

**North Orange County Community College District
Citizens' Oversight Committee
December 5, 2018**

APPROVED MINUTES

Members Present: Chuck Allen, Michael Cooper, Paul Jewell, Kevin Carr, Chris Meyer, Mark Pavlovich, Elena Reyes, Rhonda Shader, Phil Wendel

Members Absent: Michael Miller, Josh Kazarian, Mark Saucedo

Other Employees/Guests Present: Terry Cox, Eduardo Escobedo, Rodrigo Garcia, Ryan Lippmann, Cheryl Marshall, Megan Moscol, Oscar Saghieh, Alicia Santos, Greg Schulz, Leslie Tsubaki, Kashu Vyas, Fred Williams, and Rick Williams.

Call to Order: Chair, Chris Meyer called the meeting to order at 3:59 p.m., observed a moment of silence for the passing of President G.H.W. Bush, and led the group in the Pledge of Allegiance.

Public Comments: There were no public comments.

Approval of Minutes: The minutes of the September 5, 2018 meeting were accepted and approved.

Measures X & J Updates: Fred Williams expressed to the Committee that the Measure X Bond program is in the final stages. Measure X and J updates will be presented together.

Currently, there are still funds remaining from Measure X, however contracts are in place and funds should be exhausted upon completion of the buildout of the 10th floor at the Anaheim Campus.

Recently the Board approved the Furniture Standards and additional steps and measures are being implemented to establish Space Standards for multiple offices (Dean, counselor, etc.) District-wide.

The District is currently in the process of reviewing the RFPs for the Network Refresh Program.

Eduardo Escobedo from MAAS provided the committee with an update on current market conditions in the construction industry including escalation on future bidding and highlighted the shortage of skilled labor in the construction industry and its potential impact on current projects.

Questions/Comments:

1. *Is there an increase in wages for skilled trades? If so, how high is it for each trade? Yes, there is an increase. MAAS will present the wage escalation amongst principle trades at the next meeting.*
2. *Will the second series of the bond need to be released to finish projects funded by the first series of the bond? Yes. Due to escalation and other cost increases the next bond series will need to be released in 2019-2020.*

Cypress College Updates: Ryan Lippmann provided the committee with a detailed facilities update at Cypress College.

Science, Engineering & Mathematics (SEM) Building: Construction documents were approved by DSA in October. Bids for the project are due on December 14, 2018. Groundbreaking is scheduled for February 8, 2019. A site logistics plan was developed by the architect and reviewed by Dr. Schilling and other members of Cypress College staff. This included a noise assessment and mitigation plan that will be shared with staff, students, and the surrounding community. As part of this plan, Parking Lot 7 will be closed during construction to minimize pedestrian traffic near the construction site.

Veterans' Resource Center & Student Activities Center: VRC/SAC has received approval from DSA and is currently in the bidding process alongside the SEM Building. Groundbreaking is scheduled for March 15, 2019.

Swing Space Projects: Swing Space-Parking lot 5 is substantially complete.

Questions/Comments:

1. *Regarding informing the community about the upcoming construction, how will that take place? How close is the community to the construction site? Community outreach, like flyers, need to be coordinated between Cypress College and the District. The closest community to the construction site is about 300 yards north of the site.*
2. *How will the closing of Parking Lot 7 impact parking on the campus overall? Parking Lot 5 will be able to offset the loss of stalls during construction. Following construction, with Parking Lot 7 reopened, there would be a gain of roughly 30 parking spaces.*

Fullerton College Updates: Rodrigo Garcia provided the committee with detailed updates of the major projects at Fullerton College and introduced Megan Moscol, Assistant Project Manager.

New Instructional Building – The Design Development phase has been concluded and received building user group approval. The Construction Documents phase is in the beginning stages and expected to conclude in March/April of 2019. A productive pre-application meeting was held with DSA in preparation of document submittal. The latest renderings of the building were presented. Doors along three sides of the building will have architectural detailing to signify that they are major entrances. A central courtyard will be accessible from multiple points in the building.

TES/Chilled Water Plant – Currently, Fullerton is looking into the possibility of expanding the scope of the current project from installing a single chiller and cooling tower with infrastructure for future expansion to a full expansion of installing three chillers and cooling towers at once.

300 & 500 Buildings – The Construction Documents are 60% complete, with an expected 100% completion in January 2019. DSA submittal is expected in March 2019. Fullerton Heritage has joined the project to review the plans for historical consideration. The sewer line for these buildings is being redesigned. The Design Documents for the sewer line are in progress and construction is expected to occur in the summer of 2019.

Questions/Comments:

- 1. What needs to take place in the two and a half years between the completion of the design and the construction of the building?* The New Instructional Building needs to be completed. The classes vacated by the move into the New Instructional Building will provide the necessary swing space to relocate the classes and services currently housed in the 300 and 500 buildings. This project is State funded and has to follow their phases and the timeline is structured so that the funding is not lost.
- 2. How much instructional space will be gained in the renovated 300 and 500 building?* Due to the movement of different programs into other spaces and the conversion of unnecessary laboratory space, there will be an increase in instructional space.
- 3. Regarding the swing space for the 300 and 500 buildings, the VRC is housed in the 500 building where will it be relocated? What is the timeline for relocation?* At first, temporary swing space will be provided. A new building of this type is outlined in the Campus Facility Master Plan. Sale of campus owned property will open the space for construction. It would be located near the bookstore and bursars office. There is a long timeline for this project due to the long timeline for the 300 and 500 Building.
- 4. For the sale of the properties to accommodate the future VRC, are there any zoning changes? How difficult would that be to achieve?* There are two lots that are residential and do not need to be rezoned during the sale. The lots where the construction would take place will need to be rezoned from commercial to public land. Rezoning appears to be as simple as filling out the request forms and waiting for approval.

5. *Is Fullerton Heritage involved in the sale of the properties?* Yes. They have identified which buildings will be moved as part of the purchase to the residentially zoned lots.
6. *Will there be enough demand on campus to utilize the full expansion of the Chilled Water Plant?* Yes. The New Instructional Building and future M&O Buildings will both be drawing from the new plant. The current Central Plant is at max capacity and the chillers are over 10 years old. The full expansion will allow that plant to be decommissioned. Updated technology in the new chillers and towers would increase capacity enough to allow for future expansion as well.
7. *Is the full expansion of the Chilled Water Plant a major increase in scope?* Yes. There is ongoing discussion about how to handle the increase in cost and scope. Information is being gathered on receiving competitive pricing and moving forward with the project.

Anaheim Campus Updates: Rick Williams provided the committee with detailed updates of the major projects at the Anaheim Campus.

7th and 10th Floors Buildout - The 7th floor construction is completed. The 10th floor framing and drywall is 90% completed and floor leveling is taking place. Electrical and data technology for the floor is being finalized.

5th and 2nd Floors – The 5th floor construction is 100% complete. A Notice of Completion is being submitted to the Board of Trustees on December 11, 2018. Classes on this floor have started. The 2nd floor counseling office is also complete. The project came in within budget and on schedule.

IT Network Refresh (all campuses): This is a District-wide project. Plan Net has been approved as the project manager for the 18 month duration of the project. A committee is meeting the week of December 10th, 2018 to evaluate the 5 RFPs received for this project. Lengthy interviews will be conducted during that time. The design is not Measure J funded. The construction of portions will be Measure J funded. This project has been anticipated for years and there are other funding sources intertwined for it. Work on this project will begin in February.

Upper Parking Deck: The upper parking deck of the Anaheim Campus is the roof of the first floor of the tower. When it rains, there are leaks. A study has already been completed. The infrastructure of the building is solid. However, the upper parking deck needs to be stripped completely and replaced. The waterproof membrane for the deck has been repaired over the past few years, but it has reached its limit. This is a significant project that will most likely take place in phases over the course of a year. Initial planning for disrupting instruction on the first floor is taking place. This is a Measure J project.

Questions/Comments:

1. *Will the \$4 million dollars being spent out of Measure X for the 7th and 10th floor deplete it completely?* Yes, it is expected that Measure X will be closed out at the end of the 7th and 10th floor projects. Measure X passed in 2002 and needs to be finished.
2. *What does the Network Refresh mean for the District upon completion?* Increased Wi-Fi, communication, and computing capacity across all the campuses in the District. It will improve wireless connectivity. Communication, both email and phone, will be standardized and moved onto one seamless system.
3. *Distance learning will only increase as time passes. This appears to be an optimal time for the refresh and increasing the bandwidth of the campuses.* Preparing for the changes in education is one of our concerns. Increasing the reliability of our system is paramount in addressing that.

Financial Review:

Measure J Financial Summary: This is a living document that is updating on a regular basis. Some of the projects are reliant are on state capital outlay funding. Projects listed here are the ones that are reasonably certain to go through to completion. A new Facilities Master Plan and reevaluated project priority list will be created within the next year.

Questions/Comments:

1. *The Measure J costs for the SEM building at Cypress College differs by nearly \$200,000 in different portions of the report.* While the numbers should be the same across the report, these numbers are part of living documents that are updated nearly daily. Once bids are received solidified numbers will be presented.

Committee Member Comments:

1. *The value engineering process at Cypress College for the SEM was done very well.* Yes, it was the focus of the team for nearly three months. The architect and contractor were able to identify two phases of changes that would not have major impact on the building users. Significant savings were found in the piles and the fire suppression system for the Immersive Digital Classroom. A lot of research was presented to support the alternate systems that provided savings.
2. *Is this value engineering process happening for all projects?* Yes, there are a number of firms conducting reviews.

Future Meeting Dates: March 6, 2019. Following dates for 2019 will be confirmed at the next meeting.

Adjournment: The meeting adjourned at 5:04 p.m.