



Regular Meeting of the Citizens' Oversight Committee

Wednesday, May 30, 2018
Orange Coast College, Admin 108

I. Call to Order

Committee Chair, Ira Toibin, called the meeting to order at 10:00am.

II. Roll Call

Members Present: Ira Toibin, Diana Carey, Frederick Phu Nguyen, Robert Dettloff, Ellen Riley, Derrick Nguyen.

Member(s) Absent: Carolyn Cavecche, Richard Armendariz, Javier Venegas

Others Present: John Weispenning, Andy Dunn, Janet Houlihan, Rich Pagel, Jerry Marchbank, Fred Rocha, Dana Swart, Mark Thissell, Randy Flint, Rachelle Favis, Glory Lopez, Christine Nguyen, Lyndsey Olson, Brett McNevin and Khanh Tran

III. Opportunity for Public Comment

It is the intention of the Coast Community College District to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the Coast Community College District will attempt to accommodate you in every reasonable manner. Please contact the District Administrative Services Office at (714) 438-4612 as soon as possible to inform us of your particular needs so that appropriate accommodations may be made.

Chair Toibin offered the floor for public comment. There were no requests to address the committee during Public Comment.

IV. Approval of February Meeting Minutes

Member Dettloff recommended two changes to the February 28, 2018 Meeting Minutes:

1. Section V.A.: Delete "not to track"
2. Section VIII.C.: Change "Golden West College" to "Orange Coast College"

Member Dettloff asked what the relationship of the California Community College Chancellor's Office is to the colleges. Dr. Andy Dunn explained there are 72 districts

each with a locally elected board. Our system is organized under a central authority that is the California Community College Chancellor's Office. Mr. Jerry Marchbank added that Proposition 51 awarded \$2 Billion to community colleges. The State Chancellor's Office oversees the allocation and prioritization of spending. Districts submit applications for project funding. Based on a competitive evaluation process, the State Chancellor's Office determines prioritization of these funds.

On the motion by Member Diana Carey, seconded by Member Derrick Nguyen and carried, the Committee unanimously approved the February 28, 2018 meeting minutes as presented.

V. Measure M Funding Report

Dr. Andy Dunn introduced Mr. Dana Swart from the District Fiscal Office. The District Fiscal Office produces the Measure M Funding Report. This report tracks each bond issuance and the interest earnings associated with it in an effort to best manage resources.

VI. Measure M Quarterly Report: January 1, 2018 – March 31, 2018

Vice Chancellor Dunn presented the quarterly expense report for the period of January 1, 2018 through March 31, 2018. An effort has been made to produce a more user friendly report by including a Glossary of Terms for extra clarity. In a past meeting, there was a request to examine projects that have multiple fund sources. This data has been provided in the Measure M Quarterly Report.

Mr. Jerry Marchbank noted that Orange Coast College's Language/Social Science building reflects the \$31 Million that would come in from the state through Proposition 51. In the 2018-19 state budget, Golden West College would receive approximately \$22 Million in state funding to go towards the construction of the Language Arts Complex that would replace the existing Humanities and Health Science building.

This report provided the committee with the overall G.O. Bond Project Status as of March 31, 2018 and the quarterly project status from each college. Dr. Dunn also noted the split budget summary, which lists Measure M and non-Measure M project funding.

The quarterly reports were presented by the Vice Presidents of Administrative Services, the Executive Director of Information Technology and GWC Measure M Project Manager.

A program summary of the G.O. Bond Projects Status, as of March 31, 2018, was presented as follows:

Closed

- CCC College Center Restroom Renovation
- OCC Energy Efficiency Projects
- CCC GG Center Solar P/V Carport system
- GWC Campus Safety/Community Education Building/Main Entry
- GWC Elevator Repairs/Replacement
- GWC Rehabilitation Center Remodel
- GWC Campus/wide Wayfinding/Signage Plan

- GWC Math & Science Improvements
- GWC MDF/Communication Relocation
- GWC Technology Projects
- OCC IDC Phase I (Business, Math, Computing Center)
- OCC Solar PV/Adams Parking Improvements
- OCC Watson Hall Renovation
- OCC Recycling Center
- OCC Legacy Hall

Financial Closing

- CCC Le-Jao Student Resource Center
- OCC Securitization Fund

Construction Completed

- GWC Security & Access Infrastructure

In Construction

- CCC Newport Student Support Center
- GWC Student Services Center
- GWC Math/Science Building
- GWC Criminal Justice Training Center
- OCC Planetarium

In Design

- OCC Student Support Center
- OCC Maritime Academy Expansion
- OCC Student Union Complex
- OCC Adaptive PE, Gym, & Pool
- OCC IDC Phase II (Language/Social Science)
- OCC Clark Center

Ongoing

- CCC Technology Projects
- CCC Energy Efficiency Projects
- GWC Classroom Improvements Fund
- OCC Sustainable Landscape Fund
- OCC Technology Projects
- DIST Technology Projects

In Queue

- GWC Language Arts Complex
- OCC Chemistry Expansion/Renovation
- OCC Skill Center Renovation

Planned

- CCC Garden Grove Center Renovation
- CCC Le-Jao Parking Expansion
- GWC Technology Building
- GWC Business/Social Science
- GWC Cosmetology
- GWC Central Warehouse Renovation

- OCC Performing Arts/Dance
 - OCC Parking Structure
- A. Ms. Christine Nguyen, CCC Vice President of Administrative Services, provided the following updates for Coastline Community College:
- GG Center Solar P/V Carport System
The project is currently complete and project fund has been closed. Projected savings is \$100,000/year in utilities savings. Coastline College originally allocated \$2,988,018 for this project. The actual amount spent was \$1,762,900, leaving over \$1.2 Million remaining funds that were transferred to the CCC College Center Student Support Center Project.
 - Le-Jao Student Resource Center
The project is currently fully utilized by the students. Throughout the programming there have been a few additions including an entry Plaza, Café Lounge and renovating the existing Student Lounge space. The only improvement that is still ongoing is the tenant improvements for the Le-Jao Café which is currently in negotiations with an operator who has agreed to fully pay for the costs totaling approximately \$200,000. This will be the first time the campus will be able to supply hot food options on campus.
 - Member Diana Carey asked what kind of upgrades the concessioner will provide? Ms. Christine Nguyen noted the concessioner will turn the area into a fully functional kitchen that can serve hot food rather than kiosk type of packaged foods. The college will own the upgrades and equipment will be considered to be fixtures of the college building.
 - Member Frederick Phu Nguyen asked what the process was to choose the operator? Ms. Christine Nguyen noted there was a local process through the Facilities Committee by receiving proposals and evaluating the best candidate.
 - Newport Beach Student Support Center
This project is to install exterior shade structures to enhance student study areas, and is currently in process with electrical work ongoing with hopes of completion by the end of Summer 2018. Structural calculations are currently under review at DSA.
 - Member Diana Carey raised the question of whether or not sun/heat conditions are taken into consideration for future building projects. Mr. Jerry Marchbank noted that several years back, California tighten up energy code requirement laws. Going forward, new buildings will be the most energy efficient buildings in the country due to California laws. Older buildings will continue to be addressed and are ongoing.
 - College Center Student Support Center
This upcoming project would be a “one stop shop” for all of the Student Services operations and would include the design and construction of a new 55,000 sq. ft. facility scheduled to be completed Fall 2020. Geotechnical Consultant has been notified to proceed and sampling will commence shortly. Site survey should be completed in approximately one month. Once clearing is received from the site survey report confirming feasibility for new construction, the design phase will begin.

- Energy Efficiency Projects
Energy Efficiency project identified for Coastline was the boiler replacement at the Garden Grove campus. Of the \$1.2 million project cost, only \$758,000 was used from Measure M Funds as Coastline was able to utilize non-Measure M funding that allowed CCC to transfer remaining funds to the CCC College Center Student Support Center project.
- Technology Projects
\$3.2 Million was budgeted for Technology projects. At this point, all classroom project upgrades have been accomplished. Coastline's technology projects include classroom technology upgrades and IT infrastructure improvements. The remaining portions of this project include the student kiosks and wayfinding signage. These remaining next steps will be completed once the Le-Jao Resource Center project is done.
- Upcoming Projects
The last project using Measure M Funding for Coastline College is the Garden Grove Center Renovation. Through the Facilities Master Plan, there is currently no gathering space for students to study in between classes. This project is anticipated to start in 2020.

B. Mr. Randy Flint, GWC Measure M Project Manager, provided the following updates for Golden West College on behalf of Ms. Janet Houlihan, GWC Vice President of Administrative Services:

- Student Services Center
End users are currently in the building and it is currently open to the public. GWC recently had the first graduation in the quad in front of the new Student Services Center building. All Student Service related activities and resources are now in one centralized location eliminating the need to go from one building to another.
- Math/Science Building
This project is the largest project on campus and is currently ongoing. as the Project moves forward, unforeseen conditions of soil and underground work/risks have been resolved. The foundation work is complete and erection of structural steel is ongoing. This project is currently on schedule to be completed in 2019.
- Criminal Justice Training Center
The Grand Opening took place April 2018 and the facility has received great community response. This facility is currently being used as a regional training center. A number of different agencies, including law enforcement agencies, across multiple counties are using the Criminal Justice building as a training center.
- Security and Access Infrastructure
This project is complete. Recent meeting with DSA occurred to address new technology and addressed elements of locking down the classrooms. This project will enhance campus safety and security by installing emergency call

boxes that are ADA compliant on campus and in the parking lots adding security cameras, adding proximity access control devices to classrooms and specific offices, and installing panic/duress buttons in key locations with the ability to lockdown remotely. This project is in process of closing out financials. There is a recognition that training is needed for in lock down situations. Also, Public Safety Chief, Jon Arnold, has been working on active shooter training.

- Classroom improvements projects

Currently in planning phases for a number of upgrades throughout the campus and performing an internal audit of every classroom on campus to assess which rooms need to be upgraded. The Thermal Energy Storage Project is now public and will be receiving bids. This project will allow pumps to run at night during off peak rates allowing for an initial \$800,000 incentive savings from Southern California Edison and providing about a 6 to 8-year payoff. Allows for an increased capacity to support the additional buildings on campus.

- Language Arts Complex

This project has been selected as one of five new projects to be funded by Prop 51 in the 2018-19 Governor's Budget Proposal. Funding is to be received in July 2018. Construction is scheduled to begin in 2019.

C. Dr. Rich Pagel, OCC Vice President of Administrative Services, provided the following updates for Orange Coast College:

- Recycling Center

The construction on this project is complete and the building is occupied. This project includes a "Green Classroom Building" and has received multiple awards including LEED Gold Status and is SITES certified for its sustainable landscape. Dr. Pagel noted that the OCC Associated Students contributed \$1.5M towards this project.

- Planetarium

This project is under construction, and is a bit delayed to be completed sometime in Fall 2018. Dr. Pagel noted the quality on the project is excellent. Member Derrick Nguyen questioned what is causing the delay. Dr. Pagel noted there has been an analysis of this situation. Firstly, there was a two-month rain delay in 2016 which pushed the project completion date from January 2016 to April 2016. In addition, there are also contractor delays. Member Derrick Nguyen asked if there were any penalties built into the contract? Dr. Pagel confirmed that there are penalties built into the contract, and the project will be completed. It's a priority to make sure the quality of the work is maintained.

- Legacy Hall

This project is closed out and came under budget. Phase I included the remodeling of the former Business Education complex to accommodate the Global Engagement Center (formerly known as 'International Student Services'). Phase II construction is now complete and the building is

occupied. Since this project came in under budget, the Facilities Planning Committee was consulted for recommendations to reallocate remaining funds. These funds will be moved to the Student Center Project.

- Clark Center
Formerly an IT building, the Clark Center is currently being used as a swing space. Phase I of the scope included relocating Reprographics due to Planetarium construction. This phase is complete. Phase II involves r e l o c a t i n g the Bursars Office, Community Education, and Mailroom during the construction of the Student Union project. Request for proposals for general contracting services currently advertised on District Purchasing website. Dr. Pagel noted they anticipate closing out under budget.
- Maritime Academy Expansion
The kick-off for this project will be in Fall 2018. Currently waiting for last minute approvals from the city of Newport Beach and CalTrans. This project includes Increment I that is currently DSA approved. This will include the new construction of a 10,000 square foot training and classroom facility with 37 parking spaces. Increment II is currently under DSA review. Accessibility review is also ongoing. This will connect the Pedestrian bridge to the Sailing Center across Pacific Coast Highway and ADA upgrades to the existing facility. Member Robert Dettloff mentioned good feedback regarding this project. Dr. Pagel noted we have sent our first student to the Maritime Academy.
- Student Union Complex
The new 160,000 square foot Student Union will serve as a hub for student activities and socialization. Situated along Fairview Road, the new 2-building complex will house essential programs to the college campus, including student activities, food services, conference center, and other support programs. Construction fences are going up soon. This project will be going out to bid this Fall with CW Driver as the Construction Manager. This building will replace a 1950's Student Center and consolidate functions into a central location.
- Kinesiology/Adaptive PE/Aquatics
This project is "In Design." New Kinesiology/Athletics Phase I project will include a 65-meter competition pool, a 25-meter instructional pool, Kinesiology/Athletics Division office, equipment management, Adaptive PE fitness & aerobics studios, team rooms/locker rooms, and support spaces. Phase II will include upgrades to the existing locker room to consolidate space for the existing gymnasium functions. Rachelle Favis confirmed that this project is still under review by DSA. Preconstruction underground utility reroute currently in bidding phase. Prequalification of multi-prime contractors are ongoing at this time.
- Language/Social Science Building
This project is "In Design." The new 107,760 square foot Language Arts/Social Sciences project will provide a modern and enhanced learning environment for the two educational divisions. The 3-story building will also

include support spaces for associated departments. Preliminary drawing package has been submitted to the California Community College Chancellor's Office for review. Dr. Pagel noted that this project is partially state funded. Once funding has been confirmed, the project will be going out to bid.

- Securitization Fund Projects

There are a few projects that have completed including the Campus Interior Signage and Sailing Dock Renovation projects. The completion of these remaining projects closes out the Securitization Fund for the campus.

- Sustainable Landscape Projects

In an effort to raise awareness, the campus has been working towards active transportation projects that include biking, skateboarding and walking. Landscape improvements funds were transferred to cover "Campus Interior Signage" as additional ADA sidewalk repairs were required as part of that project. This project still has a remaining balance.

- Technology Projects

Closely working with Fred Rocha and the IT Department on Technology projects. Currently, there are projects moving forward such as the Data Center Consolidation project. This is in the last stages of the consolidation process. There is also an opportunity for OCC to have Voice over IP (VoIP) on campus. Dr. Pagel noted that all of the newer buildings on campus will be VoIP ready. By cabling the new buildings with VoIP, there will be a reduction in cabling costs by only having to install wiring once.

- Upcoming Projects

Upcoming projects on campus include the Chemistry expansion and renovation. This project is awaiting state funding (FPP). There will be a submission in August 2018 to the State Chancellor's Office. The Performance arts/Dance Project is in the process of a feasibility study to see where the best location will be. It may be close to the Robert B. Moore theater in an effort to move all performing arts classes to one central location.

D. Mr. Fred Rocha, Executive Director of Information Technology, provided the following updates on District-wide IT Projects:

- Mr. Fred Rocha reported on Phase I of the three Phase project with WTC. Coast Community College District engaged with WTC to develop a Technology Condition Index (TCI) with an examination of the Infrastructure, Applications and services we provide using our technology. WTC assessed the condition of all current technology. WTC identified and reported on the condition of 21,000+ Ethernet cable connections, 22,000+ network accesses ports, 7,693 faculty/staff/classroom computers and other resources. The information obtained in Phase I will be used for Phases II-III to build strategic plans that align with the Facilities Condition Index and the overall strategic vision of the District and Colleges. This will ensure we are proving the infrastructure, software and training to meet specific needs. Outcomes will be provided in future COC Meetings.

- Dr. Andy Dunn added our Facilities team currently uses their FCI to measure the relative health and remaining life in all major building systems (such as roofs, plumbing, electrical systems, etc.). This FCI helps inform an allocation decision when using scheduled maintenance dollars. With WTC's findings, Coast will now have a TCI that will help inform allocating resources toward technology areas.
- E. Dr. Andy Dunn, Vice Chancellor of Finance & Administrative Services, reported the following:
- Financial Reports
 - Measure M Bond Expenditures reported for the first quarter from January 1 through March 31, 2018 total \$21,513,433.65 Million.
 - Measure M Bond Expenditures from inception through March 31, 2018, total \$217,121,231.38 Million.
 - Member Derrick Nguyen asked if there is a direct end result that can be achieved from expending resource dollars and effort toward ongoing/new construction. Dr. Andy Dunn noted that we are currently experiencing an inverse relationship with the health of our economy and demand for services as our enrollment is currently flat. We are focusing on avenues such as distance education. Also, more than half of our resident students live outside our county and are passing other colleges to attend ours. Dr. Pagel noted that OCC is servicing its students and community by being one of the leaders as a transfer college. Chancellor Weispfenning noted that student success is a very high priority. Part of the reason enrollments are flat is due to students taking fewer units and finishing their degrees. We are attracting about the same number of students, but students are moving through a little faster.

VII. Citizens' Oversight Committee Membership

- Dr. Dunn took the opportunity to thank Members Toibin, Cavecche and Dettloff for their services on the Citizens' Oversight Committee. There will be a formal acknowledgement of services at the upcoming June Board meeting. It is expected that our three expiring seats will be filled by the next meeting in August.

Chancellor Weispfenning extended his gratitude to the committee and commented that the Measure M Bond is one of the largest bond programs. The committee's valuable service has provided a sense of assurance that money is appropriately spent and reviewed by taxpayers and citizens.

VIII. Next Meeting

Date & Time: August 22, 2018 at 10:00AM

Location: Coast Community College District – Board Room

IX. Adjournment

Chair Toibin thanked the Members and staff for attending today's meeting. There being no further business, Chair Toibin adjourned the meeting at 11:09AM.