed, a \$19 million building at Orange Coast College would be funded through this measure.

The new District Administration Facility will be constructed as two separate buildings with a common lobby, giving appearance of a single building. The facility will be one story with approximately 55,000 square feet. The project is in the working drawings stage. The District is working with the city of Costa Mesa Planning Commission which will help expedite final approval. C.W. Driver will help ensure that the budget is on track with the current market. The Board of Trustees will make the final decision about the development of the four acres that will become available. It is hoped that the entire 13.77 acres will be completely developed by 2009 – 2010.

Member Nguyen-Lam inquired about the bidding process and how construction managers are selected. Vice Chancellor Brahmbhatt explained that for the first phase of the G.O. Bond, 11 firms were selected from 26 firms and were board approved. Any of these 11 firms can be interviewed and selected to manage a project. An RFP for new firms for an additional three-year period went out recently and eight firms were selected through the process.

F. Financial Report

Vice Chancellor Brahmbhatt presented the financial report to Committee Members. The report is categorized by project. He referenced the last page of the report which will show the total dollars spent and where we are today. The revenue earned through interest on the bond monies will stay with the G.O. Bond.

The District Programming Team handles all the program management for all projects unlike many districts. The consultants that are hired by the District are for construction management. By not outsourcing program management, it is estimated the District will save 3-5 percent.

IX. Discussion of Publicity Planning

Following up on Member Panian's recommendation for community outreach, Chair Foley shared a proposal she prepared. It was agreed that Oversight Committee Members communicate with local papers, city councils and other organization to report and emphasize their role in overseeing where Measure C dollars are being spent. Chair Foley would like to work with District staff to prepare a brief PowerPoint presentation and also prepare letters to editor for local newspapers. Committee members and staff agreed that consistency in reporting is essential. Vice Chancellor Brahmbhatt noted that the District Website provides up to date information on Measure C. Member Romeo moved that the Public Information Proposal be adopted. Member Panian seconded the motion. Martha Parham will prepare a draft and email to committee members.

X. Discussion of Future Meetings

Meetings are held quarterly on 2nd Wednesday of the month. The next scheduled meetings are as follows:

Wednesday, December 13, 2006 at 2:00 p.m.

Wednesday, March 14, 2007 at 2:00 p.m.

Wednesday, June 13, 2007 at 2:00 p.m.

XI. Adjournment

There being no further business, Chair Foley adjourned the meeting at 4:10 p.m.