



A G E N D A

SANTA BARBARA COMMUNITY COLLEGE DISTRICT

Thursday, June 18, 2009

CITIZENS' BOND OVERSIGHT COMMITTEE MEETING

4:00 pm

A218C

MacDougall Administration Center
Santa Barbara City College
721 Cliff Drive

1. Call to order
2. Public comments
3. Approval of the minutes of the February 19, 2009 meeting (Attachment 1)
4. Status of construction projects supported by Measure V (Attachment 2)
 - a. School of Media Arts – status of state funding portion
 - b. Drama/Music Remodel revised schedule (Attachment 3)
 - c. Other projects
5. Expenditure report (Attachment 4)

Next meetings: November 12, 2009; February 18, 2010; June 17, 2010



MINUTES

SANTA BARBARA COMMUNITY COLLEGE DISTRICT

Thursday, February 19, 2009

CITIZENS' BOND OVERSIGHT COMMITTEE MEETING

4:00 pm

A218C

MacDougall Administration Center
Santa Barbara City College
721 Cliff Drive

1. Call to order

Vice President Tim Trembly called the meeting to order.

Members present:

Tim Trembly, Vice President

Elvira De La Tafoya

Marshall Rose

Ed Heron, President

Others present: Dr. Andreea Serban, Superintendent/President

Rhys Alvarado, *The Channels*

Dr. Ofelia Arellano, VP Continuing Ed

Liz Auchincloss, CSEA President

Anneli Bergqvist, Guest

Joan Galvan, Public Info Officer

Des O'Neill, SBCC Board of Trustees

Joe Sullivan, VP Business Services

2. Public comments

Superintendent/President Serban noted that if anyone in the community had any questions regarding the bond, they should contact either her or Vice President Sullivan. They would be happy to answer any questions.

Mr. Trembly reported that he has been asked why during these difficult budget times we are looking at building more structures on campus when the money is needed for other expenses. He explains to them that this is what the money was voted for and the funds cannot be used for operational expenses.

Mr. O'Neill thanked the committee members for taking time to participate on the Bond Oversight Committee.

3. Approval of the minutes of the November 6, 2008 meeting

Upon motion by Mr. Trembly, seconded by Ms. Tafoya, the Committee approved the minutes of the meeting of November 6, 2008. Mr. Rose abstained.

4. Update on the sale of the bonds

Superintendent/President Serban reported that the sell of the bonds was a success; the first issuance of the bond was oversubscribed. The money has been placed in our account with the County of Santa Barbara and it was decided that it would earn a better interest rate there than trying to invest it in other interest earning venues. In item 10 of this agenda a report will be presented to show how the \$47 million has been tentatively allocated among the various projects, based on estimated costs.

RBC and Estrada Hinojosa were our bond underwriters, RBC for 75% and Estrada Hinojosa for 25%. RBC staff has been great to work with, Ryan Vollmer helped us prepare our materials for the credit rating and we are very happy with the outcome.

5. Project management for bond funded projects

- a. Introduction of Steve Massetti, Project Manager, URS
- b. Review of responsibilities of URS project management team

Vice President Sullivan introduced Steve Massetti, Project Manager, and highlighted the role and responsibilities of URS on the construction projects.

Mr. Steve Massetti reported that URS' role is to manage the overall bond construction program; the list provided as an attachment gave a complete overview of their roles and responsibilities. A consolidated explanation of their scope of work was provided.

- Overall role is to manage the bond construction program.
- Develop and maintain both the Master Program Budget and the Master Program Schedule.
- Monitor and handle all of the paperwork required on all of the projects.
- Implement Contract Manager (the software used to track all projects, timelines, status and expenditures) with access given to Superintendent/President Serban, Vice President Sullivan and Facilities Director Hendricks.

6. Status of state matching funds for capital outlay projects

Superintendent/President Serban reported that on December 17 the College was informed that the current Pooled Money Investment Board voted to freeze all disbursements for State capital projects. In our case, the immediate impact is the matching funds for the Drama/Music remodel. The reason this decision was made was because the State tried to sell bonds and they were only able to sell about 1/3 of them. In better fiscal years there is no problem in selling these bonds and there is no problem in replenishing the funds required for construction projects approved. This year the State was not able to replenish the funds at a level needed for approved projects. However, colleges have been advised that they are free to go ahead with work that is needed and pay for it from district funds and in doing so they would not be relinquishing the right for reimbursement at a later date, once the State is able to sell their bonds. Internally with our shared governance groups and the Board of Trustees, discussions have taken place on whether or not we should go forward and take \$12 million from Measure V and proceed with the Drama/Music remodel with the understanding that we will not be relinquishing the right to obtain State reimbursement. The decision was made to go ahead with the remodel.

The issue would be School of Media Arts (SoMA) because if there are no state matching funds available when this project is ready to begin the College will not be able to begin construction. We cannot proceed with SoMA without state matching funds.

7. Status of the drama music remodel project

Mr. Steve Massetti reviewed the three scenarios that were developed for the Drama/Music remodel. Currently the job is out to bid, anticipated Board approval will be in March, the anticipated construction start will be mid March or beginning of April, and then there will be 13 months of construction, which will put the completion date at the end of May 2010. Up until the April 30 date and if nothing major happens, all of the scenario dates are achievable. The best case scenario has a 13 month construction schedule that is aggressive; it does not take into account any unforeseen conditions. The more likely scenario has a 15 month construction schedule and the worst case scenario has a 17 month construction schedule. The plan would be to complete the theater space and allow staff to move that area back in and then the classrooms and offices would be completed and staff would be allowed to move back in after the punch list is approved.

This project is not a typical project where one contractor is selected to build everything; there are three separate packages: the general building package, the theater specialty package and the audio visual specialty package, which means that the College may end up with three separate contractors or just one contractor building all three.

The question was asked whether the College had to accept the low-bid and Mr. Massetti explained that the College had to accept the lowest responsive and responsible bidder.

8. Preliminary schedule of bond funded maintenance projects

Superintendent/President Serban explained that this schedule is an accumulation of projects over many years. It has been through our internal governance shared process. Due to the lack of resources, many of these projects have been on the schedule for a long time, now with the resources through Measure V some of the projects will be funded. The priority numbers were assigned internally by our end-users and various departments and then Joe Sullivan, Steve Massetti and others came up with the priority system listed on the attachment as there are only so many projects that can be completed. Some projects are underway such as the Luria Conference and Press Center, which will largely be funded with private donations received along with a \$500,000 donation from the Luria Foundation, it was noted that the current press box is old and the new building will actually be a press box and conference center which will allow for other venues to use the area. Due to safety issues, the bridge deck will also be repaired. One problem with the college environment is that many of these projects need to take place during breaks, which limits the window of opportunity.

9. Measure V website

Superintendent/President Serban provided an overview of the SBCC Measure V website. Listed below is the information that can be found on the website:

- The Bond Oversight Committee and its members.
- Meeting dates, agendas and minutes.

- News or press releases regarding the bond.
- Updates regarding the bond.

Anyone who has questions regarding the bond should be directed to the website. There they will be able to find all the information available related to the bond, such as the initial ballot and all of the information that was given to the committee in their binders. The expenditure reports will also be posted on the site. If the committee members have anything they want added to the website they should speak with Superintendent/President Serban. The website is located at www.sbcc.edu/measurev/. It was suggested that contact information for Superintendent/President Serban and Vice President Sullivan be added to the website.

10. Expenditure report

Vice President Sullivan reported that this report provided information on expenditures. The first page provided the revenue amount received from the bonds and interest from the bond construction fund. The other pages reflect the projects and amounts that will be used from the bond construction fund. Superintendent/President Serban noted that even though the total for the bond construction fund is \$47,962,633 there are adjustments that still need to be made, such as the private donations received for the Luria Conference and Press Center and also the alternative funding that will be used for the photovoltaic system. It was also noted that the estimates are rough estimates and the final costs are not known. It was noted that due to the current financial situation it could be possible for these figures to be lower.

11. Adjournment

Committee President Heron adjourned the meeting and the next meeting is scheduled for Thursday, June 18, 2009.

**CITIZENS' OVERSIGHT COMMITTEE
PROGRAM STATUS REPORT**

June 2009

Project Status:

#6567 School of Media Arts:

- Additional design work related to the fire system water supply is underway.
- Plans and specifications picked up by O'Connor Construction Management, Inc. (OCMI) to begin the constructability review process.
- The completed set submitted to the Division of the State Architect (DSA) will be sent to OCMI to prepare a cost estimate.
- The State reduced the funding by \$8.15M.
- The College received approval from the Chancellor's Office, authorizing the College to commence development of working drawings consistent with the revised preliminary plans.
- It is anticipated that the project will be submitted to DSA by the end of July 2009.

#6582 Drama/Music Modernization:

- Authorization to award bids was received from the Chancellor's Office on May 22, 2009.
- Due to delays in approval, original schedule analysis is no longer accurate.
- Limited Notice to Proceed (NTP) issued effective June 1, 2009. Preconstruction Meeting held June 4, 2009.
- Mobilization underway.
- Construction Commencement: June 15, 2009. Anticipated Completion: Summer 2010.

#6586 Luria Conference and Press Center:

- Abatement, demolition, overexcavation and recompaction are complete.
- Underground plumbing, electrical, footing excavation and concrete formwork underway.
- Upcoming work includes reinforcing steel and concrete placement.
- Project signage has been installed.
- Construction Commencement: April 2009. Anticipated Completion: December 2009.

#6587 Bridge Deck Repair/Replacement:

- Construction anticipated during Summer 2009. Bids opened April 7, 2009.
- Program Management Team (PMT) is coordinating with College Administration regarding issues anticipated due to bridge closure.
- Coordination issues anticipated with City due to work over roadway.
- Low bidder was Cushman Contracting. Potential issue with proposed deck surface.
- PMT has conferred with the Architect (Behr Browsers) regarding the use of an alternate deck material, known as Tufflex. Cushman responded. Architect stated he was unwilling to recommend the substitution.
- NTP issued effective June 15, 2009 and preconstruction meeting held June 11, 2009.
- College will procure deck coating material (Siplast).
- Construction Commencement: June 2009. Anticipated Completion: August 2009.

#6611 Keyless Entry (Electronic Locks):

- PMT met with internal staff to discuss delivery and installation schedule and plan. The IT Department will install the electronic hardware and coordinate software programming, etc.
- First application has been installed and is being tested in the IT Department.



CITIZENS' OVERSIGHT COMMITTEE PROGRAM STATUS REPORT

June 2009

#6637 Children's Center – Misc. Repairs and Upgrades:

- Additional work is required for Child Care Center accreditation.
- Awaiting revision of cost proposal for architectural services, scope development in process.
- DSA may require changes to accessible parking due to the awning project installed.
- This could severely impact traffic circulation and may exceed the budget, even without the needed modifications to the adult and children's restrooms.

#6644 Pershing Park – Softball Facility Upgrade:

- Scope meeting held with architect and users.
- Design services underway, Reeves to coordinate meetings with City.

#6685 Emergency Phone System:

- PMT met with internal staff to coordinate.
- Staff have provided data regarding phones and locations.

#6694 Generator Supported Services:

- Load testing will be required to determine capacity and demand loads (15 or 30 day test).

#6655 & 6561 Exterior Painting Projects for the following Buildings: Physical Education, Interdisciplinary Center, Business Communications.

- Draft pre-qualification package under review.
- Technical specifications under review.



Drama/Music Modernization, Project #6582, UPDATED Estimated Schedule Scenarios June 12, 2009

Best Case Scenario

Construction Start Date	June 15, 2009
Construction Duration	13 months
Anticipated Completion Date	July 15, 2010
Punchlist/Closeout (30 Days)	August 15, 2010
Move In (40 Days, Overlapping Punchlist)	August 25, 2010

This scenario assumes that there will be no delays or time extensions to the construction contract and that the contractor will be able to complete the work on schedule. This is a very aggressive project schedule that does not account for unforeseen field conditions, which are highly likely in a modernization project of this type.

More Likely Scenario

Construction Start Date	June 15, 2009
Construction Duration	15 months
Anticipated Completion Date	September 15, 2010
Move In To Theater Space (Prior to Closeout)	September 15, 2010
Punchlist/Closeout (30 Days)	October 15, 2010
Move In To Classrooms	October 15, 2010
Move In To Offices (15 Days during Holiday Break)	December 31, 2010

This scenario assumes that there will be two months worth of time extensions and contractor delays. This is a reasonably aggressive project schedule that attempts to account for unforeseen field conditions, which are highly likely in a modernization project of this type.

Worst Case Scenario

Construction Start Date	June 15, 2009
Construction Duration	17 months
Anticipated Completion Date	November 15, 2010
Punchlist/Closeout (30 Days)	December 15, 2010
Move In (30 Days During Holiday Break)	January 15, 2011

This scenario assumes that there will be four months worth of time extensions and contractor delays. This is a less aggressive project schedule that attempts to account for unforeseen field conditions, which are highly likely in a modernization project of this type.

Revenue Transactions

From 7/1/2008 to 8/12/2009

Post On	Document	Fund	Orgn	Acct	Prog	Actv	Locn	Amount	Description
Fund 42000 - Bond Construction Fund									
Organization 0000 - Non-Departmental									
12/12/2008	J0007894	42000	0000	881100	000000			47,000,000.00	Bond Proceeds Dec 2008
2/5/2009	EJ001156	42000	0000	881100	000000			-47,000,000.00	Transfer to 881400
2/5/2009	EJ001156	42000	0000	881400	000000			47,000,000.00	Transferred from 881100
2/5/2009	EJ001156	42000	0000	886000	000000			73,781.14	Interest on Bond Construction Fund
Total Non-Departmental								47,073,781.14	
Total Bond Construction Fund								47,073,781.14	

Selection Criteria: Fund4 = 42000; Organization4 = 0000; BdgActEne = B Filtered By: None

Simpler Financials - SBCC

Data Last Updated: 8/12/2009 12:34 PM

Expenditure Balances

As of 6/12/2009 (95%)

Organization	Fiscal Year Ado. Budget	Fiscal Year Adj. Budget	Year-To-Date Actual	Year-To-Date Encumbrances	Fiscal Year Variance	Pct. of Bdg.
Fund 42000 - Bond Construction Fund						
4600 - Bond Administration	0.00	2,802,351.00	297,961.99	29.63	2,504,359.39	10.6
6518 - Loma Alta Cross-Walk	0.00	100,000.00	0.00	0.00	100,000.00	0.0
6531 - Air Handler Student Services	0.00	125,000.00	0.00	0.00	125,000.00	0.0
6536 - Schott Ctr. Emergency Lighting	0.00	82,240.00	0.00	0.00	82,240.00	0.0
6549 - Sculpture Area Roof	0.00	75,000.00	0.00	0.00	75,000.00	0.0
6555 - Horticulture Fencing And Path ADA	0.00	90,000.00	0.00	0.00	90,000.00	0.0
6561 - Paint LDC, Drama Music Bus Comm Ext	0.00	100,000.00	0.00	0.00	100,000.00	0.0
6567 - High Tech School of Media Arts	0.00	13,536,005.00	1,358,304.09	0.00	12,179,700.91	10.0
6576 - East Campus All-Weather Bus Stop	0.00	100,000.00	0.00	0.00	100,000.00	0.0
6581 - Campus Center handrails/deck	0.00	100,000.00	0.00	0.00	100,000.00	0.0
6582 - Drama Music Modernization	0.00	9,849,964.00	505,832.80	16,526.05	9,327,805.15	5.3
6586 - Stadium Press Box	0.00	1,079,950.00	131,898.10	0.00	948,051.90	12.2
6587 - Bridge Seismic Eval and Repairs	0.00	1,000,000.00	50,203.65	0.00	949,796.35	5.0
6598 - CC Seismic Re-Glazing Phase II	0.00	298,400.00	0.00	0.00	298,400.00	0.0
6599 - Portable Building Swing Space	0.00	1,095,487.27	1,356,520.49	3,856.37	-264,889.59	124.2
6611 - Install Electronic Locks	0.00	300,000.00	18,538.24	12,910.24	270,551.52	9.8
6613 - Schott Center Modernization	0.00	7,084,880.00	0.00	0.00	7,084,880.00	0.0
6619 - Update ADA Compliance	0.00	2,025,000.00	-8,872.28	0.00	2,033,872.28	-0.4
6637 - Early Learning Ctr. Modernization	0.00	100,000.00	9,051.90	0.00	90,948.10	9.1
6638 - Catererie Grease Trap & GDR Drains	0.00	75,000.00	0.00	0.00	75,000.00	0.0
6639 - Pigeon Decantation	0.00	80,000.00	0.00	0.00	80,000.00	0.0
6640 - Replace Bleacher Seating LaPlaya	0.00	50,000.00	2,204.76	0.00	47,795.24	4.4
6642 - Chiller Coil Replacement	0.00	189,200.00	0.00	0.00	189,200.00	0.0
6643 - Repair and Refinish Trails	0.00	250,000.00	0.00	0.00	250,000.00	0.0
6644 - Parking Park Softball Upgrade	0.00	200,000.00	0.00	0.00	200,000.00	0.0
6645 - Upgrade Energy Mgmt System	0.00	200,000.00	202,621.89	0.00	-2,621.89	101.3
6646 - Replace Doors Sports Pavilion	0.00	100,000.00	0.00	0.00	100,000.00	0.0
6647 - Replace HVAC units ECC1-15	0.00	42,000.00	0.00	0.00	42,000.00	0.0
6648 - Replace Locker room lockers	0.00	25,000.00	0.00	0.00	25,000.00	0.0
6649 - Landscape ramps, 3rd Flr La Playa	0.00	100,000.00	26,181.96	0.00	73,818.04	26.2

Selection Criteria: Fund4 = 42000; Organization4 = 0000-9999 Filtered By: None

Expenditure Balances

As of 6/12/2009 (95%)

Organization	Fiscal Year Ado. Budget	Fiscal Year Adj. Budget	Year-To-Date Actual	Year-To-Date Encumbrances	Fiscal Year Variance	Pct. of Bdg.
6650 - PE-paint hallways 1st & 2nd floors	0.00	25,000.00	0.00	0.00	25,000.00	0.0
6651 - PE reocarpet teamlocker rooms	0.00	25,000.00	0.00	0.00	25,000.00	0.0
6652 - PE Sports Pavilion paint	0.00	10,000.00	0.00	0.00	10,000.00	0.0
6653 - Sports Pavilion handrail walkway	0.00	17,000.00	0.00	0.00	17,000.00	0.0
6654 - PE - new cabinets & seating LFC/HPC	0.00	25,000.00	0.00	0.00	25,000.00	0.0
6655 - PE - paint exterior	0.00	100,000.00	0.00	0.00	100,000.00	0.0
6656 - PE - replace bleachers in gym	0.00	50,000.00	0.00	0.00	50,000.00	0.0
6657 - Replace floor in Sports Pavilion	0.00	1,002,793.00	0.00	0.00	1,002,793.00	0.0
6658 - PE - Upgrade all restrooms	0.00	200,000.00	0.00	0.00	200,000.00	0.0
6659 - PE - Repair patio at Gym entry	0.00	50,000.00	0.00	0.00	50,000.00	0.0
6660 - Emergency loudspeaker system	0.00	150,000.00	0.00	0.00	150,000.00	0.0
6661 - IDC-replace flooring & paint	0.00	500,000.00	0.00	0.00	500,000.00	0.0
6662 - LRC Heating install reheat system	0.00	25,000.00	0.00	0.00	25,000.00	0.0
6663 - LRC Remodel Phase I	0.00	150,000.00	0.00	0.00	150,000.00	0.0
6664 - LRC Remodel: Phase II	0.00	150,000.00	0.00	0.00	150,000.00	0.0
6665 - MDT resurface driveway	0.00	35,000.00	0.00	0.00	35,000.00	0.0
6666 - MDT new carpet	0.00	25,000.00	0.00	0.00	25,000.00	0.0
6667 - PE upstairs locker room	0.00	25,000.00	0.00	0.00	25,000.00	0.0
6668 - OE 180 replace heating system	0.00	20,000.00	0.00	0.00	20,000.00	0.0
6669 - OE,Hum,IDE, PE painter interior	0.00	25,000.00	0.00	0.00	25,000.00	0.0
6670 - Pershing Park replace screens	0.00	15,000.00	0.00	0.00	15,000.00	0.0
6671 - Campus Center repair columns	0.00	50,000.00	3,250.00	0.00	46,750.00	6.5
6672 - ECC & Bookstore repair roofing	0.00	75,000.00	0.00	0.00	75,000.00	0.0
6673 - Replace carpets in Humanities Bldg	0.00	525,000.00	0.00	0.00	525,000.00	0.0
6674 - PS 101 replace seating	0.00	50,000.00	0.00	0.00	50,000.00	0.0
6675 - Replace urinals, toilets, & fountain	0.00	50,000.00	0.00	0.00	50,000.00	0.0
6676 - La Playa stadium replace bleachers	0.00	50,000.00	0.00	0.00	50,000.00	0.0
6677 - Resurface track at La Playa	0.00	500,000.00	0.00	0.00	500,000.00	0.0
6678 - Schott Ct parking lot resurface	0.00	120,000.00	0.00	0.00	120,000.00	0.0
6679 - Schott Ct replace heater	0.00	30,000.00	0.00	0.00	30,000.00	0.0

Selection Criteria: Fund4 = 42000; Organization4 = 0000-9999 Filtered By: None

Expenditure Balances

As of 6/12/2009 (95%)

Organization	Fiscal Year Ado. Budget	Fiscal Year Adj. Budget	Year-To-Date Actual	Year-To-Date Encumbrances	Fiscal Year Variance	Pct of Bgd
6660 - Snack Shop East Campus	0.00	300,000.00	0.00	0.00	300,000.00	0.0
6661 - Snack Shop West Campus	0.00	300,000.00	0.00	0.00	300,000.00	0.0
6662 - Student Services replace carpet	0.00	50,000.00	0.00	0.00	50,000.00	0.0
6683 - Wake - replace childrens fixtures	0.00	25,000.00	0.00	0.00	25,000.00	0.0
6684 - HRC,MDT,Admin elevator upgrade	0.00	118,000.00	56,243.00	0.00	61,757.00	47.7
6685 - Upgrade Emergency Phone System	0.00	50,000.00	31,601.09	3,626.43	14,772.48	70.5
6686 - Oak restoration video surveillance	0.00	40,000.00	0.00	0.00	40,000.00	0.0
6687 - Wake Cosmetology Conversion	0.00	1,000,000.00	0.00	0.00	1,000,000.00	0.0
6688 - Wake - resurface parking lot	0.00	300,000.00	0.00	0.00	300,000.00	0.0
6689 - DM Air Handler Replacement	0.00	248,000.00	0.00	0.00	248,000.00	0.0
6690 - Humanities Chiller pump retrofit	0.00	25,000.00	0.00	0.00	25,000.00	0.0
6691 - Humanities soundproof rooms 300-303	0.00	33,000.00	0.00	0.00	33,000.00	0.0
6692 - Humanities south stairwell upgrade	0.00	11,000.00	0.00	0.00	11,000.00	0.0
6693 - La Playa Artificial Turf	0.00	500,000.00	0.00	0.00	500,000.00	0.0
6694 - Generator Supported Services	0.00	100,000.00	0.00	0.00	100,000.00	0.0
Total Bond Construction Fund	0.00	48,432,070.27	4,039,341.66	36,948.72	44,355,779.87	8.4

Selection Criteria: Fund4 = 42000; Organization4 = 0000-9999 Filtered By: None