

Meeting Minutes

June 3, 2015, 5:00 p.m., SBCCD Board Room

Members Present – **Linda Roberts-Ross, Sam Irwin, Albert Garcia, Valerie Lichtman, Ken Coate, Frank Reyes**

Members Absent – None

District Staff Present – **Cheryl Marshall**, CHC President; **Jose Torres**, Interim Vice Chancellor, Business & Fiscal Services; **Fath-Allah Oudghiri**, Director, Facilities Planning & Construction

Kitchell/BRj Staff Present – **Joshua Higgins**, CHC Senior Campus Manager; **Angela Brinker**, District Initiatives Coordinator, **Rodolfo Cancinos**, Assistant District Initiatives Coordinator

Welcome/Introductions

Ken Coate started the meeting at 5:09 pm. Self-introductions were made during which Angela Brinker introduced herself as Kitchell/BRj's District Initiatives Coordinator. Ken asked her to elaborate and Angela replied that her position was related to making sure that the components of SBCCD Board Policy 6610 on the Local, Minority, Women, and Veteran Owned Enterprise Program are being met. Ken then asked if the position was related to the Community Benefits Agreement and Jose Torres stated that it was not. It was clarified that this position is bond funded and, therefore, of interest to the CBOC.

Approval of Minutes

Valerie Lichtman made a motion to approve the March 25, 2015 meeting minutes. Albert Garcia seconded the motion and the minutes were approved with the following vote:

Ayes: Linda Roberts-Ross, Sam Irwin, Albert Garcia, Valerie Lichtman, Ken Coate, Frank Reyes
Noes: None
Absent: None
Abstentions: None

Public Comment

There was no public comment.

Membership

Ken reiterated that the committee needs a senior citizen representative. Frank Reyes advised he knew someone who might be a good addition to the committee. Kelly Goodrich will send Frank an application to pass along.

Ken mentioned that our student representative, Alaa El Awar, had also resigned from the committee and would need to be replaced. The District will solicit a student member through the student government office at both colleges.

Finally, the committee extended an invitation to Sam Irwin to stay another term as his current term will be over in August. Sam advised he would be willing to stay on.

Upcoming CBOC Report (tabled)

The committee is scheduled to report to the Board of Trustees on June 11, 2015. Ken asked to table the decision about this report until the end of the meeting.

Review Board Items & Site Visits

Frank enthusiastically recommended that the District send one or more CBOC members to the CalBOC meetings in Sacramento. Ken mentioned that he had attended one such meeting and had paid for himself. Jose stated that any such travel should include a District member as well as a CBOC member.

Valerie, Sam and Frank participated in CHC's construction site tour on May 19. Valerie commented that the program seemed to be coming along, and that the campus was very beautiful. During the tour discussion, committee members asked about the delay on the OE2 building. Joshua Higgins reported that OE 2 will not be completed by the fall which impacts not only students, but also all the other projects that were scheduled to start. The delay causes a domino effect. To minimize the impact a "swing space" will be provided.

Ken asked about avoiding litigation and Jose confirmed that it is the District's desire to take the current contractor as close to the finish line as possible. There has been a lot of progress recently. At Ken's request, Frank made a motion to recommend that the District implement some form of pre-qualification for fixed price contracts at appropriate levels. Linda Roberts-Ross seconded the motion. Sam questioned if it was up to the committee to make such a recommendation; he felt that this constituted planning and that it wasn't the function of the CBOC. Ken responded that it is up to the committee only to the extent that it might save money. The committee voted to pass the motion as follows:

Ayes: Linda Roberts-Ross, Sam Irwin, Albert Garcia, Valerie Lichtman, Ken Coate, Frank Reyes
Noes: None
Absent: None
Abstentions: None

Cheryl left at 6:28 p.m.

Update on Measure M Projects

Ken asked when the District would be able to issue more bonds. Jose replied that \$35-\$40 million in additional bonds were likely to be issued in the coming months.

Joshua Higgins provided an update on the CHC projects. Ken asked what the District is doing to process change orders quickly. Joshua replied that contractors often don't provide an updated schedule, and in order to process and recommend change orders, that information is necessary. Joshua reported that he felt Kitchell/BRj does a really good job of tracking documents. He hasn't seen any problem but his door is open to discuss the situation and there are already processes in place. Ken said he doesn't want SBCCD viewed as a "poor pay".

Jose advised the committee that Mark Edwards of Kitchell/BRj was looking into the bond program invoice payment process and will report back to the District.

Valerie left at 6:56 p.m.

Upcoming CBOC Report

Ken thought that two items that could be included in the CBOC report to the board were 1) a recommendation that the District fund a trip for one or more committee members to a CalBOC meeting, and 2) that the District adopt a prescreening program for selecting contractors. Frank made a motion to this effect, which Linda seconded. The motion passed as follows:

Ayes: Linda Roberts-Ross, Sam Irwin, Albert Garcia, Ken Coate, Frank Reyes
Noes: None
Absent: Valerie Lichtman
Abstentions: None

Future Meetings & Adjournment

Ken will email committee members about the next meeting date. The CBOC adjourned at 7:02 p.m.