

MEASURE GC OVERSIGHT COMMITTEE MEETING

NOVEMBER 4, 2019

Documents and Board Reports

- a) **Project Status Report – Updated by Joel Peterson, Director of Facilities, October 2019**
- b) **Garfield Relocation Update and Account - October 2019**
 - 1) Epic Spreadsheet and accounting
 - 2) Vacated Properties map
- c) **Measure GC Funds Balances and Board Reports – August, September and October, 2019**
 - August 20, 2019
 - 1) Measure G and Measure GC Funds Balances and Schedule Update
 - 2) Science Building – Schematic Design
 - 3) Appointment of Members to the Independent Citizens’ Bond Oversight Committee
 - 4) Acceptance of Bid – Mariposa Sewer Retrofit Project
 - September 10, 2019
 - 1) Measure G and Measure GC Funds Balances and Schedule Update
 - 2) Acceptance of Contract as Complete – HR Renovation Project
 - October 15, 2019
 - 1) Measure G and Measure GC Funds Balances and Schedule Update
- d) **Resolution of Necessity to Acquire Real Property by Eminent Domain for Glendale Community College Garfield Campus Parking Improvement Project – Public Hearing May 21, 2019**
- e) **Five Year Capital Outlay Plan 2021-2025 (1st year 2021-2022)**

GLENDALE COMMUNITY COLLEGE DISTRICT

August 20, 2019

INFORMATIONAL REPORT NO. 4

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

REVIEWED BY: Anthony Culpepper, Executive Vice President,
Administrative Services

PREPARED BY: Susan Courtney, Director, Business Services

SUBJECT: MEASURE G AND GC FUNDS BALANCES AND
SCHEDULE UPDATE

Attached is a summary report on Measure G and GC Fund activity and budget balances through July 31, 2019.

Measure G Financial Status Report as of July 31, 2019									
Project	New Allocation As of July 1, 2017	Prior Year Expenditures (a)	2018-19 Expense	2018-19 Encumbrances	Total Obligated	Total Available	Project Status		
1 Lab/College Services	8,019,942	6,002,578	4,987,343	35,371	11,025,292	-	June 2018		
2 LCS - Secondary Effects	264,034	243,640	20,394	-	246,034	-	Complete		
3 Energy Conservation - Phase I	1,500,000	1,440,055	59,945	-	1,500,000	-	Complete		
4 Oracle R12/Imaging Upgrade	850,000	844,732	-	-	844,732	-	Complete		
5 Facilities Master Plan	150,000	112,620	37,380	-	150,000	-	Complete		
6 Energy Conservation - Phase II	1,000,000	185,792	764,245	49,963	1,000,000	-	Complete		
7 Network System Upgrade	1,260,107	845,129	412,402	-	1,257,531	2,576	Complete		
8 PE Remodel	3,000,000	-	-	-	-	-	Measure GC Funding		
9 Server Room Upgrade	1,500,943	1,500,943	-	-	1,500,943	-	Complete		
10 Cafeteria Remodel	498,500	498,500	-	-	498,500	-	Complete		
11 Infrastructure	1,991,399	1,991,399	-	-	1,991,399	-	Complete		
12 Planning	834,759	834,759	-	-	834,759	-	Complete		
13 Technology	8,243,547	8,243,547	-	-	8,243,547	-	Complete		
14 Garfield Campus	22,976,842	22,976,842	-	-	22,976,842	-	Complete		
15 Facility Renovation	2,480,697	2,480,697	-	-	2,480,697	-	Complete		
16 Allied Health	10,294,917	10,294,917	-	-	10,294,917	-	Complete		
17 COPS Payment	306,453	306,453	-	-	306,453	-	Complete		
18 Temp O & M Bldg	229,524	229,524	-	-	229,524	-	Complete		
19 Network/Telephone	1,978,103	1,978,103	-	-	1,978,103	-	Complete		
20 Science Center	6,989,932	6,989,932	-	-	6,989,932	-	Complete		
21 Parking (1185 spaces)	26,178,157	26,178,157	-	-	26,178,157	-	Complete		
22 Health & Wellness (A/C for Gym)	994,480	994,480	-	-	994,480	-	Complete		
23 Athletic Facilities	4,417,324	4,417,324	-	-	4,417,324	-	Complete		
24 Costs of Issuance	83,357	83,357	-	-	83,357	-	Complete		
Contingency Reserves	-	-	-	-	-	-	-		
Total	106,043,017	99,673,480	6,281,708	85,334	106,022,523	2,576	-		

Notes:

- (a) Prior year expenditures adjusted to reflect transfer of expenditures per Board approvals.
- (b) PeopleSoft implementation augmented from reserves, Lab/College Services and interest.
- (c) Garfield Campus project reflects additional funding from reserves and completed projects.
- (d) Allied Health reflects transfer of expenses to other projects, additional \$466,323 from reserves to cover cost increases.
- (e) Allied Health reflects additional \$8M, Foundation donation and transfer of \$267,176 to Garfield project approved by Board February 2009.
- (f) Server Room Upgrade funded with initial reallocation of \$1,500,000 from Lab/College Services Building.
- (g) Cafeteria Remodel funded with \$498,500 from Lab/College Services building.
- (h) Secondary Effects of Lab/College Services broken out to delineate for tracking purposes.
- (i) Energy Conservation - Phase I reallocated \$1,500,000 from Lab/College Services Building.
- (j) Oracle R12/Imaging Upgrade funded with \$850,000 from Contingency Reserves.
- (k) Facilities Master Plan funded from Contingency Reserves.
- (l) Energy Conservation - Phase II funded from Contingency Reserves.
- (m) PE Remodel funded from Contingency Reserves.
- (n) Network System Upgrade funded from Contingency Reserves.
- (o) LCS - Secondary Effects allocation and PE Remodel were reallocated to Lab/College Services.
- (p) PE Remodel reallocated to LCS

Measure GG Financial Status Report as of July 31, 2019									
Project	New Allocation As of July 2018	Prior Year Expenditures (e)	2019-20 Expense	2019-20 Encumbrances	Total Obligated	Total Available	Project Status		
1 Infrastructure	16,000,000	9,475,795	242,330	3,201,849	12,919,974	3,080,026	Ongoing		
2 PE Remodel	44,000,000	10,399,350	370,137	2,291,739	13,061,226	31,312,896	PPD		
3 Technology	3,000,000	2,321,604	57,022		2,378,626	621,374	Ongoing		
4 Montrose Campus	13,000,000	3,433,336	114,156	17,301	3,450,636	9,435,208	Ongoing		
5 Garfield Land Acquisition	30,000,000	20,616,906	252,278		20,869,184	9,402,807	Ongoing		
6 Classroom/Lab Renovations	5,000,000	3,868,814	74,610	211,084	4,154,508	945,492	Ongoing		
7 Science Building	10,200,000			888,796	759,009	1,647,805	Ongoing		
8 Campus Wide Safety and Security	500,000	315,073	30,810		318,154	181,846	Ongoing		
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23 Contingency Reserves	328,464								
24 Total	122,028,464	50,430,877	1,141,342	6,610,758	57,639,326	56,627,454			

- Notes:

- 1 Infrastructure Projects are ongoing in accordance with the annual planning.
- 2 PE Increment 1 was being awarded at the April 2018 Meeting. Estimated completion is Winter 2019.
- 3 Technology projects include the completion of the upgrade campus-wide network and PDG, PeopleSoft Upgrade, Budgeting Application.
- 4 Property Purchased; Feasibility study will be started this year.
- 5 Purchase of land for Garfield Campus. Closed on two properties as on August 2018.

GLENDALE COMMUNITY COLLEGE DISTRICT

August 20, 2019

NEW BUSINESS REPORT NO. 1 - ACTION

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

PREPARED BY: HMC Architects

SUBJECT: GLENDALE COMMUNITY COLLEGE DISTRICT
SCIENCE BUILDING – SCHEMATIC DESIGN

DESCRIPTION OF HISTORY / BACKGROUND*

Glendale Community College is projected to face an increased enrollment of students and supporting faculty in the next decade in the science areas. Assessment of existing space for the sciences showed a need to replace insufficiently sized and outdated space in the San Gabriel, Arroyo Seco, and Camino Real Buildings and to provide additional space to address student demand for classes that has led to long wait lists.

For the past 1 ½ years, representatives of HMC Architects and Gafcon Construction Managers have been working with GCC science faculty and staff and GCC administrators in the planning and programming of a new Science Center based on a projected budget of \$110 million from Measure GC facilities bond proceeds.

The plans call for a new five stories Science Center to be located at the Northwest corner of the Verdugo Campus. It would be approximately 97,000 gross square feet (GSF) and consist of:

- 31 science classrooms/labs for earth science, biology, chemistry, and physics,
- dedicated laboratory support spaces,
- 3,000 SF science student resource center with flexible space for studying, collaboration, and tutoring,
- 100 seat stepped lecture hall,
- 30 faculty offices and 2 department offices,
- student collaboration spaces in a variety of forms and sizes throughout all five levels, and
- open lounge spaces for student activity and social interaction and collaborative learning inside and outside the building.

Given the technical requirements of labs, science buildings typically have a lower efficiency percentage than other facilities. With a total of 60,145 assignable square footage (ASF) and 93,600 GSF, the schematic design is at 64% efficiency. This is on target for science buildings and is a significant accomplishment in design considering the site challenges the project faces, including a 36 feet grade difference across the length of the site.

During the planning and programming process, the Board of Trustees has received information reports and provided comments at its meetings on May 15, 2018, August 2, 2018, and May 21, 2019.

HMC Architects and the design team have completed the schematic design phase that is reflected in the 177-page design package available for review in the Superintendent/President's Office or on-line at [http://www-01.glendale.edu/BOT/2019 GCCD Science Building Schematic Design.pdf](http://www-01.glendale.edu/BOT/2019_GCCD_Science_Building_Schematic_Design.pdf). The schematic design includes the programming matrix; site conditions; massing; floor plans; sustainability; elevations and sections; exterior and interior materials; landscaping; lab planning; structural, electrical, and mechanical components, and code compliance analysis.

The schematic design outlines a schedule that includes:

- design development (August - December 2019),
- cost estimate update (December 2019),
- construction documents (January 2020 - June 2020),
- cost estimate update (June 2020),
- Department of State Architects review and approval (June 2020 - December 2020),
- construction bid awarded (January 2021), and
- construction (January 2021 - January 2023).

*narrative includes material from HMC Architects Schematic Design package – 2019.07.23

COMMITTEE HISTORY

College Executive Committee August 13, 2019

FISCAL IMPACT

None

RECOMMENDATION

The Superintendent/President recommends that the Board of Trustees accept the Glendale Community College District Science Building – Schematic Design as presented by HMC Architects and approve moving to the design development phase of the project.

GLENDALE COMMUNITY COLLEGE DISTRICT

August 20, 2019

NEW BUSINESS REPORT NO. 3 - ACTION

TO: Board of Trustees
SUBMITTED BY: David Viar, Superintendent/President
SUBJECT: APPOINTMENT OF MEMBERS TO THE INDEPENDENT
CITIZENS' BOND OVERSIGHT COMMITTEE

DESCRIPTION OF HISTORY / BACKGROUND

An election was held in the Glendale Community College District on November 8, 2016 for the issuance and sale of general obligation bonds of the Glendale Community College District (the "District"). Measure GC was approved under Proposition 39 which requires that the District establish, populate and empower an independent citizens' bond oversight committee. The District previously had a bond oversight committee established for Measure G in connection with the issuance of bonds under Measure G. In December 2016 the Board expanded the responsibilities of the Glendale Community College District Independent Citizens' Bond Oversight Committee to include the review of expenditures of the Measure GC bond proceeds and approved Amended and Restated Bylaws which set forth the expanded powers and responsibilities of the Committee. The GCC Executive Vice President of Administrative Services serves as the chief college staff member in support of the work of the Committee.

Members of the committee may serve no more than three consecutive terms of two years each. Terms commence as of the date of the appointment by the Board of Trustees, with an effort to have terms run from July 1 – June 30.

With the sale of \$122 million of the first phase of the Measure GC facilities bonds and significant increase in responsibilities for the oversight committee, the Independent Citizens' Bond Oversight Committee discussed the value to increase the membership of the committee to at least 12 members, including a GCC student.

Proposition 39 and the By-Laws require that the oversight committee consist of at least seven members representing the following areas:

- Local business organization
- Senior citizens' organization
- Taxpayer organization
- Currently enrolled student active in student government
- District support organization such as the College Foundation
- Community at-large (at least two)

The composition of the Oversight Committee includes the following individuals:

First Term Members:

Zanku Armenian (1 st term ending, June 2019)	Business
Annie Reed (1 st term ending, June 2019)	Community
Seda Khatchaturian (1 st term ending, June 2020)	Taxpayers Org.
Alex Parajon (1 st term ending, June 2020)	Community
Jennifer Quinonez-Skinner (1 st term ending, June 2020)	Community
Melanie Kasparian (has transferred, 1 st term ending, June 2020)	Student

Second Term Members:

Roberta Hacopian (2 nd term ending June 2020)	Senior Citizens Org.
Harry Leon (2 nd term ending June 2020)	Taxpayers Org.
Sophal Ear (2 nd term ending June 2019)	Community
Larry Hanson (2 nd term ending June 2019)	District Organization

Third Term Members

Armik Avedisian (3 rd term ending June 2020)	Business Organization
Kevin Lee (3 rd term ending June 2020)	Community At-Large

Four members have terms expiring and they are interested in continuing their service: Zanku Armenian, Annie Reed, Sophal Ear, and Larry Hanson. No recommendations are being made to add new members beyond the 12 now in place and willing to be reappointed.

COMMITTEE HISTORY

College Executive Committee August 13, 2019

FISCAL IMPACT

Because the Education Code prohibits the use of bond funds for the support of the Committee, there may be a limited fiscal impact to the General Fund resulting from the creation of and the District's support of the Committee.

RECOMMENDATION

The Superintendent/President recommends that the Board of Trustees approve the reappointments of Zanku Armenian, Annie Reed, Sophal Ear, and Larry Hanson to the Glendale Community College District Independent Citizens' Bond Oversight Committee for terms ending June 30, 2021.

GLENDALE COMMUNITY COLLEGE DISTRICT

August 20, 2019

NEW BUSINESS REPORT NO. 6 - ACTION

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

REVIEWED BY: Anthony Culpepper, Executive Vice President,
Administrative Services

PREPARED BY: Susan Courtney, Director, Business Services

SUBJECT: ACCEPTANCE OF BID – MARIPOSA SEWER RETROFIT
PROJECT

DESCRIPTION OF HISTORY/BACKGROUND

On July 31, 2019 bids were received for the Mariposa Sewer Retrofit project. This project is required to correct angle of the flow to prevent waste back up. It is best to proceed with this project during the summer to avoid disruption of classes. The bids came in as listed below.

Summary of Bids

Bidders	Bid Amount
1. George C Hopkins Construction Co Inc	\$428,888

COMMITTEE HISTORY

College Executive Committee August 13, 2019

FISCAL IMPACT

\$428,888. This project is being funded by Measure GC.

RECOMMENDATION

The Superintendent/President recommends that the Board of Trustees accept the bid for the Mariposa Sewer Retrofit project to the lowest responsive, responsible bidder, George C Hopkins Construction Co Inc in the amount not to exceed \$428,888.

GLENDALE COMMUNITY COLLEGE DISTRICT

September 10, 2019

INFORMATIONAL REPORT NO. 2

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

REVIEWED BY: Anthony Culpepper, Executive Vice President,
Administrative Services

PREPARED BY: Susan Courtney, Director, Business Services

SUBJECT: MEASURE GC FUNDS BALANCES AND SCHEDULE
UPDATE

Attached are summary reports on Measure GC Fund activity and budget balances through August 31, 2019.

Measure GC Financial Status Report as of August 31, 2019									
Project	New Allocation As of July, 2018	Prior Year Expenditures (a)	2019-20 Expense	2019-20 Encumbrances	Total Obligated	Total Available	Project Status		
1 Infrastructure	16,000,000	9,475,795	2,512,512	2,210,563	14,198,871	1,801,129	Ongoing		
2 PE Remodel	44,000,000	10,399,350	1,355,130	3,324,526	15,079,006	28,920,994	TBD		
3 Technology	3,000,000	2,321,604	57,022		2,378,626	621,374	Ongoing		
4 Montrose Campus	13,000,000	3,433,335	114,156	17,301	3,450,636	9,435,208	Ongoing		
5 Garfield Land Acquisition	30,000,000	20,616,906	252,278		20,597,193	9,402,807	Ongoing		
6 Classroom/Lab Renovations	5,000,000	3,868,814	336,609	178,127	4,383,550	616,450	Ongoing		
7 Science Building	10,200,000		40,931	4,791,791	4,832,722	5,367,278	Ongoing		
8 Campus Wide Safety and Security	500,000	315,073	30,810		318,154	181,846	Ongoing		
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24 Contingency Reserves	328,464								
Total	122,028,464	50,430,877	4,699,447	10,522,307	65,238,758	56,347,086			

Notes:

- 1 Infrastructure Projects are ongoing in accordance with the annual planning.
- 2 PE Increment 1 was being awarded at the April 2018 Meeting. Estimated completion is Winter 2019.
- 3 Technology projects include the completion of the upgrade campus wide network and PDC, PeopleSoft Upgrade, Budgeting Application.
- 4 Property Purchased. Feasibility study will be started this year.
- 5 Purchase of land for Garfield Campus. Closed on two properties as on August 2018.

GLENDALE COMMUNITY COLLEGE DISTRICT

September 10, 2019

CONSENT CALENDAR NO. 4

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

REVIEWED BY: Anthony Culpepper, Executive Vice President,
Administrative Services

PREPARED BY: Susan Courtney, Director, Business Services

SUBJECT: ACCEPTANCE OF CONTRACT AS COMPLETE –
HUMAN RESOURCES RENOVATION PROJECT

DESCRIPTION OF HISTORY/BACKGROUND

The Bid Proposals for the Human Resources Renovation Project was received on March 12, 2019. The Bid Proposal from Monet Construction was accepted on March 19, 2018. This project is now complete with substantial completion achieved as of August 14, 2019. The project was on time and under budget.

Construction Budget	\$771,251
Original Contract Price	\$598,000
Amount Contract Price Increased by Change Orders	\$ 18,582
New Contract Price	\$616,283

COMMITTEE HISTORY

College Executive Committee September 3, 2019

FISCAL IMPACT

\$616,283. This project is being funded by Measure GC monies.

RECOMMENDATION

The Superintendent/President recommends that the Board of Trustees accept the contract for the Human Resources Renovation Project as complete.

GLENDALE COMMUNITY COLLEGE DISTRICT

October 15, 2019

INFORMATIONAL REPORT NO. 2

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

REVIEWED BY: Anthony Culpepper, Executive Vice President,
Administrative Services

PREPARED BY: Susan Courtney, Director, Business Services

SUBJECT: MEASURE GC FUNDS BALANCES AND SCHEDULE
UPDATE

Attached are summary reports on Measure GC Fund activity and budget balances through September 30, 2019.

Measure GC Financial Status Report as of September 30, 2019									
Project	New Allocation As of July, 2018	Prior Year Expenditures (a)	2019-20 Expense	2019-20 Encumbrances	Total Obligated	Total Available	Project Status		
1 Infrastructure	16,000,000	9,475,795	2,984,716	3,489,488	15,949,999	50,001	Ongoing		
2 PE Remodel	44,000,000	10,399,350	1,539,730	3,140,544	15,079,624	28,920,376	TBD		
3 Technology	3,000,000	2,321,604	57,022		2,378,626	621,374	Ongoing		
4 Montrose Campus	13,000,000	3,433,335	114,156	17,301	3,450,636	9,435,208	Ongoing		
5 Garfield Land Acquisition	30,000,000	20,616,906	252,278		20,567,193	9,402,807	Ongoing		
6 Classroom/Lab Renovations	5,000,000	3,868,814	384,311	117,811	4,370,936	629,064	Ongoing		
7 Science Building	10,200,000		40,931	4,791,791	4,832,722	5,367,278	Ongoing		
8 Campus Wide Safety and Security	500,000	315,073	30,810		318,154	181,846	Ongoing		
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24 Contingency Reserves	328,464								
Total	122,028,464	50,430,877	5,403,953	11,556,935	66,977,890	54,607,954			

Notes:

- 1 Infrastructure Projects are ongoing in accordance with the annual planning.
- 2 PE Increment 1 was being awarded at the April 2018 Meeting. Estimated completion is Winter 2019.
- 3 Technology projects include the completion of the upgrade campus wide network and PDC, PeopleSoft Upgrade, Budgeting Application.
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