

MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT

CITIZENS' BOND OVERSIGHT COMMITTEE

March 13, 2006

3:00 PM, Sam Karas Room, Library & Technology Center

Meeting Minutes

MEMBERS PRESENT: Ms. Barbara Canter
Mr. Howard Gustafson, Jr.
Mr. Rick Heuer
Mr. Jay Hudson
Mr. Rick Johnson
Dr. Melvin Kline
Mr. Steven Vagnini

ABSENT: Mr. David Lewis
Mr. Ken White

STAFF PRESENT: Mr. Joe Bissell, Vice President for Administrative Services
Dr. Bill Cochran, Interim Vice President, Academic Affairs/Dean of Liberal Arts
Ms. Rosemary Barrios, Controller
Ms. Gail Bartow, Mathematics Instructor
Mr. Pete Buechel, Purchasing Agent
Mr. A. J. Farrar, Administration of Justice Instructor
Mr. Michael Gilmartin, Dean of Instruction, Occupational Education and Economic Development
Ms. Lynn Iwamoto, Mathematics Instructor
Mr. Steve Morgan, Director of Facilities
Ms. Vicki Nakamura, Assistant to the President
Ms. Mary Anne Teed, Library Director

OTHERS PRESENT: Mr. Joe Demko
Ms. Marilyn Gustafson
Mr. Carlos Noriega

1. Call to Order

The regular meeting of the Citizens' Bond Oversight Committee of Monterey Peninsula College was called to order at 3:00 PM.

2. Introductions

Dr. Carl Ehmann, Interim Superintendent/President, and Eleanor Morrice, new student member, were welcomed to the Committee.

3. Public Comment

Ms. Gail Bartow, faculty member of the Math Department, spoke about the need to complete the Math/Science building. She noted that when the Physical Science Building was constructed forty years ago, a math wing was planned; however, it was never built. Since then, the Math Department has grown to be one of the largest departments on campus. Ms. Bartow cited the need for classrooms designed for math and a centralized math learning center. She stated the College submitted a Final Project Proposal for state funding for a new Math/Science building, but it was rejected by the Chancellor's Office. One of the factors was the level of matching funds provided by the College was only 38%. She requested that the Citizens' Bond Oversight Committee support increasing district matching funds for the Math/Science project to 50%.

Mr. Hudson, Chair, responded that the role of the Committee is to provide oversight "after the fact." He noted that Joe Bissell was initiating a committee to adjust the facilities master plan and advised Ms. Bartow to utilize that process for her request.

4. Approval of Minutes

It was moved by Mr. Johnson and seconded by Dr. Kline to approve the minutes of the November 7, 2005 meeting. Motion carried unanimously.

5. Accept Bills and Warrants Report

Mr. Bissell reviewed the list of payments from bond funds expended through December 31, 2005. During this period, there was \$547,000 expended on bond projects. Mr. Heuer asked about the open order for office supplies. Mr. Bissell explained these supplies were for the construction manager. Dr. Kline questioned the 2 duplicate entries for Sugimura and Associates listing completion of construction documents for the stadium and track at 45%. Mr. Bissell said he would check into and report back. Dr. Kline also asked for an explanation of "value engineering." Mr. Bissell explained the term meant a process to identify cuts or reductions to a project that would decrease costs. It was moved by Ms. Canter and seconded by Mr. Heuer to accept the bills and warrants report. Motion carried unanimously.

6. Bond Audit Report for 2004-05

Mr. Bissell reviewed the bond audit report for the fiscal year ended June 30, 2005. He noted the compliance summary indicated that appropriate internal controls were in place to safeguard bond funds and all expenditures complied with the purpose approved by the registered voters of the district. The general summary stated that bond expenditures to date of \$4,133,888 were expended as intended. In conclusion, Mr. Bissell stated the audit report showed no exceptions.

7. Fort Ord Physical Master Plan

Since September 2005, the College's Fort Ord Center Planning/Advisory Committee has been meeting with a consultant team comprised of EHDD Architecture, Strategic Construction Management, and Joni Janecki & Associates to develop a physical master site plan for the Fort Ord properties. The site maps were distributed.

Dr. Bill Cochran provided a handout with background information on the Education Center located at 12th Street in Marina. He reported a project team for the Education Center had been appointed and EHDD Architecture had been selected as the architect for the project. The first classroom building will be constructed along Imjin Parkway for high visibility and will include 8 classrooms and 2 instructional labs for business skills and English. It is planned to renovate two existing buildings to provide a lecture/performance space and a maintenance area. The remaining buildings will be demolished.

Dr. Cochran stated MPC's Fort Ord Education Center will be a separate entity from the main campus in Monterey and must generate enrollments of 500 FTES (full-time equivalent students). He noted the Education Center provides a prime opportunity to coordinate development and establish partnerships with the City of Marina, California State University, Monterey Bay and local property developers, such as University Villages.

Mr. Michael Gilmartin then addressed the Colonel Durham Road site which will provide a temporary location for the public safety officer training programs. He reported the training facility is currently housed in the former Library building on the main campus; however, renovation of this building is planned to begin next year.

Mr. Gilmartin noted the Colonel Durham property is located in the City of Seaside and contains two buildings which require renovation to meet state building standards. While this renovation is being planned, portable buildings will be installed on the site to provide office and storage space in the interim. Classroom space has been arranged through a partnership agreement with the adjacent Monterey College of Law. Mr. Gilmartin reported the project team has been formed and an architect has been selected. Building 4464 will be renovated first to provide classroom and office space and is expected to be completed in three years. Mr. Gilmartin observed the Colonel Durham property is a good location for the public safety officer training program as the Presidio Police Department is nearby and a federal police academy was recently started.

8. Update on Facilities Projects

Handouts providing project schedules and updates were distributed. Mr. Joe Demko, Kitchell, reviewed specific facility projects.

Stadium

The rainy weather has delayed earthwork on the project. Change orders have been made to resolve soil issues.

Fitness Building

The footings have been constructed. Project completion is expected by the end of November.

Infrastructure

Installation of underground utilities will be phased to avoid impacting campus programs. Drawings are under review at the Division of State Architect (DSA).

Social Science

Due to escalation in construction costs, all project budgets are under evaluation. The replacement of lighting, carpeting, and fixtures is being considered in lieu of renovation to stay within budgets. The Social Science Building was scheduled for reconstruction during a later bond phase; however, it is being used as a prototype to determine whether doing the work now as a remodel will be more cost effective.

Building Standards Committee

Office and classroom furniture recommendations will be made by this committee to ensure consistency and good pricing.

Student Center Renovation

The project team includes 4-5 student representatives. Three architects have been interviewed and a selection will be made on March 14. The budget for this project is \$5.7 million.

Child Development Center

This project is fully state-funded with a budget of \$4,384,000. Construction documents have been approved by DSA and the project will go out to bid in two weeks.

Old Library

Renovation of the old Library building will be 50% state-funded and 50% bond-funded. The project budget is \$5.7 million. Preliminary plans are due from Ratcliff Architects by March 23. There are structural problems to resolve.

Student Services Building

Preliminary drawings have been reviewed by the physical master plan design review committee and comments are being evaluated.

Math/Science Building

The Math/Science Complex was not approved by the Chancellor's Office for state funding as district capacity load ratios indicated additional classrooms were unnecessary. Also, fewer community college projects were funded due to rising construction costs. A committee is meeting to reevaluate bond projects and determine strategies for a Final Project Proposal for the Math/Science project that will meet Chancellor's Office funding criteria.

Music/Theater Project

The Final Project Proposal is due in the state Chancellor's Office on July 1.

Physical Master Plan CEQA

The environmental study was completed for the main campus Physical Master Plan. During this process, the City of Monterey requested elimination of the new campus entrance off Fremont. The Physical Master Plan was modified and the Board of Trustees will be asked to adopt a mitigated negative declaration at the March meeting.

Lecture Forum HVAC

The budget for this project is \$1 million. Drawings are being reviewed by DSA with construction planned during the summer.

Mr. Bissell provided further information regarding the work of the Facilities Master Plan Funding Reworking Committee. He noted the funding plan was approved in 2004 and construction costs have increased significantly since then. It was determined that it was necessary to alter the bond program to fit within budget. At the time the bond measure was approved in 2002, the total cost of facilities projects was estimated at \$212 million. The current cost is now projected to be \$300 million due to escalation. A campus committee was formed to reassess the projects and funding plan. The committee's recommendations will be reviewed through the shared governance process before going to the trustees for approval.

Mr. Demko then reviewed the master schedule which showed design, bidding, and construction phases. He indicated the schedule will be updated to reflect the changes recommended by the Facilities Master Plan Funding Reworking Committee.

The bond expenditure status reports for the months of October, 2005 - January 2006 were also reviewed. Dr. Kline recommended these monthly reports be treated as a separate agenda item in the future.

9. Meeting Schedule

The meeting dates of June 12, 2006, August 7, 2006, and November 6, 2006 (Annual Organizational Meeting) were noted.

10. Suggestions for Future Agenda Topics

Mr. Heuer commented that the Monterey Peninsula Unified School District completed a forensic audit of its facilities modernization projects. He noted the MPUSD audit identified a number of items that have not been an issue for the College. Mr. Heuer asked about change orders and architect errors and omissions and the safeguards that were in place. Mr. Demko explained change orders are used to resolve unforeseen conditions. He referred to the master contract and project amendment language developed by the College's counsel. Mr. Demko offered to bring the contract language regarding change orders and errors/omissions to the next meeting for review.

Barbara Canter announced that she was resigning from the Committee and extended her best wishes to the members. Chair Hudson thanked Ms. Canter for her service.

11. Adjournment

The meeting was adjourned at 4:04 p.m.