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YUBA COMMUNITY COLLEGE DISTRICT  
**Citizens' Bond Oversight Committee**  
Yuba College, District Board Room  
4:00 – 5:15 p.m.  
Tuesday, August 10, 2010

**Minutes**

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<b>MEMBERS</b>	Eleanor Mackensen, <i>Chair</i> , Dr. Ernest Garcia, <i>Vice Chair</i> , Marc Boomgaarden, Dr. Thomas Hewlett (via Tandberg at Clear Lake Campus), Jeff McCallum (via Tandberg at Woodland Community College), Cynthia White
<b>MEMBERS ABSENT</b>	None
<b>DISTRICT</b>	Dr. Nicki Harrington, <i>Chancellor</i> , Al Alt, <i>Vice Chancellor Administrative Services</i> , Dr. Adrian Lopez, <i>Director, Public and Governmental Relations</i> , George Parker, <i>Director Facilities Planning</i>
<b>AECOM</b>	Craig Fernandez
<b>GUESTS</b>	George Cheso, Governing Board, Student Trustee, Andrea Cheso and James White

**Agenda Item 1 – Call to Order and Attendance**

Ms. Mackensen called the meeting to order at 4:05 p.m.

**Agenda Item 2 – Public Comment**

Ms. Mackensen announced that due to a conflict with final sound acoustic testing in the Theatre that requires the building to be completely quiet, the tour of the first completed Measure J Program project scheduled for today has been canceled. Ms. Mackensen distributed the revised agenda to all attendees.

**Agenda Item 3 – Approval of the February 2, 2010 and May 11, 2010 Minutes**

Motion was made by Dr. Garcia and seconded by Cynthia White to approve the February 2, 2010 minutes.

Motion was made by Dr. Garcia and seconded by Marc Boomgaarden to approve the May 11, 2010 minutes.

**Agenda Item 4 – YCCD CBOC 2008-09 Annual Report to the Community**

Dr. Lopez shared that one of the duties of the CBOC is to distribute a district-wide Annual Report to the Community. The Audit was reviewed in February 2010, receiving Board of Trustees approval at its March 2010 meeting. The Annual Report draft was reviewed by the Committee Chair/Vice Chair who is bringing this item back to the committee for approval. Ms. Mackensen asked the committee to review the report presented and forward any minor edits to Dr. Lopez.

Motion to accept the CBOC Annual Report to the Community was made by Mr. Boomgaarden, seconded by Dr. Garcia, pending any minor edits received.

**Agenda Item 5 – Presentation by DPR Construction Inc.**

At the May 11, 2010 CBOC meeting, David Downey, Preconstruction Program Manager with Sundt Construction, Inc., presented the Lease-Lease Back Procurement Process for Subcontractor Outreach for the Health and Public Safety Building project.

Nils Blomquist, Preconstruction Manager with DPR Construction, presented to the committee the Lease-Lease Back Subcontractor Procurement and Outreach – Increment #1 for the Sutter County Facility. The project is set to begin Fall 2010.

DPR's local advertising/subcontractor outreach procurement process includes: (1) publications in the local newspaper, (2) Daily Pacific Builder, (3) Nevada, Placer and Sacramento Counties Builders Exchange and the Valley Contractor Exchange, (4) town hall meetings for Increment 1 and 2, and (5) database with over 1,000 in 530/916 area codes.

Mr. Blomquist noted that the subcontractor bidding process for Increment 1 (site work) will begin August 2010 with eighty seven percent located within a sixty mile radius with Increment 2 (building construction) scheduled to begin January 2011. The construction phase for Increment 1 is slated to begin between September-November 2010 with Increment 2 commencing Spring 2011.

Mr. Parker added that DPR has done an outstanding job pursuing local vendors for this project. Mr. Blomquist added that they will see more local vendors (subcontractors) bidding this project.

#### **Agenda Item 6 – Vice Chancellor's Report**

Vice Chancellor Alt reported that Mr. Juan Cervantes is no longer a YCCD Student and therefore can no longer serve on the committee. As stated in the CBOC bylaws, "One (1) student enrolled and active in a community college support group, such as student government". Mr. Cheso has formally submitted his interest to serve as the YCCD student representative for the CBOC. Mr. Cheso stated in his application that he is employed as a tutor at Yuba College. VC Alt is verifying his eligibility to serve on the committee.

Mr. McCallum's committee term expires August 2010. As Mr. McCallum is eligible for reappointment, he may serve a second term of two years if agreed and upon Board approval. Dr. Garcia and Mr. Boomgaarden committee terms expire November 2010. As stated in the bylaws, "No member may serve more than two (2) consecutive terms". Replacement will be appointed by the Board of Trustees as per the Bylaws.

#### **Agenda Item 7 – Presentation by Craig Fernandez, AECOM**

Mr. Fernandez presented to the committee The Project Chronicle, a project progress slide show that includes the Colusa County Outreach Facility, WCC, Building 700 – Student Services Center, WCC, Building 400 – Performing Arts Theatre, YC and the PE Complex – Athletic Fields, YC, highlighting the progress of each project from beginning to current status. All projects are LEED certified.

#### **Agenda Item 8 – Measure J Bond Project Status Report**

Craig Fernandez, AECOM Program Director, presented a Project Activity Summary on the following Bond projects:

##### Yuba College

- J-01, Sutter County Facility, Educational Component – The design development increment 1 (site work) has been submitted to DSA. Increment 2 (building) continues.
- J-02 Building 100A; J-03 - Building 100B; J-04 - Building 200; J-05 - Building 300; J-13 - Building 1100 – The reason these projects are lumped together is that one building impacts another as these buildings are the primary core of the campus and are at various construction phases. There is 1 User Group for these projects. Project J-02, Building 100A, J-02 staff will be moving to Sutter County upon completion of the Educational Facility. Building 300 kitchen renovation to begin summer 2011. Building 1100 project is a State-funded project and has been approved.
- J-06, Building 400 – Project closeout. Yuba College will hold Convocation August 11, 2010 in the building.
- J-07 – Building 500 – This project has been combined with J-09. This project will not be funded by State funds and will proceed with the design phase in the fall 2010.
- J-08 – Building 600 – The project has been combined with J-21. Final determination of the scope of work for Phase II (looking at the need to fulfill ADA requirements).
- J-09 – Building 700 – The project has been combined with J-07. Project is still on hold pending state funding.

Building 800 was a previously state funded project that has been completed. With Measure J funds, approximately \$800K has been allocated for building renovations.

- J-11 – Utilities – Fire Water Distribution System. Construction began summer 2010. The project will include extra fire water pressure to the campus. Construction to branch off the main system will continue for the next eight months.
- J-14 – PE Complex – This is a two phase project.
  - Phase I, Outdoor Athletic Complex – Construction continues.

- Phase II, Gymnasium – DSA approved project.
- J-21 – Student Services – Project complete.
- J-25 – Health & Public Safety Building – Work on project will be in three increments:
  - Increment I – Site work, East parking lot and campus walk areas. The East parking lot project continues. Campus walk has been submitted to DSA for approval.

Dr. Harrington shared that the area has been a comingling of buses, cars, staff, students and children. The campus walk will provide a safe way for students traveling from the bus stop to the campus core. The possibility of continuing the campus walk to the West Parking Lot was discussed, but is not planned at this time. Both the campus walk and the parking lot are scheduled for completion by August 16, 2010, the first day of instruction.

- Increment II (building) – Construction to begin late summer 2010 after Increment I has been completed.
- Phase III – Fire Tower – Construction to begin late summer 2010.

Yuba College – Clear Lake Campus

- J-32 – Student Services – Schematic Design complete. The District continues final negotiations on the site acquisition.

Woodland Community College

- J-35 Building 700 – Project complete.
- J-39, Buildings 100, 300 & 400 – Increment I (roof) pending DSA approval. Increment II (renovation) construction documents continue.
- J-42 – Colusa Outreach Facility – Project completion deadline is scheduled December 2010.

District

- J-01 – Sutter County Facility – Design for Increment 1 (site) submitted to DSA for approval. Increment II (building) design development continues.
- J-30 – Technology/Telecoms/Security Systems – These areas support all projects.

**Agenda Item 9 – Announcement/Committee Comments**

Ms. White shared that she received a call from a Colusa County Supervisor who reported concern over Measure J budget being moved. VC Alt shared that the Colusa project has been inflated by \$3M, including land acquisition and expanding two classrooms to four.

Dr. Harrington added that the total Measure J Bond Program budget is \$190 million dollars. The District is half way through the Program. One-third of the projects is either, (1) in the design phase, (2) construction phase or (3) complete. The current economy is excellent for construction cost savings. Each project has a User Group that adheres to the project scope and budget. Mr. Fernandez added that the Theatre (Bldg 400) landscape budget has been reduced. With less staff, there is not enough time to maintain the grounds due to the reduction in operating costs. The focus is on our students and their learning environment. The District has planned for a long-range planning process in place.

Mr. James White questioned the \$1.7M variance in J-42, Colusa County project. Dr. Harrington stated that the Colusa County Board of Supervisors approved \$600,000 land donation for infrastructure/improvements. The District’s desire was to have the land donated, but the budget needed to be augmented to purchase land. Mr. Fernandez added that there is an ongoing review of each project budget. Furniture, Fixtures and Equipment (FF&E) budget is also assigned to each project. Every project in the Measure J Program will be delivered, with budget fluctuating throughout design and construction as costs change.

Mr. White also questioned the Bond budget increasing from \$190 million to \$237 million dollars. Mr. Fernandez clarified those dollars on the budget sheet that were listed under state and other funds, not part of the Measure J bond funds.

**Agenda Item 10 – Next Meeting Date**

The next CBOC meeting is scheduled to be held on Tuesday, November 16, 2010 at 4:00 p.m. in the District Board Room, Yuba College.

**Agenda Item 9 – Adjourn**

Ms. Mackensen adjourned the meeting at 5:15 p.m.