

**LOS ANGELES COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
FACILITIES MASTER PLANNING & OVERSIGHT COMMITTEE  
Educational Services Center  
Board Room – First Floor  
770 Wilshire Boulevard  
Los Angeles, CA 90017  
October 16, 2018  
1:30 p.m. – 2:45 p.m.**

Committee: Ernest H. Moreno, Chair; Scott J. Svonkin, Vice Chair; and Steven F. Veres, Member

Chair Moreno called the meeting to order at 1:52 p.m.

PUBLIC SPEAKERS

None

RECOMMENDATION ITEMS

Space Analysis and Pre-Programming Update

Mr. David Salazar, Chief Facilities Executive, gave a presentation on “Space Analysis and Pre-Programming Update”. He noted the subject’s importance in the planning and allocating of bond funds and continued with reviewing various elements of space analysis and pre-programming, changes in enrollment, determining existing space utilization across the District, and optimizing buildings based on need and utilization.

The ensuing discussion covered capacity/load ratios, space utilization, and operating costs to ensure an optimal balance for capital projects. With regard to the capacity load ratios, the space categories analyzed are classroom, laboratory, and office. It was noted that the proposed target is to reduce the cap/load ratio by five percent in terms of the state standard for replacement projects. Next, the condition of buildings by colleges were reviewed. This information is relevant in consideration of campus-wide infrastructure projects across the District.

Trustee Svonkin inquired as to the status of any state funded projects, in terms of capital outlay in which colleges within the LACCD are eligible. It was noted that colleges in the District continue to apply for capital outlay projects through the California Community College’s State Chancellor’s Office.

In review of the LACCD facilities operating costs, Trustee Svonkin requested information as to the breakdown of costs per college. On another note, Trustee Moreno explained the importance of having accurate and comprehensive data for

informed decision making and efficient building as the colleges need to absorb and maintain their respective facilities.

Mr. Salazar reported that discussion is on-going with each of the colleges regarding space analysis and strategies to improve utilization which integrates each college's respective campus mission and the "LACCD Strategic Plan: 2018-2023" to increase enrollment and improve student success.

#### Program-Wide Projects' Implementation

Mr. Rob Brykalski, Program Director, BuildLACCD, gave a presentation on "Program-Wide Projects' Implementation". He noted that the projects presented are all related to operational and infrastructure costs at the colleges (with funding through Measure CC and Measure J). The project categories include security, technology (IT & Audio Visual), accessibility (ADA), storm water, energy efficiency, and real estate acquisition. He continued with an overview of the preliminary budget, regulatory requirements and criteria, and project implementation schedule. In consideration of time, he gave highlight to the categories of security, technology (IT and audio visual), and accessibility (ADA).

In review of the preliminary budget estimate, Trustee Moreno inquired as to the breakdown of how the funds from Measure J were unitized and how much was allocated for security including door locks, video surveillance, and technology.

Mr. Brykalski concluded the presentation with information as to the project schedule in the areas of assessment, directive, standards, scope development, project initiation approval and start of project execution.

#### Job Order Contracting

This item was tabled due to time constraints.

#### INFORMATIONAL ITEMS

##### Active Construction Project Status Report (for receive and file only)

This item was tabled due to time constraints.

#### FUTURE DISCUSSION/AGENDA ITEMS

None.

#### FUTURE MEETING DATE

November 28, 2018

#### ADJOURNMENT

There being no objection, the meeting was adjourned at 3:04 p.m.