

# CITIZENS' BOND OVERSIGHT COMMITTEE

## MINUTES

JULY 1, 2010

3:00 P.M. – 4:30 P.M.

ALUMNI CENTRE BOARD ROOM

<b>ATTENDEES</b>	<p>Mr. Kenneth E. Feenstra (Member At-Large – West Valley Representative); <del>Mr. John Fort (Taxpayers' Association)</del>; Mr. Juan Gonzalez (Student); Mr. Alfred A. (Al) McCandless, Chair (Business Representative); <del>Mr. Geoffrey Kichl, (Member At-Large – East Valley)</del>; Ms. Berit Reistad (Senior Citizen Group); Mr. Robert Spiegel, Vice Chair (College Support Organization)</p> <p>Dr. Edwin Deas, College of the Desert's Vice President of Business Affairs; Mr. Steve Renew, College of the Desert's Director of Facilities Services; Mr. Mac McGinnis, Bond Program Manager from EIS Professionals;</p> <p>Recorder: Linda Costagliola Minutes Approved: 12/16/10</p>
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### Agenda topics

#### 1. CALL MEETING TO ORDER

AL MC CANDLESS

<b>DISCUSSION</b>	A. McCandless called the meeting to order at 3:00 p.m.	
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
1. None		

#### 2. APPROVAL OF MINUTES – MARCH 18, 2010

AL MC CANDLESS

<b>DISCUSSION</b>	R. Spiegel made a motion to approve the March 18, 2010 meeting minutes presented today, seconded by K. Feenstra. All approved. Motion passed.	
<b>CONCLUSIONS</b>	The minutes were approved.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
1. None		

#### 3. COMMENTS FROM THE PUBLIC

AL MC CANDLESS

<b>DISCUSSION</b>		
<b>CONCLUSIONS</b>	No comments made from the public.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
1. None		

DISCUSSION

M. McGinnis reviewed the following items from a PowerPoint presentation:

1. Project Status Reports – Current Projects
  - a. Cravens Student Services
    - i. Architect: WWCOT
    - ii. Construction Manager: C. W. Driver
    - iii. Targeted Completion: Spring 2010
    - iv. Project Update
      1. Primes and Subs completing punch list pick-ups
      2. Move coordination continues, boxes and labels delivered to site
      3. Exterior building waterproofing not complete
      4. Landscape maintenance continues
      5. Technology and AV installation tested and approved
      6. Accessories installation scheduled
      7. IAQ testing 100% complete
      8. Substantial completion April 28, 2010
    - v. Sustainable Feature
      1. Heating and cooling via central hydronics systems
      2. Water – conserving landscape
      3. Architectural environmental control systems via built-in architectural sun shading devices, north facing fenestration
      4. Energy generation via photovoltaic system
      5. Building automation controls to optimize mechanical system operation and energy usage
      6. Submitting for LEED Silver
  - b. Nursing Building Renovation
    - i. Architect: HMC Architects
    - ii. Construction Manager: Orr Builders
    - iii. Targeted Completion: Fall 2010
    - iv. Project Update
      1. Interior painting has commenced
      2. Mechanical and Electrical continues above ceiling
      3. Single ply roofing completed
      4. Solar panels installation continues
      5. AV package was bid and Sextant is in process of reviewing
      6. PO for furniture has been completed
      7. Exterior door frames being painted
      8. Move schedule is being coordinated with users
    - v. Sustainable Features
      1. Reuse of existing building
      2. Energy efficient glazing
      3. Energy efficient mechanical systems
      4. Reduction in heat islands
  - c. Classroom Building
    - i. Architect: Steinberg Architects
    - ii. Construction Manager: Bernards
    - iii. Targeted Completion: Spring 2012
    - iv. Project Update
      1. Conflict in drawings vs. Geotech report, it has been determined that Geo-grid will need to be placed at 3'-0" below footings of building
      2. Site dust control measures underway
      3. Hydronic piping compromised during excavation has been repaired
      4. Grading continues
    - v. Sustainable Features
      1. Heating and cooling via central hydronics system
      2. Water – conserving landscape
      3. Architectural environmental control systems via built-in architectural sun shading devices, north facing fenestration
      4. Energy generation via photovoltaic system
      5. Building automation controls to optimize mechanical system and

- energy usage
- 6. Will be LEED certified

2. Project Status Reports - Projects in Design

- a. Communication Building
  - i. Architect: tBP Architecture
  - ii. Construction Manager: To be determined
  - iii. Estimated Project Occupancy: Spring 2013
  - iv. Project Update
    - 1. Work has commenced on the furniture layout for the building
    - 2. Construction Management interviews scheduled
    - 3. Meeting scheduled to review interior finishes
    - 4. 50% Construction Documents will arrive beginning of July for review
    - 5. Review of project documents ongoing
  - v. Sustainable Features
    - 1. Will be LEED certified
    - 2. Building automation controls to optimize mechanical system
    - 3. Water – conserving landscape
    - 4. Heating and cooling via central hydronics system
- b. East Valley Indio
  - i. Architect: gkkworks
  - ii. Construction Manager: To be determined
  - iii. Estimated Project Occupancy: Summer 2013
  - iv. Project Update
    - 1. Programming meeting held with COD team and Architect
    - 2. Surveyor and Geotech completed work at the site
    - 3. Gathering requested information for consultants
    - 4. Multi-story structure
  - v. Sustainability Features
    - 1. Will be LEED certified
    - 2. Photovoltaic array at parking possible
    - 3. Architectural environmental control features
    - 4. Public transportation
- c. West Valley - Palm Springs
  - i. Architect: To be determined
  - ii. Construction Manager: To be determined
  - iii. Estimated Project Occupancy: To be determined
  - iv. Project Update
    - 1. Working with City of Palm Springs on land transfer
    - 2. Site studies on-going
    - 3. Meeting with potential partners
  - v. Sustainability Features
    - 1. Will be LEED certified
    - 2. Public transportation
    - 3. Solar Energy
    - 4. Sustainable Site

3. Upcoming Project Events

- a. Classroom Ground Breaking Ceremony – to be determined

4. Completed Projects

- a. Alumni Centre
- b. Barker Nursing Complex
- c. Business Building Renovation
- d. Central Plan & Street Fair Restrooms
- e. Cravens Student Services Center
- f. Dining Facility Renovation
- g. East Valley Campus Mecca/Thermal
- h. PSA Parking & Magnesia Falls Entrances
- i. Public Safety Academy
- j. Site Infrastructure – Phase I
- k. Site Infrastructure – Phase II
- l. Site Infrastructure – Phase III
- m. Weight Room / Training Room for Athletic Program

**Discussions:**

S. Renew let everyone know that the Measure B Bond website has been updated. The link to the website is

[www.bond.collegeofthedesert.edu](http://www.bond.collegeofthedesert.edu). There is a map of the campus with all of the projects highlighted in yellow. When you click on a highlighted project, it will give you an update on that project.

K. Feenstra asked what the RFQ (Request for Qualifications) was for regarding the West Valley Campus. Steve said that it was for the integrated design team, which includes an architect team and a construction management team. Those teams will work together with the development of design and planning. There will be two firms selected for this integrated design team that would consist of many specialists under their contract. The construction management team would report to the Bond Office with costs.

A. McCandless asked if the site infrastructure project is 100% complete. S. Renew said that it is about 99% complete. There are a couple of more pieces to do. One is to connect the water to the remaining buildings that have been renovated. They are connected to the College's well system. The other piece is to complete some fiber runs through the conduit that was put in. These two pieces are included in the budget.

B. Spiegel asked if the resurfacing has been completed on campus. S. Renew said that they have completed the resurfacing on the road that goes around the campus, San Pablo entrance, and the two entrances from Magnesia Falls. There are two entrances to complete: Monterey Avenue and Fred Waring.

A. McCandless asked what the anticipated level of students would be for the nursing program. E. Deas said that the College is currently registering students for the fall 2010 semester. Enrollment figures change on a daily basis. The nursing program is operating at the same size as last year. There is probably very little growth possible in actual number of students. This program is full at best of times. For other programs, even though the number of classes is not increasing, the College is squeezing more students in so that the College will continue to grow to about 5% to 10%. B. Spiegel asked why the College renovated the old nursing building when the College built a new building. E. Deas said that nursing program will have some presence in the building but the building will be used for more general use. B. Spiegel asked why the renovated nursing building cost more than what was budgeted. M. McGinnis said that it was because of the IT equipment. The campus standard now for each classroom is to have video cameras and/or projectors. The cost for this equipment is about \$55,000 each classroom. When this project was originally designed, the College pulled the IT equipment piece out and bid it separately. If you bid out the IT equipment at the beginning of the project, by the time you need it some things are obsolete. When the bids came in, the College had to adjust the costs of the IT equipment.

Members received a handout on the West Valley Campus – Integrated Design / Integrated Campus Plan from M. McGinnis. K. Feenstra asked if the land transaction with the City is far enough along that the College can negotiate the development rights for the solar area on the campus. E. Deas said that they are pursuing the two in parallel. The hold up on the final transaction with the transferring of the land is because it involves the Federal Government. The City of Palm Springs is working diligently to move the process along. The College has carried on with negotiations with the energy provider at the same time. Much of the detail has been worked out but now the College is awaiting the finalization of the land transfer. The target to open its doors is in 2014 and the solar park could open as early as 2012. The solar park will provide income to the campus. B. Spiegel asked if the budget of \$40,000,000 for the West Valley Campus would cover the costs to complete this project. M. McGinnis said that it will not. B. Spiegel asked where the College would get the additional funds to build out the campus. S. Renew said that the remaining growth out in the west valley will probably take years or decades based on enrollment. If the College gets growth, the College will get state funding and then the College can look at building. If the College gets partnerships, then the College can look at building an incubator type space. In the future, the College hopes to have another bond series that would allow the College to include additional projects. On the south side of the property, there is a community facility (James O. Jessie Desert Highland Unity Center) that already exists with meeting rooms and a park; and there are two communities: Desert Highland and Mountain Gate.

#### Financial Report

1. Project Allocations Budget
  - a. Completed Projects
    - i. Total Expended: \$28,761,449
  - b. Current Projects - Ongoing
    - i. Expenditures to date: \$107,844,338
  - c. Future Projects
    - i. Committed Projects Budget: \$165,703,696
    - ii. Deferred Projects Budget: \$47,857,845
  - d. Central Contracted Management Fees
    - i. Expenditures to date: \$20,848,778

#### **Discussions:**

B. Spiegel asked if the library was listed on the deferred projects list. S. Renew said that it is not. It is listed on the future projects list as "LRC/HILB Renovation". Currently the City of Palm Desert and College of the Desert share space in the library building. Eventually, the College will move out of their space and move in to the Hilb

<p>Building and then the City of Palm Desert will take over the whole library. This may not happen for another four years. The County is planning to put approximately \$3 million dollars into the library for renovations.</p> <p>A. McCandless asked if there was a delay in one of the projects due to the movement of earth because of water in the sand. M. McGinnis said that it was the Classroom Building. It's existing water in the ground that does not go anywhere. It's not water that is coming up from the ground. There is a clay layer in the ground that does not allow the water to go anywhere. The architects failed to include the soils report, which was issued and calls for a geo map at a certain depth, into the drawings. This was discovered when they got down to the excavation level where they were supposed to be. When the soil engineer went out to test it, they found out that the College was not compaction in that area. This caused the project to be delayed a week and an additional cost of \$31,000.</p> <p>B. Spiegel asked what was happening with the Child Development Center. S. Renew said that they are moving forward in getting designs and plans. B. Spiegel asked if the center is specifically for staff and students. E. Deas said that it is subject to capacity and preference goes to students. They may look at opening it to the public.</p> <p>B. Spiegel asked if the Deferred Projects will happen in this bond series. S. Renew said that probably not in this bond series unless there is an educational need.</p>		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>		
PERSON RESPONSIBLE		
DEADLINE		
1. None		

5. REAPPOINTMENT / APPOINTMENT PROCESS

AL MC CANDLESS

<p>Mr. Kenneth E. Feenstra's (Member-At-Large West Valley Representative) term will expire September 2010.</p> <p>Mr. John Fort's (Taxpayers' Association Representative) two year term will expire September 2010 but is eligible to renew for another two year term. Mr. Fort has declined to renew his term.</p> <p>Mr. Juan Gonzalez' (Student Representative) term will expire September 2010.</p> <p>Mr. Al McCandless (Business Representative) term will expire September 2010.</p> <p>Ms. Berit Reistad (Senior Citizen Group Representative) two year term will expire September 2010 but is eligible to renew for another two year term. Ms. Reistad agreed to serve another two year term.</p> <p>Mr. Robert Spiegel (College Support Organization Representative) two year term will expire September 2010 but is eligible to renew for another two year term. Mr. Spiegel agreed to serve another two year term.</p> <p>Edwin thanked Al McCandless, Ken Feenstra, John Fort and Juan Gonzales for serving on this committee.</p>		
<b>DISCUSSION</b>		
<b>CONCLUSIONS</b>		
The College will start soliciting applications for the Member-At-Large West Valley, Taxpayers' Association, Student and Business Representatives.		
<b>ACTION ITEMS</b>		
PERSON RESPONSIBLE		
DEADLINE		
1. Start the process for soliciting applications for the four vacancies in September 2010.	Linda Costagliola	ASAP

6. ELECTION OF NEW OFFICERS

<b>DISCUSSION</b>	A. McCandless suggested that the committee table this item for the next meeting with the new members. B. Spiegel made a motion to postpone election of officers for the next meeting, seconded by K. Feenstra. All Approved. No objection. Motion Passed.	
	A. McCandless suggested that the committee point a temporary chair for business until new members take their seat on the committee in September. K. Feenstra made a motion to appoint Mr. Robert Spiegel as Interim Chair until the next meeting in September, seconded by J. Gonzalez. All Approved. No Objection. Motion Passed.	
	R. Spiegel is not able to make September 16, 2010 meeting due to a scheduling conflict. The committee agreed to change the meeting to September 22 <sup>nd</sup> . R. Spiegel made a motion to change September's meeting from the 16 <sup>th</sup> to the 22 <sup>nd</sup> , seconded by K. Feenstra, All Approved. No Objection. Motion Passed.	
<b>CONCLUSIONS</b>	It was decided to elect new officers at the next meeting in September. In the meantime, Mr. Robert Spiegel will serve as the Interim Chair. The next meeting is scheduled on September 22, 2010.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
1. Add "Election of New Officers" on the agenda for September's meeting.	Linda Costagliola	9/22/10

## 7. FUTURE AGENDA ITEMS

<b>DISCUSSION</b>	E. Deas would like to report to the committee on budget review and adjustments. As projects complete and other progress, the College is constantly reviewing budgets and projects, specifically future projects, to see if there is any adjustment necessary to our program. There is a time limitation on completing the bond program. One of the bond issues does not have a time limit on it and so the College can complete those projects at will. Two other bond issues are subject to a time limitation and that time is starting to catch up with the College. Over the summer, the College is going to do another review of each project to see if there are any funds available for redistribution to other projects. The College will be looking at other projects that it still has to do to insure that they can get them completed in a timely fashion. The report might show some projects being deferred to the next bond program and show some realignment of budgets.	
	The College will review the bond budgets and projects over the summer, take it to the Board of Trustees for approval and then bring it to this committee in September.	
	<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>
1. Add "Budget Review & Adjustments" on the agenda for September's meeting.	Linda Costagliola	9/22/10

A. McCandless made a motion to adjourn at 3:55 p.m., seconded by K. Feenstra. All Approved. Motion Passed.