

**VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
Board of Trustees**

**Board Construction Subcommittee
September 10, 2002**

Meeting Notes

CALL TO ORDER: Robert Gonzales, Allan Jacobs, J. Handel Evans, John Stephens,
Diane Stephens, James Walker, Bill Studt

Cmdr. Gonzales called the meeting to order at 12:25 p.m.

PUBLIC COMMENTS ON AGENDA ITEMS:

None

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1. Update on Projects

A. Oxnard College – Project #29390: Roof Restoration of Learning Resource Center

This roof restoration project will be going out to bid on Tuesday, October 8. The Purchasing Department is handling the bids on these types of smaller projects. Dr. Jacobs asked if this was a flat-roofed building, which it is. He made the suggestion that consideration be given to the necessity of constructing flat-roofed buildings in the future in light of our negative experiences with them.

B. Moorpark College - Project #19058: Learning Resource Telecommunications Center, Substitution of Subcontractor

Sometimes after a construction contract has been awarded, a listed subcontractor cannot meet the terms of the contract, necessitating a change. These changes must be addressed in a timely manner to avoid delay. In this case, the listed subcontractor could not produce the required bond. At the August Board Construction Subcommittee meeting, this item was discussed. The Office of Capital Planning, Design and Construction asked for approval to go ahead with these subcontractor substitutions where no cost is involved, and then report the change at the next meeting.

2. Contracts

A. Moorpark College – Project #19058: Learning Resource Telecommunications Center

This item presents a contract for Fugro West to provide geotechnical soil testing services, not included in the bid. This type of testing is routine,

common and necessary to build a building. The cost is included in the project.

B. Ventura College – Aerial Topographical Mapping

Topographical mapping of Oxnard College and Moorpark College has already been done. The contract is for the same aerial topographical mapping of Ventura College. This information is essential before anything is built on the property. Mr. Evans noted that the price of this contract is reasonable, and the campuses will be receiving copies of the information on CD's, as well as in paper formats.

C. Ventura College – Project #39066: Learning Resource Center

FTR International is the general contractor for the Learning Resource Center project. Mr. Stephens reported that all appears to be going well to date.

D. JCM Group

Due diligence - We have contacted three persons for references: a former government official, a current School Superintendent and client, and an experienced campus architect and planner who have employed JCM Group on numerous occasions. In all cases, the JCM Group was given high overall marks. They received highly complimentary comments regarding their professionalism and expertise. Of particular interest was high praise for their attention to the needs of their clients with particular notice of their understanding of the political milieu, which often swirls around the expenditure of public money. The firm has been used frequently as a "check" on the professional competence of other firms and individuals and has been commissioned several times to undertake scheduling and cost analysis of projects undertaken by others. They are deemed competent in dealing with both public and private clients with specific emphasis on education.

E. HE Consulting, Inc.

This contract presents the approval of J. Handel Evans as Program Director for the Measure S Capital Construction Program. Dr. Walker praised Mr. Evans and highly recommended him for this position.

3. Other

Mr. Evans informed the committee that he would like to add "Old Business" and "New Business" items to the next agenda. He plans to send a monthly transmittal to the full Board reporting on bond issues and asked for permission to begin reporting on these issues today.

A. Environmental Consulting Services – Statements of Qualifications (SOQ's) have been received; there were 22 responses. The firm that is chosen will be paid exclusively out of the bond money.

- B. OC Student Services Building Update** –There continues to be concern in the occupancy of this project. As with many such issues, it is difficult to fully recognize the reasons for the delays. In an effort to fully understand the situation and to establish a schedule with which there will be an acceptable comfort level, meetings have been held with the architect and the contract manager for the project. These discussions have led to the decision to hire an expert in scheduling and contract resolution on a short-term basis. The person is now at work, and his findings will be shared with the appropriate District officials and the Board Construction Subcommittee.
- C. Architects** – There are 85 architectural firms that have submitted an SOQ. The screening process is underway. At the appropriate time, the names of about six firms will be forwarded to each campus interview committee. An architectural firm will be hired for each specific project, according to the company's expertise. Dr. Jacobs mentioned that, as past practice, the Board had approved the hiring of architectural firms. Dr. Walker suggested that perhaps a Board member of the Subcommittee might want to participate in the interview process, but in any event, final appointments would be brought to the Board.

The meeting adjourned at 1:22 p.m.