



MT. SAN ANTONIO COLLEGE

REGULAR MEETING OF THE CITIZENS OVERSIGHT COMMITTEE

Tuesday, May 15, 2007

MINUTES

Prior to the regular meeting, Gary Nellesen, Director, Facilities Planning & Management, and committee members Don Sachs and Miguel Del Mundo toured the Music Expansion Project and the Student Services Center. Joining the tour was Randy Hartman, Vice President, Bovis Lend Lease.

CALL TO ORDER

The regular meeting of the Mt. San Antonio College Citizens Oversight Committee was called to order at 6:00 p.m. on Tuesday, May 15, 2007.

CITIZENS OVERSIGHT COMMITTEE MEMBERS PRESENT

Miguel Del Mundo	Marlen Garcia
Jim Grivich	Laurie Marshall
Sylvia Mendoza	Don Sachs

CITIZENS OVERSIGHT COMMITTEE MEMBERS ABSENT

Mei Lien Chang	David Fierro
Drexel Smith	Jackson Wen
Sally Wieck	

STAFF PRESENT

Christopher C. O'Hearn, President/CEO
Mike Gregoryk, Vice President, Administrative Services
Gary Nellesen, Director, Facilities Planning & Management
Randy Hartman, Vice President, Bovis Lend Lease
Diana Casteel, Executive Assistant to the President and Board of Trustees

GUESTS PRESENT

Rosanne Bader, President, Board of Trustees
Manuel Baca, Vice President, Board of Trustees

1. WELCOME

Chair Garcia welcomed Board of Trustees President Rosanne Bader and Vice President Manuel Baca.

2. APPROVAL OF MINUTES

It was moved by Don Sachs, seconded by Miguel Del Mundo, to approve the minutes of the March 13, 2007, meeting. Motion unanimously carried.

3. PUBLIC COMMENTS

None.

4. PRESIDENT'S REPORT

President O'Hearn said it was a pleasure to announce that, in recognition of his superior academic achievement, Committee member Miguel Eduardo Del Mundo has been named a Jack Kent Cooke Scholar in the Undergraduate Transfer Scholarship Program – the largest scholarship available to community college students. Of the 723 nominations received by the Foundation, Miguel is one of 51 students nationwide to be named a Jack Kent Cooke Scholar. Contingent upon continued high performance, he will receive a scholarship of up to \$30,000 per year to an accredited four-year college or university for the remainder of his undergraduate degree.

Mr. Del Mundo said he would not have received this scholarship without the support of the College.

5. CONSTRUCTION PROJECTS UPDATE

Gary Nellesen, Director, Facilities Planning & Management, provided the following update on phase 1 and 2 construction projects:

- *Science Laboratories – Project 1.* Basically, this project is complete. Roof access security gates will be installed over the summer break. The close out phase is expected to be completed by the end of May. The punch list is 90% complete and the DSA report is 95% complete.
- *Math and Science Classroom Building – Project 17i.* Construction began on March 19, 2007. Overexcavation is approximately 40% complete. We expect to have a certified pad next week. The project is slated for a September 2008 completion.
- *Agricultural Sciences – Project 5.* This is a five-building complex. Global Geotech performed additional soil testing to confirm seismic factors to be utilized by the structural engineer, since DSA questioned their earlier submittal suggesting the use of higher seismic factors due to the proximity of the project site to the San Jose fault which, according to DSA, is currently active. The architect is waiting on results and comments back from DSA on this issue before they can obtain approval. Final approval is expected by the end of May. Anticipated time for this project to go out to bid is the end of June.

- *Backbone Infrastructure for Agricultural Science – Project 17e.* Phase 1 is underway having rerouted/installed sewer and manholes, gas lines, telecommunication duct banks and electrical duct banks in and around the future site of the Agricultural Science Complex building. A water line has also been installed, tested, and inspected. A selected area for Phase 2 is set to start next Monday.
- *Child Development Center – Project 6.* This project is also impacted by the California Geological Survey discrepancy. If the College has to build to a 30% greater standard than current requirements, costs will increase significantly. This project has been put on hold pending future Bond funding.
- *Remodel Classroom Buildings 7, 11, 26 – Project 7.* Building 26 A/B is on schedule for completion in September 2007. Building 7 construction has encountered some challenges due to change of scope and contractor performance issues. Bovis Lend Lease is working on that.
- *Design Center – Project 10.* This project is co-funded with state dollars. There is concern that the seismic factors mentioned in earlier projects may apply here as well. Preliminary plans have been submitted to Sacramento.
- *Baseball/Softball Restroom Buildings – Project 11.* This project will be bid this summer.
- *Student Services Center Renovation – Project 13.* This project is a little behind schedule. It is important that moving of staff in and out of this building be scheduled around the academic calendar in order to provide the best service to students. If we aren't able to move staff in prior to the beginning of the fall semester, we may want to hold off until a month into the semester so students are not impacted.
- *Music Expansion – Project 17g.* First floor painting has started and the exterior brick is also underway. Drywall on the upper level is at 75% and HVAC on the second floor is continuing.
- *Bonita/Walnut Intersection Improvement – Project 17e.* The project is completed and the punch list is underway.
- *Founders Hall – Project 17f-11.* The project is substantially complete. A punch list job walk has been conducted and it is anticipated that this work will end next month. The remaining key outstanding items to be completed are stone work around windows and door openings.
- *Building 23 Renovation and Data Center Addition – Project 23H.* The current Information Technology Department is located in a building built back in the 1930s. While it was originally planned to renovate the building, it failed to meet even the most basic seismic requirements. It was determined that it would be more efficient to build a permanent building. Phase 1 of this renovation and addition is complete and contractors are working on punch list items. Public Safety has moved to its new space.

Chair Garcia asked for more information on the seismic situation facing the College. Mr. Nellesen said the district's efforts to argue the point have been unsuccessful. He will be going to Sacramento on May 24 for one last try. Mr. Nellesen said he would present

information to the Committee at its next meeting on how this will impact the College's projects financially.

Committee member Grivich said he has some knowledge in this area and would be interested in reviewing the materials the state is using to justify their position. He will work with Mr. Nellesen personally on this.

6. **MARKETING UPDATE/COMMUNICATION PLAN**

CB Brown, Director of Marketing and Communication, provided Committee members with an update on communication that has been shared related to the Bond Measure as well as what we are currently preparing.

Mr. Brown's first handout was entitled "Measure R Bond Project Communication" and included samples of key communication pieces generated to promote the progress of the construction effort at Mt. SAC over the years. It included newspaper clippings, employee newsletter articles, excerpts from the Mt. SAC annual reports, and advertising appearing in newspapers and the Schedule of Classes, which is distributed to a quarter of a million residences within the district three times a year.

This year the College has decided to do an official stand-alone piece that will be hand-delivered to over 240,000 residences along with the Schedule of Classes. This Bond construction annual report will be entitled "The Mt. SAC Promise ... Building for our future!" It will be divided up into the following sections:

- **Measure R: The Mt. SAC Promise**
This section will remind residents what they voted for and why the measure was needed.
- **The Promise: signed, sealed and delivered!**
This section will be a message from President O'Hearn and Citizens Oversight Committee Chair Garcia stating what we promised to do and where we are in completing the promise. It thanks those who supported us and also mentions the Citizens Oversight Committee's diligence in keeping the College accountable.
- **Viewing the Promise**
This section lists all the major projects that have been completed, are currently being constructed, or are planned to be built. Mr. Brown distributed a sample of this section for Committee members' review. Pictures of new/renovated buildings are included along with the year it was completed and the cost of the project.
- **Continuing the Promise: Next Steps**
In spite of escalating costs that no one could have foreseen, this section lays the groundwork for possibly another bond which would allow us to finish the projects listed in Measure R as well as address other areas of need on campus.

- **Keepers of the Promise**
This section will include a listing of Citizens Oversight Committee members, the Board of Trustees, and project oversight team members. Committee member Marshall suggested that the names of past Citizens Oversight Committee members should also be included in this section as a thank you for their work in past years.

Committee member Grivich said he is very satisfied with all the documents and reporting related to existing projects but is a little concerned about future projects. He would like to see more information about what analysis led the College to the decision that we needed these projects. He thought what had been presented to the Committee in the past reflected more of a wish list. Mr. Gregoryk said he would bring information back to the Committee. The biggest part of future projects would be completing projects in Measure R that were not completed because of escalating costs.

Committee member Sachs said he understands the obligation of the Citizens Oversight Committee related to its fiduciary responsibility and is very pleased to see how much the College has been able to accomplish.

President O'Hearn said the Board of Trustees has not made a decision about a potential future Bond measure.

Chair Garcia said Committee member Drexel Smith had work obligations and was unable to attend the meeting. She asked Committee members if they had reviewed the letter requesting that we have "Communication Plan" as an ongoing agenda item.

Committee members discussed various means of communicating, both internally and to the community. It was suggested that this item be discussed further when Committee member Smith is present.

7. NEXT MEETING

The next meeting will be held on Tuesday, August 7, at 6:00 p.m., in Founders Hall. A tour will be scheduled at 4:30 p.m., for those interested in attending. Chair Garcia thanked committee members for their willingness to volunteer on this very important committee.

8. ADJOURNMENT

It was moved by Don Sachs, seconded by Jim Grivich, to adjourn the meeting at 7:00 p.m. Motion unanimously carried.

CCO:dc