



# Facilities Advisory Committee

Minutes  
 September 26, 2018  
 Meeting

**Approved**

**ATTENDANCE (A = absent):**

Committee Members			
X	Marlene Dunn	X	Bob Maxell
X	Sofia Beas	A	Tracy Bejarano
X	Camille Bolton	A	ASB Secretary
A	ASB Student Services	X	Kim Hatch
A	Emmanuel Ndoumna	X	Anthony Pagan
Guests			
X	Terrance DeGray	X	Lexi Donovan
X	Brendan Hayes		

**NOTE TAKER:** Erin Murphy

**1. Welcome and Introductions (Marlene)**

Marlene welcomed everyone to the meeting and introductions were made.

**2. Approval of the April 25, 2018, Minutes (Marlene)**

The minutes of the April 25, 2018, meeting were approved as presented.

**3. Construction Update (Brendan)**

*(Refer to "Construction Update Facilities Advisory Committee dated September 26, 2018" handout)*

**a. Scheduled Maintenance Projects**

- Fiscal Year 2015/16 \$3,089,434 (State Funds & Measure LB)
  - Water conservation projects
    - Awarded design contract to HPI.
    - PCC Campus Water Conservation Project
      - ◆ Southwest of Campus, Building HH and Building II.
      - ◆ Notice to proceed issued January 2018.
      - ◆ Estimated construction completion Summer 2018.
  - Bob asked how the pictures of the project had been taken, and Terrance responded that they had been taken from the roof of Building AA looking downward.
    - LAC South Campus Water Conservation Project
      - ◆ HPI Architects – Design Firm, Green Giant – Contractor.
      - ◆ Building O1 and Building O2 – Landscape and reclaimed water.
      - ◆ Building Z – Reclaimed water only.
      - ◆ Notice to proceed to be issued in September 2018.
      - ◆ Estimated completion Summer 2019.
  - Sofia asked about the location of Building Z, and Bob responded that it is at the northwest corner of Conant Street and Clark Avenue.

**3.a. Scheduled Maintenance Projects (continued)**

- Fiscal Year 2016/17 \$2,846,905 (State Funds & Measure LB)
  - District-Wide Project for ADA Upgrades
    - PCC – Westberg and White (Design Consultant) preparing design documents to address deficiencies as identified in the CASp survey for the PCC campus.
      - ◆ Phase 1 Site Package – Notice to proceed issued March 28, 2018, to Axiom Group. Project to be complete in Spring 2019.
      - ◆ Phase 2 Building Package – Notice to proceed issued July 24, 2018, to CalCo Construction Services, Inc. Project to be complete by Summer 2019.
    - LAC – DLR Group (Design Consultant) preparing design documents to address deficiencies as identified in the CASp survey for the LAC. Schematic Design package was submitted July 2018. Currently under review to proceed with design documents with a site and building package.
  - Door Lockdown Project
    - Phase I
      - Retrofitted doors in Buildings A, C, D, L, T, V, AA, BB, DD, EE, GG, and LL to allow for lockdown from within room – *Complete*
    - Phase II
      - ◆ PCC– Retrofit doors in Buildings HH, GG, CC, JJ, II and MM.
      - ◆ LAC– Retrofit doors in Buildings A, T, and CDC.
      - ◆ Notice to proceed issued to EJ Enterprises. Work to be complete by Fall 2018.
- Kim asked if the Child Development Center at the LAC has video cameras, and Brendan responded that the CDC has multiple cameras. Terrance added that the CDC abides by the same operating procedures as any campus location. Brendan noted that the video feeds into the LBPD monitoring system.
- Fiscal Year 2017/18 \$639,456 (State Funds Only)
  - Project Facilities Proposals (PFP) Submitted on September 13, 2017
  - High Voltage Electrical Improvements
    - Replacement of oil switch and transformer at Building G.
    - Replacement of oil switch at PCC main distribution.
    - P2S Engineering (Design Consultant) preparing design documents.
  - Lighting Inverter Replacement – *Complete*
    - Scope includes lighting inverter replacement at LAC Building T and PCC Building JJ.
- Fiscal Year 2018-19 \$472,595 (State Funds Only)
  - Facilities portion of State supported Scheduled Maintenance funding will be utilized for Instructional Equipment.
  - No Scheduled Maintenance projects from state funding for fiscal year 2018/19.

### 3.a. Scheduled Maintenance Projects (continued)

- **District Wide Energy Projects**

- Prop 39 Years 3, 4 & 5 – 2015-18 Projects \$1,878,957
  - LED Lighting Retrofits, Buildings T, HH and O-2
    - Approximately 207,140 kWh/yr. in energy savings and \$30,263 in cost savings.
    - Notice to Proceed issued to Baker Electric in June 2017.
    - Building O-2 is 95% complete.
    - Building T is 95% complete.
    - Building HH is 95% complete.

- **District Wide Energy Projects – Integrated Energy Master Plan (IEMP)**

- DLR Group was selected to create the Energy Master Plan.
- IEMP to include a clear path towards compliance with the Governor’s Executive Orders.
  - District-Wide Net Zero Goal
- IEMP will be integrated with the 2041 Facilities Master Plan and future designs.
  - Integrate IEMP to District Design Standards.
- Assessment and Planning Services
  - Central Plant/Building Analysis – load analysis.
  - Design recommendations
    - District-Wide net zero goal
    - On-site energy generation
    - Water Management
  - Project started Summer 2017, estimated completion Summer 2018.
  - Total project budget = \$249,789
- Kim asked whether the District is generating energy on-site or purchasing it from Edison. Terrance responded that the solar production on campus is supplemented with purchasing additional energy from Edison. Marlene noted that the state of California is using LBCC as a template for other college districts, adding that she had recently presented on the IEMP at a national conference and would be presenting it to the LBCCD Board in November.

### 3.b. Campus Improvement Projects

- Facility Advisory Committee Approved 11/8/17
  - Building Q – Installation of glue down ceiling tiles for Q113 (\$13,000)
    - Soliciting proposals.
  - Building MM – HVAC upgrade (\$65,000) *Complete*
  - Building EE – Room 108 upgrade (\$50,000) *Complete*
  - Building HH – Shade structure installation (\$20,000)
    - Notice to Proceed issued to TSK Architects in July 2018. Currently in design.
- Facility Advisory Committee Approved 2/14/18
  - District-wide – Siemens integration to Simplex Truesite Workstation (\$125,000)
    - Quotes obtained; pending purchase order to begin work.
  - Building R – Carpet square replacement (\$50,000) *Complete*
  - EE-109 and L-254 – Installation of black-out shades (\$3,000) *Complete*
  - EE-108 – Carpet installation (\$15,000) *Complete*

**3.b. Campus Improvement Projects (continued)**

- Facility Advisory Committee New Requests 4/25/18
  - Building A – Bulletproof glass windows for enrollment services (\$150,000)
    - Upon further consideration, the project will not be moving forward.
  - District-wide CalSense irrigation upgrade (\$40,000)—controls both campuses. Would be more efficient in measuring rainwater and how the system responds, better web-based network control. Would be an efficiency improvement, water-saving costs.
    - Requesting a proposal.
  - Buildings Q/R Scoreboard upgrade (\$350,000)—includes the PA systems.
    - Proposals received and under review.
- Bob confirmed that since the Building A project was not moving forward, the \$150,000 would be available for another project.
  - Parking Structure – Oil coolers for elevators in mechanical room (\$20,000).
    - Currently soliciting proposals for the infrastructure related to this project.
- Facility Advisory Committee New Requests 9/26/18
  - LAC Baseball Field – New Poles and Netting (\$140,000)
  - LAC Building A – Welcome Center, Veteran Services, and other Student Support Services Programs (\$160,000)
  - Building GG – Enrollment and Counseling Services (\$65,000)
- Sofia asked about the Building GG project, and Brendan responded that it was similar to Building A and had resulted from conversations with Vice President of Student Support Services Dr. Mike Muñoz.
- Camille inquired whether the LAC Baseball Field project would improve the streetscape on the west side of Clark Avenue behind the field. Marlene responded that the baseball field project would not affect Clark Avenue; however, she added that the Kinesiology project would address some of the issues on Clark.
- Marlene added that the Building A and Building GG project goals are to help students navigate campus spaces and services better. Sofia asked whether the project would include exchanging Counseling office space with Admissions and Records at PCC. Marlene confirmed that it would include office relocation, but avoid major structural changes such as shifting walls.
- Bob asked whether the Building A project would address issues regarding DSPS student access. Brendan responded that the project would move the DSPS office to a more easily accessible location. Marlene added that a phased approach would be used to minimize disruption to staff and students.
- Sofia expressed concern regarding the maintenance of the GG Building, mentioning the many glass windows as well as the high-traffic use of catering in the multipurpose room, GG-238. Marlene noted that those who use the spaces should be responsible for cleaning up after events as much as possible, but also offered to follow up, adding that Facilities is currently facing challenges in cleanliness due to vacancies and budget challenges.
- **The Campus Improvement Projects requested for September 26, 2018, were approved as presented.**

- **Current Construction Projects**

- **LAC Building D 1<sup>st</sup> and 2<sup>nd</sup> Floors – Science Labs (Measure E)**

- MSP Architects – Design Firm, Soltek Pacific Construction – Contractor
- Renovate 16,000 square feet of 1<sup>st</sup> floor and 2,573 square feet of 2<sup>nd</sup> floor for new Science Labs.
- Project started September 2016, new estimated construction completion Fall 2018.
- LBCC issued termination letter on 5/22/17 to TB Penick & Sons. Finalized agreement with Western Surety Company to move project forward in November 2017. Soltek was issued Notice to Proceed on December 4, 2017.
- Currently working on finish and completion items. First floor classrooms occupied in the Fall 2018.
- Total project budget = \$14,635,024

- Kim inquired about the status of the elevator repairs, particularly the timeline to complete work on the main elevator. Terrance responded that both elevators require repairs, so work is still in progress on the far east elevator, before proceeding to the elevator on south side. He stated that the far east elevator had required a new cab as well as ordering other parts, which was delayed. Per Terrance, the goal was to complete repairs before the end of the summer. Marlene added that the delay was due to a supplier issue. Terrance offered to report back to the group with an exact date. Kim added that cleanliness in the south elevator had not been well maintained during construction, and Marlene responded that Facilities would follow up.

- **LAC Building P – English Studies (Measures E & LB)**

- Steinberg Architects – Design Firm, A&B Construction – Contractor
- Occupants moved to swing space in Buildings M and N.
- Project will address ADA, classrooms, offices and MEP systems.
- Currently working on MEP finishes, flooring, landscape, and hardscape.
- Construction started February 2017, estimated completion Spring 2019.
- Total project budget = \$11,015,941

- Sofia observed that installing the screen in front of the whiteboard did not allow instructors to use both at the same time. Marlene responded that the challenge is effective utilization of space and classroom orientation.

- **LAC Building J – Auditorium (Measures E & LB)**

- SVA Architects – Design Firm, Novus Construction – Contractor
- Renovate 37,878 GSF Auditorium, originally built in 1956.
- Adding 14,119 GSF onto northwest corner for additional classrooms, offices, storage and elevator.
- Upgrading structural, accessibility, and fire/life/safety to current codes.
- Currently working on demolition, structural upgrades, and MEP infrastructure.
- Notice to Proceed issued on January 16, 2018.
- Estimated completion Fall 2019.
- Total project budget = \$29,021,602

- Kim asked about seating in the auditorium. Marlene responded that it was less expensive to install all new seating, rather than reupholstering the old seats. Kim also asked about the ceiling; per Marlene, the building had been so well-designed, no ceiling upgrade was needed.

- **Current Design Projects**

- **LAC Kinesiology Labs and Aquatic Center (Measures E & LB)**

- Design contract awarded to Westberg and White, Spring 2017.
  - Design for renovation of Outdoor Kinesiology Labs, which includes a softball field, soccer fields, sand volleyball courts, tennis courts and associated support facilities and infrastructure.
  - Design also includes construction of a new Aquatic Center, which includes 50-meter pool and support building of approximately 15,000 sq. ft. to provide showers, locker rooms, storage, pool equipment, and office spaces. Addressed ADA access issues, lighting, and parking.
  - Currently in Construction Document Design phase.
  - Anticipated construction start Spring 2019.
  - Total project budget = \$44,238,099
- Bob asked whether faculty are included in the process, and Marlene confirmed that faculty were involved in all stages, as well as Athletic Director Randy Totorp. Kim asked whether the new facility would invite more use by local schools and groups. Marlene responded that LBCCD facilities must serve our students first and that the Civic Center Act mandates how facilities are used. Kim asked if it could be a revenue generator, and Marlene clarified that while off-campus groups may use facilities if LBCCD does not need them, LBCCD can charge only for remuneration of operational costs.

- **LAC Building M – Multi-Disciplinary Classroom (Measures E & LB & Prop. 51 State Funding)**

- First State funded project utilizing the Design-Build delivery method.
  - C.W. Driver, Inc., to be the Design-Build entity.
  - Project requires demolition of the existing Buildings M and N.
  - New construction of a 3-story building of 81,970 GSF to include classrooms and offices.
  - This building will house Language Arts, Foreign Language, and Computer and Office Studies (COS).
  - Preliminary document package submitted to State Chancellor's office for approval on March 1, 2018.
  - Anticipated construction start Fall 2019, construction completion Fall 2022.
  - Total project budget = \$70,096,798 (State funded = \$27,760,000)
- Marlene observed that such a large project would have an impact on campus for two years. Kim asked about swing space, and Marlene responded that the order of construction projects takes swing space into consideration, adding that plans include using temporary portable buildings and classrooms in completed projects.
- Camille asked about the angle of the rendering. Marlene responded that the viewpoint was from the north side of A, looking toward the southwest, to show how the T-shaped building would expand the central quad area.

- **Current Design Projects (continued)**
  - **LAC Building X – Central Plant Expansion (Measure LB)**
    - P2S Engineering selected to prepare design documents.
    - Project will consist of expanding the capacity of the existing Central Plant to accommodate upcoming growth shown in the 2041 Facilities Master Plan.
    - Currently in Construction Document phase.
    - Anticipated construction start Fall 2019, construction completion Spring 2020.
    - Total project budget = \$6,190,506
  - Bob shared that over the summer, prior Deputy Director of Planning and Construction Medhanie Ephrem had invited Bob and an engineering student who had graduated from LBCC and was now at CSULB to view Building X. Marlene invited the committee to contact her if they were ever interested in a tour of the central plant. Kim responded that it might be of interest for Engineering Club students.
  - **PCC Building MM – Construction Phase I (Measures E & LB & Prop. 51 State Funding)**
    - State budget approved funding for Working Plans only during fiscal year 18/19. State Chancellor's office approved preliminary plans in August 2018.
    - HPI Architecture selected to prepare design documents.
    - Project will consist of renovating West Wing of MM which houses the HVAC and Carpentry departments. Project will include demolishing the former Alternative Fuels section.
    - Currently in Construction Document design phase.
    - Anticipated construction start Fall 2019, construction completion Fall 2020.
    - Total project budget = \$17,665,877 (State funded = \$7,096,729)
  - Sofia asked if the HVAC program would be returning, and Brendan responded that he did not know.
  - **PCC Parking Structure – P2 (Measure LB)**
    - HPI Architecture selected to prepare bridging design documents. Design-Build delivery method.
    - McCarthy Building Companies, Inc., to be the Design-Build Entity.
    - Parking structure to include solar panels on top floor.
    - Parking structure to serve 500-600 vehicles for long-term student and staff parking needs.
    - To be located in parking lots 5, 6 and 8.
    - Currently in the Design Development phase.
    - Anticipated construction start Spring 2019.
    - Total project budget = \$23,862,144.04
  - Marlene added that the parking structure will give greater visibility of the campus from PCH and that the art deco design would beautify the area.
  - Anthony noted that many students who enter the AA building have questions about navigating the campus, suggesting that the committee consider improving or adding signage to provide a more user-friendly experience. Sofia asked about the large campus maps, and Camille noted that a very old map was south of MM Building, noting that Communications might be able to assist with updating it. Terrance noted that there are District signage standards and that there is an effort to incorporate maps into new projects. As an example,

- **Current Design Projects (continued)**

he mentioned the “finger” signs which had been added in AA and BB Building corridors to help students find their way more easily. Terrance also added that IITS is working on developing phone accessible maps to improve students’ navigation experience. Camille also stated that Communications is working on mobile “Campus Bird” GPS wayfinding software. Marlene commented that the effectiveness of the “Ask Me” shirts and human touch are also valuable.

#### **4. COC Expenditure Report 6/30/18 (Marlene)**

Marlene shared the expenditure report as of June 30, 2018, which was prepared for the Citizens’ Oversight Committee, noting that Measure E has been fully utilized, so the District will not be issuing from that bond for several years. Instead, the District is currently issuing from Measure LB. She added that the negative balance at the end of last fiscal year for Measure E was due to prepayments.

- Kim asked when the property tax that funds the bonds would expire. Marlene responded that the annual Los Angeles County taxpayers guide provides information on all of the taxes per area and is available on the Auditor’s website. She explained that each issuance from the bond is treated separately, which must be spent over a period of time. Issuances are dependent on market conditions at the time of each issuance. She added that the Los Angeles County Assessor’s office reviews the debt service for each bond’s issuance, and then determines how much to bill to taxpayers each year. She mentioned that there are no planned issuances in the next year or two.
- Kim shared a question from faculty about when the demolition of building FF would occur. Terrance responded that it would occur in approximately four to five years since it is currently be used as swing space during construction of Building J.
- Kim asked about the status of Building E renovations, and Marlene responded that the project had been delayed approximately five years because the District had received state funds for other projects, which moved those projects up in the timeline. Marlene added that considering the Building E project will not be moving forward for five years, she hoped to share a proposal at the next meeting to address some of the issues in Building E in the short term, especially given that the building houses many student-centered services.
- Kim inquired about transients on campus, noting that there appears to be an increase of transients using campus facilities (e.g., microwaves). Brendan responded that there is a significant homeless student population and that LBCC is an open campus. He advised that if there are, however, disruptions to the delivery of services to students, LBPD campus safety should be notified. He added that limiting transient access is a consideration when designing buildings, but the District also must balance providing services to students in a welcoming and accessible manner. Brendan noted that PCC parking structure design as an example of designing a space that balances those concerns. Sofia added that staff in the GG Building had been asked to lock office doors to prevent unauthorized access afterhours. Kim mentioned that the Planetarium is opened once a month on Fridays, and a regularly disruptive transient is on site. Marlene recommended calling campus safety if any individual is disruptive.

#### **5. 2018-19 Meeting Dates (Bob)**

The Facilities Advisory Committee considered adjusting the 2018-19 meeting dates (November 7, 2018; February 27, 2019; and April 24, 2019) to avoid conflicts with scheduled Curriculum Committee meetings. Erin will follow up with the Committee to avoid conflicts with meeting dates.

**5. Other (Bob)**

- None

The meeting was adjourned at 2:41 p.m.

**Next Meeting** – To be determined, per agenda item # 5.