

North Orange County Community College District  
Citizens' Oversight Committee  
March 3, 2021

APPROVED MINUTES

**Members Present:** Sueling Chen, Michael Cooper, Beverly Falco, Paul Jewell, Leroy Mills, Mark Pavlovich, Cassandra Perez, Danielle Thomas, Keron Thomas, Phil Wendel

**Members Absent:** Josee Minero

**Other Employees/Guests Present:** Morgan Beck, Mary Bell, Alison Coburn, Eduardo Escobedo, Rodrigo Garcia, Dr. Cheryl Marshall, Megan Moscol, Alexander Porter, Oscar Saghieh, Dr. JoAnna Schilling, Dr. Greg Schultz, Leslie Tsubaki, Kashu Vyas, Fred Williams, Richard Williams, Michael Zari

**Call to Order:** Mark Pavlovich called the meeting to order at 4:00 PM and led the group in the Pledge of Allegiance.

**Public Comments:** No public comments were received.

**Approval of Minutes:** The minutes of the December 2, 2020, meeting were approved.

**Measure J Updates – Including Safety Reports:** Fred Williams provided an update on COVID-19 responses. Campuses continue to conduct personnel checking-ins, temperature-checks, and issuing wrist bands to site visitors. Unfortunately, due to COVID-19 there have been some impacts to the projects' completion schedule due to a supply chain interruption for materials. While it has not stopped construction, it has added some complications and certainly made it more challenging. Mr. Williams expressed the District's appreciation to all that have been involved in the campus projects for their efforts and continued support.

At Fullerton College, there were minor delays at the New Instructional Building, but a recovery schedule is underway. There are also minor delays at the Greenhouse Replacement project until materials arrive.

At Cypress College, there were supply delays at the VRC-SAC, however, this project has reached substantial completion.

**Current IPP and FPP Status:** Fred Williams provided an overview of the campuses' IPP and FPP submissions.

Cypress College – the Fine Arts project approval was received for the working drawings design phase. For the Career Technical Education Complex IPP, approval to move forward has not yet been received. At this point, the District did hear from Sacramento that there are some challenges on that project related to cap-load ratios.

Fullerton College - the new Performing Arts project is in the preliminary planning phase. The District has not received an update on the STEM Vocational Center IPP status.

Anaheim Campus – prospects for funding are encouraging for the Upper Parking Deck Refurbishment project. It is the only safety project submitted in the State, and the District anticipates hearing updates on funding within several months.

The District has been very successful in getting matching funds for projects. Working with the State Chancellor's Office is a key component in receiving approval.

**Cypress College Updates:** Alexander Porter provided the Committee with detailed updates of the major projects at Cypress College:

Allison Coburn was introduced as the new Campus Capital Projects Manager. She brings a wealth of experience on the architectural side and came to us from the Rancho Santiago Community College District. Allison will be managing the Fine Arts Building Renovation project.

Michael Zari will continue as the project manager for the New Science, Engineering, and Mathematics (New SEM) project, and the VRC/SAC which is nearing completion.

New SEM Building - The building envelope is complete; casework for the first and second floors is underway. Flooring and ceiling finishes are complete through the second floor. Substantial completion is targeted for April 20th. There are some lingering issues with casework installation but is expected to be completed by May 1<sup>st</sup>. This will not affect the substantial completion date. Landscaping has been placed around the structure and the fire access roads have been completed, as well as walkways around the facility. The Immersive Digital Classroom (IDC), with theatre seating, is coming to a close. The dome projection ceiling is being installed this week, and the astronomy program is especially looking forward to utilize this space. Furniture has been ordered and is on the way as this project is coming to a close.

VRC/SAC – As of March 2<sup>nd</sup>, substantial completion was achieved. A short list of punch-list items remains. Preparations for staff to move in are underway and is expected to be completed by the end of May.

Veterans' Memorial Bridge and Tribute Garden – This project is mostly complete. A small stairwell access point will be added to the north side of the garden to the current Science, Engineering, and Math building to enable a clear route for pedestrians.

#### Questions/Comments

1. **Phil Wendel** – Please explain local funding for this project. **Alexander Porter** – Fund-raising efforts are underway, and the Foundation has started a program for selling pavers. The Foundation has raised about \$220K so far. **Dr. JoAnna Schilling** – At last count, 65 pavers have been sold. It is sold in two sizes; small pavers are sold at \$250 to memorialize a friend, family member, or loved one. The larger pavers are being sold for \$500. The engraved pavers will be put into the striping in front of the Veterans' Resource Center. Please note that any and all participants of this meeting may purchase pavers as well.

Campus Projects' Safety Report – Given the size and magnitude of Measure J projects, there have been minimal incident reports and nothing substantial to report for the past quarter. The Campus is very pleased with this safety achievement. Regular peer reviews performed by the insurance companies have yielded positive reports at the job sites.

Baseball Field Improvements – This project has reached completion, with minor punch-list work items. The baseball team has moved back into the facility. This project is expected to be 100% complete by the next COC meeting.

Fine Arts Building Renovation – The project team received the design development drawings package from the architect, DLR Group, last week, and have scheduled reviews with all building user group members. The project team also received approval to proceed with working drawings from the State. In the next few months, the team will be working with the architect to finalize the drawings for review by the State on August 1st, 2021. Following, it will go to DSA. There will be a six- to eight-month review, after which it will be sent out for bidding and construction. The team

is also getting ready to award the construction services manager contract, and entering into negotiations with that group to get the contract on the next Board of Trustees' meeting agenda.

Central Plant Enhancements – Enhancements are being made to the Central Plant to enable meeting the new demands on the system. This will allow for providing cool air and heating to current facilities; but for future expansions, namely the CTE buildings when the footprint will grow, the demand will be more than what our current system can handle for current and future needs.

Video-Monitoring and Security Camera Systems - Consultation and reports were received from Guidepost Solutions, which will help with planning the camera locations, type, installation, and updates of the video-monitoring system. The review of that scope is being finalized; then, it will go out for bid. Anticipated start date will be before the end of the calendar year.

**Fullerton College Updates:** Rodrigo Garcia provided the Committee with detailed updates of the major projects at Fullerton College.

New Instructional Building – This project is coming along quite well. The construction team has started laying out tiles on the roof. Interior framing drywall on the first floor is complete and painting the rooms is underway. Framing and drywall are in progress on the second and third floors. Bathroom tiling is proceeding on schedule. All the windows and caulking have been installed and are being water-tested. The exterior scratch and brown coats are starting to go up in the courtyard and on the fourth level where utilities are located. Scaffolding for the courtyard should be coming down by March 15th. Installation of one elevator is almost complete. The dome is being put together and once completed, will be hoisted and installed in place.

Central Plant Replacement and Expansion – The exterior plaster has been completed and the chilled water piping is in progress. The permanent power is expected to be established in early April, along with commissioning. Sidewalks were delayed due to the rain and will be poured this week. This project will be completed before the New Instructional Building, as it will provide chilled water to the new building.

Campus Projects' Safety Report – The team of contractors is doing a great job addressing safety. There was one minor incident this quarter, a lower back sprain that did not lead to lost time on the job. Inspections were clean. This speaks to Fullerton's prevention efforts.

Greenhouse Replacement and Bathroom Remodel - There were some delays due to COVID-19 - some parts were not delivered on time. The team encountered drainage problems in the paths of travel that are being looked into, as well as some maintenance access for the horticulture staff; that should be completed by the end of March. This project is scheduled to be completed by early April.

300 & 500 Building Renovation – Bids were received on February 16<sup>th</sup>. There were three bidders; unfortunately, all were above the 50 percent above-replacement-value that DSA requires and were rejected at the March 9<sup>th</sup> Board meeting. The first time around, the bidders were prequalified to help narrow down the contractors for historical background experience. The team will work with the architect in the second round to allow bidding from a more competitive pool. This will delay the process of awarding the project to a contractor; however, the project timeline will remain unchanged and will start in January 2022.

Chapman/Newell Instructional Building and New M&O Building - The Board of Trustees approved the design-build phase of this project. Project planning is complete. The RFP/RFQ for design-build is slated for release in the second quarter of 2021. Fred Williams is working with MAAS and

financial advisors to review the cash flows. This is to ensure that that Bond funds are available to move forward with this plan. Construction is targeted to start in Spring 2023.

Performing Arts Complex and Demolition of Buildings 1100 and 1300 – This project has been awarded funding from the State and will be a 78/22 split. This means the State will pay 78 percent of the project costs. Pfeiffer Partners Architects was selected as the Architect of Record. Preliminary plans started in February and are anticipated to be completed at the end of April. There have been several user meetings with very positive results. Currently, the team is working on the schematic design.

Campus Project Webpage - Megan Moscol and her staff have done a great job updating the Campus project webpage. The website offers an overview of project details and lists of all upcoming projects. It also indicates completed projects with links to the facility master plans, and sustainability plans. Compliments to Megan and her staff for putting this site together with useful information for the staff and community.

Questions/Comments:

1. **Mark Pavlovich** – What is the proposed timeline for students to use the completed buildings at both Campuses? **Dr. Greg Schultz** – All Campuses are planning for a safe and phased-in return to in-person instruction. At Fullerton, the New Instructional Building will be ready in Spring of 2022 as the completion of the building will occur after the Fall semester. Currently, between two and three percent of classes are being held face-to-face with safety protocols in place that include social distancing and masking. However, 97 percent of courses are still held online.
2. **Dr. JoAnna Schilling** – Cypress College intends for buildings to be occupied by the Fall semester. The Veterans' Resource Center was originally scheduled to open its doors this Spring; however, outstanding items have impeded the timeline. The New Science and Engineering Building and the Veterans' Resource Center-Student Activity Center will be available in the fall with full class functionality.

The Campus are closely monitoring the County and State guidelines related to COVID-19 safety protocols and current case count to inform their return. A substantial return to in-person instruction is expected in fall 2021. This would result in a more significant number of students, faculty, and staff returning to Campus, including discussions of a staggered presence for safety. A full return is planned for Spring 2022 based on State and County guidelines.

**Anaheim Campus Updates:** Richard Williams provided the Committee with detailed updates of the major projects at the Anaheim Campus:

The team received favorable news from Sacramento regarding the IPP/FPP for the parking lot water intrusion project. This project is classified as an A-type project, or an emergency project, by the State. The team anticipates the go ahead to move this project forward, which greatly benefits the campus long-term planning. Swing space is being considered on-site. The first phase will involve demolition of the abandoned childcare exterior facilities and will be repurposed for future portables and interim housing for the Anaheim-NOCE Campus. Plans for the Culinary Arts temporary relocation will be either on-site, at Cypress College, or at a facility rental.

The Secondary MDF is in construction and waiting for additional IT equipment to be installed; this is one of the last major components of our Network Refresh. Upon completion, it will move to the next phase of testing and operating the whole network refresh on-site.

**IT Network Refresh Update (all Campuses):** Morgan Beck provided the Committee with detailed updates of the IT Network Refresh Project:

At the Anaheim Campus, the project team has identified the location of the Secondary MDFs. This will enable continuous classroom usage in the face of a power outage or other major issues, thus enabling students to access their resources either on-campus or via an internet cloud-based application.

Since the last reporting period, the earlier stages of Phase II have been completed, also known as, Change Order No. 2. This Change Order included items not purchased in the original part of the RFP or in the current contract with VectorUSA as some items were yet to be determined, and other items were not available on the market.

Anaheim Campus is nearly ready in releasing the first phase of the digital phone system. This will shift the Campus from analogue-style phones to a phone system that can accommodate remote telecommuting due to the pandemic.

**Cash Flow:** Fred Williams presented an overview on cash flow:

In 2014, the District presented Bond language to Orange County Voters in the General Election. The District requested an assessment of \$14.90 in additional taxes per every \$100,000 in assessed property valuation. Now, the District must closely monitor the use of funding so that there is enough to complete the list of projects but stay within the approved tax rates. It is for that reason that campuses are regularly asked to re-evaluate project expenditure and timelines for project execution.

**Financial Review:** Fred Williams presented a summary of the Measure J Bond finances:

- Of the Board authorization for \$574M, \$250M has been sold, leaving \$324M available. The allocation is now \$585M, which accounts for an anticipated \$11M earned in interest.
- The project budget/variance charts indicate the year-to-date earnings as of November 2020. The explanation shows where dollars were moved with accompanying notations. The upper deck parking lot and major renovation to the first floor at the Anaheim campus were included in the 2020 Master Plan and were not initially calculated in the original budget plan. In preparation of receiving State funding for the upper deck parking lot, money was moved around to accommodate that project.
- The 90-day look-ahead schedules located at the end of the report indicate the milestones of projects found at each location.

**Mark Pavlovich** reported that the tax representative Committee member, Stan Kwak, has resigned and thanked him for his time and service on the Committee. **Fred Williams** noted that staff will reach out to the Orange County Tax Association, the Chamber, and current Committee members for any candidate recommendations.

#### **Future Meeting Dates**

June 2, 2021

September 1, 2021

December 1, 2021

**Mark Pavlovich** asked for any further statements, comments or follow-up questions.

**Danielle Thomas** said she may be able to assist in filling the vacant tax representative seat on the Committee. **Mark Pavlovich** thanked Danielle for her assistance.

**Mark Pavlovich** expressed his appreciation to everyone in ensuring that construction is being carried-out in a way that supports education and the community college system in our areas.

**Leroy Mills** asked **Alexander Porter** about the opening ceremony for the Veterans' Resource Center. Will it be held or scheduled? **Alexander Porter** replied that there will be a grand opening ceremony; but due to COVID-19 restrictions, it is delayed. The team understands the importance of this ceremony and will notify COC members once it is scheduled. Alex Porter and Fred Williams offered to coordinate a tour of the Veterans' Resource Center for the Committee members in June. Further details to come.

**Adjournment:** The meeting adjourned at 4:40 PM.