MEMO

Date: September 26, 2014

To: Facilities Master Planning and Oversight Committee:
   Steve Veres, chair; Ernie Moreno, vice chair; Scott Svonkin, member

From: James O'Reilly, chief facilities executive

RE: October 1, 2014 Facilities Master Planning and Oversight Committee

Please find attached background materials for the Facilities Master Planning and Oversight meeting to be held on October 1, 2014.

A follow-up presentation regarding Valley College’s Media Arts and Performing Arts (MAPA) project will be on the agenda. In addition, representatives from West L.A. College will present requested information about the proposed lease for the east side of Parking Lot 7 at the southern end of the WLAC campus.

I will be joined by staff at the meeting to discuss the item on the agenda. Please feel free to call me at (213) 891-2048 if you have any questions.

C: Dr. Francisco Rodriguez, chancellor
   Dr. Adriana Barrera, deputy chancellor
   Dr. Erika A. Endrijonas, president, Valley College
   Dr. Nabil Abu-Ghazaleh, president, West Los Angeles College
   Dr. Kathleen Burke, president, Pierce College
   Thomas Hall, director, Facilities Planning and Development
   Terri Mestas, director, LACCD bond Program Management Office

JDO/drm
VALLEY COLLEGE MEDIA ARTS AND PERFORMING ARTS PROJECT
Executive Overview

The Build-LACCD Program Management Office (PMO), in collaboration with Valley College, will present follow-up information to a presentation made at the Facilities Master Planning and Oversight Committee in June regarding Valley College’s Media Arts and Performing Arts (MAPA) project. The PMO has worked collaboratively with the college over the past two months to gather additional data. The following topics will be discussed:

- Expanded building utilization;
- Multiple department use;
- Related student success;
- Building utilization scenario;
- Potential external benefits; and
- Total Cost of Ownership.

# # #
Proposed Lease at West Los Angeles College

Lessee: Culver City Motor Cars, Inc.

Location: East side of Parking Lot 7, located at the southern end of campus, on Albert Vera Drive at B Street (see accompanying aerial photo)

Description: 69,592 sf asphalted surface lot. Former student parking lot planned for reconstruction in 2016. Property is deemed unsuitable for current use as student/employee parking due to poor surface conditions; fenced off awaiting reconstruction (see accompanying ground-level photos).

Use: Storage of overflow vehicle inventory

History: Last used for vehicle storage under lease issued to Miller Toyota Culver City, approved by Board in May 2013. Lease assumed by Culver City Toyota upon sale of Miller Toyota. Lease terminated early and property vacated by tenant in January 2014. Property has been vacant and fenced off since. Previously, property was used as site for ‘D Village’ portable buildings that served as swing space for offices that occupied Student Services Building, which opened in 2012.

Lease Terms:

- **Term:** 2 years, ending when Lot 7 undergoes reconstruction and reuse as student parking.
- **Rent:** $7,000 per month, triple net, equal to rent paid by Miller Toyota, which was equal to rent Miller paid to a private landlord for comparable space northeast of campus on Jefferson Blvd.
- **Rent Escalation:** Annual, based on CPI-U LA.
- **Termination:** 30 days' notice to Tenant by District, without cause.
- **Access:** During regular business hours, except not before 8 am or after 10:30 pm. Transporting of vehicles via College Boulevard.
- **Other conditions:** Mitigation of traffic and noise impacts on adjacent homeowners: Avoidance of traffic on Freshman Drive; no excessive vehicle noises or loud talking while on premises; no early morning or late evening movement of vehicles.

Other: See accompanying:

- Campus map
- Photographs
- Construction schedule
## WLAC - PROGRAM EXECUTION PLAN (PEP)

**Updated 8/14/14**

### TWO McCARTHY D-B BUNDLES (INCLUDING DSM ENERGY/N CENTRAL PLANT & CAMPUS-WIDE SECURITY UPGRADE PROJECTS): ONE LLB BUNDLE

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**NEW/RENOVATION LLB**

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### WLAC UNFUNDED PROJECT PROCEDURES:

1. WLAC has an established Configuration Control System to manage and control project scope, cost and schedule. The execution of this system is subject to the advice and consent of WLAC Shared Governance.

2. All WLAC construction program and project cost savings shall be specifically earmarked for funding the unfunded projects. A program/project scope and cost report shall be rendered to the College Facilities Committee on a monthly basis. Project savings accrued in the Unfunded Project account shall be reported at that time.

3. Commencing in the third quarter of 2015, WLAC shall report to the PMO on a quarterly basis the project savings accrued to the Unfunded Project account. WLAC shall also present current action plans as to the ultimate disposition of those funds.

4. The unfunded projects shall be programmed, insofar as reasonably possible, to be designed and constructed in phases. The execution of identified phases shall be predicated on the identification of funding available for the respective phase.

5. Schedules identifying project design and construction phases shall be prepared for the Unfunded Projects. These schedules shall be presented to the College and the PMO for review, approval and adoption by the PMO/WLAC Project Execution Team.

6. No later than seven weeks prior to the execution of each of the identified key phase milestones, WLAC will initiate a request to the PMO for authority to commit available funds to execute the activities associated with the respective milestone. This request shall include those programs, cost and schedule elements necessary to support and document the commitment of funds and the activities required to successfully move the project forward through the next identified and approved phase of execution.