

MINUTES  
ESTC BUILDING  
BUILDING CONSTRUCTION COMMITTEE REVIEW MEETING  
MARCH 6, 2008, BOARD ROOM

Present: Tony Osa, Jennifer Ridgway, Mark Healy, Karen Copsey, Barb Odegard, Donna Farris, Jeff Cummings, Barry Russell, Beth Watt, Matt Lattanzio, Dan Prideaux, Debbie Dutcher

- I. Meeting: March 5, 2008 at 4:00p.m. – 5:00 p.m.
- II Meeting Place College of the Siskiyous Board Room
- III Meeting Purpose Building Construction Committee Review Meeting
- IV Introductions Meeting Attendees
- V. Meeting Minutes: Review/Accept Previous Meetings Minutes as attached herewith

Minutes were approved.

VI Topics of discussion:

**Project Schedule/Timeline Update**

Jennifer distributed the timelines. Below are the tentative dates:

- 1. Advertise for Bid 2/7/08
- 2. Bidding Phase 2/7-3/18/08
- 3. Advertise for bid 2/14/08
- 4. Pre-Bid Job Walk 2/26/08 ( Anticipate 6-7 bidders)
- 5. Bid Opening 3/18/08
- 6. Board Approval 3/18/08
- 7. Contract Award 3/24/08
- 8. Issue Notice to Proceed 3/25/08
- 9. Pre-Constr. Meeting 3/26/08
- 10. Construction Phase 4/1-10/31/08
- 11. Low Voltage Contract 11/3-11/26/08
- 12. Furniture Installation 12/8-12/12/08
- 13. College Move In 12/19-1/9/09
- 14. Spring 09 Semester Begins 1/12/09

DSA Review comments are back and very minimal. Structural Safety Review has started. The next will be Fire and Life Safety.

**Technology Consultant Up-Date**

Existing conduit for phone and data run through the footprint and will need to be rerouted. This includes fiberoptics to TTC as well. A separate contractor will be responsible for AV equipment. That contract will be issued by October 31 and run November – December 2008. There will be 2 smart classrooms. Two of the five break-out rooms may need more AV info. Beth will work with Jennifer.

### **Furniture Consultant Up-Date**

Furniture Consultant, Michelle Stephens from Interior Concepts has been hired to oversee all furniture purchases. Michelle will be at our next meeting, March 26, 2008. Michelle would like to meet with all the instructors/staff of the classrooms/offices for the ESTC building. In April, Michelle will provide samples and brochures and we will have 2 weeks to choose (sit in chairs, etc) and then go to bid for design. Color choices will be in late April/early May.

See below for tentative dates:

1. Furniture Bldg. Com. Meeting 3/26/08
2. Product Meeting 4/30/08
3. Samples on site 4/30-5/14/08
4. Selection of products 5/14/08
5. Final Room designs for Appr 5/28/08
6. Bidding Phase 6/26/08
7. 1<sup>st</sup> RFP Advertisement 6/26/08
8. 2nd RFP Advertisement 7/3/08
9. Bid opening for furniture RFP 7/15/08
10. Board Approval 8/5/08
11. Issue PO 8/12/08
12. Furniture Installation 12/08-12/12/08

### **Last Minute Comments/Concerns**

Traffic flow is a concern during construction as well as the paving project around the gym and the new building site. One of the main traffic flows to the TTC building is past the construction site and behind the gym. With the poor condition of the road off of College Avenue to the new TTC building, most students travel behind the gym and past the tennis courts. The parking lot between the Theater and Gym will be part of the paving project as well as Siskiyou Way, one of the two entrances to the College. The City of Weed and COS Administrators are discussing needs for both parties. Jennifer indicated that the traffic flow pattern will stay the same behind the gym to the fire training grounds.

There are proposed laydown areas behind the gym and between the athletic weight room and the Industrial Technology building. There are 3 other areas indicated that could possibly become laydown areas. That will be decided during construction. They are next to the Ponderosa Lodge on the new outside basketball court, and on the grassy area between Greenshields and the building site.

**Other:**

Spin Off Project: A new well will be drilled near the Theater during spring break. This will supply water for the cooling system to the Theater, McCloud, and Life Science buildings. We will keep the boiler system as well to help boost the new system. Water cooling is one of the most efficient means of cooling (geothermal cooling). The ESTC will have solar heating for domestic water use (LEAD certified).

There was extensive discussion on using local vendors for the window furnishings or include it in the general contract. Pros and cons were discussed and the committee voted to keep this as part of the general contract. We need to make sure that there are mechanical window shades in all presentation rooms.

VII Next Meeting Time/Location

The next meeting will be March 26, 2:00p.m.. Location to be determined. This meeting will answer specifically furniture questions and information. All meetings will be bi-weekly from March 26 on.