COLLEGE CITIZENS’ OVERSIGHT COMMITTEE (CCOC)
MEETING MINUTES
Monday, April 28, 2014
Winlock Lounge, HLRC Building (2nd Floor)
9000 Overland Avenue
Culver City, CA 90230

Present:

Members:
Elliot Axelband, Senior Citizens’ Representative (Chair)  Joel Forman, Business Representative
Nabil Abu-Ghazaleh, President, WLAC (Ex Officio)  Charles Herbertson, Culver City Representative
Eloise Crippens, WLAC Faculty Representative  Gerry Sallus, Foundation Representative

Resources/Guests:
Steve Sharr, CPM, Cumming/GKK Works
Ken Takeda, Vice President of Administrative Services

Absent:
Kate Barlow, Taxpayer Representative
Raymond McDaniel, Student Organization

1. Welcome: Chair Elliot Axelband called the meeting to order at 12:47 PM.

2. Review, modification, and approval of prior meeting minutes (October 1, 2013): The minutes were approved as presented.

3. Identification of guests and provision of speaking time if needed (E. Axelband): No guest or request to address the committee was put forth.

4. Activities of interest and concern (N. Abu-Ghazaleh)
President Nabil Abu-Ghazaleh spoke about a recent college activity. On April 19, the college had a Community Open House and a simple ribbon cutting for the community walking path around the storm water basin and baseball field. The event was well attended, which reflects the college’s present standing in the community.

5. LACCD activities

A. Large number of Change Orders
Construction wise, the college is in the midst of programming phase. Construction is estimated to begin in a year’s time. The college is currently waiting for District’s imposed modifications on the energy funding (40J) that came from the District Office. The projects have been prioritized in such so that if funding is depleted, projects will be cut from the bottom-up. Change orders process will be more controlled because they may result in additional costs which will affect the
next projects in line. Specifically, user change orders will be limited to those that are essential. The goal is to manage change orders to less than 10% of the value of the base contract.

B. Shared Governance in Construction Decisions
Not discussed.

C. Design Bid Build Litigate vs. Design Build vs. Lease Lease Back
Steve Sharr explained the differences between the contract models. Among the models, lease lease back gives the best value by allowing contracts to be assigned to qualified contractors; and it’s the model that is being adopted by LACCD.

D. New LACCD Construction Manager – AECOM, 30% Prior Employees
Items was discussed at the last meeting. No further discussion occurred, except to state that it is usual practice to retain prior employers when there is a new Manager to provide continuity where sensible in practices.

6. WLAC construction update and project status (S. Sharr, CPM).
Mr. Sharr reported that West’s performance rating is in the upper 25%. He and his team had managed to close out the number of project for DSA certification by half. However, some projects are delayed due to various oversight issues that needed justifications such as the energy funds (40J) as mentioned previously. The 40J funds comes from the District bond money, not the college, and it is used to fund modifications on the energy pathway efficiency that go along with the revised master plan. The college has environmental clearance to year 2036.

A. Schedule Progress vs. Plan
See WLAC Construction Update and Project Status Tab 1 provided in the WLAC Construction Update & Project Status briefing distributed in the meeting. Current estimated completion for construction is 2018. Construction will begin in about a year’s time. The CE Building will become the student center.

B. Financial Status vs. Plan
See WLAC Construction Update and Project Status Tab 2. To meet anticipated budget there will be a 16% reduction in square footage.

C. Earned Value Management System (EVMS) report
See WLAC Construction Update and Project Status Tab 3.

D. EVMS problem mitigation plans and status
See WLAC Construction Update and Project Status Tab 4.

E. Top 5 Initiatives - Status
See WLAC Construction Update and Project Status Tab 5. There are 24 projects listed on the Construction Schedule. Projects 23 and 24 are on hold until funding for the preceding projects are assessed to determine the amount of remaining balance available to fund them.

7. General Discussion (All):
A. Other issues:

Mr. Axelband noted that some CCOC members have not been able to attend the meetings regularly. One name in particular was mentioned. He referred to the plan of broadening the membership. President Abu-Ghazaleh shared his efforts of reaching out to members of the community such as the WLAC Foundation, and industries, and he also encouraged members to send him recommendations.

Mr. Axelband asked Steve Sharr and Vicky Nesia to send documents used at the meetings prior to the meeting date so they can be reviewed in advance and to send out meeting minutes asap after meetings for comments, as was done with these minutes.

The question on West’s readiness to keep up with changes resulting from the job market movement was brought up. The president responded that West is a part of a state regional consortium that monitors environmental scanning. The job trend is always considered in putting together the construction master plan and curriculum development.

The date for the next meeting was proposed: July 15, 2014, at 1 – 2:30 PM. The meeting was adjourned at 2:22 PM.