

# COLLEGE OF LAKE COUNTY

## MASTER PLAN IMPLEMENTATION COMMITTEE (MPIC)

### MEETING MINUTES

Wednesday, October 9, 2013

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#### ATTENDEES

Jerry Weber, President

David Agazzi, Vice President of Administrative Affairs

Pat Argoudelis, Bookstore Manager

Brian Beecher, Dean of Library & Instructional Services

Brian Bonadore, Supervising Engineer

Ross Courtemanche, Food Services Manager

Greg Evans, Director of Facilities

Ted Johnson, Director of Construction Management

Jim Marison, Supervising Engineer HVAC

Cindy Munda, Supervisor Athletic Administration / CEDC Chair

Ali O'Brien, Assistant Vice-President of Educational Affairs

Patrick Stegman, Faculty Senate

Rob Twardock, Dean of Engineering, Math, and Physical Science

#### ITEMS DISCUSSED

##### 1.0 INTRODUCTION & PURPOSE

- David Agazzi, Vice President of Administrative Affairs and also Chairman Master Plan Implementation Committee (MPIC), welcomed everyone and reviewed the objective of the Master Plan Implementation Committee. The mission of MPIC is to provide oversight of the Master Plan, coordination of, and communication between the Program Committees. David stated that the committee will be utilized as a vehicle to share information with the Governing Council Committee.
  - The MPIC membership is comprised Program Committee Chairs, Executive Staff, and one (1) Faculty Senate, Specialist Senate, Classified Senate, and CEOC representative.
  - The MPIC will meet monthly for the duration of the Master Plan.

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## 2.0 MASTER SCHEDULE

- Drew provided an overview of the 2013 and 2014 Programming Phases and Committees for the Master Plan.

## 3.0 PROGRAMMING COMMITTEES

- Drew discussed the mission of the Programming Committees:
  - The purpose of the Programming Committees is to provide input to the design team during programming phase and communicate updates to their constituency.
  - The Programming Committee Chairs are selected by Executive Staff, and membership is determined by the Chair and Vice President.
  - The Programming Committees meet as required per project(s) design constraints and as agreed upon internally.
  - Currently there are 14 Programming Committees:

2013	2014
Lakeshore Community	Student Center
Lakeshore Academic	Culinary/ Conference
Site – Parking Lots XXX	A&B Mechanical
Standards	CNC
Classrooms	Library / Tutoring
Student Activities	
Auto Body Shop	
Bookstore	
Southlake Chemistry Lab	
Master Plan Implementation (MPIC)	
Police	

- Upon providing an overview of the current 14 Programming Committees, Drew then discussed how each were created. The selection process included a review of the Master Plan which resulted in a program on how to “roll-out” the individual projects and phases. Projects programmed in 2013 were “kick-off” based on priority. Assembly of the Police Committee is currently in progress.

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The Program Committee Matrix is located on the CLC Master Plan webpage:

<http://www.clcillinois.edu/masterplan/committee.asp>

- 10 Programming Committees have met to date.
- The following updates were provided for each Programming Committee:
  - **Standards Committee** is chaired by Greg Evans. The mission of the Standards Committee is to create “standards” criteria for spaces and finish materials (e.g. durable, accessible, and sustainable).
  - **Site Committee** is chaired by Brian Bonadore and affects Civil and Addition Projects in the Master Plan. The committee seeks to accomplish goals such as zoned maintenance areas, a tree inventory, storm water management best practices, and potentially incorporating trail segments within Site/Civil Projects.
  - **Cafeteria Committee** is chaired by Ross Courtemanche and is charged with assessing the needs of the new cafeteria and incorporating elements such as food quality, flow, function, sustainability, and overall experience into the design. Site Visits were scheduled to Joliet Junior College, Wheaton College, and McHenry County College (10/10). Upcoming site visits include Rosalind Franklin and Old Orchard (10/31).
  - **Bookstore Committee** is chaired by Pat Argoudelis and is charged with addressing issues such as space (including flexibility), flow (check-out), security, and storage.
  - **Auto Body Committee** is chaired by Rob Twardock. The Auto Body Committee is charged with addressing space and storage concerns while also creating open floor plans for multi-use (welding, detailing etc.). Site Visits were made to the Tech Campus (9/30) and Parkland (10/7).
  - **Classroom Committee** is chaired by Ali O’Brien and co-chair Roland Miller. This committee has met once to date and is charged with addressing concerns with current classroom design. The committee will review various types of learning environments, establish standards, as well as create multiple mock-ups. The committee is scheduled to attend the Flexible Learning Seminar at the University of Illinois at Urbana-Champaign (10/22).
  - **Lakeshore Community Committee** is chaired by Al Baldwin. The committee discussed the history of the campus and project, partnership and degree programs. The committee will seek to address the look and feel of the community and campus.

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- **Lakeshore Academic Committee** is also chaired by Al Baldwin. The Lakeshore Academic Committee is charged with assessing the spatial needs for the new Lakeshore campus. The committee shared that it would like to the new campus to take advantage of view of the lake, promote wellness, as well as maintain its current sense of community and family.

David spoke about the lessons learned at Waubensee Community College. Upon completing their expansion, the college experienced a significant increase in enrollment for which their student services spaces weren't sized to accommodate.

Dr. Weber also shared with the group that Lane Community College, completed a downtown campus renovation in Eugene, Oregon similar to the one proposed for the Lakeshore Campus. According to Dr. Weber, the downtown area near Oregon Community College was depressed. The college constructed a LEED Gold facility which then attracted over \$300-million dollars of business and development.

## 4.0 UPCOMING MEETINGS

The following committees will kick-off soon:

- Southlake Chemistry Lab – *Chair: Viki Cvitkovic*
- Student Activities – *Chair: Carlie Kostewicz*
- Police – *Chair: Tom Guenther*
- Culinary/Conference

## 5.0 GENERAL

### PROCUREMENT

- The Construction Manager at Risk Services was advertised on 10/1. Drew discussed the projects that will be managed by the selected CM. The Proposals are due in October and proposal evaluations will commence.
- The RFP for Design Services for Geothermal Plant and Loop will be advertised next week.
- The Local Vendor Fair will occur on December 4th. Local businesses are strongly encouraged to attend. The Master Plan will be reviewed and CLC hope's to attract local business participation.

## QUESTIONS & ANSWERS

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**Q:** *Rob Twardock* – Can large equipment be removed from the project to take advantage of educational pricing?

**A:** *Drew Miller* - Large equipment procurement typically has longer lead times and can drive the schedule. As a result it is usually procured by the contractor who is also charged with installing the equipment. Heather McNitt also stated that equipment procurement can be reviewed on a case by case basis for analysis of “what makes sense.” The pricing will be analyzed along with the schedule.

**Q:** *Ross Courtemanche* - What is the role of the Construction Manager?

**A:** *Drew Miller* - To build. The Construction Manager’s (CM) expertise is also utilized when working with the designers for input on phasing. The Construction Manager will participate in a collaborative pre-construction phase, including Design Assistance for mechanical systems. Additionally, the CM will bring logistics and budget alignment skills. The contract is a Guaranteed Maximum Price. The CM is not responsible for managing all projects of the Master Plan, only the A&B Wing Additions and Renovations. The remaining projects will be either Design/Bid/Build or other delivery methods for specialty projects (i.e. Wind Turbine).

Drew reviewed Concept Floor Plans indicating areas covered under the A&B Project which will be managed by the CM. He also noted areas that will be affected by the renovation and will receive new finishes, fixtures, and furniture. The business areas to reside within those spaces have yet to be determined.

## NEXT MEETING

The next meeting is anticipated to occur on or about 11/20.