**Independent Citizens' Bond Oversight Committee**
**Tuesday, September 18, 2018**
**2 p.m. to 4 p.m.**

**MiraCosta Community College District**
**Oceanside Campus – Room 1068 Board Room**
**1 Barnard Drive – Oceanside CA**

# Agenda

I. Call to Order

II. Roll Call

III. Approve Meeting Minutes *(attachment)*

   A. Regular Meeting of June 19, 2018

IV. Public Comment On and Not on the Agenda

ITEMS ON THE AGENDA: Members of the audience may address the Committee on any item listed on the agenda when that agenda item comes up for discussion and/or action. Comments will be limited to three (3) minutes per agenda item and a total of fifteen (15) minutes of public comment on an item, unless waived by the committee. ITEMS NOT ON THE AGENDA: Members of the audience may address the Committee on any topic not on the agenda so long as the topic is within the jurisdiction of the committee. Under the Brown Act, the committee is not permitted to engage in public discussion or take any action on an agenda item not on the agenda, except that members of the board may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Government Code §54954.3. In addition, on their own initiative, or in response to questions posed by the public, a member of the committee may ask a question for clarification. A member of the committee or the committee itself may provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda. Comments from visitors shall not exceed three (3) minutes unless the committee waives the time limit. The board may also limit the total amount of time for speakers on a particular topic to fifteen (15) minutes.

V. Changes in Agenda Order

VI. 2019 Meeting Dates

VII. Appoint Chair

VIII. Staff Reports

IX. Standing Reports

   A. Status of Design
   B. Status of Construction
   C. Status of Contracts Let
   D. Scope of Services for Negotiated Contracts
   E. Status of Finance (Cost to Date)

X. Items for Next Agenda

XI. Adjournment

# Independent Citizens' Bond Oversight Committee

**Minutes of Regular Meeting** **June 19, 2018**
**(Approved _____, 2018)**

## I. Call to Order

The Independent Citizens' Bond Oversight Committee met in a regular meeting on Tuesday, June 19, 2018, in meeting room 1068 on the Oceanside Campus. Chairperson Debbie Barnum called the meeting to order at 2:01 p.m.

## II. Roll Call

Committee members present:

| | |
|---|---|
| Debbie Barnum | Robert Marcial |
| Raye Clendening | Ted Owen |
| Dick High | |

Committee members not present:
Yolanda Silva

Others present:

| | |
|---|---|
| Geoffrey Bachanas | Tom Macias |
| Larry Barry | Charlie Ng |
| Kristen Huyck | |

## III. Approve Meeting Minutes

A. Regular Meeting of April 17, 2018
By motion of committee member Owen, seconded by committee member Clendening, the minutes of the regular meeting of April 17, 2018, were approved.
Vote: 5/0
Aye: Barnum, Clendening, High, Marcial, Owen

## IV. Public Comment On and Not on the Agenda

One community member requested the Independent Citizens' Bond Oversight Committee meetings be placed on the public calendar and also listed in the Arts and Events that comes out every week. An inquiry was made if there will be a walk through or an open house as buildings are completed as part of the bond program.

## V. Changes in Agenda Order

None.

## VI. Recruitment of Independent Citizens' Bond Oversight Committee Member – Senior Citizen Representative

The opening was addressed at the Encinitas City Council and the city is distributing the information. The president/superintendent and the public information office are continuing to work with various networks to fill the position.

## VII. Staff Reports

None.

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## VIII. Standing Reports

A. Status of Design

Kitchell reviewed the program status summary with the committee. The EIR (environmental impact report) has been completed for the Community Learning Center (CLC) and the San Elijo campus. The Oceanside campus EIR was approved in April and the 30-day waiting period has passed. CEQA (California Environmental Quality Act) has also provided their approval.

Version 1 of the district standards and guidelines has been completed. The standards will be posted to the website by the end of the summer. Working on sole source guidelines.

Reviewed In-Design Projects—Current

- Oceanside: Athletic Field Renovation and New Athletic Field Support Building. Schematic design complete and design team is in the development phase of design. User groups are being met with and cost estimates are being reviewed. Another meeting will be scheduled with the neighborhood to continue dialogue if there are any concerns regarding the athletic field renovations.
- San Elijo: B300 Modernization. Design team has completed the final set of construction design plans and project team is currently completing the constructability review. Cost estimates are being finalized and the project is scheduled to be submitted to the Division of the State Architect in the next few weeks.
- San Elijo: New Student Services and Administration Building. Programming completed and design team is currently working on the design phase of the design. User groups are being met with.
- CLC: New Student Services Building. Programming phase in in the final stages of completion. Design team will move into the schematic design phase once programing phase is completed. User groups are being met with.

Reviewed In-Design Projects—Upcoming

- Oceanside: New Parking Lot and Entrance
- Oceanside: New Gym Building
- Oceanside: New Allied Health Building
- Oceanside: New Student Services Building
- Oceanside: New Chemistry and Bio Tech Building
- Oceanside: B1000 Renovation
- San Elijo: B500 Renovation
- CLC: SBDC Demolition/Monument Signage

B. Status of Construction

The committee reviewed the following projects:

- Oceanside: Temporary Portables for Swing Space
- San Elijo: Temporary Portables for Swing Space
- San Elijo: B600 Modernization

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C. Status of Contracts Let

The committee reviewed the following Request for Task Order Proposals (RFTOPS):

- MM-17001 – Architectural and Engineering Services
- MM-17002 – Geotechnical
- MM-17003 – Civil Engineering

Following projects in process:

- Oceanside: B1000 Renovation
- San Elijo: B500 Renovation

Upcoming Projects:

- Oceanside, San Elijo, and CLC: Geotechnical and Civil Engineering
- Oceanside: New Parking Lot and Entrance
- Oceanside: New Gym Building
- Oceanside: New Allied Health Building
- Oceanside: New Student Services Building
- Oceanside: New Chemistry and Bio Tech Building
- CLC: SBDC Demolition/Monument Sign

D. Scope of Services for Negotiated Contracts

Per the request of the committee, new items are noted in red on the presentation and are listed below.

- Geotechnical
  - SMS Geotechnical—OC Temporary Housing for Swing Space • OC Athletic Field Renovation
- Civil Engineering
  - NV5—OC Athletic Field Renovation
- Project Inspection
  - Alliance Engineering—OC Temporary Portables for Swing Space • SEC Temporary Portables for Swing Space • SEC B600 Modernization
- Construction
  - Class Leasing—OC Temporary Portables for Swing Space • SEC Temporary Portables for Swing Space
  - Conan Construction—OC Temporary Portables for Swing Space • SEC B600 Modernization
  - Straight Line General Contractors—SEC Temporary Portables for Swing Space
- Furniture
  - Arenson Office Furniture—OC Temporary Housing for Swing Space
  - Parron Hall—Temporary Housing for Swing Space
- Moving/Relocation
  - Elite Relocation Services—SEC B600 Modernization
  - Krueger International—OC Temporary Housing for Swing Space
  - Mobile Mini—SEC B600 Modernization
  - Virco Inc.—OC Temporary Housing for Swing Space
- Miscellaneous Contracts
  - Dell Marketing: PM trailer Audio Visual
  - Union Tribune Publishing Co.: Project bid advertisements

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- Division of State Architects: Project plan review fees

E. Status of Finance (Cost to Date)
Kitchell explained to the committee there was glitch in the system that did not show the final expenditures to date. The information will be emailed to the group when it is ready. The contract for the audit is going to the board on Thursday. Once approved, we will move forward with that project.

There is no new information on Measure MM cost saving measures.

The committee requested that as more projects are in process, it would be helpful to give a percentage comparison break down—budget versus actuals per project. Debbie Barnum will send Kitchell an example of a format to be used.

**IX. Items for Next Agenda**
Appoint Committee Chair

Note: July and August meetings cancelled.

**X. Adjournment**
Meeting adjourned at 2:42 p.m.

**Minutes Approval:**

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Debbie Barnum
Committee Chair

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