

San Bernardino Community College District
Regular Meeting of the Board of Trustees
114 S. Del Rosa Drive, San Bernardino, CA 92408
Thursday, July 9, 2009 – 4:00 p.m. – Board Room

1. CALL TO ORDER – PLEDGE OF ALLEGIANCE
2. ANNOUNCEMENT OF CLOSED SESSION ITEMS
 - A. CONFERENCE WITH LABOR NEGOTIATORS
Government Code 54957.6
Agency Negotiators: Renee Brunelle and Bruce Baron
CTA
CSEA
Management/Supervisors
Confidentials
 - B. CONFERENCE WITH LEGAL COUNSEL
EXISTING LITIGATION
Government Code 54956.9(a)
Name of Cases: Claim #1654-07-0007
 - C. CONFERENCE WITH LEGAL COUNSEL
ANTICIPATED LITIGATION
Government Code 54956.9(b)
Number of Potential Cases: 2
 - D. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Property: Located South of Rialto Avenue
North of Enterprise Drive
West of Current District Property
Agency Negotiator: Robert J. Temple
Under Negotiation: Price and Terms of Payment
3. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS
4. CONVENE CLOSED SESSION
5. RECONVENE PUBLIC MEETING
6. REPORT OF ACTION IN CLOSED SESSION

7. APPROVAL OF MINUTES

- A. June 11, 2009 (p.1)
- B. June 18, 2009 (p.15)

8. PUBLIC COMMENT

The San Bernardino Community College Board of Trustees welcomes public comment on issues within the jurisdiction of the District. Comments should be limited to five (5) minutes per speaker and twenty (20) minutes per topic if there is more than one speaker. At the conclusion of public comment, the Board may ask staff to review a matter or may ask that a matter be put on a future agenda. Members of the Board, however, may not discuss or take legal action on matters raised during public comment unless the matters are properly noticed for discussion and legal action. Finally, be advised that District personnel and processes are available for further communication.

9. REPORTS

- A. Board Members
- B. Student Trustees
- C. Chancellor

10. CONSENT AGENDA

The Consent Agenda is expected to be routine and non-controversial. It will be acted upon by the Board at one time without discussion. Any member of the Board, staff member or citizen may request that an item be removed from this section for discussion.

A. INSTRUCTIONAL/STUDENT SERVICES

- 1. Consideration of Approval of Revised 2009-2010 Academic Calendar (p.17)

B. HUMAN RESOURCES

- 1. Consideration of Approval of Classified Employees (p.20)
- 2. Consideration of Approval to Accept Classified Resignation (p.22)
- 3. Consideration of Approval to Ratify Release of Probationary Classified Employee (p.23)

4. Consideration of Approval of Short-Term, Substitute and Professional Expert Employees (p.24)
5. Consideration of Approval of Adjunct and Substitute Academic Employees (p.31)
6. Consideration of Approval of Non-Instructional Pay (p.44)
7. Consideration of Approval of Academic Employees (p.48)
8. Consideration of Approval to Accept Academic Resignation (p.50)
9. Consideration of Approval of Per Diem Days (p.51)
10. Consideration of Approval of Coordinator Stipends (p.52)
11. Consideration of Approval of Department Head Stipends (p.53)
12. Consideration of Approval of Management Appointments – Vice President Administrative Services, SBVC; Director of Human Resources, District; Director of Computing Services, District; Dean, CHC (p.55)
13. Consideration of Approval of Management Job Description – Director, Bookstore (p.57)
14. Consideration of Approval of Volunteers (p.61)

C. FISCAL SERVICES

1. Consideration of Approval of Routine Contracts and Agreements (p.63)
2. Consideration of Approval of Budget Adjustments (p.80)
3. Consideration of Approval of Conference Attendance (p.88)
4. Consideration of Approval of District/College Expenses (p.90)
5. Consideration of Approval of Individual Memberships (p.94)
6. Consideration of Approval of Surplus Property and Authorize Disposal or Private Sale (p.96)
7. Consideration of Approval of Donations – SBVC (p.103)
8. Consideration of Approval of Cell Phone Reimbursement (p.105)

11. ACTION AGENDA

A. INSTRUCTIONAL/STUDENT SERVICES

B. HUMAN RESOURCES

1. Consideration of Approval of Interim Management Appointment – Director of Bookstore (p.106)

C. FISCAL SERVICES

1. Consideration of Approval to Award Informal Bid and Approve Contract for Talk-A-Phone Project – SBVC (p.107)

2. Consideration of Approval to Award RFP 2009-01 and Approve Contract for Loss Control and Emergency Plan Compliance Services (p.110)
3. Consideration of Approval of Contract Amendment 004 for Winzler & Kelly Consulting Engineers for Additional Work – Infrastructure Package 2/3/4 Site Area – CHC (p.126)
4. Consideration of Approval of Contract Amendment 005 for Winzler & Kelly Consulting Engineers for Additional Work – Community Recreation Facility/Infrastructure Package 5 Site Area - CHC (p.130)
5. Consideration of Approval of Contract Amendments MO-BC1-CA1 And MO-BC1-CA2 and Change Orders MO-BC1-CO-3, MO-BC1-CO-4, MO-BC1-CO-5 for Oakview Constructors, Inc., Contract – Maintenance and Operations Site Improvements – CHC (p.134)
6. Consideration of Approval of Contract Amendments MO-BC2-CA1 and Change Orders MO-BC2-CO-2 and MO-BC2-CO-3 for Oakview Constructors, Inc., Contract – Maintenance and Operations Building – SBVC (p.142)
7. Consideration of Approval of Amendment CS-01A-CA1 for Environmental Group, Inc., Contract – SBVC (p.148)
8. Consideration of Approval of Infrastructure Contract Amendment 005 for Steinberg Architects for Additional Work – SBVC (p.152)
9. Consideration of Approval of Infrastructure Contract Amendment 006 for Steinberg Architects for Additional Work – CHC (p.159)
10. Consideration of Approval of Community Recreation Facility Contract Amendment 005 for Steinberg Architects for Additional Work – CHC (p.164)
11. Consideration of Approval of General Conditions Contract Amendment 004 for Tilden-Coil Constructors, Inc., for Additional Work – CHC (p.169)
12. Consideration of Approval of Contract Amendment 001 for L. D. Anderson, Inc., Infrastructure Package 2/3/4 Contract – CHC (p.173)
13. Consideration of Approval of Uniform Construction Cost Accounting Procedures Agreements (p.177)
14. Consideration of Approval to Adopt Resolution – California Department of Education (p.179)

12. INFORMATION ITEMS

- A. Summary of Change Orders for Measure "P" Projects (p.182)
- B. Budget Report (p.205)
- C. Summary of Purchase Order Report (p.232)
- D. Summary of Uniform Construction Cost Accounting Program (p.233)
- E. Applause Cards (p.235)

13. STAFF REPORTS

- A. CHC
 - 1. President
 - 2. Academic Senate
 - 3. Classified Senate
 - 4. Associated Students
- B. SBVC
 - 1. President
 - 2. Academic Senate
 - 3. Classified Senate
 - 4. Associated Students
- C. KVCR
- D. CTA
- E. CSEA
- F. Chancellor

14. WORKSHOP ON BOND PROGRAM

15. ADJOURN - The next regular meeting of the Board of Trustees will be Thursday, August 13, 2009.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
114 S. Del Rosa Drive, San Bernardino, California 92408

Minutes of the Regular Meeting of the Board of Trustees
Thursday, June 11, 2009 - 4:00 p.m. – Assembly Room

1. CALL TO ORDER - PLEDGE OF ALLEGIANCE

Mr. Ramos called the meeting to order at 4:00 p.m.

Members Present:

James C. Ramos, President
Dr. Donald L. Singer, Clerk
John M. Futch
John Longville
Dr. Charles S. Terrell, Jr.
Jess C. Vizcaino, Jr. (arrived at 4:10 p.m.)
Jason P. Buckner, Student Trustee, SBVC
Kaylee Hrisoulas, Student Trustee, CHC

Members Absent:

Carleton W. Lockwood, Jr., Vice President .

Administrators Present:

Dr. Noelia Vela, Chancellor
Dr. Debra Daniels, SBVC President
Gloria M. Harrison, CHC President
Robert J. Temple, Vice Chancellor Fiscal Services
Renee Brunelle, Vice Chancellor Human Resources

Administrators Absent:

Larry Cicalone, President, KVCR-TV-FM

Pledge of Allegiance

Mr. Longville led the Pledge of Allegiance.

2. ANNOUNCEMENT OF CLOSED SESSION ITEMS

- CONFERENCE WITH LABOR NEGOTIATORS
Agency Negotiators: Renee Brunelle and Robert J. Temple
CTA
CSEA
Management/Supervisors
Confidentials

- CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Government Code 54956.9(a)
Name of Case: Claim #402549
 Claim #1655-07-0023
 Claim #1655-07-0011

- CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Government Code 54956.8
Property: Located South of Rialto Avenue
 North of Enterprise Drive
 West of Current District Property
Agency Negotiator: Robert J. Temple
Under Negotiation: Price and Terms of Payment

3. PUBLIC COMMENT ON AGENDA ITEMS

None.

4. CONVENE CLOSED SESSION

The Board convened to closed session at 4:05 p.m.

5. RECONVENE PUBLIC MEETING

Mr. Ramos reconvened the public meeting at 5:07 a.m.

6. REPORT OF ACTION IN CLOSED SESSION

Mr. Futch moved, Mr. Longville seconded, and the Board Members voted as follows to approve a settlement authority of claim number 402549 by way of Stipulation with Request for Award in the amount of 2% permanent disability and provision for future medical care. The permanent disability of \$1,305.75 has already been paid out; final amount to be paid out: \$0.00:

YES: Futch, Longville, Ramos, Singer, Terrell, Vizcaino

NOES: None

ABSTENTIONS: None

ABSENT: Lockwood

Dr. Terrell moved, Dr. Singer seconded, and the Board Members voted as follows to approve a settlement authority of claim number 1655-07-0023 by way of Stipulation with Request for Award in the amount of 5% permanent disability and provision for future medical care. The permanent disability of \$3,218.45 has already been paid out; final amount to be paid out: \$0.00:

YES: Futch, Longville, Ramos, Singer, Terrell, Vizcaino
NOES: None
ABSTENTIONS: None
ABSENT: Lockwood

Mr. Vizcaino moved, Dr. Terrell seconded, and the Board Members voted as follows to approve a settlement authority of claim number #1655-07-0011 by way of Stipulation with Request for Award in the amount of 12% permanent disability and provision for future medical care. The permanent disability of \$7,477.87 has already been paid out; final amount to be paid out: \$0.00:

YES: Futch, Longville, Ramos, Singer, Terrell, Vizcaino
NOES: None
ABSTENTIONS: None
ABSENT: Lockwood

7. APPROVAL OF MINUTES

Mr. Futch moved, Dr. Singer seconded, and the Board members voted as follows to approve the minutes of May 14, 2009:

AYES: Futch, Longville, Ramos, Singer, Terrell Vizcaino
NOES: None
ABSTENTIONS: None
ABSENT: Lockwood

Mr. Longville moved, Mr. Futch seconded, and the Board members voted as follows to approve the minutes of May 28, 2009:

AYES: Futch, Longville, Ramos, Singer, Terrell, Vizcaino
NOES: None
ABSTENTIONS: None
ABSENT: Lockwood

Mr. Futch moved, Mr. Longville seconded, and the Board members voted as follows to approve the minutes of June 1, 2009:

AYES: Futch, Longville, Ramos, Singer, Terrell, Vizcaino
NOES: None
ABSTENTIONS: None
ABSENT: Lockwood

8. OATH OF OFFICE – 2009-10 STUDENT TRUSTEES

Dr. Singer administered the Oath of Office to newly elected Student Trustees Kaylee Hrisoulas, representing CHC students, and Jason P. Buckner, representing SBVC students. The Board welcomed the students to the table.

9. PUBLIC COMMENT

None.

10. REPORTSA. Board Members

- Dr. Terrell complimented Donna Hoffmann on the recent publication of *News & Notes*. Trustees' names will be listed in future *News and Notes*. He also praised the *Arrowhead* (SBVC) and the *Sand Canyon Review* (CHC).
- Mr. Futch reported he was pleased to be able to attend all of the graduation ceremonies. Mr. Vizcaino echoed that remark and stated the graduations were "top notch".
- On behalf of the Board, Mr. Ramos congratulated Bob Temple and Frank Reyes on their upcoming retirements and presented each with a plaque of acknowledgement and appreciation.

B. Student Trustees

- Mr. Buckner stated he appreciated that the Board attended the graduations.
- Ms. Hrisoulas is working with Ericka Paddock, student advisor, to formulate her goals for 2009-10. She will be attending the student trustee workshop in August.

C. Chancellor

- Dr. Vela added her congratulations to the new student trustees, Jason Buckner and Kaylee Hrisoulas. She invited the students to meet with her for an orientation. She also welcomed the new CHC Academic Senate President, Scott Rippy. John Stankas will continue in that role at SBVC.
- Faculty, staff and administrators have been working diligently to bring the new hires to the Board. Addendums to the agenda are sometimes necessary if it is in the best interest of the district such as the transition to district IT operation.
- Dr. Vela informed that Board that the district is staying as much on top of the budget situation as we can, but there is still no signed state budget. She informed the Board that work on the FY '09 audit is beginning. There is a change in one of the audit standards which requires that a Board representative be included. Mr. Longville volunteered to serve in that capacity.

- It is important to keep the Board informed on the bond work processes; therefore, an hour workshop will be added to the end of the July 9 Board meeting agenda. The goal of the workshop is to inform the Board of the District's capital program, its organization, and processes as Trustees consider and authorize action relating to the program.

11. CONSENT AGENDA

The following changes were made in the Consent Agenda:

Item 11.B.1. – Consideration of Approval of Classified Employees – The following names were added:

TEPNER, MICHAEL, Senior Technology Support Specialist, District Computing Services, full-time, 12-month position, Classified Salary Schedule Range 54, Step A at \$4,974.00 per month effective July 1, 2009. New Position.

BOND, JOYCE, Senior Programmer/Analyst, District Computing Services, full-time, 12-month position, Classified Salary Schedule Range 54, Step C at \$5,484.00 per month effective July 1, 2009. New Position.

BRADY, JASON, Web Developer, District Computing Services, full-time, 12-month position, Classified Salary Schedule Range 54, Step A at \$4,974.00 per month effective July 1, 2009. New Position.

HANNON, CAROL, User Liaison, District Computing Services, full-time, 12-month position, Classified Salary Schedule Range 42, Step C at \$4,079.00 per month effective July 1, 2009. New Position.

Item 11.B.5. – Consideration of Approval to Reduce Classified Contract – Deleted from the agenda.

Item 11.B.13 – Consideration of Approval of Management Employee – A nationwide search was conducted by the Human Resources Department for the position of Vice Chancellor, Fiscal Services. Bruce Robert Barron went through the regular recruitment process and is being recommended for appointment for a term of three years effective July 6, 2009, through June 30, 2012, with placement on the Management Salary Schedule, Range 26, Step C, \$155,664 per year. Replacement for Robert Temple.

Item 11.B.17 – Consideration of Approval of Management Transfer - CORRECTION – Salary should be \$7,964.

Item 11.C.8 – Approval of Long-Term and Ongoing Contracts – Pulled for discussion.

Item 12.C.15 – Consideration of Approval of Revised Board Policy 2100.

Dr. Singer moved, Mr. Futch seconded, and the Board members voted as follows to approve the Consent Agenda:

AYES: Futch, Longville, Ramos, Singer, Terrell, Vizcaino
Hrisoulas (advisory)

NOES: None

ABSTENTIONS: Buckner (advisory)

ABSENT: Lockwood

12. ACTION AGENDA

Approve Long-Term and Ongoing Contracts

Mr. Futch expressed his concern about the cost of the consultant contract to assist with the accreditation recommendations. The accreditation team that visited Crafton Hills College in October made recommendations and the college was subsequently put on probation by the Accrediting Commission. Dr. Vela explained that the presidents and she recommended that the consultant come on board as soon as possible because of the short timeline to respond to the Commission's recommendations. It is common for districts to hire consultants to assist with this type of work. The consultant has started his work and will be on board until October, 2010. The chancellor stated there are deliverables with dates and an exit clause for both parties. We may not spend the entire amount of money. President Harrison said she is pleased with the work and progress of the consultant.

Dr. Singer stated that this is costly and in the best of all possible worlds we wouldn't be doing this but given the concern we all have for accreditation, he said, "This is a necessary expenditure."

Mr. Futch moved, Dr. Terrell seconded, and the Board voted as follows to approve the long-term and ongoing contracts:

AYES: Futch, Longville, Ramos, Singer, Terrell, Vizcaino
Buckner (advisory), Hrisoulas (advisory)

NOES: None

ABSTENTIONS: None

ABSENT: Lockwood

Ratify CSEA Tentative Agreement

Dr. Singer moved, Mr. Futch seconded, and the Board members voted as follows to ratify the April 27, 2009 Tentative Agreement between the District and CSEA #291 on Article 10: Health and Welfare Benefits:

AYES: Futch, Longville, Ramos, Singer, Terrell, Vizcaino
Hrisoulas (advisory)
NOES: None
ABSTENTIONS: Buckner (advisory)
ABSENT: Lockwood

Ratify CTA Tentative Agreement

Dr. Terrell moved, Mr. Futch seconded, and the Board members voted as follows to ratify the April 14, 2009 Tentative Agreement between the District and CTA on Article 10: Health and Welfare Benefits:

AYES: Futch, Longville, Ramos, Singer, Terrell, Vizcaino
Hrisoulas (advisory)
NOES: None
ABSTENTIONS: Buckner (advisory)
ABSENT: Lockwood

Adopt Revised Board Policy 2100, Duties and Responsibilities of the Board

Mr. Ramos asked for the Board's feedback on the language in the agenda and asked the Board if the proposed language accomplished what the Board intended.

After much discussion, the Board asked Warren Kinsler, legal counsel, if the language would allow the Board President to call legal counsel for any item beyond a closed session Brown Act item.

Mr. Kinsler responded that if the intent of the Board is to completely open the door on it, Mr. Longville's proposed revised language and Dr. Terrell's suggested changes will accomplish the Board's intent.

Mr. Longville moved, Dr. Singer seconded, and the Board members voted as follows to adopt the following addition to Board Policy 2100, Duties and Responsibilities of the Board:

8. *The Board President may contact District legal counsel regarding business of the District as he or she deems necessary and the Board President will provide a report to the Board and Chancellor regarding the topic of the call and the associated costs.*

AYES: Futch, Longville, Ramos, Singer, Terrell, Vizcaino
Buckner (advisory), Hrisoulas (advisory)
NOES: None
ABSTENTIONS: None
ABSENT: Lockwood

Staff was directed to develop or modify the administrative procedures to include that the Board President will provide a cost report to the Board and chancellor on a periodic basis.

Mr. Vizcaino left at 6:00 p.m.

Award Bid and Approve Contract – Antenna Project - SBVC

Mr. Futch moved, Dr. Singer seconded, and the Board members voted as follows to award bid and approve contract with Western Technical Services, Inc., for the Antenna Project, SBVC, in the amount of \$774,384.00:

AYES: Futch, Longville, Ramos, Singer, Terrell,
Buckner (advisory), Hrisoulas (advisory)

NOES: None

ABSTENTIONS: None

ABSENT: Lockwood, Vizcaino

Award Informal Bid and Approve Contract – Site Lighting Repair Project - CHC

Mr. Longville moved, Dr. Terrell seconded, and the Board members voted as follows to award bid and approve contract with BEC, Inc., for the Site Lighting Repair Project, CHC, in the amount of \$151.77 per hour for 80 hours of work plus \$17,745.00 for equipment and materials:

AYES: Futch, Longville, Ramos, Singer, Terrell
Buckner (advisory), Hrisoulas (advisory)

NOES: None

ABSTENTIONS: None

ABSENT: Lockwood, Vizcaino

Award Informal Bid and Approve Contract – Underground Cabling Project - CHC

Mr. Futch moved, Mr. Longville seconded, and the Board members voted as follows to award informal bid and approve contract with DeYoung Power Systems, Inc., for the Underground Cabling Project, CHC, in the amount of \$77,166.00:

AYES: Futch, Longville, Ramos, Singer, Terrell
Buckner (advisory), Hrisoulas (advisory)

NOES: None

ABSTENTIONS: None

ABSENT: Lockwood, Vizcaino

Approve Contract for Architectural Services with HMC Architects – Parking Structure Project - SBVC

Dr. Singer moved, Dr. Terrell seconded, and the Board members voted as follows to approve the contract for architectural services with HMC Architects for the Parking Structure Project, SBVC, in the amount of \$2,236,600, including reimbursables:

AYES: Futch, Longville, Ramos, Singer, Terrell
Buckner (advisory), Hrisoulas (advisory)
NOES: None
ABSTENTIONS: None
ABSENT: Lockwood, Vizcaino

Approve Contract for Architectural Services with Steinberg Architects – Parking Structure Project - CHC

Dr. Singer moved, Dr. Terrell seconded, and the Board members voted as follows to approve the contract for architectural services with Steinberg Architects for the Parking Structure Project, CHC, in the amount of \$1,802,000, including reimbursables:

AYES: Futch, Longville, Ramos, Singer, Terrell
Buckner (advisory), Hrisoulas (advisory)
NOES: None
ABSTENTIONS: None
ABSENT: Lockwood, Vizcaino

Approve Contract for Architectural Services with Steinberg Architects – Campus-wide Lighting, Parking and Access Project - CHC

Dr. Singer moved, Dr. Terrell seconded, and the Board members voted as follows to approve the contract for architectural services with Steinberg Architects for the Lighting, Parking and Access Project, CHC, in the amount of \$1,069,500, including reimbursables:

AYES: Futch, Longville, Ramos, Singer, Terrell
Buckner (advisory), Hrisoulas (advisory)
NOES: None
ABSTENTIONS: None
ABSENT: Lockwood, Vizcaino

Approve Amendment to CB-BP1-01 to Lee & Stires, Inc., - Custodial Building, Bid Category One – Site and Off-Site Improvements Contract - SBVC

Dr. Singer moved, Dr. Terrell seconded, and the Board members voted as follows to approve Amendment CB-BP1-01 to Lee & Stires, Inc. Contract, Custodial Building, Bid Category One, Site and Off-Site Improvements, SBVC, in the amount of \$18,333.00:

AYES: Futch, Longville, Ramos, Singer, Terrell
Buckner (advisory), Hrisoulas (advisory)
NOES: None
ABSTENTIONS: None
ABSENT: Lockwood, Vizcaino

Approve Change Order 01 for Coutts Heating and Cooling, Inc. - CHC

Dr. Singer moved, Dr. Terrell seconded, and the Board members voted as follows to approve Change Order 01 for Coutts Heating and Cooling, Inc., Learning Resource Center, Bid Category 18, Mechanical Contract, CHC, in the amount \$29,075.00:

AYES: Futch, Longville, Ramos, Singer, Terrell
Buckner (advisory), Hrisoulas (advisory)
NOES: None
ABSTENTIONS: None
ABSENT: Lockwood, Vizcaino

Approve Change Order CB-BP1-01 for Lee & Stires, Inc., Contract - SBVC

Dr. Singer moved, Dr. Terrell seconded, and the Board members voted as follows to approve Change Order CB-BP1-01 for Lee & Stires, Inc., Custodial Building, Bid Category One, Site and Off-Site Improvements contract, SBVC, in the amount of \$43,017.00:

AYES: Futch, Longville, Ramos, Singer, Terrell
Buckner (advisory), Hrisoulas (advisory)
NOES: None
ABSTENTIONS: None
ABSENT: Lockwood, Vizcaino

Approve Agreement with County of San Bernardino Special Districts Department for Wastewater Services

Dr. Singer moved, Dr. Terrell seconded, and the Board members voted as follows to approve agreement with the County of San Bernardino Special Districts Department for the wastewater services, CHC and SBVC, for fiscal year 2009-2010, in the amount of \$70,703.00:

AYES: Futch, Longville, Ramos, Singer, Terrell
Buckner (advisory), Hrisoulas (advisory)
NOES: None
ABSTENTIONS: None
ABSENT: Lockwood, Vizcaino

Approve Interfund Borrowing and Adopt Resolution

Dr. Singer moved, Dr. Terrell seconded, and the Board members voted as follows to approve interfund borrowing by the General Fund from all other fund accounts eligible, including but not limited to the Capital Outlay Fund, Retiree Benefit Fund and Workers Compensation Fund, to meet cash flow needs in the fiscal year 2009-2010 and adopt resolution to authorize temporary borrowing between funds:

AYES: Futch, Longville, Ramos, Singer, Terrell
Buckner (advisory), Hrisoulas (advisory)
NOES: None
ABSTENTIONS: None
ABSENT: Lockwood, Vizcaino

Approve Five-Year Capital Construction Plan

Dr. Singer moved, Mr. Longville seconded, and the Board members voted as follows to approve the 2011-2015 Five-Year Capital Construction Plan, the CHC Science Building Final Project, and the SBVC Technical Building Final Project Proposal:

AYES: Futch, Longville, Ramos, Singer, Terrell
Buckner (advisory), Hrisoulas (advisory)
NOES: None
ABSTENTIONS: None
ABSENT: Lockwood, Vizcaino

Adopt 2009-2010 Tentative Budget

Mr. Temple stated the district is positioned fairly well to absorb the projected \$8.3 million reduction in fiscal year 2009-2010, in addition to achieving a 9% reserve for contingencies which would allow for the possibility of absorbing mid-year cuts.

Mr. Longville thanked trustees Terrell, Singer, Ramos and Lockwood as well as former trustees Beeman, Gresham and Alonzo for the work they did prior to December, 2009 to be sure this district was kept fiscally sound and in the position it is now in which makes it possible to “weather this storm.”

Mr. Futch moved, Dr. Singer seconded, and the Board members voted as follows to adopt the 2009-2010 Tentative Budget:

AYES: Futch, Longville, Ramos, Singer, Terrell
Buckner (advisory), Hrisoulas (advisory)
NOES: None
ABSTENTIONS: None
ABSENT: Lockwood, Vizcaino

Adopt Revised Board Policies

Dr. Singer moved, Mr. Longville seconded, and the Board members voted as follows to adopt revised Board Policies:

AYES: Futch, Longville, Ramos, Singer, Terrell
Buckner (advisory), Hrisoulas (advisory)
NOES: None
ABSTENTIONS: None
ABSENT: Lockwood, Vizcaino

13. INFORMATION ITEMS

- A. Change Order Summary Report for Measure “P” Projects
- B. Budget Report
- C. Summary of Purchase Order Report
- D. Quarterly Financial Status Report
- E. Advancement in Rank – SBVC Faculty
- F. Project Summary for Uniform Construction Cost Accounting Program
- G. Advancement in Rank – SBVC
- H. Applause Cards

14. STAFF REPORTS

- A. SBVC President
 - A written report was submitted to the Board.
- B. SBVC Academic Senate
 - Absent.
- C. SBVC Classified Senate
 - Absent.

- D. SBVC ASB
- A written report was submitted to the Board.
- E. CHC President
- A written report was submitted to the Board.
- F. CHC Academic Senate
- Mr. Hogrefe thanked the Board for their support of graduation.
- G. CHC Classified Senate
- Absent.
- H. CHC ASB
- Students are planning their summer retreat.
- I. KVCR
- A written report was submitted to the Board.
- J. CTA
- Absent.
- K. CSEA
- CSEA members will be joining students at a budget rally on Friday, June 12 at Senator Dutton's office. The unit will be traveling to other legislative offices to get out the message to fight for public education.
 - Mary Valdemar distributed a letter to the Board from Dan Crain, instructor of the SBVC Foster and Kinship Care Education Program, expressing his concern about closing the Parent Education Center and moving the classes to another location.

"I am actually going to talk about the Parent Education Center, a program that we have had at Valley College for quite a number of years. It is a grant-funded program that works with multiple grants through the Child Development Department, and this letter is from one of the instructors who could not be here today because he had a family emergency. Some of the participants are in the audience and basically one of the grants that funded the Parent Education Center was lost and so we have other programs that are housed there but there has been a proposal to close the center because of cost savings for electrical costs. The actual building is called the Harmeyer Building, and it was donated by Arthur Harmeyer for specific use of children and families, and it was a specific condition when it was donated to the district. So after the child care center moved out into their new building, we have used that facility to hold workshops for the community, for parents, for foster parents, for child care providers, all free of cost, all as part of the grant program that is coming into the district. Attached you will see a chart that kind of breaks down all of

the expenses that we have used for the grant money to fund and support the building. We built a wall to make an ideal space for workshops, we spent a lot of money on furniture, resources and materials so that it could really be a hub of information and one of our secondary goals is really to bring people from the community into this area where then we work very hard to convince them to become students of the district, either at Valley or at Crafton. We have been very successful with that. We served over the years 3,000 families and about 900 of those have been students of the college. It is serving our families and we just would like the board to look at the fact that moving the program to other buildings on campus won't really result in any savings of money. All of the costs that have been spent in grants can't be used in any other program so those items would have to go to surplus or they will have to be used in the child care center or some place where there isn't room or space for that material, so we are asking if we can just stay there because in six months the building we are being asked to move to in North Hall is going to come down, so then we will have to move again. We are just asking to look at that and look at the cost effective to move the whole program out of the building."

L. Chancellor

- Dr. Vela thanked Mary Valdemar for the report on Parent Education Center and asked Dr. Daniels to provide the Board and her with a report. She thanked the staff for the work that went into the numerous end-of-the year events and thanked the Board for attending. She advised the Board that administrators and staff will be taking well-deserved vacations from time to time during the next few weeks.

15. ADJOURN

Mr. Ramos adjourned the meeting at 6:45 p.m.

Donald L. Singer, Clerk
San Bernardino Community College District
Board of Trustees

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
114 S. Del Rosa Drive, San Bernardino, California 92408

Minutes of the Special Meeting of the Board of Trustees
Thursday, June 18, 2009 4:00 p.m. – Board Room

1. CALL TO ORDER - PLEDGE OF ALLEGIANCE

Mr. Ramos called the meeting to order at 4:04 p.m.

Members Present:

James C. Ramos, President
Carleton W. Lockwood, Jr., Vice President
Dr. Donald L. Singer, Clerk
John M. Futch
John Longville
Jess C. Vizcaino, Jr.

Members Absent:

Dr. Charles S. Terrell, Jr.

Administrators Present:

Dr. Noelia Vela, Chancellor

Administrators Absent:

Dr. Debra Daniels, President, SBVC
Gloria M. Harrison, President, CHC
Larry Cicalone, President, KVCR
Robert J. Temple, Vice Chancellor Fiscal Services
Renee Brunelle, Vice Chancellor Human Resources

Pledge of Allegiance

Dr. Singer led the Pledge of Allegiance.

2. PUBLIC COMMENT

None.

3. ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES BOARD RETREAT

The Board Retreat was an opportune time for a meeting with the three recently elected Board members, the incumbent Board members and the Chancellor to:

- discuss the critical issues facing the District in the near term which include fiscal, short and long-term budget planning and specifically the challenges related to meeting accreditation standards;
- develop an agreed-upon strategy by the Board and the Chancellor to continue to expand and improve communication to ensure that the important issues of the District are being addressed in effective ways; and to
- discuss and establish protocols and mutual agreements and Board and Chancellor expectations.

The Retreat was productive and the Board indicated their continued support for Dr. Vela as the Chancellor. We look forward to continuing to ensure that we provide the best educational opportunities for our students and that we face our fiscal, student success and accreditation challenges in effective ways.

4. ADJOURN

Mr. Ramos adjourned the meeting at 8:20 p.m.

Donald L. Singer, Clerk
San Bernardino Community College District
Board of Trustees

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Dr. Noelia Vela, Chancellor
PREPARED BY: Dr. Noelia Vela, Chancellor
DATE: July 9, 2009
SUBJECT: Consideration of Approval of 2009-2010 Academic Calendar

RECOMMENDATION

It is recommended that the Board of Trustees approve the 2009-2010 Academic Calendar with the correction as presented.

OVERVIEW

The 2009-2010 Academic Calendar was approved by the Board on June 26, 2008. Because of an agreement between the college presidents, the correction to the Faculty Service Days, which are commencement days, is recommended.

ANALYSIS

BOARD IMPERATIVE

I. Institutional Effectiveness

FINANCIAL IMPLICATIONS

None


San Bernardino Community College District 2009-2010 Academic Year

June 2009

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

 In Service Days

 Instruction Begins

 Holidays

 Semester Grades Due

 Classes Not In Session-
All Offices Open

 Semester Ends

 Flex Days

 CHC/SBVC
Commencements

 Final Exams

July 2009

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2009

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

March 2010

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August 2009

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

December 2009

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April 2010

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

September 2009

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

January 2010

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

May 2010

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

October 2009

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February 2010

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

June 2010

S	M	T	W	T	F	S
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

San Bernardino Community College District 2009-2010 Academic Year

Fall Semester 2009: August 17 - December 19, 2009

Faculty Service Day	August 14
Instruction Begins.....	August 17
Labor Day	September 7
Fall Census Day	September 8
Flex Day.....	October 20
Veteran's Day	November 11
Thanksgiving Recess.....	November 26-28
Final Exams	December 14-18
Final Exams/Saturday Classes	December 19
Fall Semester Ends	December 19
Fall Semester Grades Due	December 23
Campus Closed.....	December 25-January 1

Spring Semester 2010: January 11 - May 19, 2010

Flex Days.....	January 6 & 7
Faculty Service Day	January 8
Instruction Begins.....	January 11
Martin Luther King Day	January 18
Spring Census Day	February 1
Lincoln's Birthday	February 12
Washington's Birthday	February 15
Spring Recess	March 15-20
Final Exams	May 13-19
Final Exams/Saturday Classes	May 15
Spring Semester Ends.....	May 19
CHC SBVC Faculty Service Day	May 20
SBVC CHC Faculty Service Day.....	May 21
Spring Semester Grades Due.....	May 26
Memorial Day	May 31

Flex Days4 days of Required Flex to be completed by contract faculty

2009-2010 Census Days.....Fall Census Day-September 8
Spring Census Day-February 1

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
PREPARED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
DATE: July 9, 2009
SUBJECT: Consideration of Approval of Classified Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the employment of classified employees on the attached list.

OVERVIEW

The attached list of classified employees is submitted for approval.

ANALYSIS

The classified employees on the attached list went through the regular recruitment process and are being recommended for appointment. All requirements for employment processing have been completed and Human Resources have cleared the individuals for employment.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2009-10 budget.

JONES, DIANNA, User Liaison, District Computing Services, full-time, 12-month position, Classified Salary Schedule Range 42, Step C at \$4,079.00 per month effective July 13, 2009. New Position.

GALVAN, RUBEN, College Police Officer, District, full-time, 12 month position, Classified Salary Schedule, Range 44, Step C, \$ 4,284 per month effective July 13, 2009. New Position.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
PREPARED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
DATE: July 9, 2009
SUBJECT: Consideration of Acceptance of Classified Resignation

RECOMMENDATION

It is recommended that the Board of Trustees accept the resignation of Brittnee Quintanar, Research Assistant, CHC.

OVERVIEW

Ms. Quintanar has submitted a letter of resignation from employment effective June 30, 2009, after three years of service to the District.

ANALYSIS

The Human Resources Department has provided Ms. Quintanar acceptance of her resignation from employment.

BOARD IMPERATIVE

None.

FINANCIAL IMPLICATIONS

No financial impact.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Noelia Vela, Chancellor

REVIEWED BY: Renée Brunelle, Vice Chancellor, Human Resources &
Employee Relations

PREPARED BY: Renée Brunelle, Vice Chancellor, Human Resources &
Employee Relations
Glen Kuck, Executive Director, Distributed Education

DATE: July 9, 2009

SUBJECT: Consideration of Ratification of Release of Probationary Classified
Employee

RECOMMENDATION

It is recommended that the Board of Trustees approve the ratification of release of probationary classified employee in the following position.

OVERVIEW

Senior Programmer Analyst, Distributed Education, effective May 27, 2009.

ANALYSIS

The listed classified employee has been released due to failure to pass probationary period.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
PREPARED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
DATE: July 9, 2009
SUBJECT: Consideration of Approval of Short-Term, Substitute & Professional Expert Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the employment of short-term, substitute & professional expert employees.

OVERVIEW

The attached lists of short-term, substitute and professional expert employees are submitted for approval.

ANALYSIS

Current law requires the Board of Trustees to act on recommendations to appoint short-term hourly, substitute, and professional expert employees before they can begin their work assignment.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2009-2010 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Short-Term Hourly Employees

July 9, 2009

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Arnott, Jonathan	Art	CHC	Model (undraped)	8/17/09	12/16/09	\$15.00
Arnott, Wendy	Art	CHC	Model (undraped)	8/17/09	12/16/09	\$15.00
Carpenter, Caleb	Art	CHC	Model (undraped)	8/17/09	12/16/09	\$15.00
Frost, Richard	Art	CHC	Model (undraped)	8/17/09	12/16/09	\$15.00
Hernandez, Mercy	Art	CHC	Model (undraped)	8/17/09	12/16/09	\$15.00
Ingram, Cristina	Applied Technology	SBVC	Tutor I	8/17/09	12/18/09	\$9.00
Morey-Collins, Jessica	Art	CHC	Model (undraped)	8/17/09	12/16/09	\$15.00
Nimako, Solomon	Science	SBVC	Tutor II	7/10/2009	12/11/2009	\$11.00
Sturm, Michael	Art	CHC	Model (undraped)	8/17/09	12/16/09	\$15.00
Taylor, Allison	Art	CHC	Model (undraped)	8/17/09	12/16/09	\$15.00
Temby, Leonard	Business & Info Tech	CHC	Tutor II (corrected from Tutor III)	3/13/2009	6/30/2009	\$11.00
<p>Amend board of April 9, 2009 to revise the end date from 6/10/2009 to 6/30/2009 of the following two employees.</p> <p>Human Resources had approved them through 6/30/2009, however, the dates were incorrectly sent to the board.</p>						
Navia, Karina	Financial Aid	SBVC	Project Assistant I	4/10/09	6/30/09	\$9.00
Lopez, Pauline	Financial Aid	SBVC	Project Assistant I	4/10/09	6/30/09	\$9.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Substitute Employees

July 9, 2009

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Caudillo, Joe	Library	SBVC	Library Media Clerk	5/18/09	6/30/09	\$14.31
Chebeir, Renalda	Human Resources	District	Sr. Staff Assistant	6/8/2009	6/30/2009	\$22.66
Chebeir, Renalda	Human Resources	District	Sr. Staff Assistant	7/1/2009	7/9/2009	\$22.66
Lopez, Rosa	Facilities	Dist	Lead Custodian	6/13/09	6/30/09	\$16.20
Lopez, Rosa	Facilities	Dist	Lead Custodian	7/1/09	8/12/09	\$16.20
Sanford, Renee	Microbiology	CHC	Lab Technician	6/11/2009	6/30/2009	\$19.25
Sanford, Renee	Microbiology	CHC	Lab Technician	7/1/2009	7/30/2009	\$19.25

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Professional Expert Hourly Employees

July 9, 2009

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Altheide, Richard	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/10/2009	12/31/2009	\$35.00/105.00/25.00
Amaral, Dusti	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Apodaca, Gilbert	District PDC	Dist	Workforce Development/PDC Trainer	7/10/2009	12/31/2009	\$50.00
Berres, Mark	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Bilicke, Donald	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Bohannon, Diane	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/10/2009	12/31/2009	\$35.00/105.00/25.00
Bossaert, Amy	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Bowser, Brent	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/10/2009	12/31/2009	\$35.00/105.00/25.00
Brady, Cory	District Computing Services	DIST	Tech Prep	7/10/2009	12/31/2009	\$30.00
Cardillo, John	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/10/2009	12/31/2009	\$35.00/105.00/25.00
Chesnut, Christy	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Choo, John	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/10/2009	12/31/2009	\$35.00/105.00/25.00
Contreras, Amber	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Crain, Dan	Child Development	SBVC	Foster Parent Education	7/10/2009	12/31/2009	\$45.00
Cuda, Julie	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Davalos, Eli	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Denhalter, Brittany	EMS/ Workfoce Development	CHC	Lab Instr/Primary Inst/EMS Specialist	7/10/2009	12/30/2009	\$30.00
Elhanafy, Mohamed	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00

Fernandez, Gil	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Finch, Grace	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Fisk, Samuel	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/10/2009	12/31/2009	\$35.00/105.00/25.00
Foster, Nathan	EMS/ Workforce Development	CHC	Lab Instr/Primary Inst/EMS Specialist	7/10/2009	12/30/2009	\$30.00
Fredrick, Sue	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Fugate, Stefanie	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Gardner, Rodney	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/10/2009	12/31/2009	\$35.00/105.00/25.00
Gattuso, Katherine	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Gaulke, Dawn	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Goeting, Raffaello	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Graham, Dennis	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Grainger, Michele	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Horton, William	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Hubert, James	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Ilizaliturri, Christopher	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/10/2009	12/31/2009	\$35.00/105.00/25.00
Journey, Jay	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/10/2009	12/31/2009	\$35.00/105.00/25.00
Kibbe, Mark	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Knight, Laurie	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Kurylowicz, Pete	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/10/2009	12/31/2009	\$35.00/105.00/25.00
Merrill-Henry, Jeanette	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Moody, Joshua	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/10/2009	12/31/2009	\$35.00/105.00/25.00

Rosauer, Eric	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/10/2009	12/31/2009	\$35.00/105.00/25.00
Sims, Jeremy	District Computing Services	Dist	Consultant	7/10/2009	12/31/2009	\$300 per day
Steers, Joseph	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/10/2009	12/31/2009	\$35.00/105.00/25.00
Stephan, Victoria	Child Development	SBVC	Foster Parent Education	7/10/2009	12/31/2009	\$45.00
Sutherland, Stanley	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/10/2009	12/31/2009	\$35.00/105.00/25.00
Walker, Travis	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/10/2009	12/31/2009	\$35.00/105.00/25.00
Weiler, Mary	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/10/2009	12/31/2009	\$35.00/105.00/25.00
Wilterding, Renee	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/10/2009	12/31/2009	\$35.00/105.00/25.00
Limburg, Krista	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Lockridge, Hank	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Morgan, Alice	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
O'Cull, Karen	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Owen, Connie	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Parks, Harry	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Pfeifle, John	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Rafeedie, Nidal	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Rahn, Amy	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Reppert, Phillip	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Rinnander, Paul	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Roberts, James	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Rodriguez, Joseph	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Rojas, Daniel	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00

Santos, Alexander	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Simmons, Genevieve	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Yamashiro, Mark	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Yoshimoto, Glenn	Respiratory Care	CHC	Respiratory Care Clinical	7/10/2009	12/31/2009	\$40.00
Estrada, Sandra	Student Health Services	SBVC	Nurse Practitioner	7/1/2009	12/31/2009	\$50.00
Fuller, Brent	EMS/ Workforce Development	CHC	EMS Specialist/Lab Instructor/ Primary Instructor	7/10/2009	12/30/2009	\$30.00/ \$25.00/ \$20.00
Barno, Jolene	DSP & S	SBVC	Interpreting/ Transliterating - IV	7/13/2009	12/24/2009	\$15.00
Kelsheimer, Jeff	EMS/ Workforce Development	CHC	EMS Specialist/Lab Instructor/ Primary Instructor	7/10/2009	12/30/2009	\$30.00/ \$25.00/ \$20.00
Nguyen, Phong	EMT/Paramedic Program	CHC	Medical Director	7/10/2009	12/18/2009	3,500/semester
Sheldon, Richard	Respiratory Care	CHC	Medical Director	7/10/2009	12/18/2009	3,000/semester
Redlin, Jenna	DSP & S	SBVC	Interpreting/ Transliterating - IV	7/13/2009	12/24/2009	\$15.00
Donnelly, Shane	EMS/ Workforce Development	CHC	EMS Specialist/Lab Instructor/ Primary Instructor	7/10/2009	12/30/2009	\$30.00/ \$25.00/ \$20.00
Kelly, Shamica	DSP & S	SBVC	Interpreting/ Transliterating - IV	7/13/2009	12/24/2009	\$15.00
Washington, Gwen	Child Development	SBVC	Foster Parent Education	7/10/2009	12/24/2009	\$45.00
Wilkes, Richard	Welding	SBVC	Assistant Instructor	7/10/2009	12/24/2009	\$20.00
Hughes, Kevin	Welding	SBVC	Assistant Instructor	7/10/2009	12/24/2009	\$20.00

Ratification: Human Resources Department overlooked the authorization for the following employee who was scheduled to teach Workforce Development Classes prior to March board date.

Carver, Dean	PDC	Dist	Workforce Development/PDC Trainer	3/14/2009	6/30/2009	\$50.00
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Ratification: Human Resources Department misprinted the dates of authorization for the following employee who was scheduled to teach Workforce Development Classes prior to June board date.

Napoli, William	PDC	DIST	Workforce Development/ PDC Trainer	7/1/09	12/31/09	\$50.00
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SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
PREPARED BY: Dr. Debra S. Daniels, President, SBVC & Gloria M. Harrison, President, CHC
DATE: July 9, 2009
SUBJECT: Consideration of Approval of Adjunct & Substitute Academic Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the employment of Adjunct & Substitute Academic Employees as needed for the 2008-2009 & 2009-2010 academic years.

OVERVIEW

The attached list of adjunct & substitute academic employees are submitted for approval of employment.

ANALYSIS

Part-time academic employees selected from the established pool are offered individual contracts on a semester-by-semester basis. Adjunct employees not assigned will remain in the pool for future consideration during the 2008-2009 & 2009-2010 academic year.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2008-2009 & 2009-2010 budgets.

San Bernardino Valley College

2008-2009 Academic Year

Allbaugh, Robert	Biology
Kounas, Jason	Physical Education
Smith, David	Math

San Bernardino Valley College

2009-2010 Academic Year

Aamot, Elizabeth	English
Aboud, Ibrahim	English
Adams, John	Philosophy/Religious Studies
Alade-Chester, Alton	Political Science
Alfano, Jay	Computer Information Technology
Allbaugh, Robert	Biology
Alvarado, Katherine	Child Development
Alvarez, Alexis	Sociology
Alvarez, Rebecca	Sociology
Anderson, Elisabeth S.	Biology
Anderson, Kevin	Railroad
Anton, Michael	Architecture
Antonio, Carlo	Nursing
Ariza, Ernest	Water Supply Technology
Ashford, Wesley	Physical Education
Aston, David L.	Machine Technology
Avila, Diana	Mathematics
Avila, Rene A.	Inspection Technology
Awunganyi, John	Mathematics
Ayala, Richard	Diesel
Aziz, Husein	Refrigeration/Air Conditioning
Bachman, Bruce	Art
Badibanga, Maurice	Mathematics
Bahk, Sarah	Mathematics
Bainum, Pamela	Computer Information Technology
Balderrama, Sandra	Computer Information Technology
Ballardo, Jose	Administration of Justice
Barras, Margaret A.	Reading & Study Skills
Barron, Virginia	Child Development
Battista, Paul	Art
Beckley, Michael	Art
Bednarczyk, Denise	Physical Education
Bell, Jennifer	Chemistry
Bennett, Jack	Mathematics
Berglas, Ron	Theatre Arts
Berkebile, Meta L.	Radio, Television & Film
Bernier, Zenovia	Modern Languages
Berry, Robert	Music
Berry, Thomas W.	Speech
Blalock, Ashley	Art
Bocumini, Paul E.	Psychology
Bonilla, Pamela	Child Development

Boyer, Wayne	Nursing/Psychiatric Technology
Bray, Linda L.	Computer Information Technology
Britt, Donald R.	Human Services
Brown, Joshua	Physical Education
Brown, Ronald	Economics
Bruno, Frank J.	Psychology
Buchanan, Donald	Geology
Buchholz, James	Physics/Astronomy
Butterfield, John O.	Art
Carman, Gary	Mathematics
Carreon-Bailey, Rebecca	Child Development
Carroll, Marian	Speech
Casale, Kimie	Modern Languages
Casas, Andrews	Architecture
Casillas, Doris	Speech
Cass, Russell W.	Anthropology
Catalano, Roberto	Music
Cervantes, Charles	Human Services
Chadd, David	Philosophy/Religious Studies
Chaparro, Maria	Mathematics
Chase, Gerald	Electricity/Electronics
Chase, Richard	Welding Technology
Chavoushi, Maria C	Modern Languages
Chen, Hsu-Chia	Mathematics
Chitrathorn, Puttachart	Nursing
Christman, Carl	Speech
Cima, Deborah M.	Human Services
Clarke, Sally	Computer Information Technology
Clauss, Lee	Anthropology
Clearman, Alice	Psychology
Colern-Mulz, Leslie	English
Collette, Richard J.	Computer Information Technology
Commons, Dave	Water Supply Technology
Comstock, Marie	Human Services
Conrad, Paul	Computer Science
Cooper, Brian	Art
Corrales, Rudolph	Corrections
Costello, Gerarda	History
Crocker, Joyce A.	Nursing
Cross, Telma C.	Modern Languages
Crowder, William	Health Education
Crowder, William	Pharmacy & Psychiatric Technology
Davis, Penny	Child Development
Day, Ruth J.	Academic Advancement
DeMarco, Sandy	Nursing
Dennington, Judith	Academic Advancement
De Beaubien, Clement R.	Biology
Delcoure, Edward R.	Real Estate/Escrow
Delmonte, Orlando	Machine Technology
Devila, Tara	Nursing
Diaz, Maria Elena	Speech

Dickens, Kenneth	Automotive
Diehl-Hope, Saovaros	Child Development
Ding, Guizhi	Physical Education
Diskin, Les	Diesel
Dismuke, Lori	Dance
Dormady, Kelly	History
Downey, Jennifer R.	Psychology
Drumond, Carlos	Modern Languages
Dullas, Dante	Psychiatric Technology
Duran, Christopher	Mathematics
Duron, Sally	Nursing/Psychiatric Technology
East, Deirdre	Nursing
Eastham, Jeanine	Theatre Arts
Eldredge, Dee L.	Modern Languages
Ellison, Amy	Academic Advancement
Enyinnaya, Ekele	Biology
Etherton, Debra	Nursing/Psychiatric Technology
Evans, Loron	Human Services
Feliciano, Geraldino	Psychiatric Technology
Ferguson, Prince	English
Fierro, Benjamin	Anthropology
Finley, James	Art
Firtha, Farah	Chemistry
Fisher, Linda	Art
Flood, Stephen	Art
Flowers, Sandra	History
Fossum, Louis	Theatre Arts
Fox, Fredda	Biology
Fozouni, Daihim	English
Francis, Catherine	Warehouse
Frankini, Armida	Chemistry
Franklin, William J.	Political Science
Frasier, Pat	Anthropology
Furr, Yvonne J.	Pharmacy Technology
Garcia, David	Philosophy/Religious Studies
Gelenchi, Fantahun	Mathematics
George, Kimberly	Nursing
George, Timothy	Mathematics
Ghaffari, Mithra	Biology
Gideon, Angelita	Library
Glatfelter, Angela	Speech
Gleason, John	Physical Education
Glendenning, Tracy	Child Development
Gonzalez, Gilberto	Machine Technology
Gordon, Aleida	Family & Consumer Science
Graham, Matthew	Railroad
Gravatt, Fred	Modern Languages
Grossman, Walter	Geology
Gurley, Renee	English
Gutierrez, Alfred	Welding Technology
Hammock, Shannon	Academic Advancement

Hammons, Linda	Nursing
Harter-Speer, Joan E.	Human Services
Hedges, Mark	Warehouse
Heiple, Becky	Psychology
Henry, Craig	Inspection Technology
Henry, Mark	English
Hernandez, John M.	Administration of Justice
Hickerson, Mark	History
Higgin, Tanner	English
Hoage, Scott	Human Services
Hodge, Bertha	Psychology
Hoglund, Richard E.	Music
Holstrom, Geoffrey	Physics/Astronomy
Hooker, Richard	Human Services
Hoover, Jason	Electricity/Electronics
Hope, Allen	Family & Consumer Science
Hotchkiss, Daniel H.	Electricity/Electronics
Houts, Robert	Inspection Technology
Hughes, Ronald	Sociology
Hungate, Adam	History
Hunt, Beverly	Physical Education
Hurst, Michael	Water Supply Technology
Ibrahim, Aminu-Dan	Psychiatric Technology
Ille, Jon	History
Jacklin, Josefina	Nursing
Jacques, Paul	Theatre Arts
Jakpor, Riase	Political Science
Jenkins, Theodore	Mathematics
Johnsen, Torgeir	Biology
Johnson, Bryan	English
Johnson, David	Police Science
Johnson, David L.	Physics/Astronomy
Johnson, Terry	English
Kadow, Eugene	Mathematics
Kalanui, Anthony K	Radio, Television & Film
Kawa, Jon	Art
Kellmer, Randall	Computer Information Technology
Kellogg, Elena	English
Kent, Michael O.	English
Kerr, Randy	Human Services
Khan, Shazia	Reading & Study Skills
Kiefer-Newman, Katherine	Philosophy/Religious Studies
Kinne, Merrit	Diesel
Kinsley Carrillo, Heidi	Modern Languages
Kirby, Barbara	Child Development
Knight, Tammy	Nursing
Koch, Paul	Corrections
Koestler, Ginger	Nursing/Psychiatric Technology
Kounas, Jason P.	Physical Education
Krizek, Jeffrey	Geographic Information Systems
Kuntz, John	English

Kupez, Kirklen J.	Chemistry
Lavruk, Alexander	Music
Lawton, Phillip	Refrigeration/Air Conditioning
Le, Tom	Mathematics
Lee, Keith	Human Services
Lee, Steven	Business Administration
Lefkowitz, Marc	Human Services
Lessard, George	Chemistry
Letulle, Chander	Water Supply Technology
Lindeman, David H.	Refrigeration/Air Conditioning
Loh Myers, Susan	English
Lopez, Alma G.	English
Loya-Gonzalez, Mary	Nursing
Lozano, Maria	Human Services
MacAfee, Patrick J.	Human Services
Macias, Liberty	Psychiatric Technology
Maestre, Joanne	English
Mahoney, Ann W.	English
Mason, Samuel G.	Physical Education
Massey, John W.	Administration of Justice
Matin, Mohammed	Mathematics
Mattson, Susan	Speech
Maul, Terry L.	Psychology
Mazur-Stommen, Susan	Anthropology
Medina, William	History
Merino, Akin	Psychology
Mierzwik, William A.	Physical Education
Millar, Alma	Speech
Miller, Brenda	Human Services
Miller, Frank J.	Mathematics
Miller, Gregory	Mathematics
Milliron, Mark	Anatomy
Milroy, Patrick	Water Supply Technology
Mizwicki, Mathew	Chemistry
Moneymaker, Melinda	Human Services
Monin, Craig	Electricity/Electronics
Moore, Monique	Reading & Study Skills
Moran, Omar	English
Morehouse, Cheyrle	Welding Technology
Moreno, Robert	Welding Technology
Morin, Donna	Art
Moussaoui, Ali	Physical Science
Muir, William	Oceanography
Mulari, Jeffrey	Mathematics
Mulchandani, Priti	Biology
Murillo, Charles	English
Murphy, Joel	English
Nanneman, Kathryn	English
Nevarez, Deanne	Nursing
Newton-Cannis, Elizabeth	Mathematics
Ngo, Hai	Mathematics

Ngobi, Said	Mathematics
Nguyen, Benny	Mathematics
Nguyen, Tung	Mathematics
Nimako, Solomon	Geographic Information Systems
Norris, Windy	Speech
Nunez, Ida	Nursing
Nuno, Ed	Political Science
Nuno, Ed	Academic Advancement
O'Connell, Michael	Administration of Justice
Obien, Lorna M.	Mathematics
Ogbuchiekwe, Edmund	Geography
Okumura, Judy	Chemistry
Olivera, Christopher	Biology
Olsen, John H.	Biology
Olson, Gary A.	Anthropology
Ortiz, Dolores	Sociology
Ortiz, Miguel	Machine Technology
Orton, Renee	Speech
Paine, Kristy K.	Administration of Justice
Pal, Anasuya	English
Palacios, Levy	Computer Information Technology
Paszkievicz, Robert	Psychiatric Technology
Perkins, Leo	Political Science
Petersen, Neil	Automotive
Peterson, Robert	Human Services
Philp, Michael	Biology
Phillips, Anthony	Psychiatric Technology
Pielke, Janet	Sociology
Pieper, Dean	History
Pierola, Marcela	Modern Languages
Polonio, Jeffery	Human Services
Poorbaugh, Sylvester B.	Administration of Justice
Pratt, Deborah	Art
Preston, Tracy	Nursing
Price, Brandi	Child Development
Rafei, Zeina	Academic Advancement
Rahman, Mustafizur	Mathematics
Rajala, Dyanna	English
Ramirez, Richard	Automotive
Ratcliff, Joseph	Machine Technology
Ravanzo, Hudell	Psychiatric Technology
Reynolds, Raymond	Administration of Justice
Reynolds, Teri D.	Nursing
Riddell, Linda	English
Ridge, Patrick	Mathematics
Rihan, Basemeh	Speech
Rippetoe, James	Radio, Television & Film
Rivera-Toro, Hiram	Human Services
Rodriguez, Maria Del Carmen	Student Development
Rounds, Michael	History
Ruiz-Rodriguez, Maria	Psychiatric Technology

Rulien Kennedy, Lisa	Political Science
Rushing, Karin	English
Saad, Hosny	Chemistry
Sabolick, Richard	English
Sandlin, Stephen H.	Geography
Sarenana, Chris D.	Architecture
Scalisi, Carlos R.	Political Science
Schall, Donald A.	Business Administration
Schmidt, Lisa	Geography
Schmitt, Christopher	Sociology
Schroeder, Geoffrey	Nursing
Schrader, Michelle	Philosophy/Religious Studies
Scott, Robert L.	Aeronautics
Seraj, Robyn	Pharmacy Technology
Shearer, William	Human Services
Shobe, Marc	Music
Shweikeh, Eman	Chemistry
Singh, A	Family & Consumer Science
Smith, David	Mathematics
Smith, Gerald	Inspection Technology
Smith, Jeffrey	History
Smith, Jo Ann	Human Services
Smith, Karlie	Art
Smith-Trafzer, Lee Ann	History
Smyth, Nathaniel	Chemistry
Snow, Stephen	History
Sola, Michael E.	Physical Education
Spahn, Michele	Nursing
Spicher, Susan	Child Development
Spier, Patricia	Nursing
Stanzione, Charles	Child Development
Stephenson, James	Chemistry
Stiglich, Denise	Chemistry
Strine, Mary	Academic Advancement
Strzheletska, Elena	Mathematics
Sullivan, John	English
Swartz, Christine	Academic Advancement
Teegarden, Thomas	Aeronautics
Thompson, Richard	Aeronautics
Thompson, Ross P.	Art
Thrush, Gerald	Biology
Ting, Lycretia	Mathematics
Tingley, Michael	Diesel
Tolstova, Anna	Mathematics
Tondro, Jason	English
Toutant, Dennis	Human Services
Townsend, Maura	Dance
Tran, Bao	Nursing/Psychiatric Technology
Udupa, Srikrishna K.	Mathematics
Ulloa, Conrad	Aeronautics
Uminski, Kelly A.	Academic Advancement

Uminski, Roger A.	Academic Advancement
Uppala, Gurunatha	Mathematics
Uribe, Ricardo	Architecture
Valenzuela, Adela	Nursing
Valle, Samuel	Electricity/Electronics
Valles, Angelita	Corrections
Vanella, Frank J.	Administration of Justice
Vansell, Melanie	History
Vasquez, Leo	Business Administration
Vasquez, Tatiana	Biology
Verholtz, Gary	Water Supply Technology
Vinciullo, Frances	Psychology
Wagner, Aaron	Mathematics
Wallick, Amber D.	Child Development
Walters, Sandi	Child Development
Weber, Michele	Speech
Wen, Edward	Chemistry
White, Charles	Art
White, Stuart R.	Administration of Justice
Whittman, Danna	English
Wilcox-Herzog, Amanda	Child Development
Wiley, Mark Francis	Water Supply Technology
Wilhite, Charles	Administration of Justice
Wilhite, Cynthia	Human Services
Williams, Cynthia	Culinary Arts
Williams, Dave	Human Services
Williams, Susan	Art
Williams, Valencia	Biology
Wingfield-Coleman, Kennit	Psychology
Wolcott, Bruce	English
Woodward, Camela	Work Experience
Worley, Edward T.	Refrigeration/Air Conditioning
Yardumiam, Suzanne	Modern Languages
Yarnelle, E.	Psychology
Yepez, Josephina	Modern Languages
Yoon, Choon	Music
Young, Ronald	Water Supply Technology
Zaharopoulos, George	Political Science
Zane, Jonathan L.	Architecture
Zhu, Zhiqiang	Chemistry
Zografos, Peter	Nursing/Psychiatric Technology
Zoumbos, Nickolas	Accounting
Edwards, Jocelyn	Transfer Center
Garcia, Edward	Valley Bound Program
Hawthorne, Terrie	Valley Bound Program
Quezada, Reyes	STAR
Quintanar, Brittnee A.	Mathematics and Science Student Success Center

Crafton Hills College
2008-2009 Academic Year

Garcia, Eddie	Counselor
Saldana, Katherine	Counselor

Crafton Hills College
2009-2010 Academic Year

Abad, Jeremy J.	English
Abel, Susan	Child Development
Aguilar, Gorge	Physical Education
Aguilera, Lorri	Physical Education
Allison, Gorge	Accounting
Amoui, Mehran	Biology
Anderson, Jonathan B.	English
Andrews, Breanna	American Sign Language
Aniello, Lisa	Physical Education
Baker, Donna	English
Baldwin, Melissa	Chemistry
Ballester, Maria	Spanish
Barron, Patricia	Health Education
Bayless, Randy	Fire Technology
Bean, Steve	Theatre Arts
Beck, Maria	Counselor
Bedoya, Rosemary	Counselor
Bell, Judith	Campus Nurse
Blades, Jennifer	English
Botkin, Mia	Anatomy
Bray, Linda L.	Allied Health
Breiten, Jeffrey	Administration of Justice
Brinkhouse, Loida	Nurse Practitioner
Burke, Jeffrey	Mathematics
Burns, Carole A.	Microbiology
Burns-Peters, Davena	American Sign Language
Butler, Heather	Psychology
Camp, Brad	Counselor
Cannon, Judy K.	English
Carroll, Marian	Speech Communication
Casale, William L.	Microbiology
Cescolini, Diana	Accounting
Chairez, Octavio	Mathematics
Chase, Kristina	Campus Nurse
Commander, John	Emergency Medical Services
Cork, Daniel	Theatre Arts
Cowles, Randee Teresa	English
Coy, Peter	Fire Technology
Cruz, Jason	Business Administration
Cummings, Lou'Rie	Counselor
Curtis, Antonio	Mathematics
Davis, Joyce	Librarian

Davenport, Michael	Computer Information Systems
De Borba-Silva, Maria	Health Education
Delaossa, Ralph K.	Fire Technology
Diaz, Maria Elena	Speech Communication
Dickinson, Michael E.	Fire Technology
Dietrich, Mike	Fire Technology
Drake-Green, Penny Marie	Speech Communication
Eastmond, Elizabeth	English
Elliott, Verlingia	Librarian
Enyinnaya, Ekele	Biology
Estrada, Colleen	Fire Technology
Estrada, Laura	Campus Nurse
Estus, Steven	English
Faraclas, Sarah	Campus Nurse
Favela, Hannah	Theatre Arts
Floerke, Jennifer	Speech Communication
Fogle, Chris	Fire Technology
Franko, Karla J.	Religious Studies
Fratius, Matt	Fire Technology
Fry, Maureen	Learning Disabilities Specialist
Garcia, Claudia	Counselor
Garcia, Eddie	Counselor
Golder, Dave	Fire Technology
Gomez, Stephanie	Physical Education
Gonzalez, Raymond	Spanish
Gough, Alan	Mathematics
Goux, Claudette	Art
Greene, Robert	Mathematics
Guhl, Heather	Campus Nurse
Hale, Sara	American Sign Language
Hamlett, Cynthia	English
Hammock, Andrea	English
Hammons, Amber	Psychology
Hansen, Sandra	Campus Nurse
Hansler, Kathryn	English
Harris, Joel	English
Hawkins, John	Counselor
Hemovich, Venessa	Psychology
Henriquez, Aja H.	English
Henson, Beatty	English
Herbert, Shelton	Anatomy
Hodge, Bertha	Psychology
Hooker, Marie	Campus Nurse
Hovick, Christopher	Mathematics
Hughes, Bradley	Physics
Hunter, Morris	Radiologic Technology
Jensen, DeAnna	English
Johns, Karl	Librarian
Kalender, Volkan	Political Science
Kapoor, Anil	Microbiology
Keller, Daniel	Administration of Justice

Kelly, David	Fire Technology
Kennedy, Scott	Computer Information Systems
Kibbe, Mark	Respiratory Care
Kim, Sungsu	Mathematics
Kimbrough, Pamela	Chemistry
Knudsen, Arin	Counselor
Kosmatka, Arnie	Personal and Career Development
Krogh, Ronald	Mathematics
Lazarenkova, Olga	Mathematics
Leahy, Julie	Radiologic Technology
Leon, Cynthia	Allied Health
Leon, Ralph	Mathematics
Lin Shull, Ching-Ping D.	Spanish
Linfield, Leon	English
Loan, Jason	English
Lockridge, Henry V.	Respiratory Care
Lopez, Alicia	Physical Education
Lopez, Bibiana	Mathematics
Lowenthal, Tracie	Psychology
Magallanes, Sabrina C.	Emergency Medical Services
Malik, Neal	Physical Education
Maloney-Hinds, Colleen	Health Education
Mattson, Susan	Speech Communication
McClurg, Bruce	Music
McLoughlin, Peter	Mathematics
McNaughton, Barry	Music
McPeck, Christina	Child Development
Molino, Gloria	Counselor
Mondragon, Luis	Mathematics
Morse, Curtis	Fire Technology
Moses, Olivia	Health Education
Munz, Kristina	English
Murphy, Ryan	English
Nakimura, Aki	Japanese
Namkata, James S.	Physical Education
Newman, Ronald	Business Administration
Newson, Helen	Campus Nurse
Nguyen, Cu	French
Niessen, Amy	English
Nunn, Steve	Fire Technology
O'Shaughnessy, Vonda	Speech Communication
Ogimachi, Tom	Mathematics
Overstreet-Murphy, Penni	Fire Technology
Pambianco, Tom	Fire Technology
Papp, Edward	Computer Information Systems
Pastuschek, Susanne	Administration of Justice
Pedroja, Joy	English
Pelletier, Amy	American Sign Language
Perez, Pamela	Psychology
Peters, Lincoln	Fire Technology
Piamonte, Rennard	Mathematics

Plaxton-Hennings, Charity	Psychology
Poffek, Christine M.	Physical Education
Price, Stacey	Emergency Medical Services
Provansal, Gary	Fire Technology
Ramirez, Robert	Mathematics
Rawley, James M.	English
Regalado, Sean	Art
Reinsma, Kathryn	Health Education
Roche, Joshua	Mathematics
Romano, Nicholas M.	Computer Information Systems
Ruiz, Sabrina	Librarian
Saldana, Katherine	Counselor
Sanchez, Paul	Librarian
Schwartz, Christine	Librarian
Schwimmer, Harry	Physical Education
Scotfield, Ian	Psychology
Scott, Jerica	Physical Education
Seager, Yelena	Mathematics
Shelby, Patricia A.	Sociology
Shelton II, Stephen A.	Speech Communication
Sherman, Sylvia	History
Snowwhite, Mark	English
Sommer, Bob	Fire Technology
Stafford, Kathy	Campus Nurse
Sternard, Evan	Counselor
Stevens, Alfred	Fire Technology
Stone, Henry	Mathematics
Strong-Millsap, Joanna	English
Stupin, Mary	Music
Swanson, William E.	English
Tameda, Atsushi	Art
Tarcon, Sue	Campus Nurse
Thurman, Laurens	Astronomy
Tortoro, Jennifer	English
Townzen, Susan	Health Education
Tran Le, Jackie	Mathematics
Troutman, Lucy	Campus Nurse
Verosik, Eileen	Emergency Medical Services
Vinciullo, Frances	Psychology
Walls, Ronald	Fire Technology
Walter, Michael D.	Computer Information Systems
Wang, Shuping	Reading and Study Skills
Washburn, Ben	Counselor
Wekesa, Joseph	Biology
White, Cassandra L.	English
Williams, Carolyn	English
Wilson, Debbie	Counselor
Wise, Louise	Reading and Study Skills
Wong, Chau Yim	Mathematics
Wright, John L.	Physical Education

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Noelia Vela, Chancellor

REVIEWED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations

PREPARED BY: Dr. Debra S. Daniels, President, SBVC & Gloria M. Harrison, President, CHC
Dr. Matthew Isaac, Economic Development

DATE: July 9, 2009

SUBJECT: Consideration of Approval of Non-Instructional Pay

RECOMMENDATION

It is recommended that the Board of Trustees approve non-instructional pay.

OVERVIEW

The attached list of employees are submitted for approval.

ANALYSIS

Non-instructional pay is requested on a periodic basis to assist departments with various events on campus or in the community.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2009-10 budget.

SAN BERNARDINO VALLEY COLLEGE

Amburgey, Kevin, Big Bear Coordinator not to exceed 200 hours, 07/01/09-06/30/10, \$43.16 per hour, 01-00-01-8112-0000-1480.00-6010.

Au, Algie, Math & Science Student Success Center Learners to Learners Retreat, 18 hours, \$43.16 per hour, 08-07-09/08-09-09, 01-00-15-4625-0221-1480.00-1701.

Au, Algie, summer bridge program for math & science students, 5 hours, \$43.16 per hour, 08-03-09/08-13-09, 01-00-15-4625-0221-1480.00-1701.

Avelar, Amy, Math & Science Student Success Center Learners to Learners Retreat, 18 hours, \$43.16 per hour, 08-07-09/08-09-09, 01-00-15-4625-0221-1480.00-1701.

Avelar, Amy, summer bridge program for math & science students, 28 hours, \$43.16 per hour, 08-03-09/08-13-09, 01-00-15-4625-0221-1480.00-1701.

Briggs, Stephanie, summer bridge program for math & science students, 4 hours, \$43.16 per hour, 08-03-09/08-13-09, 01-00-15-4625-0221-1480.00-1701.

Emerson, Kevin, develop and implement a recruitment plan for football, not to exceed 80 hours, 7/10/09-8/13/09, \$43.16 per hour, 01-00-01-8100-0000-1480.00-0835.

Evans-Perry, Virginia, reference librarian not to exceed 102 hours, 07/01/09-06/30/10, \$43.16 per hour, 01-00-01-8106-0000-1480.00-6120.

Gifford, Mercedes, reference librarian not to exceed 280 hours, 07/01/09-06/30/10, \$43.16 per hour, 01-00-01-8106-0000-1480.00-6120.

Gilbert, Jeremiah, assessment of student placement in math courses, not to exceed 80 hours, 07/01/09-06/30/10, \$43.16 per hour, 01-00-01-8100-0000-1480.00-1701.

Hammock, Shannon, reference librarian not to exceed 102 hours, 07/01/09-06/30/10, \$43.16 per hour, 01-00-01-8106-0000-1480.00-6120.

Heibel, Todd, summer bridge program for math & science students, 9 hours, \$43.16 per hour, 08-03-09/08-13-09, 01-00-15-4625-0221-1480.00-1701.

Huston, Celia, reference librarian not to exceed 102 hours, 07/01/09-06/30/10, \$43.16 per hour, 01-00-01-8106-0000-1480.00-6120.

Kasouha, Abby, Math & Science Student Success Center Learners to Learners Retreat, 18 hours, \$43.16 per hour, 08-07-09/08-09-09, 01-00-15-4625-0221-1480.00-1701.

Lysak, Michael, summer bridge program for math & science students, 4 hours, \$43.16 per hour, 08-03-09/08-13-09, 01-00-15-4625-0221-1480.00-1701.

Mayne, Michael, summer bridge program for math & science students, 4 hours, \$43.16 per hour, 08-03-09/08-13-09, 01-00-15-4625-0221-1480.00-1701.

Mestas-Holm, Cecelia, reference librarian not to exceed 102 hours, 07/01/09-06/30/10, \$43.16 per hour, 01-00-01-8106-0000-1480.00-6120.

Recinos, Jose, translating SBVC brochures to Spanish not to exceed 80 hours, 07/01/09-06/30/10, \$43.16 per hour, 01-00-01-9509-0000-1480.00-6710.

Swartz, Christine, reference librarian not to exceed 102 hours, 07/01/09-06/30/10, \$43.16 per hour, 01-00-01-8106-0000-1480.00-6120.

Torres, Michael, summer bridge program for math & science students, 4 hours, \$43.16 per hour, 08-03-09/08-13-09, 01-00-15-4625-0221-1480.00-1701.

Vecchio, Anthony, substitute Big Bear Coordinator's not to exceed 50 hours, 07/01/09-06/30-10, \$43.16 per hour, 01-00-01-8112-0000-1480.00-6010.

Wall, Patricia, reference librarian not to exceed 102 hours, 07/01/09-06/30/10, \$43.16 per hour, 01-00-01-8106-0000-1480.00-6120.

Waner, Scott, substitute Big Bear Coordinator's not to exceed 50 hours, 07/01/09-06/30-10, \$43.16 per hour, 01-00-01-8112-0000-1480.00-6010.

Zapata, Lydia, translating SBVC brochures to Spanish not to exceed 80 hours, 07/01/09-06/30/10, \$43.16 per hour, 01-00-01-9509-0000-1480.00-6710.

CHC

Crow, Kathryn, Coordinate American Heart Association CPR Training, 8/17/09-12/19/09, \$2,972.50 (01-12-02-5625-0457-1480.00-1250)

Hunter, Morris, Coordinate Radiologic Technology Program, 8/17/09-12/19/09, \$1,000.00 (01-00-02-5626-0000-1480.00-1225)

ECONOMIC DEVELOPMENT

Strong, Terri, develop and present problem-based learning activities in mathematics to high school classes. Additionally, present these problem-based learning activities at the Young Men in Mathematics event to be held in Fall 2009, not to exceed 15 hours, 07/10/09-08/30/09, \$43.16 per hour, 01-00-35-8115-0470-1480.00-6899.

Brigg, Stephanie, develop and present problem-based learning activities in mathematics to high school classes. Additionally, present these problem-based learning activities at the Young Men in Mathematics event to be held in Fall 2009, not to exceed 15 hours, 07/10/09-08/30/09, \$43.16 per hour, 01-00-35-8115-0470-1480.00-6899.

Powell, Roger, develop and present problem-based learning activities in mathematics to high school classes. Additionally, present these problem-based learning activities at the Young Men in Mathematics event to be held in Fall 2009, not to exceed 15 hours, 07/10/09-08/30/09, \$43.16 per hour, 01-00-35-8115-0470-1480.00-6899.

Reid, Zadock, develop and present problem-based learning activities in mathematics to high school classes. Additionally, present these problem-based learning activities at the Young Men in Mathematics event to be held in Fall 2009, not to exceed 10 hours, 07/10/09-08/30/09, \$43.16 per hour, 01-00-35-8115-0470-1480.00-6899.

Mayne Michael, develop and present problem-based learning activities in mathematics to high school classes. Additionally, present these problem-based learning activities at the Young Men in Mathematics event to be held in Fall 2009, not to exceed 10 hours, 07/10/09-08/30/09, \$43.16 per hour, 01-00-35-8115-0470-1480.00-6899.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
PREPARED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
DATE: July 9, 2009
SUBJECT: Consideration of Approval of Academic Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the employment of academic employees on the attached list.

OVERVIEW

The attached list of academic employees is submitted for approval.

ANALYSIS

The academic employees on the attached list went through the regular recruitment process and are being recommended for appointment. All requirements for employment processing have been completed and Human Resources have cleared the individuals for employment.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2009-10 budget.

Simental, Yolanda, Instructor, Nursing, SBVC, effective August 14, 2009. Salary placement is Range D, Step 1, \$46,635.95 for 177 days pending final receipt of official transcripts and additional work verification. Replacement for Monica Temple.

Alvarez, Vicente, Instructor, Mathematics, SBVC, effective August 14, 2009. Salary placement is Range D, Step 1, \$46,635.95 for 177 days pending final receipt of official transcripts and work verification. Replacement for Scott Rippy.

Littig, Adam, Coordinator, Math & Science Student Success Center, SBVC, effective August 3, 2009 and contingent upon grant funding. Salary placement is Range D, Step 1, \$52,696 for 200 days pending final receipt of official transcripts and work verification. New position.

Higushi, Lisa, Instructor, EMS, CHC, effective August 12, 2009. Salary placement is Range C, Step 1, \$55,243.37 per year for 221 days pending final receipt of official transcripts and work verification. Replacement for Sandra Andrews.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
PREPARED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
DATE: July 9, 2009
SUBJECT: Consideration of Acceptance of Academic Resignation

RECOMMENDATION

It is recommended that the Board of Trustees accept the resignation of Dr. Daniel Walker, Associate Professor of History, SBVC.

OVERVIEW

Dr. Walker has submitted his letter of resignation from employment effective June 1, 2009, after seven years of service to the District.

ANALYSIS

The Human Resources Department has provided Dr. Walker acceptance of his resignation from employment.

BOARD IMPERATIVE

None.

FINANCIAL IMPLICATIONS

No financial impact.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Noelia Vela, Chancellor

REVIEWED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations

PREPARED BY: Dr. Debra S. Daniels, President, SBVC

DATE: July 9, 2009

SUBJECT: Approval of Per Diem Pay for Academic Employee

RECOMMENDATION

It is recommended that the Board of Trustees approve per diem pay for academic employee.

OVERVIEW

Priscilla Taylor, Director of Nursing and LVN to RN Programs, 20 days for the 2009-2010 academic year at the per diem rate of \$548.63

ANALYSIS

Per Diem pay is routinely utilized in order for faculty members to conduct additional duties outside of their normal responsibilities.

BOARD IMPERATIVE

III. Learning Centered Institution for Student Access, Retention and Success.

FINANCIAL IMPLICATIONS

Included in the 2009-2010 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Renee Brunelle, Vice Chancellor Human Resources
& Employee Relations
PREPARED BY: Dr. Debra S. Daniels, President, SBVC
DATE: July 9, 2009
SUBJECT: Consideration of Approval of Coordinator Stipends - SBVC

RECOMMENDATION

It is recommended that the Board of Trustees approve coordinator stipends.

OVERVIEW

The following academic employees will serve as coordinators.

Elaine Akers	Health Services	\$1,320
Deanne Rabon	STAR Program	\$1,320

ANALYSIS

Stipends for coordinators are based on the agreement between SBCCD and the SBCCD Chapter CTA/NEA, Appendix A-5.

BOARD IMPERATIVE

III. Learning Centered Institution for Student Access, Retention and Success.

FINANCIAL IMPLICATIONS

Included in the 2009-2010 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Noelia Vela, Chancellor

REVIEWED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations

PREPARED BY: Dr. Debra S. Daniels, President, SBVC

DATE: July 9, 2009

SUBJECT: Consideration of Approval of Department Head Stipends-SBVC

RECOMMENDATION

It is recommended that the Board of Trustees approve Department Head stipends for SBVC

OVERVIEW

The attached list of academic employees will serve as Department Heads, SBVC, for the 2009-2010 academic year.

ANALYSIS

Department heads are selected by faculty in accordance with an established campus process. Stipends for Department chairs are based on the agreement between SBCCD and the SBCCD Chapter CTA/NEA.

BOARD IMPERATIVE

III. Learning Centered Institution for Student Access, Retention and Success.

FINANCIAL IMPLICATIONS

Included in the 2009-2010 budget.

San Bernardino Valley College

Adams, Kathy	Child Development	\$ 3,000.00
Assuma, Michael	Acct./Bus Ad/Bus Calc/Real Est.	\$ 6,000.00
Barajas-Zapata, Lydia	Modern Languages	\$ 7,000.00
Bastedo, David	Biology	\$ 9,000.00
Batalo, Mandi	Art	\$ 7,000.00
Buckley, Patrick	Administration of Justice/Corrections	\$ 5,000.00
Busselle, Carlos	Electricity/Electronics/Refrigeration	\$ 3,000.00
Calderon, Colleen	History	\$ 7,000.00
Chatfield, Walt	Economics	\$ 5,000.00
Clarke, Bill	Machine Trade/RR/Transp./Warehouse	\$ 6,000.00
Crebbin, Sue	PE/Health	\$ 8,000.00
Garcia, Helen	Reading & Study Skills	\$ 6,000.00
Gilbert, Jeremiah	Math	\$ 14,000.00
Gomez, Laura	Counseling	\$ 3,849.46
Hector, Leticia	Speech	\$ 7,000.00
Heibel, Todd	Geography/Geology/Oceanography/GIS	\$ 6,000.00
Hinrichs, Guy	Automotives	\$ 6,000.00
Hunter, Diane	English/ESL	\$ 14,000.00
Jackson, Jack	Philosophy/Religious Studies	\$ 6,000.00
Kammer, Kevin	Aeronautics	\$ 5,000.00
Kastner, Bill	Inspection Technology/Welding	\$ 6,000.00
Knight, Denise	Child Development	\$ 3,000.00
Lysak, Michael	Astronomy/Physics	\$ 5,000.00
Meyer, Stacy	Culinary Arts/Family & Consumer Science	\$ 6,000.00
Millican, Ed	Political Science	\$ 6,000.00
Pires, Romana	Anthropology/Sociology	\$ 6,000.00
Powell, Roger	CIT/Computer Science	\$ 7,000.00
Robinson, James	Human Services	\$ 6,000.00
Scully, Matie	Dance/Music/Theater Arts	\$ 9,000.00
Shodahl, Susan	Psychology	\$ 7,000.00
Stanskas, John	Arch/Chemistry/Engineering/PS/WST	\$ 14,000.00
Szumski, Ed	Electricity/Electronics/Refrigeration	\$ 3,000.00
Wall, Patti	Library Technology/Paralegal/RTVF	\$ 5,000.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Noelia Vela, Chancellor

REVIEWED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations

PREPARED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations

DATE: July 9, 2009

SUBJECT: Consideration of Approval of Management Appointments – Vice President Administrative Services (SBVC), Director of Human Resources (District), Director of Computing Services (DCS) & Dean (CHC)

RECOMMENDATION

It is recommended that the Board of Trustees approve the management appointments of Vice President Administrative Services (SBVC), Director of Human Resources (District), Director of Computing Services (DCS) & Dean (CHC).

OVERVIEW

The selected management employees went through the regular recruitment process and are being recommended for appointment. All requirements for employment processing have been completed and Human Resources have cleared the individuals for employment. At the time of printing of the Board Agenda, second level interviews had not been completed. The name of the recommended candidate for Director of Human Resources and Director of Computing Services will be presented at the Board meeting.

ANALYSIS

The Human Resources Department conducted a nationwide search for the positions of the Vice President Administrative Services (SBVC), Director of Human Resources (District), Director of Computing Services (DCS) & Dean (CHC).

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2009-10 budget.

James Hansen went through the regular recruitment process and is being recommended for appointment as Vice President, Administrative Services, SBVC, for a term of two years effective August 1, 2009 through July 31, 2010 with placement on the Management Salary Schedule, Range 23 Step B, \$128, 064 per year. Replacement for Michael Perez.

_____ went through the regular recruitment process and is being recommended for appointment as Director, Human Resources, effective _____ with placement on the Management Salary Schedule, Range 19 Step __ , _____ per year. Replacement for Mary Nemnich.

_____ went through the regular recruitment process and is being recommended for appointment as Director of Computing Services (DCS), effective _____ with placement on the Management Salary Schedule, Range 19 Step __ , _____ per year. New position.

Rick Hogrefe went through the regular recruitment process and is being recommended for appointment as Dean (CHC), effective _____ with placement on the Management Salary Schedule, Range 19 Step A, \$100,344 per year. Replacement for Judith Ashton.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
PREPARED BY: Renee Brunelle, Vice Chancellor, Human Resources & Employee Relations
DATE: July 9, 2009
SUBJECT: Consideration of Approval of Management Job Description

RECOMMENDATION

It is recommended that the Board of Trustees approve the management job description for Director, Bookstore.

OVERVIEW

The job description for Director, Bookstore is being approved to meet the institutional needs of both campuses.

ANALYSIS

This position is responsible for the overall management and operation of the college bookstore at both the SBVC and CHC campus sites under the general direction of the college presidents.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2009-10 budget.

DIRECTOR, BOOKSTORE

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job; however, any additional duties will be reasonably related to this class.*

SUMMARY DESCRIPTION

Under the general direction of the College Presidents, this position is responsible for the overall management and operation of the college bookstore at both the San Bernardino Valley College and Crafton Hills College campus sites; assures the organization, capability, commitment, and resources effectively achieve the service and product objectives; provides support to the strategic decision making process for both the Bookstore and the Colleges by responding to strategic opportunities; and coordinates assigned activities with other departments, divisions and outside agencies.

REPRESENTATIVE DUTIES

The following duties are typical for this classification.

1. Plan, organize and direct the operation of the Bookstore on the San Bernardino Valley College and Crafton Hills College campuses.
2. Direct, coordinate and review the work plan for assigned bookstore services and activities; supervises and assigns work activities and projects; monitors work flow; reviews and evaluates work products, methods and procedures.
3. Develops and implements goals, objectives, policies, and priorities including purchasing, pricing, selling, stocking, textbook coordination, college student and employee relations, cash handling, records maintenance, staffing, safety/security, and inventory control.
4. Confers with Administration and Faculty concerning the requisitioning of required textbooks and student supplies.
5. Directs the ordering, advertising, shipping, receiving, display and pricing of textbooks, paperback books, supplies materials, and other merchandise; arranges for the orderly return of and repurchase of used books; resolves problems concerning customers, publishers and suppliers.
6. Oversee the calculation and compilation of invoices for the bookstore.
7. Administer and direct the physical year end inventory including maintaining cash and inventory controls.
8. Assures compliance with federal, state, and local laws, codes, and regulations.
9. Secures appropriate technology tools to accomplish Bookstore operations.
10. Keep current on available technology for inventory management, data gathering, and communication tools.
11. Anticipates, prevents and resolves difficult and sensitive inquiries, conflicts and complaints.
12. Provides leadership and supervision in the selection, hiring, training, and evaluation of Bookstore employees.
13. Performs related duties as required.

QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a

short period of time in order to successfully perform the assigned duties.

Knowledge of:

Operational characteristics, services, and activities of a bookstore.
Modern and complex principles and practices of retail operations, cash management, and business administration, including effective merchandising techniques for books.
Principles and practices of program development and administration.
Principles and practices of budget preparation, control and administration.
Principles, practices, methods, and techniques used in purchasing and physical inventory management and quality control.
Principles, practices, methods, and techniques used in purchasing retail merchandise for sale; purchase orders invoices, debit memos, and shipping procedures.
Principles of supervision, training, and performance evaluation.
Computer-based inventory management system and networking.
Pertinent federal, state, and local laws, codes, and regulations.
Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, and databases.
Principles of business letter writing and report preparation.

Ability to:

Oversee and participate in the management of a comprehensive bookstore program.
Monitor the maintenance of necessary records, the ordering of optimum quantities of books, supplies, etc.
Maintain an adequate supply of bookstore supplies and merchandise.
Maintain inventory and purchasing records.
Oversee, direct, and coordinate the work of lower level staff.
Participate in the selection and recommendation, supervision, training, and evaluation of staff.
Participate in the development and administration of goals, objectives, and procedures for assigned area.
Gather and analyze data and situations and make appropriate decisions.
Prepare and present comprehensive, concise, clear oral and written reports.
Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.
Interpret and apply California Education Code, Title 5, federal, state, and local policies, laws, and regulations as it relates to the position.
Demonstrate a sensitivity to, and understanding of the diverse academic, socioeconomic, cultural, and ethnic backgrounds of community college students and personnel, including those with physical or learning disabilities.
Demonstrate professionalism, fairness and honesty in all aspects of the performance of duties.
Provide leadership based on ethics and principles as they relate to bookstore functions and operations.
Communicate clearly and concisely, both orally and in writing.
Establish and maintain effective working relationships with those contacted in the course of work.

Education and Experience Guidelines

Education/Training:

Completion of an AA degree from an accredited institution of higher education.

Required Experience:

Four years of experience in the purchase and sale of supplies and/or equipment including two years of administrative and supervisory responsibility.

Preferred Experience:

1. Bachelor's degree from an accredited college or university with major course work preferably in Business Administration or a related field.
2. Experience in the California Community College System.
3. Experience in purchasing textbooks and supplies for a college bookstore.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is performed primarily in a standard office setting.

Physical: Primary functions require sufficient physical ability and mobility to work in an office setting; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; to lift, carry, push, and/or pull light to moderate amounts of weight; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; and to verbally communicate to exchange information.

Vision: See in the normal visual range with or without correction; vision sufficient to read computer screens and printed documents; and to operate assigned equipment.

Hearing: Hear in the normal audio range with or without correction.

Board Approved: July 2009

Range: 14

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
PREPARED BY: Dr. Debra S. Daniels, President, SBVC & Gloria M. Harrison, President, CHC
DATE: July 9, 2009
SUBJECT: Consideration of Approval of District Volunteers

RECOMMENDATION

It is recommended that the Board of Trustees approve District Volunteers.

OVERVIEW

The individuals on the attached list have volunteered their services and acknowledge that they will not receive payment of any kind for services performed.

ANALYSIS

Assignments performed by volunteers will not take away responsibilities or duties of regular academic or classified employees.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

No Financial Impact.

San Bernardino Valley College

Guererro, Jessica	CalWORKs	7/13/09-7/30/09
Lee, DeNeesha	CalWORKs	7/13/09-7/30/09
Moreno, Maribel	Admissions	7/13/09-8/14/09
Reyes, Christinna	CalWORKs	7/13/09-7/30/09
Sullivan, Christy	Admissions	7/13/09-8/17/09
Edwards-Matanga, Julie	Humanities/Theater	8/17/09-12/7/09
Ray Banaag	Athletics	7/13/09-12/09/09
Coe, Jamie	Athletics	7/13/09-8/30/09
Edwards-Matanga, Julie	Humanities/Theater	8/17/09-12/7/09
Gutierrez, Crystal	Athletics	7/13/09-12/30/09
Tini Salanoa	Athletics	7/13/09-12/09/09
Wellman, Vanessa	Athletics	7/13/09-12/20/09

Crafton Hills College

Jabr, Alexandra	Public Safety & Services,	7/10/09-6/30/09
Ufkes, Denise	Title V	6/1/09-7/24/09

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Robert J. Temple, Vice Chancellor of Fiscal Services
PREPARED BY: Robert J. Temple, Vice Chancellor of Fiscal Services
DATE: July 9, 2009
SUBJECT: Consideration of Approval of Routine Contracts and Agreements

RECOMMENDATION

It is recommended that the Board of Trustees approve or ratify the attached list of routine contracts and agreements.

OVERVIEW

In accordance with Board policy 6340, the attached list is submitted for board ratification and/or approval.

ANALYSIS

The attached list of contracts and agreements are routine, customary and necessary for the on-going operations of the District.

BOARD IMPERATIVE

III – Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

The contracts/agreements on the attached list are budgeted for via purchase orders or in the case of grants via budget adjustments.

Routine Contracts and Agreements

Scheduled Board Date 7/9/2009

Contract Type

<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
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Clinicals

Loma Linda University Medical Center	(6049) Clinicals - Clinical Site for SBVC and CHC Allied Health Programs: At CHC Paramedic, EMT, Radiology, Respiratory Care; At SBVC Nursing, and Drug & Alcohol Studies Term: 7/1/2009 - 6/30/2010	Allied Health/SBVC/CHC	No Cost	
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Vista Cove Center dba Crestview Convalescent Hospital	(6055) Clinicals - Affiliation Agreement for Clinicals for Participants in the Psychiatric Technology Program Term: 6/10/2009 - 6/9/2014	Health Science/SBVC	No Cost	
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SubTotal for Clinicals: 2

EduStream

South Orange County Community College District	(6042) EduStream Institutional License Agreement for Linking Students to Digital Media, Streaming Video and Other Educational Media in furtherance of Classroom and Distance Education Purposes: Funded through the State Chancellor's Office Term: 7/1/2009 - 6/30/2014	Distance Education/SBCCD	No Cost	
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SubTotal for EduStream: 1

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>				
Burgess Moving & Storage	(5439) Service - Moving Service for The Refrigeration Program at SBVC to Temporary Buildings as Part of the New Building Projects; If Relocation Requires that Moving Equipment is Left on the Site After your move, then the Equipment Rental becomes Effected with the Following Rates: Tyga Boxes \$3 Per Box Per Week, Dollies & Speed Packs \$1.50 Per Day Each, Book Cards/Dollies \$2 Per Day Each, Speed Packs \$0.50 Per Day Each, Partition/Panel Carts \$2 Per Day: Amendment 1- Additional Equipment Moved as Needed to Set Up Classroom Term: 11/7/2008 - 6/30/2009 42-56-31-4661-0000-5120.00-7100	Kitchell/SBCCD	\$11,278.00	RGerhard
			Not to Exceed	
BW Research Partnership	(6006) Service - Conduct Telephone Surveys of Energy Efficiency Occupations and Employers in San Bernardino and Riverside Counties Term: 7/13/2009 - 7/30/2009 01-12-35-8115-0448-5120.00-6840	PDC/SBCCD	\$5,000.00	
C.C.I. Chemical Corporation	(6010) Service - Preventative Maintenance on CHC Campus Equipment for Scale, Corrosion, and Eliminate Any Microbiological Fouling and Extended Equipment Life Term: 7/1/2009 - 6/30/2010 01-00-02-9506-0000-5631.00-6510	Maintenance/CHC	\$14,940.00	

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>				
California State University, San Bernardino	(6014) Clinical Practicum Agreement - SBVC Student Health Center is to be a Clinical Site for University Clinical/Counseling Psychology Masters Degree Program Students: Not Cost to District Term: 7/1/2009 - 6/30/2012	Student Health Center/SBCCD		
California State University, San Bernardino	(6052) Service - Facilitation of inland Regional Science Technology Engineering and Math (STEM) Institute Term: 7/27/2009 - 8/7/2009 01-15-35-8115-0470-5120.00-6899	PDC/SBCCD	\$32,020.00	
Chemco Products Company	(6018) Service - Water Treatment Service for HVAC Systems on the SBVC Campus Term: 7/1/2009 - 6/30/2012 01-00-01-9508-0000-5531.00-6770	Maintenance/SBVC	\$34,728.84	
				Over Three Years
CommuniGate Systems	(6041) Service - Maintenance Renewal for CGPRN - 0014648 - Software Maintenance - CommuniGate License Messaging Suite Plus Calendar and File Storage for 60,000 Users: Email Address for Students Term: 7/1/2009 - 6/30/2010 01-00-03-9010-0000-5639.00-6780	Computing Services/SBCCD	\$15,980.00	

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>				
Customized Business Solutions	(6054) Service - Consulting Work for Grant Applications for ETP Funded Grants: Contract to Receiver 13% of Grant Funds on All ETP Successfully Warded Grants & Trainee Recruitment for ETP Program Courses- Provide Recruiting Services the Contractor is to Receive \$50 Per Training Hour for ETP Training Programs Term: 7/10/2009 - 6/30/2010 01-00-03-8115-0432-5120.00-6840	PDC/SBCCD	\$75,000.00	
				Not to Exceed
Customized Business Solutions	(6053) Service - Recruitement of eligible Trainees for Grant Funded Training Programs Offered through the PDC: Rate Schedule is \$50 per Training Hour for Aproved Practicipants Recruited Term: 7/10/2009 - 6/30/2010 01-00-03-8115-0432-5120.00-6840	PDC/SBCCD	\$75,000.00	
				Not to Exceed
Dolores DeAguinaga dba Patsus	(6035) Service - Technical Assistance and Data Gathering Related to Nanotechnology Project Term: 7/10/2009 - 6/30/2010 01-00-35-8115-0465-5113.00-6840	PDC/SBCCD	\$9,000.00	

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>					
	FunSeekers	(6033) Rental - Bus Rental for Transportation of Students and Staff for Math/Science Retreat Term: 8/7/2009 - 8/9/2009 01-00-15-4625-0221-5611.00-1701	Mathematics/SBVC	\$1,287.00	
	Grillo Filter Sales	(6009) Service - Filter Change Service Twice a Year on HVAC Systems on the CHC Campus Term: 7/1/2009 - 6/30/2010 01-00-02-9506-0000-5640.00-6510	Maintenance/CHC	\$5,645.82	
	Industrial Fire Protection	(6012) Service - On Demand District Wide Fire Extinguisher and Fire Systems Service for FY 2009-2010: Rate Schedule - NFPA Title 19 at \$3.85 each and \$6.85 additional for 6 Year Breakdown as Needed Term: 7/1/2009 - 6/30/2010 01-00-02-9506-0000-5580.00-6510	Maintenance/CHC		Per Rate Schedule
	Kater-Crafts Bookbinders	(6038) Service - Annual Book Binding of Periodical to Hard Cover Volumes Term: 7/10/2009 - 6/30/2010 01-34-01-8106-0000-5120.00-6120	Library/SBVC	\$2,000.00	

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>					
	Kone, Inc	(6029) Service - Exam and Lube Maintenance on all SBVC Elevators Term: 7/1/2009 - 6/30/2012 01-00-01-9508-0000-5630.00-6770	Maintenance/SBVC	\$13,867.20	BTemple
				Total Contract Value	
	Kone, Inc	(6030) Service - Maintenance Agreement on SBVC Elevators Term: 7/1/2009 - 6/30/2012 01-00-01-9508-0000-5630.00-6770	Maintenance/SBVC	\$35,368.99	BTemple
				Total Contract Value	
	Konica Minolta Business Solutions USA, Inc	(6036) Service - Maintenance Agreement for Copiers in Library: Serial # 31706545, 31724763, 31724732, 31724730, 31737566, and 31737565 Term: 7/1/2009 - 6/30/2010 01-34-01-8106-0000-5630.00-6120	Library/SBVC	\$7,200.00	07152009
	Lake San Marcos Resort	(5426) Rental - Block Room Rental for Great Teachers Retreat on includes Fifteen Sleeping Rooms and One Meeting Room; Catering for all Meals/Refreshments for the Retreat: Amendment 1 - Additional Catering Services were Needed Increasing the Contract by \$2,517.04 Term: 1/28/2009 - 1/31/2009 01-00-01-9018-0000-5200.00-6450	Research & Planning/SBVC	\$8,996.05	RGerhard
				Revised Contract Amount	

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>				
Meyyappan, Meyya, Dr	(6005) Speaker - Keynote Speaker and Committee Chair for Nanotechnology Collaborative Advisory Board Organization Meeting Term: 7/20/2009 - 7/21/2009 01-00-35-8115-0465-5113.00-6840	PDC/SBCCD	\$1,500.00	
Operation Grace	(6043) Service - Recruit Participants for Nanotechnology Training Courses Term: 7/10/2009 - 6/30/2010 01-00-35-8115-0465-5120.00-6840	PDC/SBCCD	\$4,000.00	
Orkin Commercial Services	(6013) Service - Insect and Rodent Contract Service on CHC Campus for FY 2009-2010 Term: 7/1/2009 - 6/30/2010 01-00-02-9504-0000-5635.00-6550	Maintenance/CHC	\$4,560.00	
Praise Chapel Christian Fellowship of Monrovia	(6034) Service - Recruit Participants for Nanotechnology Training Courses Term: 7/10/2009 - 6/30/2010 01-00-35-8115-0465-5120.00-6840	PDC/SBCCD	\$6,000.00	

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>				
Redlands Unified School District	(6040) Rental - Rental of Redlands High School Art Room to Offer CHC Course ART 175X4, Sculpture for the Fall 2009 Semester Term: 8/18/2009 - 12/10/2009 01-00-02-8100-0000-5610.00-6010	Art/CHC	\$14.00	
			Per Use Hour	
SARS Software Products	(6044) Service - Provide Advice on Migrating SARS Software and SQL Server for SARS Software to New Server: Make Necessary Modifications to Allow Tracking of Non-Credit Courses and Exporting of Data Back to Datatel (SARS-GRID side Only) Term: 7/1/2009 - 6/30/2010 01-00-03-9010-0000-5830.00-6780	Computing Services/SBCCD	\$5,000.00	
Siemens Building Technologies, Inc	(6008) Service - Customer Support of Automated Energy Controls for FY 2009-2010 Term: 7/1/2009 - 6/30/2010 01-00-02-9506-0000-5630.00-6510	Maintenance/CHC	\$18,184.00	
Sigmanet	(2875) License - Software Licensing, Upgrade Maintenance, and Support Services for NETlab Software Bundle: Amendment 1 - Contract Extension with Additional Cost of \$2,395 Term: 3/1/2006 - 6/30/2010 01-59-25-8102-0000-5830.00-0701	Program Development/CHC	\$4,975.61	RGerhard
			Revised Total Contract Value	

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>					
	SimplexGrinnell	(6011) Service - Fire Alarm Detection System Maintenance/CHC Maintenance Agreement includes Testing, Inspection and Parts for FY 2009-2010 Term: 7/1/2009 - 6/30/2010 01-00-02-9506-0000-5634.00-6510		\$11,512.39	
	SixTen and Associates	(6007) Service - State Mandated Cost Reimbursement Reporting and Services - Rate Schedule: Services Performed by President \$125 Per Hour; Services Performed by Senior Associates \$110 Per Hour; Services Performed by Associates \$90 Per Hour; Services Performed by Employees \$70 Per Hour Term: 7/1/2009 - 6/30/2010 01-00-03-9006-0000-5120.00-6720	Fiscal Services/SBCCD		
					Per Rate Schedule
	So-Cal Office Technology (formerly MWB Business Systems)	(6048) Service - Maintenance Agreement On Warehouse Copier AJ228 Cost Not to Exceed \$300; District Workroom Copier AG660 Cost Not to Exceed \$750; College Police Copier CR516 Cost of \$600 Term: 7/1/2009 - 6/30/2010 01-00-03-9007-0000-5637.00-6770	Business Services/SBCCD	\$1,650.00	
					Not to Exceed Per Quarter

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>				
Starks, Luciana	(6028) Speaker - Keynote Speaker for Mathematics Retreat Topic "Be Your Own Brand" an Interactive Workshop to Guide Students to Understand How Others Perceive Them and to Change This Perception if Desired Term: 8/8/2009 - 8/8/2009 01-00-15-4625-0221-5113.00-1701	Mathematics/SBVC	\$75.00	
Three M (3M) Library Systems	(6037) Service - Maintenance Agreement for Detection System Model 3804BC Serial # 384844 Term: 7/1/2009 - 6/30/2010 01-34-01-8106-0000-5630.00-6120	Library/SBVC	\$1,876.00	
Up N Running	(6015) Service - Maintenance Agreement for Pro-Type Machines on SBVC Campus for FY 2009-2010 Term: 7/1/2009 - 6/30/2010 01-00-01-9508-0000-5637.00-6770	Maintenance/SBVC	\$1,534.50	
Yale/Chase Material Handling	(6046) Service - Massby Furgeson Tractor Maintenance Agreement for General Maintenance Inspections and Lubrications \$320; On-Demand Repair at \$95 Per Hour Plus 10% over Cost for Parts Term: 7/1/2009 - 6/30/2010 01-00-01-9504-0000-5640.00-6550	Maintenance/SBVC	\$1,000.00	

Not To Exceed

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>				
Yale/Chase Material Handling	(6045) Service -Toyota Forklift Maintenance Agreement for General Maintenance Inspections and Lubrications \$320; On-Demand Repair at \$95 Per Hour Plus 10% over Cost for Parts Term: 7/1/2009 - 6/30/2010 01-00-01-9506-0000-5640.00-6510	Maintenance/SBVC	\$1,500.00	
				Not to Exceed
<u>SubTotal for General: 35</u>				
<u>General - Ratified</u>				
American Technologies, Inc (ATI)	(6056) Services - Lead and Asbestos Abatement in Police Department Shower Area as Part of Emergency Repair Term: 6/10/2009 - 6/30/2009 01-92-32-9506-0000-5120.00-6510 Ratified - Ratification Requested for the Service was needed as Part of Health and Safety Requirement	Maintenance/CHC	\$5,800.00	POngoco
Deaguiana, Dolores	(6058) Service - Grant Writer for Department of Energy (DOE) National Energy Technology Laboratory (De-FOA-0000044) Grant Application Term: 7/1/2009 - 7/13/2009 01-04-03-8115-0000-5113.00-7010 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	PDC/SBCCD	\$8,000.00	NVela
				Not to Exceed

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General - Ratified</u>				
Dowden Associates, Inc	(6032) MOU - To Provide Professional Service in Pursuit of Teacher Quality Enhancement Grants; Fee Structure - If Successful, \$30,000 for Each of the Five Annual Grant Award Periods; if not Successful, Reimbursement of Travel Expenses Term: 6/4/2009 - 6/30/2015 01-00-02-9002-0000-5120.00-6600 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	President/CHC	Per Fee Structure	BTemple
Elegant Entrees	(6025) Service - Catering Agreement for June Board Retreat Term: 6/18/2009 - 6/18/2009 01-00-33-9000-0000-5120.00-6600 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Chancellor/SBCCD	\$257.96	NVela
Kone, Inc	(5099) Service - CHC Elevator Maintenance Agreement Term: 7/1/2008 - 6/30/2013 01-00-02-9506-0000-5634.00-6510 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Maintenance/CHC	\$8,280.00	RGerhard
			Per Year	

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General - Ratified</u>					
	Kone, Inc	(6047) Service - State Inspection Reports and Testing of Elevators Term: 6/15/2009 - 6/30/2009 01-00-01-9508-0000-5640.00-6770 Ratified - Ratification Requested the Contract was a Health and Safety Requirement	Maintenance/SBVC	\$4,250.00	BTemple
	Montgomery Hardware, Co	(6026) Service - Installation of ADA Compliant Door Openers for CC-Bookstore, CC-Women's Restroom, and CC-Men's Restroom Term: 5/27/2009 - 6/30/2009 01-29-15-9508-0231-6220.00-6770 Ratified - Ratification Requested the contract was Needed in order to be in ADA compliance	Maintenance/SBVC	\$13,800.14	BTemple
	San Bernardino City Unified School District	(6027) Service - Facilitate Summer 2009, Job Training Program for 100 At Risk Students in the San Bernardino City Unified School District As Part of a Grant Project Administered by the PDC Term: 6/11/2009 - 10/31/2009 01-00-35-8115-0470-5120.00-6899 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	PDC/SBCCD	\$5,000.00	BTemple

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General - Ratified</u>				
Winzler & Kelley Consulting Engineers	(6057) Service - Air Monitoring and Project Management for Lead and Asbestos Removal in Police Department Shower Area as Part of Emergency Repair Term: 6/10/2009 - 6/30/2009 01-92-32-9506-0000-5120.00-6510 Ratified - Ratification Requested for the Service was needed as Part of Health and Safety Requirement	Maintenance/CHC	\$3,950.00	
<i>SubTotal for General - Ratified: 9</i>				
<u>Grant/Award Income</u>				
California Department of Education	(6051) Grant - California State Preschool Program Gran Term: 7/1/2009 - 6/30/2010 72-00-01-8306-0203-8624.00-0000	Child Care Center/SBVC	\$1,239,129.00	
California Department of Education	(6050) Grant - General Child Care And Development Program Grant Term: 7/1/2009 - 6/30/2010 72-00-01-8306-0205-8624.00-0000	Child Care Center/sbvc	\$345,055.00	
California Department of Education	(6016) Grant - SBVC Childcare and Adult Care Food Program Term: 7/1/2009 - 6/30/2010 72-00-02-8306-0205-8199.00-0000	Child Care Center/CHC	\$10,000.00	NVela

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<i>Grant/Award Income</i>				
SEIU - United Healthcare Workers-West	(6017) Contract Ed - Student Registration Deferral for BIO 260 and Eng 015 Courses for Fall 2009 Semester Term: 8/1/2009 - 12/31/2009	Science/SBVC	\$6,250.00	
			Not to Exceed	
<i>SubTotal for Grant/Award Income: 4</i>				
<i>Subgrantee</i>				
Cerritos Community College District	(5967) Subgrantee - Provide Advanced Manufacturing Training for Displaced and Unemployed Workers - Amendment 1 - Decrease of Work, Time and Compensation by \$7,000 Term: 6/15/2009 - 7/31/2009 01-00-35-8115-0440-5120.00-6840	PDC/SBCCD	\$10,000.00	RGerhard
			Revised Amount	
<i>SubTotal for Subgrantee: 1</i>				
<i>Grand Total Contracts for Board Date 7/9/2009: 53</i>				

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Robert Temple, Vice Chancellor of Fiscal Services
PREPARED BY: Crispina Ongoco, Director of Fiscal Services
DATE: July 9, 2009
SUBJECT: Consideration of Approval of Budget Adjustments

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached Budget Adjustments.

OVERVIEW

Budget Adjustments submitted for Board review and approval.

ANALYSIS

In compliance with the Budget Adjustment procedure, required by the County Superintendent of Schools, these budget adjustments are submitted for Board review and approval.

BOARD IMPERATIVE

III. Resource management for efficiency, effectiveness, and excellence.

FINANCIAL IMPLICATIONS

None.

Attachments

SAN BERNARDINO COUNTY SCHOOLS COMPUTER CONSORTIUM
BUDGET ADJUSTMENT REPORT
FROM DATE 06/01/2009 TO DATE 06/30/2009

FUND	APPROVED OBJECT	DESCRIPTION	09/23/2008 ADOPTED BUDGET	06/01/2009 REVISED BUDGET	BUDGET ADJUSTMENTS	06/30/2009 REVISED BUDGET	FISCAL YR: 09
72	San Bernardino Community Col	Restricted and Unrestricted					
01	1280	ACADEMIC SAL-N.I./REG/OTHER	4,415,934.00	4,466,934.28	14,500.00	4,481,434.28	
	1480	NONINSTRUCTION HOURLY	905,632.00	991,080.45	4,000.00	995,080.45	
	2180	CLASSIFIED CONFIDENTIAL EMPLOY	13,705,623.00	13,450,404.21	-18,000.00	13,432,404.21	
	2200	INSTRUCTIONAL AIDS	1,452,833.00	1,438,944.40	-4,900.00	1,434,044.40	
	2380	PART-TIME/OVERTIME/STUDENT	1,942,137.00	2,367,556.36	-7,826.00	2,359,730.36	
	3410	HEALTH & WELFARE-CERT/I.A INST	2,078,701.00	2,122,741.26	500.00	2,123,241.26	
	3420	HEALTH & WELFARE-CLAS/I.A-N.I.	3,412,815.04	3,500,298.74	-1,226.00	3,499,072.74	
	3938	LIFE-OTHER ACADEMIC N.I. OTHER	3,490.00	3,488.62	-12.10	3,476.52	
	3940	RETIREE INCENTIVE-CLASSIFIED	85,000.00	60,001.95	12.10	60,014.05	
	4500	NONINSTRUCTIONAL SUPPLIES	1,317,932.33	1,409,721.12	-400.00	1,409,321.12	
	5100	PERSON&CONSULTANT SVC-DIST USE	4,751,581.44	5,637,940.86	105,138.48	5,743,079.34	
	5200	TRAVEL & CONFERENCE EXPENSES	790,196.71	764,917.71	-4,000.00	760,917.71	
	5300	POST/DUES/MEMBERSHIPS-DIST.USE	501,650.55	521,054.60	-129.00	520,925.60	
	5500	UTILITIES & HOUSEKEEP-DIST.USE	2,852,704.82	2,832,152.93	-125.00	2,832,027.93	
	5600	RENTS,LEASES&REPAIRS-DIST.USE	1,932,308.09	2,044,428.02	4,735.00	2,049,163.02	
	5800	OTHER OPERATING EXP-DIST. USE	4,881,378.93	5,225,743.20	-75,689.48	5,150,053.72	
	6400	ADDITIONAL/IMPROVED EQUIPMENT	1,594,742.86	3,072,864.83	1,667.00	3,074,531.83	
	7600	OTHER STUDENT AID	1,099,740.70	1,370,732.60	-26,872.00	1,343,860.60	
	TOTAL EXPENSE		47,724,401.47	51,281,006.14	-8,627.00	51,272,379.14	
	8620	GENERAL CATEGORICAL PROGRAMS	9,415,482.55	10,059,061.55	-8,627.00	10,050,434.55	
	TOTAL REVENUE		9,415,482.55	10,059,061.55	-8,627.00	10,050,434.55	

#J4047

SAN BERNARDINO COUNTY SCHOOLS COMPUTER CONSORTIUM
BUDGET ADJUSTMENT REPORT
FROM DATE 06/01/2009 TO DATE 06/30/2009

FCR270
BOARD MEETING 7/9/09

FISCAL YR: 09

FUND OBJECT	DESCRIPTION	Restricted and Unrestricted		BUDGET ADJUSTMENTS	REVISED BUDGET
		09/23/2008 ADOPTED BUDGET	06/01/2009 REVISED BUDGET		
42	7900	5,000,000.00	3,015,125.00	122,000,000.00	125,015,125.00
TOTAL EXPENSE		5,000,000.00	3,015,125.00	122,000,000.00	125,015,125.00
8940		100,000,000.00	100,000,000.00	122,000,000.00	222,000,000.00
TOTAL REVENUE		100,000,000.00	100,000,000.00	122,000,000.00	222,000,000.00

#J4047

SAN BERNARDINO COUNTY SCHOOLS COMPUTER CONSORTIUM
BUDGET ADJUSTMENT REPORT
FROM DATE 06/01/2009 TO DATE 06/30/2009

FISCAL YR: 09


FCR270
BOARD MEETING 7/9/09

72 San Bernardino Community Col

Restricted and Unrestricted

FUND	APPROVED OBJECT	DESCRIPTION	09/23/2008 ADOPTED BUDGET	06/01/2009 REVISED BUDGET	BUDGET ADJUSTMENTS	06/30/2009 REVISED BUDGET
72	4300	INSTRUCTIONAL SUPPLIES	19,208.00	51,135.00	-300.00	50,835.00
	4500	NONINSTRUCTIONAL SUPPLIES	37,260.00	72,451.75	-97.00	72,354.75
	TOTAL EXPENSE		56,468.00	123,586.75	-397.00	123,189.75
	8620	GENERAL CATEGORICAL PROGRAMS	1,855,136.00	2,001,079.75	-397.00	2,000,682.75
	TOTAL REVENUE		1,855,136.00	2,001,079.75	-397.00	2,000,682.75

BUDGET ADJUSTMENT

Date	Location	Responsibility Center Manager	President
06/09/09	DISTRICT	RJ TEMPLE	

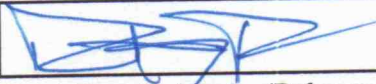
ACCOUNT

Fund	LfSp	Site	Program	Subpgm	Object	Type	Account Name	Amount in \$'s
INCOME								
42	00	00	0000	0000	8940.00	0000	PROCEEDS-LONG TERM DEBT	122,000,000.00

EXPENSE								
42	00	00	0000	0000	7900.00	7100	RESERVE FOR CONTINGENCIES	122,000,000.00

JUSTIFICATION

BOND PROCEEDS - MEASURE P \$20,000,000 and MEASURE M \$102,000,000

Fiscal Services		Board Action Date
		7/9/09
Batch Transfer Number/Reference #	Posted By:	Date:
00905	SL	6/9

RECEIVED
S.B.V.C.

MAY 13 2009

Budget Adjustment 2008-2009

VICE PRESIDENT OF
STUDENT SERVICES

PRESIDENT'S OFFICE, SBVC
President

Date 5/12/2009	Location SBVC/Career College CalWORKs & Workforce Educ.	Responsibility Center Manager Zelma Russ Damon Bell	President Debra Daniels
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INCOME

Fund	Lf Sp	Site	Program	Subpro	Object	Type	Account Name	Amount in \$'s
01	00	01	8120	0265	8629.00	0000	TANF-CDC	\$ 20,620.00
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
TOTAL								\$ 20,620.00

EXPENSES

Fund	Lf Sp	Site	Program	Subpro	Object	Type	Account Name	Amount in \$'s
01	00	01	8120	0265	7600.00	7320	Other Student Aid	\$ 16,620.00
01	00	01	8120	0265	1480.00	6499	Non-Instruction Hourly	\$ 4,000.00
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
TOTAL								\$ 20,620.00

JUSTIFICATION

Augmentation adjustment made to reflect increase in TANF-CDC budget for fiscal year 2008/2009.

Controller <i>Cronshaw</i>	Chancellor	Board Action Date 7/19/09
Batch Transfer Number/Reference # 90900	Posted By: <i>se</i>	Date: 6/19

Budget Adjustment 2008-2009

Date	Location	Responsibility Center Manager	President
4/13/2009	Career College CalWORKs SBVC/CalWORKs	Zelma Russ Alex Contreras	Gloria Harrison

Gloria M. Harrison
Alex Contreras

INCOME

Fund	Lf Sp	Site	Program	Subpro	Object	Type	Account Name	Amount in \$'s
01	46	02	8120	0266	8626.00	0000	CalWORKs	\$ (29,247.00)
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
TOTAL								\$ (29,247.00)

EXPENSES

Fund	Lf Sp	Site	Program	Subpro	Object	Type	Account Name	Amount in \$'s
01	46	02	8120	0266	7600.00	7320	Other Student Aid	\$ (7,521.00)
01	46	02	8120	0266	2390.00	0401	Work-Study	\$ (21,726.00)
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
TOTAL								\$ (29,247.00)

JUSTIFICATION

Augmentation adjustment made to reflect decrease in CalWORKs budget for fiscal year 2008/2009.

Controller	Chancellor	Board Action Date
<i>Chapman</i>		7/9/09
Batch Transfer Number/Reference #	Posted By:	Date:
00907	SE	6/9

Budget Adjustment 2008-2009

Date <u>5/20/2009</u>	Location <u>Career College CalWORKs CHC/CalWORKs</u>	Responsibility Center Manager <u>Zelma Russ Alex Contreas</u>	President <u>Gloria Harrison</u>
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INCOME

Fund	Lf Sp	Site	Program	Subpro	Object	Type	Account Name	Amount in \$'s
01	45	02	8120	0265	8625.00	0000	TANF	-\$6,883.50
01	45	02	8120	0265	8140.00	0000	TANF	-\$6,883.50
01	45	01	8120	0265	8625.00	0000	TANF	\$6,883.50
01	45	01	8120	0265	8140.00	0000	TANF	\$6,883.50
TOTAL								\$0.00

EXPENSES

Fund	Lf Sp	Site	Program	Subpro	Object	Type	Account Name	Amount in \$'s
01	45	02	8120	0265	2181.00	6499	Classified Unit Member	-\$9,000.00
01	45	02	8120	0265	3420.00	6499	Benefits	-\$1,226.00
01	45	02	8120	0265	7600.00	7320	Other Student Services	-\$3,541.00
01	45	01	8120	0265	7600.00	7320	Other Student Aid	\$ 13,767.00
TOTAL								\$0.00

Decrease the CHC TANF budget in the amount of \$13,767.36 for unexpended TANF funds and transfer to SBVC TANF budget to cover necessary expenses for fiscal year 2008-2009.

Controller <i>[Signature]</i>	Chancellor	Board Action Date <u>7/9/09</u>
Batch Transfer Number/Reference # <u>90909</u>	Posted By: <u>SK</u>	Date: <u>6/9</u>

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Dr. Noelia Vela, Chancellor
PREPARED BY: Dr. Noelia Vela, Chancellor
Dr. Debra S. Daniels, President, SBVC
Gloria M. Harrison, President, CHC
DATE: July 9, 2009
SUBJECT: Consideration of Approval of Conference Attendance

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached conference attendance requests.

OVERVIEW

Individual conference requests for professional growth and staff development for academic and classified staff are submitted by the campuses and the district office.

ANALYSIS

Faculty and staff attend conferences to obtain updated information on policies and procedures in their fields. In addition, conference attendance provides professional growth and staff development.

BOARD IMPERATIVE

- I. Institutional Effectiveness
- III. Resource Management for Efficiency, Effectiveness and Excellence
- IV. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

Included in the 2008-09 budget.

DISTRICT

DONALD L. SINGER to San Francisco, California, October 5-9, 2009 to attend the 2009 Association of Community College Trustees Annual Leadership Congress, with expenses. Dr. Singer is a member of the ACCT Board which will be meeting on October 5-6, 2009.

JOHN M. FUTCH and JESS C. VIZCAINO, JR. to San Francisco, California, October 7-10, 2009 to attend the 2009 Association of Community College Trustees Annual Leadership Congress, with expenses.

MARSHALL GARTENLAUB to Pittsburgh, Pennsylvania, August 2-7, 2009, to attend the Robotics for Educators seminar, with time and expenses. Dr. Gartenlaub will gain the knowledge to teach middle school teachers how to use robots in science, math and technology.

NOELIA VELA to Washington, D.C., August 3-7, 2009 to attend the American Association of Community Colleges Annual Planning Meeting, with time and expenses. The conference was approved in May for August 4-7, 2009. The meeting starts on August 4, and August 3 is needed for travel.

LARRY CIECALONE to Las Vegas, Nevada, August 24-28, 2009 to attend PBS Beta Group Meeting, for time only. The Corporation for Public Broadcasting and the KVCR Educational Foundation, Inc., will pay expenses. This meeting will review current and future marketplace for secondary stations in the markets. Groups will be developing services for Beta stations, individually and collectively.

ANDREW CHANG to Phoenix, Arizona, July 16, 2009 to review and approve the physical space for the co-location of the EduStream grant, with time and expenses which are covered by the grant.

SBVC

GLORIA FISHER, to Jersey City, New Jersey, June 28-July 2, 2009 to attend the Middle College National Consortium, with time only. Dr. Fisher has been invited by the San Bernardino City Unified School District to join their Middle College High School team at the National Middle College Consortium Conference. The conference will provide information on how other MCHS programs throughout the nation have standardized from "Best Practices". The invitation was received after the deadline to submit items to the June Board meeting.

CHC

JUNE YAMAMOTO to Los Angeles, CA, June 2-4, 2009, to attend the Federal Aviation Administration Western Pacific Region Airport Conference, with time and expenses. The FAA Airport Conference will bring together airport personnel from the Western Pacific Region to discuss topics related to airports and aviation.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Dr. Noelia Vela, Chancellor
PREPARED BY: Dr. Noelia Vela, Chancellor
Dr. Debra S. Daniels, President, SBVC
DATE: July 9, 2009
SUBJECT: Consideration of Approval of District/College Expenses

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached requests for District/College Expenses.

OVERVIEW

Individual requests are submitted to fund expenses related to various functions planned for the colleges and district office.

ANALYSIS

BOARD IMPERATIVE

IV. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

Included in the 2008-09 budget.

DISTRICT

Event: Nanotechnology Training Planning Meeting
Date: July 15, 2009
Amount: \$350.00
Item: Refreshments and supplies

Representatives from industry partners, faith-based organizations, county and city agencies will meet to plan, identify their roles and learn the goals and anticipated outcomes of the Department of Labor Nanotechnology grant. Funded by the Department of Labor grant for nanotechnology training.

Event: California Nanotechnology Collaborative Advisory Board Meeting
Date: July 20, 2009
Amount: \$200.00
Item: Refreshments and supplies
Organizational meeting for the Nanotechnology Advisory Board members.

Event: Nanotechnology Forum and Reception
Date: July 21, 2009
Amount: \$3,000.00
Item: Food and supplies
The Applied Technology Training Center will host a forum and reception for the launching of the upcoming Nanotechnology Technician trainings. This event will be funded by the Department of Labor grant for the nanotechnology program.

Event: Externship Orientation Meeting
Date: April 21, 2009
Amount: \$418.53
Item: Refreshments and supplies
Informational meeting for the Career Technical Education summer externship project. This event was approved at the April 9, 2009 Board meeting for \$200.00 which was incorrect. The actual expense amount is \$418.53. This event is funded by the Senate Bill 70 Career Technical Education grant.

Event: Green Technologies Summit
Date: August 7, 2009
Amount: \$300.00
Item: Refreshments and supplies
The Applied Technology Training Center will host a summit for the community to introduce and promote short-term training programs on how to start up business in green related industries. Funding through fee-based trainings.

Event: Pre-Engineering Robotics Youth Camp
Date: August 1, 3, 5, 7, 15, 2009
Amount: \$1,785.00
Item: Food and supplies
Training and competitions at the Applied Technology Training Center on Pre-Engineering Robotics. Funding is through the Senate Bill 70 Career Technical Education grant.

SBVC

Event: Associated Student Government Fall Retreat
Date: August 11-13, 2009
Amount: \$4,200.00
Item: Lodging (\$1,200-guest rooms), Food (\$1,600), Audio Visual (\$800), Giveaways and Supplies (\$600)

Sponsored by the Associated Student Government, this fall retreat at the San Bernardino Hilton will provide leadership and lobbying training for 15 student government representatives and develop the 2009-2010 goals and objectives. Funding is from the Associated Student Government budget.

Event: Week of Welcome Events, Fall 2009 and Spring 2010
Date: August 17-20, 2009 and January 11-15, 2010
Amount: \$5,000.00
Item: Food/Giveaways (\$2,000), Rentals (\$900), Publicity (\$1,600), Supplies (\$200), and Contracts (\$300)

Sponsored by the Associated Student Government, these in-reach events for students to SBVC students will provide information, direction and support during the first week of instruction. Approximately 8,000 are expected to be served during Fall, 2009 and 3,000 during Spring, 2010. Funding is from the Student Life Trust Account, 4141.

Event: Faculty In-Service Day
Date: August 14, 2009
Amount: \$3,500.00
Item: Refreshments, supplies
Annual meeting to kick off the Fall semester.

Event: Empowering Men in Mathematics Field Day
Date: September 18, 2009
Amount: \$2,000.00
Item: Motivational speakers, handouts, memorabilia and refreshments
Mathematics, Business and Computer Technology Divisions collectively are targeting underrepresented young men in high school and at community college level regarding the importance of mathematics in life. Grant funded through the Science and Math Student Success Consortiums grant and the SB 700 Career Technical Education Community Collaborative grant.

Event: Mathematics Appreciation Day
Date: October 23, 2009
Amount: \$1,000.00
Item: Handouts, refreshments, fliers and memorabilia
Mathematics, Business and Computer Technology Divisions is collectively hosting the third annual "Mathematics Appreciation Day" targeting local high school students and SBVC college students. Grant funded through the Science and Math Student Success Consortiums grant.

Event: Celebrating Women in Mathematics and Science Day
Date: February 26, 2010
Amount: \$2,000.00
Item: Motivational speakers, handouts, memorabilia and refreshments
Mathematics, Business and Computer Technology Divisions, in collaboration with the University of California, Riverside, and Alliance for Education, are offering the fifth annual "Celebrating Women in Mathematics and Science Day". This event specifically targets young women in high school and at the community college level. Grant funded through the Science and Math Student Success Consortiums grant.

Event: Summer Bridges Program
Date: August 3 – 13, 2009
Amount: \$6,693.56
Item: Food, memorabilia, graduation pictures, postcards, tutoring/mentoring
Mathematics and Science Division, as outlined in the Math & Science Student Success Consortium Grant, is offering a two week intensive program geared to prepare incoming students for the rigors of math and science in the college environment. Grant funded through the Science and Math Student Success Consortium grant.

Event: Valley Bound Commitment Orientation
Date: July 22, 2009
Amount: \$2,000
Item: Food \$1,500 and \$500 for invitations.
Sponsored and funded by the San Bernardino Valley College Foundation, this event will provide orientation and registration for approximately 100 Valley Bound Commitment students with support from Counseling, Financial Aid, Admissions and Records, EOP&S, STAR, DSP&S, CalWORKs and Student Life.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Dr. Noelia Vela, Chancellor
PREPARED BY: Robert J. Temple, Vice Chancellor, Fiscal Services
DATE: July 9, 2009
SUBJECT: Consideration of Approval of Individual Memberships

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached request for individual memberships.

OVERVIEW

ANALYSIS

Individual memberships related to job duties are submitted when institutional memberships are not available.

BOARD IMPERATIVE

- I. Institutional Effectiveness
- IV. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

Included in the 2008-09 budget.

CHC

Employees: Debra Smith and Dan Kelly
Membership: Auto Club of Southern California
Amount: \$24 each

This AAA membership provides for roadside assistance and towing for the drivers of the district's courier van.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Robert J. Temple, Vice-Chancellor, Fiscal Services
PREPARED BY: Robert J. Temple, Vice-Chancellor, Fiscal Services
DATE: July 9, 2009
SUBJECT: Consideration of Approval of Surplus Property and Authorize Disposal or Private Sale

RECOMMENDATION

It is recommended that the Board of Trustees declare the listed equipment and materials as surplus and direct the Business Manager to contact auction houses and appropriate salvage companies for the disposal.

OVERVIEW

The attached equipment and materials have been declared obsolete and no longer usable.

ANALYSIS

Through reputable auction houses and salvage companies, these items will be picked up and transported to vendor facilities for sale or disposal as necessary. According to Education Code 81452, if the governing board by a unanimous vote of those members present finds that the property, whether one or more items does not exceed in value the sum of Five Thousand Dollars (\$5,000), the property may be sold at private sale without advertising by the District.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

A statement and check for equipment sold will be provided to the District within 30 days after the date of auction and will positively impact the District budget.

**All Retired Assets By Date Range
July 9, 2009**

Asset Number	Date Retired	Location	Description	Date In Service	Initial Value	Current Value
0016297	6/10/2009	CRAFTON HILLS COLLEGE	PROFILE XL	11/21/2000	\$2,778.00	\$0.00
0016343	6/10/2009	CRAFTON HILLS COLLEGE	COMPUTER	5/12/2001	\$1,978.00	\$0.00
0016370	6/10/2009	CRAFTON HILLS COLLEGE	COMPUTER	6/15/2001	\$11,210.15	\$0.00
0016478	6/10/2009	CRAFTON HILLS COLLEGE	cpu	7/1/2002	\$1.00	\$0.00
0016654	6/10/2009	CRAFTON HILLS COLLEGE	cpu	6/10/2009	\$1.00	\$1.00
0016655	6/10/2009	CRAFTON HILLS COLLEGE	cpu	6/10/2009	\$1.00	\$1.00
0016742	6/10/2009	CRAFTON HILLS COLLEGE	cpu	6/10/2009	\$1.00	\$1.00
0016782	6/10/2009	CRAFTON HILLS COLLEGE	cpu	6/10/2009	\$1.00	\$1.00
0016823	6/10/2009	CRAFTON HILLS COLLEGE	comp.	11/1/2003	\$1,558.00	\$0.00
0016853	6/10/2009	CRAFTON HILLS COLLEGE	comp.w/mon.	11/7/2003	\$1,075.00	\$0.00
0016865	6/10/2009	CRAFTON HILLS COLLEGE	cpu	11/7/2003	\$1,227.00	\$0.00
0016868	6/10/2009	CRAFTON HILLS COLLEGE	cpu	11/7/2003	\$1,227.00	\$0.00
0016927	6/10/2009	CRAFTON HILLS COLLEGE	cpu	6/10/2009	\$1.00	\$1.00
0017073	6/10/2009	CRAFTON HILLS COLLEGE	cpu	7/5/2005	\$1,404.23	\$39.01
0017130	6/10/2009	CRAFTON HILLS COLLEGE	cpu	11/24/2005	\$1,488.23	\$206.70
0017136	6/10/2009	CRAFTON HILLS COLLEGE	laptop	11/29/2004	\$1,710.00	\$0.00
0020061	6/10/2009	CRAFTON HILLS COLLEGE	CPU W/MONITOR	7/1/1997	\$2,600.00	\$0.00
0020078	6/10/2009	CRAFTON HILLS COLLEGE	CPU W/MONITOR	7/1/2000	\$2,599.00	\$0.00
0020453	6/10/2009	CRAFTON HILLS COLLEGE	CPU W/MONITOR	7/1/2000	\$1,399.00	\$0.00
0020515	6/10/2009	CRAFTON HILLS COLLEGE	CPU W/MONITOR	7/1/1998	\$2,100.00	\$0.00
0020901	6/10/2009	CRAFTON HILLS COLLEGE	CPU W/MONITOR	7/1/2000	\$1,399.00	\$0.00
0021407	5/19/2009	SAN BERNARDINO VALLEY COLLEGE	PC, desktop	7/1/2003	\$1.00	\$0.00
0021459	5/19/2009	SAN BERNARDINO VALLEY COLLEGE	PC, desktop	7/1/2003	\$1.00	\$0.00
0021619	5/19/2009	SAN BERNARDINO VALLEY COLLEGE	PC, desktop	7/1/2003	\$1.00	\$0.00
Total:					\$35,761.61	

Non-Fixed Asset Surplus List
July 9, 2009

1. Air-Heat Demonstrator Unit
2. Shelving Unit, Metal
3. BBQ, Weber (2)
4. Refrigerator/Freezer, Whirlpool
5. Airflow Unit (2)
6. Sink, Metal
7. Vent, Swamp Cooler
8. Freezer, Raetone
9. Heating Unit
10. AC Unit (2)
11. Refrigerator Unit, Model A11-120, So-Low Env Equip Co
12. AC Unit, Payne
13. Refrigeration Charge Sys, Mod PR100-E, So-Low Env Equip
14. Refrigerator, Model WCC-113, Welbuilt Appliance Co
15. Parts Bin, Wood
16. Radiator w/ Compressor & Fan Clutch, Wagoner
17. Cabinet, Metal
18. Heating Pump, Model 332-8901, Coleman
19. Refrigerator, Montgomery Ward
20. Condensing Unit, McQuay, Model CU-30D
21. Desk Organizer Shelf, Metal
22. Refrigeration Coil
23. Swamp Cooler (partial)
24. Eye Wash Station
25. AC Ducting (approx 8 pcs)
26. BBQ, Propane, GrillMaster 540
27. Sink, Stainless Steel
28. AC Part
29. Shelf, Wood
30. Table, Wood
31. Drinking Fountain, Model RSAO
32. Monitors, various (1 pallet of 15)
33. Television, Sony
34. Defibrillators (3)
35. VCR, RCA
36. Radio base unit
37. Printer, HP 2100 (2)
38. CPU, Dell 500R
39. CPU, Dell 09d224 (4)
40. Spectronic 20 (5)
41. Refrigerator
42. Chairs, stackable (40)
43. Time Stamper, Simplex

44. Picnic Tables, small (2)
45. Teeter-totters (2)
46. Wooden Stairs (2)
47. Rocking Chair
48. Cribs w/ mattresses (4)
49. Classroom Tables (10)
50. Ladder, Aluminum, 10'
51. Aireator, Motorarie
52. Scaffolding Pieces
53. Table Prop from KVCR (3)
54. Table, Computer (2)
55. Video Color Monitor, Panasonic, Model CT-1930V
56. Keyboard, Monolith, Model EPC (2)
57. Refrigerator, Coldspot, Model 558 Supermart
58. Locker, 2 Unit
59. Chair, Secretarial, 4-leg
60. Chair, Folding (2)
61. Chair, Secretarial, Cloth
62. Workstation, 23 pieces
63. File, 2-Drawer Lateral
64. Chair, Reception (3)
65. Chair, Executive (3)
66. Desk, 2-Piece
67. Storage Cabinet, Metal
68. Chair, Lobby (3 seats plus & table)
69. CPU, PC Avenue Personal Computer, 12-21-2000
70. Keyboard, Keytronic, Model E06101D201-C
71. Chair, Reception
72. Table, Half Circle
73. Desk, 2-Piece
74. Desk
75. Bookshelf, Wood, 6 Shelves
76. Cabinet, Wood
77. Desk
78. Workbench w/Cabinets, Wood, Large
79. Storage Cabinet, Wood (3)
80. Desk Table
81. Cabinet, Wood
82. Tablet Armchair, Wood
83. Chair, Metal & Vinyl
84. Cabinet, Metal (for control panel)
85. Air Conditioner (casing)
86. Chair, Molded Plastic & Cloth
87. Monitor, Dell
88. Shelf, Wood
89. Stool

90. Stool Chair
91. Tablet Armchair, Wood
92. Chair, Metal & Vinyl
93. Power Planer, Sears & Robuck, Model 3069122
94. Cabinet, Wood
95. Shelf, Wood
96. Chair, Molded Plastic & Cloth
97. Chair, Secretarial
98. Cabinet, Wood
99. Answering Machine, Panasonic Easa-Phone, Model KX-T1530
100. Shelf, Metal, Small
101. Chair, Reception
102. Cabinet, Melamine
103. File Cabinet, 4-Drawer, Wood (2)
104. Desk, Wood
105. Tray, Keyboard
106. Monitor, Tatung
107. Sprayer, Airless
108. Chair, Folding
109. Speaker, Fidelity Engineers (2)
110. Cabinet, Wood
111. Cabinet, Metal (for control panel) (3)
112. Cabinet w/1 Drawer, Metal
113. Chair, Secretarial, Cloth
114. Desk, Metal
115. Stool, Metal & Wood
116. Class II Biohazard Safety Cabinet, Esco
117. Shelf, Wood (2)
118. Frame, Metal
119. Refrigerator, Westinghouse
120. File Cabinet, 2-Drawer w/Lock, Metal (2)
121. Cabinet, Plan Storage, Army Green (6)
122. Cabinet, Plan Storage, Safeco, Grey (2)
123. Storage Bin, Circular, Nail
124. Angle Cutter
125. Motor w/Belt
126. File Cabinet, 4-Drawer w/Lock, Metal
127. CPU, Rakoa Model RK-VI
128. Microwave, Montgomery Wards Signature 2000
129. Chair, Molded Plastic
130. Cabinet, Wood
131. AC Motor, Westinghouse, Model 2585
132. Trailer, Small 2-Wheel
133. BBQ, Barrel Type
134. Wrench, Armstrong
135. Lockers, 12 Unit

136. Tablet Armchair
137. Chair, Molded Plastic
138. Lockers, 4 Unit
139. Lockers, 8 Unit
140. Work Bench, Wood
141. AC Compressor, Copeland Scroll (2)
142. Cylinder for Compressed Gas
143. Box, Metal
144. Chipper, Mighty Mac
145. Pump, Circulating (2)
146. Edger, McLane (2)
147. Motor, 3 HP, Briggs & Stratton (frozen)
148. Pallet Jack, Crown
149. Table, Metal
150. Gas Cart, EZ-Go Textron
151. Cabinet, Metal
152. Shelf, Wood
153. Battery Charger, Model # QC, Christie
154. Table, Metal
155. Chair, Folding (3)
156. Cabinet, Pressboard
157. Chair, Metal & Cloth
158. Shelf, Wood (3)
159. Lockers, Metal, 2 Unit
160. Shelf w/Drawers (2)
161. Refrigerator, Coldspot
162. Chair, Metal & Vinyl
163. Parts Bin (30), Metal & Plastic
164. Cabinet, Metal
165. Shelf, Wood
166. Chair, Folding
167. Lockers, 36 Unit
168. Irrigatin Control Box
169. Refrigerator, Coldspot
170. Cabinet w/7Shelves, Wood
171. Cabinet, Metal (2)
172. Fume Hood, BMC
173. Stool, Metal
174. Table, Metal
175. Desk, Wood
176. Desk Organizer, Metal, Large
177. Desk Organizer, Metal, Small
178. VHS Player, Panasonic, Model AG-1200
179. Love Seat
180. Chair Unit, Lobby (3 seats)
181. Cabinet, Metal

182. Table, Folding
183. Shelf, Metal
184. File Cabinet, Metal
185. File Cabinet, Parts Cards
186. Cabinet, Wood
187. Refrigerator, Hotpoint
188. File Drawer, Metal
189. Chair, Wood & Vinyl
190. Chair, Secretarial, Metal & Vinyl
191. Chair, Wood & Cloth
192. Chair, Plastic & Cloth
193. Chair, Executive
194. Chair, Plastic
195. Chair, Metal & Vinyl (2)
196. Desk, Metal (3)
197. Chair, Secretarial
198. Cabinet, Wood
199. VHS Player, Sharp
200. Metal Detector, Walk-Thru, Ranger (8)

End.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Dr. Debra S. Daniels, President, SBVC
PREPARED BY: Dr. Kay Ragan, Interim Vice President, Instruction, SBVC
DATE: July 9, 2009
SUBJECT: Consideration of Approval of Donations

RECOMMENDATION

It is recommended that the Board of Trustees approve the donations made to the SBVC Biology and Applied Technology Divisions.

OVERVIEW

Contributors can support Valley College's programs through various donations to be used in the education of the students in our program.

ANALYSIS

The previously donated *Eastmanosteus* placoderm to the Biology department was damaged in the January 09 earthquake. The donation of the repair of this item will ensure this item will be available for teaching purposes of our students.

The donation of the items for the Automotive program will ensure training opportunities for our students.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

None

Donated to the Automotive Program by Mr. Donald Wilson, SBVC Instructor:

1. 1 ea box of assorted roll pins
2. 1 ea box of assorted "O" rings
3. 1 ea used air pressure regulator
4. 2 ea used brake drum micrometers
5. 1 ea box of miscellaneous air conditioning seals, filters, valves, etc.
6. 1 ea plastic and cardboard box of assorted window and door repair parts
7. 1 ea plastic box of headlamp adjusting screws
8. 1 ea plastic box of air cleaner hold down nuts
9. 1 ea case Blue Point air conditioning dye inspection set
10. 2 partial boxes door panel hold downs
11. 1 box assorted grease fittings (Metric)
12. 1 set coil spring compression tool
13. 1 box woodruff keys
14. 1 box seal drivers
15. 4 boxes – pre heater hoses
16. 1 large box of various strip seal
17. 1 box brake bleeder equipment
18. 1 valve spring compressor
19. 1 TRW tread savor (dial indicator ball joint checking tool.)
20. 1 ea slightly used 2 ½ ton floor jack
21. 1 ea 15 gal can of 90 wt. gear oil with server
22. 1 ea metal table with wood top
23. 2 ea 50 foot air hose
24. 1 ea mop bucket with mop
25. 3 containers of various lubes and additives and trans. fluid
26. 2 boxes misc. lubes and greases
27. 1 plastic tub of various types of hoses and tubing
28. 1 ea break resizing tool

Donated to the Biology Department by Mr. Glenn Drewes, SBVC Instructor

Donation of the time and materials to repair the damaged *Eastmanosteus* placoderm model which was damaged in a recent earthquake.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Robert Temple
PREPARED BY: Robert Temple
DATE: July 9, 2009
SUBJECT: Consideration of Approval of Cell Phone Service Reimbursement

RECOMMENDATION

It is recommended that the Board of Trustees approve the cell phone service reimbursement for Yvette Tram, Web/Application Developer for EduStream and Osman Parada, Senior Technology Support Specialist for EduStream, in the amount of \$50 each per month.

OVERVIEW

Board policy only provides managers to be reimbursed for cell phone service. Yvette Tram and Osman Parada will be visiting approximately four to six colleges per month in order to begin the roll out of EduStream to all 110 colleges.

ANALYSIS

Yvette Tram and Osman Parada will be out in the field demonstrating and working with other colleges and will have to use their cell phones to communicate.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence.

FINANCIAL IMPLICATIONS

Budgeted with Grant funds.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Noelia Vela, Chancellor

REVIEWED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations

PREPARED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations

DATE: July 9, 2009

SUBJECT: Consideration of Approval of Interim Management Appointment – Director of Bookstore

RECOMMENDATION

It is recommended that the Board of Trustees approve the management appointment of Gloriann Chavez, Interim Director of Bookstore, effective July 13, 2009 with placement on the Management Salary Schedule, Range 14, Step A, \$78,624 per year until recruitment for a one-year interim is completed.

OVERVIEW

The selected management is a current management employee. All requirements for employment processing have been completed and Human Resources has cleared the individual for employment. This is a new position.

ANALYSIS

The Human Resources Department will conduct a search for the position of Interim Director of Bookstore.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2009-10 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Robert J. Temple, Vice Chancellor, Fiscal Services
PREPARED BY: Lawrence J. Klumas, Bond Program Director, SBCCD
DATE: July 9, 2009
SUBJECT: Consideration of Award of Informal Bid and Approval of Contract for the Talk-a-Phones Project at San Bernardino Valley College (UCCAP #SBVC-09-01)

RECOMMENDATION

It is recommended that the Board of Trustees award the informal bid and approve the contract with Daniels Electric for the Talk-a-Phones Project at San Bernardino Valley College.

OVERVIEW

The Talk-a-Phones Project falls under the Uniform Construction Cost Accounting Program and has a total budget of \$125,000. The project will provide an added measure of security in and around the parking lots at San Bernardino Valley College. Four Talk-a-Phone instruments will be placed in different parking lots and will allow callers to connect directly to campus police, should the need arise. These phones will operate at all times.

ANALYSIS

The District received four responsive informal bids from the pool of Pre-Qualified Contractors. The lowest, most responsive three are:

Vendor	Total Bid Cost
Daniels Electric	\$96,650.00
Champion Electric	\$100,034.00
RIS Electrical	\$110,192.00

The lowest responsive informal bid was received from Daniel's Electric in the amount of \$96,650.00.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence.

FINANCIAL IMPLICATIONS

Included in 2009-10 budget.

Attachment



May 1, 2009

Mr. Steve Lohr
San Bernardino Community College District
114 S. Del Rosa Drive
San Bernardino, CA 92408

Project: San Bernardino Valley College – Talk-A-Phones

Subject: Recommendation for Contract Approval

Dear Mr. Lohr,

Listed below is the low responsive quote for the above named project. An Evaluation Worksheet is attached to this recommendation for the District’s review, consideration and approval. The recommended contractor is as follows:

Prime Contractor: Daniels Electric
License #/ Class: # 467288 (exp. 12/31/2010) / C-10
Qualifying Remarks (s):
If source other than Graybar is used, Daniels would be able to reduce the cost.

Base Bid	\$ 115,650.00
Alternate #3 (Deduct)	- (19,000.00)
Total Bid Amount	<u>\$ 96,650.00</u>

Should you have any questions please do not hesitate to call.

Sincerely,
Construction Manager
Tilden-Coil Constructors, Inc.,

Corey Wilson
Project Manager

Attachments: Evaluation Form

cc: Bill Rankin (SBVC)
Steve Worley (TCC)
Dayne Brassard (TCC)
File

Evaluation Form

*** 90 Day Hold**

Form Document Description	3 RIS Electrical	1 Daniel's Electrical	4 BEC Inc.	2 Champion Electric
Bid Form				
Addenda (Acknowledged & dated)	3	3	3	3
Amounts (Number & Written Matches)	Yes	Yes	Yes	Yes
California Lic. #, Expiration, Name on Lic., Type of Lic. (00 30 01-4)	712468 C-10 9/30/2009	467288 C-10 12/31/2010	517903 C-10 09/30/2009	744374 C-10 1/31/2010
Signature Lines Complete & Signed by Authorized Co. Officer, incl. Corporate Seal (00 30 01-5)	Yes	Yes	Yes	Yes
Bond Provided (Attached, 10% Bid Amt, Notorized) (00 30 03-1)	Yes	Yes	Yes	Yes
Check CA Admitted Surety on Bond (00 30 03-2)	Fidelity & Deposit Co of Maryland A/XV 2479-4	Fidelity & Deposit Co of Maryland A/XV 2479-4	Safeco Insurance Company of America A/XV 1442-3	Safeco Insurance Company of America A/XV 1442-3
Designation of Subcontractors - To be a pre qualified Graybar installer	TRL Systems	TRL Systems	None listed	TRL Systems
Non-Collusion Affidavit (00 30 05-1) - (00 30 01-3 & 00 20 00-6)	Yes	Yes	Yes	Yes
Contractor's Cert. Regarding Worker's Comp. (00 30 07-1)	Yes	Yes	Yes	Yes
Site Visit Certification (00 30 13-1)	Yes	Yes	Yes	Yes
Base Quote	\$130,127.00	\$115,650.00	\$150,000.00	\$111,423.00
Alternate Deduct #3	-\$19,935.00	-\$19,000.00	-\$25,000.00	-\$11,389.00
Sub-Total with Only Alternate # 3 Deduct	\$110,192.00	\$96,650.00	\$125,000.00	\$100,034.00
Alternate Deduct #5	-\$20,070.00	-\$20,000.00	-\$25,000.00	-\$11,389.00
Total with Both Alternates # 3 & 5 Deducts	\$90,122.00	\$76,650.00	\$100,000.00	\$88,645.00
Qualifying Notes		If source other than Graybar is used would be able to reduce the cost	System can be value engineered by BEC if selected	Allowance is included in base bid of \$1000 per each parking lot (3, 5, & 7)

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Robert J. Temple, Vice-Chancellor, Fiscal Services
PREPARED BY: Robert J. Temple, Vice-Chancellor, Fiscal Services
DATE: July 9, 2009
SUBJECT: Consideration of Award of RFP 2009-01 and Approval of Contract

RECOMMENDATION

It is recommended that the Board of Trustees award Request for Proposals 2009-01, Loss Control & Emergency Plan Compliance Services, and approve contract to Keenan & Associates of Riverside, California in the amount of \$352,880.

OVERVIEW

The District seeks professional services to assist in risk assessment and management, developing and implementing loss control programs and training, and developing and implementing NIMS/SEMS compliant plans. Effective loss control and emergency plans provide a safe environment for its students and staff and proper financial protection and management of District property. The District conducted a bid for these services to ensure the most prudent and effective programs were available to the colleges.

ANALYSIS

The District received four responsive and responsible bids on RFP 2009-01:

Vendor	Total Bid Cost
Bickmore Risk Services	\$795,000.00
Bureau Veritas	\$470,093.00
Keenan & Associates	\$352,880.00
TranSystems Corporation	\$490,000.00

Keenan & Associates in association with Willdan Homeland Solutions proposes, at the lowest cost, services which meet all specifications the District requested. The District and Keenan & Associates have completed contract negotiations for loss control services; emergency plan compliance services will be presented for consideration of approval upon completion of secondary contract negotiations.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

Funded and included in the 2009-2010 budget.

LOSS CONTROL SERVICES AGREEMENT

This **Loss Control Services Agreement** (“Agreement”) is made and entered into by and between **San Bernardino Community College District** (“Client”) and **Keenan & Associates** (“Keenan”), as of **July 1, 2009** (“Effective Date”).

RECITALS

- A. Client maintains a liability insurance program (“Insurer”) to protect itself against claims and losses arising out of its day to day operations;
- B. Keenan is a specialty insurance services provider with expertise in providing insurance and loss control related services to California school districts, municipalities, health care providers and their related entities.
- C. Client desires Keenan to perform certain loss control services as a compliment to its Insurance program; and
- D. Keenan desires to provide such loss control services, subject to the terms and conditions described in this Agreement.

AGREEMENT

The parties agree as follows:

1. **TERM:**

The term of this Agreement is from the Effective Date through **June 30, 2014** (“Termination Date”).

2. **KEENAN’S RESPONSIBILITIES AND SCOPE OF SERVICES:**

- A. Client elects and Keenan shall provide the services (“services”) described in Exhibit A, attached hereto and incorporated herein, during the term of this Agreement.
- B. Keenan’s loss control services are intended to (i) promote safety awareness, (ii) assist in the identification of conditions which may pose a risk of bodily injury and/or property damage, and (iii) offer recommendations and/or suggestions to help mitigate Client’s risk of loss. Keenan does not represent that the Services will identify every potentially risk or hazard inherent in Client’s business activities or existing on Client’s premises. We are confident that Keenan’s loss control services will help Client to promote a safer environment, but Keenan does not represent, guaranty or promise that the Services will eliminate all risk of injury or property damage, or result in improved loss experience.

- C. In providing the Services, Keenan shall act in an advisory and consultative capacity. Client shall retain the right to determine whether to act on or implement the information, recommendations, and suggestions provided by Keenan, and the manner by which any such action or implementation shall be undertaken.
- D. The relationship of Keenan and Client shall be that of an independent contractor and Keenan shall at all times remain responsible for its own operational and personnel expenses. Under no circumstance shall any employee of one party look to the other party for any payment or the provision of any benefit, including without exception, workers' compensation coverage. Except as may be expressly set forth in or contemplated by this Agreement, neither party shall have the right to act on behalf of the other, or to bind the other to any contract or other obligation.
- E. Keenan shall not provide any legal, tax, or accounting service, advice, or opinion, and the Services shall not be interpreted as representing any such service, advice or opinion. Client shall consult its own attorney on all legal issues, and its own tax and accounting experts on all tax, accounting, and financial matters relating to its operations, including without limitation, the establishment and/or operation of the Plans
- F. In providing its Services, Keenan shall comply with all applicable state and federal laws and regulations, and obtain and maintain all necessary licenses, registrations, and/or permits necessary for the performance of its duties under this Agreement.
- G. Keenan reserves the right to engage independent contractors and/or subcontractors to assist it in performing the Services. The use of such individuals shall not relieve either party of any of its duties under this Agreement.
- H. The Services provided to Client are non-exclusive and Keenan may provide the same or similar services to other clients who may be in the same industry, business, or service as Client.

3. **CLIENT'S DUTIES AND RESPONSIBILITIES**

- A. Client shall retain all authority and responsibility for the implementation of any suggestions or recommendation made by Keenan as part of the Services.
- B. Client shall provide Keenan with timely access to such information and individuals, including its outside advisors and consultants, as may be necessary for Keenan to perform the Services. Keenan shall not be responsible for any delay in its performance that results from the failure of Client, or any person acting on behalf of Client, to make available any information or individual in a timely manner.

- C. All information provided to Keenan by Client, in anticipation of or in relation to the Services to be provided by Keenan, shall be complete and accurate, and Keenan may rely upon such information.
- D. Keenan's inspection services, if selected, are not intended to substitute for ongoing inspection and maintenance of Client's facilities. It shall remain Client's responsibility to perform and/or secure inspection, maintenance and responsibility to perform and/or secure standard inspection, maintenance and repair services for its facilities and equipment, including without limitation, any service typically performed by a licensed or certified service professional (e.g., HVAC contractor, electrician, plumber, elevator service personnel, etc.).

4. **COMPENSATION**

Keenan shall receive compensation for the services rendered under this Agreement as provided in the attached Exhibit B.

5. **INSURANCE**

Keenan shall procure and maintain during the term of this Agreement the following insurance coverages, and shall provide certificates of insurance to Client upon Client's request.

- i. **Workers' Compensation:** Coverage in conformance with the laws of the State of California and applicable federal laws;
- ii. **General Liability:** Coverage (including motor vehicle operation) with a One Million Dollar (\$1,000,000) limit of liability for each occurrence and a Two Million Dollar (\$2,000,000) aggregate limit of liability; and
- iii. **Errors and Omissions:** Coverage with a One Million Dollar (\$1,000,000) limit of liability for each occurrence and a Two Million Dollar (\$2,000,000) aggregate limit of liability.

6. **INDEMNIFICATION**

If either party breaches this Agreement, then the breaching party shall defend, indemnify and hold harmless the non-breaching party, its officers, agents and employees against all claims, losses, demands, actions, liabilities, and costs (including, without limitation, reasonable attorneys' fees and expenses) arising from such breach. In addition, if Keenan (i) becomes the subject of a subpoena or is otherwise compelled to testify or (ii) becomes the subject of a claim, demand, action or liability brought or asserted by any individual or entity other than the Client ("Third-Party Demand") relating to the Services and such Third-Party Demand is not a direct result of Keenan's gross negligence or willful misconduct, then Client shall defend, indemnify and hold Keenan harmless from all losses, payments, and expenses incurred by Keenan in resolving such Third-Party Demand.

7. **LIMITATION OF LIABILITY**

Notwithstanding anything to the contrary in this Agreement, in no event shall either party be liable for any punitive damages, fines, penalties, taxes or any indirect, incidental, or special damages incurred by the other party, its officers, employees, agents, contractors or consultants whether or not foreseeable and whether or not based in contract or tort claims or otherwise, arising out of or in connection with this Agreement even if advised of the possibility of such damage. Keenan's liability under this Agreement shall further be limited to, and shall not exceed, the amount of its available insurance coverage, but not exceeding the limits of coverage outlined in Section 5.

8. **DISPUTE RESOLUTION:**

- A. Disputes arising out of or relating to this Agreement, other agreements between the parties, or any other relationship involving Client and Keenan (whether occurring prior to, as part of, or after the signing of this Agreement) shall first be resolved by good faith negotiations between representative of the parties with decision-making authority. If either party determines that the dispute cannot be resolved through informal negotiation then the dispute shall be submitted to non-binding mediation. The site of the mediation and the selection of a mediator shall be determined by mutual agreement of the parties. If the dispute is not resolved through mediation within sixty (60) days following the first notification of a request to mediate, then either party shall have the right to require the matter to be resolved by final and binding arbitration in accordance with the Commercial Arbitration Rules of the American Arbitration Association, or such other arbitration procedures as may be agreed to in writing by the Parties. Negotiation, mediation, and arbitration shall be the exclusive means of dispute resolution between Client and Keenan and their respective members, agents, employees and officers.
- B. Arbitration shall be before a single arbitrator in the County of Los Angeles, California. The Arbitrator shall apply the Federal Arbitration Act and California substantive law, and shall accompany the award with a reasoned opinion. The arbitrator shall have no authority to award punitive or other damages not measured by the prevailing party's actual damages. The prevailing party shall be entitled to an award of reasonable attorneys' fees. A judgment of any court having jurisdiction may be entered upon the award.
- C. Either party may apply to the arbitrator seeking injunctive relief until the arbitration award is rendered or the controversy is otherwise resolved. Either party also may, without waiving any remedy under this Agreement, seek from any court having jurisdiction any interim or provisional relief that is necessary to protect the rights or property of that party, pending the establishment of the arbitral tribunal (or pending the arbitral tribunal's determination of the merits of the controversy).

9. **TERMINATION:**

A. This Agreement may be terminated upon the occurrence of any of the following events:

- i. By either party upon the dissolution or insolvency of either party;
- ii. By either party following the filing of a bankruptcy petition by or against either party (if the petition is not dismissed within sixty (60) days in the case of an involuntary bankruptcy petition);
- iii. If the application of any law, rule, regulation, or court or administrative decision prohibits the continuation of this Agreement or would cause a penalty to either party if the Agreement is continued, and if the Agreement cannot be amended to conform to such law, rule, regulation, or court or administrative decision in a manner that would preserve the original intent of the parties with respect to their rights and duties under this Agreement; or
- iv. By the non-breaching party if a breach of this Agreement is not cured within thirty (30) days following receipt of written notice of the breach from the non-breaching party;

B. In the event of termination pursuant to Section 9A above, Keenan shall be paid for the full value of all services rendered through the date of termination.

10. **SOLICITATION OF EMPLOYEES:**

Throughout the term of this Agreement and for one year following the termination date, Client shall not, without Keenan's prior written approval, solicit or employ directly or indirectly (whether as an employee, consultant or otherwise, or for itself or a third party) any then-current Keenan employee, contractor or consultant who performed work for Client under this Agreement.

11. **PROPRIETARY INTERESTS:**

Keenan shall retain the copyright and the sole right of ownership to the form and format of any report, tool, schedule, exhibit, assessment, analysis, or other deliverable, that is created or developed by Keenan in performing the Services and provided to Client by Keenan in any media whatsoever. Client shall, however, remain the owner of the content of any such deliverable and any Client data or information that was provided to Keenan for the performance of the Services. Any deliverable created by Keenan for Client shall be used for Client's internal purposes and shall not be used, without the written consent of Keenan, for Client's commercial gain, nor shall it be distributed to or shared by Client with any third person, except as may be necessary to accomplish the intent and purpose of this Agreement.

12. **MARKETING:**

Keenan may use Client's name in its representative client list. Keenan shall obtain Client's written consent before using Client's name for any other purpose.

13. **OTHER RELATIONSHIPS:**

- A. Keenan or its affiliates may provide Client or others with other services or insurance coverage not provided in this Agreement and may receive compensation related to such other services which may include, without limitation, loss control services, joint powers administration, insurance brokerage services, securing reinsurance, claims administration, investigative services, financial processing and other related services.
- B. Keenan and/or its affiliate may provide services for other entities that also participate in and/or contract with the Program (e.g., insurers and reinsurers providing coverage under the Program) and to the extent that such services are provided, Keenan will be separately compensated for those services.
- C. The Services provided to Client are non-exclusive and Keenan reserves the right to provide the same or similar services to other clients who may be in the same industry, business, or service as Client.

14. **CONFIDENTIALITY:**

- A. As a result of their relationship under this Agreement each party may gain access to confidential information concerning the other. For purposes of this Agreement, the term "Confidential Information" includes, without limitation, i) any information or data about a party's business operations, clients, employees, marketing plans, method of operation, trade secrets, and financial performance; ii) information about Clients employees, such as name, address, social security number, compensation, and medical history, and iii) any other information about a party that is not available to the general public. Neither party shall, without the written consent of the other release, disclose, or disseminate the other party's Confidential Information except as is necessary for the performance of the Services.
- B. In the event that either party becomes the subject of a subpoena or court order compelling the disclosure of the other party's Confidential information, that party shall immediately notify the other so that the party whose Confidential Information is being sought can take such action as may be necessary to prevent or limit the release of its Confidential Information.
- C. Neither party shall be deemed to be in breach of this Section 14 if it has notified the other before it releases the Confidential Information pursuant to a subpoena or court order, and the party whose Confidential Information was requested fails to provide, before the deadline

for disclosure, a copy of court order quashing the subpoena or otherwise limiting the original demand for the Confidential Information.

15. **GENERAL:**

- A. This Agreement, its recitals and all attached exhibits constitute the entire understanding of the parties related to the subject matter of the Agreement, and supersede all prior and collateral statements, presentations, communications, reports, agreements or understandings, if any, related to such matter(s).
- B. The obligations set forth in this Agreement other than Keenan's obligation to perform the Services and Client's responsibility to pay for the Services shall survive the expiration or termination of this Agreement. Nothing in this Section 15.B. shall, however, be interpreted as relieving Client of its obligation to pay for any Services rendered by Keenan prior to the termination date of this Agreement.
- C. This Agreement is made for the benefit of the parties and is not intended to confer any third party benefit or right. The enforcement of any remedy for a breach of this Agreement may only be pursued by the parties to this Agreement.
- D. No modification or amendment to this Agreement shall be binding unless in writing and signed by authorized representatives from both parties. Any waiver or delay by a party in enforcing this Agreement shall not deprive that party of the right to take appropriate action at a later time or due to another breach. This Agreement shall be interpreted as if written jointly by the parties.
- E. Any provision determined by a court of competent jurisdiction to be partially or wholly invalid or unenforceable shall be severed from this Agreement and replaced by a valid and enforceable provision that most closely expresses the intention of the invalid or unenforceable provision. The severance of any such provision shall not affect the validity of the remaining provisions of this Agreement.
- F. Neither party shall be liable or deemed to be in default for any delay or failure in performance under this Agreement resulting, directly or indirectly, from acts of God, civil or military authority, acts of public enemy, war, accidents, fires, explosions, earthquakes, floods, power outages, failure of computer systems, machinery or supplies, vandalism, strikes, or other work interruptions, or any similar or other cause that is beyond the reasonable control of either party. Each party shall make a good faith effort to perform under this Agreement in the event of any such circumstances, and shall resume full performance of its contract duties once the cause of the delay has abated.
- G. All notices hereunder shall be in writing and shall be sent to the parties at the addresses as set forth below, or to such other individual or address as a party may later designate. Notices

shall be sent via personal delivery, courier service, United States mail (postage pre-paid, return receipt requested), express mail service, electronic mail, or fax. Notice shall be effective when delivered, or if refused, when delivery is attempted. Notices delivered during non-working hours shall be deemed to be effective as of the next business day.

If the notice relates to a legal matter or dispute, a copy shall be sent to:

Keenan and Associates
2355 Crenshaw Blvd., Ste. 200
Torrance, CA 90501
Attn: Legal Department

This Agreement may be executed in counterparts and by fax signatures and each shall be deemed to be an original. Each person signing this Agreement on behalf of a party represents and warrants that he or she has the necessary authority to bind such party and that this Agreement is binding on and enforceable against such party.

San Bernardino Community College
District

Keenan & Associates

Signature: _____
By: _____
Title: _____
Address: 114 South Del Rosa Drive
San Bernardino CA 92408
Telephone: 909-382-4000
Fax: _____
Attention: _____
Date: _____

Signature: *Bettilou T. Pasquale*
By: Bettilou T. Pasquale
Title: Assistant Vice President
Address: 2355 Crenshaw Blvd., Ste. 200
Torrance, CA 90501
Telephone: 310-212-0363
Fax: 310-787-8838
Attention: Betti Pasquale
Date: June 4, 2009

EXHIBIT A

Keenan’s Services

Keenan will provide Loss Control Services as outlined in the below Work Plan.

Work Plan

Keenan Loss Control Services	Action Necessary	Employee Training	Target Date	RFP Section Reference
<p>Comprehensive Compliance Plan. Review Compliance Programs such as Injury & Illness Prevention, Chemical Hygiene, Hazard Communication, Bloodborne Pathogens, Lockout/Tagout, Hazardous Waste, Ergonomics, Regulated Carcinogens, etc.</p>	<p>Interview District Office, Crafton & Valley sites for existing plans. Annual review for changes. If new, Keenan will develop draft plan and present to District for review and finalization</p>	<p>District HR will capture training under their training matrix program and will be conducted using Keenan SafeColleges. Live training will be documented using Keenan SafeColleges</p>	<p>First Quarter of each year</p>	<p>4.2.1A & 4.2.2E</p>
<p>SBCCD Workers' Compensation losses for the most recent 3 policy years to identify loss drivers and identify priorities. Develop and assist in implementing a risk reduction plan to reduce Workers' Comp and Property & Liability exposures</p>	<p>Trend analyses of Workers' Compensation and Property & Liability data. Generate graphs, trends summary and develop risk reduction plan for District, District, Valley & Crafton</p>	<p>Not applicable</p>	<p>Annually, October timeframe</p>	<p>4.2.1B</p>

Keenan Loss Control Services	Action Necessary	Employee Training	Target Date	RFP Section Reference
Job Hazard Analysis (JHA) includes identifying essential duty functions for each job	Conduct JHA based on job descriptions provided by District HR. Interview and observe tasks conducted by employee representing specific job description	Work with District HR to address comprehensive training needs based on completed JHAs	Within 6 months of receiving item B 1 identified in Exhibit "C"	4.2.1C
Participate in monthly site safety committee meetings. Provide updates on proposed and changes to safety laws and regulations	Attend safety meetings at District Office, Crafton and Valley	Not applicable	Monthly	4.2.1F
Develop training calendar	Contact District HR, Valley & Crafton or safety committees	District HR will capture training under their training matrix program and will be conducted using Keenan SafeColleges. Live training will be documented using Keenan SafeColleges	Monthly	4.2.1G
Conduct Bi-annual site inspections for all SBCCD sites to comply with regulatory agencies	Physically inspect and photograph deficiencies to document inspection report	Not applicable	Bi-annual	4.2.2A

Keenan Loss Control Services	Action Necessary	Employee Training	Target Date	RFP Section Reference
Develop and implement a self- inspection program	Develop self inspection program	District HR will identify employees to train and document on Keenan SafeColleges	Annual	4.2.2B & 4.2.1C
Hazardous Materials Inventory	Inventory each SBCCD site	Not applicable	Annual	4.2.2C

Confidential for Client Use

License #0451271

EXHIBIT B

Keenan's Fees

The fees for the Loss Control/Risk Management program for San Bernardino Community College District are:

2009-2010	2010-2011	2011-2012	2012-2013	2013-2014
\$47,500	\$ 36,100	\$42,750	\$36,100	\$42,750
\$ 2,500*	\$ 1,900*	\$ 2,250*	\$ 1,900*	\$ 2,250*

Fee is due to Keenan upon presentation of invoice on July 1 of each year of the Agreement, beginning July 1, 2009.

* Keenan Fee at Risk

Section 4.2.2 C and Sections 4.2.1 A and 4.2.2 E are the fee at risk sections. The total fee at risk is 5% per year.

4.2.2 C has 2.5% of the overall loss control fee at risk.

4.2.1 A and 4.2.2 E have 2.5% of the overall loss control fee at risk.

If Keenan meets the performance parameters for the fee at risk, the at risk fee will be due and payable at the end of that contract year.

Fee includes:

- ◆ Professional Time
- ◆ Preparation and Scheduling
- ◆ Travel Time
- ◆ Follow Up Analytical Report
- ◆ Clerical Support/Word Processing
- ◆ All Expenses Associated with Program

Limitations

Keenan's services are intended to help clients identify and mitigate hazards and potential liability exposures. While we are confident that our services will help our clients create a safer environment, we do not represent or guarantee that we will be able to identify all potential hazards, or offer a fail-safe mechanism for dealing with them. Consequently, we make no promise or representation that clients will recognize improved loss experience or premium savings as a result of these services.

Keenan's services are not intended to substitute for regular, ongoing inspection and maintenance of a client's premises or equipment. Nor are they intended to replace any required inspection or

service that is to be routinely performed by licensed or certified service professionals (e.g., HVAC contractor, electrician, plumber, elevator service personnel, etc.).

EXHIBIT C

A. Hazardous Materials Inventory (HMI)

Keenan will meet with Site Coordinators (SC) for site, building and room inspections/investigations.

Site coordinators are as follows:

Crafton Hills College – Vice President of Administration of Services
San Bernardino Valley College – Vice President of Administration of Services
Annex – Glen Kuck
District – Steve Kelley
PDC – ATTC – Matthew Isaac

Site Responsibility – Site coordinator (SC) will provide a floor plan for every building and room. The SC will accompany the Keenan representative during inspection of each room. SC will make sure all rooms and closets are accessible for a full inspection.

Keenan will not be accountable for any rooms or closets that are not made accessible. Non-accessibility will be noted on the floor plan and signed off by both Keenan and SC. Keenan will further note on final report.

Deliverables:

1. HMI will be scheduled only with the site coordinators.
2. Site coordinators will provide a floor plan in advance of the inspections.
3. Keenan will inspect every cupboard that is accessible. Keenan will be accompanied on the inspection by a SBCCD employee that is most knowledgeable of the area.
4. SC will make sure to have accessible all closets and drawers necessary for full inspection and inventory.
5. Any cupboard, drawer or room that is not inspected will be noted on the floor plan. Keenan is not responsible for any non-accessible areas. Keenan and SBCCD EE will both sign off on the floor plan with notations of areas not accessible for inspection at the time of the HMI.
6. HMI will include storage, consolidation of chemicals, and labeling recommendations.
7. SBCCD will sign off on acceptance of the HMI report.

B. Analysis of Compliance Plans

Keenan will complete an analysis of SBCCD plans and what plans are needed. Keenan is not to be concerned with the implementation of such plans. Once the plan recommendations are made, it is up to SBCCD to implement those plans and training.


Deliverables:

1. SBCCD to provide currently completed/adopted plans.
2. Keenan will provide a checklist for each OSHA compliance as well as health and safety plans. The checklist will outline plan elements sought through the analysis. Each site will receive a list based on their exposures and programs in place.
3. Keenan will provide a plan template and make training recommendations.
4. This assessment will be provided within a short time period after the contract starts.
5. There will be quarterly meetings to monitor the progress of implementation and training.
6. As other inspections are conducted and the possible need for other plans becomes determined, they will be added to the list. However, the grading of Keenan shall not adversely be affected by the need for plans that are determined during inspections, assessment and evaluations; were not included in the initial assessment nor divulged by SBCCD staff or faculty as part of any assessment, inspection or evaluation.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Noelia Vela, Chancellor

REVIEWED BY: Robert J. Temple, Vice Chancellor, Fiscal Services 

PREPARED BY: Lawrence J. Klumas, Bond Program Director, SBCCD

DATE: July 9, 2009

SUBJECT: Consideration of Approval of Contract Amendment 004 for Winzler & Kelly Consulting Engineers for Additional Work at Crafton Hills College--Infrastructure Package 2/3/4 Site Area

RECOMMENDATION

It is recommended that the Board of Trustees approve Contract Amendment 004 for Winzler & Kelly Consulting Engineers for additional work at Crafton Hills College in the amount of \$97,408.05.

OVERVIEW

Winzler & Kelly Consulting Engineers was under contract with the San Bernardino Community College District to remove 800 linear feet of hazardous material asbestos cement pipe in the Infrastructure Package 2/3/4 site area. As part of the Infrastructure Package 2/3/4 scope of work, additional hazardous material was encountered, which included asbestos cement pipe as well as lead painted asphalt and concrete curbs, which require special removal and disposal. This hazardous material was not shown on any Crafton Hills College as-builts and was, therefore, an unforeseen condition.

ANALYSIS

The additional cost associated with Winzler & Kelly Consulting Engineers Contract Amendment 004 is \$97,408.05. The new contract sum will be \$333,953.05.

BOARD IMPERATIVE

III – Resource Management for Efficiency, Effectiveness, and Excellence.

FINANCIAL IMPLICATIONS

Budgeted with Measure "P" funds.

Attachment

CONSULTANT CONTRACT AMENDMENT to AGREEMENT OF PROFESSIONAL SERVICES CONTRACT: 004

PROJECT: Crafton Hills College (CHC)
11711 Sand Canyon Road
Yucaipa, CA 92399

OWNER: San Bernardino Community College District (SBCCD)

TO: Winzler & Kelly Consulting Engineers (W&K)
3531 Miraloma Avenue
Anaheim, CA 92806

Brief Description:

Winzler & Kelly Consulting Engineers was under contract with the SBCCD to remove 800 lf of Hazardous material asbestos cement pipe in the Infrastructure Package 2/3/4 site area. As part of the Infrastructure Package 2/3/4 scope of work additional Hazardous material was encountered. The additional Hazardous material included additional asbestos cement pipe and lead painted asphalt & concrete curbs, which both require special removal & disposal. This Hazardous material wasn't shown on any CHC campus as-builts and was therefore an unforeseen condition.

Attachments:

- Kitchell/BRj project memo CHC GEN 0003 (1 page)
- Winzler & Kelly Infrastructure Change Orders 1 - 7 (18 pages)

Costs:

\$97,408.05 = Total amount of this Amendment

The original Agreement for Professional Services Contract Sum	\$90,545.00
Net change by previous Amendments	\$146,000.00
The Agreement for Professional Contract Sum prior to this Amendment	\$236,545.00
The Agreement for Professional Contract Sum will be increased by this Amendment	\$97,408.05
The new Contract Sum including this Amendment	\$333,953.05

The Contract Schedule as of this Amendment will be **unchanged**.

By signing this Amendment the SBCCD authorizes Winzler & Kelly Consulting Engineers to perform the scope of work listed above. SBCCD also authorizes and acknowledges that the amount of this Amendment will be paid via an amendment to Winzler & Kelly Consulting Engineers contract with SBCCD.

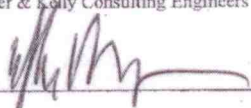
Not valid until signed by all parties. Signature of Consultant indicates agreement herewith, including any adjustment in the Contract Sum or Construction Schedule.

Authorized:

CONSULTANT
Winzler & Kelly Consulting Engineers

PROGRAM MANAGER
Kitchell/BRj

OWNER
SBCCD

By: 

By: 

By: _____

DATE: June 11, 2009

DATE: 6/12/09

DATE: _____

DATE: June 10, 2009 **Project Memo – CHC GEN 0003**

TO: Larry Klumas
Bond Program Manager
San Bernardino Community College District (SBCCD)

FROM: Bruce McDonald
Senior Project Manager
Kitchell/BRj (K/BRj)

RE: **Crafton Hills College (CHC)**
PROJECT #: N/A
Recommendation to Approve Winzler & Kelly Consulting Engineers Contract Amendment 004 for additional Hazardous material abatement services in the Infrastructure Package 2/3/4 site area.

SCOPE:

SBCCD's approval of Winzler & Kelly Consulting Engineers Contract Amendment 004 for additional Hazardous material abatement services within the Infrastructure Package 2/3/4 site area.

NARRATIVE:

Winzler & Kelly Consulting Engineers was under contract with the SBCCD to remove 800 lf of Hazardous material asbestos cement pipe in the Infrastructure Package 2/3/4 site area. As part of the Infrastructure Package 2/3/4 scope of work additional Hazardous material was encountered. The additional Hazardous material included additional asbestos cement pipe and lead painted asphalt & concrete curbs, which both require special removal & disposal. This Hazardous material wasn't shown on any CHC campus as-builts and was therefore an unforeseen condition.

Included with the Contract Amendment back-up is a site map showing the location of the additional Hazardous material abatement.

The additional cost associated with Winzler & Kelly Consulting Engineers Contract Amendment 004 is \$97,408.05. If approved Winzler & Kelly Consulting Engineers new contract sum will be \$333,953.05.

RECOMMENDATION:

K/BRj recommends that SBCCD approve Winzler & Kelly Consulting Engineers Contract Amendment 004 for additional services. The Contract Amendment will be prepared by Kitchell/BRj and will be put on the July 2009 SBCCD board agenda for SBCCD Board of Trustees approval.

Attachments: Winzler & Kelly Consulting Engineers Infrastructure Change Orders 1 - 7 (18 pages)

Cc: Alan Rosen; Geoff Bachanas – Kitchell/BRj

KITCHELL/BRJ

JUN 04 2009

007

WINZLER & KELLY
CONSULTING ENGINEERS

3531 E. Miraloma Avenue
Anaheim, CA 92806

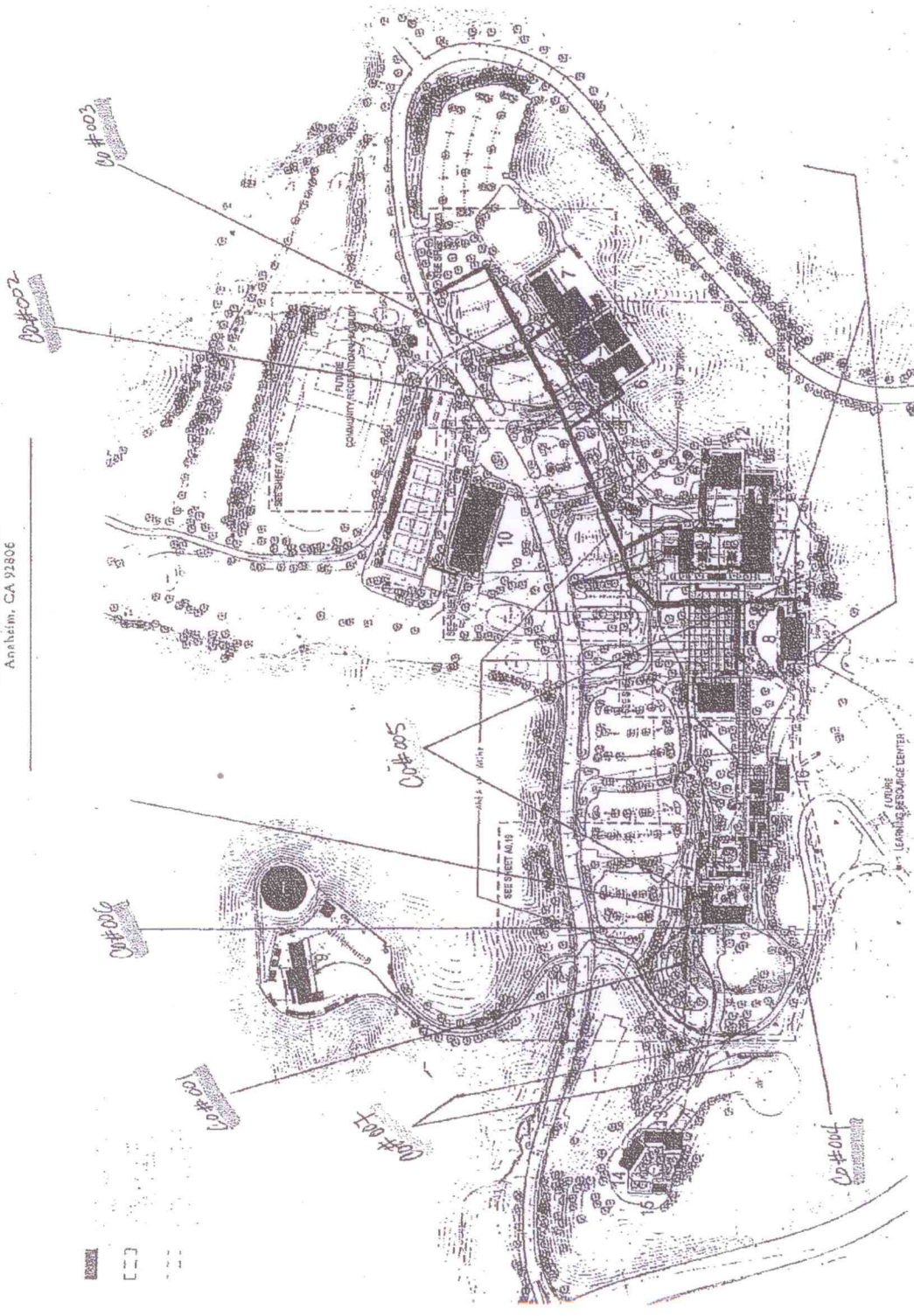
CRAFTON HILLS COLLEGE
Package #2 Library Corridor

DATE: 06/04/09
PROJECT: CRAFTON HILLS COLLEGE
PACKAGE #2 LIBRARY CORRIDOR
SHEET: 007 OF 007
DRAWN BY: [illegible]
CHECKED BY: [illegible]
APPROVED BY: [illegible]

Base Scale
of work
800 LF




SEA SURVEYAL SET



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Noelia Vela, Chancellor

REVIEWED BY: Robert J. Temple, Vice Chancellor, Fiscal Services 

PREPARED BY: Lawrence J. Klumas, Bond Program Director, SBCCD

DATE: July 9, 2009

SUBJECT: Consideration of Contract Amendment 005 for Winzler & Kelly Consulting Engineers for Additional Work at Crafton Hills College—Community Recreation Facility/Infrastructure Package 5 Site Area

RECOMMENDATION

It is recommended that the Board of Trustees approve Contract Amendment 005 for Winzler & Kelly Consulting Engineers for additional work at Crafton Hills College in the amount of \$85,650.00.

OVERVIEW

Winzler & Kelly Consulting Engineers was under contract with the San Bernardino Community College District to remove 1,600 linear feet of hazardous material asbestos cement pipe in the Community Recreation Facility/Infrastructure Package 5 site area. As part of the scope of work, additional hazardous material was encountered which included asbestos cement pipe, lead painted asphalt concrete curbs, and hazardous dirt removal and relocation. All of these require special removal and disposal. This hazardous material was not shown on any Crafton Hills College campus as-builts and was, therefore, an unforeseen condition.

ANALYSIS

The additional cost associated with Winzler & Kelly Consulting Engineers Contract Amendment 005 is \$85,650.00. The new contract sum will be \$419,603.05.

BOARD IMPERATIVE

III – Resource Management for Efficiency, Effectiveness, and Excellence.

FINANCIAL IMPLICATIONS

Budgeted with Measure "P" funds.

Attachment

CONSULTANT CONTRACT AMENDMENT to AGREEMENT OF PROFESSIONAL SERVICES CONTRACT: 005

PROJECT: Crafton Hills College (CHC)
11711 Sand Canyon Road
Yucaipa, CA 92399

OWNER: San Bernardino Community College District (SBCCD)

TO: Winzler & Kelly Consulting Engineers (W&K)
3531 Miraloma Avenue
Anaheim, CA 92806

Brief Description:

Winzler & Kelly Consulting Engineers was under contract with the SBCCD to remove 1,600 lf of Hazardous material asbestos cement pipe in the CRF / Infrastructure Package 5 site area. As part of the CRF / Infrastructure Package 5 scope of work additional Hazardous material was encountered. The additional Hazardous material included additional asbestos cement pipe, lead painted asphalt concrete curbs and hazardous dirt removal & relocation, which all require special removal & disposal. This Hazardous material wasn't shown on any CHC campus as-builts and was therefore an unforeseen condition.

Attachments:

- Kitchell/BRj project memo CHC GEN 0004 (1 page)
- Winzler & Kelly CRF Change Orders 1 - 7 (18 pages)

Costs:

\$85,650.00 = Total amount of this Amendment

The original Agreement for Professional Services Contract Sum	\$90,545.00
Net change by previous Amendments	\$243,408.05
The Agreement for Professional Contract Sum prior to this Amendment	\$333,953.05
The Agreement for Professional Contract Sum will be increased by this Amendment	\$85,650.00
The new Contract Sum including this Amendment	\$419,603.05

The Contract Schedule as of this Amendment will be **unchanged**.

By signing this Amendment the SBCCD authorizes Winzler & Kelly Consulting Engineers to perform the scope of work listed above. SBCCD also authorizes and acknowledges that the amount of this Amendment will be paid via an amendment to Winzler & Kelly Consulting Engineers contract with SBCCD.

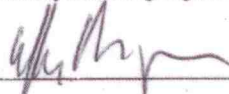
Not valid until signed by all parties. Signature of Consultant indicates agreement herewith, including any adjustment in the Contract Sum or Construction Schedule.

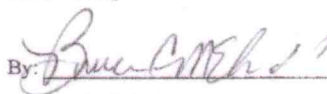
Authorized:

CONSULTANT
Winzler & Kelly Consulting Engineers

PROGRAM MANAGER
Kitchell/BRj

OWNER
SBCCD

By: 

By: 

By: _____

DATE: June 11, 2009

DATE: 6/11/09

DATE: _____

DATE: June 10, 2009 **Project Memo – CHC GEN 0004**

TO: Larry Klumas
Bond Program Manager
San Bernardino Community College District (SBCCD)

FROM: Bruce McDonald
Senior Project Manager
Kitchell/BRj (K/BRj)

RE: Crafton Hills College (CHC)
PROJECT #: N/A
Recommendation to Approve Winzler & Kelly Consulting Engineers Contract Amendment 005 for additional Hazardous material abatement services in the CRF / Infrastructure Package 5 site area.

SCOPE:

SBCCD's approval of Winzler & Kelly Consulting Engineers Contract Amendment 005 for additional Hazardous material abatement services within the CRF / Infrastructure Package 5 site area.

NARRATIVE:

Winzler & Kelly Consulting Engineers was under contract with the SBCCD to remove 1,600 lf of Hazardous material asbestos cement pipe in the CRF / Infrastructure Package 5 site area. As part of the CRF / Infrastructure Package 5 scope of work additional Hazardous material was encountered. The additional Hazardous material included additional asbestos cement pipe, lead painted asphalt concrete curbs and hazardous dirt removal & relocation, which all require special removal & disposal. This Hazardous material wasn't shown on any CHC campus as-builts and was therefore an unforeseen condition.

Included with the Contract Amendment back-up is a site map showing the location of the additional Hazardous material abatement.

The additional cost associated with Winzler & Kelly Consulting Engineers Contract Amendment 005 is \$85,650.00. If approved Winzler & Kelly Consulting Engineers new contract sum will be \$419,603.05.

RECOMMENDATION:

K/BRj recommends that SBCCD approve Winzler & Kelly Consulting Engineers Contract Amendment 005 for additional services. The Contract Amendment will be prepared by Kitchell/BRj and will be put on the July 2009 SBCCD board agenda for SBCCD Board of Trustees approval.

Attachments: Winzler & Kelly Consulting Engineers CRF Change Orders 1 - 7 (17 pages)

Cc: Alan Rosen; Geoff Bachanas – Kitchell/BRj

KITCHELL/BRJ

JUN 04 2009

CRF
10605.08.009

WINZLER & KELLY
CONSULTING ENGINEERS

3531 E. Miraloma Avenue
Anaheim, CA 92806

ORANGE HILLS COLLEGE
Foothill Community Center
17000 COLLEGE BLVD., SUITE 100
ORANGE HILLS, CA 92668

DATE: 06/04/09
DRAWN BY: J. BRJ
CHECKED BY: J. BRJ
SCALE: AS SHOWN
PROJECT NO.: 10605.08.009
SHEET NO.: 10605.08.009.01
SHEET TOTAL: 10605.08.009.01

Base Scope
of Work
1600 LF

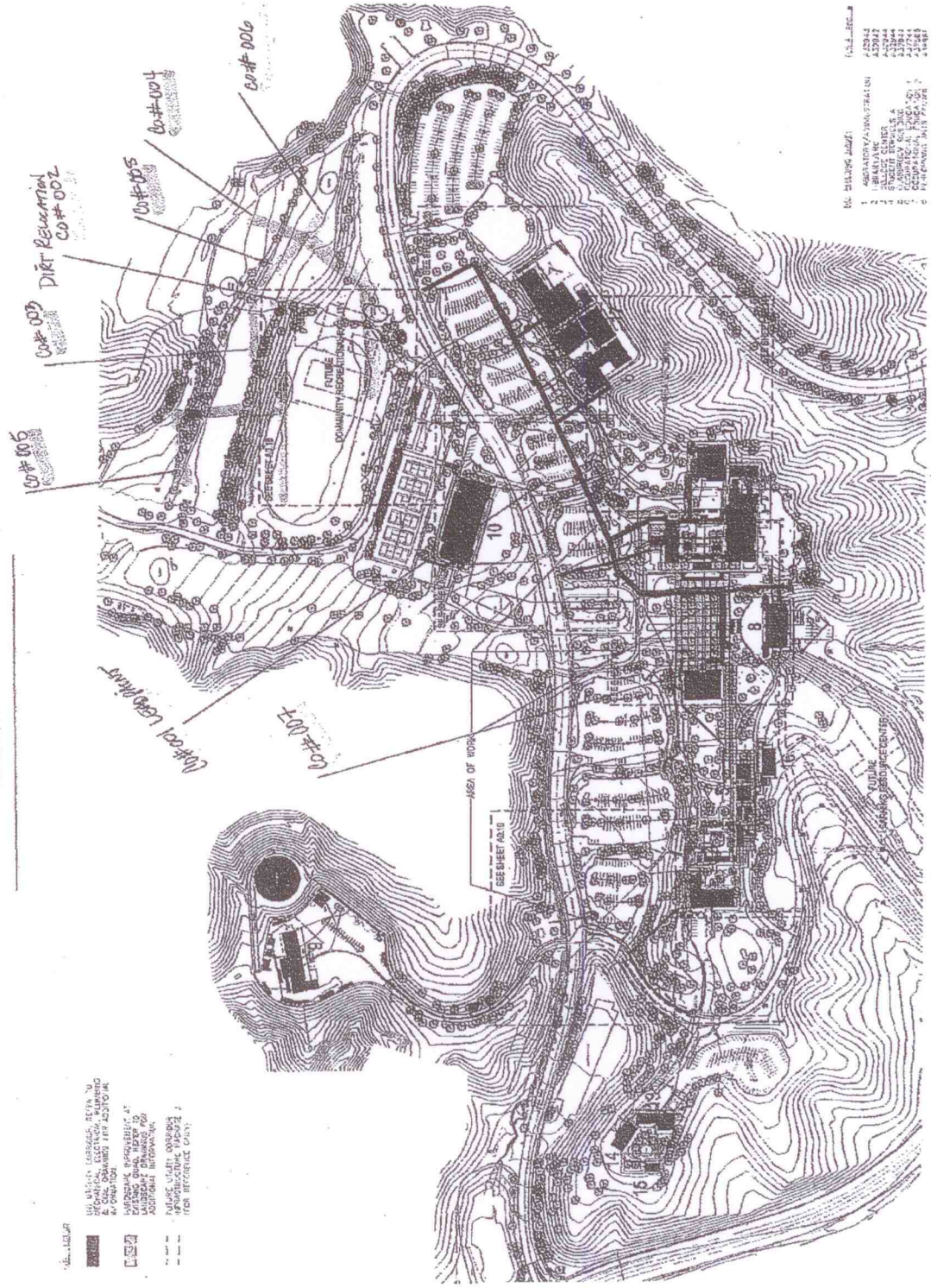


SEALED BY: J. BRJ
DATE: 06/04/09

SEALED BY: J. BRJ
DATE: 06/04/09

NO.	DESCRIPTION
1	REVISION
2	REVISION
3	REVISION
4	REVISION
5	REVISION
6	REVISION
7	REVISION
8	REVISION
9	REVISION
10	REVISION

DATE: 06/04/09
 DRAWN BY: J. BRJ
 CHECKED BY: J. BRJ
 SCALE: AS SHOWN
 PROJECT NO.: 10605.08.009
 SHEET NO.: 10605.08.009.01
 SHEET TOTAL: 10605.08.009.01




ALL UTILITIES SHOWN ARE BASED ON RECORD DRAWINGS AND FIELD SURVEY. WINZLER & KELLY HAS CONDUCTED VISUAL INSPECTIONS OF THE UTILITIES SHOWN AND HAS FOUND THEM TO BE ACCURATE. THE CLIENT IS RESPONSIBLE FOR VERIFYING THE ACCURACY OF THE UTILITIES SHOWN. THE CLIENT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. THE CLIENT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY EASEMENTS AND RIGHTS-OF-WAY FROM THE APPROPRIATE OWNERS. THE CLIENT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY RECORD DRAWINGS FROM THE APPROPRIATE ENGINEERS AND ARCHITECTS. THE CLIENT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY RECORD DRAWINGS FROM THE APPROPRIATE ENGINEERS AND ARCHITECTS. THE CLIENT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY RECORD DRAWINGS FROM THE APPROPRIATE ENGINEERS AND ARCHITECTS.

- EXISTING UTILITIES
- PROPOSED UTILITIES
- EXISTING EASEMENTS
- PROPOSED EASEMENTS
- EXISTING RIGHTS-OF-WAY
- PROPOSED RIGHTS-OF-WAY

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Noelia Vela, Chancellor

REVIEWED BY: Robert J. Temple, Vice Chancellor, Fiscal Services 

PREPARED BY: Lawrence J. Klumas, Program Manager, SBCCD

DATE: July 9, 2009

SUBJECT: Consideration of Approval of Contract Amendments MO-BC1-CA1 and MO-BC1-CA2 and Change Orders MO-BC1-CO-3, MO-BC1-CO-4, MO-BC1-CO-5 for Oakview Constructors, Inc. contract for San Bernardino Valley College- Maintenance and Operations Site Improvements

RECOMMENDATION

It is recommended that the Board of Trustees approve Change Order MO-BC1-CO3 for a reduction in the amount of \$154,970, Contract Amendments MO-BC1-CA1 and MO-BC1-CA2 in the amount of \$22,570 and \$223,314, and Change Orders MO-BC1-CO-4 and MO-BC1-CO-5 in the amount of \$24,326 and \$1,727 for Oakview Constructors, Inc., Maintenance and Operations Building Bid Category One - Site and Off-Site Improvements Contract for the San Bernardino Valley College Site Maintenance and Operations Site Improvements project.

OVERVIEW

The Maintenance and Operations Building Bid Category One - Site and Off-Site Improvements project includes the provision of improvements necessary to support the new Maintenance and Operations building and temporary facilities at San Bernardino Valley College. The initial contract with Oakview Constructors is for \$924,000. Change orders MO-BC1-CO1 and MO-BC1-CO2 in the amount of \$154,000 have previously been approved by the Board to address unforeseen conditions. However, due to recent communication from County Counsel of the County of San Bernardino, this unforeseen work is to be considered instead as Contract Amendments, rather than Change Orders. It is recommended that Change Order MO-BC1-CO-3 be approved, which would rescind the \$154,970 from the previous Change Orders, and that Contract Amendments be subsequently approved for unforeseen conditions.

During construction, additional unforeseen improvements were required due to new requirements directed by Division of the State Architect during construction, as well as changes due to unknown and unexpected field conditions (see attachment). Approval of Contract Amendments MO-BC1-CA1 and MO-BC1-CA2 in the amount of \$22,570 and \$223,314 (a total of \$245,884) are recommended for approval to address costs associated with these changes. This amount is higher than original Change Orders (MO-BC1-CO1 and MO-BC1-CO2) due to the fact that an update of unforeseen conditions has been included in the Contract Amendments. Approval of the Contract Amendments will increase the total contract to \$1,169,884.

In addition, Change Orders MO-BC1-CO4 and MO-BC1-CO5 in the amount of \$24,326 and \$1,727 (a total of \$26,053) are recommended for approval to address necessary changes to construction (see attachment). Along with the Contract Amendments, approval of the Change Orders will increase construction costs to the total of \$1,195,937.

ANALYSIS

The effect of the Contract Amendments and Change Orders will be an addition of \$271,937 to Oakview Constructors, Inc.'s contract. The revised contract amount with Oakview Constructors, Inc. will be \$1,195,937. Program construction phase contingency is available to cover the revised contract amount. There is no change to the project schedule.

BOARD IMPERATIVE

III – Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Budgeted with Measure "P" funds.

Attachments

SBVC
 Project: Maintenance & Operations Building
 CHANGE ORDER LOG
 Bid Category: 01
 Trade: Site & Offsite Improvements
 Contractor: Oakview Constructors

Original Contract
 924,000.00

Prime's #	C.P. #	Description	Amount	Change/ Amendment	Running Total	Notes	
		Original Change Order # 1	Add	17,409	17,409.00	941,409.00	Items 1.1 - 1.5
		Original Change Order # 2	Add	137,561	137,561.00	1,078,970.00	Items 2.1 - 2.10
		New Change Order # 3	Deduct	(154,970)	(154,970.00)	924,000.00	VOIDS C.O. # 1&2 to distribute the amounts between unforeseen and foreseen conditions, and to separate by DSA application numbers
171-26		Pedestrian access sidewalks & chain link fence with gate	Add	12,045			
171-27		retaining walls @ A&B	Add	10,525			
		New Contract Amendment #1	Add		22,570.00	946,570.00	M&O Site DSA# 04-109096 Unforeseen
172-01	1	Electric vault relo due to gas line	Add	4,855			
172-02	2	T&M ticket for backfilling footing	Add	1,161			
172-05R	5R	Replace asphalt paving per drwg X-16	Add	30,889			
172-09R	17	Extension of utility lines to P.O.C.'s	Add	5,613			
10R & 172	18	Per X-19, furnish/install added guard rail	Add	5,392			
12R & 172	20	Layout, form, pour PL ramp transitions	Add	19,275			
172-15R	23	of sinking	Add	1,261			
172-20	26	Re-work elevations at Planetarium	Add	33,046			
172-21R	27	Planetarium electrical trench cuts	Add	3,105			
172-22R	28	Auditorium and North Hall to prevent tripping	Add	1,358			
172-23		Additional Fence at N/W corner of Toilet Building	Add	891			
172-27	10	Fence & gate @ KVCR per X-20	Add	5,327			
172-04R	4R	Relocate water line at KVCR	Add	24,950			
172-06	6	Add approx. 204 sq.ft. of sidewalk	Add	4,549			
172-08R	16	Repair water line damaged by Mobile Modular	Add	2,296			
172-26	12	Revise grade @ Aero per X-21	Add	23,164			
171-01		Reroute data conduit for Planetarium	Add	1,844			
172-07	7	Extra irrigation main & sleeves @ Aero	Add	5,000			
172-11R	19	Planetarium catch basin	Add	5,267			
172-14R.01	22	Install domestic water line @ KVCR (FWD13)	Add	42,808			
172-16R	24	Reconfigure PL-09/PL-10 ADA grade	Add	1,263			
		New Contract Amendment #2	Add		223,314.00	1,169,884.00	Interim Housing Site DSA# 04-109424 Unforeseen
172-31		Decomposed Granite	Add	7,987			
171-10	12	Add starter wall not shown on docs	Add	1,645			
171-23R		lot	Deduct	(719)			
171-28		Revisions to North parking lot	Add	21,048			
172-18R	11	Delete chainlink fence/gates near Tech	Deduct	(5,635)			
		New Change Order # 4	Add		24,326.00	1,194,210.00	M&O Site DSA# 04-109096
171-06R		Plumbing for Tech Portables	Add	2,804			
171-25		Sono Tube at Aeronautics Fence	Add	2,636			
171-02RA		Omitted water line scope at Aero restroom	Deduct	(3,713)			
		New Change Order # 5	Add		1,727.00	1,195,937.00	Interim Housing Site DSA# 04-109424
		Total		271,937	271,937	1,195,937.00	

Original Contract	924,000.00
Contract Amendments	245,884.00
New Baseline for Change Orders	1,169,884.00
Change Orders through #5	26,053.00
Percent	2.23%

3347A4
Project Number

MO-BC1- CO3

CHANGE ORDER

Original Contract Amount: **\$924,000.00**
Amount of Previous Change Orders: **\$154,970.00**

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>June 11, 2009</u>
Project Description:	<u>Maintenance & Operations - Site Improvements</u>	Contract No.:	<u>Bid Category 1</u>
To (Contractor):	<u>Oakview Constructors Inc.</u>	Attn:	<u>Tammy Bernardo</u>

You are hereby directed to make the following changes in the above reference contract for:

Item No.: **Refer to attachments** Reference RFP No.: N/A

Description of Work:

**Refer to attached Change Order summary dated 06-11-2009 for
Change Order No. MO-BC1-CO3: Items 3.1 through 3.2**

TOTAL COST OF CHANGE ORDER MO-BC1-CO3 (\$154,970.00)

Reason for Change:

Refer to attached Change Order No. MO-BC1-CO3 summary dated 06-11-2009

Initiator of Change:

Refer to attached Change Order No. MO-BC1-CO3 summary dated 6-11-2009

Drawings associated with C. O. No. MO-BC1-CO3 are as follows: None

The contract AMOUNT due to C. O. No. MO-BC1-CO3 will be **decreased** by: (\$154,970)

The contract TIME due to C. O. No. MO-BC1-CO3 will be **unchanged** by: 0 calendar days.

The revised Contract Completion Date, including this Change Order is, therefore unchanged

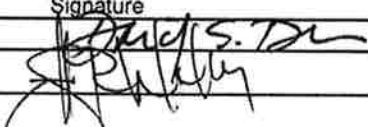
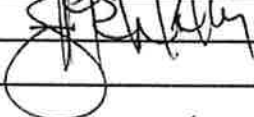
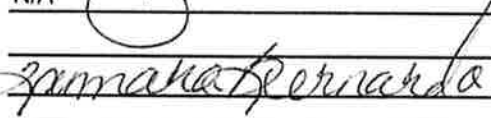

The revised Contract Amount, including this change order is, therefore: \$924,000.00

SBCCD Change Order No. MO-BC1-CO3 includes Item Number(s): Two (2) items

This Change Order is not valid until signed by both the Architect and the District Representative (on behalf of the San Bernardino Community College District Board of Education)

Contractor's signature indicates agreement herewith, including any adjustment in the contract amount or contract time.

I have reviewed the figures submitted by the Contractor and they have been reviewed by the District, I believe this request is valid and recommend your approval for acceptance.

	Signature	Name (printed)	Date
Architect:		DAVID E. DEM	6.15.09
Constr. Mgr.:		STEVE KARTER	6.17.09
Inspector:	N/A		
District:		Mr. Robert Temple, Vice Chancellor Fiscal Services	
Contractor:		Tammy Bernardo - Sec'y	6/17/09

State of California - Division of the State Architect DSA Application No. _____ File No. _____

Approved _____ per Principal Structural Engineer: _____

3347A4
Project Number

MO-BC1- CA1

CONTRACT AMENDMENT

Original Contract Amount: **\$924,000.00**
Amount of Previous Contract Amendments: **\$0.00**

School Name:	San Bernardino Valley College	Date:	June 11, 2009
Project Description:	Maintenance & Operations - Site Improvements	Contract No.:	Bid Category 1
To (Contractor):	Oakview Constructors Inc.	Attn:	Tammy Bernardo

You are hereby directed to make the following changes in the above reference contract for:

Item No.: **Refer to attachments** Reference RFP No.: N/A

Description of Work:

Refer to attached Contract Amendment summary dated 06-11-2009 for Contract Amendment No. MO-BC1-CA1: Items 1.1 through 1.2

TOTAL COST OF CONTRACT AMENDMENT MO-BC1-CA1 \$22,570.00

Reason for Change:

Refer to attached Contract Amendment No. MO-BC1-CA1 summary dated 06-11-2009

Initiator of Change:

Refer to attached Contract Amendment No. MO-BC1-CA1 summary dated 6-11-2009

Drawings associated with C. A. No. MO-BC1-CA1 are as follows: **X-1, X-2, X-3, X-4, X-5, X-17**

The contract AMOUNT due to C. A. No. MO-BC1-CA1 will be **increased** by: **\$22,570**

The contract TIME due to C. A. No. MO-BC1-CA1 will be **unchanged** by: **0** calendar days.

The revised Contract Completion Date, including this Contract Amendment is, therefore **unchanged**

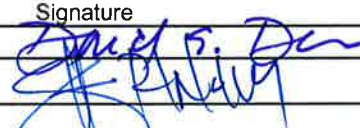
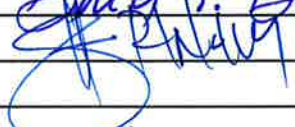
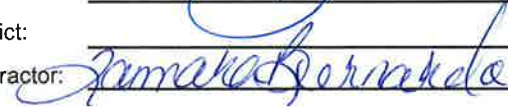
The revised Contract Amount, including this contract amendment is, therefore: **\$946,570.00**

SBCCD Contract Amendment No. **MO-BC1-CA1** includes Item Number(s): **Two (2) items**

This Contract Amendment is not valid until signed by both the Architect and the District Representative (on behalf of the San Bernardino Community College District Board of Education)

Contractor's signature indicates agreement herewith, including any adjustment in the contract amount or contract time.

I have reviewed the figures submitted by the Contractor and they have been reviewed by the District, I believe this request is valid and recommend your approval for acceptance.

	Signature	Name (printed)	Date
Architect:		DAVID E. DEAN	6/15/09
Constr. Mgr.:		STEVE R. KOELZER	6-17-09
Inspector:	N/A		
District:		Mr. Robert Temple, Vice Chancellor Fiscal Services	
Contractor:		Tammy Bernardo Printed Name/Title	6/17/09

State of California - Division of the State Architect DSA Application No. _____ File No. _____

Approved _____ per Principal Structural Engineer: _____

3347A4
Project Number

MO-BC1- CA2

CONTRACT AMENDMENT

Original Contract Amount: **\$924,000.00**
Amount of Previous Contract Amendments: **\$22,570.00**

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>June 11, 2009</u>
Project Description:	<u>Maintenance & Operations - Site Improvements</u>	Contract No.:	<u>Bid Category 1</u>
To (Contractor):	<u>Oakview Constructors Inc.</u>	Attn:	<u>Tammy Bernardo</u>

You are hereby directed to make the following changes in the above reference contract for:

Item No.: **Refer to attachments** Reference RFP No.: N/A

Description of Work:

Refer to attached Contract Amendment summary dated 06-11-2009 for Contract Amendment No. MO-BC1-CA2: Items 2.1 through 2.21

TOTAL COST OF CONTRACT AMENDMENT MO-BC1-CA2 \$223,314.00

Reason for Change:

Refer to attached Contract Amendment No. MO-BC1-CA2 summary dated 06-11-2009

Initiator of Change:

Refer to attached Contract Amendment No. MO-BC1-CA2 summary dated 6-11-2009

Drawings associated with C. A. No. MO-BC1-CA2 are as follows: X-16.1, C-1.4, X-8, X-21, C-1.7, X-22.1, X12, X-19.01, X-22.1, X-20

The contract AMOUNT due to C. A. No. MO-BC1-CA2 will be increased by: \$223,314

The contract TIME due to C. A. No. MO-BC1-CA2 will be unchanged by: 0 calendar days.

The revised Contract Completion Date, including this Contract Amendment is, therefore unchanged

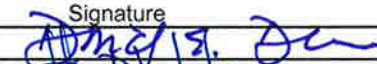

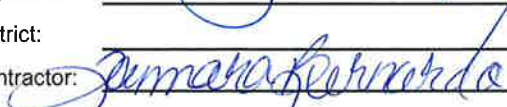
The revised Contract Amount, including this contract amendment is, therefore: \$1,169,884.00

SBCCD Contract Amendment No. MO-BC1-CA2 includes Item Number(s): Twenty-One (21) items

This Contract Amendment is not valid until signed by both the Architect and the District Representative (on behalf of the San Bernardino Community College District Board of Education)

Contractor's signature indicates agreement herewith, including any adjustment in the contract amount or contract time.

I have reviewed the figures submitted by the Contractor and they have been reviewed by the District, I believe this request is valid and recommend your approval for acceptance.

	Signature	Name (printed)	Date
Architect:		DAVID E. DEAN	6-15-09
Constr. Mgr.:		STEVE R. KELSEY	6-17-09
Inspector:	N/A		
District:		Mr. Robert Temple, Vice Chancellor Fiscal Services	
Contractor:		Tamara Bernardo	6/17/09
		Printed Name/Title	

State of California - Division of the State Architect DSA Application No. _____ File No. _____

Approved _____ per Principal Structural Engineer: _____

3347A4
Project Number

MO-BC1- CO4

CHANGE ORDER

Original Contract Amount: **\$1,169,884.00**
Amount of Previous Change Orders: **\$0.00**

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>June 11, 2009</u>
Project Description:	<u>Maintenance & Operations - Site Improvements</u>	Contract No.:	<u>Bid Category 1</u>
To (Contractor):	<u>Oakview Constructors Inc.</u>	Attn:	<u>Tammy Bernardo</u>

You are hereby directed to make the following changes in the above reference contract for:

Item No.: **Refer to attachments** Reference RFP No.: N/A

Description of Work:
**Refer to attached Change Order summary dated 06-11-2009 for
Change Order No. MO-BC1-CO4: Items 4.1 through 4.5**

TOTAL COST OF CHANGE ORDER MO-BC1-CO4 \$24,326.00

Reason for Change:
Refer to attached Change Order No. MO-BC1-CO4 summary dated 06-11-2009

Initiator of Change:
Refer to attached Change Order No. MO-BC1-CO4 summary dated 6-11-2009

Drawings associated with C. O. No. MO-BC1-CO4 are as follows: X-24 & X-25

The contract AMOUNT due to C. O. No. MO-BC1-CO4 will be increased by: \$24,326

The contract TIME due to C. O. No. MO-BC1-CO4 will be unchanged by: 0 calendar days.

The revised Contract Completion Date, including this Change Order is, therefore unchanged

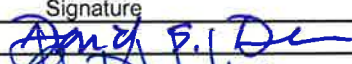

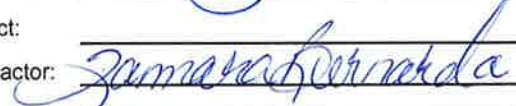
The revised Contract Amount, including this change order is, therefore: \$1,194,210.00

SBCCD Change Order No. MO-BC1-CO4 includes Item Number(s): Five (5) items

This Change Order is not valid until signed by both the Architect and the District Representative (on behalf of the San Bernardino Community College District Board of Education)

Contractor's signature indicates agreement herewith, including any adjustment in the contract amount or contract time.

I have reviewed the figures submitted by the Contractor and they have been reviewed by the District, I believe this request is valid and recommend your approval for acceptance.

	Signature	Name (printed)	Date
Architect:		DAVID E. DEM	6-15-09
Constr. Mgr.:		STEVE R HARLEY	6-17-09
Inspector:	N/A		
District:		Mr. Robert Temple, Vice Chancellor Fiscal Services	
Contractor:		Tammy Bernardo Printed Name/Title	6/17/09

State of California - Division of the State Architect DSA Application No. _____ File No. _____
Approved _____ per Principal Structural Engineer: _____

3347A4
Project Number

MO-BC1- CO5

CHANGE ORDER

Original Contract Amount: **\$1,169,884.00**
Amount of Previous Change Orders: **\$24,326.00**

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>June 11, 2009</u>
Project Description:	<u>Maintenance & Operations - Site Improvements</u>	Contract No.:	<u>Bid Category 1</u>
To (Contractor):	<u>Oakview Constructors Inc.</u>	Attn:	<u>Tammy Bernardo</u>

You are hereby directed to make the following changes in the above reference contract for:

Item No.: **Refer to attachments** Reference RFP No.: N/A

Description of Work:
Refer to attached Change Order summary dated 06-11-2009 for Change Order No. MO-BC1-CO5: Items 5.1 through 5.3

TOTAL COST OF CHANGE ORDER MO-BC1-CO5 \$1,727.00

Reason for Change:
Refer to attached Change Order No. MO-BC1-CO5 summary dated 06-11-2009

Initiator of Change:
Refer to attached Change Order No. MO-BC1-CO5 summary dated 6-11-2009

Drawings associated with C. O. No. MO-BC1-CO5 are as follows: X-23 & X-24

The contract AMOUNT due to C. O. No. MO-BC1-CO5 will be increased by: \$1,727

The contract TIME due to C. O. No. MO-BC1-CO5 will be unchanged by: 0 calendar days.

The revised Contract Completion Date, including this Change Order is, therefore unchanged

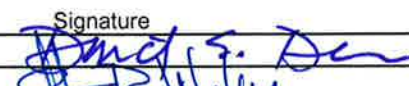

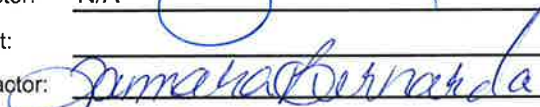
The revised Contract Amount, including this change order is, therefore: \$1,195,937.00

SBCCD Change Order No. MO-BC1-CO5 includes Item Number(s): Three (3) items

This Change Order is not valid until signed by both the Architect and the District Representative (on behalf of the San Bernardino Community College District Board of Education)

Contractor's signature indicates agreement herewith, including any adjustment in the contract amount or contract time.

I have reviewed the figures submitted by the Contractor and they have been reviewed by the District, I believe this request is valid and recommend your approval for acceptance.

	Signature	Name (printed)	Date
Architect:		DAVID E. DSA	6-15-09
Constr. Mgr.:		STEVE R. KELLEY	6-17-09
Inspector:	N/A		
District:		Mr. Robert Temple, Vice Chancellor Fiscal Services	
Contractor:		Tammy Bernardo	6/17/09


State of California - Division of the State Architect DSA Application No. _____ File No. _____

Approved _____ per Principal Structural Engineer: _____

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Noelia Vela, Chancellor

REVIEWED BY: Robert J. Temple, Vice Chancellor, Fiscal Services 

PREPARED BY: Lawrence J. Klumas, Program Manager, SBCCD

DATE: July 9, 2009

SUBJECT: Consideration of Approval of Contract Amendments MO-BC2-CA1 and Change Orders MO-BC2-CO-2 and MO-BC2-CO-3 for Oakview Constructors, Inc. contract for the San Bernardino Valley College Maintenance and Operations Building

RECOMMENDATION

It is recommended that the Board of Trustees approve Change Order MO-BC2-CO-2 for a reduction in the amount of \$177,804, Contract Amendment MO-BC2-CA1 in the amount of \$198,575 and Change Order MO-BC2-CO-3 in the amount of \$7,376 for Oakview Constructors, Inc., Maintenance and Operations Building Bid Category Two-General Building Construction Contract at San Bernardino Valley College Maintenance and Operations Building project.

OVERVIEW

The Maintenance and Operations Building Bid Category Two – General Building Construction Contract project includes the construction of the Maintenance and Operations Building and related improvements at San Bernardino Valley College. The initial contract with Oakview Constructors is for \$1,832,000. Change Order MO-BC2-CO-1 in the amount of \$177,804 has previously been approved by the Board to address unforeseen conditions. However, due to recent communication from County Counsel of the County of San Bernardino, this unforeseen work is to be considered instead as Contract Amendments, rather than Change Orders. It is recommended that Change Order MO-BC2-CO-2 be approved, which would rescind the \$177,804 in the previous Change Order, and that a Contract Amendment be subsequently approved for unforeseen conditions.

During construction, unforeseen improvements were required due to unknown and unexpected field conditions (see attachment). Approval of Contract Amendment MO-BC2-CA1 in the amount of \$198,575 is recommended for approval to address costs associated with the changes. This amount is higher than original Change Order (MO-BC2-CO-1) due to the fact that an update of unforeseen conditions has been included in the Contract Amendments. Approval of the Contract Amendments will increase the total contract to \$2,030,575.

In addition, Change Order MO-BC2-CO-3 in the amount of \$7,376 is recommended for approval to address necessary changes to construction (see attachment). Along with the Contract Amendments, approval of the Change Orders will increase construction costs to the total of \$2,037,951.

ANALYSIS

The effect of the Contract Amendment and Change Orders will be an addition of \$205,937 to Oakview Constructors, Inc.'s contract. The revised contract amount with Oakview Constructors, Inc. will be \$2,037,951. Program construction phase contingency is available to cover the revised contract amount. There is no change to the project schedule.

BOARD IMPERATIVE

III – Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Budgeted with Measure "P" funds.

Attachments

SBVC

Project: Maintenance & Operations Building

Original Contract

CHANGE ORDER LOG

1,832,000.00

Bid Category: 02

Trade: M&O Building

Contractor: Oakview Constructors

Prime's #	C.P. #	Description	Amount	Change/ Amendment	Running Total	Notes	
		Original Change Order # 1	Add	177,804	177,804.00	2,009,804.00	Items 1.1 - 1.9
		Original Change Order # 2	Deduct	(177,804)	(177,804.00)	1,832,000.00	Items 1.1 - 1.9
71-11ABR.07A & B		Complete change S. Property	Add	\$ 175,814.00			
171-22R		Change at S. Property Wall Grading	Add	\$ 19,581.00			
171-24		Screening of backfill	Add	\$ 3,180.00			
		New Contract Amendment #1	Add		198,575.00	2,030,575.00	M&O Building Unforeseen
171-08	10	Change beam seats MKIC & weld 4 studs	Add	\$ 872.00			
171-09	11	Added slab rebar for contact splice	Add	\$ 1,118.00			
171-17		Change bolts in ledger angles	Add	\$ 2,513.00			
171-19		Added power poles to break room and Wood shop at M&O Bldg	Add	\$ 2,167.00			
171-29		Cleaned red dust off welds that were stripped by Converse for testing	Add	\$ 706.00			
		New Change Order # 3	Add		7,376.00	2,037,951.00	M&O Building
		Total		205,951	205,951	2,037,951.00	

Original Contract	1,832,000.00
Contract Amendments	198,575.00
New Baseline for Change Orders	2,030,575.00
Change Orders through #5	7,376.00
Percent	0.36%

3347A4
Project Number

MO-BC2- CO2

CHANGE ORDER

Original Contract Amount: **\$1,832,000.00**
Amount of Previous Change Orders: **\$177,804.00**

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>July 9, 2009</u>
Project Description:	<u>Maintenance & Operations Building Construction</u>	Contract No.:	<u>Bid Category 2</u>
To (Contractor):	<u>Oakview Constructors Inc.</u>	Attn:	<u>Tammy Bernardo</u>

You are hereby directed to make the following changes in the above reference contract for:

Item No.: **Refer to attachments** Reference RFP No.: N/A

Description of Work:
**Refer to attached Change Order summary dated 06-11-2009 for
Change Order No. MO-BC2-CO2: Item 2.1**

TOTAL COST OF CHANGE ORDER MO-BC2-CO2 (\$177,804.00)

Reason for Change:
Refer to attached Change Order No. MO-BC2-CO2 summary dated 06-11-2009

Initiator of Change:
Refer to attached Change Order No. MO-BC2-CO2 summary dated 6-11-2009

Drawings associated with C. O. No. MO-BC2-CO2 are as follows: None

The contract AMOUNT due to C. O. No. MO-BC2-CO2 will be **decreased** by: (\$177,804)

The contract TIME due to C. O. No. MO-BC2-CO2 will be **unchanged** by: 0 calendar days.

The revised Contract Completion Date, including this Change Order is, therefore unchanged

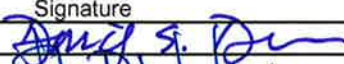


The revised Contract Amount, including this change order is, therefore: \$1,832,000.00

SBCCD Change Order No. MO-BC2-CO2 includes Item Number(s): One (1) item

This Change Order is not valid until signed by both the Architect and the District Representative (on behalf of the San Bernardino Community College District Board of Education)

Contractor's signature indicates agreement herewith, including any adjustment in the contract amount or contract time.

I have reviewed the figures submitted by the Contractor and they have been reviewed by the District, I believe this request is valid and recommend your approval for acceptance.

	Signature	Name (printed)	Date
Architect:		DAVID E. DEM	6/15/09
Constr. Mgr.:		STEVE P. WALKER	6-17-09
Inspector:	N/A		
District:		Mr. Robert Temple, Vice Chancellor Fiscal Services	
Contractor:		Tammy Bernardo	6/17/09

State of California - Division of the State Architect DSA Application No. _____ File No. _____

Approved _____ per Principal Structural Engineer: _____

3347A4
Project Number

MO-BC2-CA1

CONTRACT AMENDMENT

Original Contract Amount: **\$1,832,000.00**
Amount of Previous Contract Amendments: **\$0.00**

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>June 11, 2009</u>
Project Description:	<u>Maintenance & Operations Building Construction</u>	Contract No.:	<u>Bid Category 2</u>
To (Contractor):	<u>Oakview Constructors Inc.</u>	Attn:	<u>Tammy Bernardo</u>

You are hereby directed to make the following changes in the above reference contract for:

Item No.: **Refer to attachments** Reference RFP No.: N/A

Description of Work:

**Refer to attached Contract Amendment summary dated 06-11-2009 for
Contract Amendment No. MO-BC2-CA1: Items 1.1 through 1.3**

TOTAL COST OF CONTRACT AMENDMENT MO-BC2-CA1 \$198,575.00

Reason for Change:

Refer to attached Contract Amendment No. MO-BC2-CA1 summary dated 06-11-2009

Initiator of Change:

Refer to attached Contract Amendment No. MO-BC2-CA1 summary dated 6-11-2009

Drawings associated with C. A. No. MO-BC2-CA1 are as follows: X-1, X-2, X-3, X-4, X-5

The contract AMOUNT due to C. A. No. MO-BC2-CA1 will be increased by: \$198,575

The contract TIME due to C. A. No. MO-BC2-CA1 will be unchanged by: 0 calendar days.

The revised Contract Completion Date, including this Contract Amendment is, therefore unchanged

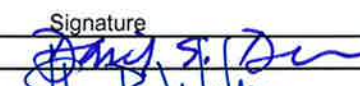


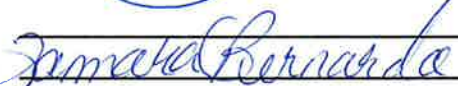
The revised Contract Amount, including this contract amendment is, therefore: \$2,030,575.00

SBCCD Contract Amendment No. MO-BC2-CA1 includes Item Number(s): Three (3) items

This Contract Amendment is not valid until signed by both the Architect and the District Representative (on behalf of the San Bernardino Community College District Board of Education)

Contractor's signature indicates agreement herewith, including any adjustment in the contract amount or contract time.

I have reviewed the figures submitted by the Contractor and they have been reviewed by the District, I believe this request is valid and recommend your approval for acceptance.

	Signature	Name (printed)	Date
Architect:		DAVID E. DEAN	6.15.09.
Constr. Mgr.:		STEVE R. KELLEY	6-17-09
Inspector:	N/A		
District:		Mr. Robert Temple, Vice Chancellor Fiscal Services	
Contractor:		Tammy Bernardo	4/17/09

State of California - Division of the State Architect DSA Application No. _____ File No. _____
Approved _____ per Principal Structural Engineer: _____

3347A4
Project Number

MO-BC2- CO3

CHANGE ORDER

Original Contract Amount: **\$1,832,000.00**
Amount of Previous Change Orders: **\$198,575.00**

School Name:	San Bernardino Valley College	Date:	June 11, 2009
Project Description:	Maintenance & Operations Building Construction	Contract No.:	Bid Category 2
To (Contractor):	Oakview Constructors Inc.	Attn:	Tammy Bernardo

You are hereby directed to make the following changes in the above reference contract for:

Item No.: **Refer to attachments** Reference RFP No.: N/A

Description of Work:
**Refer to attached Change Order summary dated 06-11-2009 for
Change Order No. MO-BC2-CO3: Items 3.1 through 3.11**

TOTAL COST OF CHANGE ORDER MO-BC2-CO3 \$7,376.00

Reason for Change:
Refer to attached Change Order No. MO-BC2-CO3 summary dated 06-11-2009

Initiator of Change:
Refer to attached Change Order No. MO-BC2-CO3 summary dated 6-11-2009

Drawings associated with C. O. No. MO-BC2-CO3 are as follows: **X-6, X-7, X-8, X-9.01, X-14**

The contract AMOUNT due to C. O. No. MO-BC2-CO3 will be **increased** by: **\$7,376**

The contract TIME due to C. O. No. MO-BC2-CO3 will be **unchanged** by: **0** calendar days.

The revised Contract Completion Date, including this Change Order is, therefore **unchanged**

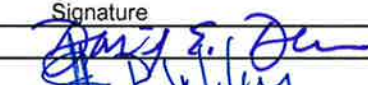

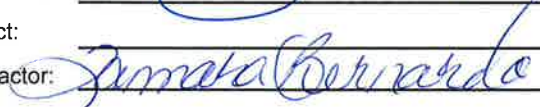
The revised Contract Amount, including this change order is, therefore: **\$2,037,951.00**

SBCCD Change Order No. **MO-BC2-CO3** includes Item Number(s): **Eleven (11) items**

This Change Order is not valid until signed by both the Architect and the District Representative (on behalf of the San Bernardino Community College District Board of Education)

Contractor's signature indicates agreement herewith, including any adjustment in the contract amount or contract time.

I have reviewed the figures submitted by the Contractor and they have been reviewed by the District, I believe this request is valid and recommend your approval for acceptance.

	Signature	Name (printed)	Date
Architect:		DAVID E DEM	6-15-09
Constr. Mgr.:		STEVE R WORLEY	6-17-09
Inspector:	N/A		
District:		Mr. Robert Temple, Vice Chancellor Fiscal Services	
Contractor:		Tamara Bernardo-Jody	6/17/09

Printed Name/Title

State of California - Division of the State Architect DSA Application No. _____ File No. _____
Approved _____ per Principal Structural Engineer: _____

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Robert J. Temple, Vice Chancellor, Fiscal Services
PREPARED BY: Lawrence J. Klumas, Bond Program Director, SBCCD
DATE: July 9, 2009
SUBJECT: Consideration of Approval of Amendment CS-01A-CA1 for
Environmental Construction Group, Inc. Contract at San Bernardino Valley College

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment CS-01A-CA1 for Environmental Construction Group, Inc. Chemistry/Physical Science and Partial North Hall Demolition, Bid Category 01A – Hazardous Materials Abatement Contract at San Bernardino Valley College.

OVERVIEW

During abatement of the north section of North Hall, a total of two items, of unforeseen condition, were considered an Amendment to the contract with Environmental Construction Group, Inc.: 1) hazardous material was discovered and not identified in the Scope of Work, therefore, abatement was necessary to remove floor mastic, transit panels, floor tile mastic, lead ceramic tiles, and window putty, and 2) due to schedule conflicts, remobilization costs were incurred.

ANALYSIS

The effect of this Amendment will be an addition of \$28,740.00 to Environmental Construction Group, Inc.'s contract, resulting in a revised contract amount of \$125,640.00. There is no change to the Project Schedule. The items identified are unforeseen and, therefore, not subject to the 10% limitation to Contract Change Orders.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence.

FINANCIAL IMPLICATIONS

Budgeted with Measure P funds.

Attachment

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
Capital Facilities Program Management

3347A4
Project Number

CS-01A- CA1

CONTRACT AMENDMENT

Original Contract Amount: **\$96,900.00**
Amount of Previous Contract Amendments: **\$0.00**

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>June 11, 2009</u>
Project Description:	<u>Chemistry/Physical Science & Partial North Hall Demo</u>	Contract No.:	<u>Bid Category 01A</u>
To (Contractor):	<u>Environmental Construction Group, Inc.</u>	Attn:	<u>Darrin McElroy</u>

You are hereby directed to make the following changes in the above reference contract for:

Item No.: **Refer to attachments** Reference RFP No.: N/A

Description of Work:

**Refer to attached Contract Amendment summary dated 06-11-2009 for
Contract Amendment No. CS-01A-CA1: Items 1.1 through 1.2**

TOTAL COST OF CONTRACT AMENDMENT CS-01A-CA1 \$28,740.00

Reason for Change:

Refer to attached Contract Amendment No. CS-01A-CA1 summary dated 06-11-2009

Initiator of Change:

Refer to attached Contract Amendment No. CS-01A-CA1 summary dated 6-11-2009

Drawings associated with C. A. No. CS-01A-CA1 are as follows: None

The contract AMOUNT due to C. A. No. CS-01A-CA1 will be increased by: \$28,740

The contract TIME due to C. A. No. CS-01A-CA1 will be unchanged by: 0 calendar days.

The revised Contract Completion Date, including this Contract Amendment is, therefore unchanged

The revised Contract Amount, including this contract amendment is, therefore: \$125,640.00

SBCCD Contract Amendment No. CS-01A-CA1 includes Item Number(s): Two (2) items

This Contract Amendment is not valid until signed by both the Architect and the District Representative (on behalf of the San Bernardino Community College District Board of Education)

Contractor's signature indicates agreement herewith, including any adjustment in the contract amount or contract time.

I have reviewed the figures submitted by the Contractor and they have been reviewed by the District, I believe this request is valid and recommend your approval for acceptance.

	Signature	Name (printed)	Date
Architect:		DAVID E. DARRIN	6.17.09
Constr. Mgr.:		STEVE P. KELLY	6.17.09
Inspector:	N/A		
District:		Mr. Robert Temple, Vice Chancellor Fiscal Services	
Contractor:		DARRIN MCELROY / PRESIDENT	

State of California - Division of the State Architect DSA Application No. _____ File No. _____

Approved _____ per Principal Structural Engineer: _____

CONTRACT AMENDMENT NO. CS-01A-CA1

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
Item 1.1	Unforeseen hazardous materials identified during demolition and required abatement	F3			\$13,270	\$13,270
Item 1.2	Unforeseen hazardous materials identified during demolition and required abatement, remobilization	F3			\$15,470	\$15,470
Subtotal						\$28,740
TOTAL CONTRACT AMENDMENT # CS-01A-CA1						\$28,740

CODE LEGEND

- A SITE COST, UNFORESEEN FIELD CONDITION
- B SITE COST, ERROR AND/OR OMISSION
- C SITE COST, DISTRICT ADDED OR DELETED/REDUCED SCOPE
- D SITE COST, AGENCY OR CODE REVISION
- E SITE COST, CONTRACTOR IMPACT TO ANOTHER CONTRACTOR
- F BUILDING COST, UNFORESEEN FIELD CONDITION
- G BUILDING COST, ERROR AND/OR OMISSION
- H BUILDING COST, DISTRICT ADDED OR DELETED/REDUCED SCOPE
- J BUILDING COST, AGENCY OR CODE REVISION
- K BUILDING COST, CONTRACTOR IMPACT TO ANOTHER CONTRACTOR
- L CONTRACT ADMINISTRATIVE ISSUE

* Note: "I" has been omitted not to be confused with "1"

- 1 CONTRACTOR GENERATED
- 2 CONSTRUCTION MANAGER GENERATED
- 3 ARCHITECT/ENGINEER GENERATED
- 4 DISTRICT GENERATED
- 5 INSPECTOR OR AGENCY GENERATED

Summary for Contract Amendment No. CS-01A-CA1 Item Inclusions

June 11, 2009

Contract Amendment CS-01A-CA1: Item No. 1.1 – During abatement of the north portion of North Hall, the following unforeseen material was encountered and required to be removed: floor mastic, transit panels, floor tile mastic, and lead ceramic tiles. The total is an additional cost of **\$13,270.00**

Contract Amendment CS-01A-CA1: Item No. 1.2 – During abatement of the north portion of North Hall, 4,320 LF of window putty was not identified in the scope of work and the contractor needed to remove this item. Also due to the M&O area not available to be abated as scheduled the contractor had to stop work and a remobilization cost incurred. The total is an additional cost of **\$15,470.00**

* **NOTE:** None of the above **Contract Amendment** items impacts the Contract Schedule.

Summary: Kitchell/BRj has reviewed each item and has determined the values identified above are appropriate and recommend acceptance of the changes.

- Remove hazardous materials encountered during abatement not identified in the Construction Documents \$13,270.00
- Remove additional hazardous window putty not identified in the Construction Documents and remobilization costs \$15,470.00

Grand Total for Contract Amendment CS-01A-CA1 **\$28,740.00**

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Noelia Vela, Chancellor

REVIEWED BY: Robert J. Temple, Vice Chancellor, Fiscal Services

PREPARED BY: Lawrence J. Klumas, Bond Program Director, SBCCD

DATE: July 9, 2009

SUBJECT: Consideration of Approval of Infrastructure Contract Amendment 005 for Steinberg Architects for Additional Work at Crafton Hills College

RECOMMENDATION

It is recommended that the Board of Trustees approve Infrastructure Contract Amendment 005 for Steinberg Architects for additional work at Crafton Hills College in the amount of \$7,245.00.

OVERVIEW

This amendment is for providing design services relating to waterproofing the Performing Arts Center plaza and retaining walls. Currently, there is water leakage within the auditorium and projection room of the Performing Arts Center. The leaks appear to be the result of waterproofing failure at the plaza deck and retaining wall interface. Because the current Infrastructure Package 2/3/4 scope includes re-grading of the slope adjacent to the Performing Arts Center plaza deck, it is a perfect time to address this water leakage issue. The scope of this amendment will consist of: conducting a survey of existing conditions, producing a survey findings report, and ultimately providing drawings and specifications for a new waterproofing solution. The waterproofing scope of work will then be carried out via change order to a contractor currently working on Infrastructure Package 2/3/4.

ANALYSIS

The additional cost associated with Steinberg Architects Infrastructure Contract Amendment 005 is \$7,245.00; the new contract sum will be \$3,119,177.00.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence.

FINANCIAL IMPLICATIONS

Budgeted with Measure P funds.

Attachment

STEINBERG ARCHITECTS INFRASTRUCTURE CONTRACT AMENDMENT: 005

PROJECT: Crafton Hills College (CHC)
11711 Sand Canyon Road
Yucaipa, CA 92399

OWNER: San Bernardino Community College District (SBCCD)

TO: Steinberg Architects (SA)
523 West 6th Street Suite 245
Los Angeles, CA 90014

Brief Description:

This amendment is for providing design services relating to waterproofing the Performing Arts Center plaza & retaining walls. Currently there is water leakage within the auditorium and projection room of the PAC. The leaks appear to be a result of waterproofing failure at the plaza deck & retaining wall interface. Because the current Infrastructure Package 2/3/4 scope includes re-grading of the slope adjacent to the PAC plaza deck it is a perfect time to address this water leakage issue. With this ASA Steinberg Architects scope will consist of the following: conducting a survey of existing conditions, producing a survey findings report and ultimately providing drawings & specifications for a new waterproofing solution. The waterproofing scope of work will then be carried out via change order to a specified contractor currently working on Infrastructure Package 2/3/4.

Attachments:

- Kitchell/BRj project memo CHC Infra 2/3/4 010 (1 page)
- Steinberg Architects Infrastructure ASA #6B proposal (4 pages)

Costs:

\$7,245.00 = Total amount of this Amendment

The original Contract Sum	\$3,044,575.00
Net change by previous Amendments	\$67,357.00
The Contract Sum prior to this Amendment	\$3,111,932.00
The Contract Sum will be increased by this Amendment	\$7,245.00
The new Contract Sum including this Amendment	\$3,119,177.00

The Contract Schedule as of this Amendment will be **unchanged**.

By signing this Amendment the SBCCD authorizes Steinberg Architects to perform the scope of work listed above. SBCCD also authorizes and acknowledges that the amount of this Amendment will be paid via an amendment to Steinberg Architects contract with SBCCD.

Not valid until signed by all parties. Signature of Architect indicates agreement herewith, including any adjustment in the Contract Sum or Construction Schedule.

Authorized:

ARCHITECT
Steinberg Architects

PROGRAM MANAGER
Kitchell/BRj

OWNER
SBCCD

By: _____

By: _____

By: _____

DATE: _____

6/10/09

DATE: _____

6/11/09

DATE: _____

DATE: June 9, 2009 **Project Memo - CHC INFRA 2/3/4 010**

TO: Larry Klumas
Bond *Program Manager*
San Bernardino Community College District (SBCCD)

FROM: Bruce McDonald
Senior Project Manager
Kitchell/BRj (K/BRj)

RE: **Crafton Hills College (CHC)**
PROJECT #: Infrastructure Package 2/3/4
Recommendation to Approve Steinberg Architects Additional Services Authorization (ASA) #6B for the Performing Arts Center (PAC) plaza deck & retaining wall waterproofing

SCOPE:

SBCCD's approval of Steinberg Architects Infrastructure Packages ASA #6B for providing design services relating to waterproofing the Performing Arts Center plaza & retaining walls.

NARRATIVE:

Currently there is water leakage within the auditorium and projection room of the PAC. The leaks appear to be a result of waterproofing failure at the plaza deck & retaining wall interface. Because the current Infrastructure Package 2/3/4 scope includes re-grading of the slope adjacent to the PAC plaza deck it is a perfect time to address this water leakage issue. With this ASA Steinberg Architects scope will consist of the following: conducting a survey of existing conditions, producing a survey findings report and ultimately providing drawings & specifications for a new waterproofing solution. The waterproofing scope of work will then be carried out via change order to a specified contractor currently working on Infrastructure Package 2/3/4.

The additional cost associated with Steinberg Architects Infrastructure Packages ASA #6B is \$7,245.00. If approved Steinberg Architects new Infrastructure Packages contract sum will be \$3,119,177.00.

RECOMMENDATION:

K/BRj recommends that SBCCD approve Steinberg Architects ASA #6B for additional services. The Contract Amendment will be prepared by Kitchell/BRj and will be put on the July 2009 SBCCD board agenda for SBCCD Board of Trustees approval.

Attachments: Steinberg Architects ASA #6B

Cc: Alan Rosen; Geoff Bachanas - Kitchell/BRj

April 03, 2009

Mr. Bob Temple
Vice Chancellor
San Bernardino Community College District
114 South Del Rosa Drive,
San Bernardino, CA 92408

Re: San Bernardino Community College District: Crafton Hills College
Project: Infrastructure
Project #: 06063.030
ASA #6B: Performing Arts Center Waterproofing

Dear Bob:

Steinberg Architects is pleased to submit this Additional Services Authorization for providing design services related to waterproofing the Performing Arts Center plaza & retaining walls.

Steinberg Architects is aware of water leakage within the auditorium and projection room, these leaks appear to be a result of waterproofing failure at the plaza deck & retaining wall interface, because it is not possible to identify the specific source of the leaks, we recommend a complete water proofing solution, however at the campus's request we have limited this proposal to the areas described below.

I. PROJECT PARAMETERS

Issues:

- a. Joint at retaining wall/topping slab interface is not waterproofed.
- b. Exposed waterproofing does not have a termination bar, potentially allowing water to seep between waterproofing and retaining wall.

Waterproofing scope:

- a. Develop flashing/waterproofing detail for the plaza deck & retaining wall interface.
- b. Develop detail to terminate/protect top edge of existing retaining wall waterproofing

The parameters described above will be limited to only the plaza deck/retaining wall interface at the auditorium. Steinberg Architects will provide drawings and specifications to describe the new waterproofing solutions described above. Also included will be construction administration services and a total of two site visits. Please be aware that we are specifically concerned about the exposed waterproofing along the face of the retaining, and this approach could potentially damage the existing waterproofing, thus as stated above we recommend the complete solution described in proposal ASA #6A

II. SCHEDULE

Upon receiving authorization to proceed from the district we anticipate design services for this work to take two weeks.

III. OWNER RESPONSIBILITIES

- Provide access to Performing Arts Center
- Provide Performing Arts Center record drawings.

IV. EXCLUSIONS

- Improvements outside of the areas identified above.
- Improvements at projection room.
- Structural engineering review.
- Design of new drainage system.
- Hazardous materials work.

V. ADDITIONAL SERVICES FEE

The fee for the proposed services is **seven thousand two hundred forty five dollars (\$7,245)**

VI. HOURLY RATE SCHEDULE

FOR CHANGE IN SERVICES, THE ARCHITECT'S HOURLY RATES ARE SET FORTH AS FOLLOWS:

<i>Principal</i>	\$228	<i>Job Captain</i>	\$132
<i>Senior Project Manager</i>	\$170	<i>Intermediate</i>	\$100-110
<i>Senior Designer</i>	\$170	<i>Designer/Drafter</i>	\$95
<i>Project Manager</i>	\$155	<i>Administrative Staff</i>	\$85
<i>Project Architect</i>	\$155	<i>Intern</i>	\$69
<i>Designer</i>	\$143		

VII. Authorization

Please review this proposal, and if it is acceptable, sign both copies and return one original to us for our records. This proposal and agreement shall be binding if agreed to in writing by the owner within thirty (30) days of the date above.

Please call if you have any questions concerning this agreement.

Sincerely,

STEINBERG ARCHITECTS

Gilbert Rocca
Project Manager

Owner

Architect

(signature)

Bob Temple
Vice Chancellor,
Facilities, Planning & Administrative Services
San Bernardino Community College District

(signature)

David Hart, AIA
Vice President
Steinberg Architects
CA License No. C26391

Cc: David Hart, Irene Ngo, File A01

Crafton Hills College
Infrastructure
Fee Matrix for Architectural Services

8-Apr-09

ASA #6B - Performing Arts Center Waterproofing

Personnel/Firm Hourly Rate	Estimated Hours					Subtotal Hours	Subtotal
	Principal \$228	PM \$170	JC \$132	Drafter \$110	Staff \$85		
1. Waterproofing	2	4	30	12	2	50	
a. Flashing/waterproofing detail for plaza deck & retaining wall interface.							
b. Detail termination/protection at top edge of existing retaining wall waterproofing.							
c. Construction administration services							
d. Two site visits							
Subtotal	\$456	\$680	\$3,960	\$1,320	\$170		\$6,586
2. 10% Mark up							\$659
Total Fees:							\$7,245

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Robert J. Temple, Vice Chancellor, Fiscal Services
PREPARED BY: Lawrence J. Klumas, Bond Program Director, SBCCD
DATE: July 9, 2009
SUBJECT: Consideration of Approval of Infrastructure Contract Amendment 006 for Steinberg Architects for Additional Work at Crafton Hills College

RECOMMENDATION

It is recommended that the Board of Trustees approve Infrastructure Contract Amendment 006 for Steinberg Architects for additional work at Crafton Hills College in the amount of \$4,000.00.

OVERVIEW

This amendment is for providing analysis/recommendations for the location and configuration of a new golf cart access ramp. The Crafton Hills College campus has requested a ramp that will allow for golf cart access from the lower level of the Student Services Building to the main quad level. The current design allows for this access but due to emergency response time, considerations for a more direct route have been requested. The scope of this amendment will consist of considering multiple locations for the golf cart access ramp, making recommendations regarding location and configuration, and providing a conceptual layout plan of the recommendations.

ANALYSIS

The additional cost associated with Steinberg Architects Infrastructure Contract Amendment 006 is \$4,000.00; the new contract sum will be \$3,123,177.00.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence.

FINANCIAL IMPLICATIONS

Budgeted with Measure P funds.

Attachment

STEINBERG ARCHITECTS INFRASTRUCTURE CONTRACT AMENDMENT: 006

PROJECT: Crafton Hills College (CHC)
11711 Sand Canyon Road
Yucaipa, CA 92399

OWNER: San Bernardino Community College District (SBCCD)

TO: Steinberg Architects (SA)
523 West 6th Street Suite 245
Los Angeles, CA 90014

Brief Description:

This amendment is for providing analysis / recommendations for the location and configuration of a new golf cart access ramp. The Crafton Hills College (CHC) campus has requested a ramp that will allow for golf cart access from the lower level of the SSB building to the main quad level. The current design allows for this access, but due to emergency response time considerations a more direct route has been requested. With this ASA Steinberg Architects scope will consist of the following: consider multiple locations for the golf cart access ramp, make recommendations regarding location & configuration and provide a conceptual plan layout of recommendation.

Attachments:

- Kitchell/BRj project memo CHC Infra 2/3/4 011 (1 page)
- Steinberg Architects Infrastructure ASA #7 proposal (2 pages)

Costs:

\$4,000.00 = Total amount of this Amendment

The original Contract Sum	\$3,044,575.00
Net change by previous Amendments	\$74,602.00
The Contract Sum prior to this Amendment	\$3,119,177.00
The Contract Sum will be increased by this Amendment	\$4,000.00
The new Contract Sum including this Amendment	\$3,123,177.00

The Contract Schedule as of this Amendment will be **unchanged**.

By signing this Amendment the SBCCD authorizes Steinberg Architects to perform the scope of work listed above. SBCCD also authorizes and acknowledges that the amount of this Amendment will be paid via an amendment to Steinberg Architects contract with SBCCD.

Not valid until signed by all parties. Signature of Architect indicates agreement herewith, including any adjustment in the Contract Sum or Construction Schedule.

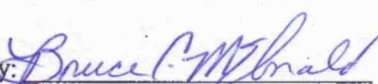
Authorized:

ARCHITECT
Steinberg Architects

PROGRAM MANAGER
Kitchell/BRj

OWNER
SBCCD

By: 

By: 

By: _____

DATE: 6/10/09

DATE: 6/11/09

DATE: _____

DATE: June 9, 2009 **Project Memo – CHC INFRA 2/3/4 011**

TO: Larry Klumas
Bond *Program Manager*
San Bernardino Community College District (SBCCD)

FROM: Bruce McDonald
Senior *Project Manager*
Kitchell/BRj (K/BRj)

RE: Crafton Hills College (CHC)
PROJECT #: Infrastructure Package 2/3/4
Recommendation to Approve Steinberg Architects Additional Services Authorization (ASA) #7 for the golf cart access ramp study

SCOPE:

SBCCD's approval of Steinberg Architects Infrastructure Packages ASA #7 for providing analysis / recommendations for the location and configuration of a new golf cart access ramp.

NARRATIVE:

The Crafton Hills College (CHC) campus has requested a ramp that will allow for golf cart access from the lower level of the SSB building to the main quad level. The current design allows for this access, but due to emergency response time considerations a more direct route has been requested. With this ASA Steinberg Architects scope will consist of the following: consider multiple locations for the golf cart access ramp, make recommendations regarding location & configuration and provide a conceptual plan layout of recommendation.

The additional cost associated with Steinberg Architects Infrastructure Packages ASA #7 is \$4,000.00. If approved Steinberg Architects new Infrastructure Packages contract sum will be \$3,123,177.00.

RECOMMENDATION:

K/BRj recommends that SBCCD approve Steinberg Architects ASA #7 for additional services. The Contract Amendment will be prepared by Kitchell/BRj and will be put on the July 2009 SBCCD board agenda for SBCCD Board of Trustees approval.

Attachments: Steinberg Architects ASA #7

Cc: Alan Rosen; Geoff Bachanas – Kitchell/BRj

April 08, 2009

Mr. Bob Temple
Vice Chancellor
San Bernardino Community College District
114 South Del Rosa Drive,
San Bernardino, CA 92408

Re: San Bernardino Community College District: Crafton Hills College
Project: Infrastructure
Project #: 06063.030
ASA #7 : Golf Cart Access Ramp Study

Dear Bob:

Steinberg Architects is pleased to submit this Additional Services Authorization for analysis/recommendations for the location and configuration for a new golf cart access ramp at Crafton Hills College.

The campus has requested a ramp that will allow for golf cart access from the lower level of the SSB building to the upper level. Although the current design for the campus infrastructure projects allows for this access, a more direct route has been requested.

I. PROJECT PARAMETERS

Steinberg Architects will consider multiple locations for the golf cart access ramp and make a recommendation regarding location and configuration. The campus will be provided with a conceptual plan layout of the recommended solution(s). The following criteria will be considered in making a recommendation.

- Impact to campus operations
- DSA review requirements
- Impact to promenade design
- Impact to construction schedule
- Design time
- Cost

II. SCHEDULE

Upon receiving authorization to proceed from the district we anticipate design services for this work to take three weeks.

III. OWNER RESPONSIBILITIES

- Provide review and timely input regarding location & design for ramp.

IV. EXCLUSIONS

These services do not include the complete design, engineering and documentation of the ramp.

V. ADDITIONAL SERVICES FEE

The fee for the proposed services is **four thousand dollars (\$4,000)**

VI. HOURLY RATE SCHEDULE

FOR CHANGE IN SERVICES, THE ARCHITECT'S HOURLY RATES ARE SET FORTH AS FOLLOWS:

<i>Principal</i>	\$228	<i>Job Captain</i>	\$132
<i>Senior Project Manager</i>	\$170	<i>Intermediate</i>	\$100-110
<i>Senior Designer</i>	\$170	<i>Designer/Drafter</i>	\$95
<i>Project Manager</i>	\$155	<i>Administrative Staff</i>	\$85
<i>Project Architect</i>	\$155	<i>Intern</i>	\$69
<i>Designer</i>	\$143		

VII. Authorization

Please review this proposal, and if it is acceptable, sign both copies and return one original to us for our records. This proposal and agreement shall be binding if agreed to in writing by the owner within thirty (30) days of the date above.

Please call if you have any questions concerning this agreement.
Sincerely,

STEINBERG ARCHITECTS

Gilbert Rocca
Project Manager

Owner

Architect

(signature)

(signature)

Bob Temple
Vice Chancellor,
Facilities, Planning & Administrative Services
San Bernardino Community College District

David Hart, AIA
Vice President
Steinberg Architects
CA License No. C26391

Cc: David Hart, Irene Ngo, File A01

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Robert J. Temple, Vice Chancellor, Fiscal Services
PREPARED BY: Lawrence J. Klumas, Bond Program Director, SBCCD
DATE: July 9, 2009
SUBJECT: Consideration of Approval of Community Recreation Facility
Contract Amendment 005 for Steinberg Architects for Additional Work at
Crafton Hills College

RECOMMENDATION

It is recommended that the Board of Trustees approve Community Recreation Facility Contract Amendment 005 for Steinberg Architects for additional work at Crafton Hills College in the amount of \$9,700.00.

OVERVIEW

This amendment is for providing design services relating to revising the berm located to the east end of the Community Recreation Facility site. Crafton Hills College and the District have voiced concerns over the current design of the berm. The concerns center around the lack of visibility of the Community Recreation Facility from Campus Drive. The scope of this amendment will consist of addressing the concerns of Crafton Hills College and the District, providing a conceptual sketch for review and approval, and providing modifications to the construction documents. The berm revisions scope of work will then be carried out via change order to a contractor currently working on this project.

ANALYSIS

The additional cost associated with Steinberg Architects Community Recreation Facility Contract Amendment 005 is \$9,700.00; the new contract sum will be \$1,238,194.00.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence.

FINANCIAL IMPLICATIONS

Budgeted with Measure P funds.

Attachment

STEINBERG ARCHITECTS CRF CONTRACT AMENDMENT: 005

PROJECT: Crafton Hills College (CHC)
11711 Sand Canyon Road
Yucaipa, CA 92399

OWNER: San Bernardino Community College District (SBCCD)

TO: Steinberg Architects (SA)
523 West 6th Street Suite 245
Los Angeles, CA 90014

Brief Description:

This amendment is for providing design services relating to revising the berm located to the east end of the CRF site. The San Bernardino Community College District (SBCCD) and Crafton Hills College (CHC) campus have voiced concerns over the current design of the berm located to the east end of the CRF site. The concerns center around not being able to see the CRF from campus drive. With this ASA Steinberg Architects scope will consist of the following: address concerns of the SBCCD & CHC, provide a conceptual sketch for review & approval and provide modifications to the construction documents. The berm revisions scope of work will then be carried out via change order to a specified contractor currently working on the CRF project.

Attachments:

- Kitchell/BRj project memo CHC CRF 0029 (1 page)
- Steinberg Architects CRF ASA #5 proposal (2 pages)

Costs:

\$9,700.00 = Total amount of this Amendment

The original Contract Sum	\$1,131,900.00
Net change by previous Amendments	\$96,594.00
The Contract Sum prior to this Amendment	\$1,228,494.00
The Contract Sum will be increased by this Amendment	\$9,700.00
The new Contract Sum including this Amendment	\$1,238,194.00

The Contract Schedule as of this Amendment will be **unchanged**.

By signing this Amendment the SBCCD authorizes Steinberg Architects to perform the scope of work listed above. SBCCD also authorizes and acknowledges that the amount of this Amendment will be paid via an amendment to Steinberg Architects contract with SBCCD.

Not valid until signed by all parties. Signature of Architect indicates agreement herewith, including any adjustment in the Contract Sum or Construction Schedule.

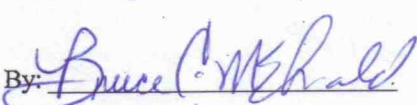
Authorized:

ARCHITECT
Steinberg Architects

PROGRAM MANAGER
Kitchell/BRj

OWNER
SBCCD

By: 

By: 

By: _____

DATE: 6/10/09

DATE: 6/11/09

DATE: _____

DATE: June 9, 2009 **Project Memo – CHC CRF 0029**

TO: Larry Klumas
Bond Program Manager
San Bernardino Community College District (SBCCD)

FROM: Bruce McDonald
Senior Project Manager
Kitchell/BRj (K/BRj)

RE: **Crafton Hills College (CHC)**
PROJECT #: Community Recreation Facility (CRF)
Recommendation to Approve Steinberg Architects Additional Services Authorization (ASA) #5 for berm revision

SCOPE:

SBCCD's approval of Steinberg Architects CRF ASA #5 for providing design services relating to revising the berm located to the east end of the CRF site.

NARRATIVE:

The San Bernardino Community College District (SBCCD) and Crafton Hills College (CHC) campus have voiced concerns over the current design of the berm located to the east end of the CRF site. The concerns center around no being able to see the CRF from campus drive. With this ASA Steinberg Architects scope will consist of the following: address concerns of the SBCCD & CHC, provide a conceptual sketch for review & approval and provide modifications to the construction documents. The berm revisions scope of work will then be carried out via change order to a specified contractor currently working on the CRF project.

The additional cost associated with Steinberg Architects CRF ASA #5 is \$9,700.00. If approved Steinberg Architects new Infrastructure Packages contract sum will be \$1,238,194.00.

RECOMMENDATION:

K/BRj recommends that SBCCD approve Steinberg Architects CRF ASA #5 for additional services. The Contract Amendment will be prepared by Kitchell/BRj and will be put on the July 2009 SBCCD board agenda for SBCCD Board of Trustees approval.

Attachments: Steinberg Architects CRF ASA #5

Cc: Alan Rosen; Geoff Bachanis – Kitchell/BRj

May 15, 2009

Mr. Bob Temple
Vice Chancellor
San Bernardino Community College District
114 South Del Rosa Drive,
San Bernardino, CA 92408

Re: San Bernardino Community College District: Crafton Hills College
Project: Community Recreational Facility
Project #: 06063.010
ASA #5 : Berm Revision

Dear Bob:

Steinberg Architects is pleased to submit this Additional Services Authorization revising the berm located to the east of the Community Recreational Facility (CRF). The campus has requested that redesign of the berm to increase the visibility of the CRF.

I. PROJECT PARAMETERS

Steinberg Architects will address visibility concerns regarding the mound height as expressed by the campus. We will provide the campus with a concept sketch for review and approval by the campus prior to modifications of the construction documents

- Provide concept sketch
- Modify dimension layout plan
- Modify planting plan
- Modify Irrigation plan
- Revise Grading Plan
- Attend up to two meetings with the campus.

II. SCHEDULE

Upon receiving authorization to proceed from the district we anticipate design services for this work to take four weeks.

III. ADDITIONAL SERVICES FEE

Ahbe	\$4,000
Snipes-Dye	\$3,000
Mark-up 10%	\$700
Steinberg Architects	\$2,000
TOTAL	\$9,700

IV. HOURLY RATE SCHEDULE

FOR CHANGE IN SERVICES, THE ARCHITECT'S HOURLY RATES ARE SET FORTH AS FOLLOWS:

<i>Principal</i>	\$228	<i>Job Captain</i>	\$132
<i>Senior Project Manager</i>	\$170	<i>Intermediate</i>	\$100-110
<i>Senior Designer</i>	\$170	<i>Designer/Drafter</i>	\$95
<i>Project Manager</i>	\$155	<i>Administrative Staff</i>	\$85
<i>Project Architect</i>	\$155	<i>Intern</i>	\$69
<i>Designer</i>	\$143		

V. Authorization

Please review this proposal, and if it is acceptable, sign both copies and return one original to us for our records. This proposal and agreement shall be binding if agreed to in writing by the owner within thirty (30) days of the date above.

Please call if you have any questions concerning this agreement.

Sincerely,

STEINBERG ARCHITECTS

Gilbert Rocca
Project Manager

Owner

Architect

(signature)

(signature)

Bob Temple
Vice Chancellor,
Facilities, Planning & Administrative Services
San Bernardino Community College District

David Hart, AIA
Vice President
Steinberg Architects
CA License No. C26391

Cc: David Hart, Irene Ngo, File A01

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Robert J. Temple, Vice Chancellor, Fiscal Services
PREPARED BY: Lawrence J. Klumas, Bond Program Director, SBCCD
DATE: July 9, 2009
SUBJECT: Consideration of Approval of General Conditions Contract Amendment 004 for Tilden-Coil Constructors, Inc. for Additional Work at Crafton Hills College

RECOMMENDATION

It is recommended that the Board of Trustees approve General Conditions Contract Amendment 004 for Tilden-Coil Constructors, Inc. for additional work at Crafton Hills College in the amount of \$43,771.00.

OVERVIEW

As part of the Infrastructure Package 2/3/4 scope of work, a new main switchgear was installed on campus. During final coordination efforts, two items came up that required additional work:

- Revisions required by Southern California Edison (SCE) – Pursuant to coordination and changes directed by SCE, revisions to the secondary feeders from SCE's transformer into the new main switchgear were revised. The revision eliminated the existing overhead feed and required an underground trench from the SCE transformer into the new main switchgear.
- Additional Temporary Power to Maintain Certain Functions on Campus – The campus required that additional items on campus other than what was originally identified, maintain power throughout the main switchgear installation. These included several refrigeration units and the main IT server system. Several generators were required to maintain this power.

ANALYSIS

The additional cost associated with Tilden-Coil Constructors, Inc. General Conditions Contract Amendment 004 is \$43,771.00; the new General Conditions contract sum will be \$3,185,949.00.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence.

FINANCIAL IMPLICATIONS

Budgeted with Measure P funds.

Attachment

**CONSTRUCTION MANAGER CONTRACT AMENDMENT to GENERAL CONDITIONS
PORTION OF CONTRACT: 004**

PROJECT: Crafton Hills College (CHC)
11711 Sand Canyon Road
Yucaipa, CA 92399

OWNER: San Bernardino Community College District (SBCCD)

TO: Tilden-Coil Constructors (TCC)
3612 Mission Inn Avenue
Riverside, CA 92501

Brief Description:

As part of the Infrastructure Package 2/3/4 scope of work new main switchgear was installed on campus. During final coordination efforts (2) items came up that required additional work. The additional work included the following:

- Revisions required by Southern California Edison (SCE) – Pursuant to coordination and changes directed by SCE revisions to the secondary feeders from SCE's transformer into the new main switchgear were revised. The revision eliminated the existing overhead feed and required an underground trench from the SCE transformer into the new main switchgear.
- Additional temporary power to maintain certain functions on campus – The campus required that additional items on campus, other than what was originally identified, maintain power throughout the new main switchgear installation. These included several refrigeration units and the campus' main IT server system. Several generators were required to maintain this power during the new main switchgear installation.

Attachments:

- Kitchell/BRj project memo CHC GEN 0005 (1 page)
- TCC GC Contract Amendment 004 back-up material (17 pages)

Costs:

\$43,771.00= Total amount of this Amendment

The original Contract Sum	\$3,075,018.00
Net change by previous Amendments	\$67,160.00
The Contract Sum prior to this Amendment	\$3,142,178.00
The Contract Sum will be decreased by this Amendment	\$43,771.00
The new Contract Sum including this Amendment	\$3,185,949.00

The Contract Schedule as of this Amendment will be **unchanged**.

By signing this Amendment the SBCCD authorizes Tilden-Coil Constructors to perform the scope of work listed above. SBCCD also authorizes and acknowledges that the amount of this Amendment will be paid via an amendment to Tilden-Coil Constructors contract with SBCCD.

Not valid until signed by all parties. Signature of Construction Manager indicates agreement herewith, including any adjustment in the Contract Sum or Construction Schedule.

Authorized:

CONSTRUCTION MANAGER
Tilden-Coil Constructors

PROGRAM MANAGER
Kitchell/BRj

OWNER
SBCCD

By: 

By: 

By: _____

DATE: 6/12/09

DATE: 6/12/09

DATE: _____

DATE: June 10, 2009 **Project Memo – CHC GEN 0005**

TO: Larry Klumas
Bond *Program Manager*
San Bernardino Community College District (SBCCD)

FROM: Bruce McDonald
Senior *Project Manager*
Kitchell/BRj (K/BRj)

RE: Crafton Hills College (CHC)
PROJECT #: N/A
Recommendation to Approve Tilden-Coil Constructors General Conditions Contract
Amendment 004

SCOPE:

SBCCD's approval of Tilden-Coil Constructors General Conditions (GC) Contract Amendment 004 for services related to the installation of the new main switchgear as part of the Infrastructure Package 2/3/4 scope of work.

NARRATIVE:

As part of the Infrastructure Package 2/3/4 scope of work new main switchgear was installed on campus. During final coordination efforts (2) items came up that required additional work. The additional work included the following:

- Revisions required by Southern California Edison (SCE) – Pursuant to coordination and changes directed by SCE revisions to the secondary feeders from SCE's transformer into the new main switchgear were revised. The revision eliminated the existing overheard feed and required an underground trench from the SCE-transformer into the new main switchgear.
- Additional temporary power to maintain certain functions on campus – The campus required that additional items on campus, other than what was originally identified, maintain power throughout the new main switchgear installation. These included several refrigeration units and the campus' main IT server system. Several generators were required to maintain this power during the new main switchgear installation.

This additional work was previously discussed and authorized by David Salazar (previous SBCCD Director of Facilities), see attached Kitchell/BRj project memo CHC INFRA 2/3/4 0008.

The additional cost associated with Tilden-Coil Constructors GC Contract Amendment 004 is \$43,771.00. If approved Tilden-Coil Constructors new GC contract sum will be \$3,185,949.00.

RECOMMENDATION:

K/BRj recommends that SBCCD approve Tilden-Coil Constructors GC Contract Amendment 004 for additional services. The Contract Amendment will be prepared by Kitchell/BRj and will be put on the July 2009 SBCCD board agenda for SBCCD Board of Trustees approval.

Attachments: Kitchell/BRj project memo CHC INFRA 2/3/4 0008 (1 page)
Tilden-Coil Constructors GC Contract Amendment 004 back-up material (17 pages)

Cc: Alan Rosen; Geoff Bachanas – Kitchell/BRj

DATE: December 05, 2008

Project Memo – CHC INFRA 2/3/4 0008TO: Larry Klumas
Project Manager of Facilities, Planning & Administrative Services
San Bernardino Community College District (SBCCD)FROM: Bruce McDonald
Senior Project Manager
Kitchell/BRj (K/BRj)RE: Crafton Hills College (CHC)
PROJECT #: Infrastructure Package 2/3/4
Authorization to expend funds; New Electrical Trench in Switchgear Room**NARRATIVE:**

California Edison has requested a \$25,000.00 check for deposit on the new work that needs to occur from their transformer to the new Switch gear to be installed during the Christmas Break,

This request is intended to record the direction already given to Matt Breyer of Tilden Coil By David Salazar in a telephone call December 3, 2008.

RECOMMENDATION:

K/BRj recommends that SBCCD approve the additional work for the above amount to provide the additional services. The change will be on the February 2009 board agenda.

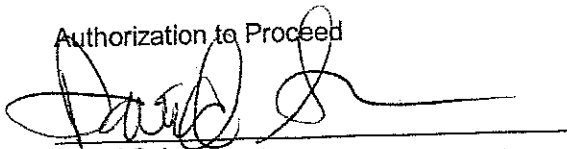
NOTIFICATION:

This memo serves as SBCCD's concurrence to allow Tilden Coil to proceed with the additional services and board approval will be February 2009.

AGREEMENT:

By signing this project memo SBCCD authorizes Kitchell/BRj to direct Tilden-Coil Constructors to proceed with the work on the electrical trench December 2008.

Authorization to Proceed



David Salazar
Executive Director of Facilities, Planning & Administrative Services
San Bernardino Community College District

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Robert J. Temple, Vice Chancellor, Fiscal Services
PREPARED BY: Lawrence J. Klumas, Bond Program Director, SBCCD
DATE: July 9, 2009
SUBJECT: Consideration of Approval of Contract Amendment 001 for L. D. Anderson, Inc. Infrastructure Package 2/3/4 Contract at Crafton Hills College

RECOMMENDATION

It is recommended that the Board of Trustees approve Contract Amendment 001 for L. D. Anderson, Inc. Infrastructure Package 2/3/4, Bid Category 1 -- Grading and Paving Contract at Crafton Hills College, in the amount of \$43,847.00.

OVERVIEW

This Contract Amendment includes three items uncovered during construction that were unforeseen conditions and required additional work: 1) alluvium soil removal at canyon OX, 2) thickened pavement section at service road, and 3) fill abandoned storm drain pipe.

ANALYSIS

The additional cost associated with Contract Amendment 001 for L. D. Anderson, Inc. is \$43,847.00; the new contract sum will be \$1,204,166.00. The items included in this Contract Amendment are unforeseen and, therefore, not subject to the 10% limitation to Contract Change Orders.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence.

FINANCIAL IMPLICATIONS

Budgeted with Measure P funds.

Attachment

DATE: June 12, 2009 **Project Memo – CHC INFRA 2/3/4 0012**

TO: Larry Klumas
Bond Program Director
San Bernardino Community College District (SBCCD)

FROM: Bruce McDonald
Senior Project Manager
Kitchell/BRj (K/BRj)

RE: **Crafton Hills College (CHC)**
PROJECT #: Infrastructure Package 2/3/4
Recommendation to approve BC INFRA 234-01 LD Anderson Contract Amendment 001

Attached is BC INFRA 234-01 LD Anderson Contract Amendment 001 for CHC Infrastructure Package 2/3/4.

Below is a summary of the items included within this Contract Amendment:

- Item 1: Alluvium soil removal @ canyon OX

During over excavation of the slopes in preparation for the new services access road (shown in Package 3) alluvium material were discovered in the low portions of 4 canyons. The soils engineer required that the alluvium material be removed to solid & sound material, in preparation for the road bed grading.

- Item 2: Thickened pavement section @ service road

Pursuant to ASI 007 and the soils engineer's recommendations, this request includes a thickened pavement section between stations 33+00 and 36+50. The section was revised to 4" AC Pavement over 7.5" aggregate base while the bid documents indicated a roadway section of 3" AC pavement over 5" aggregate base.

- Item 3: Fill abandoned storm drain pipe

Pursuant to RFI 23R1, this request includes additional work due to unforeseen scope to uncover and fill an abandoned section of 18" dia. storm drain piping. This pipe was not shown on any plans or existing as-builts drawings but was uncovered during the over excavation and grading process of the LRC canyon.

Kitchell/BRj has reviewed these additional costs and recommends approval of BC INFRA 234-01 LRC Anderson Contract Amendment 001.

Attachments: TCC Recommendation for Approval (27 pages)

Cc: Alan Rosen; Geoff Bachanas – Kitchell/BRj

9623
Project Number

C.A.: BC1-01

CONTRACT AMENDMENT

Original Contract Amount: \$1,101,300.00
Amount Previous Amendments and Changes: \$59,019.00

School Name:	Crafton Hills College	Date:	6/10/2009
Project Description:	Infrastructure Packages 2, 3, & 4	Contract No.:	INFRA234-01
To: (Contractor):	L.D. Anderson, Inc.	Attn:	

You are hereby directed to make the following changes in the above reference contract for:

Item No.: Refer to attachments Reference RFP No.: Refer to attached.

Description of Work:

Refer to contract amendment summary attached

TOTAL COST OF CONTRACT AMENDMENT. **\$43,847.00**

Reason for Change: Refer to attached contract amendment No. BC1-01 index.

Initiator of Change: Refer to attached contract amendment No. BC1-01 index.

Drawings associated with C.O. No.	BC1-0 are as follows:	Refer to attachments.
The contract AMOUNT due to C.O. No.	BC1-0 will be:	increased by \$43,847.00
The contract TIME due to C.O. No.	BC1-0 will be:	unchanged by 0 calendar days.
The revised Contract Completion Date, including this Amendment is, therefore:		unchanged
The revised Contract Amount, including this Amendment is, therefore:		\$1,204,166.00
SBCCD Contract Amendment BC1-0 includes Item Number(s):		Refer to attached recap

This Contract Amendment is not valid until signed by both the Architect and the District Representative (on behalf of the San Bernardino Community College District Board of Education)

Contractor's signature indicates agreement herewith, including any adjustment in the contract amount or contract time.

I have reviewed the figures submitted by the Contractor and they have been reviewed by the District, I believe this request is valid and recommend your approval for acceptance.

	Signature	Name (printed)	Date
Contractor:		Greg Anderson	6-15-09
Architect:		John J. Santanila	6/17/09
Inspector:		George Magnera	6-17-09
Constr. Mgr.:		Matt Bryer (TCC)	6/10/09
Prog. Mgr.:		Bruce McDonald	6/17/09
District:		Mr. Robert Temple, Vice Chancellor Fiscal Services	
		Printed Name/Title	

Contract INFA234-01: Bid Category 1 - LD Anderson

CONTRACT AMENDMENT BID CATEGORY 1 #01

REF.	DESCRIPTION OF ITEM	CODE	CREDIT	COST	BALANCE	Project Cost Allocation		
						Pckg 2	Pckg 3	Pckg 4
Item 1	Alluvium soil removal @ canyon OX	A5		\$29,658	\$29,658		29658	
Item 2	Thickened pavement section @ service road	A5		\$10,289	\$10,289		10289	
Item 3	Fill abandoned storm drain pipe	A5		\$3,900	\$3,900		3900	
Subtotal					\$43,847	\$0	\$43,847	\$0
TOTAL CONTRACT AMENDMENT #01					\$43,847			

CODE LEGEND

- A SITE COST, UNFORESEEN FIELD CONDITION
- B SITE COST, ERROR AND/OR OMISSION
- C SITE COST, DISTRICT ADDED OR DELETED/REDUCED SCOPE
- D SITE COST, AGENCY OR CODE REVISION
- E SITE COST, CONTRACTOR IMPACT TO ANOTHER CONTRACTOR
- F BUILDING COST, UNFORESEEN FIELD CONDITION
- G BUILDING COST, ERROR AND/OR OMISSION
- H BUILDING COST, DISTRICT ADDED OR DELETED/REDUCED SCOPE
- J BUILDING COST, AGENCY OR CODE REVISION
- K BUILDING COST, CONTRACTOR IMPACT TO ANOTHER CONTRACTOR
- L CONTRACT ADMINISTRATIVE ISSUE

* Note: "I" has been omitted not to be confused with "1"

- 1 CONTRACTOR GENERATED
- 2 CONSTRUCTION MANAGER GENERATED
- 3 ARCHITECT/ENGINEER GENERATED
- 4 DISTRICT GENERATED
- 5 INSPECTOR OR AGENCY GENERATED

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Robert J. Temple, Vice Chancellor of Fiscal Services
PREPARED BY: Robert J. Temple, Vice Chancellor of Fiscal Services
DATE: July 9, 2009
SUBJECT: Consideration of Approval of UCCAP - Uniform Construction Cost Accounting Procedures Agreements

RECOMMENDATION

It is recommended that the Board of Trustees approve or ratify the attached list of UCCAP contracts and agreements.

OVERVIEW

In accordance with Board policy 6340, the attached list is submitted for board ratification and/or approval.

ANALYSIS

The attached list of contracts and agreements are with pre-approved vendors as part of the requirements of the UCCAP with project cost of under \$125,000.

BOARD IMPERATIVE

III – Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

The contracts/agreements on the attached list are budgeted for via purchase orders or in the case of grants via budget adjustments.

UCCAP - Uniform Construction Cost Accounting Procedures

Scheduled Board Date 7/9/2009

<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
Tilden-Coil Constructors, Inc	(5899) Construction Management: Talk-A-Phone Project for Emergency Phone System on SBVC Campus - Project Budget \$125,000 - Amemndment 1 - Decrease Project; Original Project was for Five Talk-A-Phone and has been redused to Four Talk-A-Phones Redusing the cost by \$1,350. Term: 5/15/2009 - 6/30/2010 41-92-15-9508-0000-6120.00-7100	Facilities Planning/SBVC	\$28,080.00	BTemple

Revised Contract Amount

Grand Total Contracts for Board Date 7/9/2009: 1

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Robert J. Temple, Vice Chancellor of Fiscal Services
PREPARED BY: Robert J. Temple, Vice Chancellor of Fiscal Services
DATE: July 9, 2009
SUBJECT: Adopt Resolution for California Department of Education

RECOMMENDATION

It is recommended that the Board of Trustees Adopt Resolutions for California Department of Education

OVERVIEW

California Department of Education is the major funding source for the operation of the SBVC's Child Development Center. California Department of Education requires as part of the funding conditions that a board action authorizing Noelia Vela, Bruce Baron and Penny Ongoco to sign agreements and all amendments thereto, except to increase the financial liability of the District.

ANALYSIS

This is official notification by the Board of Trustees to the California Department of Education as to who may sign grant required documents.

BOARD IMPERATIVE

III – Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

This enables the District to take advantage of grant funding to support the center's operation.

RESOLUTION

This resolution must be adopted in order to certify the approval of the Governing Board to enter into this transaction with the California Department of Education for the purpose of General Child Care & Development Programs **and to authorize the designated personnel to sign contract documents for Fiscal Year 2009/2010**

BE IT RESOLVED that the Governing Board of San Bernardino Community College District authorizes entering into local agreement numbers CCTR-9241 and that the persons/s who is/are listed below, is/are authorized to sign the transaction for the Governing Board.

<u>Name</u>	<u>Title</u>	<u>Signature</u>
<u>Noelia Vela</u>	<u>Chancellor,</u>	_____
<u>Bruce R. Baron</u>	<u>Vice Chancellor, Fiscal Srvs</u>	_____
<u>Penny Ongoco</u>	<u>Director Fiscal Services</u>	_____

PASSED AND ADOPTED THIS 9th day of July, 2009, by the Governing Board of San Bernardino Community College District of San Bernardino County, California.

I, Donald L. Singer Clerk of the Governing Board of San Bernardino Community College District, of San Bernardino, County, California, certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a regular meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said board.

(Clerk's signature)

(Date)

RESOLUTION

This resolution must be adopted in order to certify the approval of the Governing Board to enter into this transaction with the California Department of Education for the purpose of California State Preschool Program and to authorize the designated personnel to sign contract documents for Fiscal Year 2009/2010

BE IT RESOLVED that the Governing Board of San Bernardino Community College District authorizes entering into local agreement numbers CSPP- 9451 and that the persons/s who is/are listed below, is/are authorized to sign the transaction for the Governing Board.

<u>Name</u>	<u>Title</u>	<u>Signature</u>
<u>Noelia Vela</u>	<u>Chancellor,</u>	_____
<u>Bruce R. Baron</u>	<u>Vice Chancellor, Fiscal Srvs</u>	_____
<u>Penny Ongoco</u>	<u>Director Fiscal Services</u>	_____

PASSED AND ADOPTED THIS 9th day of July, 2009, by the Governing Board of San Bernardino Community College District of San Bernardino County, California.

I, Donald L. Singer, Clerk of the Governing Board of San Bernardino Community College District, of San Bernardino, County, California, certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a regular meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said board.

(Clerk's signature)

(Date)

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Robert J. Temple, Vice Chancellor, Fiscal Services
PREPARED BY: Lawrence J. Klumas, Bond Program Director, SBCCD
DATE: July 9, 2009
SUBJECT: Summary of Change Orders for Measure P Projects

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

As an informational item to the San Bernardino Community College District Board, this report is a summary of all Change Orders to date for projects at San Bernardino Valley College and Crafton Hills College.

ANALYSIS

Three Change Orders to Oakview Constructors, Inc. Maintenance and Operations Building, Bid Category 1 -- Site and Off-Site Improvements contract were submitted this month: a reduction of \$154,970.00, an addition of \$24,326.00, and an addition of \$1,727.00, resulting in a revised contract amount of \$1,195,937.00.

Two Change Orders to Oakview Constructors, Inc. Maintenance and Operations Building, Bid Category 2 -- General Building Construction contract were submitted this month: a reduction of \$177,804.00, and an addition of \$7,376.00, resulting in a revised contract amount of \$2,037,951.00.

There is no change to the Project Schedule.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence.

FINANCIAL IMPLICATIONS

Budgeted with Measure P funds.

Attachment

CHANGE ORDER SUMMARY BY PROJECT
JULY 9, 2009

PROJECTS	Total Change Order	Original Contract	Revised Contract	CO%
North Hall Replacement	\$ -	\$ 16,792,609.00	\$ 16,792,609.00	0.00%
Media / Communications	\$ -	\$ 8,299,368.00	\$ 8,299,368.00	0.00%
Chemistry / Science	\$ 30,920.12	\$ 22,673,564.00	\$ 22,704,484.12	0.14%
Maintenance and Operations	\$ 76,446.00	\$ 4,503,792.00	\$ 4,580,238.00	1.70%
Student Health Services	\$ 25,987.00	\$ 1,047,967.00	\$ 1,073,954.00	2.48%
CDC Alterations	\$ -	\$ -	\$ -	
Baseball Netting	\$ -	\$ 203,629.00	\$ 203,629.00	0.00%
TOTAL	\$ 133,353.12	\$ 53,520,929.00	\$ 53,654,282.12	0.25%

NEW CHANGE ORDERS

Contractors	Total CO Value per Contractor:	Original Contract Amount	New Contract Amount	Cos as % of Contract	Board Date
#1A - Environmental Const. Group		\$ 125,640.00			
#1B - Ampco Contracting		\$ 410,000.00			
#2 - Crew Inc.		\$ 1,745,000.00			
#3 - RC Construction		\$ 2,409,000.00			
#4 - ACCC, Inc.		\$ 3,398,000.00			
#5 - Advanced Lab Concepts		\$ 1,130,171.00			
#6 - Crowner Sheet Metal		\$ 386,300.00			
#7 - Stone Roofing Co.		\$ 251,600.00			
#8 - Montgomery Hardware		\$ 293,970.00			
#9 - Perfection Glass		\$ 443,600.00			
#10 - Caston Plastering & Drywall		\$ 1,985,585.00			
#11 - Empire Floor Covering		\$ 305,750.00			
#12 - Southcoast Acoustical Interiors		\$ 336,870.00			
#13 - Prime Painting Contractors		\$ 143,750.00			
#14 - Inland Building Construction		\$ 683,000.00			
#15 - RVH Constructors		\$ 311,000.00			
#16 - Fisher, Inc.		\$ 199,000.00			
#17 - Fisher, Inc.		\$ 1,546,235.00			
#18 - Coutts Heating & Cooling		\$ 3,347,000.00			
#19 - RDM Electrical		\$ 2,311,800.00			
		\$ 299,000.00			
Mobile Modular-Lease	\$ (4,230.31)	\$ 447,319.00	\$ 443,088.69	-0.95%	Jan-09
Silvercreek Industries-Purchase	\$ 35,150.43	\$ 163,974.00	\$ 199,124.43	21.44%	Mar-09
TOTAL	\$ 30,920.12	\$ 22,673,564.00	\$ 22,704,484.12	0.14%	

NO NEW CHANGE ORDERS

NOTE: Original Contract Amount for #01A Environmental Const. Group includes the Contract Amendment (CS-01A-CA1) for \$28,740.00 these unforeseen costs were added to the Base Contract Amount of \$96,900.00

Project		SBVC Chemistry / Physical Science Building				Revised Date			
Project Number	3347A4					3/12/2009			
Contractors	Accountability Summary								
Contract # :	1 (Contractor)	2 (CM)	3 (Arch/Eng)	4 (District)	5 (Insp/Agency)	Total CO Value per contractor:	Original Contract amount	Cos as % of contract	New contract amount
	Mobile Modular			-\$4,230.31		(\$4,230.31)	\$447,319.00	-0.95%	\$443,088.69
	Silver Creek Industries Inc.			\$35,150.43		\$35,150.43	\$163,974.00	21.44%	\$199,124.43
TOTAL	\$0.00	\$0.00	\$0.00	\$30,920.12	\$0.00	\$30,920.12	\$611,293.00	5.06%	\$642,213.12

NO NEW CHANGE ORDERS

Project		SBVC Maintenance and Operations Building				Revised Date				
Project Number		3347A2				5/21/2009				
Contractors		Accountability Summary								
		1 (Contractor)	2 (CM)	3 (Arch/Eng)	4 (District)	5 (Insp/Agency)	Total CO Value per contractor:	Original Contract amount	Cos as % of contract	New contract amount
Contract # : M&O Building										
#1	Oakview Const. - Site	\$0.00	\$0.00	\$22,693.00	\$3,360.00	\$0.00	\$26,053.00	\$1,169,884.00	2.23%	\$1,195,937.00
#2	Oakview Const. - Building	\$5,386.00		\$1,990.00	\$0.00		\$7,376.00	\$2,030,575.00	0.36%	\$2,037,951.00
Custodial Building										
#1	Lee & Stires - Site		\$1,288.00		\$41,729.00		\$43,017.00	\$388,333.00	11.08%	\$431,350.00
#2	Klassic Engr. - Building									
TOTAL		\$5,386.00	\$1,288.00	\$24,683.00	\$45,089.00	\$0.00	\$76,446.00	\$3,588,792.00	2.13%	\$3,665,238.00

NEW CHANGE ORDERS

Project		Student Health Services				Revised Date			
4/17/2009									
Contractors	1 (Contractor)	2 (CM)	Accountability Summary		Total CO Value per contractor:	Original Contract amount	Cos as % of contract	New contract amount	
			3 (Arch/Eng)	4 (District)	5 (Insp/Agency)				
PCN3			\$19,282.00			\$19,282.00	\$338,000.00	5.70%	\$357,282.00
MSI				\$3,025.00	\$3,680.00	\$6,705.00	\$709,967.00	0.94%	\$716,672.00
TOTAL						\$25,987.00	\$1,047,967.00	2.48%	\$1,073,954.00

NO NEW CHANGE ORDERS

CHANGE ORDER SUMMARY BY PROJECT
July 9, 2009

PROJECTS	Total Change Order	Original Contract	Revised Contract	CO%
INFRASTRUCTURE PACKAGE #1	\$ (4,277.00)	\$ 421,000.00	\$ 416,723.00	-1.02%
INFRASTRUCTURE PACKAGE #2/3/4	\$ 186,787.00	\$ 14,726,451.00	\$ 14,913,238.00	1.27%
INFRASTRUCTURE PACKAGE #5.1	\$ 5,029.00	\$ 151,300.00	\$ 156,329.00	3.32%
CRF / INFRA PKG #5	\$ 44,440.00	\$ 7,795,365.00	\$ 7,839,805.00	0.57%
LEARNING RESOURCE CENTER	\$ 29,075.00	\$ 22,291,408.00	\$ 22,320,483.00	0.13%
TOTAL	\$ 261,054.00	\$ 45,385,524.00	\$ 45,646,578.00	0.58%

NO NEW CHANGE ORDERS

Contractors	Total CO Value per Contractor:	Original Contract Amount	New Contract Amount	Cos as % of Contract	Board Date
CLRC-02: Precision Concrete	\$ -	\$ 3,274,700.00	\$ 3,274,700.00	0.00%	
CLRC-03: Mid State Precast	\$ -	\$ 1,371,000.00	\$ 1,371,000.00	0.00%	
CLRC-04: Anderson Charnesky	\$ -	\$ 3,421,300.00	\$ 3,421,300.00	0.00%	
CLRC-05: Lozano Caseworks, Inc.	\$ -	\$ 509,300.00	\$ 509,300.00	0.00%	
CLRC-06: Western Bay Sheet Metal	\$ -	\$ 1,349,000.00	\$ 1,349,000.00	0.00%	
CLRC-07: RGSLA	\$ -	\$ 236,252.00	\$ 236,252.00	0.00%	
CLRC-08: E J Enterprises	\$ -	\$ 293,175.00	\$ 293,175.00	0.00%	
CLRC-09: Padua Glass Enterprise, Inc.	\$ -	\$ 1,940,700.00	\$ 1,940,700.00	0.00%	
CLRC-10: Caston Plastering & Drywall	\$ -	\$ 1,415,585.00	\$ 1,415,585.00	0.00%	
CLRC-11: Mike's Custom Flooring	\$ -	\$ 248,200.00	\$ 248,200.00	0.00%	
CLRC-12: Southcoast Acoustical Inters.	\$ -	\$ 461,350.00	\$ 461,350.00	0.00%	
CLRC-13: Prime Painting Con.	\$ -	\$ 192,000.00	\$ 192,000.00	0.00%	
CLRC-14: Inland Pacific Tile, Inc.	\$ -	\$ 282,000.00	\$ 282,000.00	0.00%	
CLRC-15: RVH Construction	\$ -	\$ 731,000.00	\$ 731,000.00	0.00%	
CLRC-16: Daart Engineering Company	\$ -	\$ 268,031.00	\$ 268,031.00	0.00%	
CLRC-17: Pro-Craft Plumbing Co., Inc	\$ -	\$ 515,515.00	\$ 515,515.00	0.00%	
CLRC-18: Coutts Heating & Cooling	\$ 29,075.00	\$ 2,037,000.00	\$ 2,066,075.00	1.43%	Jun-09
CLRC-19: Shanks Electric Corporation	\$ -	\$ 2,850,000.00	\$ 2,850,000.00	0.00%	
CLRC-20: Marina Landscaping	\$ -	\$ 247,300.00	\$ 247,300.00	0.00%	
CLRC-21: Inland Building Companies	\$ -	\$ 648,000.00	\$ 648,000.00	0.00%	
TOTAL	\$ 29,075.00	\$ 22,291,408.00	\$ 22,320,483.00	0.13%	

NO NEW CHANGE ORDERS

Project		CHC Infrastructure Package #1				Revised Date				
Project Number		9621				8/20/2008				
Contractors		Accountability Summary				Total CO Value	Original Contract	Cos as % of	New contract	
		1 (Contractor)	2 (CM)	3 (Arch/Eng)	4 (District)	5 (Insp/Agency)	per contractor:	amount	contract	amount
Contract # :										
INFRA1-01	Champion Electric		(\$7,000.00)		\$913.00	\$1,810.00	(\$4,277.00)	\$421,000.00	-1.02%	\$416,723.00
TOTAL			(\$7,000.00)		\$913.00	\$1,810.00	(\$4,277.00)	\$421,000.00	-1.02%	\$416,723.00

NO NEW CHANGE ORDERS

Project		CHC Infrastructure Package #2/3/4				Revised Date			
Project Number		9622, 9623 & 9624				6/12/2009			
Contractors	Accountability Summary					Total CO Value per contractor:	Original Contract amount	Cos as % of contract	New contract amount
	1 (Contractor)	2 (CM)	3 (Arch/Eng)	4 (District)	5 (Insp/Agency)				
Contract # :									
INFRA234-01 LD Anderson				\$59,019.00		\$59,019.00	\$1,145,147.00	5.15%	\$1,204,166.00
INFRA234-02 Coutts Heating & Cooling						\$0.00	\$5,677,000.00	0.00%	\$5,677,000.00
INFRA234-03 Fischer, Inc.						\$0.00	\$1,491,000.00	0.00%	\$1,491,000.00
INFRA234-04 RIS Electric			\$115,975.00	\$11,793.00		\$127,768.00	\$1,973,000.00	6.48%	\$2,100,768.00
INFRA234-05 Tidwell Concrete						\$0.00	\$2,289,804.00	0.00%	\$2,289,804.00
INFRA234-06 Sierra Landscape						\$0.00	\$1,623,600.00	0.00%	\$1,623,600.00
INFRA234-07 Inland Building Companies						\$0.00	\$526,900.00	0.00%	\$526,900.00
TOTAL		\$0.00	\$0.00	\$115,975.00	\$70,812.00	\$0.00	\$186,787.00	1.27%	\$14,913,238.00

NO NEW CHANGE ORDERS

NOTE: Original Contract Amount for INFRA 234-01 LD Anderson includes Contract Amendment (CA:BC1-01) of \$43,847.00 to the \$1,101,300.00 base amount.

Project		CHC Infrastructure Package 5.1					Revised Date			
Project Number		9625					11/11/2008			
Contractors		Accountability Summary					Total CO Value	Original Contract	Cos as % of	New contract
		1 (Contractor)	2 (CM)	3 (Arch/Eng)	4 (District)	5 (Insp/Agency)	per contractor:	amount	contract	amount
Contract # :										
INFRA5.1-01	RIS Electric				\$5,029.00		\$5,029.00	\$151,300.00	3.32%	\$156,329.00
TOTAL		\$0.00	\$0.00	\$0.00	\$5,029.00	\$0.00	\$5,029.00	\$151,300.00	3.32%	\$156,329.00

NO NEW CHANGE ORDERS

Project		CHC CRF / Infrastructure Package #5					Revised Date			
Project Number		9617					4/17/2009			
Contractors	Accountability Summary					Total CO Value per contractor:	Original Contract amount	Cos as % of contract	New contract amount	
	1 (Contractor)	2 (CM)	3 (Arch/Eng)	4 (District)	5 (Insp/Agency)					
Contract # :										
CCR-02	Crew, Inc.					\$0.00	\$732,000.00	0.00%	\$732,000.00	
CCR-03	Calcoast Concrete Const., Inc.					\$0.00	\$1,070,815.00	0.00%	\$1,070,815.00	
CCR-04	Nuway, Inc.			\$44,440.00		\$44,440.00	\$803,860.00	5.53%	\$848,300.00	
CCR-05	Anderson Charnesky					\$0.00	\$575,099.00	0.00%	\$575,099.00	
CCR-06	Bell Roof Company, Inc.					\$0.00	\$152,400.00	0.00%	\$152,400.00	
CCR-07	E J Enterprises					\$0.00	\$118,055.00	0.00%	\$118,055.00	
CCR-08	West Coast Painting & Drywall					\$0.00	\$32,331.00	0.00%	\$32,331.00	
CCR-09	J. Kel Painting & Wallcovering, Inc.					\$0.00	\$63,020.00	0.00%	\$63,020.00	
CCR-10	Lawrence W. Rosine Co.					\$0.00	\$19,990.00	0.00%	\$19,990.00	
CCR-11	Inland Building Const. Comp., Inc.					\$0.00	\$22,780.00	0.00%	\$22,780.00	
CCR-12	Inland Building Const. Comp., Inc.					\$0.00	\$248,000.00	0.00%	\$248,000.00	
CCR-13	J.M. Farman Co., Inc.					\$0.00	\$860,000.00	0.00%	\$860,000.00	
CCR-14	Arrowhead Mechanical, Inc.					\$0.00	\$112,500.00	0.00%	\$112,500.00	
CCR-15	Champion Electric, Inc.					\$0.00	\$749,000.00	0.00%	\$749,000.00	
CCR-16	America West Landscape., Inc.					\$0.00	\$604,980.00	0.00%	\$604,980.00	
CCR-17	Condor, Inc.					\$0.00	\$1,148,300.00	0.00%	\$1,148,300.00	
CCR-18	RVH Constructors, Inc.					\$0.00	\$482,235.00	0.00%	\$482,235.00	
TOTAL		\$0.00	\$0.00	\$44,440.00	\$0.00	\$0.00	\$44,440.00	\$7,795,365.00	0.57%	\$7,839,805.00

NO NEW CHANGE ORDERS

Project		CHC LRC					Revised Date			
Project Number		8104					5/15/2009			
Contractors		1 (Contractor)	2 (CM)	Accountability Summary		5 (Insp/Agency)	Total CO Value per contractor:	Original Contract amount	Cos as % of contract	New contract amount
				3 (Arch/Eng)	4 (District)					
Contract # :										
CLRC-02	Precision Concrete						\$0.00	\$ 3,274,700.00	0.00%	\$3,274,700.00
CLRC-03	Mid State Precast						\$0.00	\$ 1,371,000.00	0.00%	\$1,371,000.00
CLRC-04	Anderson Charnesky						\$0.00	\$ 3,421,300.00	0.00%	\$3,421,300.00
CLRC-05	Lozano Caseworks, Inc.						\$0.00	\$ 509,300.00	0.00%	\$509,300.00
CLRC-06	Western Bay Sheet Metal						\$0.00	\$ 1,349,000.00	0.00%	\$1,349,000.00
CLRC-07	RGSLA						\$0.00	\$ 236,252.00	0.00%	\$236,252.00
CLRC-08	E J Enterprises						\$0.00	\$ 293,175.00	0.00%	\$293,175.00
CLRC-09	Padua Glass Enterprise, Inc.						\$0.00	\$ 1,940,700.00	0.00%	\$1,940,700.00
CLRC-10	Caston Plastering & Drywall						\$0.00	\$ 1,415,585.00	0.00%	\$1,415,585.00
CLRC-11	Mike's Custom Flooring						\$0.00	\$ 248,200.00	0.00%	\$248,200.00
CLRC-12	Southcoast Acoustical Inters.						\$0.00	\$ 461,350.00	0.00%	\$461,350.00
CLRC-13	Prime Painting Con.						\$0.00	\$ 192,000.00	0.00%	\$192,000.00
CLRC-14	Inland Pacific Tile, Inc.						\$0.00	\$ 282,000.00	0.00%	\$282,000.00
CLRC-15	RVH Construction						\$0.00	\$ 731,000.00	0.00%	\$731,000.00
CLRC-16	Daart Engineering Company						\$0.00	\$ 268,031.00	0.00%	\$268,031.00
CLRC-17	Pro-Craft Plumbing Co., Inc						\$0.00	\$ 515,515.00	0.00%	\$515,515.00
CLRC-18	Couts Heating & Cooling			\$29,075.00			\$29,075.00	\$ 2,037,000.00	1.43%	\$2,066,075.00
CLRC-19	Shanks Electric Corporation						\$0.00	\$ 2,850,000.00	0.00%	\$2,850,000.00
CLRC-20	Marina Landscaping						\$0.00	\$ 247,300.00	0.00%	\$247,300.00
CLRC-21	Inland Building Companies						\$0.00	\$ 648,000.00	0.00%	\$648,000.00
TOTAL		\$0.00	\$0.00	\$29,075.00	\$0.00	\$0.00	\$29,075.00	\$22,291,408.00	0.13%	\$22,320,483.00

NO NEW CHANGE ORDERS

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Robert Temple, Vice Chancellor of Fiscal Services
PREPARED BY: Crispina Ongoco, Director of Fiscal Services
DATE: July 9, 2009
SUBJECT: Budget Report

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

This summary budget report is submitted monthly to the Board of Trustees for their perusal.

ANALYSIS

The Budget Report contains income and expenditures by major objects for all funds deposited in the County Treasury.

BOARD IMPERATIVE

III. Resource management for efficiency, effectiveness, and excellence.

FINANCIAL IMPLICATIONS


None.

Attachments



MEMO

To: NOELIA VELA, Chancellor

From: ROBERT J. TEMPLE, Vice Chancellor 

Date: JULY 9, 2009

Subject: EXECUTIVE SUMMARY OF MONTHLY BUDGET REPORT

The expenditures are in line with the normal flow at this time of year.

In fact while it is very early on we are a long way from closing the books, I believe our ending balance will be almost \$2 million greater than last year.

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	ENCUMBERED	PENDING/ UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	5,768,696.10	213,893.81	1,979,769.02	34.3	0.00	3,788,927.08	65.6
8600.00 STATE REVENUES	72,435,161.63	79,659.00	56,936,804.50	78.6	0.00	15,498,357.13	21.3
8800.00 LOCAL REVENUES	22,284,007.37	16,064.18	19,180,708.13	86.0	0.00	3,103,299.24	13.9
8900.00 OTHER FINANCING SOURCES	993,000.00	0.00	990,564.35	99.7	0.00	2,435.65	.2
TOTAL: 8000	101,480,865.10	309,616.99	79,087,846.00	77.9	0.00	22,393,019.10	22.0
1100.00 CONTRACT CLASSROOM INST.	17,016,558.90	1,544,625.55	16,049,724.80	94.3	0.00	966,834.10	5.6
1200.00 CONTRACT CERT. ADMINISTRATORS	10,973,816.86	846,712.68	9,495,606.62	86.5	0.00	1,478,210.24	13.4
1300.00 INSTRUCTORS DAY/HOURLY	7,954,194.36	898,492.95	8,315,732.22	100.0	37,175.80	398,713.66	.0
1400.00 NON-INSTRUCTION HOURLY CERT.	995,080.45	76,965.23	785,772.38	78.9	0.00	209,308.07	21.0
TOTAL: 1000	36,939,650.57	3,366,796.41	34,646,836.02	93.7	37,175.80	2,255,638.75	6.1
2100.00 CONTRACT CLASSIFIED NON-INSTR.	16,655,100.21	17,548.26	14,039,532.45	84.2	0.00	2,615,567.76	15.7
2200.00 INSTRUCTIONAL AIDS	1,434,044.40	0.00	1,308,456.85	91.2	0.00	125,587.55	8.7
2300.00 NON-INSTRUCTION HOURLY CLASS.	2,359,730.36	160,947.62	1,871,479.49	79.3	0.00	488,250.87	20.6
2400.00 INST AIDES-HOURLY- DIR.INSTRUC	1,059,878.33	114,644.65	980,103.28	92.4	0.00	79,775.05	7.5
TOTAL: 2000	21,508,753.30	258,044.01	18,199,572.07	84.6	0.00	3,309,181.23	15.3
3100.00 CERTIFICATED RETIREMENT	2,756,388.38	238,151.55	2,492,072.60	90.4	0.00	264,315.78	9.5
3200.00 CLASSIFIED RETIREMENT	1,878,526.94	16,313.72	1,618,089.37	86.1	0.00	260,437.57	13.8
3300.00 OASDHI/FICA	2,037,803.48	61,232.23	1,799,683.98	88.3	0.00	238,119.50	11.6
3400.00 HEALTH AND WELFARE BENEFITS	6,841,559.00	193,827.60	5,525,480.85	80.7	0.00	1,316,078.15	19.2
3500.00 STATE UNEMPLOYMENT INSURANCE	190,607.16	10,592.43	175,320.98	91.9	0.00	15,286.18	8.0
3600.00 WORKERS COMPENSATION INSURANCE	860,167.00	28,400.00	733,732.35	85.3	0.00	126,434.65	14.6
3900.00 OTHER BENEFITS	113,434.66	1,795.26	92,380.25	81.4	0.00	21,054.41	18.5
TOTAL: 3000	14,678,486.62	550,312.79	12,436,760.38	84.7	0.00	2,241,726.24	15.2
4100.00 TEXTBOOKS	40,595.00	559.17	18,696.74	46.0	825.74	21,072.52	51.9
4200.00 BOOK,MAGAZINE&PERIOD-DIST.USE	317,675.84	594.32	199,000.25	62.6	4,394.98	114,280.61	35.9
4300.00 INSTRUCTIONAL SUPPLIES	758,222.36	21,684.39	349,522.68	46.0	13,952.71	394,746.97	52.0
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	138,195.78	6,084.68	51,354.48	37.1	16,123.59	70,717.71	51.1
4500.00 NONINSTRUCTIONAL SUPPLIES	1,409,321.12	36,059.20	889,933.69	63.1	186,222.52	333,164.91	23.6
4700.00 FOOD SUPPLIES	47,867.00	0.00	28,859.15	60.2	692.68	18,315.17	38.2
TOTAL: 4000	2,711,877.10	64,981.76	1,537,366.99	56.6	222,212.22	952,297.89	35.1
5100.00 PERSON&CONSULTANT SVC-DIST USE	5,743,079.34	67,325.35	3,596,240.40	62.6	1,029,924.26	1,116,914.68	19.4
5200.00 TRAVEL & CONFERENCE EXPENSES	760,917.71	28,008.53	364,106.01	47.8	70,335.21	326,476.49	42.9
5300.00 POST/DUES/MEMBERSHIPS-DIST.USE	520,925.60	3,211.88	305,732.12	58.6	24,909.23	190,284.25	36.5
5400.00 INSURANCES - DISTRICT USE	87,967.75	0.00	69,765.00	79.3	0.00	18,202.75	20.6
5500.00 UTILITIES & HOUSEKEEP-DIST.USE	2,832,027.93	83,555.25	2,408,449.06	85.0	318,641.77	104,937.10	3.7
5600.00 RENTS,LEASES&REPAIRS-DIST.USE	2,049,163.02	70,900.77	1,490,667.24	72.7	210,156.07	348,339.71	16.9
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	1,041,000.00	35,218.11	739,060.64	70.9	103,504.80	198,434.56	19.0
5800.00 OTHER OPERATING EXP-DIST. USE	5,150,053.72	56,583.91	984,006.63	19.1	208,287.21	3,957,759.88	76.8
5900.00 INTERPROGRAM CHARGES-DIST.USE	300.00	0.00	0.00	0.0	0.00	300.00	100.0
TOTAL: 5000	18,185,435.07	231,635.98	9,958,027.10	54.7	1,965,758.55	6,261,649.42	34.4

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Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDING/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL: 1000-5999	94,024,202.66	4,471,770.95	76,778,562.56	81.6	2,225,146.57	15,020,493.53	15.9
6100.00 SITES & IMPROVEMENTS-DIST. USE	154,989.07	0.00	4,252.62	2.7	0.00	150,736.45	97.2
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	827,417.51	774.00	243,897.23	29.4	152,367.95	431,152.33	52.1
6300.00 LIBRARY BOOKS - EXPANSION	109,422.64	4,784.51	100,895.00	92.2	6,917.89	1,609.75	1.4
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	3,074,531.83	121,829.66	1,362,180.33	44.3	546,875.59	1,165,475.91	37.9
TOTAL: 6000	4,166,361.05	127,388.17	1,711,225.18	41.0	706,161.43	1,748,974.44	41.9
TOTAL: 1000-6999	98,190,563.71	4,599,159.12	78,489,787.74	79.9	2,931,308.00	16,769,467.97	17.0
7300.00 INTERFUND TRANSFERS	2,745,072.00	141,639.24	2,682,521.90	97.7	0.00	62,550.10	2.2
7500.00 OTHER OUTGO-STUDENT FIN AID	71,835.32	0.00	58,524.00	81.4	2,110.00	11,201.32	15.5
7600.00 OTHER STUDENT AID	1,343,860.60	29,020.72	982,681.78	73.1	185,681.60	175,497.22	13.0
7900.00 RESERVE FOR CONTINGENCIES	7,799,700.70	0.00	0.00	.0	0.00	7,799,700.70	100.0
TOTAL: 7000	11,960,468.62	170,659.96	3,723,727.68	31.1	187,791.60	8,048,949.34	67.2
TOTAL: 1000-7999	110,151,032.33	4,769,819.08	82,213,515.42	74.6	3,119,099.60	24,818,417.31	22.5

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Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME (8000 - 8999)	101,480,865.10	309,616.99	79,087,846.00	77.9	0.00	22,393,019.10	22.0
TOTAL: 1000-5999	94,024,202.66	4,471,770.95	76,778,562.56	81.6	2,225,146.57	15,020,493.53	15.9
TOTAL: 1000-6999	98,190,563.71	4,599,159.12	78,489,787.74	79.9	2,931,308.00	16,769,467.97	17.0
TOTAL: 1000-7999	110,151,032.33	4,769,819.08	82,213,515.42	74.6	3,119,099.60	24,818,417.31	22.5
TOTAL EXPENSES (1000 - 7999)	110,151,032.33	4,769,819.08	82,213,515.42	74.6	3,119,099.60	24,818,417.31	22.5

Fund: 39 BLUE SHIELD MEMBERS CONT

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED		YEAR TO DATE	%	PENDED/ENCUMBERED		UNENCUMBERED BALANCE	%
		CURRENT				ENCUMBERED			
8800.00 LOCAL REVENUES	480.00	0.00	661.33	100.0	0.00	0.00	181.33-	181.33-	.0
TOTAL: 8000	480.00	0.00	661.33	100.0	0.00	0.00	181.33-	181.33-	.0
7900.00 RESERVE FOR CONTINGENCIES	5,000.00	0.00	0.00	0.0	0.00	0.00	5,000.00	5,000.00	100.0
TOTAL: 7000	5,000.00	0.00	0.00	0.0	0.00	0.00	5,000.00	5,000.00	100.0
TOTAL: 1000-7999	5,000.00	0.00	0.00	0.0	0.00	0.00	5,000.00	5,000.00	100.0

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Fund: 39 BLUE SHIELD MEMBERS CONT SUMMARY

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME (8000 - 8999)	480.00	0.00	661.33	100.0	0.00	181.33-	.0
TOTAL: 1000-5999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL: 1000-6999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL: 1000-7999	5,000.00	0.00	0.00	.0	0.00	5,000.00	100.0
TOTAL EXPENSES (1000 - 7999)	5,000.00	0.00	0.00	.0	0.00	5,000.00	100.0

Fund: 41 CAPITAL OUTLAY PROJECTS FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED		YEAR TO DATE	%	PENDED/ENCUMBERED		UNENCUMBERED BALANCE	%
		CURRENT				ENCUMBERED			
8100.00 FEDERAL HEA REVENUES	0.00	0.00	65,896.39	100.0	0.00	0.00	65,896.39	.0	
8600.00 STATE REVENUES	70,012,378.85	0.00	242,076.85	.3	0.00	0.00	69,770,302.00	99.6	
8800.00 LOCAL REVENUES	611,100.00	0.00	613,882.88	100.0	0.00	0.00	2,782.88	.0	
8900.00 OTHER FINANCING SOURCES	324,781.00	0.00	324,781.00	100.0	0.00	0.00	0.00	.0	
TOTAL: 8000	70,948,259.85	0.00	1,246,637.12	1.7	0.00	0.00	69,701,622.73	98.2	
5100.00 PERSON&CONSULTANT SVC-DIST USE	3,490.00	0.00	0.00	.0	0.00	0.00	3,490.00	100.0	
5600.00 RENTS,LEASES&REPAIRS-DIST.USE	27,115.19	195.00	10,235.00	37.7	2,230.00	2,230.00	14,650.19	54.0	
TOTAL: 5000	30,605.19	195.00	10,235.00	33.4	2,230.00	2,230.00	18,140.19	59.2	
TOTAL: 1000-5999	30,605.19	195.00	10,235.00	33.4	2,230.00	2,230.00	18,140.19	59.2	
6100.00 SITES & IMPROVEMENTS-DIST. USE	9,726,025.15	22,300.00	92,791.54	.0	96,336.36	96,336.36	9,722,480.33	100.0	
6200.00 BUILDINGS&IMPROVEMENT-DIST.USE	73,765,423.00	740,455.97	873,001.55	1.1	6,193,544.12	6,193,544.12	66,698,877.33	90.4	
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	72,565.94	0.00	25,038.87	34.5	1,812.78	1,812.78	45,714.29	62.9	
TOTAL: 6000	83,564,014.09	762,755.97	805,248.88	.9	6,291,693.26	6,291,693.26	76,467,071.95	91.5	
TOTAL: 1000-6999	83,594,619.28	762,950.97	815,483.88	.9	6,293,923.26	6,293,923.26	76,485,212.14	91.4	
7900.00 RESERVE FOR CONTINGENCIES	608,840.19	0.00	0.00	.0	0.00	0.00	608,840.19	100.0	
TOTAL: 7000	608,840.19	0.00	0.00	.0	0.00	0.00	608,840.19	100.0	
TOTAL: 1000-7999	84,203,459.47	762,950.97	815,483.88	.9	6,293,923.26	6,293,923.26	77,094,052.33	91.5	

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Fund: 41 CAPITAL OUTLAY PROJECTS FUND SUMMARY

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME (8000 - 8999)	70,948,259.85	0.00	1,246,637.12	1.7	0.00	69,701,622.73	98.2
TOTAL: 1000-5999	30,605.19	195.00	10,235.00	33.4	2,230.00	18,140.19	59.2
TOTAL: 1000-6999	83,594,619.28	762,950.97	815,483.88	.9	6,293,923.26	76,485,212.14	91.4
TOTAL: 1000-7999	84,203,459.47	762,950.97	815,483.88	.9	6,293,923.26	77,094,052.33	91.5
TOTAL EXPENSES (1000 - 7999)	84,203,459.47	762,950.97	815,483.88	.9	6,293,923.26	77,094,052.33	91.5

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Fund: 42 REVENUE BOND CONSTRUCTION FU

SUMMARY BY OBJECT	WORKING BUDGET	CURRENT	EXPENDED/RECEIVED YEAR TO DATE	%	ENCUMBERED	PENDING/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	4,000,000.00	0.00	1,931,415.56	48.2	0.00	0.00	2,068,584.44	51.7
8900.00 OTHER FINANCING SOURCES	222,000,000.00	0.00	140,000,000.00	63.0	0.00	0.00	82,000,000.00	36.9
TOTAL: 8000	226,000,000.00	0.00	141,931,415.56	62.8	0.00	0.00	84,068,584.44	37.1
2300.00 NON-INSTRUCTION HOURLY CLASS.	5,938.63	0.00	772.00	12.9	0.00	0.00	5,166.63	87.0
TOTAL: 2000	5,938.63	0.00	772.00	12.9	0.00	0.00	5,166.63	87.0
3300.00 OASDHI/FICA	59.06	0.00	59.06	100.0	0.00	0.00	0.00	.0
3500.00 STATE UNEMPLOYMENT INSURANCE	2.31	0.00	2.31	100.0	0.00	0.00	0.00	.0
TOTAL: 3000	61.37	0.00	61.37	100.0	0.00	0.00	0.00	.0
4500.00 NONINSTRUCTIONAL SUPPLIES	42,664.00	0.00	0.00	.0	41,664.00	41,664.00	1,000.00	2.3
TOTAL: 4000	42,664.00	0.00	0.00	.0	41,664.00	41,664.00	1,000.00	2.3
5100.00 PERSON&CONSULTANT SVC-DIST USE	251,006.49	0.00	30,515.43	12.1	83,372.00	83,372.00	137,119.06	54.6
5400.00 INSURANCES - DISTRICT USE	20,637.00	0.00	18,703.00	90.6	0.00	0.00	1,934.00	9.3
5600.00 RENTS,LEASES&REPAIRS-DIST. USE	447,319.00	16,010.01	255,947.81	57.2	191,371.19	191,371.19	0.00	.0
5800.00 OTHER OPERATING EXP-DIST. USE	2,697.00	0.00	2,697.00	100.0	0.00	0.00	0.00	.0
TOTAL: 5000	721,659.49	16,010.01	307,863.24	42.6	274,743.19	274,743.19	139,053.06	19.2
TOTAL: 1000-5999	770,323.49	16,010.01	308,696.61	40.0	316,407.19	316,407.19	145,219.69	18.8
6100.00 SITES & IMPROVEMENTS-DIST. USE	33,946,735.34	1,799,489.19	12,458,562.67	36.7	8,044,469.21	8,044,469.21	13,443,703.46	39.6
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	137,609,061.66	4,652,546.74	25,554,550.75	18.5	56,522,367.45	56,522,367.45	55,532,143.46	40.3
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	7,879,875.51	182,417.74	610,452.80	7.7	153,690.54	153,690.54	7,115,732.17	90.3
TOTAL: 6000	179,435,672.51	6,634,453.67	38,623,566.22	21.5	64,720,527.20	64,720,527.20	76,091,579.09	42.4
TOTAL: 1000-6999	180,205,996.00	6,650,463.68	38,932,262.83	21.6	65,036,934.39	65,036,934.39	76,236,798.78	42.3
7900.00 RESERVE FOR CONTINGENCIES	125,015,125.00	0.00	0.00	.0	0.00	0.00	125,015,125.00	100.0
TOTAL: 7000	125,015,125.00	0.00	0.00	.0	0.00	0.00	125,015,125.00	100.0
TOTAL: 1000-7999	305,221,121.00	6,650,463.68	38,932,262.83	12.7	65,036,934.39	65,036,934.39	201,251,923.78	65.9

Fund: 42 REVENUE BOND CONSTRUCTION FU SUMMARY

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE
TOTAL INCOME (8000 - 8999)	226,000,000.00	0.00	141,931,415.56	62.8	0.00	84,068,584.44
TOTAL: 1000-5999	770,323.49	16,010.01	308,696.61	40.0	316,407.19	145,219.69
TOTAL: 1000-6999	180,205,996.00	6,650,463.68	38,932,262.83	21.6	65,036,934.39	76,236,798.78
TOTAL: 1000-7999	305,221,121.00	6,650,463.68	38,932,262.83	12.7	65,036,934.39	201,251,923.78
TOTAL EXPENSES (1000 - 7999)	305,221,121.00	6,650,463.68	38,932,262.83	12.7	65,036,934.39	201,251,923.78

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Fund: 51 BOOKSTORE FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE
8800.00 LOCAL REVENUES	0.00	0.00	2,137.25	100.0	0.00	2,137.25-
TOTAL: 8000	0.00	0.00	2,137.25	100.0	0.00	2,137.25-
						.0

Fund: 51 BOOKSTORE FUND SUMMARY

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME (8000 - 8999)	0.00	0.00	2,137.25	100.0	0.00	2,137.25-	.0
TOTAL: 1000-5999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL: 1000-6999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL: 1000-7999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL EXPENSES (1000 - 7999)	0.00	0.00	0.00	.0	0.00	0.00	.0

Fund: 68 RETIREE BENEFIT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED		YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
		CURRENT						
8800.00 LOCAL REVENUES	54,000.00	0.00		33,094.33	61.2	0.00	20,905.67	38.7
TOTAL: 8000	54,000.00	0.00		33,094.33	61.2	0.00	20,905.67	38.7
3900.00 OTHER BENEFITS	750,000.00	266,893.00		619,420.00	82.5	0.00	130,580.00	17.4
TOTAL: 3000	750,000.00	266,893.00		619,420.00	82.5	0.00	130,580.00	17.4
TOTAL: 1000-5999	750,000.00	266,893.00		619,420.00	82.5	0.00	130,580.00	17.4
7900.00 RESERVE FOR CONTINGENCIES	450,000.00	0.00		0.00	.0	0.00	450,000.00	100.0
TOTAL: 7000	450,000.00	0.00		0.00	.0	0.00	450,000.00	100.0
TOTAL: 1000-7999	1,200,000.00	266,893.00		619,420.00	51.6	0.00	580,580.00	48.3

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Fund: 68 RETIREE BENEFIT FUND SUMMARY

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME (8000 - 8999)	54,000.00	0.00	33,094.33	61.2	0.00	20,905.67	38.7
TOTAL: 1000-5999	750,000.00	266,893.00	619,420.00	82.5	0.00	130,580.00	17.4
TOTAL: 1000-6999	750,000.00	266,893.00	619,420.00	82.5	0.00	130,580.00	17.4
TOTAL: 1000-7999	1,200,000.00	266,893.00	619,420.00	51.6	0.00	580,580.00	48.3
TOTAL EXPENSES (1000 - 7999)	1,200,000.00	266,893.00	619,420.00	51.6	0.00	580,580.00	48.3

Fund: 69 EMPL LOAD BANKING TRUST FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED		YEAR TO DATE	%	PENDED/ENCUMBERED		UNENCUMBERED BALANCE	%
		CURRENT				ENCUMBERED			
8800.00 LOCAL REVENUES	4,000.00	0.00		2,628.55	65.7	0.00		1,371.45	34.2
TOTAL: 8000	4,000.00	0.00		2,628.55	65.7	0.00		1,371.45	34.2
7300.00 INTERFUND TRANSFERS	4,000.00	0.00		0.00	.0	0.00		4,000.00	100.0
TOTAL: 7000	4,000.00	0.00		0.00	.0	0.00		4,000.00	100.0
TOTAL: 1000-7999	4,000.00	0.00		0.00	.0	0.00		4,000.00	100.0

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Fund: 69 EMPL LOAD BANKING TRUST FUND SUMMARY

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME (8000 - 8999)	4,000.00	0.00	65.7	0.00	1,371.45	34.2
TOTAL: 1000-5999	0.00	0.00	.0	0.00	0.00	.0
TOTAL: 1000-6999	0.00	0.00	.0	0.00	0.00	.0
TOTAL: 1000-7999	4,000.00	0.00	.0	0.00	4,000.00	100.0
TOTAL EXPENSES (1000 - 7999)	4,000.00	0.00	.0	0.00	4,000.00	100.0

Fund: 72 CHILD DEVELOPMENT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDING/ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	152,000.00	16,240.20	134,989.82	88.8	0.00	17,010.18	11.1
8600.00 STATE REVENUES	2,000,682.75	92,325.00	1,638,276.85	81.8	0.00	362,405.90	18.1
8800.00 LOCAL REVENUES	313,188.50	0.00	214,467.38	68.4	0.00	98,721.12	31.5
TOTAL: 8000	2,465,871.25	108,565.20	1,987,734.05	80.6	0.00	478,137.20	19.3
2100.00 CONTRACT CLASSIFIED NON-INSTR.	1,001,157.00	0.00	887,525.45	88.6	0.00	113,631.55	11.3
2300.00 NON-INSTRUCTION HOURLY CLASS.	400,838.00	16,312.86	308,946.64	77.0	0.00	91,891.36	22.9
TOTAL: 2000	1,401,995.00	16,312.86	1,196,472.09	85.3	0.00	205,522.91	14.6
3100.00 CERTIFICATED RETIREMENT	25,380.00	0.00	23,320.72	91.8	0.00	2,059.28	8.1
3200.00 CLASSIFIED RETIREMENT	67,660.00	137.39	61,487.08	90.8	0.00	6,172.92	9.1
3300.00 OASDHI/FICA	64,602.00	266.77	60,514.54	93.6	0.00	4,087.46	6.3
3400.00 HEALTH AND WELFARE BENEFITS	268,460.00	0.00	242,256.32	90.2	0.00	26,203.68	9.7
3500.00 STATE UNEMPLOYMENT INSURANCE	3,602.00	21.30	3,378.32	93.7	0.00	223.68	6.2
3600.00 WORKERS COMPENSATION INSURANCE	36,300.00	0.00	32,767.65	90.2	0.00	3,532.35	9.7
3900.00 OTHER BENEFITS	2,287.00	0.00	2,064.34	90.2	0.00	222.66	9.7
TOTAL: 3000	468,291.00	425.46	425,788.97	90.9	0.00	42,502.03	9.0
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	100.00	0.00	0.00	0.0	0.00	100.00	100.0
4300.00 INSTRUCTIONAL SUPPLIES	50,835.00	5,595.62	20,476.75	40.2	12,417.36	17,940.89	35.2
4500.00 NONINSTRUCTIONAL SUPPLIES	72,354.75	6,249.10	48,203.01	66.6	13,814.19	10,337.55	14.2
4700.00 FOOD SUPPLIES	118,208.64	5,127.80	93,775.79	79.3	21,301.92	3,130.93	2.6
TOTAL: 4000	241,498.39	16,972.52	162,455.55	67.2	47,533.47	31,509.37	13.0
5200.00 TRAVEL & CONFERENCE EXPENSES	500.00	135.00	214.80-	0.0	184.31	530.49	100.0
5600.00 RENTS,LEASES&REPAIRS-DIST. USE	5,150.00	0.00	18.61	0.3	0.00	5,131.39	99.6
5800.00 OTHER OPERATING EXP-DIST. USE	149,755.86	125,371.00	126,056.39	84.1	0.00	23,699.47	15.8
TOTAL: 5000	155,405.86	125,506.00	125,860.20	80.9	184.31	29,361.35	18.8
TOTAL: 1000-5999	2,267,190.25	159,216.84	1,910,576.81	84.2	47,717.78	308,895.66	13.6
6100.00 SITES & IMPROVEMENTS-DIST. USE	2,000.00	0.00	0.00	0.0	0.00	2,000.00	100.0
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	17,825.00	0.00	7,613.29	42.7	8,163.70	2,048.01	11.4
TOTAL: 6000	19,825.00	0.00	7,613.29	38.4	8,163.70	4,048.01	20.4
TOTAL: 1000-6999	2,287,015.25	159,216.84	1,918,190.10	83.8	55,881.48	312,943.67	13.6
7900.00 RESERVE FOR CONTINGENCIES	50,000.00	0.00	0.00	0.0	0.00	50,000.00	100.0
TOTAL: 7000	50,000.00	0.00	0.00	0.0	0.00	50,000.00	100.0
TOTAL: 1000-7999	2,337,015.25	159,216.84	1,918,190.10	82.0	55,881.48	362,943.67	15.5

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Fund: 72 CHILD DEVELOPMENT FUND SUMMARY

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE
TOTAL INCOME (8000 - 8999)	2,465,871.25	108,565.20	1,987,734.05	80.6	0.00	478,137.20
TOTAL: 1000-5999	2,267,190.25	159,216.84	1,910,576.81	84.2	47,717.78	308,895.66
TOTAL: 1000-6999	2,287,015.25	159,216.84	1,918,190.10	83.8	55,881.48	312,943.67
TOTAL: 1000-7999	2,337,015.25	159,216.84	1,918,190.10	82.0	55,881.48	362,943.67
TOTAL EXPENSES (1000 - 7999)	2,337,015.25	159,216.84	1,918,190.10	82.0	55,881.48	362,943.67

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Fund: 73 STUDENT BODY CENTER FEE FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED		YEAR TO DATE	%	PENDED/ENCUMBERED		UNENCUMBERED BALANCE	%
		CURRENT	YEAR TO DATE			ENCUMBERED			
8800.00 LOCAL REVENUES	245,000.00	0.00	245,749.67	100.0	0.00	749.67-	0.00	749.67-	.0
TOTAL: 8000	245,000.00	0.00	245,749.67	100.0	0.00	749.67-	0.00	749.67-	.0
2100.00 CONTRACT CLASSIFIED NON-INSTR.	82,383.00	0.00	75,315.63	91.4	0.00	7,067.37	0.00	7,067.37	8.5
2300.00 NON-INSTRUCTION HOURLY CLASS.	47,750.00	3,248.00	37,892.09	79.3	0.00	9,857.91	0.00	9,857.91	20.6
TOTAL: 2000	130,133.00	3,248.00	113,207.72	86.9	0.00	16,925.28	0.00	16,925.28	13.0
3200.00 CLASSIFIED RETIREMENT	7,801.00	0.00	7,100.75	91.0	0.00	700.25	0.00	700.25	8.9
3300.00 OASDI/FICA	6,599.00	0.00	5,817.54	88.1	0.00	781.46	0.00	781.46	11.8
3400.00 HEALTH AND WELFARE BENEFITS	18,510.00	0.00	16,912.72	91.3	0.00	1,597.28	0.00	1,597.28	8.6
3500.00 STATE UNEMPLOYMENT INSURANCE	270.00	0.00	232.73	86.1	0.00	37.27	0.00	37.27	13.8
3600.00 WORKERS COMPENSATION INSURANCE	2,400.00	0.00	2,200.00	91.6	0.00	200.00	0.00	200.00	8.3
3900.00 OTHER BENEFITS	152.00	0.00	138.60	91.1	0.00	13.40	0.00	13.40	8.8
TOTAL: 3000	35,732.00	0.00	32,402.34	90.6	0.00	3,329.66	0.00	3,329.66	9.3
4500.00 NONINSTRUCTIONAL SUPPLIES	7,487.00	0.00	5,184.11	69.2	656.47	1,646.42	656.47	1,646.42	21.9
TOTAL: 4000	7,487.00	0.00	5,184.11	69.2	656.47	1,646.42	656.47	1,646.42	21.9
5100.00 PERSON&CONSULTANT SVC-DIST USE	3,016.00	0.00	915.94	30.3	0.00	2,100.06	0.00	2,100.06	69.6
5300.00 POST/DUES/MEMBERSHIPS-DIST USE	255.00	0.00	0.00	.0	0.00	255.00	0.00	255.00	100.0
5600.00 RENTS,LEASES&REPAIRS-DIST USE	6,784.30	0.00	777.69	11.4	5,307.11	699.50	5,307.11	699.50	10.3
5800.00 OTHER OPERATING EXP-DIST. USE	12,821.70	0.00	4,573.48	35.6	2,345.20	5,903.02	2,345.20	5,903.02	46.0
TOTAL: 5000	22,877.00	0.00	6,267.11	27.3	7,652.31	8,957.58	7,652.31	8,957.58	39.1
TOTAL: 1000-5999	196,229.00	3,248.00	157,061.28	80.0	8,308.78	30,858.94	8,308.78	30,858.94	15.7
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	4,675.00	0.00	3,798.24	81.2	0.00	876.76	0.00	876.76	18.7
TOTAL: 6000	4,675.00	0.00	3,798.24	81.2	0.00	876.76	0.00	876.76	18.7
TOTAL: 1000-6999	200,904.00	3,248.00	160,859.52	80.0	8,308.78	31,735.70	8,308.78	31,735.70	15.7
7900.00 RESERVE FOR CONTINGENCIES	125,211.00	0.00	0.00	.0	0.00	125,211.00	0.00	125,211.00	100.0
TOTAL: 7000	125,211.00	0.00	0.00	.0	0.00	125,211.00	0.00	125,211.00	100.0
TOTAL: 1000-7999	326,115.00	3,248.00	160,859.52	49.3	8,308.78	156,946.70	8,308.78	156,946.70	48.1

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Fund: 73 STUDENT BODY CENTER FEE FUND SUMMARY

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	ENCUMBERED	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME (8000 - 8999)	245,000.00	0.00	245,749.67	100.0	0.00	0.00	749.67-	.0
TOTAL: 1000-5999	196,229.00	3,248.00	157,061.28	80.0	8,308.78	8,308.78	30,858.94	15.7
TOTAL: 1000-6999	200,904.00	3,248.00	160,859.52	80.0	8,308.78	8,308.78	31,735.70	15.7
TOTAL: 1000-7999	326,115.00	3,248.00	160,859.52	49.3	8,308.78	8,308.78	156,946.70	48.1
TOTAL EXPENSES (1000 - 7999)	326,115.00	3,248.00	160,859.52	49.3	8,308.78	8,308.78	156,946.70	48.1

Fund: 74 KVCR FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED		YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
		CURRENT						
8800.00 LOCAL REVENUES	2,160,273.63	397.84	1,052,520.75	48.7	0.00	1,107,752.88	51.2	
8900.00 OTHER FINANCING SOURCES	1,807,740.90	141,639.24	1,807,740.90	100.0	0.00	0.00	0	
TOTAL: 8000	3,968,014.53	142,037.08	2,860,261.65	72.0	0.00	1,107,752.88	27.9	
2100.00 CONTRACT CLASSIFIED NON-INSTR.	1,515,083.00	0.00	1,353,632.60	89.3	0.00	161,450.40	10.6	
2300.00 NON-INSTRUCTION HOURLY CLASS.	63,900.00	44.00	46,119.99	72.1	0.00	17,780.01	27.8	
TOTAL: 2000	1,578,983.00	44.00	1,399,752.59	88.6	0.00	179,230.41	11.3	
3200.00 CLASSIFIED RETIREMENT	146,712.98	0.00	127,108.28	86.6	0.00	19,604.70	13.3	
3300.00 OASDHI/FICA	119,611.90	0.00	100,742.22	84.2	0.00	18,869.68	15.7	
3400.00 HEALTH AND WELFARE BENEFITS	191,759.60	0.00	171,419.44	89.3	0.00	20,340.16	10.6	
3500.00 STATE UNEMPLOYMENT INSURANCE	4,698.02	0.00	4,117.62	87.6	0.00	580.40	12.3	
3600.00 WORKERS COMPENSATION INSURANCE	27,800.00	0.00	25,900.00	93.1	0.00	1,900.00	6.8	
3900.00 OTHER BENEFITS	1,751.40	0.00	1,609.35	91.8	0.00	142.05	8.1	
TOTAL: 3000	492,333.90	0.00	430,896.91	87.5	0.00	61,436.99	12.4	
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	400.00	0.00	0.00	0	0.00	400.00	100.0	
4500.00 NONINSTRUCTIONAL SUPPLIES	5,216.25	352.51	3,612.50	69.2	1,007.42	596.33	11.4	
TOTAL: 4000	5,616.25	352.51	3,612.50	64.3	1,007.42	996.33	17.7	
5100.00 PERSON&CONSULTANT SVC-DIST USE	156,960.00	0.00	22,069.49	14.0	0.00	134,890.51	85.9	
5200.00 TRAVEL & CONFERENCE EXPENSES	20,575.50	0.00	0.00	0	0.00	20,575.50	100.0	
5300.00 POST/DUES/MEMBERSHIPS-DIST USE	88,552.55	4,090.95	48,149.29	54.3	4,816.54	35,586.72	40.1	
5400.00 INSURANCES - DISTRICT USE	6,585.00	0.00	6,485.00	98.4	0.00	100.00	1.5	
5500.00 UTILITIES & HOUSEKEEP-DIST USE	200,503.70	7,396.58	179,554.74	89.5	15,275.54	5,673.42	2.8	
5600.00 RENTS,LEASES&REPAIRS-DIST USE	38,656.50	1,380.00	31,647.12	81.8	747.80	6,261.58	16.1	
5700.00 LEGAL/ELECTION/AUDIT-DIST USE	57,713.00	0.00	39,989.10	69.2	17,875.90	152.00	0	
5800.00 OTHER OPERATING EXP-DIST USE	926,738.13	8,243.25	795,910.40	85.8	19,280.93	111,546.80	12.0	
TOTAL: 5000	1,496,284.38	21,110.78	1,123,805.14	75.1	57,996.71	314,482.53	21.0	
TOTAL: 1000-5999	3,573,217.53	21,507.29	2,958,067.14	82.7	59,004.13	556,146.26	15.5	
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	380,796.00	0.00	0.00	0	0.00	380,796.00	100.0	
TOTAL: 6000	380,796.00	0.00	0.00	0	0.00	380,796.00	100.0	
TOTAL: 1000-6999	3,954,013.53	21,507.29	2,958,067.14	74.8	59,004.13	936,942.26	23.6	

Fund: 74 KVCRR FUND

SUMMARY

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED/YEAR TO DATE	PENDED/ENCUMBERED	%	UNENCUMBERED BALANCE
TOTAL INCOME (8000 - 8999)	3,968,014.53	142,037.08	2,860,261.65	0.00	72.0	1,107,752.88
TOTAL: 1000-5999	3,573,217.53	21,507.29	2,958,067.14	59,004.13	82.7	556,146.26
TOTAL: 1000-6999	3,954,013.53	21,507.29	2,958,067.14	59,004.13	74.8	936,942.26
TOTAL: 1000-7999	3,954,013.53	21,507.29	2,958,067.14	59,004.13	74.8	936,942.26
TOTAL EXPENSES (1000 - 7999)	3,954,013.53	21,507.29	2,958,067.14	59,004.13	74.8	936,942.26

Fund: 78 SELF INSURANCE-LIABILITY&PRO

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	31,707.00	0.00	45,900.05	100.0	0.00	14,193.05	.0
8900.00 OTHER FINANCING SOURCES	550,000.00	0.00	550,000.00	100.0	0.00	0.00	.0
TOTAL: 8000	581,707.00	0.00	595,900.05	100.0	0.00	14,193.05	.0
5100.00 PERSON&CONSULTANT SVC-DIST USE	15,000.00	0.00	13,942.83	92.9	0.00	1,057.17	7.0
5400.00 INSURANCES - DISTRICT USE	502,000.00	0.00	504,809.00	100.0	0.00	2,809.00	.0
5600.00 RENTS,LEASES&REPAIRS-DIST.USE	13,707.00	0.00	0.00	.0	13,707.00	0.00	.0
5800.00 OTHER OPERATING EXP-DIST. USE	13,000.00	0.00	127.00	.9	0.00	12,873.00	99.0
TOTAL: 5000	543,707.00	0.00	518,878.83	95.4	13,707.00	11,121.17	2.0
TOTAL: 1000-5999	543,707.00	0.00	518,878.83	95.4	13,707.00	11,121.17	2.0
7900.00 RESERVE FOR CONTINGENCIES	50,000.00	0.00	0.00	.0	0.00	50,000.00	100.0
TOTAL: 7000	50,000.00	0.00	0.00	.0	0.00	50,000.00	100.0
TOTAL: 1000-7999	593,707.00	0.00	518,878.83	87.3	13,707.00	61,121.17	10.2

Fund: 78 SELF INSURANCE-LIABILITY&PRO SUMMARY

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	EXPENDED/RECEIVED YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME (8000 - 8999)	581,707.00	0.00	595,900.05	100.0	0.00	14,193.05-	.0
TOTAL: 1000-5999	543,707.00	0.00	518,878.83	95.4	13,707.00	11,121.17	2.0
TOTAL: 1000-6999	543,707.00	0.00	518,878.83	95.4	13,707.00	11,121.17	2.0
TOTAL: 1000-7999	593,707.00	0.00	518,878.83	87.3	13,707.00	61,121.17	10.2
TOTAL EXPENSES (1000 - 7999)	593,707.00	0.00	518,878.83	87.3	13,707.00	61,121.17	10.2

Fund: 84 WORKERS COMPENSATION FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED		YEAR TO DATE	%	PENDED/ENCUMBERED		UNENCUMBERED BALANCE	%
		CURRENT				ENCUMBERED			
8800.00 LOCAL REVENUES	1,240,000.00	0.00		1,071,355.32	86.3	0.00		168,644.68	13.6
TOTAL: 8000	1,240,000.00	0.00		1,071,355.32	86.3	0.00		168,644.68	13.6
5100.00 PERSON&CONSULTANT SVC-DIST USE	107,000.00	0.00		105,879.04	98.9	0.00		1,120.96	1.0
5400.00 INSURANCES - DISTRICT USE	245,000.00	0.00		111,676.00	45.5	0.00		133,324.00	54.4
5800.00 OTHER OPERATING EXP-DIST. USE	1,708,218.00	47,589.17		908,583.72	53.1	315.07		799,319.21	46.7
TOTAL: 5000	2,060,218.00	47,589.17		1,126,138.76	54.6	315.07		933,764.17	45.3
TOTAL: 1000-5999	2,060,218.00	47,589.17		1,126,138.76	54.6	315.07		933,764.17	45.3
7900.00 RESERVE FOR CONTINGENCIES	500,000.00	0.00		0.00	.0	0.00		500,000.00	100.0
TOTAL: 7000	500,000.00	0.00		0.00	.0	0.00		500,000.00	100.0
TOTAL: 1000-7999	2,560,218.00	47,589.17		1,126,138.76	43.9	315.07		1,433,764.17	56.0

SAN BERNARDINO COUNTY SCHOOLS COMPUTER CONSORTIUM
 BUDGET SUMMARY REPORT
 06/01/2009 TO 06/30/2009

#J4045

06/17/2009

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Fund: 84 WORKERS COMPENSATION FUND SUMMARY

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE
TOTAL INCOME (8000 - 8999)	1,240,000.00	0.00	1,071,355.32	86.3	0.00	168,644.68
TOTAL: 1000-5999	2,060,218.00	47,589.17	1,126,138.76	54.6	315.07	933,764.17
TOTAL: 1000-6999	2,060,218.00	47,589.17	1,126,138.76	54.6	315.07	933,764.17
TOTAL: 1000-7999	2,560,218.00	47,589.17	1,126,138.76	43.9	315.07	1,433,764.17
TOTAL EXPENSES (1000 - 7999)	2,560,218.00	47,589.17	1,126,138.76	43.9	315.07	1,433,764.17

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Robert J. Temple, Vice-Chancellor, Fiscal Services
PREPARED BY: Robert J. Temple, Vice-Chancellor, Fiscal Services
DATE: July 9, 2009
SUBJECT: Summary of Purchase Order Report

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

All Purchase Orders have been issued in accordance with the District's policies and procedures by an authorized officer of the District.

ANALYSIS

From May 18, 2009 to June 14, 2009, 32 Purchase Orders were issued encumbering a total of \$378,412.95 in the following object classifications:

Object Classification	Amount
4000 Supplies & Materials	\$7,878.27
5000 Operating Expenses & Services	\$305,240.16
6000 Capital Outlay	\$25,484.81
7000 Other Outgo	\$39,809.71

A full and complete list of vendors and Purchase Orders are on file in the Purchasing Department.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

All Purchase Orders are budgeted as contracted through Board action and by District policies and procedures.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Robert J. Temple, Vice Chancellor, Fiscal Services
PREPARED BY: Lawrence J. Klumas, Bond Program Director, SBCCD and
Dr. Steven Lohr, Planning and Development Director, SBCCD
DATE: July 9, 2009
SUBJECT: Project Summary for Uniform Construction Cost Accounting Program

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

As an informational item to the San Bernardino Community College District Board of Trustees, this report is a summary of projects being completed under the Uniform Construction Cost Accounting Program (UCCAP).

ANALYSIS

The attached report provides a snapshot of all current construction projects being performed under the UCCAP with a project cost of under \$125,000.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence.

FINANCIAL IMPLICATIONS

None.

Attachment

Project Summary -- Uniform Construction Cost Accounting Program

6/17/2009

Project	Budget	Contracts	Board Approval	Project Status
SBVC Talk-a-Phone				
(SBVC 09-01)	\$125,000.00	Project Budget		<i>Pending award of bid at July Board meeting.</i>
Installation of emergency communication phones across campus.	-29,430.00	Tilden Coil - Construction Management	05/14/09	
	1,350.00	Tilden Coil Amendment	Pending	
	-96,650.00	Daniel's Electric - Contractor	Pending	
	<u>\$270.00</u>	Balance of Project		
SBVC Roof Leaks Repair				
(SBVC 09-01)	\$29,210.00	Project Budget		<i>Pending informal bid results.</i>
Repair of various leaks in buildings constructed under Pilot Engineering.	-14,210.00	Tilden Coil - Construction Management	05/14/09	
	<u>\$15,000.00</u>	Balance of Project		
CHC Site Lighting Repair				
(CHC 09-01)	\$30,000.00	Project Budget		<i>Construction to begin July 2009.</i>
08-09 Scheduled Maintenance repair of existing exterior lighting.	-7,255.00	Tilden Coil - Construction Management	05/14/09	
	-17,745.00	BEC, Inc.- Contractor	06/11/09	
	<u>\$5,000.00</u>	Balance of Project		
CHC Underground Cabling				
(CHC 09-02)	\$125,000.00	Project Budget		<i>Construction to begin July 2009.</i>
08-09 Scheduled Maintenance repair of underground cabling for various campus buildings.	-27,985.00	Tilden Coil - Bid Spec/Constr Mgmt	05/14/09	
	-77,166.00	DeYoung Power Systems, Inc.- Contractor	06/11/09	
	<u>\$19,849.00</u>	Balance of Project		

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Dr. Noelia Vela, Chancellor
PREPARED BY: Dr. Debra S. Daniels, SBVC President
Gloria M. Harrison, CHC President
DATE: July 9, 2009
SUBJECT: Applause Cards

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

The attached individuals have received special recognition for extending that extra effort in providing quality service and valued assistance:

ANALYSIS

The *Caring Hands* Applause Card was developed so that employees, students, visitors and vendors would have the opportunity to recognize someone at SBCCD who provides outstanding quality and service.

BOARD IMPERATIVE

I. Institutional Effectiveness

FINANCIAL IMPLICATIONS

None

SBVC

Elaine Akers
Andee Alsip
Victoria Anemelu
Esther Arciero
Mary Beth Barrios
Damon Bell
Carol Brown
Malaika Brown
Patrick Buckley
Donna Burciaga
Bridget Candelaria
Marciel Cardenas
Damaris Castillo-Torres
Yon Che
Eric Chung
Michael Cienfuegos
Stan Corella
Marco Cota (2)
Michele Crocfer
Laura Cross
Arthur Cruz
Aleyde Cuevas
Desirae Davis
Cherize DeLeah
Arleen Delgado
Herbert English
Norma Espinoza
Ginny Evans-Perry
John Feist
Marie Fierro
Brooke Fyfe
Andrea Galicia
Adriana Garcia
Rose Garcia (2)
Maholy Garduno
Angelita Gideon
Marcos Gomez
Ed Gomez (2)
Laura Gomez
Darcy Gowen
Laura Gowen
Albert Gutierrez
Suzan Hall
Queen Hamilton
Todd Heibel
Josh Hill
Melissa Hogle
Diana Holmes
Richard Jaramillo

Herbeth Jaco
Magdalena Jacobo
Helena Johnson
Patty Jones
Bill Kastner
Johnny Kates (2)
Rosella King
Marianne Klingstrand
Anne Laramie
Alex Lavruk
Keith Lee
Renee Bevec Lloyd
Jerry Longman
Gaby Lopez
Monique Lopez
Vivian Marquez
Carmelita Marshall
Ava McIntosh
Marty Milligan
Rosita Moncada
Anita Moore
Dolores Moreno
Caitlyn Miller
Jacqueline Moore
Tracy Morrison
Karina Navarro
Willene Nelson
Chukwuma Nkwocha
Tina O'Brien
Angelica Ochoa
Gina Ochoa (2)
Diana Oporto
Alice Ortiz
Margaret Ortiz
Xgjule Peart
Helen Perez
Kathi Pryor
Steve Race
Ramona Ramirez
Bill Rankin
Bert Reins
Rosemary Rivera-Reza
Carmen Rodriguez (2)
Edward Rosen
Laura Ross
Paul Rubalcaba
David Rosales
Odette Salvaggio
Cynthia Sandoval
Markus Scott
Donald Schall

Tom Scharwark
Matie Scully
Cory Schwartz
Eloise Sifford
Cecile Smith
Monica Smith
Teri Strong
Christine Swartz
Melissa Thompson
Julie Tilton
Jessica Torres
Catalina Transporte
Maria Trujillo
Alicia Tuvida
Linda Tymchek
Mary Valdemar (2)
Sulma Valencia
Raquel Villa
Ernestine Warren
Rebeccah Warren-Marlatt
Kay Weiss
Robyn Wicklund
Alice Wuerch
Nick Zombos

CHC

Larry Aycock
Kelly Bingham
Kathy Farmer
Kaylee Hrisoulas
Lynnette Hunter
Jordan Mack
Carrita Morales
Beth Morabito
Ben Mudgett
Chris Musik
Carol Pister
Steve Rush
Floyd Simpson
Marina Serna
Moises Valencia