

**VENTURA COUNTY COMMUNITYCOLLEGE DISTRICT**  
**Board Construction Subcommittee**  
**June 28, 2005**

**Meeting Notes**

**PRESENT:** Trustee Mary Anne Rooney, Trustee Bob Huber, James Meznik, Handel Evans, Mary Anne McNeil, Ken Bailey, Les Dickey, Ray Di Giulio, Chris Cardell, Terry Cobos, Vic Belinski, Eva Conrad, Diane Stephens

**CALL TO ORDER:**

The meeting was called to order at 5:35 p.m. Item A was reordered to the beginning of the agenda.

**PUBLIC COMMENTS ON AGENDA ITEMS:**

None

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**Purchasing/Business Services**

**1. Award of Bid 266, Exterior Guard Railing for Ventura College Learning Resource Center**

This item presents for approval the award of Bid 266, Exterior Guard Railing for Ventura College Learning Resource Center, to the lowest responsible bidder. This project was originally advertised in April; however, there was no response. This is a re-bid and the project must be completed for safety reasons. The estimated cost is \$15,000 to \$20,000. Recommended for approval.

**2. Approval of RFP 264, PBX Project Management Services Contract**

This item presents for approval the award of a contract to Prism Technology Group for the PBX Project Management Services of the PBX Replacement Project. This is a professional service and, as such, was not required to be bid; however, an RFP was issued. Three firms attended the job walk, and only two submitted proposals: Prism Technology Group, located in Ventura County, and PlanNet, located in Orange County. This PBX project will require constant on-site supervision, which Prism Technology is able to provide. Discussion followed concerning Board Policy Manual, Section D "Goods or Services Provided by Employees." The trustees requested that this item be changed to an Action item and that a copy of the pertinent Board Policy Manual section be attached. Mr. Evans will inform the trustee members of the Board Policy Subcommittee that this will be discussed. Recommended for approval.

Discussion continued regarding another request to issue a separate contract to Prism Technology for producing a Communications Infrastructure Standards

Document. An RFP was issued and three firms responded. The trustees requested that this request be written up as a separate Board action item for the July 12 meeting. (Note: This would normally have been discussed under the Measure S section of this agenda; however, because Prism Technology was already being discussed, this item was a logical continuation.)

**3. Approval of a Contract with Scottel Voice and Data, Inc. for the PBX Phone System Replacement**

This item presents for approval a contract, not to exceed \$1,103,000, to Scottel Voice and Data, Inc. for the PBX Phone System Replacement project. A protest was received from NEC Unified Solutions regarding this bid, but it apparently has no validity; however, a legal opinion will be obtained. Recommended for approval.

**Capital Planning, Design and Construction**

**A. Approval of Schematic Design Drawings for the Advanced Technology Center/General Purpose Classroom and the Health Science Center at Ventura College**

This item presents for approval the schematic design drawings for two projects at Ventura College that are both under contract with the same architect, Leo A Daly, for design and bidding. Concerns expressed included graffiti removal, visibility of the air conditioning units, and whether the colors match the campus master plan. Recommended for approval.

**B. Approval of Schematic Design Drawings for the EATM Facility at Moorpark College**

This item presents for approval the schematic design drawings of the new EATM Facility at Moorpark College; however, the architects were not able to attend this meeting and wish to personally make the presentation of the final drawings to the Subcommittee. President Conrad and Mr. DiGuilio noted that the architects have been very responsive to the suggestions from the campus, have worked diligently to preserve the project within the present budget constraints, and the campus has been very satisfied with their work. In the interests of time, the trustees suggested that the architects meet with them one day next week to review the final schematic design drawings before the Board meeting. Mr. Evans will coordinate such a meeting.

**C. Approval of Contract to JCM Group to Manage the Design and Construction of the Public Restrooms/Office/General Storage Facility at Oxnard College**

This item presents for approval a \$5,000 contract to JCM Group to manage the design and construction of the Public Restrooms/Office/General Storage Facility to be used primarily for the weekend community markets, which are held on the Oxnard College campus. Recommended for approval.

**D. Approval to Proceed with the Design of the Public Restrooms/Office/General Storage Facility at Oxnard College**

This item presents for approval permission to proceed with the design of the Public Restrooms/Office/General Storage Facility to be used primarily for the weekend community markets, which are held on the Oxnard College campus. Recommended for approval.

**E. Approval of Contract for the Improvements to the Information Technology Area in the LRC Building at Oxnard College**

This item presents for approval a contract with the lowest responsible bidder for the improvements to the Information Technology area in the LRC Building at Oxnard College. Bids close on Thursday, July 7, 2005; therefore, the name and bid amount will be read into the minutes at the July 12 Board meeting. Recommended for approval.

**F. Approval of Contract with BTC Labs to Provide Inspector of Record Services for the Track and Field Renovation at Oxnard College**

This item presents for approval a contract with BTC Labs in the amount of \$39,600 to provide Inspector of Record (IOR) services for the Track and Field Renovation project at Oxnard College. Recommended for approval.

**G. Acceptance of Change Order Summary Report for Capital Projects**

This item presents for approval the Change Order Summary Report for Capital Projects. Mr. Evans discussed the progress being made with Bernards Bros. on the completion of the Moorpark LRTC. The dedication on this building is scheduled for September 9.

**Report on Measure S**

**1. Report of Measure S Bond Expenditures (under \$25,000)**

The report of Measure S Bond Expenditures under \$25,000 was reviewed and discussed.

**2. Moorpark College – Environmental Impact Report**

The EIR is now available for public review, awaiting comments. The Moorpark College Master Plan and the EIR should be ready for presentation to the Board at its September meeting.

**3. North Park Memorandum of Understanding**

President Conrad noted that the campus was comfortable with this draft MOU. However, the District's legal counsel has not reviewed it yet. A copy will be forwarded to the Board members who have not seen it, along with a transmittal stating that it has not been reviewed by legal counsel.

**4. Santa Paula Center**

Mr. Evans reported that he is meeting with Wally Bobkiewicz, Santa Paula City Manager, and Harold Edwards, CEO of Limoneira, on June 29 regarding the land acquisition for the Santa Paula Center. Mr. Evans briefed the committee on the concerns expressed at the Latino Town Hall by the Santa Paula Superintendent of School, Mr. Gomez.

**5. Landscaping – North Parking Lot at Oxnard College**

Mr. Evans shared an informative letter from the landscape architect for this project regarding the plan for landscaping on Rose Avenue. Trustee Rooney requested that Mr. Evans inform Mayor Holden of this landscaping plan.

**Other**

Next meeting: July 26, 5:15 p.m. DSC conference room

**ADJOURNMENT**

The meeting adjourned at 7:30 p.m.