TO: Members of the Board of Trustees
FROM: Dr. Francisco Rodriguez, Chancellor
DATE: June 2, 2017
SUBJECT: BOARD LETTER FOR JUNE 7, 2017 MEETING

Board Meeting Location
Next week’s Board meeting will be held at Los Angeles City College. The meeting times and locations are as follows:

<table>
<thead>
<tr>
<th>Meetings</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Legislative &amp; Public Affairs</td>
<td>3:00</td>
<td>Student Union, 3rd Floor Multi-Purpose Room A</td>
</tr>
<tr>
<td>Convene for Public Session</td>
<td>4:30 p.m.</td>
<td>Student Union, 3rd Floor Multi-Purpose Rooms A-C</td>
</tr>
<tr>
<td>Convene for Closed Session</td>
<td>4:30 p.m. – 6:30 p.m.</td>
<td>Student Union, 2nd Floor Conference Room</td>
</tr>
<tr>
<td>Reconvene for Public Session</td>
<td>6:30 p.m.</td>
<td>Student Union, 3rd Floor Multi-Purpose Rooms A-C</td>
</tr>
</tbody>
</table>

Parking
Parking for Board Members and Chancellor will be located in the Parking Lot #4. A campus map has been included for your convenience.

Legislative & Public Affairs Committee (Fong, Chair; Eng, Vice Chair; Kamlager, Member)
The committee will meet from 3:00 p.m. to 4:15 p.m. in the Student Union, 3rd Floor, Multi-Purpose Room A. The agenda may be viewed by clicking on the following link:

Legislative & Public Affairs Committee Agenda
Included in this letter is explanatory information related to an agenda Item:

- Enclosed for your review is information regarding BF4, 2017-2018 Tentative Budget Adoption. *(Refer to Attachment A)*
- Enclosed for your information is a memo from Bryan Payne, BuildLACCD Contract Administration Director, regarding FPD3, Authorization of Applicability of Measure CC Bond Proceeds, which will be presented for Board approval at the June 7th Board meeting. *(Refer to Attachment B)*

Confidential Matters
The attached correspondence is confidential and should not be shared with other persons.

- **Office of General Counsel**
  - Enclosed for your review is the Bond-related litigation report. *(Refer to Attachment C)*
  - Enclosed for your review is background information regarding pending litigation cases. *(Refer to Attachment D)*
  - Enclosed for your review is the District-related litigation report. *(Refer to Attachment E)*
  - Enclosed for your review is background information regarding pending litigation cases. *(Refer to Attachment F)*
  - Enclosed for your review is an update report pertaining to complaints of discrimination/harassment. *(Refer to Attachment G)*
  - Enclosed for your review is an update report pertaining to the status of personnel actions. *(Refer to Attachment H)*

- **Educational Programs and Institutional Effectiveness** – Enclosed for your review is information pertaining to three student expulsions. *(Refer to Attachment I)*

Other Matters
- **Chancellor’s Office**
  - Enclosed for your information is a Report on Industry Recognition Awards received by BuildLACCD during 2016-2017. *(Refer to Attachment J)*
  - Enclosed for your information is a memo from Lisa Turnbaugh, BuildLACCD Deputy Program Manager, regarding Proposed Measure CC Implementation Plan and Propositions A/AA & Measure J Program Reserve Release. *(Refer to Attachment K)*

Responses to Board Member Inquiries
**Office of Finance and Resource**
Enclosed for your information is a response to a Board member inquiry regarding gym repairs at the Van de Kamp Innovation Center. *(Refer to Attachment L)*

Please note that due to the size of the documents, Attachment A and Attachment I, will be sent to you by U.S. Mail.

Let me know should you have any questions regarding next week’s meeting.
Date: May 22, 2017

To: Board of Trustees
Los Angeles Community College District

From: Bryan Payne
Director, Contract Administration
LACCD Program Management Office

Subject: Com. No. FPD3 for June 7, 2017 - Authorization of Applicability of Measure CC Bond Proceeds.

Summary:
Com. No. FPD3 for June 7, 2017 ("Com. No. FPD3") carries forward the motion made by the Facilities Master Planning and Oversight Committee ("FMPOC") on March 22, 2017. It recommends the Board of Trustees consider the request to authorize the applicability of Measure CC Bond proceeds to specific existing Agreements and Contracts previously issued by the District under the authority of the Proposition A/AA and Measure J Bond Program. The FMPOC Motion included conditions which are comprehensively addressed and met in this Memorandum.

Background:
While the ballot language for Measure CC approved by the voters allow the funds to be utilized for projects and related matters that were approved under Propositions A/AA and Measure J, certain Agreements and Contracts approved by the Board and currently in effect are only allowed to be accessed through proceeds from Proposition A/AA and Measure J. To reduce costs to the District by not having multiple procurements ahead of the natural procurement cycle and to prevent costs to existing contractors and professional services providers of not having to participate in an additional procurement process now, the requested authorization detailed in Com. No. FPD3 allows the existing Agreements and Contracts to be accessed by Measure CC Bond proceeds.

Issues and Responses:
On March 22, 2017 the FMPOC approved a Motion forwarding this matter to the Board of Trustees for approval. FMPOC made this recommendation on the condition that the following requirements be included in new Contracts and Agreements when the current five year maximum term of each listed Contract and Agreement ends:

(1) Equipment donation to the District (as a means recycling out-of-warranty, good condition equipment); and

(2) Career opportunities for LACCD students including paid and unpaid internships, summer jobs, and “permanent” jobs.

PMO complied with FMPOC’s career opportunities requirement by drafting language to be included in upcoming major procurements for the scoring of proposals. Proposers will be required to submit a College Internship Participation Plan that contains elements of student
mentoring and participation both by the prime contractor and its subcontractors. The plan will require:

(a) Description of the team’s approach to engage LACCD college interns in the design/construction phase(s) of the project;

(b) Description of how the team will coordinate with its first-tier subconsultants/subcontractors to provide meaningful internship opportunities within as many project tasks as appropriate;

(c) Description of the specific activities that will be undertaken by the team to educate and expose college interns to achieving major project milestones;

(d) Description of the mentoring activities that the team will perform to support college intern engagement and learning capacity on the project;

(e) Description of the team’s development and implementation of a paid summer internship program (specifying number of internship slots) for college interns on the project(s); and

(f) Description of how the team will engage industry, trade and community organizations, and other education partners to support the implementation of the firm’s College Internship Program Participation Plan.

FMP&OC also asked the PMO to answer the following questions:

1. **Is adding an additional funding source to existing contracts a common practice with other local public agencies?**

   Yes, such matters are often completed through an administrative process.

2. **What is the recourse of a vendor who has not had the opportunity to do business with the District and is not on one of the existing agreements?**

   The PMO occasionally expands existing agreements to add vendors to increase competition and to widen the number of vendors available to the District. This has been done with our Architect bench and our Prequalified Construction Service Providers benches. We expect to expand the Architect Bench further in July 2017 along with issuing several other professional services benches to support Measure CC. Interested Vendors need to register on the District’s online vendor portal (PlanetBids) and monitor announcements sent to them through PlanetBids to be informed of upcoming opportunities.

3. **Does adding Measure CC funds to the existing contracts exclude new vendors?**

   Applying the Measure CC funds to existing contracts does not close these contracts to new vendors. Each contract must be re-procured when its five-year maximum term expires, creating opportunities for new vendors to participate. Applying Measure CC funds does not change the contract length; these contracts will be re-procured as they expire.

4. **What is the LSEDV participation on these existing agreements?**

   In July 2014, the Board of Trustees raised the LSEDV participation goal for legacy contracts and newly awarded contracts from 28% to 30%. We have been monitoring that portion of our contracts awarded since our B2GNow online tracking system was
initiated in March 2014. We have achieved LSEDV expenditures of 48% in construction contracts and 50% in professional services to date.
Industry Recognition Awards received by BuildLACCD 2016—2017

PROGRAMMATIC AWARDS

Liberty Mutual Insurance, the insurance underwriter for the workers compensation and general liability program that covers the construction companies on BuildLACCD projects, recognized the District with four construction safety awards:

1. 2016 Commendation Award for Outstanding Safety Performance
   For construction and modernization projects throughout the District.

2. 2016 Gold Safety Award for Outstanding Safety Performance
   Awarded for construction projects at Los Angeles Mission College, where the lost time accident frequency rate was 80 percent better than the construction industry average as determined by the Bureau of Labor Statistics.

3. 2016 Gold Safety Award for Outstanding Safety Performance
   Awarded for construction projects at Los Angeles Pierce College, where the lost time accident frequency rate was 80 percent better than the construction industry average as determined by the Bureau of Labor Statistics.

4. 2016 Silver Safety Award for Exceptional Safety Performance
   Awarded for construction projects at East Los Angeles College, where the lost time accident frequency rate was 60 percent better than the construction average as determined by the Bureau of Labor Statistics.
5. Construction Management Association of America - Southern California Chapter: 2017 Creating Opportunities for Diversity and Equality (CODE) Award for Outstanding Community Outreach Program

The LACCD was the first recipient of the CODE award which recognizes outreach efforts and training workshops focused on increasing government contracting participation of Local, Small, Emerging, and Disabled Veteran-owned businesses.


Honors the extraordinary work of government projects that used Bentley Systems Building Information Modeling/Geographic Information System (BIM/GIS) software to advance infrastructure design, construction, and operations throughout the world.

7. GREENBUILD 2016 International Conference and Expo - Official Tour Site

Los Angeles Harbor College hosted Expo participants from around the world and showcased the unique design and sustainability features recently completed throughout the campus.
Ernest H. Moreno Language Arts & Humanities, East Los Angeles College
Community College Facility Coalition, 2016 Award of Honor
This award recognized the importance of this project towards the implementation of the College's curriculum and educational efforts.

Student Union (Monarch Center),
Los Angeles Valley College

1. Community College Facility Coalition, 2016 Professional Design Award of Excellence
This award recognized the importance of this project to the College’s educational efforts.

2. Design-Build Institute of America, 2016 Design-Build Project/Team Award
This award recognized the use of Design-Build best practices.

3. Engineering News Record (ENR), 2016 California's Best Projects, Higher Education/Research: Award of Merit
This award recognized the project as one of the region’s best Higher Education construction projects.
Science Complex, Los Angeles Harbor College

1. **US Green Building Council - LA Chapter: 2016 Project of the Year Award**
   This award recognized commitment to a sustainable built environment.

   This award recognized the project’s innovations and approach to protecting the environment.

3. **US Green Building Council - LA Chapter: 2016 Innovation in Design Merit Award.**
   This award recognized the project’s innovative use of sustainable design practices.

   This award recognized the building as designed because its operation consumes only as much energy as is produced from clean, renewable resources.
Date: June 2, 2017

From: Lisa Turnbaugh, Deputy Program Manager

To: Board of Trustees

Cc: Dr. Francisco C. Rodriguez, Chancellor; Thomas Hall, Interim Chief Facilities Director

Subject: Supplementary Information re: Proposed Measure CC Implementation Plan and Propositions A/AA & Measure J Program Reserve Release

The District Executive Staff presented the topic of a Proposed Measure CC Implementation Plan, including the Propositions A/AA & Measure J Program Reserve Release to the Facilities Master Planning and Oversight Committee on May 31, 2017.

While the following two attached documents were not provided to the Facilities Master Planning and Oversight Committee on May 31, 2017, the attached documents reflect the detail of the topics discussed during the presentation:

1.) Proposed Measure CC Implementation Plan; and

2.) Propositions A/AA & Measure J Program Reserve Release.
1.0 Background:

The effort to define the potential Measure CC projects began well over a year ago when each of the Colleges developed “proposed project lists” and the District identified certain District Minimum Standards projects. This effort was presented to the District’s Board in the July 20, 2016 Facilities Needs Assessment and Overview.

Following the November 2016 passage of Measure CC, efforts immediately began to develop the implementation plan for the Measure CC funds based on a true “needs and data based” approach, College by College, and also District-wide.

The current effort also took a broader approach and encompassed remaining and deferred Proposition A, AA, and Measure J funded projects, as well as proposed new projects to be funded by Measure CC. The current effort is akin to a “District-wide Facilities Master Planning” effort, looking at all available funds in the LACCD Bond Program.

2.0 Stakeholder Involvement to Date:

There have been numerous discussions regarding the Measure CC Implementation Plan that have included various stakeholders. At the District level, the effort has been led by the Chancellor, his Executive Staff, the Interim Chief Facilities Executive, Lead Construction Counsel, and the Program Management Office’s Senior Staff. At the College level, all 9 Presidents and their respective staffs have been intensely involved with the Interim Chief Facilities Executive and other District personnel, Lead Construction Counsel, and the Program Management Office’s Senior Staff. In turn, all 9 Presidents and their respective staffs have been intensely involved with their respective student, faculty, administrative, and employee stakeholder groups at each of their respective Colleges.

Involvement has also included presentation and routine updates to the District Citizens Oversight Committee, the Bond Steering Committee, and the Facilities and Master Planning and Oversight Committee of the Board. Figure 1 below summarizes key events and meetings that occurred from November 2016 through February 2017, while Figure 2 summarizes key events and meetings that occurred from March 2017 through May 2017.
3.0 Goals of the Proposed Project Approval Process:

The overall goal of the process and the Bond Program is to create first class learning facilities that will support not only current enrollment, but increased enrollment in the years to come. As part of that overall goal, other interim goals are necessary and important which include:

1. ensuring all Stakeholder groups have input into the current effort and process;
2. developing an objective project approval framework that requires each College to demonstrate how their projects meet applicable criteria and to prevent a “rushing to the gate” for the funds; and
3. developing an objective approval framework built on a true “needs and data based” approach tied to Measure CC Ballot language criteria.
3.1 “Needs and data based” Approach:

A true “needs and data based” approach for developing the Measure CC objective approval framework will include:

   a) Confirming adherence to Measure CC Ballot language (i.e., the promises the District made to the voters);

   b) Categorizing projects so that like projects can be evaluated against applicable criteria;

   c) Developing criteria that take into consideration: the age of a campus, the State’s Facility Conditions Index; Capacity Load Ratio (current square footage on a campus & FTES); Educational Master Plan needs as well as Facility Master Plan needs;

   d) Rewarding Colleges for good project performance – (i.e., on time, on budget project execution and/or efficient use of funds to drive growth); and

   e) Earmarking a portion of funding for the removal of all bungalows and temporary facilities throughout the District.

   f) Develop a Phased Approach to project approval to prevent the over commitment of funds to just a few Colleges:

      • **Phase 1:** Set a funding minimum threshold provide a minimum level of funding to each College;

      • **Phase 2:** Set a Per College Funding Threshold based upon normalized criteria as a tollgate to prevent over commitment of funds to a few Colleges;

      • **Phase 3:** Set a Per College Funding Threshold for the release of Program Reserves based upon the decrease of risk over time.

4.0 Summary of Pertinent College Data (Facilities Condition Index):

The State Facilities Condition Index (“FCI”) assessment identifies major interior elements that are needed and required to bring all Colleges to a FCI rating of “Good”. The assessment methodology identifies infrastructure systems and components requiring immediate repair or replacement based on their useful life expectancy. “Good” is considered an FCI < 5% and “Poor” is considered an FCI of > 10%. The assessment considers the following elements.

   • Building envelope
   • Building structure
   • Elevators
   • Plumbing, heating, air conditioning, electrical & energy efficiency
Proposed Measure CC Implementation Plan

- Lighting controls
- Data/communications
- Fire protection and suppression,
- Security
- Utility capacity enhancements
- Carpeting, painting, other interior finishes
- Sidewalks & road repairs/replacements
- Sewer, water and power upgrades/repairs

Figure 3 below summarizes the change in FCI as assessed between 2010 and 2016:

Figure 3:

<table>
<thead>
<tr>
<th>College</th>
<th>Assessment Date 2010</th>
<th>Assessment Date 2013</th>
<th>Assessment Date 2016(1)</th>
<th>FCI Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Los Angeles City College (LACC) 1929</td>
<td>37.30%</td>
<td>25.87%</td>
<td>22.27%</td>
<td>-15.03%</td>
</tr>
<tr>
<td>East Los Angeles College (ELAC) 1945</td>
<td>41.45%</td>
<td>30.74%</td>
<td>32.50%</td>
<td>-8.95%</td>
</tr>
<tr>
<td>Los Angeles Harbor College (LAHC) 1949</td>
<td>37.28%</td>
<td>22.54%</td>
<td>17.93%</td>
<td>-19.35%</td>
</tr>
<tr>
<td>Los Angeles Mission College (LAMC) 1975</td>
<td>4.86%</td>
<td>3.63%</td>
<td>5.75%</td>
<td>0.89%</td>
</tr>
<tr>
<td>Los Angeles Pierce College (LAPC) 1947</td>
<td>39.90%</td>
<td>29.77%</td>
<td>28.93%</td>
<td>-10.97%</td>
</tr>
<tr>
<td>Los Angeles Southwest College (LASC) 1967</td>
<td>14.16%</td>
<td>10.39%</td>
<td>6.87%</td>
<td>-7.29%</td>
</tr>
<tr>
<td>Los Angeles Trade-Tech College (LATTC) 1925</td>
<td>67.63%</td>
<td>49.80%</td>
<td>43.52%</td>
<td>-24.11%</td>
</tr>
<tr>
<td>Los Angeles Valley College (LAVC) 1949</td>
<td>49.33%</td>
<td>36.56%</td>
<td>25.68%</td>
<td>-23.65%</td>
</tr>
<tr>
<td>West Los Angeles College (WLAC) 1969</td>
<td>36.49%</td>
<td>27.81%</td>
<td>27.95%</td>
<td>-8.54%</td>
</tr>
<tr>
<td>District-wide (LACCD)</td>
<td>37.88%</td>
<td>27.37%</td>
<td>24.35%</td>
<td>-13.53%</td>
</tr>
</tbody>
</table>

Facilities Condition Standards:
- Good: under 5%
- Fair: 5%-10%
- Poor: over 10%

Note:

5.0 Proposed Framework for Project Approvals:

The Proposed Framework for Project Approvals includes the following key elements:

1. Develop list of prioritized projects by Colleges;
2. Categorize projects so like projects may be evaluated against applicable criteria;
3. Develop “needs and data based” project review criteria for each category;
4. Develop project submittal process to allow each College to demonstrate how proposed projects meet applicable criteria;
5. Develop a phased approach for the release of funds.
5.1 College Prioritized Project List

All nine Colleges have prepared initial Prioritized Project Lists. These lists may continue to be updated to reflect the potential application of Propositions A/AA and Measure J reserve funds.

5.2 Categories:

Proposed projects may be identified as either District-wide projects or College Specific projects (inclusive of Major Interior and Exterior Repairs and Underground Infrastructure). District-wide projects include projects that raise certain elements up to a minimum standard including: demolition of old structures; site and cyber security (including: physical surveillance systems and lock down capabilities); health & safety; improved space utilization; technology infrastructure; accessibility (ADA); storm water; water conservation; energy efficiency enhancements; improved and collaborative workspace environment for incoming students and faculty; housing; real estate; landscape; future expansion; traffic mitigation; and other unfunded projects.

College Specific projects (inclusive of Major Interior and Exterior Repairs and Underground Infrastructure) must fulfill an educational or facilities master plan need and address the State Facilities Condition Assessment or exterior building and grounds deficiencies. Furthermore, these projects may be organized to fit within one of four categories including: Growth in Instructional Space; Modernization of Instructional Space; Support Services (“Whole Campus Concept”); and Support Services (Operational).

Projects identified as belonging to the “Growth in Instructional Space” category include proposed projects with new classroom or lab space. These projects must support the educational master plan. Projects identified as belonging to the “Modernization of Instructional Space” category include work scope relevant to renovation of classroom or lab space in support of the educational master plan. The “Support Services (“Whole Campus Concept”)” category includes projects with work scopes that regard new or renovation of core student support spaces such as student unions, food service buildings, child care and athletic program elements and Sheriff Operations. Projects identified as belonging to the “Support Services (Operational)” category include work scope regarding campus operational elements such as data centers, central plant improvements, etc.

5.3 “Needs and data based” Project Review Criteria:

5.3.1 Tollgate Question

One key question to consider in the review of proposed projects is “Does the proposed project align with the Ballot Language?” Example “Tollgate” language from the original Ballot may be reviewed in consideration of this question:

a) Repair classrooms to prepare students, veterans and workers for good-paying jobs and 21st century careers.
   • Upgrade classrooms and labs for science, technology, and engineering fields.
   • Improve vocational classrooms and labs for nursing, dental, and emergency medical programs.
Proposed Measure CC Implementation Plan

- Improve classrooms for nursing, health IT, biotech, and other technical vocational career education programs.
  b) Provide facilities to prepare students to complete degree or transfer to four-year Colleges and universities.
  c) Improve educational resources for veterans.
  d) Improve public safety academy to train police officers, firefighters and emergency medical technicians.

5.3.2 Category Prioritization Criteria

Another key question to consider in the review of proposed projects is “How does the proposed College Specific project support the Category Prioritization Criteria?” Project review criteria for each of the four categories for College Specific projects is listed below:

a) **Growth in Instructional Space:**

<table>
<thead>
<tr>
<th>Space Programming:</th>
<th>Growth:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Primary use of space is Educational</td>
<td>FTES Growth</td>
</tr>
<tr>
<td>Educational Program Supported by Market Demand</td>
<td>Capacity Load Ratios</td>
</tr>
<tr>
<td>Change in educational programming needs</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Planning:</th>
<th>Space:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Education Master Plan</td>
<td>Net Square Footage Change</td>
</tr>
<tr>
<td>Facilities Master Plan</td>
<td>Improved Space Utilization</td>
</tr>
<tr>
<td>Enviro. Assessment Report</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Condition:</th>
<th>Cost:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Facility Condition Index</td>
<td>Expended Costs</td>
</tr>
<tr>
<td>Replaces Non-Permanent Structures</td>
<td>Life Cycle Costs</td>
</tr>
<tr>
<td></td>
<td>Total Projected Costs</td>
</tr>
</tbody>
</table>

b) **Modernization of Instructional Space:**

<table>
<thead>
<tr>
<th>Space Programming:</th>
<th>Growth:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Primary use of space is Educational</td>
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<td>Change in educational programming needs</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Planning:</th>
<th>Space:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Education Master Plan</td>
<td>Net Square Footage is 0</td>
</tr>
<tr>
<td>Facilities Master Plan</td>
<td>Improved Space Utilization</td>
</tr>
<tr>
<td>Enviro. Assessment Report</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
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<td>Life Cycle Costs</td>
</tr>
<tr>
<td></td>
<td>Total Projected Costs</td>
</tr>
</tbody>
</table>
c) **Support Services ("Whole Campus Concept"):**

<table>
<thead>
<tr>
<th><strong>Space Programming:</strong></th>
<th><strong>Condition:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Primary use is for Support Services (i.e. Student Services, Police, Childcare, Library, Athletic)</td>
<td>Facility Condition Index</td>
</tr>
<tr>
<td>Supported by Stakeholders</td>
<td>Replaces Non-Permanent Structures</td>
</tr>
<tr>
<td><strong>Planning:</strong></td>
<td><strong>Space:</strong></td>
</tr>
<tr>
<td>Education Master Plan</td>
<td>Net Square Footage Change</td>
</tr>
<tr>
<td>Facilities Master Plan</td>
<td>Improved Space Utilization</td>
</tr>
<tr>
<td>Enviro. Assessment Report</td>
<td><strong>Cost:</strong></td>
</tr>
<tr>
<td></td>
<td>Expended Costs</td>
</tr>
<tr>
<td></td>
<td>Life Cycle Costs</td>
</tr>
</tbody>
</table>

**d) Support Services (Operational):**

<table>
<thead>
<tr>
<th><strong>Space Programming:</strong></th>
<th><strong>Condition:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Primary use is for operational needs (i.e. Central Plant, Parking, Landscaping, M&amp;O, Data, Storage)</td>
<td>Facility Condition Index</td>
</tr>
<tr>
<td>Necessary to Support Current Classroom Bldg Needs</td>
<td>Replaces Non-Permanent Structures</td>
</tr>
<tr>
<td>Necessary to Support Future Classroom Needs</td>
<td><strong>Space:</strong></td>
</tr>
<tr>
<td>Supported by Stakeholders</td>
<td>Net Square Footage is 0</td>
</tr>
<tr>
<td><strong>Planning:</strong></td>
<td>Improved Space Utilization</td>
</tr>
<tr>
<td>Facilities Master Plan</td>
<td><strong>Cost:</strong></td>
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<td></td>
<td>Life Cycle Costs</td>
</tr>
<tr>
<td></td>
<td>Total Projected Costs</td>
</tr>
</tbody>
</table>

5.4 **Project Submittal Process:**

One goal of the Proposed Framework for Project Approvals is to create a Project Submittal Process to be utilized by each College. The intention of this process would be to provide a standardized method of summarizing and presenting proposed projects for approval to the Board of Trustees. Such a process would include standardized submittal forms that identify key informational requirements to demonstrate the benefits of the proposed projects.

5.5 **Phased Approach:**

a) Phase 1: The intent of Phase 1 is to provide each College with equivalent minimum floor funding. The value of the minimum floor funding is to be determined.

b) Phase 2: The intent of Phase 2 is to establish a threshold for each College for the remaining available funding. The threshold may be based on consideration of FCI and FTES values. **Figure 4** below summarizes the calculation of FCI × FTES for each College:
### Figure 4:

<table>
<thead>
<tr>
<th>College</th>
<th>FCI (1)</th>
<th>FTES (2)</th>
<th>FCI × FTES</th>
<th>% of [FCI × FTES] to Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Los Angeles Southwest College</td>
<td>8.67</td>
<td>5,703</td>
<td>39,190</td>
<td>1.3%</td>
</tr>
<tr>
<td>Los Angeles Mission College</td>
<td>5.75</td>
<td>6,723</td>
<td>38,657</td>
<td>1.3%</td>
</tr>
<tr>
<td>Los Angeles Harbor College</td>
<td>17.93</td>
<td>7,079</td>
<td>126,926</td>
<td>4.3%</td>
</tr>
<tr>
<td>West Los Angeles College</td>
<td>27.95</td>
<td>8,204</td>
<td>229,302</td>
<td>7.8%</td>
</tr>
<tr>
<td>Los Angeles Trade-Tech College</td>
<td>43.52</td>
<td>13,477</td>
<td>588,619</td>
<td>20.0%</td>
</tr>
<tr>
<td>Los Angeles Valley College</td>
<td>25.68</td>
<td>13,572</td>
<td>348,529</td>
<td>11.9%</td>
</tr>
<tr>
<td>Los Angeles City College</td>
<td>22.27</td>
<td>13,151</td>
<td>292,673</td>
<td>10.0%</td>
</tr>
<tr>
<td>Los Angeles Pierce College</td>
<td>28.93</td>
<td>15,885</td>
<td>459,653</td>
<td>16.6%</td>
</tr>
<tr>
<td>East Los Angeles College &amp; Southgate</td>
<td>32.50</td>
<td>26,161</td>
<td>817,733</td>
<td>27.8%</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td></td>
<td><strong>2,939,271</strong></td>
<td><strong>100.0%</strong></td>
</tr>
</tbody>
</table>

**Notes:**

2. FTES is based on Attendance Accounting projections for 2016-17 as included in the "Projection of Instructional Load by College, 2016-2023" report.

Furthermore, the proposed threshold for remaining available funds may consider the following calculation in collaboration with Figure 4 above:

\[
\text{College \% of total [FCI × FTES]} \times \text{Funds Available for College Specific Projects}^{(1)} = \text{College Threshold for Phase 2 Draw}
\]

**Note:**

1. Total Measure CC funds
   - Subtract District-wide costs
   - Subtract Estimated soft costs
   - Subtract Draw 1 costs

   **Value in Billions**
   - $3.30
   - (x.xx)
   - (x.xx)

   **Funds Available for College Specific Projects** $X.XX
c) Phase 3: The intent of Phase 3 is to establish release methodology for Program Reserve as risk decreases (refer to Figure 5 below).

Figure 5:
6.0 Appendix
The narratives included below have been provided by each of the Colleges to identify:

1.) Proposed projects for utilization of the released Propositions A/AA and Measure J reserve funds;

2.) Top priority project proposed for utilization of Measure CC funds; and

3.) Explanation of how the proposed Measure CC top priority project complies with Measure CC ballot language and will contribute to student success.

6.1 Los Angeles City College:

1. Proposed projects for utilization of released Propositions A/AA and Measure J reserve funds:
   - The reserve funds will be used to cover any funding shortfall associated with infrastructure systems and components based on useful life expectancy (not including IT, Security, Fire Alarm, ADA). Includes heating and air conditioning throughout campus - Martin Luther King Library, Music, Franklin, Jefferson, Student Union, Communications, CDC, South Gym and Student Service Buildings.

2. Top priority project proposed for utilization of Measure CC funds:
   - Demolition and replacement of the Cesar Chavez Administration Building

3. Explanation of proposed project:
   - The new Cesar Chavez Administration Building was previously deferred due to lack of adequate funding from Measures A/AA and J. This project remains active and is in the approved master plan. When completed, it will address the deficiencies currently encountered in the existing building. In addition to creating a new energy and space efficient facility, this project will provide additional medium and large capacity classrooms to assist with enrollment and room scheduling efficiency. It will enhance and improve access to campus security, address information technology needs and improve the operational efficiency of the administrative spaces to provide improved access and support to students.

6.2 East Los Angeles College:

1. Proposed projects for utilization of released Propositions A/AA and Measure J reserve funds:
   - Current remaining amount in the ELAC "Reserve" account is approximately $19.4M;
   - Central Plant is A/AA/J Bond Compliant project;
   - "Central Plant-Current Needs" project is potentially estimated at +/-$21M;

1 Details, suggestions and opinions included within Section 6.0 have been provided directly by the Colleges and/or may be direct extracts from College provided narratives.
Proposed Measure CC Implementation Plan

- "Central Plant-Current Needs" project is #1 in ELAC’s Priority List.
- Recommendation: Use remaining A/AA/J Bond "Reserve" moneys for the "Central Plant-Current Needs" project with supplemental money from Measure CC.

2. **Top priority project proposed for utilization of Measure CC funds:**

- New Public Service Bldg. (AJ, Fire Tech, Forensic Lab, General Lecture, classrooms)

3. **Explanation of proposed project:**

   - Justification: The new Public Service building will prepare students for vocational and career jobs in the public service sector. Administration of Justice (Police/Fire Technology) serves over 3,500 FTES annually. Currently, AJ is located in temporary portable bungalows, scheduled to be removed by December 2019. This project complies with Measure CC ballot language.

6.3 Los Angeles Harbor College:

1. **Proposed projects for utilization of released Propositions A/AA and Measure J reserve funds:**

   - The $12.2 M released from the reserves will be used to renovate Old Admin Building. It is #7 on 3.1 in our inventory but it was originally on the A/AA and J projects list but was removed when the funding was re-allocated from our budget for the contingency reserve. I recommend moving this project to the 2.0 Deferred Projects list.

2. **Top priority project proposed for utilization of Measure CC funds:**

- SPS Health Center

3. **Explanation of proposed project:**

   - This SPS (Special Programs and Services) Health Center will house specific programs and functions which are specifically related to student success and all of these programs are currently in temporary quarters ranging from portable buildings installed in the early 1970’s or buildings that are scheduled for demolition after the completion of the current S.A.I.L.S. (ASO building) in the next 18 months. The current programs and related personnel all have to deal with existing facilities that suffer from heating/cooling issues and substandard space including ADA compliance and restroom issues. This new facility will enable us to remove all modular/portable buildings. In addition all of the programs and functions that are in these substandard spaces are directly attributed to student success including assessment, counseling, student health, mental health, and special services for students with disabilities, and veterans affairs. This project is in the current campus facilities master plan.

6.4 Los Angeles Mission College:
1. Proposed projects for utilization of released Propositions A/AA and Measure J reserve funds:
   - East Campus Electrical Utility Interconnection/ East Campus Water Utility Interconnection
   - Central Energy Plant. This will include a fuel cell.

2. Top priority project proposed for utilization of Measure CC funds:
   - Student Services, Administration Building, and Emergency Safety Center

3. Explanation of proposed project:
   - The Student Services Building will significantly contribute to student success, transfer, and veterans resources by providing LAMC a whole campus whereby all academic and student support services are in one location. Assessment, orientation, and student education plans for on time completion will increase.
   - It will contribute to campus safety and security by locating the LAMC Sheriff station in the vacated building once the Student Services Building is completed. The City of Los Angeles Emergency Operations Department is scheduled to locate a Valley Emergency Operations Center (EOC) next to the LAMC Sheriff’s Station. The City of Los Angeles Emergency Operations Department is scheduled to locate the City of Los Angeles Emergency Operations Center (EOC) next to the LAMC Sheriff’s Station. The EOC will provide public safety training for police officers, firefighters, and emergency medical technicians. The renovated space will have the latest technology and security equipment for training of emergency technicians.
   - It will advance job training programs and expand access by providing academic and student support services for the law program, culinary arts, bio-tech, allied health sciences, pharmacy tech., Information Technology (IT), child development, and the administration of justice.

6.5 Los Angeles Pierce College:

1. Proposed projects for utilization of released Propositions A/AA and Measure J reserve funds:
   - Expanded Auto – 1/3 of reserve
   - Agricultural Education – 1/3 of reserve
   - SLE-South Of Mall (classrooms and ADA/Landscaping) – 1/3 of reserve

2. Top priority project proposed for utilization of Measure CC funds:
   - Multi-Purpose Academic and Workforce Education Building

3. Explanation of proposed project:
   - COMPLIANCE- Project would construct facilities that would replace 4 existing wood framed structures that are over 50 years old and would need to be renovated but are better suited for replacement. The existing structures would be demolished thereby removing lead /asbestos and provide for new gas, sewer and water lines that would have required repair at the existing structures. The new structure would provide for classroom technology. The proposed location of...
the structure would also allow for the integration of an ADA path of travel (that does not currently exist) between the lower and upper campus.

- **Enrollment Information (Fall 2016)**

<table>
<thead>
<tr>
<th>Discipline</th>
<th>Average Class Size*</th>
<th>WSCH/FTEF*</th>
<th>FTES**</th>
</tr>
</thead>
<tbody>
<tr>
<td>Statistics</td>
<td>49.0</td>
<td>735</td>
<td>43.0</td>
</tr>
<tr>
<td>Psychology</td>
<td>44.1</td>
<td>662</td>
<td>226.5</td>
</tr>
<tr>
<td>Sociology</td>
<td>44.1</td>
<td>661</td>
<td>133.8</td>
</tr>
<tr>
<td>Mathematics</td>
<td>40.3</td>
<td>605</td>
<td>962.4</td>
</tr>
<tr>
<td>Computer Science</td>
<td>39.1</td>
<td>587</td>
<td>185.2</td>
</tr>
<tr>
<td>Broadcasting</td>
<td>38.4</td>
<td>576</td>
<td>14.1</td>
</tr>
<tr>
<td>Addiction Studies</td>
<td>35.8</td>
<td>538</td>
<td>46.6</td>
</tr>
<tr>
<td>Philosophy</td>
<td>35.6</td>
<td>534</td>
<td>121.8</td>
</tr>
<tr>
<td>Public Relations</td>
<td>27.8</td>
<td>417</td>
<td>2.8</td>
</tr>
<tr>
<td>Photography</td>
<td>27.3</td>
<td>410</td>
<td>29.2</td>
</tr>
<tr>
<td>Multimedia (MA)</td>
<td>23.9</td>
<td>359</td>
<td>6.4</td>
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<tr>
<td>Multimedia (Art)</td>
<td>23.1</td>
<td>348</td>
<td>12.4</td>
</tr>
<tr>
<td>Journalism</td>
<td>22.1</td>
<td>332</td>
<td>34.4</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>Approx. 39</strong></td>
<td><strong>590.7</strong></td>
<td><strong>1,818.6</strong></td>
</tr>
</tbody>
</table>

Data Source:  
*LACCD Fall 2016 Databook  
**SIS DEC

- The College’s WSCH/FTEF for Fall 2016 was 544. The programs slated for the Multi-Purpose Academic and Workforce Education Building have a WSCH/FTEF of 590.7, which is 9% above the College average.
- The College’s average class size for Fall 2016 was 36.7. The average class size for the programs slated for this building is approximately 39, which is 6% above the College average.
- The combined FTES for the programs in this building represents 28% of the College’s total Fall 2016 FTES.

- **Awards Data**

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>General Studies: Social and Behavioral Sciences AA</td>
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<td>668</td>
<td>753</td>
</tr>
<tr>
<td>CSU GE Certificate</td>
<td>46</td>
<td>96</td>
<td>527</td>
</tr>
<tr>
<td>IGETC Certificate</td>
<td>144</td>
<td>156</td>
<td>421</td>
</tr>
<tr>
<td>Addiction Student Certificate</td>
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<td>32</td>
</tr>
<tr>
<td>Addiction Studies AA</td>
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<td>1</td>
<td>7</td>
</tr>
<tr>
<td>Math AS-T</td>
<td>2</td>
<td>14</td>
<td>15</td>
</tr>
<tr>
<td>Math AA</td>
<td>5</td>
<td>1</td>
<td>3</td>
</tr>
<tr>
<td>Personal Computer Service Technology</td>
<td>18</td>
<td>6</td>
<td>11</td>
</tr>
<tr>
<td>Networking Technology</td>
<td>14</td>
<td>7</td>
<td>8</td>
</tr>
<tr>
<td>Computer and Network Technology AS</td>
<td>7</td>
<td>9</td>
<td>3</td>
</tr>
<tr>
<td>Programming for Business</td>
<td>2</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Journalism AA-T</td>
<td>NA</td>
<td>5</td>
<td>4</td>
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</table>
Proposed Measure CC Implementation Plan

<table>
<thead>
<tr>
<th>Disciplines</th>
<th>Occupations</th>
<th>Openings/yr</th>
<th>Median Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Philosophy AA-T</td>
<td>4</td>
<td>4</td>
<td>2</td>
</tr>
<tr>
<td>Psychology AA-T</td>
<td>4</td>
<td>4</td>
<td>2</td>
</tr>
</tbody>
</table>

The General Studies: Social and Behavioral Sciences AA degree is the most awarded degree at the College. Over half the courses that are options to satisfy the degree are in addiction studies, math, psychology, and sociology. These are all disciplines that will be in this new facility.

With an improved facility, the College expects the completers in computer science, journalism, graphic design, and multimedia-related programs to increase as new state-of-the-art facilities help students meet industry standards.

- **Labor Market Information**

  Programs in Computer Science, Media Arts, and Multimedia

<table>
<thead>
<tr>
<th>Disciplines</th>
<th>Occupation</th>
<th>Openings/yr</th>
<th>Median Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Computer Science</td>
<td>Computer Network Specialist</td>
<td>800</td>
<td>$70,000</td>
</tr>
<tr>
<td></td>
<td>Other Computer Fields</td>
<td>780</td>
<td>$72,000</td>
</tr>
<tr>
<td>Media Arts</td>
<td>Broadcasting Technician</td>
<td>300</td>
<td>$56,000</td>
</tr>
<tr>
<td></td>
<td>Radio/TV Announcer</td>
<td>250</td>
<td>$46,000</td>
</tr>
<tr>
<td></td>
<td>Film/Video Editors</td>
<td>2000</td>
<td>$95,000</td>
</tr>
<tr>
<td>Multimedia</td>
<td>Multimedia Artists</td>
<td>1200</td>
<td>$74,000</td>
</tr>
</tbody>
</table>

Data Source: LMI Demand from the Center of Excellence

- New facilities are needed to train our students to be competitive in the above industries.

6.6 Los Angeles Southwest College:

1. **Proposed projects for utilization of released Propositions A/AA and Measure J reserve funds**:

   - Los Angeles Southwest College (LASC) elects to utilize the return of Measure A/AA/J program reserve funds (approx. $12M) to secure permanent space for the Nursing program. Two options under consideration include:

     a. Remodeling and repurposing the 1st floor of the existing TEC-ED building to house the Nursing program.
     b. Redesigning the new School of Sciences Building, adding space to accommodate the Nursing program as originally envisioned in the 2003 and 2008 Facilities Master Plans.

2. **Top priority project proposed for utilization of Measure CC funds**:

   Student Union building and an upgrade and expansion of the Central Plant

3. **Explanation of proposed project**:

   - The proposed Student Union Building/Central Plant expansion meets the intent of Measure CC priorities by ensuring that students will have a place to study, obtain healthy food choices, and a
place to meet for co- and extracurricular activities that we now have to host off campus due to the lack of adequate facilities. The “whole campus” concept of LACCD intends that our colleges provide an environment that supports student learning and success. The addition of this facility gives the college the ability to provide a full array of programming, meeting spaces and student governance office space that we believe will create a more hospitable environment for our students and an opportunity to have more community involvement at Los Angeles Southwest College.

• By upgrading our Central Plant, we will be able to control temperatures in office and classroom spaces which is a major issue now. We will need the increased Central Plant capacity for our new School of Science and the proposed Student Union building. This increased capacity will ensure that current challenges we face with efficient operation of our facilities will, along with the new buildings being brought online, have the proper environment in which to offer classes, conduct college and district business and meet the extra- and co-curricular needs of our students.

6.7 Los Angeles Trade-Technical College:

1. Proposed projects for utilization of released Propositions A/AA and Measure J reserve funds:

• The release of the Measure A/AA and J reserves secures the funds needed by Los Angeles Trade-Technical College (LATTC) for continuous construction as required by DSA for the approved 2013 plans to remain valid for the Construction Technology Building that will house the largest pathway of Trade Tech: Construction, Maintenance & Utilities. The college saves millions of dollars by being able to use the already DSA approved plans.

• Additionally, the release of the reserves ensures completion of the Measure J Facilities Maintenance & Operations building, thereby moving Facilities staff from an old modular trailer they have occupied that is located on Grand Avenue in front of Cypress Hall. The demolishing of this temporary modular trailer represents the last old temporary building on campus.

2. Top priority project proposed for utilization of Measure CC funds:

• The number one priority project using Measure CC funds for LATTC is the Construction, Maintenance & Utilities pathway building. Since this project, known as the Construction Technology Building, has already approved DSA plans, the college has this as its number one project priority.

3. Explanation of proposed project:

• The Construction Technology Building project will construct a new state-of-the-art building to house our Construction, Maintenance & Utilities (CMU) pathway - the largest pathway of the college serving approximately 3,000 students each semester. The current facility was built in the early 1960s and does not have the technology needed in today's construction industry. This new building will have lecture rooms adjacent to labs to simulate industry. There will be a construction yard included with the building for students to put in practice their newly acquired skills.

• The Measure CC language directly connected with the number one priority is:
Proposed Measure CC Implementation Plan

- Prepare students/veterans for jobs - this pathway prepares students for work; prep-apprenticeship programs are an integral part of this pathway; this new facility will allow us to expand our special populations programs
- University transfer by upgrading vocational/career education - all programs in the CMU have an AA degree/transfer opportunity
- Upgrading campus safety/security systems - the new facility provides an integrated system of safety and security throughout the entire facility
- Technology - all classrooms and labs will be fully equipped with the latest technology
- Handicapped accessibility - the entire facility meets ADA requirements of the state
- Earthquake safety - the new building will be constructed to appropriate earthquake standards

6.8 Los Angeles Valley College:

1. **Proposed projects for utilization of released Propositions A/AA and Measure J reserve funds:**
   - New Planetarium Expansion
   - Electrical Switch in Monarch Athletic Center/Monarch Stadium area (Safety & Security)
   - Demolition of Bungalows 1-77, 80-85
   - RWGPL – General Parking Lots H & J

2. **Top priority project proposed for utilization of Measure CC funds:**
   - Demolish and replace our Campus Center building
   - The basement and first floor of this building were originally slated for renovation under prior bonds, but now the building FCI code is over 52%, and the cost to renovate the building is almost two-thirds of what it would cost to replace the building. There are significant changes to building codes that would have to be addressed with a renovation. The building includes lecture and lab classrooms, faculty offices, psychological services, and our much-used large gathering space, Monarch Hall. The building also does not meet ADA requirements, especially Monarch Hall.

3. **Explanation of proposed project:**
   - Replacing the Campus Center on our campus meets the Measure CC bond language in several ways. The first is that it provides modern facilities to prepare students to complete degrees or transfer to four-year colleges and universities. The basement of the current Campus Center was slated for a renovation, in part to update the speech lab area, and in part, to renovate the lab, classroom and office space currently used by the Media Arts department as it awaits its new home in the Valley Academic and Cultural Center. The basement is quite dilapidated and keeping it free of cockroaches and spiders is difficult. This portion of the building has limited accessibility for students with disabilities. The first floor includes the old bookstore which was vacated when the Student Union building opened two years ago. This area was slated for renovation into classrooms, as was the area used for reprographics, the mail room, personnel/payroll, and the old Associated Student Union space; however, building code changes made modifying these spaces into useable classrooms challenging. As well, the first floor includes Monarch Hall, which harkens back to a 1950s K-12 auditorium with a raised stage that is, quite frankly, a waste of space and also inaccessible for students with disabilities. The sound and lighting are also
Proposed Measure CC Implementation Plan

extremely outdated. A second reason is that the second and third floors include faculty offices and classrooms, many of which have slender windows that leak, uneven cooling and heating, and outdated fixtures. Given the various uses of this building, it is the perfect place to start our Measure CC efforts: it is a partially deferred project that can be rebuilt in a design that earns LEED certification which also helps us to cut down on our utility and deferred maintenance expenses. Finally, going forward, all instruction/student-centered buildings like this will include spaces where counseling and other student services will be provided, as part of an effort to serve students where they are rather than expecting them to find their way to our student services building every time they need guidance.

6.9 West Los Angeles College:

1. Proposed projects for utilization of released Propositions A/AA and Measure J reserve funds:
   - West Los Angeles College has no active or deferred projects from previous bond programs that are in need of funding; all are in design or pre-construction phases. Therefore, we are interested in applying $7,082,200.75 ($9,582,200.75 less $2,500,000 to complete funding for Watson Center) to the costs of demolition of all remaining bungalows at West, as outlined in our updated project list of May 2 (13 total units).

2. Top priority project proposed for utilization of Measure CC funds:
   - Replacement of our current library (Heldman Library/Learning Resource Center)
   - The number one priority for West is the replacement of our current library (Heldman Library/Learning Resource Center; FCI rating of 49.72%, but not seismically retrofitted) with a multiple-purpose four/five-story building that will house flexible classroom space, our IT data center, the learning resources center, and student support offices (including a student union). This construction will be accompanied by the demolition, in addition to the aforementioned bungalows, of five of West’s oldest structures:
     - Career Education “A” (FCI rating of 63.81%);
     - Career Education “B” (FCI rating of 60.88%);
     - Greenhouse (FCI rating of 89.86%);
     - Science Center (FCI rating of 61.00%); and
     - Science Center mechanical building (FCI rating of 90.70%).

Cumulatively, the demolition of 19 structures, to be replaced by one central building, will result in a net reduction of approximately 58,000 gross SF.

3. Explanation of proposed project:
   - The pertinent section of the ballot language as related to new construction is as follows: “To repair local community colleges/ prepare students/veterans for jobs/ university transfer by upgrading vocational/ career education for veterans, firefighters, paramedics nurses/ police...” The West project aligns most closely with the “repair [of] local community colleges” in its
removal of out-of-date buildings. The proposed new construction will contribute to student success by:

- Providing much-needed flexible classroom space to meet the instructional needs of our allied health programs (including dental hygiene, the only baccalaureate degree in the LACCD);
- Providing a state-of-the-art learning center with facilities designed specifically to facilitate student research, to promote small-group learning, and to expand our retention-specific programs in tutoring, supplemental instruction and basic skills acquisition;
- Providing informal gathering spaces for relaxation and conversation, as appropriate for a student union;
- Providing appropriate space for special programs that focus on support for special populations (e.g., CalWorks, TRIO programs, Veterans’ Affairs); and
- Providing appropriate and secure space for our main IT data center.


**Current Program Reserve Value:**

The Program Reserve was established in 2012 to include $160,000,000 of funding for the purpose of covering potential risks arising from the Propositions A/AA and Measure J Bond Program so that the District’s General Fund would not be exposed to such risks. Since the Program Reserve level was established in 2012, there have been three past drawdowns/transfers which sum an aggregated total of ($29,128,933):

1. August 2014 Transfer ($20,000,000) to 40J Legal Budget
2. November 2015 Transfer ($6,828,933) to Mission
3. March 2016 Transfer ($2,300,000) to West

In addition, one future pending drawdown/transfer is anticipated for a sum of ($1,041,000):

4. June 2017 Transfer ($1,041,000) to Harbor

In total, all four drawdowns/transfers have an aggregated sum of ($30,169,933) which results in a current Program Reserve Balance of $129,830,067.1

**Current Program Reserve Release Basis**

Release of the current Program Reserve funds is based on the assumption that the current risk from Propositions A/AA and Measure J will be covered by Measure CC funds. As of December 2016, the estimated aggregate districtwide risk for this program was estimated to be approximately $120M. Furthermore, release of the current Program Reserve funds is proposed to be released with consideration to the College’s pro rata contribution portion of original contribution and any know draws/transfers as summarized in **Table 1** below:

<table>
<thead>
<tr>
<th>College</th>
<th>Original Contribution Percent</th>
<th>Original Contribution Value</th>
<th>Legal</th>
<th>Draws</th>
<th>Available for Release</th>
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</thead>
<tbody>
<tr>
<td>City</td>
<td>11.80%</td>
<td>$18,946,450</td>
<td>$2,368,306</td>
<td>$</td>
<td>$16,578,144</td>
</tr>
<tr>
<td>East</td>
<td>13.00%</td>
<td>$22,175,933</td>
<td>$2,771,992</td>
<td>$</td>
<td>$19,403,941</td>
</tr>
<tr>
<td>Harbor</td>
<td>9.50%</td>
<td>$15,217,573</td>
<td>$1,902,197</td>
<td>$1,041,000</td>
<td>$12,274,376</td>
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<tr>
<td>Mission</td>
<td>9.20%</td>
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<td>$1,845,022</td>
<td>$6,828,933</td>
<td>$6,086,224</td>
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<tr>
<td>Pierce</td>
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<td>$2,657,408</td>
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<tr>
<td>Southwest</td>
<td>8.60%</td>
<td>$13,694,842</td>
<td>$1,711,855</td>
<td>$</td>
<td>$11,982,987</td>
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<tr>
<td>Trade</td>
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<tr>
<td>Valley</td>
<td>12.90%</td>
<td>$20,656,131</td>
<td>$2,582,016</td>
<td>$</td>
<td>$18,074,115</td>
</tr>
<tr>
<td>West</td>
<td>8.50%</td>
<td>$13,579,658</td>
<td>$1,697,457</td>
<td>$2,300,000</td>
<td>$9,582,201</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td><strong>$160,000,000</strong></td>
<td><strong>$20,000,000</strong></td>
<td><strong>$10,169,933</strong></td>
<td>$129,830,067</td>
<td></td>
</tr>
</tbody>
</table>

1 $160,000,000 (Original Reserve Value) – $30,169,933 (Drawdowns/transfers) = $129,830,067 (Current Reserve Value).
Propositions A/AA & Measure J Program Reserve Release

In order to determine how the remaining Program Reserve funds may be released to the Colleges, it is necessary to first consider how the four draws/transfers may be applied to the Colleges. Column A in Table 1 above represents the original contribution percentage by College to the Program Reserve. As illustrated in Column C of Table 1 above, the total $20,000,000 draw/transfer for potential Legal Fees and Costs is multiplied against the original percentage contribution (Column A) to determine what portion of legal fees and costs may be attributed to each College (Column C). Column D includes the total draw amounts made for College specific projects. The total available release value for each College is based on the Original Contribution Value (Column A) less the Legal (Column C) and less Draws (Column D) for each College.

Commitment of Program Reserve Funds

To ensure the released Program Reserve funds are put to their highest and best use, the funds are proposed to be applied following a set of three priorities:

**Priority 1:** Current active Propositions A/AA or Measure J projects that may not have adequate funding to complete the original scope of work due to unforeseen conditions or events. Projects must be active and in the approved Educational Master Plan and/or in the Facilities Master Plan and funds shall not be applied to any College initiated change orders; and/or

**Priority 2:** Previously deferred Propositions A/AA or Measure J projects that were deferred due to the lack of adequate funding and are of a top priority if the project is on the College’s Combined Project Prioritization List. Projects must be active and in the approved Educational Master Plan and/or in the Facilities Master Plan; and/or

**Priority 3:** New A/AA and/or J project that is consistent with the needs identified on a College’s Measure CC Combined Project List

Process for Committing Released Program Reserve Funds

The Chancellor has approved the release of the Program Reserve funds according to the breakdown outlined in Table 1 and a Program Reserve Account has been created for each College. To commit the Released Program Reserve funds, the College must:

1. Review Conditions for Use of Released Program Reserve Funds;
2. Create a Released Program Reserve Funds Project Request (otherwise known as a White Paper) documenting:
   - Supporting criteria for application of the funds based upon the Conditions for Use of Released Program Reserve Funds;
   - Changes to Project Prioritization List; and
   - Rough Order of Magnitude (ROM) estimate supported by a Project Estimate Worksheet (PEW) for each eligible project.
3. Circulate Released Program Reserve Funds Project Request for necessary approvals from College, PMO & District.
If a Released Program Reserve Funds Project Request is approved, a budget transfer will be executed to commit the appropriate funds for the requested project.
RESPONSE TO BOARD MEMBER INQUIRY

Received From:  Board Member Ernie Moreno

Item No.  2016-2017 #9

Subject:  Pronto Gym - Repairs at Van de Kamp Innovation Center of Gymnasium Equipment

Ratify Business Services action on May 10, 2017 BSD1, Section L—Service Agreements for PO 4500239696 Pronto Gym Services to provide repair services for various fitness equipment at the Van de Kamp Innovation Center, totaling $3,461.

As Landlord to Alliance Public Ready High School in the New Education Building (NEB) at Van de Kamp Innovation Center (VdK), LACCD is responsible for routine maintenance of all equipment LACCD owns. The gymnasium equipment is on the second floor of NEB. It originally was installed in anticipation of wellness/fitness classes being offered by City College when they were to manage VdK.

High Schools are required to offer physical education, so they utilize the gym equipment. LACCD has a maintenance agreement with Pronto Gym to inspect and tune-up the gym equipment quarterly. Sometimes there is more to be done than just a tune-up. In the case of wear-and-tear, LACCD is responsible for the payment. In the case of damaged/broken parts, the high school reimburses LACCD.

For May 10th Board agenda item PO 4500239696 for $3,461, most of this was damage for which the high school is invoiced.

This process has been ongoing in this manner for several years and we are reimbursed for the damages.