

Yosemite Community College District

**Measure E Citizens' Bond Oversight Committee Meeting Minutes**

YCCD Board Room  
April 6, 2011, 6:00 p.m.

---

**Members Present:** James West, Lee DeLano, Mike Sharif, Matthew Rollicheck, Lyndi Love, Jeff Phillips, Verle Bartels, Frank "Del" Hodges, Mark Heinzinger

**Members Absent:** Billie Taylor

**Others Present:** Matt Kennedy, Mark Newton, Teresa Scott, Nick Stavrianoudakis, Gary Whitfield, Deborah K. Campbell, Carmen Fernandez, Tammy Firch, Graciela Molina (recorder)

Prior to the regular meeting, new members of the Citizens' Bond Oversight Committee and Vice Chair Hodges attended a new member orientation provided by Executive Vice Chancellor Teresa Scott, Controller Deborah Campbell, and Director of Public Affairs Nick Stavrianoudakis.

**1. Call to Order**

Citizens' Bond Oversight Committee (CBOC) Meeting was called to order by Vice Chair Frank "Del" Hodges at 6:00 p.m. in the YCCD Board Room.

**2. CBOC Membership – Introduction of New Membership**

CBOC membership introduced themselves. New membership included Mark Heizinger (At-Large), Lee DeLano (Business Organization), Mike Sharif (MJC Student), Matthew Rollicheck (At-Large), Lyndi Love (At-Large), and Jeff Phillips (At-Large). James West will continue to serve as College Support Organization Representative until the position is filled.

**3. Election of Chair and possibly Vice Chair**

A nomination to appoint Frank "Del" Hodges as Chair of the CBOC was made and accepted by the membership. A call for nominations for the positions of Vice Chair was made and Matthew Rollicheck was appointed by CBOC members for this position.

**4. Comments from the Public**

No comments from the public.

**5. Approval of Minutes**

The meeting minutes of January 5, 2011 were approved by the Citizens' Bond Oversight Committee.

**6. Bond Update**

Kitchell representative Mr. Mark Newton provided the Citizens' Bond Oversight Committee with an update on the progress of current Bond projects. **Modesto Junior College: Allied Health:** Project on West Campus, scheduled to be complete between May and June; work on project interior continues on schedule. **Infrastructure/ MJC West Roads Project-Phase II:** This project replaces infrastructure on the West Campus by updating the previous infrastructure originally used at the old hospital. The project has started construction. **Softball/Restroom Concession Stand:** This is the second phase of the Softball Project consisting of a restroom, concession stand and training room. The project is currently working on underground utilities and foundations. **Agricultural Multipurpose Pavilion:** The large structure, open lab facility, is visible off the Highway 99 freeway. The project consists of a large open laboratory space, two science labs and a classroom and is scheduled to be completed this summer. The project is currently trying to recover from delay due to loss of subcontractor. Kitchell and the District's staff are working with the contractor. No financial damage to the District has been incurred, contracts have been extended out and has caused inconvenience due to delay. It was noted

that a small portion of the floor is removable/flexible floor. *Science Community Center & GVM:* Steel is being delivered to the site. *Student Services:* The East campus building exterior work is underway. *Founders Hall:* This is a large remodel project and is currently under construction and on schedule. Move in will take place in the fall. *High Tech Center:* Is working on preparing the Department of State Architect submittal.

Discussion ensued regarding project delays, bidding, prequalification, and public perception. It was reported that the District prequalifies general contractors and general contractors then prequalify their subcontractors. Matthew Rolicheck inquired about the process if there is a fail of a contractor/subcontractor; Kitchell staff reported that the District is covered by performance and bid bonds. If the subcontractor does not meet their proposal then performance bonds come into play and bridge the gap of any unforeseeable costs. The timeliness of the project suffers and the failure falls in the "unforeseen" instance category.

**Columbia College:** *Science and Natural Resources:* The steel frame, roof, and second floor decks are complete. Work has started on the exterior enclosure. The project is underway and moving in over the summer.

With regards to the status for the Educational Outreach Facility in Calaveras, Chair Frank "Del" Hodges asked for further explanation of the programming status. It was reported that design estimates are being sought and a basis of design is being prepared by looking at college mapping and the spread of enrollment; Kitchell provides the cost model.

## 7. Project Status Report

Mark Newton provided two presentations to CBOC members the Founders Hall Project and the Ag Pavilion, both MJC Bond Projects. **Founders Hall:** A two story masonry building on the MJC East campus that houses general education classes located adjacent to the art and student center buildings. The project is fenced off; interiors are framed and doorframes installed. The 1<sup>st</sup> floor layout consists of faculty offices; the 2<sup>nd</sup> floor holds classrooms, future offices, and an open area for study. The project is scheduled to be complete at the end of July followed by furniture and technology installation with move in for fall. **Ag Pavilion:** The building is about one football field long and the future Ag National Museum will sit adjacent to this building once funding becomes available. Site plans identified plaza construction, animal pens, classrooms, laboratory, restrooms, a kitchen, and admission tickets and storage area. Images of the building from different angles were provided to CBOC members. The project is expected to be completed July of this year with the Department moving in during the fall term.

## 8. Bond Quarterly Expenditure/Revenue Report

Mark Newton, Kitchell Representative, provided the bond quarterly expenditure/revenue report. **Modesto Junior College:** At MJC several projects have been below budget and now working with college to reallocate funds to new projects. Forecast on project shows more than 50% in progress; the Ag Pavilion, Student Services, and Allied Health buildings are expected to be completed June/July. **Central Services** projects in design stage are Shipping and Receiving and the pair of Data Centers (a high availability center on MJC West Campus - Primary, and a mirrored data center at Columbia College on the first floor of Alder - Secondary) with backup capabilities consisting of diesel-run generators that bridge the gap during a loss of power.

The Bond Quarterly Expenditure Report is formatted in three different sections, Modesto Junior College, Columbia College and Central Services. Mark Newton provided an overview of the Measure E Quarterly Expense Report. As of January 31, 2011, MJC has total expenditures of \$81.8 million, encumbered \$56.8 million, and ends with an unencumbered balance of about \$81.5 million. Columbia College's total expenditures amount to \$25.7 million, encumbered just under \$6.3 million, and an unencumbered balance of about \$20.5 million. Close to 100% of the

projects are moving at Columbia College. Central Services has total expenditures of just over \$31.9 million, encumbered just over \$1 million, and an unencumbered balance of about \$20.5 million. Program wide total expenditures amount to almost \$139.5 million, encumbrances just over \$66.3 million, and an ending balance of approximately \$120.3 million.

Lee DeLano suggested the inconsistency in project names be corrected, to list projects in the same order, and provide the schedule a title. Further discussion ensued regarding the project status report pertaining estimated construction, bid day value and total construction budget. In response to an inquiry by Jeff Phillips regarding the escalation referred to in footnote (4), it was reported that there is no escalation. Mr. Phillips suggested that detailed information be added showing where additional monies are reflected. Lee Delano-cost per square foot is based on bid day estimated and would like to see construction value/contractors bid value against gross footage of the building.

CBOC members expressed concern regarding increased traffic due to increased activity and projects on West campus. Discussion ensued regarding the smart crosswalk across Blue Gum Avenue, concern with regard to student safety, and the possibilities for a stop light at the entrance of the MJC West Campus. CBOC members requested maps of the campuses.

#### **9. Comments from Committee Members**

James West requested a tour of the MJC Measure E Bond Projects prior to the July meeting at Columbia College. YCCD staff will identify a date and time for the tour.

Lee DeLano inquired about general information on extraneous costs. Mark Newton reported that from a budgetary standpoint, soft costs are approximately 25% of the budget; of the 25% allocation, most projects transition to 20% and reallocate the balance to construction. As part of design projects, all projects are reviewed by Division of State Architects (DSA). The District is required to hire DSA inspectors for review of certain components; DSA fees are approximately 2% of the soft cost totals. Soft costs include architect cost (8-12%), construction project inspection, special inspection, agency approvals and incidentals.

An overview of the structure was provided; Kitchell is program management firm; each project has a project supervisor, the district has inspector, and contractors have their staff. YCCD Staff who are not paid by Measure E funds who work hand-in-hand with Kitchell on the Measure E projects include Tim Nesmith, Director for Facilities, Planning and Operations, MJC and Judy Lanchester, Assistant Director for Facilities, Planning and Operations, Columbia College; both Tim Nesmith and Judy Lanchester are main contacts for facilities. Teresa Scott, Executive Vice Chancellor, and Deborah Campbell, Controller, are main contacts for financials. In addition, CBOC members were provided historical information regarding the MJC West Campus and District Offices area. Previously the area was an army base and prior to construction several tests of the soil, ag land, and wells have been conducted by the Department of Toxic Substances Control (DTSC).

Teresa Scott reported back to CBOC regarding her conversation with Barry Hillman with Condor. He forwarding information to YCCD regarding his firm and is now in our files.

#### **10. Adjournment**

The Citizens' Bond Oversight Committee meeting was adjourned at 7.15 p.m.

**The next regular meeting of the Citizens' Bond Oversight Committee will be held on Wednesday, July 6, 2011. Open session will begin at 6:00 p.m., in the Community Education Room, Columbia College, 11600 Columbia College Drive, Sonoma, California. A tour of bond projects for CBOC members will precede the general meeting at 4:00 p.m.**