STATE CENTER COMMUNITY COLLEGE
West Fresno Campus

PROJECT KICK-OFF MEETING
<u>AGENDA</u>
DATE TBD

I. INTRODUCTION
  A. Approach
      1. Stakeholder Driven / Collaborative
      2. Transparency
      3. Communication

  B. Roles & Responsibilities
      1. SCCC District Team Members
      2. SIM-PBK Team Members
          a) John Smith (Partner in Charge)
          b) David Iwanaga (Architect)
          c) Cliff Whittingstall (HIED Leader)
          d) Jorge Tiscareno (Designer)
          e) Raliegh Sullivan (Project Manager)
          f) Aaron Jacobson (Project Manager)
          g) Megan Saunders (Sustainability)
          h) Clinton Mukai (Designer)
          i) Jessica Castro (Interior Designer)
          j) Blair Church & Flynn (Civil)
          k) Advanced Structural Design, Inc. (Structural)
          l) IMEG (Mechanical)
          m) Robert Boro Landscape (Landscape Architect)
          n) Sierra West Group (Construction Estimator)

II. *DISTRICT* VISION*/GOAL*
  A. Align with SCCC's expectations and standards
  B. Charrettes
  C. Community Involvement
  D. Funding Source(s)
      1. TCC Requirements
  E. Other
      1. CEQA
      2. Soils Report
      3. County Involvement

III. *OVERALL* PROJECT *PROCESS*
  A. Programming
    1. Meet with District Committee
      a. Review District education specifications
      b. Discuss specific issues related to this site
      c. Develop draft of West Fresno Campus Program
      d. Community Outreach
      e. Owner review and approval of program
    2. Schematic Design
      a. Process: Bubble diagram, charrettes
      b. Site requirements/layouts
        (1) Connection to community
        (2) Parking
        (3) Outdoor learning
        (4) Outdoor activity
        (5) Community garden
        (6) Bike & pedestrian paths
      c. Academic Center
        (1) General classrooms
        (2) Science labs
        (3) Technical labs
        (4) Computer center
      d. Wellness Center
      e. Student Lounge
      f. Community Meeting Rooms
      g. Student Services Center
      h. Bookstore
      i. Administration
      j. Relocated CTC Center
      k. Library
      l. Other
      m. Budget/Estimate
      n. Deliverables
    3. Design Development
      a. Architecture
      b. Civil
      c. Landscape
      d. MEP
      e. Technology
      f. Energy & Sustainability
      g. Food Service
      h. Safety & Security
      i. Budget/Estimate
      j. Deliverables
    4. Construction Documents
      a. Milestones
      b. Owner Reviews
      c. DSA Review
      d. Soils Report
      e. Pager Turning
      f. Budget/Estimate
      g. Deliverables

5. Bidding Phase
   a. Contractor Delivery System
   b. Bids run out of which office
   c. Prebid job walk – mandatory
   d. District contract process
6. Construction Phase
   a. Owner meetings
   b. Construction trailer(s)
   c. IOR
   d. Closeout
   e. 11-month post occupancy report

IV. *PROJECT* SCHEDULE

V. *NEXT MEETING*