



MEETING MINUTES

OHLONE COMMUNITY COLLEGE DISTRICT  
CITIZENS' BOND OVERSIGHT COMMITTEE MEETING  
JUNE 18, 2018

LOCATION:  
FREMONT CAMPUS,  
BUILDING 7, ROOM 7101  
43600 MISSION BOULEVARD  
FREMONT, CA 94539  
(510) 659-6000

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**CITIZENS' BOND OVERSIGHT COMMITTEE, MEMBERS PRESENT**

Karen Koshy	Representative, At Large
Dr. Dan Chang	Representative, Senior Citizens' Organization
Nilay Patel	Representative, At Large
Eric Tsai ( <i>arrived @ 6:19</i> )	Representative, Tax Payers Association
Dr. Rakesh Sharma	Representative, Support Organization

**CITIZENS' BOND OVERSIGHT COMMITTEE, MEMBERS ABSENT**

Vacant	Representative, Business Organization
Vacant	Representative, Associated Students of Ohlone College

**OHLONE COMMUNITY COLLEGE DISTRICT, STAFF PRESENT**

Dr. Chris Dela Rosa	Interim, Vice President of Administrative Services
Robert Dias	Bond Construction Director
Farhad Sabit	Director of Business Services
Arti Damani	Staff
Desire Andjou	Accounting Manager
Leticia Perez	Staff

**CONSULTANTS**

Mike Chegini	Gilbane/AKG, Communications Manager
Ann Kennedy	Gilbane/AKG, Measure G Bond Financial Manager
Joel Heyne	Gilbane, Senior Project Manager

**1. CALL TO ORDER**

The Citizens' Bond Oversight Committee (CBOC) meeting was called to order by Committee Chair, Ms. Koshy, at 6:02 PM.

**2. WELCOME OF NEW MEMBER**

Committee Chair, Ms. Koshy, introduced new CBOC member Nilay Patel, who is a 2nd year student at Ohlone. He is a mechanical engineering major.

Also, introduced was Dr. Chris Dela Rosa, who is our interim Vice President of Administrative Services.

**3. APPROVAL OF AGENDA**

A motion was made by Committee Chair, Ms. Koshy, to move action agenda items to the top for quorum purposes. Committee Member, Dr. Sharma, made a motion to approve the amended agenda as presented. Committee Member, Dr. Chang, seconded the motion. The motion was unanimously carried by the Committee members present.

**4. APPROVAL OF MINUTES**

Committee Member, Dr. Sharma, made a motion to approve the minutes from the previous meeting that took place on March 26, 2018. Committee Member, Dr. Chang, seconded the motion. The motion was unanimously carried by all Committee members present.

**5. COMMITTEE MEMBERS' ATTENDANCE REPORT**

Committee Chair, Ms. Koshy, presented the attendance report to the Committee. The committee expressed no concerns or changes.

**6. COMMUNICATIONS FROM COMMITTEE MEMBERS**

No communications from committee members.

**7. COMMUNICATIONS FROM STAFF**

No communications from staff.

**8. COMMUNICATIONS FROM THE PUBLIC**

No communications from the public.

## 9. RECOGNITION OF SERVICE

Dr. Chris Dela Rosa and Committee Chair, Ms. Koshy, acknowledged three departing members, Ajmal Mundu, Luke Zakedis, and Eric Tsai. The committee expressed their gratitude for their time and service.

## 10. UPDATE ON MEMBERSHIP

Mr. Dias provided a brief update on recruitment, indicating that the committee, after today, will have three vacancies. We have been aggressively recruiting and advertising the need for new members and will continue our efforts.

## 11. MEASURE G PROJECT UPDATE

Mr. Heyne provided a brief overview of the Measure G project highlights regarding the current status of projects at Ohlone.

*Mr. Heyne: We do not have pictures today as most of you got to see the actual ACB on the tour. The ACB is behind schedule and information has been given to the Executive Team and board, shooting for a soft opening in summer semester of 2019. This will have an impact on other projects which are in the design phase and should start construction soon. These projects cannot begin until the ACB is complete. The North Parking project is in the design process; this area is sloped, the parking stalls are not up to code and we need to increase the number of spaces.*

*Dr. Sharma: Is this by Smith Center?*

*Mr. Heyne: Yes, when it's finished it will look great. The Smith Center will also have a new storage unit as well. Building 5 will be done. It will have an entirely renovated cafeteria, kitchen and servery. It will include a Jamba Juice. As soon as the ACB is done, these projects will start, as well as upgrading security cameras and intrusion detection. Hyman Hall is on hold. We are waiting to get through the ACB construction and take stock of current budgets. We found the scope to be too advanced and it outpaced the budget. Newark security systems, \$600k projects, are under construction are more straight forward, smaller. We have approval from DSA and water resources for Geothermal Phase II, this will increase capacity to supply the central utilities plant.*

*Ms. Koshy: What is causing the delay, not having the ACB open in the summer?*

*Mr. Heyne: A variety of factors and unforeseen situations, rain, rocks that were not in the report, the pool for skilled laborers is small, coordination out in the field, it's a variety of issues.*

*Ms. Koshy: I remember you mentioned the skilled labor issue at the last meeting.*

*Mr. Heyne: Yes, it is a cause. We are trying to determine the best course to finish the job; it has been challenging.*

*Dr. Sharma: Bond money, can we use this at Newark for landscaping?*

*Ms. Kennedy: It can't be used to maintain; if it's a new building we can integrate the landscaping into the project.*

*Ms. Koshy: Maintenance funds come from the general operation fund? What about improving the campus landscaping?*

*Mr. Heyne: We have three projects (campus entry, plaza and campus improvement & signage) we may combine and attempt to provide some improvements. These projects are currently for the Fremont campus only. There is some bond money, and we will work within the rules.*

Mr. Dias also added information regarding renovations on main street. The area between building 7 and 4 will be torn up and redone, new landscaping, new seating, trees are also part of this project. This also includes the demolition of building 3; currently it's under abatement. That area will become part of the ACB landscaping.

## **12. MEASURE G FINANCIAL UPDATE**

Ms. Kennedy presented an overview of the Measure G Financial Report from inception through March 31, 2018 and gave an update regarding the cost and schedule status of the program.

*Dr. Sharma: The \$12M on ACB, is that the amount that was paid for the work done, or paid and not work done yet?*

*Ms. Kennedy: It is for work done, quarterly.*

*Dr. Sharma: Do you divide between the quarters?*

*Ms. Kennedy: The vendor turns in a pay application, and Joel and Robert go through and approve.*

*Mr. Heyne: Pay is for only work that is in place.*

*Ms. Kennedy: There is no advance payment for ACB.*

*Ms. Koshy: Does this include materials and labor?*

*Ms. Kennedy: It includes both.*

*Dr. Sharma: It helps you understand, just because they say to pay, we pay, and the work is not happening.*

*Mr. Dias: The way it works, the contractor submits a schedule of values, every month we draw from those values, that provides you with a quarter summary.*

*Ms. Kennedy: The invoices will fluctuate based on what is happening in ACB, for example, the shrink wrap was an expense.*

*Ms. Koshy: If the contractor does not meet timelines, do they get penalized?*

*Mr. Heyne: Yes, they may be penalized through liquidated damages. That is the avenue to recover damage via the contracts, or if project gets delayed, it's a way to recover.*

*Mr. Dias: We can give them an opportunity to make it up, to move the project.*

A motion was made by Committee Member Dr. Sharma, to approve the Measure G Financial Update. Committee Member, Mr. Patel, seconded the motion. The motion was unanimously carried by the Committee members present.

### **13. RESPONSE TO DR. CHANG'S QUESTION ON MARCH 26, 2018**

Ms. Kennedy addressed a question by Dr. Chang from the last CBOC meeting. Dr. Chang asked a question about a historical report which Eric Tsai had requested. When the packets were sent out prior to the meeting, there was a coding error in the report. The error was corrected and the corrected reports were brought to the meeting, but we did fail to update the link. Mike Chegini has corrected it. Dr. Chang's question came from the link. Again, for reference, you have the updated report in today's packet. There were no further questions regarding the report.

### **14. TOPICS FOR NEXT MEETING & CONFIRMATION OF NEXT MEETING**

The committee was asked to look at future meeting dates and to mark their calendars. This is particularly important for the January meeting when the audit reports will be presented.

*Mr. Patel: I will be in India most of the month of January, I return on 1/25.*

### **15. ADJOURNMENT**

Meeting was adjourned at 6:34pm