

# Meeting Minutes

Detailed, Grouped by Topic for each Meeting and by 'Old Business' and 'New Business'

**6191 Project Management Services**

**Project # 01C-1.5-6191**

**Bovis Lend Lease, Inc.**

Tel: Fax:

## Bond Advisory Meeting Meeting 19

Date	Start	End	Next Meeting	Next Time	Prepared By	Company
4/14/2005	01:30 PM	03:00 PM	4/28/2005	01:30 PM	Piyawadee Chatuphorncharoen	Bovis Lend Lease, Inc.

  

Purpose	Location	Next Location	General Notes
Review of the Prop A and AA program	Faculty/Staff Center	Faculty/Staff Center	

### Attended By

Los Angeles City College - Doris Givens

### Non-Attendees

Item	Meeting Item Description	Resp	Status	Due Date	Compl'd	Cls'd
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### General Business

#### New Business

#### Introduction

**019-0** - No revisions to the previous meeting minute were expressed at this time. No

- L. Watts suggested that the voting members of the Bond Advisory Committee be indicated as such on the meeting minutes.

#### Library Annex

**019-0** - S. Kremmidas presented the Pre-Engineered building solution for the new Learning Skills Center to M. Des Vignes who will in turn present it to her dean and faculty. No

#### Student Lounge Status

**019-0** - The Pre-Construction meeting and Site Acceptance walk for the Student Lounge project occurred on April 7, 2005. The Notice to Proceed date was established as April 18, 2005. This starts the shop drawing and materials procurement process. Actual construction on site will start in beginning of May. No

#### Stadium Demolition

**019-0** - The Contractor submitting the final documents required in order to schedule the Pre-Construction meeting. Anticipated start of the demolition is in early May. No

- A discussion on improving the meeting notification & scheduling process to minimize the chance of inadvertently overlooking important invitees and to more efficiently determine participant availability. The resulting process will be for BLL to issue a meeting request and agenda with a list of what we believe to be the affected departments to the IDWG Deans, Lillian Yamaoka and Willie Richmond who will in turn notify the proper personnel and determine the best time for the meeting.

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	<ul style="list-style-type: none"><li>- The modular building package is being re-bid with the bid opening scheduled for April 28, 2005. The project is scheduled to complete on Aug. 29, 2005.</li><li>- The proposed construction routing plan was presented. During movement of construction vehicles outside of the fenced construction site, flagmen will be stationed at key intersections to ensure safe passage by coordinating pedestrian and vehicular traffic.</li><li>- L. Yamaoka raised a concern regarding campus cart traffic between the Communications building and the construction fencing to the east was raised because of the narrow width. BLL will work out alternative cart routing during the construction phase with the campus. The walkway will be reserved for pedestrian traffic only.</li><li>- Per E. Carter's suggestion, truck access to demo site will not be permitted between the weekday hours of 7:30am - 8:30am to prevent entrance delays during the faculty and staff peak use time.</li><li>- Heavy construction will be coordinated with class schedules. The noise and dust will be controlled during the construction.</li></ul>					
<b>The Storage area for the Athletic Department</b>						
019-0 05	- In response to L. Yamaoka's question, BLL stated that Coach Miller was indeed involved with the coordination of the Bleacher Demolition and the relocation of the equipment it contained. A new storage for the Men's Athletic Dept. equipment was provided near the laundry room in the Women's Gym.					No
<b>New Child Development Center Budget (Non-Bond Project)</b>						
019-0 06	- DSA approval has been obtained for the new CDC project.					No
	<ul style="list-style-type: none"><li>- A recent cost estimate for the CDC put the cost of construction at \$7.1m. This number does not include soft costs, testing &amp; inspections etc. J. Oda stated that the anticipated budget shortfall to be approximately \$2.4m over and above the \$1m contributed by the bond program. BLL feels that the estimate may be light at only \$243 SF. Other CDC projects in the area have been coming in over \$300 SF. The college has requested a detailed, up to date budget.</li><li>- Dr. Givens stated that the college is committed to funding the budget shortfall by transferring funds out of other bond projects with expressed consensus from the committee.</li></ul>					
<b>Overall Campus</b>						
019-0 07	- Currently the DaVinci, Clausen and Caesar Chavez projects are without funding.					No
	<ul style="list-style-type: none"><li>- DMJM's fourth estimate (created from three independent estimates) put the estimated construction cost of the PE Health Parking Structure at \$35.6m. The District will not advertise projects for bid without proof of sufficient funds in the project budget. To prevent a possible re-bid situation we chose to use the highest number, recognizing that the parking lot has to be built. In order to expedite the process, \$7.8m has been</li></ul>					

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	<p>transferred into the PE budget from Franklin Hall to cover the additional amount for bidding the project. We are hopeful that the project will come in under this amount and the balance would be transferred back into Franklin. An application for \$7.2m in State funding has been applied for on Franklin Hall. This money will also be applied to the Franklin budget. Another application for State funding for Jefferson Hall is in the works.</p> <p>- Franklin and Jefferson Halls will undergo value engineering. We will need to collectively take a hard look at some of the extra design features that are in the projects and weigh the benefits against the cost. This philosophy of frugal efficient design should be applied to all projects going in to design.</p> <p>- D. Cohen reminded the group that it is important that we do not sacrifice new classroom space to fund the projects over budget that are over. The programs for the new buildings have already been reduced because of budget.</p> <p>- Suggestions were made to share adjacent classrooms through creative scheduling and teach Monday through Friday instead of Monday through Thursday as a means to get more classroom hours.</p>					
<b>Sci. Tech. I &amp; II</b>						
019-0	- The user groups from Sci Tech I & II are meeting					No
08	4/15/05 with the A/E team from Sci Tech I to review the feasibility of combining both programs into one building in an effort to control costs.					
<b>Chemistry Demolition</b>						
019-0	- Per R. Purisima, the pool can remain in operation					No
09	during the Summer session until Aug. 15, 2005.					
<b>Additional Information</b>						
019-0	- E. Carter, emphasized the importance of long term					No
10	coordination of construction projects with the class schedules.					
	- Per Ron, E7 Studios is developing a campus map showing the new construction projects on the north end of the campus. The draft product will be presented to the college for review and approval of construction fencing limits. truck access. student routing. etc.					
<b>LAUSD</b>						
019-0	- Dr. Givens recapped several ideas that had presented					No
11	to the college at the earlier meeting involving potential opportunities to lease land to LAUSD. LAUSD is looking for a site to build a Span School (grades 6 through 12). The committee made it clear that only a lease deal would be acceptable.					
Cc:	Company Name	Contact Name	Copies	Notes		

The foregoing constitutes our understanding of the items discussed and the conclusions reached at this meeting. This report is thought to be a true and accurate account of this meeting unless notification of the contrary is received within 10 days.