



EL CAMINO COLLEGE
Office of the Vice President - Administrative Services

MINUTES OF THE
CITIZENS' BOND OVERSIGHT COMMITTEE MEETING OF
July 21, 2021

The Citizens' Bond Oversight Committee met at 3:32 p.m. on Wednesday, July 21, 2021 via Teleconference Call.

The following Oversight Committee Members were present, Lou Bahar, Laurie McCarthy, Karina Ramirez, Gino DiGregorio, Chris Taylor and Dr. Don Brann was absent.

Also present was Dr. Brenda Thames, Dr. Ann Tomlinson, Jorge Gutierrez, Jeff Hinshaw and Kerri Webb.

Welcome New Member

Dr. Brenda Thames Superintendent/President, Dr. Ann Tomlinson, the interim Vice President of Administration Services, Karina Ramirez, Student Representative and Kerri Webb, Director of Communications were all introduced to the committee.

Public Comment:

Minutes of the Citizens' Oversight Committee Meeting of March 17, 2021:

It was moved by Laurie McCarthy and seconded that the CBOC approve the minutes of March 17, 2021. Committee member Ramirez, Bahar, McCarthy, Taylor and DiGregorio voted yes. Motion carried.

Measure "E" Agendas:

Jorge Gutierrez reviewed the following information from the Measure E section of the March, April, May, and June Board of Trustees' agendas.

March 15, 2021

- 7.10 Contract – Leighton Consulting, Inc. – Construction Tech Building Project – will provide geotechnical laboratory testing, earthwork observation and density testing, project management, compacted fill report, daily report and project closeout.
- 7.11 Contract – Leighton Consulting, Inc. – Baseball Field Improvement Project – will provide geotechnical laboratory testing, earthwork observation and density testing, project management, compacted fill report, daily report and project closeout.
- 7.12 Change Order #1 – Garza Construction – Accessibility Pathway Improvements – Phase 1 – Item was unforeseen condition, need to provide additional 3 inches of concrete covering a 2,500 sq. ft area.
- 7.13 Measure E Category Budget and Balances
- 7.14 Measure E Purchase Order (PO) and Blanket Purchase Order (BPO)
- 11.1 Notice of Completion – Tilden-Coil Contractors – Pool/Classroom Building - completion of project and authorize final payment of the work.
- 11.2 Baseball Field, Field Safety Netting & Construction Technology Building Construction DSA Project Inspector of Record (IOR) – Sandy Pringle Associates, Inc. – award of DSA project inspector of record.
- 11.3 Contract – CABD Construction, Inc. – Baseball Field Netting and Construction Technology Building Construction Projects - to renovate the Baseball Field including safety netting and restrooms.
- 11.4 Contract – FieldTurf USA, Inc. – Baseball Synthetic Field - entering a contract with FieldTurf USA, Inc. for synthetic field turf for the Baseball Field renovations.

15.1 Bond Project Status Report – update provided on all current bond projects.

April 19, 2021

- 7.15 Contract – Atlantic Relocation – Student Activities Relocation and the Bookstore Café – remove all furniture and contents from the basement area of the Communications Building and Manhattan Café to storage areas within the campus.
- 7.16 Contract – Smith Emery Laboratories – Bookstore Café and Student Activities Relocation Projects - provide special inspection services for concrete/rebar/anchorage, structural steel, geotechnical/soils and material testing. In addition, they will prepare the required Final Report and closeout documents
- 7.17 Measure E Category Budget and Balances
- 7.18 Measure E Purchase Order (PO) and Blanket Purchase Order (BPO)
- 11.1 Notice of Completion – ACCO Engineered Systems – Central Plant Recommissioning Project – completion of project and authorize final payment of the work.
- 11.2 Change Order – Public Agency Law Group
- 11.3 Contract – Knowland Construction Student Activities Relocation and Bookstore Store Café - awarding a contract for the renovation of the basement area of the Communications Building to house the Student Activities Program of and the renovation of the Manhattan Café located on the first floor of the Bookstore Building.
- 11.4 Construction Management Services Task Orders – Demolition of BSS/Arts Complex and the Music Building - award the task order to Element Consulting, Inc. for Construction Management Services relating to the demolition of the BSS/Arts Complex and the Music Building.
- 11.5 Contract – Caltec Corp. – Student Activities and Bookstore Café Projects - process of building a new Student Activities Center and a new Café. Although these are two unrelated projects, they are combined into a single contract for efficiency and to advantage of the pricing.

May 17, 2021

- 7.19 Measure E Category Budget and Balances
- 7.20 Measure E Purchase Order (PO) and Blanket Purchase Order (BPO)
- 10.1 Adopt Resolution #05-17-2021A - Resolution requesting Board of Supervisors of the County of Los Angeles to establish tax rate for bonds of the El Camino Community College District expected to be sold during fiscal year 2021-22, and authorizing necessary actions in connection therewith. The Resolution further authorizes the District officials to file a certified copy of the Resolution with the Board of Supervisors of the County and to deliver copies of the Resolution to the Auditor-Controller and Treasurer and Tax Collector of the County. Adoption of this Resolution is necessary to ensure that property taxes are levied during fiscal year 2021-22 for the payment of the Bonds. The Bonds are expected to be sold during Fiscal Year 2021-22 in the estimated amount of \$60 million.
- 11.1 Contract – DLR Group – Architect Services for the Demo of the existing Behavioral Social Science and Arts Buildings - scope of services will include site analysis, drawings and specifications, DSA submittal, bid phase, and construction administration. The demolition of the existing Behavioral Science and Arts Buildings is in preparation for the construction of the new Music Building.
- 11.2 Amendment – DLR Group – Music Building Project - This Amendment No.2 to the Agreement adjusts DLR's contract price from \$3,564,000 to \$4,946,882 to reflect a contract of 7.94897% of the updated \$62,233,000 construction cost It is recommended that the Board approve this Amendment No. 2 to the Agreement

June 21, 2021

- 7.20 Measure E Purchase Order (PO) and Blanket Purchase Order (BPO)
- 7.21 Measure E Category Budget and Balances
- 10.1 AS - Resolution No. 06-21-2021A – Resolution of the Board Of Trustees of the El Camino Community College District, authorizing the issuance of El Camino Community College District (Los Angeles County, California) Election Of 2012 General Obligation Bonds, Series 2021D, and actions related thereto
- 10.4 Contract – Facilities Master Plan Services - The current Comprehensive Master Plan (CMP) covers the period of 2017 to 2022 and includes, among other things, the Facilities Master Plan. Due to the expiration of the CMP, the Facilities Master Plan (FMP) needs to be updated for the next five (5) year term. A consultant will be need to prepare the FMP to cover the period 2022 to 2027.
- 10.7 Five-Year Construction Plan 2023-2037 - As required by the Community College Construction Act of 1980, the El Camino Community College District is submitting its 2023- 2027 Five-Year Construction Plan and associated documents to the California Community Colleges Chancellor's Office. The Plan provides a list of proposed capital construction projects including those supported by Measure E.
- 11.1 Contract – tBP Architecture – Student Health/Wellness Center Project - A space assessment of the existing Student Health Center was conducted for expansion purposes. Based on this assessment, there was limited space available to expand the Center to support needed Health and Wellness related programs for students. As a result, an alternative site was identified to build a new, larger Center.
- 15.2 Bond Project Status Report - update provided on all current bond projects.

Scheduled Future Meeting for 2021 @ 3:30pm

- November 17th

Open Discussion

- **Question:** *Committee members asked the dollar amount of the drawn down of the new bond sale amount*
Answer: \$60 million
- Committee members made a note that there was lot of construction going on campus and that they are looking forward to the grand opening of the new Administration Building as well as the new Pool Complex. They have missed coming to campus to see the progression of the bond projects.

Adjournment:

It was moved by Laurie McCarthy and seconded by Lou Bahar to adjourn the July 21st meeting. The meeting adjourned at 4.25pm.

PURPOSE: To inform the public concerning bond revenue expenditures and to actively “review and report” on the expenditure of these funds. (Ed. Code sec. 15278(a))