

**SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
BOND OVERSIGHT COMMITTEE**

June 6, 2007

District Office Board Room

Meeting Notes

Committee Attendees: Committee Chair Jim Wyatt, Committee Vice Chair Marion McDowell, Marta Bookbinder, Patrick Cheng, Stanley Gross, Bill Nack, Ruth Nagler

District Staff Attendees: Barbara Christensen, Jim Keller, José Nunez

Call to order

The meeting was called to order at 3:20 p.m.

Approval of minutes from meeting of February 14, 2007

It was moved by Dr. Cheng and seconded by Mrs. McDowell to approve the minutes of the February 14, 2007 meeting. The motion passed, all members voting "Aye."

Review of cumulative report on expenditures through March 31, 2007 for Measure A and Measure C

Jim Keller reported that as of March 31, 2007, 90% of Measure C dollars have been spent. Interest on Measure C money will be used to fund some additional scope items, principally at Cañada College. Fifty one percent (51%) of Measure A dollars have been allocated and 8% spent. Other projects that will be funded by Measure A are still in the planning stages.

Discussion of Coleman Campbell's memo regarding timely receipt of financial reports and minutes

Barbara Christensen read a memo from Mr. Campbell. He expressed concern that the meeting minutes are not available for some time after committee meetings. He also expressed concern that the meeting date was changed and he was unable to attend the rescheduled meeting. After discussion, there was consensus among committee members that the minutes are received in enough time and that there is not a problem with meeting time changes since they rarely occur. Mr. Wyatt will convey the committee's response to Mr. Campbell.

At this time, Barbara Christensen asked that agenda items *Committee members' comments/requests for future agenda items* and *Schedule for next meeting* be addressed because she needed to leave. There were no objections.

Committee members' comments/requests for future agenda items

None

Schedule for next meeting: August 20 at 2:00 p.m. at Cañada College (following ribbon cutting for Library/Learning Resource Center)

Barbara Christensen said that the ribbon cutting for the new Library/Learning resource Center at Cañada is scheduled for 1:00 or 1:30 p.m. p.m. The Bond Oversight Committee meeting will follow at 2:00 p.m. and the committee will also tour the new building. Committee members will receive confirmation of the times and the exact location.

Discussion of Capital Improvement Program 2 and Design/Build Projects

Vice Chancellor Nuñez distributed copies of his Power Point presentation; a copy is attached to the official minutes of record. Highlights of his report include:

- CIP Projects at Cañada College
 - Central Quad Renovation – complete.
 - Building 9, Library & Student Resource Center – technically still under construction but move in complete, with Admissions and Records to become operational on June 7.
 - Bookstore – complete.
 - Buildings 16 and 18 Modernization – District received only one bid for demolition and none for electrical work; bid was rejected. Went out to bid again packaged as one project. Construction is expected to take place from January to August, 2008 and the buildings open for classes in September of 2008.
 - Utility Upgrade – will go out to bid in October of 2007.
 - Building 7, Facilities Maintenance Center – will go out to bid in January of 2008.
 - Building 8, Phase 2 Renovation – will go out to bid in July of 2008.
 - Building 5/6 Renovation – this project is state funded (\$12 million state funds and \$4 million bond funds). State funds will become available in August of 2008 but the District has permission to begin the design process.

At this point, Barbara Christensen requested that the Cañada Gateways Project be added as a presentation at the next meeting. She also suggested that a report on the proposed new housing project be included as a point of interest.

Bill Nack asked who did the landscaping at Cañada; Vice Chancellor Nuñez replied that the primary contractor was Amoroso.

- CIP Projects at College of San Mateo
 - B19, Calibration Lab – complete. Open for classes for summer session.
 - Softball Field Upgrades – field is in use but there are problems with the retaining wall; structural improvements are needed.
 - Building 9, Library and KCSM ACAMS – complete.
 - CSM CIP2 Design/Build Project – approximately \$180 million project to be completed in phases.
 - Buildings 2, 4, 14, 16 – all under design. Construction to begin in January of 2008.
- CIP Projects at Skyline College
 - Building 3, Physical Education Phase II – only minor work still to do such as modernizing the elevator and ventilation.
 - Building 7, Allied Health – this is a \$12 million project, with \$236,000 coming from bond funds and the rest from the State. The bid came in \$2.5 million under the estimate. Vice Chancellor Nuñez was able to negotiate with the State for the District to keep \$500,000; the other \$2 million will be set aside at the State to cover any unexpected costs in the project. Marta Bookbinder expressed concern that the bid coming in so much lower than the estimate might indicate a problem with the quality of the work to be done. Vice Chancellor Nuñez responded that the District is doing due diligence currently. He also said that there was only \$37,000 difference between the two lowest bidders and that both are very high

quality contractors who have done work for the District previously. Bill Nack agreed that these two contractors do extremely high quality work.

- Building 30, Facilities Maintenance Center – will go out to bid in late June or early July of 2007.
 - Skyline CIP2 – Design/Build documents being finalized. \$90 million project for 3 buildings: transmission facility, multicultural/administration center, and cosmetology/nursing/wellness center, as well as parking and roadways.
 - Building 1, Phase 2 – in pre-design. Will be a 70,000 square foot building for music, art, theatre.
- College of San Mateo and Skyline Design/Build Projects
 - Design/Cost Competition – bridging documents; issuance of RFP; “Best Value” Award (contract does not have to go to the lowest responsive bidder under this system); design and construction.
 - Design/Build Team Prequalification – Kwan Henmi Bridging Architects at Skyline and Steinberg Architects at CSM. All contractors are reputable.
 - Design/Build Projects Tentative Schedule – Contractors have schedule as specified in RFP. Construction to be completed in 2013.

Public comments

None

Adjournment

The meeting was adjourned by consensus at 4:20 p.m.