

**Measures E and LB Bond  
Citizens' Oversight Committee**

**MINUTES**

Long Beach City College  
4901 East Carson Street  
Long Beach, CA 90808

**FINAL**

**August 21, 2017  
Liberal Arts Campus  
Building T-1100 (Board Room)**

**Members Present:** Eric Berg, representing Senior Citizens' Organization; Sharon Diggs-Jackson, representing the Community at Large; Joan Greenwood, representing the Community at Large; Elaine McDaniel, representing the Community at Large; Aaron Moore, representing the Support Organization for the College; Javier Salcedo, representing the Associated Student Body; David See, representing the Bona-Fide Tax Payer's Association; and Stella Ursua, representing the Community at Large.

**Members Absent:** Randy Gordon, representing the Local Business Community.

**LBCCD/Bond Program Staff/Guests Present:** Ann-Marie Gabel – Vice President, Administrative Services; Terrance DeGray – Program Director & Lexi Donovan, BMT; Stacey Toda – Associate Director, Public Relations & Marketing; Medhanie Ephrem – Deputy Director, Planning and Construction; and John Thompson, Director, Fiscal Services.

**WELCOME AND ANNOUNCEMENTS (Elaine)**

- Mrs. McDaniel welcomed everyone to the meeting and introductions were made.

**PUBLIC COMMENTS**

- The Senior Studies Representative, Bertha, said she appreciates the email notification about campus construction projects. She is overwhelmed by amount of money spent on the campus, is impressed with the projects and commented what a great job everyone does. She is concerned about homeless students and would like to suggest a shelter for these students to be considered.

**OLD BUSINESS**

- None

**NEW BUSINESS**

- **NEW COMMITTEE MEMBERS (Ann-Marie Gabel)**  
Ms. Gabel welcomed the newest member, Aaron Moore, who was approved by the Board of Trustees to the Citizens' Oversight Committee as well as the committee members who joined in January 2017.
- **Officer Elections (Eric Berg)**  
Motion by Mr. Berg and seconded by Ms. Greenwood to accept the slate of officers as follows:  
Elaine McDaniel            Chair  
David See                    Vice Chair  
Stella Ursua                Secretary  
The motion carried unanimously.
- **APPROVAL OF JANUARY 30, 2017, MINUTES (Elaine McDaniel)**  
Motion by Ms. Greenwood and seconded by Ms. Diggs-Jackson to approve the January 30, 2017, Minutes as presented; the motion passed with Mr. Moore, Ms. Ursua, and Mr. Salcedo abstaining because they did not attend the January meeting.

**NEW BUSINESS (continued)**

• **QUARTERLY EXPENDITURE REPORTS (Ann-Marie Gabel)**

*(Refer to “letters addressed to Mrs. Elaine McDaniel Citizens’ Oversight Committee, dated April 13, 2017 and August 11, 2017 RE: Measures E and LB Expenditure Summary Update from Terrance DeGray, PE, CCM, LEED AP Bond Management Team,” and “LBCC 2008 Measure E Bond – Fund 46 Report and LBCC 2016 Measure LB Bond – Fund 47 Report – Thru Date: 3/31/2017 and 6/30/2017” handouts). These documents are on file with the Minutes.*

**Measure E 2008**

- Ms. Gabel reminded the Committee that the Measures E and LB Expenditure Summary Update and the LBCC 2008 Measure E Bond-Fund 46 and the LBCC 2016 Measure LB Bond-Fund 47 Reports through March 31, 2017, were emailed to the Committee on April 27, 2017. She reviewed the March 31, 2017, and June 30, 2017, reports with the following highlights:

<b>Measure E Budget Overview</b>	<b>3/31/17</b>	<b>6/30/17</b>
▪ Voter Approved Amount	\$440,000,000	\$440,000,000
➤ Measure E Series A Bonds	\$48,373,981	\$48,373,981
➤ Measure E Series B Bonds	\$253,538,026	\$253,538,026
➤ Measure E Series D Bonds	\$3,210,000	\$3,210,000
➤ Bond Anticipation Notes	\$180,480,000	\$180,480,000
➤ Interest Earnings	\$6,254,322	\$6,317,014
▪ Total Committed Amount	\$503,217,686	\$509,454,981
▪ Total Expenditures to Date	\$482,414,638	\$492,190,109
▪ Total Expenditures Quarter Ending	\$7,378,395	\$9,775,471

<b>Measure LB Budget Overview</b>		
▪ Voter Approved Amount	\$850,000,000	\$850,000,000
➤ Measure LB Series A Bonds	\$9,000,000	\$9,000,000
➤ Measure LB Series B Bonds	\$73,928,527	\$73,928,527
➤ Interest Earnings	\$453,493	\$720,091
▪ Total Committed Amount	\$5,394,176	\$6,674,434
▪ Total Expenditures to Date	\$3,235,206	\$4,782,086
▪ Total Expenditures Quarter Ending	\$1,481,807	\$1,546,880

- Mrs. McDaniel inquired about the line item for Administrative Costs. Ms. Gabel explained the line item typically includes project management, construction management, audit reports, legal fees, and administrative costs for all projects. These costs are encumbered under Administrative Costs and then expensed at the end of the year to each project as their time is tracked by project.
- Motion by Ms. Ursua and seconded by Ms. Greenwood to accept the reports as presented; the motion carried unanimously.

**NEW BUSINESS (continued)**

- **CONSTRUCTION UPDATE (Medhanie Ephrem)**  
(Refer to "Construction Update Citizens' Oversight Committee-August 21, 2017" PowerPoint presentation handout). These documents are on file with the Minutes.
  - Mr. Ephrem reviewed the construction projects as follows:
  
- **Scheduled Maintenance Projects**
  - Fiscal Year 2015/16 \$2,313,000 (One Time Mandated Cost)
    - Complete roof replacement Buildings F, H, J, HH and JJ. Roof tile replacement for Building K.
      - Construction cost \$1,789,902
      - Contract awarded to Mid-West Roofing
      - Construction commenced 10/14/16 at Bldg. J 95% complete, Bldg. H 99% complete, Bldg. HH 85% complete, Bldg. JJ started June 2017, and Bldg.'s F and K start Summer 2017.
    - Paint exterior of Buildings O1 & O2 - *Complete*
      - Construction cost \$72,450
    - Building Z HVAC replacement – *Complete*
    - Building D rain gutter repair – *Complete*
  - Fiscal Year 2016/17 \$2,846,905 (State Funds Only)
    - Certified Access Specialist Program (CASp)
      - Scope included field survey of ADA deficiencies District-wide.
      - CASp analysis completed at PCC Fall 2015.
      - CASp analysis completed at LAC Fall 2016.
    - District-Wide Project for ADA Upgrades
      - Westberg and White (Design Consultant) to prepare design documents to address deficiencies as identified in the CASp survey for the PCC campus. Currently in 75% CD phase.
      - Currently soliciting design consultants for the LAC Campus. Consultant to prepare design documents to address deficiencies as identified in the CASp survey for the LAC campus.
      - Both projects will have to be approved by the Division of the State Architect (DSA).
    - Door Lockdown Project
      - Phase I – Contract awarded to Montgomery Hardware August 2016
        - ◆ Retrofitted doors in Buildings A, C, D, L, T, V, AA, BB, DD, EE, GG and LL to allow for lockdown from within room.
        - ◆ Construction completed Spring 2017.
      - Phase II – Currently in design for all buildings not in Phase I.

**NEW BUSINESS (continued)**

• **CONSTRUCTION UPDATE (Medhanie Ephrem) (continued)**  
**Scheduled Maintenance Projects (continued)**

- Fiscal Year 2015/16 \$3,089,434 (State Funds & Measure LB)
  - Water conservation projects
    - Awarded design contract to HPI
    - PCC Campus Water Conservation Project (Submitted to DSA 2/3/17)
      - ◆ Southwest of Campus, Building HH and Building II.
      - ◆ Anticipated start of Construction end of Fall 2017.
    - LAC South Campus Water Conservation Project
      - ◆ Building O1 and Building O2 – Landscape and reclaimed water.
      - ◆ Building Z – Reclaimed water only.
      - ◆ Anticipated start of construction Fall 2017.
  
- **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.
      - Years 3, 4, and 5 have been combined to fund Year 3 projects.
      - Notice to Proceed issued to LBCC, June 2017.
      - 10 weeks for equipment submittal and procurement.
      - Installation targeted for Fall 2017.
      - All work to take place during the 3<sup>rd</sup> shift.
  
- **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 Executive Orders
    - District-Wide Net Zero Goal
  - IEMP will be integrated with the 2041 Facilities Master Plan
    - Future designs of buildings
      - 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 Spring 2018
  - Total project budget = \$211,944
  
  - Mrs. McDaniel asked what type of energy projects would be done for the IEMP. Mr. Ephrem responded the DLR Group will be making recommendations.

- **CONSTRUCTION UPDATE (Medhanie Ephrem) (continued)**
- **Campus Improvement Projects – Fiscal Year 2016/17 (Measures E & LB)**
  - Facility Advisory Committee Approved 2/22/17
    - Building HH – Artificial Turf for courtyard (\$100,000) – Procurement phase.
    - Building T – Room 1200 Replace carpet and paint (\$30,000) – Soliciting proposals.
    - Building R – Thermostat for gym heater (\$60,000) – Soliciting proposals.
  - Facility Advisory Committee Approved 4/19/17
    - Baseball field – Scoreboard replacement (\$130,000).
    - Building MM – Trailer removal (\$20,000) *Complete*
    - Building L – Replace basement Vinyl floor (\$13,000) *Complete*
    - CDC (LAC) – Replace carpet in classrooms and offices (\$16,000)
- **Current Construction Projects**
  - **LAC Building D 1<sup>st</sup> and 2<sup>nd</sup> Floors – Science Labs (Measure E)**
    - MSP Architects – Design Firm, T.B. Penick & Sons awarded construction contract.
    - 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, original estimated construction completion Fall 2017.
    - New estimated construction completion Fall 2018.
    - LBCC issued termination letter on 5/22/17. Working through process with Western Surety Company to get the project completed.
    - Total project budget = \$14,635,024
  - Mr. Ephrem explained the General Contractor for Building D was let go for non-performance. Ms. Gabel added the General Contractor had cash flow issues and didn't pay the sub-contractors which led to contractors not reporting to the job site. The District is now entering into a completion contract which will have the original contract completed at the originally agreed upon cost. Any costs that are over the original contract will be paid by the bond company, Western Surety.
  - **PCC Building QQ & RR - Electrical Program Relocation, Dyer Hall, Lifetime Learning Center Relocation (Measure E)**
    - HPI Architects – Design Firm, R.C. Construction awarded construction contract.
    - Building QQ (24,454 GSF) renovated for 5 Electrical labs, 3 classrooms, 9 faculty offices, Lecture Hall and Lifetime Learning Center.
    - Moving all functions of Building FF to Building QQ.
    - Construction started April 2016, estimated construction completion Summer 2017.
    - Building RR (7,667 GSF) renovated for the Electrical program's robotics labs with 2 electrical labs, 1 electrical machinery room and 1 workroom.
    - Currently working on building finishes and MEP trim out.
    - Substantial completion August 2017.
    - Total project budget = \$20,302,962

- **CONSTRUCTION UPDATE (Medhanie Ephrem) (continued)**  
**Current Construction Projects (continued)**

- **District Wide Security Monitoring System (Measures E & LB)**

- P2S Engineering – Design Firm, Pars Arvin awarded construction contract.
- Project started in October 2016, estimated construction completion Winter 2018.
- All underground utility rough-in work completed at LAC & PCC.
- PCC will have approximately 200 cameras installed.
- Design plan covers all exterior building entrances and heavy use areas.
- Maintenance and support assessment addressed during the design process. New staff position created based on assessment.
- Long Beach Police can view cameras in an emergency.
- LAC will have approximately 400 cameras installed.
- Total project budget = \$10,308,743

- Mrs. McDaniel asked what type of emergency would constitute the Long Beach Police Department to use the security monitoring system. Mr. Ephrem and Ms. Gabel stated that it could be used for an active shooter or live events like that; however, the District will not be monitoring the cameras in real time. The feed will be recorded and can be used later if needed for an investigation.

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

- Steinberg Architects – Design Firm, A&B Construction awarded construction contract.
- Occupants moved to swing space in Buildings M and N.
- Project will address ADA, classrooms, offices and MEP systems.
- Currently working on interior demolition, framing and MEP layouts.
- Construction started February 2017, estimated completion Fall 2018
- Total project budget = \$8,670,713

- **Upcoming Construction Projects**

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

- SVA Architects – Design Firm, Public bid to determine 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.
- Submitted design documents to DSA for review October 2016, DSA approval expected Summer 2017.
- Construction start Fall 2017, construction completion Fall 2019.
- Total project budget = \$24,629,548

- Mr. See asked if the funding for Building J included landscaping and exterior improvements for the community since it is so close to the neighborhood. Mr. Ephrem explained that the parking lot faces the community and there is landscaping for the front and sides of the building.

- **CONSTRUCTION UPDATE (Medhanie Ephrem) (continued)**
  
- **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.
    - Addresses ADA access issues, lighting and parking.
    - Anticipated construction start Spring 2019.
    - Total project budget = \$44,238,099
  
  - **PCC Parking Structure – P2 (Measure LB)**
    - HPI Architecture selected to prepare bridging design documents.
    - Design-Build delivery method.
    - Parking structure to address long term student and staff parking needs.
    - Parking structure to serve 500-600 vehicles.
    - To be located in parking lots 5, 6 and 8.
    - Design-Build Entity to be selected Fall 2017.
    - Total project budget = \$21,493,800
  
  - **LAC Building M – Multi-Disciplinary Classroom (Measures E & LB & Prop. 51 State Funding)**
    - First State funded project utilizing the Design-Build delivery method.
    - Started bridging documents and necessary surveys in 2017/18.
    - 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 office spaces.
    - This building will house Language Arts, Foreign Language, Computer and Office Studies (COS).
    - Anticipated construction start Fall 2019, construction completion Fall 2022.
    - Total project budget = \$70,164,781 (State funded = \$20,601,755)
  
  - Ms. Ursua asked if this was the District's first design-build. Mr. Ephrem explained the District has completed several design-build projects. This project will be the first state-funded design-build project.
  - Ms. Diggs-Jackson asked for clarification on the location for the new building. Mr. Ephrem described the placement of the building will be taking the place of Buildings M and N and the main doors will be facing towards the interior of campus, not towards Faculty Avenue.
  - Mr. See asked about the existing modular trailer next to project site and if it will be removed. Mr. Ephrem answered it has not been determined at this time.

- **CONSTRUCTION UPDATE (Medhanie Ephrem) (continued)**  
**Current Design Projects (continued)**

- **PCC Building MM – Construction Phase I (Measures E & LB & Prop. 51 State Funding)**
  - State budget approved funding for Preliminary Plans only during this fiscal year.
  - 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.
  - Anticipated construction start Fall 2019, construction completion Fall 2020.
  - Total project budget = \$19,679,951 (State funded = \$7,096,729)
- Ms. Greenwood inquired about the use of P3s (public private partnerships). Mr. Ephrem responded most of the projects are design-build or design-bid-build. Ms. Gabel added the possibility of using P3s would need to be on select projects for the District. Typically P3 projects are not used for the education arena.
- Ms. Diggs-Jackson asked about the naming of the buildings and if there was a plan to change the structure for naming a building. Mr. Ephrem responded PCC buildings have double letters while LAC has single letters.
- Ms. Diggs-Jackson asked about the new parking structure at PCC and if that structure would be available to the public. Mr. Ephrem responded the building is anticipated to have the structure similar to the LAC parking structure where members of the public can purchase daily passes for \$2.
- Ms. Ursua asked about roofing projects and if cool roofing materials have been used for energy efficiency. Mr. Ephrem confirmed cool roofing materials have been used where appropriate.
- Ms. Ursua inquired about the water conservation projects. Mr. Ephrem said LAC saves approximately one half of the amount of water it has used in the past. Water tolerant plants are also being used at this time.
- Mr. Moore asked if the door lockdown mechanisms have been added to the new buildings automatically. Mr. Ephrem replied that they are now a standard for new buildings.

- **CONSTRUCTION PROJECTS STATUS REPORT (Ann-Marie Gabel)**

*(Refer to “Construction Budgets and Plan as of May 31, 2017” handout) This document is on file with the Minutes.*

Ms. Gabel reviewed the report as it represents the status of the projects from the 2020 Master Plan for the 2008 Measure E bond and the 2041 Master Plan for the 2016 Measure LB bond. The report was developed in order to show if the projects are on-time and on-budget. This report provides an update from the original plan, where we currently are, and any projections.

- **BOND REFUNDING (Ann-Marie Gabel)**

Ms. Gabel discussed the upcoming Bond Refunding for a portion of the District’s Series B 2012 bond. This is in attempt to save taxpayers’ money in the repayment of the local bonds. A resolution will be presented to the Board of Trustees at the October meeting for their approval. The anticipated savings for taxpayers will be at least 5%.

## **OTHER**

- It was agreed to change the January 22, 2018, meeting to January 29, 2018.
- Ribbon Cutting Ceremony for Buildings QQ & RR on October 4, 2017, at 10:00 a.m.

**FUTURE AGENDA ITEMS**

- Performance and Financial Audits – Auditors at January meeting
- Annual Report
- Quarterly Expenditure Report
- Construction Update

**NEXT MEETING**

- January 29, 2018  
T-1100 (Board Room) at LAC

**ADJOURNMENT**

- Motion by Mr. See and seconded by Ms. Ursua to adjourn the meeting; the motion carried unanimously.
- The meeting adjourned at 7:06 p.m.

*Respectfully Submitted by:  
Stella Ursua, Secretary  
August 21, 2017*