

San Bernardino Community College District
Regular Meeting of the Board of Trustees
114 S. Del Rosa Drive, San Bernardino, CA 92408
Thursday, August 13, 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
ANTICIPATED LITIGATION
Government Code 54956.9(b)
Number of Potential Cases: 2
 - C. 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
 - D. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Government Code 54957
Title: Chancellor
3. PUBLIC COMMENT ON AGENDA ITEMS
4. CONVENE CLOSED SESSION
5. RECONVENE PUBLIC MEETING
6. REPORT OF ACTION IN CLOSED SESSION
7. APPROVAL OF MINUTES – July 9, 2009 (p.1)

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. PUBLIC PRESENTATIONS

- A. Resolution for Middle College High School – SBVC
Assemblywoman Wilmer Armina Carter
- B. Accreditation Status Report – CHC
Dr. Matthew Lee, Consultant

10. REPORTS

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

11. 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

B. HUMAN RESOURCES

- 1. Consideration of Approval of Classified Employees (p.15)
- 2. Consideration of Approval of Classified Resignations (p.17)
- 3. Consideration of Approval of Classified Contract Reduction (p.18)
- 4. Consideration of Approval of Classified Contract Increases (p.19)
- 5. Consideration of Approval of Placement of Classified Employee
on the 39-Month Re-Employment List (p.21)

6. Consideration of Approval of Amendment of Classified Step Placement (p.22)
7. Consideration of Approval of Revised Classified Job Description – Database Administrator (p.23)
8. Consideration of Approval of Appointment of Classified Management Employee (p.27)
9. Consideration of Approval of Short-Term, Substitute and Professional Expert Employees (p.28)
10. Consideration of Approval of Adjunct and Substitute Academic Employees (p.38)
11. Consideration of Approval of Non-Instructional Pay (p.40)
12. Consideration of Approval of Academic Employees (p.42)
13. Consideration of Approval of Department Head Stipends (p.44)
14. Consideration of Approval of Coordinator Stipends (p.45)
15. Consideration of Approval of Assistant Coaches (p.46)
16. Consideration of Approval of Pre-Retirement Reduced Workload (p.48)
17. Consideration of Approval of Salary Advancement for Academic Employee (p.49)
18. Consideration of Approval of Temporary Academic Employee (p.51)
19. Consideration of Approval of Management Employee (p.52)
20. Consideration of Approval of Management Resignations (p.54)
21. Consideration of Approval of Doctoral Stipend for Management Employee (p.55)
22. Consideration of Approval of Reclassification of Management Position – Director, Community Relations & Resource Development, SBVC to Director, Resource Development (p.56)
23. Consideration of Approval of Salary Adjustment for Management Employee – Director, Community Relations & Resource Development, SBVC, to Director, Resource Development (p.57)
24. Consideration of Approval of Management Tuition Reimbursement (p.58)
25. Consideration of Approval of Revised Management Job Description – Director, District Computer Center (p.59)
26. Consideration of Approval of Volunteers (p.63)

C. FISCAL SERVICES

1. Consideration of Approval of Routine Contracts and Agreements (p.67)
2. Consideration of Approval of Conference Attendance (p.91)
3. Consideration of Approval of District/College Expenses (p.93)
4. Consideration of Approval of Individual Memberships (p.98)

5. Consideration of Approval of Surplus Property and Authorize Disposal or Private Sale (p.100)
6. Consideration of Approval of Facility Use Waiver – PDC (p.102)
7. Consideration of Approval of Facility Use Waiver – District Office Board Room (p.103)

12. ACTION AGENDA

A. INSTRUCTIONAL/STUDENT SERVICES

B. HUMAN RESOURCES

1. Consideration of Approval of Academic Resignation (p.104)
2. Consideration of Approval of Ratification of Tentative Agreement with CSEA (p.105)
3. Consideration of Approval to Adopt Resolution – Elimination of Classified Services for 2009-10 Academic Year (p.107)

C. FISCAL SERVICES

1. Consideration of Approval to Adopt Resolution – California Department of Social Services Community Care Licensing (p.109)
2. Consideration of Approval to Approve Contract for Prepaid VISA Card Services (p.111)
3. Consideration of Approval of Amendment 007 to the Steinberg Architects Infrastructure Contract – CHC (p.134)
4. Consideration of Approval of Change Order CO1 to the Fischer, Inc. Infrastructure Package 2/3/4 Contract – CHC (p.139)
5. Consideration of Approval of Change Order 01 to Precision Concrete Construction Contract – Learning Resource Center – CHC (p.143)
6. Consideration of Approval of Amendment 005 to NTD Architecture Contract – SBVC (p.147)
7. Consideration of Approval of Amendment 006 to NTD Architecture Contract – SBVC (p.172)
8. Consideration of Approval of Amendment 007 to NTD Architecture Contract – SBVC (p.183)
9. Consideration of Approval of Amendment 008 to NTD Architecture Contract – SBVC (p.194)
10. Consideration of Approval to Award Informal Bid and Approve Contract for Various Roof Leaks Project – SBVC (p.202)
11. Consideration of Approval of Change Order 02 to L. D. Anderson, Inc. Infrastructure Package 2/3/4 Contract – CHC (p.205)
12. Consideration of Approval of Change Order CB-BP1-CO2 to Lee & Stires, Inc. Contract – SBVC (p.209)

13. Consideration of Approval of Change Order MO-BC1-CA3 to Oakview Constructors, Inc. Contract – SBVC (p. 213)
14. Consideration of Approval of Change Order MO-BC2-CO4 to Oakview Constructors, Inc. Contract – SBVC (p.217)
15. Consideration of Approval of Change Order MO-BC1-CO6 to Oakview Constructors, Inc. Contract – SBVC (p.221)
16. Consideration of Approval of Amendment CS-BC19-CA1 to RDM Electric Company, Inc. Contract – SBVC (p.225)
17. Consideration of Approval of Change Order CS-BC19-CO1 to RDM Electric Company, Inc. Contract – SBVC (p.229)
18. Consideration of Approval to Receive Funds from the Inland Valley Development Agency (p.233)
19. Consideration of Approval to Increase Student Fees from \$20 per Unit to \$26 per Unit, Effective Fall, 2009 (p.238)

13. INFORMATION ITEMS

- A. Summary of Change Orders for Measure “P” Projects (p.239)
- B. Budget Report (p.263)
- C. Summary of Purchase Order Report (p.288)
- D. Quarterly Investment Report (p.289)
- E. Potential Purchase of San Bernardino City USD Certificates of Participation (p.291)
- F. Applause Cards (p.293)

14. STAFF REPORTS

- A. SBVC
 1. President
 2. Academic Senate
 3. Classified Senate
 4. Associated Students
- B. CHC
 1. President
 2. Academic Senate
 3. Classified Senate
 4. Associated Students

- C. KVCR
 - D. CTA
 - E. CSEA
 - F. Chancellor
15. ADJOURN – The Board of Trustees will hold its annual retreat on August 27, 2009. The next regular meeting of the Board of Trustees will be held at Crafton Hills College in the Crafton Center on Thursday, September 3, 2009 at 4:00 p.m.

The October 8 Board meeting has been rescheduled to Monday, October 5, 2009 at 4:00 p.m. and will be held at the District Office.

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, July 9, 2009 - 4:00 p.m. – Assembly 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
Dr. Donald L. Singer, Clerk
John M. Futch
John Longville
Dr. Charles S. Terrell, Jr.
Jess C. Vizcaino, Jr.
Jason P. Buckner, Student Trustee, SBVC (left the meeting at 8:15 p.m.)
Kaylee Hrisoulas, Student Trustee, CHC

Members Absent:

Carleton W. Lockwood, Jr., Vice President

Administrators Present:

Dr. Noelia Vela, Chancellor
Dr. Debra Daniels, SBVC President
Larry Ciecalone, President, KVCR-TV-FM
Bruce Baron, Vice Chancellor Fiscal Services
Renee Brunelle, Vice Chancellor Human Resources

Administrators Absent:

Gloria M. Harrison, CHC President

Pledge of Allegiance

Dr. Daniels led the Pledge of Allegiance.

2. ANNOUNCEMENT OF CLOSED SESSION ITEMS

- CONFERENCE WITH LABOR NEGOTIATORS
Agency Negotiators: Renee Brunelle and Bruce Baron
CTA
CSEA
Management/Supervisors
Confidentials
- CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Government Code 54956.9(a)
Name of Case: Claim #1654-07-0007
- CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Government code 54956.9(b)
Number of Potential Cases: 2
- 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 CLOSED SESSION AGENDA ITEMS

Denise Evans, CSEA #291 Labor Representative, expressed concerns regarding the appointment of the Human Resources Director and urged the Board to consider the union's concerns regarding the selection process and the candidate being recommended for the position.

4. CONVENE CLOSED SESSION

The Board convened to closed session at 4:10 p.m.

5. RECONVENE PUBLIC MEETING

Mr. Ramos reconvened the public meeting at 5:15 p.m.

6. REPORT OF ACTION IN CLOSED SESSION

Dr. Terrell moved, Mr. Longville seconded, and the Board members present voted as follows to approve a settlement authority of Claim Number 1654-07-0007 by way of Compromise and Release in the total amount of \$15,000.00, of which \$1,380.00 has been advanced:

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

Mr. Longville moved, Mr. Futch seconded, and the Board members present voted as follows to approve a settlement of \$10,887.37 to Advanced Ambulatory Surgery Center for their claim for surgery performed but not covered by the District's insurance subject to appropriate legal agreements:

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

7. APPROVAL OF MINUTES

Dr. Singer moved, Dr. Terrell seconded, and the Board members voted as follows to approve the minutes of June 11, 2009:

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

Mr. Longville moved, Mr. Futch seconded, and the Board members voted as follows to approve the minutes of June 18, 2009:

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

8. PUBLIC COMMENT

Classified custodial employees Albert Gutierrez and Armando Camareno expressed their concern regarding a seniority list issue. They questioned how another classified employee who left the district and was later hired back could retain the same position on the seniority list. The Board directed the Chancellor to investigate and report on this issue.

Mary Valdemar, SBVC classified employee, spoke at the July 9 Board meeting on the closure of the Parent Education Center at SBVC. She stated she did not receive any official communication from anyone but she did receive information indicating that Board members had received a letter explaining why the PEC was

being closed. She stated that although she did not know the details of the letter she did know some of the overall issues and distributed a document to the Board responding to that letter. Ms. Valdemar responded to concerns of safety, staff supervision and cost effectiveness on the move to North Hall. Dr. Daniels explained the college's position. Mr. Longville encouraged staff that in making decisions that we involve people as much as possible in the decisions so they don't feel like they need to come to the Board.

John Napolitano, CSEA President, addressed the Board in opposition to the hiring of the recommended candidate for Human Resources Director.

Zelma Russ, who served on the screening panel for the search for the Human Resources Director, informed the Board that the process was followed and spoke in support of the recommended candidate for the position of Human Resources Director.

9. REPORTS

A. Board Members

- Dr. Singer expressed regrets because Erin O'Toole, Senior Producer, is leaving KVCR to assume another position. He also encouraged everyone to attend a performance at the Redlands Theatre Festival.
- Dr. Terrell stated the district is fortunate that Dr. Kay Ragan has agreed to remain as Interim Vice President of Instruction at SBVC until such time as that position is filled with a permanent candidate.
- Mr. Vizcaino attended the retirement reception for Bob Temple and Frank Reyes, which was also attended by local legislators. He asked that the Board meeting be adjourned in memory of Trustee Lockwood's mother.
- Mr. Futch also attended the farewell for Mr. Temple and Mr. Reyes, adding that "it was good to see Congressmen Baca and Jerry Lewis there."
- Mr. Longville noted that Erin O'Toole will be "a real loss to KVCR radio" and asked Mr. Ciecalone to pass on the Board's comments.
- Mr. Ramos will be attending the Redlands Emergency Services Agency dinner on Wednesday, July 15.

B. Student Trustees

- Mr. Buckner thanked Dr. Vela for the opportunity to meet with her. A Region 9 meeting will be held at SBVC in August, and the SBVC Associated Students will be setting its 2009-10 goals. Dr. Nikki Schaper, Student Life Advisor, has accepted a position in another district. "She has been a great leader and mentor to the students."

- Ms. Hrisoulas reported students will be meeting with CSEA to establish a relationship and work on some common goals. Students will also be meeting with the CHC Foundation to explore other alternatives regarding textbooks. She will be attending her first Region 9 meeting at College of the Desert. Ms. Hrisoulas also thanked Dr. Vela for the opportunity to meet with her.

C. Chancellor

- Dr. Vela introduced Bruce Baron, Vice Chancellor of Fiscal Services, who comes to the district with 30 years of experience in finance work and bond measures at institutions of higher education.
- Dr. Vela stated she is looking forward to the student trustees' contributions. She met with both of the new student trustees and reported that the students are reading the agenda and know the issues. They are informed and are asking good questions.
- To the degree that we can, until we know more details of the state budget, administrators are making contingency plans regarding the budget.
- Regarding the custodians' concerns on the classified seniority list, Dr. Vela said she would ask Ms. Brunelle to investigate the issue.
- The CSU system is proposing an additional increase in student fees following an already approved 10% increase. Because of this increase, community colleges could experience a greater influx of students who would normally attend CSU.
- Dr. Isaac is working to develop a grant through the Department of Energy. We will collaborate nationally with other community colleges. The focus of the grant is to promote the deployment of a Green Technology called Meta-Lax which is a new metal stress relieving technology that helps reduce the thermal stress within metal components.

10. CONSENT AGENDA

The following changes were made in the Consent Agenda:

Item 10.B.12. – Consideration of Approval of Management Appointments:

- Dio Shipp went through the regular recruitment process and is being recommended for appointment as Director, Human Resources, effective July 13, 2009, with placement on the Management Salary Schedule, Range 19, Step C, \$110,628 per year. Replacement for Mary Nemnich.
- The appointment for the Director of Computing Services is being pulled since the selection process failed to bring a candidate forward.
- Rick Hogrefe's start date has been confirmed to be August 3, 2009.

Item 10.C.5. – Consideration of Approval of Individual Memberships. This membership should be listed as a District membership.

Item 10.B.12 Consideration of Approval of Management Appointments – Director of Human Resources, District – Pulled for discussion.

Dr. Terrell moved, Dr. Singer seconded, and the Board members voted as follows to approve the Consent Agenda, including Item 10.B.12 (Consideration of Approval of Management Appointments – Vice President Administrative Services and Dean positions):

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

NOES: None

ABSTENTIONS: None

ABSENT: Lockwood

11. ACTION AGENDA

Approve Management Appointment – Director of Human Resources

Mr. Longville asked what would happen if this item were to be tabled because he had some concerns about the issues expressed regarding this appointment. Mr. Longville questioned the fact that the name was not submitted to the Board until the meeting. Dr. Vela explained this is a regular process necessary to bring an item to the Board without a name, and it has been done in the past. Since the Board meets once a month, we want to move the process forward to reduce delays in filling vacant positions. She explained it is not in violation of the Brown Act if we actually list the item and added that it would help staff to know for what purpose the item is being pulled so the Vice Chancellor of Human Resources could discuss the process. She cautioned the Board to not talk about personnel or violate confidentiality. Mr. Longville stated again that he only wanted to know what would happen if the item were to be tabled to allow the Board to acquire additional information.

Dr. Singer stated that the recommendations made to the Board come from two-tiered committees, and this item went through the regular process and he recommended the item be approved. Mr. Vizcaino stated the Board does not want to micro-manage the decisions and when the names come to the Board for approval, we rely on the Chancellor and other administrators to ensure that the processes were followed. Mr. Ramos stated this is a shared governance process and the Board heard from CSEA and a committee member. CSEA did participate on the committee. Not everyone is going to be happy with all the decisions, and the process got us where we are now. He stated he was not sure tabling the item was the answer.

Dr. Terrell was impressed that the Vice Chancellor of Human Resources has worked with this person and wants him back. Mr. Longville decided not to move to table the item but rather abstain from the vote.

Dr. Singer moved, Dr. Terrell seconded, and the Board members voted as follows to appoint Dio Shipp as Director, Human Resources, effective July 13, 2009, with placement on the Management Salary Schedule, Range 19, Step C, \$110,628.00 per year:

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

Approve Interim Management Appointment – Director of Bookstore

Dr. Singer moved, Dr. Terrell seconded, and the Board members voted as follows to approve the 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:

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

Dr. Terrell asked if this was a new position. Dr. Vela responded that the presidents suggested we use a model to manage the bookstores and evaluate the model after a year. Staff will review whether or not the joint director position for both college bookstores is an effective model to continue.

Award Informal Bid and Approve Contract for Talk-A-Phone Project - SBVC

Dr. Terrell moved, Mr. Longville seconded, and the Board members voted as follows to award the informal bid and approve the contract with Daniels Electric for the Talk-A-Phones Project, SBVC, in the amount of \$96,650.00:

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

Award RFP and Approve Contract – Loss Control and Emergency Plan Compliance Services

Dr. Terrell moved, Dr. Singer seconded, and the Board members voted as follows to award RFP for Loss Control and Emergency Plan Compliance Services and approve contract with Keenan and Associates, in the amount of \$352,880.00:

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

Approve Contract Amendment 004 for Winzler & Kelly Consulting Engineers – Infrastructure Package 2/3/4 Site Area - CHC

Dr. Terrell moved, Dr. Singer seconded, and the Board members voted as follows to approve Contract Amendment 004 for Winzler & Kelly Consulting Engineers for additional work, Infrastructure Package 2/3/4 Site Area, CHC, in the amount of \$97,408.05:

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

Approve Contract Amendment 005 for Winzler & Kelly Consulting Engineers – Community Recreation Facility/Infrastructure Package 5 Site Area - CHC

Dr. Terrell moved, Dr. Singer seconded, and the Board members voted as follows to approve Contract Amendment 005 for Winzler & Kelly Consulting Engineers for additional work, Community Recreation Facility Infrastructure Package 5 Site Area, CHC, in the amount of \$85,650.00:

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

Approve 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 - SBVC

Dr. Terrell moved, Dr. Singer seconded, and the Board members voted as follows to approve Change Order MO-BC1-CO-3 for a reduction in the amount of \$154,970.00, Contract Amendments MO-BC1-CA1 and MO-BC1-CA2 in the amount of \$22,570.00 and \$223,314.00 and Change Orders MO-BC1-CO-4 and MO-BC1-CO-5 in the amount of \$24,326.00 and \$1,727.00 for Oakview Constructors, Inc., Contract, Maintenance and Operations Building Bid Category One, Site and Off-Site Improvements, SBVC:

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

Approve 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

Dr. Terrell moved, Dr. Singer seconded, and the Board members voted as follows to approve Change Order MO-BC2-CO-2 for a reduction in the amount of \$177,804.00, Contract Amendment MO-BC2-CA1 in the amount of \$198,575.00, and Change Order MO-BC2-CO-3 in the amount of \$7,376.00 for Oakview Constructors, Inc., Maintenance and Operations Building Bid Category Two, General Building Construction Contract, Maintenance and Building Project, SBVC:

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

Approve Amendment CS-01A-CA1 for Environmental Construction Group, Inc., Contract - SBVC

Dr. Terrell moved, Dr. Singer seconded, and the Board members voted as follows to approve Amendment CS-01A-CA1 for Environmental Construction Group, Inc., Chemistry/Physical Science and Partial North Hall Demolition, Bid Category O1A, Hazardous Materials Abatement contract, SBVC, in the amount of \$28,740.00:

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

Approve Infrastructure Contract Amendment 005 for Steinberg Architects for Additional Work - CHC

Dr. Terrell moved, Dr. Singer seconded, and the Board members voted as follows to approve Infrastructure Contract Amendment 005 for Steinberg Architects for additional work at CHC, in the amount of \$7,245.00:

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

Approve Infrastructure Contract Amendment 006 for Steinberg Architects for Additional Work - CHC

Dr. Terrell moved, Dr. Singer seconded, and the Board members voted as follows to approve Infrastructure Contract Amendment 006 for Steinberg Architects for additional work at CHC, in the amount of \$4,000.00:

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

Approve Infrastructure Contract Amendment 005 for Steinberg Architects – Community Recreation Facility Contract - CHC

Dr. Terrell moved, Dr. Singer seconded, and the Board members voted as follows to approve Infrastructure Contract Amendment 005 for Steinberg Architects for additional work at CHC, in the amount of \$9,700.00:

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

Approve General Conditions Contract Amendment 004 for Tilden-Coil Constructors, Inc. for Additional Work - CHC

Dr. Terrell moved, Dr. Singer seconded, and the Board members voted as follows to approve General Conditions Contract Amendment 004 for Tilden-Coil Constructors, Inc., for additional work, CHC, in the amount of \$43,771.00:

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

NOES: None

ABSTENTIONS: None

ABSENT: Lockwood

Approve Contract Amendment 001 for L. D. Anderson, Inc. Infrastructure Package 2/3/4 Contract – CHC

Dr. Terrell moved, Dr. Singer seconded, and the Board members voted as follows to approve Contract Amendment 001 for L. D. Anderson, Inc. Infrastructure Package 2/3/4 Bid Category 1, Grading and Paving Contract, CHC, in the amount of \$43,847.00:

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

NOES: None

ABSTENTIONS: None

ABSENT: Lockwood

Approve Uniform Construction Cost Accounting Procedures Agreements

Dr. Terrell moved, Dr. Singer seconded, and the Board members voted as follows to approve Uniform Construction Cost Accounting Procedures Agreements:

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

NOES: None

ABSTENTIONS: None

ABSENT: Lockwood

Adopt Resolutions – State Department of Education

Dr. Terrell moved, Dr. Singer seconded, and the Board members voted as follows to adopt resolutions for the California Department of Education:

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

NOES: None

ABSTENTIONS: None

ABSENT: Lockwood

12. INFORMATION ITEMS

- A. Summary of Change Orders for Measure "P" Projects
- B. Budget Report
- C. Summary of Purchase Order Report
- D. Summary of Uniform Construction Cost Accounting Program
- E. Applause Cards

13. STAFF REPORTS

- A. CHC President
 - A written report was submitted to the Board.
- B. CHC Academic Senate
 - Scott Rippey stated he is looking forward to representing the CHC faculty and working with the Board.
- C. CHC Classified Senate
 - Absent.
- D. CHC ASB
 - Students will be preparing food and serving the homeless at *Mary's Kitchen* in August. New AS officers have met with campus administrators to discuss goals, and the students are looking forward to more involvement in Region 9. The AS summer retreat will be held on the campus to contain costs.
- E. SBVC President
 - A written report was submitted to the Board.
- F. SBVC Academic Senate
 - John Stankas reported the campus earned in excess of 10,000 FTES during the 2008-2009 academic year. Faculty is looking at and tracking SLO's.
- G. SBVC Classified Senate
 - Absent.
- H. SBVC ASB
 - Absent.

- I. KVCR
 - A written report was submitted to the Board.
- J. CTA
 - Absent.
- K. CSEA
 - None.
- L. Chancellor
 - No further report.

The Board took a 10-minute break at 7:15 p.m.

14. WORKSHOP ON BOND PROGRAM

Larry Klumas, Program Bond Director, and Steve Lohr, Planning and Development Director, presented a workshop on the district's Capital Improvement Program, its organization and processes, as the Board considers and authorizes actions relating to the program. Also included in the presentation was an explanation of the Measure P and Measure M programs.

Mr. Buckner left the meeting at 8:15 p.m.

Mr. Klumas explained the selection process used to recommend architects and contractors to the Board, adding that the process is a competitive process. The district is trying to be more transparent in an attempt to reach minority and women-owned businesses. He also explained the difference between a change order and an amendment, noting that amendments are not subject to the 10% rule.

Several trustees were concerned that by the time a recommendation to approve an architect or contractor comes to the Board for approval, the selection process has been completed and only one firm or name is submitted to the Board for approval.

Dr. Daniels stated that both presidents were on the committee to select the architect. They used check sheets and rating sheets, and the committee needed to have concurrence before the selection could be made.

Mr. Futch had several questions which he will pass on to Dr. Vela.

Dr. Vela concluded that the Board is interested in understanding the processes better. It is our communities' money for the communities' colleges. There are committees that include presidents and faculty members. The presidents are charged with representing their colleges to be sure that they get the best talent for their projects. The district will look at everything, taking the Board's comments into consideration, and possibly entertain increasing the number of stakeholders in the process. Dr. Vela invited the trustees to meet informally with the administrative leaders to ask their questions regarding the implementation of the bond measures.

15. ADJOURN

After a moment of silence for Mrs. Jeane M. Lockwood, mother of Trustee Carleton W. Lockwood, Mr. Ramos adjourned the meeting at 8:30 p.m. in her memory.

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: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
PREPARED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
DATE: August 13, 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.

CARROLL JR., ROBERT, Producer/Director, TV, KVCR, Classified Salary Schedule, Range 50, Step B, \$4,732.00 per month, full-time, 12-month position, effective August 17, 2009. Replacement for Michael Flattery.

HEALY, JESSICA, Lab Technician, Microbiology, SBVC, Classified Salary Schedule, Range 38, Step A, \$1591.25 per month, 47.5% of full-time, effective August 17, 2009. Replacement for Shannon Campbell.

HORTON, ANNIE, Child Development Assistant, CHC, Classified Salary Schedule Range 20, Step A, \$1,020.00 per month, part-time, 10-month position, effective August 17, 2009. Replacement for Heather Grisham.

SUMLIN, ANGELA, Child Development Assistant, CHC, Classified Salary Schedule Range 20, Step A, \$1,020.00 per month, part-time, 10-month position, effective August 17, 2009. Replacement for Heather Grisham.

TRUJILLO, SERGIO, HVAC/R Technician, SBVC, Classified Salary Schedule, Range 41, Step A, \$3,609 per month, full-time position, 12-month position, effective August 17, 2009. Replacement for Jose Serrato.

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: August 13, 2009
SUBJECT: Consideration of Acceptance of Classified Resignations

RECOMMENDATION

It is recommended that the Board of Trustees accept the resignation of Erin Payne, Senior Producer, Radio, District, Robert Grout, College Security Officer, District and Amy Koller, Student Services Technician I, CHC.

OVERVIEW

Ms. Payne, has submitted a letter of resignation from employment effective July 22, 2009, after six years of service to the District.

Mr. Grout, has submitted a letter of resignation from employment effective July 18, 2009, after three months of service to the District.

Ms. Koller has submitted a letter of resignation from employment effective July 23, 2009, after seven months of service to the District.

ANALYSIS

The Human Resources Department has provided the classified employees acceptance of their 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: Renee Brunelle, Vice Chancellor, Human Resources & Employee Relations

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

DATE: August 13, 2009

SUBJECT: Consideration to Approve Classified Contract Reduction

RECOMMENDATION

It is recommended that the Board of Trustees approve the classified contract reduction for Mike Sola, five hours per week, Fall 2009 semester.

OVERVIEW

Mike Sola is a full-time classified employee who will be teaching one class, PE 232, for the Fall 2009 semester for a total of five hours per week.

ANALYSIS

It is necessary to reduce Mike Sola's contract to accommodate an academic hourly assignment. This classified contract reduction was "grandfathered" in before the limitation on classified contract reduction was put in effect.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

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
Gloria M. Harrison, President, CHC

DATE: August 13, 2009

SUBJECT: Consideration of Approval for Classified Contract Increases

RECOMMENDATION

It is recommended that the Board of Trustees approve the classified contract increase for Melissa Huckaby, Child Development Assistant, SBVC, Marjorie Wheatley, Child Development Teacher, SBVC and Nicole Rodriguez, Secretary I, Instruction, CHC.

OVERVIEW

The contracts for the classified employees on the attached list are being increased due to a change in their assignments.

ANALYSIS

The Child Development Center operates a quality program from July 1 to June 30. Staff is needed for the full year to assist with supervised planning activities, maintaining continuity for new and incoming children and providing support.

The vacant Clerical Assistant II, Teaching Aid (Theatre Arts) position will be reduced from a 40-hour per week position to a 19-hour per week position to accommodate the contract increase for the Secretary I, Instruction, position.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

Included in the 2009-2010 budget.

Melissa Huckaby, Child Development Assistant, is currently an 11 month, 218 day employee. The current budget supports a reassigned service calendar of 239 days which is in line with an 11-month employee.

Marjorie Wheatley, Child Development Teacher, contract will be increased from 200 days to 221 days effective July 1, 2009.

Nichole Rodriguez, Secretary I, Instruction, CHC, contract will be increased from 19 hours per week to 40 hours per week, full-time effective August 17, 2009.

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: August 13, 2009
SUBJECT: Consideration of Placement of Classified Employee on 39-Month Reemployment List

RECOMMENDATION

It is recommended that the Board of Trustees approve the placement of a classified employee on the 39-Month Reemployment List.

OVERVIEW

Ruby Zuniga, Administrative Secretary, Criminal Justice & Public Safety, SBVC, has exhausted all available leaves.

ANALYSIS

Since the Administrative Secretary, Criminal Justice & Public Safety, SBVC, has exhausted all available leaves, it is necessary to place the employee on the 39-month reemployment list effective July 1, 2009.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

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
DATE: August 13, 2009
SUBJECT: Consideration of Amendment of Classified Step Placement

RECOMMENDATION

It is recommended that the Board of Trustees approve the amendment of the classified step placement for Rocio Delgado, Clerical Assistant II.

OVERVIEW

Amendment of the classified step placement for Rocio Delgado, from Range 25, Step D, \$2815 per month to Range 25, Step C, \$2681 per month, Classified Salary Schedule.

ANALYSIS

On June 11, 2009, the Board of Trustees approved the classified transfer of Rocio Delgado, to the position of Clerical Assistant II, Financial Aid, SBVC, at Range 25, Step D, \$2815. The correct step placement is Range 25, Step C, \$2681 per month.

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

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

DATE: August 13, 2009

SUBJECT: Consideration of Approval of Revised Classified Job Description

RECOMMENDATION

It is recommended that the Board of Trustees approve the revised job description for Database Administrator.

OVERVIEW

Due to the unsuccessful recruitment for Database Administrator, additional analysis of similar positions was conducted. The findings support the revision of the minimum requirements for the position.

ANALYSIS

Based on further analysis of similar positions and the lack of sufficient candidates for the Database Administrator, the hiring manager is requesting revision of the minimum requirements for the position.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2009-10 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

DATABASE ADMINISTRATOR

*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 direction of the Technical Director, plans, prioritizes and supervises the accessibility and manipulation of the District databases; maintains responsibility for District databases related to policies, procedures, software utilities, performance, security, and recovery; assist in the development of policies and procedures; implements policies and procedures; performs analysis on complex database systems; and performs other related work as assigned.

REPRESENTATIVE DUTIES

The following duties are typical for this classification

1. Recommend and assist in the development and implementation of department goals, objectives, policies and procedures.
2. Analyze and recommend approach and time frame for vendor release upgrade installations.
3. Collaborate with users in the construction of testing procedures to ensure accuracy of information systems and data integrity.
4. Manage and maintain physical databases on central and college servers including database storage management, procedures, tools for access, and monitoring and tuning of District databases to ensure ongoing operation and access.
5. Design, develop and analyze installation checklists and benchmarks for testing new software releases; prepare and maintain documentation for database maintenance, backup and recovery procedures.
6. Monitor database system and performance; tune databases for optimal performance including database instance capacity planning and implementation.
7. Plan, develop, implement, and administer disaster recovery plans for the database environment to ensure database integrity.
8. Provide for "Administrative Information Systems" application support and maintenance.
9. Management and implementation of upgrades, patches, and fixes.
10. Design and create new databases and refresh test/development database environments.
11. Provide administrative support for the operating system resident on the "Administrative Information Systems" server.
12. Participate in the assessment of vendor product valuations and selection as assigned.
13. Develop software to meet user and/or internal specifications.
14. Coordinate the management of databases, storage, complex user privileges, and database users.
15. Participate in meetings related to assignment; attend staff and college committee meetings as necessary.

16. Participate in department budget preparation and administration; prepare cost estimates for budget recommendations; submit justifications for computer equipment and supplies.
17. Document assignment status as required; appraise manager of problems or unexpected resource requirements.
18. Provide security management; recommend and implement new or revised security policies and procedures.
19. Serve as a liaison between vendors and the District user community to develop standards; timeliness for deployment, maintenance and upgrades; configure applications; and evaluate user needs and satisfaction.
20. Performs other 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:

Computerized data systems and peripherals, including machine capabilities and applications potential.
Operational characteristics and techniques of Microsoft SQL databases.
Principles and techniques of complex computer programming, systems analysis, data processing and programming documentation.
Management of complex databases.
Programming languages, operating methods and available software.
Uses, capabilities, characteristics and limitations of computers and related equipment.
Complex computer operating methods, languages and procedures.
Records storage and handling techniques.
Principles of supervision, training and evaluation of staff.

Ability to:

Perform all of the relevant duties of the position with minimal direction.
Establish objectives and develop formal plans pertaining to database administration and support.
Develop and administer policies and procedures in a complex information technology organization.
Analyze multi-dimensional technical problems and develop and implement appropriate solutions.
Read, understand, and apply information from technical manuals.
Adapt to changing technologies and learn functionality of new equipment and systems.
Apply formal principles and techniques with support of the database structures, including security, enhancements, performance tuning, and customizations.
Support the process of information collection, storage, management, manipulation, and distribution to meet analysis and reporting requirements.
Maintain data integrity of the database.
Supervise, train and evaluate assigned staff.
Communicate effectively orally and in writing.
Demonstrate an understanding and commitment to meeting the needs of the diverse ethnic, cultural, socioeconomic, and disability background of the student and community population.
Establish and maintain effective working relationships with those contacted in the course of work.

Education and Experience Guidelines - *Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

Required Education/Training:

An ~~Bachelor's degree~~ Associates degree from an accredited college or university with major course work in computer science or a related field or equivalent.

Experience:

Four years of increasing responsible experience in programming, systems analysis and database management.

Desired Qualifications:

1. A Bachelor's degree from an accredited college or university with major course work in computer science or a related field or equivalent.
2. Experience that demonstrates a sensitivity to and understanding of the diverse academic, socioeconomic, cultural and ethnic backgrounds of students and employees, including those with physical and learning disabilities.
3. Experience in a community college environment or setting.

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, with some travel from site to site.

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: May 2009

Revised: August 13, 2009

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: August 13, 2009
SUBJECT: Consideration of Approval of Classified Management Appointment

RECOMMENDATION

It is recommended that the Board of Trustees approve the classified management appointment of Tool Room Supervisor.

OVERVIEW

Gary Holman, from Tool Room Specialist, SBVC, to Tool Room Supervisor, SBVC, effective August 17, 2009, Range 1, Step A, \$3,475 per month. Replacement for Jerry Beall.

ANALYSIS

Gary Holman went through the regular recruitment process and is being recommended for appointment as Tool Room Supervisor. All requirements for employment processing have been completed and Human Resources has cleared the individual for employment.

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

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

DATE: August 13, 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

August 13, 2009

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Barone, Gaeton	Culinary Arts	SBVC	Tutor I	8/17/09	12/19/09	\$9.00
Bland, Evelyn	Human Services	SBVC	Tutor I	8/17/09	12/19/09	\$9.00
Bolter, Richard	Human Services	SBVC	Tutor I	8/17/09	12/19/09	\$9.00
Chapman, Karen	Art Learning	SBVC	Tutor II	8/17/09	12/19/09	\$11.00
Earl, Keith	Resource Center	CHC	Tutor II	8/17/09	12/19/09	\$11.00
Furness, Alexandra	Art Physical	SBVC	Model (Undraped)	8/17/09	12/19/09	\$15.00
Gates, Lesli	Education Physical	SBVC	Lifeguard	8/17/09	12/19/09	\$10.00
Genove, Mervin	Education	SBVC	Lifeguard	8/17/09	12/19/09	\$10.00
Grant, Diane	Art Applied	SBVC	Tutor II	8/17/09	12/19/09	\$11.00
Karon, Pamela	Technology & Transportation Learning	SBVC	Tutor I	8/17/09	12/18/09	\$9.00
Kirkley, Amanda	Resource Center	CHC	Tutor II	8/17/09	12/19/09	\$11.00
Lee, Jasmine	STAR Program	SBVC	Tutor II	8/14/09	12/19/09	\$11.00
Martinez, Edgar	Art	SBVC	Tutor II	8/17/09	12/19/09	\$11.00
Miller, Timothy	Art	SBVC	Tutor II	8/17/09	12/19/09	\$11.00
Murillo, Jesse	Art	CHC	Model (Undraped)	8/17/09	12/16/09	\$15.00
Neuharth, Rose	Art	SBVC	Model (Undraped)	8/17/09	12/19/09	\$15.00
Ruiz, Xavier	Art Math & Science Student Success Center	SBVC	Tutor II	8/17/09	12/24/09	\$11.00
Sequeira, Andrea	Learning	SBVC	Tutor II	8/17/09	12/24/09	\$11.00
Smith, Alexandira	Resource Center Child	CHC	Tutor II	8/17/09	12/19/09	\$11.00
Thompson, Sara	Development	CHC	Tutor II	8/14/09	12/31/09	\$11.00

Amend board of December 11, 2008 to revise the end date from 5/22/09 to 6/30/09 for the following employees due to a miscommunication between the STAR Program and the Human Resources Dept. regarding the actual end date of employment

Adeniji, John	Star Program	SBVC	Tutor II	1/12/09	6/30/09	\$11.00
Carlin, Michael	Star Program	SBVC	Tutor II	1/12/09	6/30/09	\$11.00
Vashty, Mitchell	Star Program	SBVC	Tutor II	1/12/09	6/30/09	\$11.00

Amend board of April 9, 2009 to revise the end date from 6/10/09 to 6/15/09 for the following employees due to a miscommunication between the Financial Aid Dept. and the Human Resources regarding the actual end date of employment

Coulson, Tyiesha	Financial Aid	SBVC	Project Assistant I	4/10/09	6/15/09	\$9.00
Sanchez, Phylcia	Financial Aid	SBVC	Project Assistant I	4/10/09	6/15/09	\$9.00

Amend board of December 11, 2008 to revise the end date from 5/22/09 to 6/30/09 for the following employees due to a miscommunication between the Math & Science Student Success Center and the Human Resources Dept. regarding the actual end date of employment

Davis, Theresa	Math & Science Student Success Center	SBVC	Tutor II	1/12/09	6/30/09	\$11.00
Garcia, Julia	Math & Science Student Success Center	SBVC	Tutor II	1/12/09	6/30/09	\$11.00
Griffin, Jeneen	Math & Science Student Success Center	SBVC	Tutor II	1/12/09	6/30/09	\$11.00
Saldana, Christabel	Math & Science Student Success Center	SBVC	Tutor I	1/12/09	6/30/09	\$9.00
Sequeira, Andrea	Math & Science Student Success Center	SBVC	Tutor I	1/12/09	6/30/09	\$9.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
Professional Expert Hourly Employees
August 13, 2009

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Allred, Wendy	Professional Development Center	DIST	Workforce Development/ PDC Trainer	8/17/09	12/31/09	\$50.00
Ascencio, Rony A.	Professional Development Center	DIST	Workforce Development/ PDC Trainer	8/17/09	12/31/09	\$50.00
Avery, George	Fire Technology	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	8/14/09	12/24/09	\$30.00/ \$23.00/ \$22.50
Azzolin, David	Criminal Justice	SBVC	Police Science Facilitator/ Evaluator/ Safety Facilitator	8/14/09	12/31/09	\$35.00/ \$105.00 per session/ \$25.00
Bayless, Randy	Fire Technology	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	8/14/09	12/24/09	\$30.00/ \$23.00/ \$22.50
Bishop, Robin	Fire Technology	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	8/14/09	12/24/09	\$30.00/ \$23.00/ \$22.50
Bolivar, Fernando	Child Development	SBVC	Foster Kinship Care Education/ Parent Education	8/14/09	12/24/09	\$45.00
Borchardt, Sharlene	Professional Development Center	DIST	Workforce Development/ PDC Trainer	8/14/09	12/31/09	\$45.00
Bravo, Rosemary	Child Development	SBVC	Foster Kinship Care Education/ Parent Education	8/14/09	12/24/09	\$45.00
Burton, Debi	Big Bear Program	SBVC	Assistant Instructor	8/14/09	12/18/09	\$20.00
Cervantes, Charles	Child Development	SBVC	Foster Kinship Care Education/ Parent Education	8/14/09	12/24/09	\$45.00
Chow, Stephanie	Electricity/ Electronics	SBVC	Assistant Instructor	8/17/09	12/19/09	\$20.00

Collins, Wes	Fire Technology	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	8/14/09	12/24/09	\$30.00/ \$23.00/ \$22.50
Danning, Jeanne	Professional Development Center	DIST	Workforce Development/ PDC Trainer	8/17/09	12/31/09	\$50.00
Davis, Penny	Child Development	SBVC	Foster Kinship Care Education/ Parent Education	8/14/09	12/24/09	\$45.00
Delgado, Jennifer	Professional Development Center	DIST	Workforce Development/ PDC Trainer	8/17/09	12/31/09	\$50.00
Donnelly, Shane	Fire Technology	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	8/14/09	12/24/09	\$30.00/ \$23.00/ \$22.50
Durban, Mark	Fire Technology	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	8/14/09	12/24/09	\$30.00/ \$23.00/ \$22.50
Durmisevich II, Mark	Criminal Justice	SBVC	Police Science Facilitator/ Evaluator/ Safety Facilitator	8/14/09	12/31/09	\$35.00/ \$105.00 per session/ \$25.00
Faulkner, Mark	Fire Technology	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	8/14/09	12/31/09	\$30.00/ \$23.00/ \$22.50
Fox, Barry	Fire Technology	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	8/14/09	12/24/09	\$30.00/ \$23.00/ \$22.50
Garcia, Max	Criminal Justice	SBVC	Police Science Facilitator/ Evaluator/ Safety Facilitator	8/14/09	12/31/09	\$35.00/ \$105.00 per session/ \$25.00
Graham, Glen	Professional Development Center	DIST	Workforce Development/ PDC Trainer	8/14/09	12/24/09	\$65.00
Groff, Rick	Fire Technology	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	8/14/09	12/24/09	\$30.00/ \$23.00/ \$22.50
Hale, Stephen	Fire Technology	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	8/14/09	12/24/09	\$30.00/ \$23.00/ \$22.50

Hausman, Edward	Fire Technology	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	8/14/09	12/24/09	\$30.00/ \$23.00/ \$22.50
Horton, Mike	Fire Technology	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	8/14/09	12/24/09	\$30.00/ \$23.00/ \$22.50
Hosea, Keith	Child Development	SBVC	Foster Kinship Care Education/ Parent Education	8/14/09	12/24/09	\$45.00
Janssen, Joshua	Fire Technology	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	8/14/09	12/24/09	\$30.00/ \$23.00/ \$22.50
Ketcherside, David	Fire Technology	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	8/14/09	12/24/09	\$30.00/ \$23.00/ \$22.50
Lapi, John	Fire Technology	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	8/14/09	12/24/09	\$30.00/ \$23.00/ \$22.50
Lomeli, Roberto	Criminal Justice	SBVC	Police Science Facilitator/ Evaluator/ Safety Facilitator	8/14/09	12/31/09	\$35.00/ \$105.00 per session/ \$25.00
Macdonald, John	Fire Technology	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	8/14/09	12/24/09	\$30.00/ \$23.00/ \$22.50
Martin, Christina	Criminal Justice	SBVC	Police Science Facilitator/ Evaluator/ Safety Facilitator	8/14/09	12/31/09	\$35.00/ \$105.00 per session/ \$25.00
Martinez, Chris	Fire Technology	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	8/14/09	12/24/09	\$30.00/ \$23.00/ \$22.50
Migaiolo, Julie	Criminal Justice	SBVC	Police Science Facilitator/ Evaluator/ Safety Facilitator	8/14/09	12/31/09	\$35.00/ \$105.00 per session/ \$25.00
Millerick, Shawn	Fire Technology	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	8/14/09	12/24/09	\$30.00/ \$23.00/ \$22.50
Mocete, Luz	Child Development	SBVC	Foster Kinship Care Education/ Parent Education	8/14/09	12/24/09	\$45.00

Pierson, John	Fire Technology	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	8/14/09	12/24/09	\$30.00/ \$23.00/ \$22.50
Pinchback, Bernadette	Child Development	SBVC	Foster Kinship Care Education/ Parent Education	8/14/09	12/24/09	\$45.00
Raney, Bret	Fire Technology	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	8/14/09	12/24/09	\$30.00/ \$23.00/ \$22.50
Rapoza, Alan	Fire Technology	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	8/14/09	12/24/09	\$30.00/ \$23.00/ \$22.50
Reed, Kris	Professional Development Center	DIST	Workforce Development/ PDC Trainer	8/17/09	12/31/09	\$50.00
Romagnoli, Angela	Professional Development Center	DIST	Workforce Development/ PDC Trainer	8/17/09	12/31/09	\$50.00
Sessler, Richard	Fire Technology	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	8/14/09	12/24/09	\$30.00/ \$23.00/ \$22.50
Shulz, Terry	Fire Technology	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	8/14/09	12/24/09	\$30.00/ \$23.00/ \$22.50
Sipe, Britt	Fire Technology	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	8/14/09	12/24/09	\$30.00/ \$23.00/ \$22.50
Smerber, Matt	Fire Technology	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	8/14/09	12/24/09	\$30.00/ \$23.00/ \$22.50
Smith, Keith	Fire Technology	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	8/14/09	12/24/09	\$30.00/ \$23.00/ \$22.50
Snyder, Robert	Criminal Justice	SBVC	Safety Facilitator	8/14/09	12/31/09	\$19.00
Solometo, Richard	Fire Technology	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	8/14/09	12/24/09	\$30.00/ \$23.00/ \$22.50

Spellman, Ron	Fire Technology	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	8/14/09	12/24/09	\$30.00/ \$23.00/ \$22.50
Spencer, Jacqueline	Professional Development Center	DIST	Workforce Development/ PDC Trainer	8/17/09	12/31/09	\$55.49
Stanzione, Charles	Child Development	SBVC	Foster Kinship Care Education/ Parent Education	8/14/09	12/24/09	\$45.00
Stevens, Al	Fire Technology	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	8/14/09	12/24/09	\$30.00/ \$23.00/ \$22.50
Stewart, Barry	Fire Technology	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	8/14/09	12/24/09	\$30.00/ \$23.00/ \$22.50
Teter, James Cameron	Fire Technology	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	8/14/09	12/24/09	\$30.00/ \$23.00/ \$22.50
Thurston, Omiya "Nikki"	Child Development	SBVC	Foster Kinship Care Education/ Parent Education	8/14/09	12/24/09	\$45.00
Tovar II, Ralph	Fire Technology	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	8/14/09	12/24/09	\$30.00/ \$23.00/ \$22.50
Tuttle, Julie	Criminal Justice	SBVC	Police Science Facilitator/ Evaluator/ Safety Facilitator	8/14/09	12/31/09	\$35.00/ \$105.00 per session/ \$25.00
Walsh, Paschal	Machine	SBVC	Assistant Instructor	8/17/09	12/19/09	\$20.00
Williams, Joseph	Child Development	SBVC	Foster Kinship Care Education/ Parent Education	8/14/09	12/24/09	\$45.00

Ratification: Human Resources Department overlooked the authorizations for the following employees who were scheduled to teach Workforce Development Classes prior to the August board date.

Apodaca, Gilbert	PDC	DIST	Workforce Development/ PDC Trainer	7/10/09	12/31/09	\$50.00
Borchardt, Scott	PDC	DIST	Workforce Development/ PDC Trainer	7/10/09	12/31/09	\$50.00
Hennessy, Caren	PDC	DIST	Workforce Development/ PDC Trainer	7/10/09	12/31/09	\$50.00

Amend July 9, 2009 Board Agenda as Human Resources Department omitted pay rates for Lab Instructor and Primary Instructor assignments for the following employees:

Denhalter, Brittany	EMS/ Workforce Development	CHC	EMS Specialist/Lab Instructor/ Primary Instructor	7/10/09	12/30/09	\$30.00/ \$25.00/ \$20.00
Foster, Nathan	EMS/ Workforce Development	CHC	EMS Specialist/Lab Instructor/ Primary Instructor	7/10/09	12/30/09	\$30.00/ \$25.00/ \$20.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
Substitute Employees
August 13, 2009

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Avramis, Alicia	Child Development Center	CHC	Child Development Assistant	5/5/09	6/30/2009	\$12.35
Covarrubias, Martha	Child Development Center	SBVC	Child Development Assistant	7/14/2009	9/14/2009	12.35
Fife, Purificacion	Fiscal Services	Dist	Senior Payroll Accountant	7/6/09	7/24/09	\$20.23
Garcia, Noemi	Cafeteria	CHC	Food Service Worker Food Service	8/17/09	10/17/09	\$11.75
Garcia, Noemi	Cafeteria	CHC	Specialist	8/17/09	10/17/09	\$12.35
Gomez, Elisa	Food Services	CHC	Food Services Worker	7/7/09	9/7/09	\$11.75
Gomez, Elisa	Food Services	CHC	Food Services Specialist	7/7/09	9/7/09	\$12.35
Healy, Jessica	Microbiology	SBVC	Lab Technician	7/1/09	8/14/09	\$19.25
Holtegaard, Alisa	Child Development Center	SBVC	Child Development Assistant	7/14/2009	9/14/2009	12.35
Hunter, John	Food Services	SBVC	Food Services Worker	7/21/2009	9/21/2009	\$11.75
Lanier, Laura	KVCR Computing Services	Dist	Producer/Director	7/1/09	8/30/09	\$25.90
McGowan, Arlene	Police	Annex	Systems Analyst	7/6/09	8/13/09	\$28.59
Medina, Miguel	Police	Dist	College Police Officer	7/7/09	9/7/09	\$22.33
Molina, Corrine	Child Development Center	SBVC	Child Development Teacher	7/14/2009	9/14/2009	17.76
Ortiz, Brenda	Child Development Center	SBVC	Child Development Assistant	7/14/2009	9/14/2009	12.35

Pasillas, Michelle	Bookstore	CHC	Bookstore Assistant I	6/23/2009	6/30/2009	\$13.29
Pasillas, Michelle	Bookstore	CHC	Bookstore Assistant I	7/1/2009	8/1/2009	\$13.29
Perez, Blanca	Child Development Center	SBVC	Child Development Assistant	7/14/2009	9/14/2009	12.35
Peterson, Brandi	Child Development Center	SBVC	Child Development Assistant	7/14/2009	9/14/2009	12.35
Sclafani, Tony	Police	Dist	College Police Officer	7/7/09	9/7/09	\$22.33
Serrano, Manual	Maintenance Child Development Center	SBVC	Maintenance Worker	7/14/2009	8/14/2009	17.02
Sinha, Indrani	Child Development Center	CHC	Child Development Assistant	5/5/09	6/30/09	\$12.35
Smith, Mary	Cal Works	SBVC	Clerical Assistant II	6/19/09	6/30/09	\$13.97
Smith, Mary	Cal Works	SBVC	Clerical Assistant II	7/1/09	7/31/09	\$13.97
Tafoya-Bryson, Patricia	Police Child Development Center	Dist	College Police Officer	7/7/09	9/7/09	\$22.33
Treacy-Abarca, Rosa	Child Development Center	SBVC	Child Development Assistant	7/14/2009	9/14/2009	12.35
Trumpeta, Joy	Criminal Justice	SBVC	Administrative Secretary	7/1/09	9/1/09	\$18.78
Walters, Andrea	PDC	Dist	Research Assistant	7/1/09	8/14/09	\$23.47
Webb, Marsha	Police Child Development Center	Dist	Dispatch Clerk	7/7/09	9/7/09	\$12.35
Williams, Sophia	Child Development Center	SBVC	Child Development Assistant	7/14/2009	9/14/2009	12.35
Wu, William	Police Human Resources	Dist	College Police Officer	7/7/09	9/7/09	\$22.33
Zapian, Lorena	Human Resources	District	Clerical Asst II	7/13/09	9/13/09	\$13.97

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: August 13, 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 2009-2010 academic year.

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 2009-2010 academic year.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2009-10 budget.

Crafton Hills College

Ashton, Judith	English
Dobbs, Anne	English
Downey, Jennifer	Psychology
Durban, Mark	Fire Technology
Ferracone, Donna	Emergency Medical Services
Fox, Barry	Fire Technology
Hausman, Edward	Fire Technology
Hohman, Zachary	Math/Psychology
Miller, Kim	Anthropology
Millerick, Shawn	Fire Technology
Nicholson, Karl	Emergency Medical Services
Paladini, David	Emergency Medical Services
Pierce, Leah	Mathematics
Raney, Bret	Fire Technology
Ross, Helen	Sociology
Ross, Michael	Mathematics
Sorensen, Kathryn	Anthropology
Stone, Henry	Math/Psychology
Strain, Brian	Emergency Medical Services
Townzen, Susan	Anthropology/Religious Studies

San Bernardino Valley College

Carver, Dean	Welding
Contreras, Rene	Welding
Escobar, Ronald	Accounting
Garcia, Eduardo	Student Development
Hawthorne, Terri	Student Development
Jackson, Keith	Diesel
Jones, Deborah	Child Development
Lawson, Katherine	Sociology
Rice, Larry	Aeronautics
Secord, James	Paralegal
Yabuno, Glenn	Paralegal
Zheng, Lijiang	Railroad
Medina, Thomas Jr.	STAR Program
Luke, Craig, Dr. (Sr.)	STAR Program

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: August 13, 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.

Crafton Hills College

Chavira, Rejoice, Math Jam Counselor not to exceed 23 hours, 08/05/09 – 08/13/09, \$43.16 per hour, 01-00-02-9002-0228-1480.00-6600.

Pace-Pequeno, Catherine, Coordinate Computer Lab not to exceed 126 hours, 08/17/09 – 12/19/09, \$43.16 per hour, 01-00-02-8100-0000-1480.00-4930.

Wilson, Sherri, Math Jam Instructor, \$1,800, 08/05/09 – 08/13/09, 01-00-02-9002-0228-1480.00-6600.

San Bernardino Valley College

Rodriguez, Maria del Carmen, Valley Bound Commitment advising, not to exceed 200 hours, 08/17/09-12/31/09, \$43.16 per hour, 01-00-15-8208-0228-1480.00-6310.

Taylor, Rutina, Valley Bound Commitment advising, not to exceed 200 hours, 08/17/09-12/31/09, \$43.16 per hour, 01-00-15-8208-0228-1480.00-6310.

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: August 13, 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.

BANOLA, ERWIN JOHN, Instructor, Physical Education/Adaptive Emphasis, 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 Cynthia Runyon.

EMERSON, KEVIN, Instructor, Physical Education/Head Football Coach, 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, plus coach stipend. Replacement for Pat Meech.

BAILEY, DENISE, Instructor, Chemistry, 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 Joe Henn.

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: Gloria M. Harrison President, CHC

DATE: August 13, 2009

SUBJECT: Consideration of Approval of Department Head Stipends-CHC

RECOMMENDATION

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

OVERVIEW

Kelly Boebinger, Physical Science & Biological Science, \$9,000.00. Previously approved for Physical Science only. Replacement for Mark Jonasson.

Jodi Hanley, Mathematics, Fall Semester, \$7,000.00. Previously approved for Fall & Spring Semesters.

Jeff Schmidt, Communication and Language, \$7,000.00. Replacement for Richard Hogrefe.

Sherri Wilson, Mathematics, Spring Semester, \$7,000.00.

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 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: August 13, 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.

Gilbert Maez	Matriculation	\$1,320
Kathy Kafela	Transfer Services	\$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: Renee Brunelle, Vice Chancellor, Human Resources
& Employee Relations

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

DATE: August 13, 2009

SUBJECT: Consideration of Approval of Assistant Coaches

RECOMMENDATION

It is recommended that the Board of Trustees approve Assistant Coaches for the SBVC Athletics Department.

OVERVIEW

The individuals on the attached list will serve as assistant coaches for the 2009 Fall season.

ANALYSIS

Assistant Coaches are routinely hired for sport teams.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2009-2010 budget.

SBVC – Fall 2009 Season

Botello, Giancarlo	Football	\$4,162.00
Jarin, Coco	Football	\$4,162.00
Madrigal, Ernie	Football	\$4,162.00
Meech, Patrick	Football	\$4,162.00
Pesquera, Rick	Football	\$4,162.00
Rodriguez, Jeremia	Football	\$4,162.00
Smith, Austin	Football	\$4,162.00
Waters, Gary	Football	\$4,162.00
Vidrio, Edgard	Men's Soccer	\$4,162.00
Gutierrez, Crystal	Women's Soccer	\$3,642.00
Wellman, Vanessa	Women's Soccer	\$3,642.00
Banaag, Ray	Volleyball	\$2,081.00
Burnham, James	Volleyball	\$2,081.00

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: August 13, 2009

SUBJECT: Consideration of Approval of Pre-Retirement Reduced Workload

RECOMMENDATION

It is recommended that the Board of Trustees approve the pre-retirement reduced workload request for Gary Calote, Art Instructor, SBVC, for the 2009-10 academic year.

OVERVIEW

Article 22 of the CTA Bargaining Agreement states faculty who meet the requirements of this article may reduce his or her contract from full-time to percent of contract while maintaining his or her retirement benefits pursuant to Education Code Sections 22713 and 87483 or Government Code Section 20900.

ANALYSIS

Gary Calote has successfully met the established criteria for the requested reduction in workload for the 2009-2010 academic year.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

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: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
DATE: August 13, 2009
SUBJECT: Consideration of Approval of Salary Advancements for Academic Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the salary advancements for academic employees.

OVERVIEW

Effective July 1, 2009, the attached academic employees will advance in salary range due to additional coursework completed.

ANALYSIS

The attached academic employees have completed the number of units necessary for classification advancement for the 2009-2010 academic year per agreement between the SBCCD and SBCCDCTA/NEA.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2009-10 budget.

CHC

Langenfeld, Elizabeth, English Instructor, from Class E to Class F

Davis, Julie, Sociology Instructor, from Class E to Class F.

Ramirez, Steve, Mathematics Instructor, from Class G to Class I

SBVC

Al-Husseini, Maha, Office Information System Instructor, from Class G to Class H

McCrary, Denise, Tech Prep Coordinator, from Class G to Class I

Sogomonian, Nori, Spanish Instructor, from Class E to Class G

Hill, June, Nursing Instructor, from Class E to Class F

Maurizi, Tamara Nursing Instructor, from Class D to Class E

Vasquez, Mary Lou, Office Information System Instructor, from Class E to Class H

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: August 13, 2009
SUBJECT: Consideration of Approval of Temporary Academic Employee

RECOMMENDATION

It is recommended that the Board of Trustees approve the employment of Torgeir Johnsen as a one-year temporary academic employee, Anatomy & Physiology, CHC, effective August 17, 2009.

OVERVIEW

Torgeir Johnsen, Anatomy & Physiology Instructor, CHC, one-year temporary academic employee for the 2009-2010 academic year effective August 17, 2009. Salary Placement is Range D, Step 1, \$46,635.95 for 177 days pending receipt of final official transcripts and work verification.

ANALYSIS

Due to the resignation of Mark Jonasson, it is necessary to hire a temporary replacement for the 2009-2010 academic year.

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: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
PREPARED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
DATE: August 13, 2009
SUBJECT: Consideration of Approval of Management Employees

RECOMMENDATION

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

OVERVIEW

The attached list of management employees is submitted for approval.

ANALYSIS

The management 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.

SIMS, JEREMY, Director, Technology Services, District, full-time, 12-month position, Management Salary Schedule, Range 16, Step B, \$7,585.00 per month effective August 17, 2009. New position.

WARREN-MARLATT, REBECCA, Vice President, Student Services, CHC, full-time, 12-month position, Management Salary Schedule, Range, 23, Step B, \$10,672 per month effective August 14, 2009. Replacement for Alex Contreras.

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: August 13, 2009
SUBJECT: Consideration of Acceptance of Management Resignations

RECOMMENDATION

It is recommended that the Board of Trustees accept the resignation of Denise Schaper, Director, Student Life, SBVC, effective July 15, 2009 and Cidhinnia Torres-Campos, Director of Research & Planning, CHC, effective July 30, 2009.

OVERVIEW

Ms. Schaper has submitted a letter of resignation from employment effective July 15, 2009, after four years of service to the District.

Ms. Torres-Campos has submitted a letter of resignation from employment effective July 30, 2009, after two years of service to the District.

ANALYSIS

The Human Resources Department has provided Ms. Schaper and Ms. Torres-Campos acceptance of their 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
DATE: August 13, 2009
SUBJECT: Consideration of Approval of Doctoral Stipend for Manager

RECOMMENDATION

It is recommended that the Board of Trustees approve the doctoral stipend for Marshall Gartenlaub, Initiative Director, ACT, retroactive to May 1, 2006.

OVERVIEW

Mr. Gartenlaub was hired as the Initiative Director, ACT, on September 1, 2003, and obtained his doctorate degree on December 17, 2003. He has been working as the Initiative Director, ACT, without reimbursement. However, since he holds a doctorate degree, he is entitled to the doctoral stipend of \$95.00 per month.

ANALYSIS

All management employees on the management salary schedule who hold the doctorate degree are entitled to an additional stipend in the amount of \$95.00 per month.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2009-10 budget. The stipend will be funded by the CACT Leadership Grant.

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: August 13, 2009

SUBJECT: Consideration of Approval of Reclassification of Management Position – Director, Community Relations & Resource Development, SBVC, to Director, Resource Development

RECOMMENDATION

It is recommended that the Board of Trustees approve the reclassification of the management position, Director, Community Relations & Resource Development, SBVC, to Director, Resource Development effective September 1, 2009.

OVERVIEW

The Director of Community Relations & Resource Development position at SBVC is being reclassified to Director of Resource Development, which is the equivalent position at Crafton Hills College. Both positions perform the same duties and have the same education and experience requirements to perform the duties of the position. In order to treat both positions in an equitable manner we need to place them on the same level.

ANALYSIS

In order to treat both positions in an equitable manner we need to place them on the same level.

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

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

DATE: August 13, 2009

SUBJECT: Consideration of Approval of Salary Adjustment for Management Employee – Director, Community Relations & Resource Development, SBVC, to Director, Resource Development

RECOMMENDATION

It is recommended that the Board of Trustees approve the salary adjustment for Donna Hoffmann, from Director, Community Relations & Resource Development, SBVC, to Director, Resource Development, SBVC, effective September 1, 2009.

OVERVIEW

The Director of Community Relations & Resource Development position at SBVC is being reclassified to Director of Resource Development, SBVC, which is the equivalent position at Crafton Hills College. Both positions perform the same duties and have the same education and experience requirements to perform the duties of the position. In order to treat both positions in an equitable manner we need to place them on the same level.

ANALYSIS

Since the position is being reclassified, the incumbent in the position must have a salary adjustment to fit the new classification. The incumbent will be placed on Range 15, Step E, \$8,362 per month, management salary schedule, effective September 1, 2009.

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: Renee Brunelle, Vice Chancellor, Human Resources & Employee Relations

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

DATE: August 13, 2009

SUBJECT: Consideration of Approval for Management Tuition Reimbursement

RECOMMENDATION

It is recommended that the Board of Trustees approve the request for management tuition reimbursement.

OVERVIEW

Herbert L. English, Jr., Director of EOP&S/CARE, is requesting tuition reimbursement for the California State University Fullerton doctoral program in Community College Leadership, a three year program beginning Fall, 2009.

ANALYSIS

This request is in compliance with Board Policy 7250 which states that management personnel on the management salary schedule shall be eligible for tuition cost reimbursement from an accredited institution and no tuition cost paid by the District is to exceed 80% of a per unit basis cost of similar course work at the University of California.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

Included in 2009-10 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: Renee Brunelle, Vice Chancellor, Human Resources & Employee Relations

DATE: August 13, 2009

SUBJECT: Consideration of Approval of Revised Management Job Description

RECOMMENDATION

It is recommended that the Board of Trustees approve the revised job description for Director, District Computing Services.

OVERVIEW

Due to an unsuccessful recruitment for the Director, District Computing Services, additional analysis of similar and comparable positions was conducted. The findings support the revision of the minimum requirements for the position.

ANALYSIS

Based on further analysis of similar and comparable positions and the lack of sufficient candidates for the Director, District Computing Services, the hiring manager is requesting revision of the minimum requirements for the position.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2009-10 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

DIRECTOR, DISTRICT COMPUTING SERVICES

*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 direction, of the Executive Director of Distributed Education and Technology Services, provides leadership for all aspects of information technology, which include academic, student services, and administrative networks; support of all District applications and information systems; and user support services. Directly oversees the application programming and systems management groups who are responsible for configuration, security, resource monitoring and reporting, and the development of specialized and custom programs. In collaboration with District constituencies and representative committees, is responsible for the development of District's Strategic and Tactical Technology plans.

REPRESENTATIVE DUTIES

The following duties are typical for this classification.

1. Manage and coordinate the planning and implementation of administrative computing, network services, and the District telecommunication support.
2. Develop and maintain District-wide Computing Services master plan and long term strategies for computers, telecommunications, and information systems, along with recommendations for appropriate budget.
3. Design and maintain the District-wide databases, decision support systems and information systems.
4. Develop and administer the department's annual operating budget; approve the forecast of funds need for staffing, equipment, materials and supplies; approve expenditure and implement budgetary adjustments as appropriate and necessary.
5. Assist the Executive Director of Distributed Education & Technology Services on institutional planning and projects.
6. Work closely with the colleges and departments to assess needs; coordinate plan and activities including development projects that involve the administrative systems, the coordination of software upgrades and the installation of new products.
7. Monitor and evaluate system performance and initiate necessary corrective action to assure continuity of services to meet the District's technology and information services needs.
8. Ensure effective and efficient delivery of system design, applications development and technological support of District-wide academic and administrative programs.
9. Promote the use of alternative media and assistive technology.
10. Chairs appropriate District-wide technology and computing committees.
11. Anticipates, prevents and resolves problems and concerns.
12. Perform 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:

Advanced principles, practices and current trends and technology in the field of information systems.
Pertinent federal, state and local laws, regulations, policies affecting the information infrastructure and related technology and systems.
Methods and techniques of application development, system design and programming.
Operational characteristics in personal computers, operating and network systems.
Principles and practices of budget preparation and administration.
Principles of supervision, training and performance evaluation.

Ability to:

Demonstrate effective time management and organizational skills.
Adapt to changing technologies and learn functionality of new systems and equipment.
Research, evaluate, and implement new technologies, development tools and products.
Make recommendations and implement processes, methods and programs to continually improve systems.
Oversee, direct, and coordinate the work of lower level staff.
Participate in the selection and recommendation, supervision, training, and evaluation of staff.
Provide leadership based on ethics and principles as they relate to the functions and operations of the assigned area.
Demonstrate professionalism, fairness and honesty in all aspects of the performance of the duties.
Participate in the development and administration of goals, objectives, and procedures for assigned area.
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.
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 - *Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

Education/Training:

A Bachelor's Degree from an accredited college or university with major course work in computer science, management information systems, [business administration](#) or a related field.

Required Experience:

Four years of modern instructional network technology experience including two years of administrative or supervisory responsibility.

Preferred Experience:

1. A Master's Degree from an accredited college or university with major course work in computer science, management information systems, [business administration](#) or a related field.
2. Instructional network technology experience in an education environment, preferably a Community College.
3. Demonstrated knowledge and/or experience in implementing and working with a virtualized infrastructure and ERPs.

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 with extended periods of time viewing computer monitor.

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: February 12, 2009

[Revised: August 13, 2009](#)

Range: 19

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: August 13, 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.

Crafton Hills College

Ferracone, Donna,	Public Safety & Services	8/14/09-6/30/10
Jabr, Alexandra	Public Safety & Services	8/14/09-6/30/10
Mondragon, Laura	Health Services	8/14/09-6/30/10
Wilson, Debbie	Counseling Office	8/14/09-12/30/09

San Bernardino Valley College

Galindo, Alicia	Athletics	8/14/09-6/01/10
Rivera, Evelyn	Athletics	8/14/09-6/1/10
Vasones, Yvette	Athletics	8/14/09-6/30/10
Zamorez, Marisa	Athletics	8/14/09-6/30/10
Days, Scotty	Athletics	8/14/09-11/25/09
Blumenthal, Kyle	Athletics	8/14/09-11/25/09
Ragan, Clarence	Athletics	8/14/09-12/20/09
Araujo, Ned	Mathematics	10/23/09 - only
Beckum, Zach	Mathematics	09/18/09 - only
Shelton, Charles	Mathematics	09/18/09 - only
Lomax, Bill	Mathematics	09/18/09 - only
Webb, Pamela	Applied Tech	8/14/09-12/19/09
Adkins, Shane	Tech/Automotive	8/17/09-12/11/09
Bland, Evelyn	Human Services	8/14/09-12/31/09
Kodad, Vicki	Human Services	8/14/09-12/31/09
Bolter, Richard	Human Services	8/14/09-12/31/09
Treadway, Ollie	Human Services	8/14/09-12/31/09
Terrell, Jimmie	Human Services	8/14/09-12/31/09
Alston, Tammie	Human Services	8/14/09-12/31/09
Mendoza, Delfina	Human Services	8/14/09-12/31/09
Gonzales, Rosemary	Human Services	8/14/09-12/31/09
Richards, Robert	Human Services	8/14/09-12/31/09
Harter-Spear, Joan	Human Services	8/14/09-12/31/09
Ramirez-Ramirez, Patricia	Tutoring Center	8/17/09-6/30/09
Beauvry, Alfred	Art	9/1/2009-6/30/10
Caulk, Roger	Art	8/17/09-6/30/10
Yasuhara, Phil	Art	9/1/09-6/30/10
Carter, Jessica	CalWORKs	8/14/09-9/30/09
Chavez, Sharcorria	CalWORKs	8/14/09-9/30/09
Simmons, Takeshia	CAHSEE	8/14/09-12/24/09
Nguyen, Daniel	Marketing & PR	8/14/09-6/30/10
Flores, Abril	Marketing & PR	8/14/09-6/30/10
Adame, Juan	Valley Bound	8/14/09-6/30/10
Albert, Keisha	Valley Bound	8/14/09-6/30/10
Alvarado, Maria T.	Valley Bound	8/14/09-6/30/10
Alvarez, Adriana	Valley Bound	8/14/09-6/30/10
Alvarez, Miguel	Valley Bound	8/14/09-6/30/10
Angulo, Denise	Valley Bound	8/14/09-6/30/10
Arias, Karla	Valley Bound	8/14/09-6/30/10
Arroyo, Alvaro A.	Valley Bound	8/14/09-6/30/10
Avalos, Dulce	Valley Bound	8/14/09-6/30/10
Awad, Amer	Valley Bound	8/14/09-6/30/10

Barajas, Diana	Valley Bound	8/14/09-6/30/10
Barragan, Daisy	Valley Bound	8/14/09-6/30/10
Benavides, Adriana	Valley Bound	8/14/09-6/30/10
Briggs, David	Valley Bound	8/14/09-6/30/10
Brown, Briana	Valley Bound	8/14/09-6/30/10
Cabansag, Victoria	Valley Bound	8/14/09-6/30/10
Campbell, Shanay	Valley Bound	8/14/09-6/30/10
Carrasco, Andrew	Valley Bound	8/14/09-6/30/10
Casillas, Hugo	Valley Bound	8/14/09-6/30/10
Castillo, Violeta	Valley Bound	8/14/09-6/30/10
Cervantes, Athziry	Valley Bound	8/14/09-6/30/10
Cervantes, Jose	Valley Bound	8/14/09-6/30/10
Contreras, Carolina	Valley Bound	8/14/09-6/30/10
Contreras, Felipe	Valley Bound	8/14/09-6/30/10
Covarrubias, Ricardo N.	Valley Bound	8/14/09-6/30/10
Davila, Olivia	Valley Bound	8/14/09-6/30/10
Dawson, Tarae	Valley Bound	8/14/09-6/30/10
DeLaPaz, Rosa	Valley Bound	8/14/09-6/30/10
Diaz, Omar	Valley Bound	8/14/09-6/30/10
Douglas, Jimina	Valley Bound	8/14/09-6/30/10
Escobedo, Patricia	Valley Bound	8/14/09-6/30/10
Espinoza, Jesus	Valley Bound	8/14/09-6/30/10
Estrada, Eduardo	Valley Bound	8/14/09-6/30/10
Fields, Chanisse	Valley Bound	8/14/09-6/30/10
Gage, Amber	Valley Bound	8/14/09-6/30/10
Garcia, Daisy	Valley Bound	8/14/09-6/30/10
Garcia, Nadine	Valley Bound	8/14/09-6/30/10
Godsey, Cristine	Valley Bound	8/14/09-6/30/10
Gonzalez, Carla	Valley Bound	8/14/09-6/30/10
Green, Marcus	Valley Bound	8/14/09-6/30/10
Guerrero, Mariel	Valley Bound	8/14/09-6/30/10
Gurrola, Elizabeth	Valley Bound	8/14/09-6/30/10
Gutierrez, Yaquelin	Valley Bound	8/14/09-6/30/10
Guzman, Alma D.	Valley Bound	8/14/09-6/30/10
Haro, Cesar	Valley Bound	8/14/09-6/30/10
Hoge, Jessmyn T.	Valley Bound	8/14/09-6/30/10
James, Michelle	Valley Bound	8/14/09-6/30/10
Kennedy, Cusara	Valley Bound	8/14/09-6/30/10
Landeros, Anary	Valley Bound	8/14/09-6/30/10
Lansangan, Brandon	Valley Bound	8/14/09-6/30/10
Lopez, Rafael	Valley Bound	8/14/09-6/30/10
Lucero, Victor	Valley Bound	8/14/09-6/30/10
Ly, Manita	Valley Bound	8/14/09-6/30/10
Lynch, Chelsea	Valley Bound	8/14/09-6/30/10
Manning, Tatiana	Valley Bound	8/14/09-6/30/10
Martin, Selene C.	Valley Bound	8/14/09-6/30/10
Mayorga, Marcos	Valley Bound	8/14/09-6/30/10
McAfee, Temaris	Valley Bound	8/14/09-6/30/10
Miranda, Gloria	Valley Bound	8/14/09-6/30/10
Mora, Mayra	Valley Bound	8/14/09-6/30/10
Morentin, Krystal	Valley Bound	8/14/09-6/30/10

Munoz, Jennifer	Valley Bound	8/14/09-6/30/10
Munoz, Leanne Y.	Valley Bound	8/14/09-6/30/10
Najar, Marisela	Valley Bound	8/14/09-6/30/10
Ojeda, Gloria	Valley Bound	8/14/09-6/30/10
Orozco, Angel	Valley Bound	8/14/09-6/30/10
Orozco, Kenia	Valley Bound	8/14/09-6/30/10
Ortega, Jorge	Valley Bound	8/14/09-6/30/10
Perez, Ivette	Valley Bound	8/14/09-6/30/10
Petersen, Crystal	Valley Bound	8/14/09-6/30/10
Raney, Christina	Valley Bound	8/14/09-6/30/10
Resendiz, Marcelino	Valley Bound	8/14/09-6/30/10
Roberson, Ida M.	Valley Bound	8/14/09-6/30/10
Rodriguez, Jessica	Valley Bound	8/14/09-6/30/10
Ruiz, Andres	Valley Bound	8/14/09-6/30/10
Ruiz-Alvarez, Vanessa	Valley Bound	8/14/09-6/30/10
Ruvalcaba, Brenda	Valley Bound	8/14/09-6/30/10
Samaniego, Javier	Valley Bound	8/14/09-6/30/10
Shaddox, Kaylee	Valley Bound	8/14/09-6/30/10
Sibley, Miesha	Valley Bound	8/14/09-6/30/10
Solano, Malorie D.	Valley Bound	8/14/09-6/30/10
Tapia, Araceli	Valley Bound	8/14/09-6/30/10
Valdez, Leticia	Valley Bound	8/14/09-6/30/10
Vann, Bryjon (BJ)	Valley Bound	8/14/09-6/30/10
Vasquez, Jose	Valley Bound	8/14/09-6/30/10
Vasquez, Pedro	Valley Bound	8/14/09-6/30/10
Venegas, Jesse	Valley Bound	8/14/09-6/30/10
Viera, Nathania	Valley Bound	8/14/09-6/30/10
Walker –Haywood, Teresa	Valley Bound	8/14/09-6/30/10
Wilson, Jontavia	Valley Bound	8/14/09-6/30/10
Witrigo, Georgiana	Valley Bound	8/14/09-6/30/10
Yzaguirre, Eddie	Valley Bound	8/14/09-6/30/10

District

Funn, Steve	KVCR	7/1/09-6/30/10
Jahn, Erica	KVCR	7/1/09-6/30/10
Kelley, Drake	KVCR	7/1/09-6/30/10
Lanier, Alyssa	KVCR	7/1/09-6/30/10
Lanier, Carrol	KVCR	7/1/09-6/30/10
Lanier, Dana	KVCR	7/1/09-6/30/10
Lanier, Jacquelyn	KVCR	7/1/09-6/30/10
McDonald, Tracy	KVCR	6/27/09-8/7/09
Pierick, Ruth Ann	KVCR	7/1/09-6/30/10
Pierick, Tom	KVCR	7/1/09-6/30/10
Proctor, Ronda	KVCR	7/1/09-6/30/10
Reaves, Lynn Ann	KVCR	7/1/09-6/30/10
Stiller, Diana	KVCR	7/1/09-6/30/10
Yamamoto, June	KVCR	7/1/09-6/30/10

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Bruce Baron, Vice Chancellor of Fiscal Services
PREPARED BY: Bruce Baron, Vice Chancellor of Fiscal Services
DATE: August 13, 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 8/13/2009

Contract Type

<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<i>CalWorks Child Care</i>				
Ashley, Aji	(6070) CalWorks Childcare - Parent - Andrew- Bey, Asia for FY 2009-2010 Term: 7/20/2009 - 6/30/2010 01-46-01-8120-0266-7600.00-7320	Calworks/SBVC	\$143.44 Per Week	SSutorus
Barlow, Carolyn Renee	(6083) CalWorks Childcare - Parent - Williamson, Julie for FY 2009-2010 Term: 7/21/2009 - 6/30/2010 01-46-01-8120-0266-7600.00-7320	Calworks/SBVC	\$150.00 Per Week	SSutorus
Benavides, Maria	(6082) CalWorks Childcare - Parent - Pennington, Alejandra for FY 2009-2010 Term: 7/21/2009 - 6/30/2010 01-46-01-8120-0266-7600.00-7320	Calworks/SBVC	\$143.44 Per Week	SSutorus
Burkeybile, Joseph	(6068) CalWorks Childcare - Parent - Burkeybile, Rebecca for FY 2009-2010 Term: 7/20/2009 - 6/30/2010 01-46-01-8120-0266-7600.00-7320	Calworks/SBVC	\$279.40 Per Week	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>CalWorks Child Care</u>					
	Carmichael Family Childcare	(6084) CalWorks Childcare - Parent - Christopher, Kamesha for FY 2009-2010 Term: 7/21/2009 - 6/30/2010 01-46-01-8120-0266-7460.00-0732	Calworks/SBVC	\$151.07 Per Week	SSutorus
	Carmichael Family Childcare	(6085) CalWorks Childcare - Parent - Lemon, Frabresha for FY 2009-2010 Term: 7/21/2009 - 6/30/2010 01-46-01-8120-0266-7600.00-7320	Calworks/SBVC	\$159.37 Per Week	SSutorus
	Faith Lutheran Daycare Center	(6072) CalWorks Childcare - Parent - Soward, Crystal for FY 2009-2010 Term: 7/20/2009 - 6/30/2010 01-46-01-8120-0266-7600.00-7320	Calworks/SBVC	\$649.00 Per Week	SSutorus
	Kidz Rock Learning Center	(6067) CalWorks Childcare - Parent - Baroi, Isaac P. for FY 2009-2010 Term: 7/20/2009 - 6/30/2010 01-46-01-8120-0266-5120.00-7320	Calworks/SBVC	\$592.00 Per Month	SSutorus
	Ortiz, Ligia	(6066) CalWorks Childcare - Parent - Ortiz, Vanessa for FY 2009-2010 Term: 7/20/2009 - 6/30/2010 01-46-01-8120-0266-7600.00-7320	Calworks/SBVC	\$260.32 Per Week	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>CalWorks Child Care</u>					
	Perry Family Child Care - Michelle Perry	(6071) CalWorks Childcare - Parent - Martin, Wilda for FY 2009-2010 Term: 7/20/2009 - 6/30/2010 01-46-01-8120-0266-7600.00-7320	Calworks/SBVC	\$159.37 Per Week	SSutorus
	Rogers, Annie	(6069) CalWorks Childcare - Parent - Rogers, Davida for FY 2009-2010 Term: 7/20/2009 - 6/30/2010 01-46-01-8120-0266-7600.00-7320	Calworks/SBVC	\$135.96 Per Week	SSutorus
<u>SubTotal for CalWorks Child Care: 11</u>					
<u>CalWorks Off-Campus Work Study</u>					
	San Bernardino, County Of, Public Defenders Office	(6065) CalWorks Workstudy - Student - Gibson, Shawna for FY 2009-2010 Term: 7/20/2009 - 6/30/2010 01-46-01-8120-0266-5120.00-6470	Calworks/SBVC	\$10.25 5% of Hourly Rate Reimbursed	SSutorus
	San Bernardino, County Of, Public Defenders Office	(6063) CalWorks Workstudy - Student - Menald, Shaunte for FY 2009-2010 Term: 7/20/2009 - 6/30/2010 07-46-01-8120-0266-5120.00-6470	Calworks/SBVC	\$10.25 5% of Hourly Rate Reimbursed	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>CalWorks Off-Campus Work Study</u>					
	San Bernardino, County Of, Public Defenders Office	(6064) CalWorks Workstudy - Student - Quintero, Vanessa for FY 2009-2010 Term: 7/20/2009 - 6/30/2010 01-46-01-8120-0266-5120.00-6470	Calworks/SBVC 5% of Hourly Rate Reimbursed	\$10.25	SSutorus
	Think Together	(6061) CalWorks Workstudy - Student - Carter, Jessica J. for FY 2009-2010 Term: 7/20/2009 - 6/30/2010 01-46-01-8120-0266-5120.00-6470	Calworks/SBVC 5% of Hourly Rate Reimbursed	\$10.00	SSutorus
	Think Together	(6062) CalWorks Workstudy - Student - Chavez, Sharoccorria for FY 2009-2010 Term: 7/20/2009 - 6/30/2010 01-46-01-8120-0266-5120.00-6470	Calworks/SBVC 5% of Hourly Rate Reimbursed	\$12.00	SSutorus
	Yucaipa, City of	(6059) CalWorks Workstudy - Student - Gibson, Matthew for FY 2009-2010 Term: 7/20/2009 - 6/30/2010 01-46-01-8120-0266-5120.00-6470	Calworks/SBVC 5% of Hourly Rate Reimbursed	\$8.75	SSutorus
	Yucaipa, City of	(6060) CalWorks Workstudy - Student - Soward, Crystal M. for FY 2009-2010 Term: 7/20/2009 - 6/30/2010 01-46-01-8120-0266-5120.00-6470	Calworks/SBVC 5% of Hourly Rate Reimbursed	\$8.75	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>CalWorks Off-Campus Work Study</u>					
<i>SubTotal for CalWorks Off-Campus Work Study: 7</i>					
<u>Clinicals</u>					
	Mountainview Generating Station	(6133) Clinical - Training Site Agreement for Use of Generating Station for Fire Technology Training Sessions Term: 7/1/2009 - 6/30/2010	Fire Technology/CHC	No Cost	BBaron
<i>SubTotal for Clinicals: 1</i>					
<u>General</u>					
	American Septic Services, Inc	(6112) Rental - Rental and Service of Two Portable Toilets for Home Football Games for the 2009 Season Term: 9/1/2009 - 12/31/2009 01-00-01-1500-0000-5610.00-6969	Physical Education/SBVC	\$190.00	BBaron
	America's Xpress Rent A Car	(6109) Rental - 8 Passage Full Size Van for Use by Physical Education Department for Intercollegic Sports Teams Transports for Away Games: Per Day Rate Includes both Tax and Insurance Term: 8/14/2009 - 6/30/2010 01-00-01-1501-0000-5611.00-0000 01-00-01-1500-0000-5611.00-0000	Physical Education/CHC	\$80.29 Per Day	BBaron

<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>					
	Barraza, Jeff	(6117) Service - DJ Services for WOW Event and Information Fair at SBVC Term: 8/19/2009 - 8/19/2009 73-00-01-8200-0306-5120.00-6960	Student Life/SBVC	\$250.00	BBaron
	Bear Valley Unified School District	(6089) Rental - Rental of Classrooms at Big Bear High School for SBVC Satellite Campus Program for Fall 2009 Term: 8/14/2009 - 12/31/2009 01-00-01-8112-0000-5610.00-6010	Science/SBVC	\$5,298.00 Not to Exceed	BBaron
	C.E.G Investigations	(6080) Service - Hearing Appeals Officer as Required Under the California Vehicle Code 40215 and 21113(a) for FY 2009-2010 Term: 7/1/2009 - 6/30/2010 01-00-03-9503-0000-5120.00-6770 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	District Police/SBCCD	\$800.00 Not to Exceed	BBaron
	Environmental Management Technologies	(6119) Service - Hazardous Waste Removal in Chemistry Labs at CHC Term: 8/14/2009 - 12/30/2009 01-00-02-9505-0000-5536.00-6599	Maintenance/CHC	\$1,096.00	BBaron

<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>				
Federation of American Societies for Experimental Biology	(6114) Letter of Agreement & Understanding - Contractor to Provide Speakers for Career in Science Event and SBVC to Provide Room and Media Equipment Term: 11/13/2009 - 11/13/2009	Science/SBVC	No Cost	BBaron
Identix Incorporated	(6087) Service - Maintenance Agreement - Live Scan Fingerprinting Machine System for FY 2009-2010 Term: 7/1/2009 - 6/30/2010 01-00-03-9503-0000-5637.00-6770 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	District Police/SBCCD	\$2,694.00	BBaron
Inland Inspection & Consulting	(4581) Professional Services - Inspection Services on New Construction Projects for Both SBVC and CHC: Amendment 1 - Reimbursables to Include Travel Expenses for any Pre-Approved Travel over 50 Miles Amount Not to Exceed \$5,000 Over the Life of the Contract Term: 11/9/2007 - 6/30/2010 42-56-31-3500-0000-6210.13-7100 42-56-32-9600-0000-6120.20-7100	Kitchell/SBCCD	Per Rate Schedule	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</u>					
	Kern County Superintendent of Schools	(6078) Consulting Service - Provide Direction and Guidance with New KVCR Media Building Project Term: 8/14/2009 - 6/30/2010 42-56-31-8121-0000-6210.00-7100	KVCR/SBCCD	\$80,000.00	BBaron
	KTIE 590 Broadcasting	(6123) Advertising - Radio Ad to Promote PDC Programs Term: 8/14/2009 - 8/19/2009 01-00-35-8115-0465-5801.00-6840	PDC/SBCCD	\$1,270.00	BBaron
	Liquidation Company	(6122) Service - Auctioneer Services for Disposal of District Wide Surplus Assets; Cost to District is Up To 13% of Final Auction Sale Price Term: 7/1/2009 - 6/30/2010 01-00-03-9007-0000-8912.00-0000	Business Services/SBCCD Up to 13% of Auction Price		BBaron
	Magnum Range Inc	(6077) Service - Provide Range Services for District Police Department at a Rate of \$9.75 Per Hour Per Person Term: 7/1/2009 - 6/30/2010 01-00-03-9503-0000-5120.00-6770 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	District Police/SBCCD	\$200.00 Not to Exceed	BBaron

<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>					
	Moore, Rachel E.	(6135) Service - Directorial and Stage Management for SBVC Fall 2009 Production of "You're a Good Man Charlie Brown" Term: 8/17/2009 - 12/6/2009 01-40-01-3581-0000-5113.01-6890	Theater Arts/SBVC	\$1,200.00	BBaron
	Pacific Parking Systems, Inc	(6075) Service - Maintenance Agreement for Vanguard XC and M4 Parking Systems Located on the SBVC Campus for FY 2009-2010 Term: 7/1/2009 - 6/30/2010 01-00-03-9503-0000-5630.00-6770 01-00-03-9503-0000-5640.00-6770 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	District Police/SBVC	\$4,725.00	BBaron
	Party Plus Rentals	(6136) Rental - Rental of 3 Canopies and 30 Umbrellas for WOW Event Term: 8/20/2009 - 8/20/2009	Student Life/SBVC aid by ASB Trust Account 4141	\$593.51	BBaron
	Red Star Fire Protection	(6129) Service - On demand Fire Extinguisher Recharge and Repair Service Term: 9/4/2009 - 6/30/2010 01-00-03-8514-0000-5580.00-6510	Facilities Planning/SBCCD	\$300.00 Not to Exceed	BBaron

<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>					
	San Bernardino City Unified School District	(6140) CISCO - Sponsored Curriculum Academies Local Academy Agreement for Pacific High School at \$500 and Networking Academy Programs for San Bernardino High School and Cajon High School at \$2,000 each Term: 8/17/2009 - 6/30/2010	Program Development/CHC	\$4,500.00	BBaron
	San Bernardino, County of, Sheriff's Department	(6120) Service - Dispatch Services for District Wide Campus Police Department; Amendment 1- Service Increase Number of Radios Increase cost by \$1,483 Term: 7/1/2008 - 6/30/2011 01-00-03-9503-0000-5120.00-6770	District Police/SBCCD Revised Contract Amount	\$13,299.00	BBaron
	SES Event Safety, Inc - DBA Symons Emergency Specialist	(6110) Service - Paramedic and Ambulance Service for Home Football Games for the 2009 Season Term: 9/5/2009 - 11/14/2009 01-00-01-1500-0000-5120.00-6969	Physical Education/SBVC	\$2,000.00	BBaron
	Shalimar Tours & Charter	(6111) Rental - Bus Rentals for Football Team Transportation to Away Games for the 2009 Season Term: 9/12/2009 - 11/7/2009 01-00-01-1500-0000-5611.00-6969	Physical Education/SBVC	\$8,157.38	BBaron

<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>				
Smith Seating Company, Inc	(6104) Rental - Rental of Grandstand Seating For Football Season Term: 8/14/2009 - 12/31/2009 01-00-01-1500-0000-5610.00-6969	Physical Education/SBVC	\$3,900.00	BBaron
Stanley Security Solutions (Formerly Sonitrol - IE)	(6079) Service - Installation and Monitoring of Alarm in New Technical Division Portable Buildings Term: 8/14/2009 - 6/30/2014 01-00-01-0950-8000-0563.00-6770	Administrative Services/SBVC \$133 Per Month Monitoring Fee	\$5,543.00	BBaron
Student Health 101	(6102) Service - Student Health 101 Online Subscription Service Term: 8/14/2009 - 6/30/2010 01-00-01-0821-0031-0583.00-6440	Health Services/SBVC	\$1,600.00	BBaron
Studica, Inc	(6125) Software - 20 Licenses for Autodesk Maya Super Packet for One Year Term: 7/1/2009 - 6/30/2010 01-12-02-4633-0457-5830.00-0702 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Program Development/CHC	\$22,837.50	BBaron

<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>				
Total Compensation Systems, Inc	(6142) Consulting - Actuarial Information for Compliance with GASB Standards as Required Every Two Years Term: 8/14/2009 - 10/31/2009 01-00-03-9004-0000-5113.00-6730	Human Resources/SBCCD	\$6,300.00	BBaron
Tri-State Accommodations	(6134) Service - Transportation of Two Cadavers To and From Loma Linda University Term: 8/14/2009 - 6/30/2010 01-00-02-4691-0000-5120.00-0410 01-00-02-8100-0000-5120.00-6770	Biology/CHC	\$550.00	BBaron
Universal Hospital Service	(6091) Rental - Respiratory Equipment for Student Use in Clinical Lab for FY 2009-2010 Term: 8/14/2009 - 6/30/2010 01-12-02-5622-0457-5610.00-1210	Respiratory Care/CHC	\$1,000.00 Not to Exceed	BBaron
<i>SubTotal for General: 28</i>				

<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>				
AirGas West, Inc	(6106) Rental - Helium Tank Rental to Promote Student Life Programs Term: 7/1/2009 - 6/30/2010 73-00-01-8200-0306-5610.00-6960 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Student Life/SBVC	\$90.00	BBaron
American Public Television	(6090) Service - Program Exchange for KVCR-TV Station for FY 2009-2010 Term: 7/1/2009 - 6/30/2010 74-00-03-8110-0108-5831.00-7099 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	KVCR/SBCCD	\$6,771.00	BBaron
ARS Enterprises, Inc - Autoclave Repair Division	(6100) Service - Preventative Maintenance Agreement - Sterilizer Term: 7/1/2009 - 6/30/2010 01-00-02-9520-0000-5360.00-6599 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Science/CHC	\$2,034.90	BBaron
ARS Enterprises, Inc - Autoclave Repair Division	(6108) Service - Preventative Maintenance Agreement for Sterilizer Term: 8/14/2009 - 6/30/2010 01-00-01-4690-0000-5630.00-0403 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Science/SBVC	\$1,520.00	BBaron

<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>				
Big Z Auto Works	(6074) Service - Tow Service for SBVC/SBCCD Area at the Request of District Police Term: 7/1/2009 - 6/30/2010 01-00-03-9503-0000-5120.00-6770 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	District Police/SBVC	\$300.00 Not to Exceed	BBaron
Bridges Transitions, Co	(6092) Software - Site License for Choices Explorer Term: 7/1/2009 - 6/30/2010 01-12-02-8102-0457-5830.00-6340 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Program Development/CHC	\$1,700.00	BBaron
Community College League of California	(5921) Service - Provide Professional, Technical and Management Services at a Rate of \$600 for One-Half Day on 05/04/09, and \$600 for One-Half Day on 05/14/09:Contract Original Approved 05/14/2009: Contract Revised to Include Reimbursement of Travel Expenses Term: 5/4/2009 - 5/14/2009 01-00-03-9000-0000-5120.00-6600 Ratified - Ratification is Requested, Contract Not Received In Time for Previous Board Meetings	Chancellor/SBCCD	\$1,200.00 Plus Travel Expenses	NVela

<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>					
	ComputerLand of Silicon Valley	(6132) Software - SYMC Multi-Tier Protection 11.0.2 and SYMC Antivirus for MAC Term: 7/1/2009 - 6/30/2010 01-00-03-9010-0000-5830.00-6780 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Distance Education/SBCCD	\$28,879.92	BBaron
	Culligan International Water Treatment Systems	(6116) Service - Water Treatment Services for SBVC Boilers Term: 7/1/2009 - 6/30/2010 01-00-01-9508-0000-5531.00-6770 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Maintenance/SBVC	\$6,804.00	BBaron
	Eureka	(6099) Software - Site License for Eureka Software Term: 7/1/2009 - 6/30/2010 01-12-02-8102-0457-5830.00-6340 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Program Development/CHC	\$2,387.06	BBaron
	Golden Valley Medical, Inc	(6101) Rental - Oxygen Tank Rental for Respiratory Care Program Term: 7/1/2009 - 6/30/2010 01-00-02-5622-0000-5120.00-1210 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Program Development/CHC	\$530.00	BBaron

<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>					
	Harland Technology Services	(6093) Service - Maintenance Agreement for OP6 MDL36 Dual RFLT Read Head Term: 7/1/2009 - 6/30/2010 01-74-01-8207-0232-5637.00-6320 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Counseling/SBVC	\$1,109.00	BBaron
	IKON Office Solutions	(6098) Service - Maintenance Agreement for Cannon IRC3220 Term: 7/1/2009 - 6/30/2010 01-00-25-9016-0155-5637.00-6600 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Foundation/CHC	\$1,256.20	BBaron
	IKON Office Solutions	(6118) Service - Maintenance Agreement for Cannon IRC3220 Term: 7/1/2009 - 9/30/2009 01-00-15-9016-0155-5637.00-6600	Research & Planning/SBVC	\$312.00	BBaron
	IKON Office Solutions	(6115) Service - Maintenance Agreement for Cannon IRC51801 Term: 7/1/2009 - 9/30/2009 01-00-01-9002-0000-5637.00-6600	President/SBVC	\$326.25	BBaron

<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>				
IKON Office Solutions	(6128) Service - Maintenance Agreement for RJCOH-AF3228C Term: 7/1/2009 - 6/30/2010 01-12-03-8115-0448-5637.00-6840 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	PDC/SBCCD	\$776.61	BBaron
Jefferson, Stephanie DBA S. Jefferson Transcription Services	(6088) Service - Transcription Services for District Police Department Term: 7/1/2009 - 6/30/2010 01-00-03-9503-0000-5120.00-6770 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	District Police/SBCCD	\$250.00 Not to Exceed	BBaron
Larry Malmberg Investigations	(6139) Professionals Services - Background Investigator Services Term: 7/1/2009 - 6/30/2010 01-00-03-9503-0000-5120.00-6770 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Human Resources/SBCCD	\$700.00 Not To Exceed	BBaron
Michael J. O'Day & Associates	(6138) Professional Services - Background Investigations Service Term: 7/1/2009 - 6/30/2010 01-00-03-9503-0000-5120.00-6770 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Human Resources/SBCCD	\$2,000.00 Not to Exceed	BBaron

<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>					
	Myers Information Systems	(6105) Service - Automated TV Service for KVCR-TV Station Term: 7/1/2009 - 6/30/2010 74-00-03-8110-0110-8563.00-7099 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	KVCR/SBCCD	\$1,182.50	BBaron
	Pacific Parking Systems, Inc	(6076) Service - Maintenance Agreement for System 6 Parking System on CHC Campus for FY 2009-2010 Term: 7/1/2009 - 6/30/2010 01-00-03-9503-0000-5630.00-6770 01-00-03-9503-0000-5640.00-6770 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	District Police/CHC	\$2,400.00	BBaron
	Print & Finishing Solutions	(6113) Service - Preventative Maintenance Agreement for Printing Equipment Term: 7/1/2009 - 6/30/2010 01-00-03-9507-0000-5630.00-6770 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Publications/SBCCD	\$5,480.00	BBaron

<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>					
	Rayne Water Conditioning	(6107) Service - Water Treatment for Microbiology Lab Plus Tank Rental Term: 7/1/2009 - 6/30/2010 01-00-01-4690-0000-5610.00-0403 01-00-01-4690-0000-5531.00-0403 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Science/SBVC	\$1,076.40	BBaron
	Redlands, City of	(6124) Filming Permit - Photography/Filming Permit for KVCR's Recording of Events at the Redlands Bowl Term: 6/30/2009 - 8/21/2009 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	KVCR/SBCCD	No Cost	Btemple
	So-Cal Office Technology (formerly MWB Business Systems)	(6081) Service - Maintenance agreement and Supplies for Sharp Copiers Through Out the District Sites for One Quarter July - September: Each Area to Cover Cost of Their Copies agreement Term: 7/1/2009 - 9/30/2009 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Fiscal Services/SBCCD	\$11,000.00 Not to exceed	BBaron

<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>					
	Southern California Boiler	(6121) Service - On Demand Boiler Repair and Maintenance for SBVC Campus Term: 7/1/2009 - 6/30/2010 01-00-01-9506-0000-5660.00-6510 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Maintenance/SBVC	\$15,000.00 Not to Exceed	BBaron
	Stanley Security Solutions (Formerly Sonitrol - IE)	(6096) Service - Alarm Monitoring for Health/Life Science Building Term: 7/1/2009 - 6/30/2014 01-00-01-9508-0000-5630.00-6770 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Maintenance/SBVC	\$4,548.00	BBaron
	Sun Newspaper, The	(6126) Advertising - Print Ad for Foster Parent Program for Fall 2009 Term: 8/1/2009 - 10/31/2009 01-00-01-8306-0209-5801.00-1305 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Child Development/SBVC	\$8,850.00	BBaron
	Think Together	(6137) MOU - Off-Site Workstudy Agreement for Placement of Federal Workstudy Students at a Non-District Site Location Term: 7/1/2009 - 6/30/2010 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Financial Aid/SBVC	No Addition Cost	BBaron

<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>				
Yale/Chase Material Handling	(6141) Service - Repair of Massy Ferguson Tractor Term: 7/1/2009 - 8/15/2009 01-00-01-9508-0000-5640.00-6770 Ratified - Ratification Requested the Contract was for Urgent Repair	Maintenance/SBVC	\$4,822.10	POngoco
<u>SubTotal for General - Ratified: 30</u>				
<u>Grant/Award Income</u>				
CCC Chancellor's Office	(5443) Grant - California High School Exit Exam Preparation Program Fund (CAHSEE) for the Funding Period 11-1-2008 to 10-31-2009: Amendment 1 Extend Grant Period to 01-21-2010 Term: 11/1/2008 - 10/31/2009	Calworks/SBVC	\$400,000.00	RGerhard
CCC Chancellor's Office	(6130) Grant - Responsive Training Fund for Incumbent Workers Term: 6/1/2009 - 6/30/2010 01-00-03-8115-0471-5629.00-0000	PDC/SBCCD	\$316,499.00	NVela
CCC Chancellor's Office	(6086) Service - COTOP - Collecting of Debits Owed to SBCCD Through the State Chancellor's Office Tax Offset Program for FY 2009-2010 Term: 7/1/2009 - 6/30/2010	Fiscal Services/SBCCD	75% of Collected Debits	BBaron

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Grant/Award Income</u>				
Community Christian College	(6131) Contact Education - Soft Skills Training for Older Youths Term: 7/1/2009 - 12/30/2009	PDC/SBCCD	\$8,000.00	BBaron
Foundation for Community Colleges	(5565) Interagency Agreement - SBVC's Automotive Smog Lab to be Use for State of California's BAR Smog Referee and Student Technician Training Program: Amemdment 1 - Time Extention to 06-30-2010 Term: 7/1/2008 - 6/30/2010	Technical Training/SBVC	\$12,000.00	POngoco
Pepe's Towing Service	(6073) Service - Towing Service for CHC Area at the Request of District Police Term: 7/1/2009 - 6/30/2010 01-00-03-9503-0000-5120.00-6770 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	District Police/CHC	\$300.00 Not to Exceed	BBaron
San Bernardino City Unified School District	(5688) Grant - As Part of AB172 SBVC Develop and Provide a Pre-Kindergarten and Family Literacy Program: Funded through the Formula of \$21.22 Per Child Per Instructional Day for 54 Children; Term Dates 02-12-2009 to 06-30-2009: Amemdment 1- Term Dates Through 06-30-2010 - Grant Increase of \$126,598.50 Term: 2/13/2009 - 6/30/2010	Child Care Center/SBVC	\$209,569.50 Revised Not to Exceed Value	BBaron

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Grant/Award Income</u>					
	Workability III Program	(6127) Contract Education - PDC to Provide Job Development and Pre-Employment Training for Program Participants Term: 8/14/2009 - 6/30/2010	PDC/SBCCD	\$18,900.00	BBaron

SubTotal for Grant/Award Income: 8

Grand Total Contracts for Board Date 8/13/2009: 85

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: August 13, 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 2009-10 budget.

DISTRICT

KENN COUCH to Tulsa, Oklahoma, July 23-24, 2009 and San Antonio, Texas, July 30 and 31, 2009 to tape segments for the "People of the Pines" series, with time only. Accommodations will be paid by the KVCR Educational Foundation, Inc. These segments will be used in the third installment of programs produced by KVCR-DT and the San Manuel Band of Mission Indians. This production has been made possible by grants to the KVCR Educational Foundation, Inc. by San Manuel. Ratification is requested due to recent approval of travel destinations sites for series segments.

OSMAN PARADA to San Jose, California, August 13-16, 2009 to exhibit and market EduStream Services at the Multimedia Education Resource for OnLine Teaching (MERLOT), with time and expenses. Mr. Parada will be manning the EduStream exhibitor booth during the conference. Conference attendance fully funded by EduStream.

ANDREW CHANG to Phoenix, Arizona, July 27-August 7, 2009 to supervise the installation of the servers for the co-location site for EduStream, with time and expenses. Costs to be fully reimbursed by the EduStream grant. Ratification is being requested because travel dates were not confirmed until after the July Board meeting.

DONALD L. SINGER to Washington, DC, July 30-August 2, 2009 to attend the Association of Community College Trustees Board of Directors retreat. ACCT pays all expenses.

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: August 13, 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 2009-10 budget.

DISTRICT

Event: Retirement Celebration
Date: June 30, 2009
Amount: \$655.83
Item: Refreshments

The Applied Technology Training Center hosted a retirement celebration for Robert Temple and Frank Reyes in appreciation of their services to the District. Funding was through the Professional Development Center Economic Advancement Trust. This event was not approved at the July 2009 Board because it was not decided on until after the approval deadline.

Event: Board Retreat
Date: August 27, 2009
Amount: Not to exceed \$550.00
Item: Catering services

Event: East Valley Collaborative Partnership Dinner
Date: September 1, 2009
Amount: \$700.00
Item: Food and supplies

This event gives the opportunity to outreach to schools and the community to showcase the Career Technical Education activities. Funded by the Senate Bill 70 grant.

Event: Nanotechnology Training
Date: August 17, 2009 through October 7, 2009
Amount: \$500.00
Item: Refreshments and supplies

Training will be held at the Donald F. Averill, Applied Technology Training Center and Bourns College of Engineering Labs and University of California, Riverside, and will consist of 90 hours of hands-on training that introduces participants to nanocharacterization. Funding is through the U.S. Department of Labor's Employment and Training Administration grant.

SBVC

Event: Constitution Day Events
Date: September 17, 2009
Amount: \$1,000
Item: Giveaways/promotion items, Performance/Licensing fee, Publicity, Supplies and Equipment

Sponsored by the Office of Student Life for approximately 3,000 attendees, this event is an American federal observance that recognizes the ratification of the US Constitution and those who have become US citizens. A film on the history of the US Constitution will be shown, pocket guides distributed and a voter registration drive will be conducted. Funding source is the Office of Student Life Trust.

Event: Dive In to Leadership Workshop
Date: October 16, 2009
Amount: \$500
Item: Refreshments and Supplies

Sponsored by the Office of Student Life with anticipated attendance of 40, this event is a half-day program open to all currently enrolled SBVC students, featuring guest speakers from campus and is designed to encourage and inspire leadership. Funding source is the Office of Student Life Trust.

Event: Inter-Club Council Club Rush

Date: September 23, 2009

Amount: \$600

Item: Umbrellas/E-Z Ups, Refreshments and Decorations/Giveaways

Sponsored by the Inter-Club Council, this bi-annual event for approximately 1,000 attendees will give student organizations an opportunity to assemble on campus to answer questions, sell/give away food and host games. Funding source is the Office of Student Life Trust.

Event: Joint SBVC/CHC Associated Student Government Meeting

Date: September 18, 2009

Amount: \$300

Item: Supplies, Food, Giveaways

Sponsored by the Associated Student Government, this event for 50 students, allows both campuses to discuss legislative issues and collaborate on activities for the coming year. Funding source is the Associated Student Government.

Event: Wolverine Days

Date: September 17, 2009, October 14, 2009, November 10, 2009, December 9, 2009; January 20, 2010, February 10, 2010, March 10, 2010 and April 14, 2010

Amount: \$2,000 (\$250 each event)

Item: Contracts, Giveaways/promotions, Supplies/Decorations

Sponsored by the Associated Student Government, this event is for approximately 300 students per event and is an in-reach event to provide social and educational activities based on thematic months for SBVC students. Funding source is the Associated Student Government.

Event: Student Employee & Volunteer Training

Date: December 3, 2009 and May 27, 2010

Amount: \$1,000 (\$500 for each event)

Item: Food, Supplies, Equipment and Giveaways

Sponsored by the Office of Student Life, this event anticipates 60 attendees and provides end of the semester job training, development and employee morale. Funding source is the Office of Student Life.

Event: Associated Student Government Spring 2010 Retreat

Date: January 5-6, 2010

Amount: \$4,500

Item: Guest rooms, Food, Audio Visual and Giveaways/Supplies

Sponsored by the Associated Student Government for 20 students, this retreat provides leadership and lobbying training for student government representatives along with a status check on 2009-2010 goals and objectives. Funding source is the Associated Student Government.

Event: Black History Month Jazz Kitchen
Date: February 3, 2010
Amount: \$2,200
Item: Performance agreements, Publicity, Promotions, Food, Giveaways, Supplies & Equipment

Sponsored by the Associated Student Government and Office of Student Life, this event for approximately 500 attendees will celebrate Black History Month with live jazz music and soul food. Funding source is the Associated Student Government and Office of Student Life.

Event: Spring 2010 General Elections
Date: April 5-8, 2010
Amount: \$5,000
Item: Contracts, Publicity, Promotions, Food, Giveaways, Supplies and equipment

Sponsored by the Associated Student Government for approximately 12,000 students, this event is for the election of 2010-2011 Associated Student Government officers. Funding source is the Associated Student Government.

Event: SBVC Commencement
Date: May 21, 2010 (Rain back up date of May 22, 2010)
Amount: \$29,000
Item: Commencement Supplies, Postage, Rentals, Food, Other Expenses and Fee

Sponsored by the Office of Student Life and Associated Student Government, this event is held to recognize AA and AS Degrees and Certificate recipients with an expected attendance of 6,000. Funding source is the Office of Student Life and the Associated Student Government.

Event: Transfer/College Fair, 2009
Date: October 14, 2009
Amount: \$2,800
Item: Rentals, Advertising, Decorations/supplies, Continental breakfast and lunch

Sponsored by the Transfer Center, this event will have 75 college and university representatives on the SBVC campus to promote transfer opportunities, increase retention and transfer rates by providing awareness of requirements for public and private 4-year colleges and universities. Approximately 1,500 faculty, staff and students will attend. Funding source is the Transfer Center Budget and Trust Account.

Event: UCLA TAP/Transfer Conference (Transfer Alliance Program)
Date: November 20, 2009
Amount: \$1,387.46
Item: Bus Transportation

Sponsored by the Honors Program and Transfer Center, this event is for 53 SBVC honors students and faculty chaperones to learn, promote and increase transfer awareness and preparation for 4-year institutions with emphasis on the UC system. Funding source is the Honors Program and Transfer Center budget.

Event: CARE Mini Conference
Date: October 23, 2009
Amount: \$1,500
Item: Food/beverages

Sponsored by CARE (Cooperative Agencies Resources for Education), this event will include guest speakers on Health & Wellness, Dress 4 Success, Self-Esteem and Leadership, awards will be presented and lunch will be served to approximately 100 students and staff at SBVC. Funding source will be the CARE budget.

Event: Fall Athletic BBQ
Date: August 20, 2009
Amount: \$300.00
Item: Refreshments and supplies

The Athletics Department will host new and returning students for the Fall semester. Funding source will be the Athletic Trust Account.

Event: Athletic Compliance Meeting
Date: August 27, 2009
Amount: \$700.00
Item: Refreshments and Supplies

This is the annual required athletic compliance meeting for all head coaches, assistant coaches, volunteer coaches, administrators and staff within the Athletics Department. Funding source will be the Athletic Trust Account.

Event: SBVC Financial Aid Awareness
Date: May 15, 2009
Amount: \$120
Item: Bus Rental

Sponsored by Financial Aid, the event was Board approved on 5/14/09, which included the bus rental contracts for other area schools. Ratification is requested due to the fact the contract and PR were not created for Colton High School to transport 50 students to SBVC at the time of submission for Board approval and inadvertently missed. Funding source was from the Matriculation Categorical funding.

Event: Statewide Student Senate Region IX Meeting
Date: August 7, 2009
Amount: \$300
Item: Supplies, Food and Giveaways

Sponsored by the Associated Student Government, this event is a monthly meeting of regional representatives to discuss legislative issues and collaborate on activities. Ratification is requested due to the regional request coming after the previous Board deadline. Funding source is Associated Student Government.

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: August 13, 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 2009-10 budget.

DISTRICT

Employee: Debra Smith
Membership: AAA
Amount: \$47

Employee: Dan Kelly
Membership: AAA
Amount: \$24

The AAA membership provides for contingency roadside assistance and towing for the drivers of the District's courier van. These memberships were approved at the July 9, 2009 Board meeting; however, the amounts were incorrect.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Bruce Baron, Vice Chancellor of Fiscal Services
PREPARED BY: Bruce Baron, Vice Chancellor of Fiscal Services
DATE: August 13, 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 Purchasing Agent 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.

Attachments

Non-Fixed Asset Surplus
August 13, 2009

1. Three-drawer file cabinet, horizontal (2)
2. Table (1)
3. Four-drawer file cabinet, horizontal (4)
4. Four-drawer file cabinet, vertical (1)
5. Wheel chair (4)
6. Hepa filter m/d #nsa7100 (1)
7. Analog meter (1)

End

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: August 13, 2009
SUBJECT: Consideration of Approval of a Facility Use Fee Waiver –
Professional Development Center

RECOMMENDATION

It is recommended that the Board of Trustees approve a facility-use fee waiver for Congressman Joe Baca's staff to use the Corporate Training Room in the Professional Development Center on August 11, 2009.

OVERVIEW

Congressman Joe Baca has asked to use the Corporate Training Room in the Professional Development Center for a meeting.

ANALYSIS

In line with supporting community services, the SBCCD requests that the facility use fee be waived for Congressman Joe Baca on August 11, 2009.

BOARD IMPERATIVE

IV. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

No budget implications.

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: August 13, 2009
SUBJECT: Consideration of Approval of a Facility Use Fee Waiver – District Office Board Room

RECOMMENDATION

It is recommended that the Board of Trustees approve a facility-use fee waiver for the San Bernardino City Manager's Office to use the Board Room on August 24, 2009.

OVERVIEW

San Bernardino City Manager Charles McNeely has asked to use the Board Room for his department head retreat.

ANALYSIS

In line with supporting community services, the SBCCD requests that the facility use fee be waived for the San Bernardino City Manager's Office on August 24, 2009.

BOARD IMPERATIVE

IV. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

No budget implications.

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: August 13, 2009
SUBJECT: Consideration of Acceptance of Academic Resignation

RECOMMENDATION

It is recommended that the Board of Trustees accept the resignation of Mark Jonasson, Instructor, Anatomy & Physiology, CHC, effective July 24, 2009.

OVERVIEW

Mr. Jonasson has submitted a letter of resignation from employment effective July 24, 2009, after twelve years of service to the District.

ANALYSIS

The Human Resources Department has provided Mr. Jonasson 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: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
DATE: August 13, 2009
SUBJECT: Consideration of Approval of Ratification of CSEA Tentative Agreement

RECOMMENDATION

It is recommended that the Board of Trustees ratify the CSEA Tentative Agreement.

OVERVIEW

On July 6, 2009, the District and CSEA #291 reached Tentative Agreement on Article 7: Pay & Allowances.

ANALYSIS

The District and CSEA #291 reached tentative agreement on Article 7: Pay & Allowances. The District and Association agree that no adjustment will be made in compensation or salary schedule(s) for the Association bargaining unit for the 2008-2009 fiscal year.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2009-2010 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TENTATIVE AGREEMENT

This Tentative Agreement is between the San Bernardino Community College District (hereinafter District) and the California School Employees Association, Chapter 291, (hereinafter referred to as the "Association").

IT IS HEREBY AGREED as follows:

Article 7: Pay & Allowances


Due to the rescission of the COLA for Community Colleges that was made formal in the recently adopted budget and the reduction of budgeted funding previously approved in September 2008, the District and the Association agree that no adjustment will be made in compensation or salary schedule(s) for the Association bargaining unit for the 2008-2009 fiscal year.

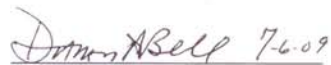
As the District's financial outlook improves, the District and the Association agree to meet and negotiate future salary schedule compensation.


THIS TENTATIVE AGREEMENT IS SUBJECT TO RATIFICATION.

Dated this 6th day of July, 2009.


Renée Brunelle
Vice Chancellor, Human Resources
& Employee Relations


Colleen Gamboa
SBCCD CSEA Vice President


Damon Bell
Vice President, Student Services
District Representative


Denise Evans
CSEA Labor Representative

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: August 13, 2009
SUBJECT: Consideration of Adoption of Resolution – Elimination of Classified Services for 2009-2010 Academic Year

RECOMMENDATION

It is recommended that the Board of Trustees adopt the resolution for elimination of classified services for the 2009-2010 academic year.

OVERVIEW

Adopt resolution for elimination of the Project Analyst, SBVC, classified position, due to lack of funds and work.

ANALYSIS

Funding for the Foster Kinship Care, Youth Empowerment Strategies for Success and Ready to Learn Grants, which are categorically funded, will end on July 31, 2009. As such, services being provided by these programs, will no longer be needed by the District.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

None.

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE SAN BERNARDINO
COMMUNITY COLLEGE DISTRICT COUNTY OF SAN BERNARDINO, STATE
OF CALIFORNIA**

ELIMINATION } RESOLUTION No. _____
CLASSIFIED SERVICES FOR } _____
THE 2009-2010 SCHOOL YEAR} _____

This Board finds that it is in the best interests of the District that, for the 2009-10 academic year, certain services now being provided by the District be eliminated due to lack of funds and lack of work.

<u>Number</u> <u>of Positions</u>	<u>Job</u> <u>Classification</u>	<u>Assigned Time</u>	<u>Disposition</u>
1	Project Analyst (C140002)	Full-time 100%	Elimination

The Chancellor of the San Bernardino Community College District is authorized and directed to give notices of layoff to an appropriate number of classified employees of the District who may be affected pursuant to the provisions of Education Code Sections 8366, 88014, 88015, 88017, 88117 and 88127 and consistent with the lawful requirements of Article 9 of the District's Agreement with the California School Employees Association not later than forty-five (45) days prior to the effective date of the reduction of services as set forth above.

This Resolution proposed by Trustee _____, and
 Seconded by Trustee _____, was passed and adopted at a regular meeting of the Governing Board of the San Bernardino Community College District of San Bernardino County, California, on August 13, 2009, by the following vote.

AYES:
 NOES:
 ABSTENTIONS:
 ABSENT:

Dated _____

GOVERNING BOARD OF THE SAN BERNARDINO
COMMUNITY COLLEGE DISTRICT

BY: _____
 Secretary of the Governing Board
 Dr. Noelia Vela

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Bruce Baron, Vice Chancellor of Fiscal Services
PREPARED BY: Bruce Baron, Vice Chancellor of Fiscal Services
DATE: August 13, 2009
SUBJECT: Adopt Resolution for California Department of Social Services

RECOMMENDATION

It is recommended that the Board of Trustees Adopt Resolution for California Department of Social Services Community Care Licensing.

OVERVIEW

California Department of Social Services is the licensing agency of Child Care Centers. Crafton Hills College Child Care Center is periodically required to renew the center's license with the State of California. As part of that process, the Board is required to adopt a resolution delegating key center staff members to be the authorized personnel for the center during operation hours. Whereas the center is required to have an authorized person at the facility during operational hours, it is necessary for the Board to authorize staff members of Child Care Center in order to be compliant with this regulation.

ANALYSIS

This is official notification by the Board of Trustees to the California Department of Social Services who is authorized to receive documents.

BOARD IMPERATIVE

III – Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

This enables the District to be compliant with state regulations in support of the center's operation.

DESIGNATION OF FACILITY RESPONSIBILITY

Licensed facilities are required to have an authorized person continuously present at the facility during operational hours to represent the facility and to accept licensing reports. Licensees shall use this form to delegate the above authority to appropriate staff. Applicants/licensees who are corporations shall attach board resolutions authorizing this delegation.

Facility Name Crafton Hills College Child Development Center Date 7/15/09

Facility Number 364811521

Facility Address 11711 Sand Canyon Road Phone (909)389-3400

City Yucaipa County San Bernardino

In the event of my absence I designate Cammy Purper, Robyn Blue, Candace Leonard, Christina Johle. He/She is authorized to receive any documents including reports of inspections and consultations, accusations and civil and administrative processes on my behalf at the above-named facility.

When delegating authority to appropriate staff, Residential Care Facilities for the Elderly shall comply with CCR Title 22, Division 6 Section 87564. Child Care Centers shall comply with CCR Title 22, Division 12 Section 101215.1 and other licensed facilities shall comply with CCR Title 22, Division 6 Section 80064.

I (We) shall notify the licensing agency, in writing, within 10 days of any change in the above authorization.

Signature of applicants/licensees

Clerk of the Board of Trustees

Title

114 South Del Rosa Drive

Address

San Bernardino San Bernardino 92408

City County Zip

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Bruce Baron, Vice Chancellor of Fiscal Services
PREPARED BY: Bruce Baron, Vice Chancellor of Fiscal Services
DATE: August 13, 2009
SUBJECT: Consideration of Approval of Contract for Prepaid Card Services

RECOMMENDATION

It is recommended that the Board of Trustees approve the contract with Springbok Services, Inc.

OVERVIEW

This contract will allow the District to disperse Financial Aid and other funds to students through the use of a reloadable prepaid VISA Financial Aid Debit card. This will eliminate the need for live checks being mailed to students.

ANALYSIS

This will save the District time, resources and cost of the current system of live checks.

BOARD IMPERATIVE

III – Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Lower cost to the District in postage and staff resources.

SPRINGBOK SERVICES, INC.
PREPAID SERVICES AGREEMENT

This **PREPAID SERVICES AGREEMENT** (this "**Agreement**") is entered into as of August 13, 2009 (the "**Effective Date**") between **SPRINGBOK SERVICES, INC.**, a Delaware corporation having its principal place of business at 345 Inverness Drive South, Building A, Suite 130, Englewood, Colorado, 80112 ("**Springbok**") and **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**, having its principal place of business at 114 Del Rosa Drive, San Bernardino, CA 92408 ("**Client**"). Each of Springbok and Client are referred to individually as a "**Party**" and collectively as the "**Parties**" throughout this Agreement.

RECITALS

A. Springbok is engaged in the business of developing, implementing, fulfilling and administering electronic payment processing solutions, including prepaid cards and prepaid card related systems and services, to businesses; and

B. Client is interested in establishing one or more prepaid debit card programs with Springbok; and

C. The Parties desire to enter into this Agreement pursuant to which Springbok will provide to Client the Services (as hereinafter defined) so that Client may, in turn, establish Programs (as hereinafter defined) to provide payments to designated persons who will become Cardholders (as hereinafter defined).

NOW, THEREFORE, in consideration of the foregoing and the mutual promises and covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto agree as follows:

1. DEFINITIONS. As used in this Agreement:

"Applicable Law" means any law, statute, rule, regulation, or ordinance or judicial, governmental, or administrative order decree or ruling, applicable to a Program or to the actions of either Party in performance of its obligations hereunder.

"Association" means the Visa or MasterCard brands or such other brands that may be used to identify the payment network affiliation of the Sponsor Bank that issues the Card Account and/or Card.

"Association Regulations" means the bylaws and operating rules (or similar operative documents) of each Association, as such are amended from time to time.

"Authorized Third Party" means those vendors, agents or business partners, including the Sponsor Bank, and such other companies as may be utilized by Springbok or the Sponsor Bank to provide the Services to Client.

"Card" means a prepaid, single value or reloadable, plastic or virtual payment card that is issued by a Sponsor Bank under Association Regulations to a Cardholder using a Card Account maintained by Springbok.

"Card Account" means a virtual account established by Springbok in the Springbok database for each Cardholder in connection with a Program, which account shall contain electronic monetary value that a Cardholder may access by using a Card.

"Cardholder" means any natural person participating in a Program who (i) is at least 18 years of age, (ii) is the individual that receives a Card from Client or College under the terms of this Agreement, and (iii) is a resident of the United States of America.

"Cardholder Agreement" means the agreement between the Sponsor Bank and the Cardholder relating to the use of a Card.

"Cardholder Information" means all information pertaining to a Cardholder, including name, address, date of birth, social security number and/or other identification information that is required by Springbok or the Sponsor Bank to be collected and/or stored for a Program and information regarding Cards including the Card number, balance and transaction information.

"Client Content" means Client's artwork, graphical images, text, audiovisual elements and other works of authorship as Client may deliver to Springbok from time to time.

"Client Marks" means the Marks owned or licensed by Client other than those licensed directly from Springbok.

“**College**” means any college which is a member of the San Bernardino Community College District to which the Client may offer the Services under a Program as identified in the applicable Program Information Form. All references in this Agreement to College, College Content and College Marks shall only apply to the extent that Client establishes a Program for the benefit of a College rather than a Program supporting Cardholders in which the Client has a direct relationship.

“**College Content**” means College’s artwork, graphical images, text, audiovisual elements and other works of authorship as Client may deliver to Springbok from time to time.

“**College Marks**” means the Marks owned or licensed by College other than those licensed directly from Springbok.

“**Documentation**” means the printed or electronic documents and other manuals, including, without limitation, the Cardholder Agreement, furnished to Client by Springbok for distribution along with the Cards to Cardholders.

“**Intellectual Property Rights**” means any (i) inventions, discoveries and ideas (whether patentable or unpatentable and whether or not reduced to practice), and all patents, patent rights, applications for patents (including, without limitation, divisions, continuations, continuations-in-part and renewal applications), and any renewals, extensions or reissues thereof; (ii) trade secrets, know-how, and Confidential Information; (iii) other proprietary rights and information, copyrights and works of authorship, whether copyrightable or not, and all applications, registrations, renewals and extensions in connection therewith (whether presently available or subsequently available as a result of intervening legislation); (iv) domain names, (v) databases, and (vi) other similar intellectual property or proprietary rights, but excluding any Marks.

“**Marks**” means the words, terms, characters, emblems, logos, service marks, trade dress, trade names or trademarks, designs, or parts thereof, in any size or dimension, presently used or hereafter acquired by any entity to identify such entity, its products and/or services, including all goodwill associated therewith and all applications, registrations and renewals associated with the foregoing.

“**MasterCard**” means MasterCard International Incorporated.

“**Program**” means one or more prepaid card programs that have been approved by the Sponsor Bank or applicable Association to be implemented by Springbok pursuant to this Agreement, as more fully described in the applicable Program Information Form.

“**Program Information Form**” means each duly executed program information form, in substantially the form of **Exhibit C**, to be completed by Springbok and signed by Springbok and an authorized officer of the Client specifying the Services to be provided for a Program and the fees to be charged for such Services, as such may be supplemented from time to time by the parties in writing. Each new Program will be evidenced by a new Program Information Form, which will be numbered sequentially (e.g., Exhibit C-1, Exhibit C-2, etc.).

“**Services**” means the services and products to be provided to the Client by Springbok as more fully described in each **Exhibit A** and specified in each Program Information Form.

“**Sponsor Bank**” means the financial institution that is a member of the applicable Association(s) that may be used by Springbok from time to time to be the issuer of Card Accounts and Cards to Cardholders.

“**Sponsor Marks**” means the Marks owned or licensed by the Sponsor Bank.

“**Springbok Content**” means Springbok’s artwork graphical images, text, audiovisual elements and other works of authorship as Springbok may use in association with a Client Web Page.

“**Springbok Marks**” means the Marks owned or licensed by Springbok.

“**Unused Balances**” means unused and idle monetary balances available (after taking into account any fees assessed against such Card Accounts).

“**Visa**” means Visa, U.S.A., Inc.

2. **SCOPE OF SERVICES.** Subject to the terms and conditions of this Agreement, Springbok hereby agrees to provide the Services described in **Exhibit A** and the applicable Program Information Form. No Program or Program Information Form shall be

binding on Springbok unless the applicable Association and the Sponsor Bank have approved such Program. All Services shall meet the requirements and specifications for such Services described in this Agreement and the applicable Program Information Form; *provided* that Springbok shall not be required to take any actions that could reasonably be expected to cause Springbok or a Program to breach, violate or be in default of Applicable Law or any Association Regulations in effect from time to time.

All references in this Agreement to College, College Content and College Marks shall only apply to the extent that Client establishes a Program for the benefit of a College rather than a Program supporting Cardholders in which the Client has a direct relationship.

3. OWNERSHIP OF CARDS. Each Card is issued by and remains the property of the Sponsor Bank. Client and College (if any) must surrender the Cards in their possession to Springbok or the Sponsor Bank upon request.

4. CARDHOLDER INFORMATION. Client will provide, or require Cardholders to provide, the Cardholder Information set forth on **Exhibit B**, and shall follow the procedures set forth on **Exhibit B** with respect to such Cardholder Information. Springbok will maintain all Cardholder Information in accordance with the Payment Card Industry (PCI) Data Security Standards in effect as of the Effective Date. Springbok shall insure that the Sponsor Bank uses Cardholder Information solely in connection with the issuance of Cards and any activities ancillary thereto.

5. ORDER, DELIVERY AND ACCEPTANCE.

5.1 Program Information Forms, Orders and Invoices. For each new Program, the Parties will execute and deliver a Program Information Form setting forth the details of such Program. After a Program Information Form has been executed by the Parties, Client may order Cards from Springbok from time to time in accordance with Springbok's current order procedures and processes. Upon Springbok's acceptance of an order from Client, Client will deliver to Springbok all necessary information pertaining to such order as directed by Springbok. Client shall be responsible for the accuracy of order information provided to Springbok. Springbok shall accept orders from Client in its sole discretion which shall not be unreasonably withheld.

When Springbok has received all necessary information regarding an order, including all Client Content and Client Marks, Springbok will invoice Client for the order.

5.2 Delivery. Subject to Client's payment obligations under Article 6, Springbok will deliver the Cards at Client's option as indicated by Client in writing, (i) to Client, or (ii) to individual Cardholders. Cards will be deemed accepted by Client or Cardholder, as applicable, unless Client notifies Springbok in writing within ten (10) days of delivery thereof that the Cards have a material design or functional defect (a "**Defect**"). In the event of discovery of a Defect in the Cards, Client's sole and exclusive remedy will be to exchange such Cards for non-defective replacements.

5.3 Cancellation; Refunds. Upon Client's request for cancellation of one or more Cards ordered by Client prior to the earlier of the activation or delivery of such Cards, Springbok shall cancel such Cards and, at Client's option, within sixty (60) days following such cancellation, Springbok shall issue to Client a refund of fees paid by Client for such Cards or a credit equal to the value of fees paid by Client for such Cards less an amount equal to the cancellation fee charged to Cardholder which is set forth in the Program Information Form.

5.4 Risk of Loss. Each Party will use best efforts to prevent loss, theft or unauthorized use of the Cards. For Cards which are delivered in bulk to Client or College, Client assumes all risk of loss from lost or stolen Cards from the time that they are received by Client or College and receipt is acknowledged in accordance with Springbok's standard procedures. For Cards which are delivered by Springbok to individual Cardholders via U.S. mail or alternate delivery service, Springbok shall assume all risk of loss until the Cards are received by individual Cardholders. Client's sole remedy, and Springbok's sole liability, for loss of a Card prior to receipt by the intended Cardholder shall be to issue a replacement Card as provided in Section 5.5. If a Card is lost or stolen by or from the Cardholder following receipt, the Cardholder must promptly provide Springbok with written notice of such loss or theft once the Cardholder has knowledge of such event. Springbok will replace Cards reported by the Cardholder as lost or stolen in exchange for the payment of a lost card cancellation and re-issuance fee described in the applicable Program Information Form.

5.5 Lost and Stolen. If a Card is lost or stolen by or from Client or Cardholder, Client or Cardholder, as applicable, must promptly provide Springbok written notice of such loss or theft (“**Notice**”): Springbok will promptly deactivate any Cards reported by Client or Cardholder to be lost or stolen. Springbok will replace Cards reported by Client or Cardholder as lost or stolen in exchange for a cancellation and re-issuance fee described in the applicable Program Information Form. The balance on such replacement Cards shall be equal to the Unused Balance on the Cards being replaced less the amount of the card cancellation and re-issuance fee described in the applicable Program Information Form. In the event Client does not choose to have Cards re-issued, Client may request and Springbok will issue a check for the Unused Balance within forty-five (45) days following the deactivation of the applicable Cards.

5.6 Activation. For Cards that require activation, upon receipt of the Cards, the Cardholder may register and activate the Cards via telephone or a website, which may include the Client Web Page (defined in Section 7.1), or otherwise in accordance with the instructions provided with the Card. The activation or use of a Card by a Cardholder shall signify the Cardholder’s agreement to the terms and conditions of the use of the Card including the Cardholder Agreement and the privacy policy.

6. FEES AND PAYMENT.

6.1 Fees. Client will pay to Springbok all applicable fees under this Agreement specified in the applicable Program Information Form. The fees for a Program specified in a Program Information Form shall remain in effect until the Cards issued under such Program Information Form have expired and any Unused Balances on the Card have been depleted.

6.2 Payments. All fees and payments due to Springbok from Client under this Agreement will be invoiced by Springbok to Client. Following receipt of payment from Client, Springbok will deliver the Cards in accordance with Section 5.2. Springbok will have no obligation to deliver the Cards until Springbok has received full payment of all fees for the Cards (other than transaction based fees) as well as any funding amounts to be deposited on the Cards. All payments will be made in U. S. dollars.

6.3 Taxes. The Client shall be responsible for, and shall promptly pay or reimburse Springbok for the payment of, all sales, use, excise, ad valorem, value-added or other similar taxes, assessments or duties imposed by any government agency that are based on any Services provided by Springbok to Client pursuant to this Agreement; provided however, that Springbok shall remain liable for any taxes based on Springbok’s income.

7. OTHER OBLIGATIONS.

7.1 Additional Services. Upon Client’s request, Springbok may provide Client with any of the Additional Services outlined in **Exhibit A**. These Additional Services may include but are not limited to providing Client a co-branded Card, and developing a webpage containing the branding of Client, which may be hosted and maintained by Springbok or Client, to capture Cardholder data and to activate and view information on their Cards (“**Client Web Page**”) and other optional services. If Client requests Springbok to provide a co-branded Card or a Client Web Page, Client and Springbok will mutually agree upon the co-branded Card design and content of the Client Web Page and all such additional services are subject to review and approval by Springbok, the Sponsor Bank and the Association. Client acknowledges and agrees that each Cardholder must agree to the terms and conditions, including the website privacy policy, associated with or located on the Client Web Page in order to access and use the Client Web Page.

7.2 Client and College Content and Marks. Client, on behalf of itself and College, hereby grants to Springbok a non-exclusive, royalty-free, non-transferable license to use, modify, reproduce, publicly display, publicly perform and digitally perform the Client Content and the College Content on the Client Web Page. All Intellectual Property Rights in the Client Content and the College Content not granted under this Section are reserved by applicable owner. Client, on behalf of itself and College, hereby grants to Springbok a non-exclusive, royalty-free, non-transferable license to use, reproduce, publicly display, publicly perform and digitally perform the Client Marks and the College Marks on the Card and Client Web Page, provided that: (i) Springbok will at all times use the appropriate trademark or service mark notice as Client or College may from time to time specify with respect to any use of their respective Marks; (ii) Springbok will not modify the Client Marks or the College Marks except as permitted by Client in

creating the Cards or the Client Web Page; and (iii) Springbok will not engage in any action associated with the Client Marks and the College Marks that adversely affect the good name, goodwill, image or reputation of Client or College. Springbok agrees that all goodwill arising from Springbok's use of the Client Marks and the College Marks hereunder will inure to the benefit of Client. Client will pay to Springbok the fees specified in the applicable Program Information Form in connection with the co-branded Cards and development, maintenance and hosting of the Client Web Page. For any Client Web Page developed, hosted, or maintained by Client, Client will include on the Client Web Page terms and conditions of use and a website privacy policy that complies with all Applicable Laws and contains industry standard terms and conditions, and is as protective of Springbok as similar documents used by Springbok on other College's web pages. To the extent that Client decides to use College Marks and College Content on any Cards or on the Client Web Page, Client represents, warrants and covenants that prior to such use it will have secured the necessary consents and approvals for Springbok and Sponsor Bank to use such College Marks and College Content in connection with the performance of the Services under this Agreement.

7.3 Springbok Content and Marks. Subject to the terms and conditions of this Agreement, Springbok hereby grants to Client a non-exclusive, royalty-free, non-transferable license to use, modify, reproduce, publicly display, publicly perform and digitally perform the Springbok Content on the Client Web Page. All Intellectual Property Rights in the Springbok Content not granted under this Section are reserved by Springbok. Subject to the terms and conditions of this Agreement, Springbok hereby grants to Client a non-exclusive, royalty-free, non-transferable license to use, reproduce, publicly display, publicly perform and digitally perform the Springbok Marks on the Client Web Page, provided that: (i) Client will at all times use the appropriate trademark or service mark notice as Springbok may from time to time specify with respect to any use of the Springbok Marks; (ii) Client will not modify the Springbok Marks except as permitted by Springbok in creating the Client Web Page; and (iii) Client will not engage in any action associated with the Springbok Marks that adversely affect the good name, goodwill, image or reputation of Springbok. Client agrees that all goodwill arising from Client's use of the Springbok Marks hereunder will inure to the benefit of Springbok.

7.4 Compliance with Laws. Each Party will at all times comply with all Applicable Laws and Association Regulations during its performance under this Agreement. Each Party will defend, indemnify and hold harmless the other and its successors, agents, officers, directors and employees from and against any violation of any Applicable Laws or Association Regulations by it or any of its agents, officers, directors, employees or customers. Springbok reserves the right to unilaterally modify this Agreement at any time in order to comply with Applicable Laws and Association Regulations. If Springbok unilaterally modifies this Agreement, it will provide Client with prompt written notice of such modification. Client will have a period of sixty (60) days from receipt of written notice from Springbok to terminate this Agreement by providing written notice to Springbok. If Client does not provide such written notice of termination within the timeline described in the preceding sentence, the modified terms will be deemed accepted by Client and all other provisions of this Agreement will remain in full force and effect. Otherwise, the modified terms will remain in effect solely for the period from the time of delivery of written notice by Springbok until the termination date set forth in the notice from the Client.

7.5 Client and Cardholder Support. Unless otherwise agreed upon by the Parties in writing, Springbok will provide Client and Cardholder with support related to the use of Cards provided under this Agreement. Springbok reserves the right to charge Client or Cardholders any fees specified in the applicable Program Information Form for such support services.

7.6 Training. At Client's request, Springbok may provide training sessions to Client with respect to the Cards. The cost of such training, as well as travel, lodging, meal, and other out-of-pocket expenses incurred by Client to attend training sessions, will be borne exclusively by Client. Client agrees to distribute telephone numbers and website addresses to Cardholders necessary for activation of the Cards in conjunction with mutually agreed to procedures.

7.7 Card Marketing. Neither Client nor College shall be permitted to solicit or market Cards directly to Cardholders or prospective cardholders unless such marketing materials clearly designate in writing that Springbok, as a third party licensed by the Sponsor Bank under the applicable Association Rules, is the party providing the

Services. Furthermore, prior to using any marketing materials (including, without limitation, brochures, newspaper advertisements, radio advertisements or website solicitations) that refer to an Association brand, such materials must first be approved by the Sponsor Bank and the applicable Association.

7.8 Third Party Servicer. The Parties acknowledge and agree that they do not intend for the Services provided by Springbok hereunder to qualify as functions that would constitute the administration of participation in a Title IV, HEA program by a Third Party Servicer under Applicable Law.

8. CONFIDENTIALITY.

8.1 Confidential Information. Each Party (the "**Disclosing Party**") may from time to time during the term of this Agreement disclose to the other Party (the "**Receiving Party**") certain information regarding the Disclosing Party's business and operations, including, without limitation, customer lists; Cardholder Information; business plans; business concepts; business practices; pricing, marketing strategies; management processes; trade secrets; business systems; technology, practices and strategies; financial information; business development methods, ideas and strategies and other confidential or proprietary information (collectively, "**Confidential Information**").

8.2 Protection of Confidential Information. Subject to Section 8.6, the Receiving Party will not use any Confidential Information of the Disclosing Party for any purpose other than performing its obligations under this Agreement, and will disclose the Confidential Information of the Disclosing Party only to the employees, clients or contractors of the Receiving Party who have a need to know such Confidential Information for purposes of this Agreement and who are under a duty of confidentiality no less restrictive than the Receiving Party's duty hereunder. The Receiving Party will protect the Disclosing Party's Confidential Information from unauthorized use, access, or disclosure in the same manner as the Receiving Party protects its own confidential or proprietary information of a similar nature but in no event with less than reasonable care.

8.3 Exceptions. The Receiving Party's obligations under Section 8.2 (Protection of Confidential Information) with respect to any Confidential Information of the Disclosing Party will terminate if and when the Receiving Party can

document that such information: (a) was already lawfully known to the Receiving Party at the time of disclosure by the Disclosing Party; (b) is disclosed to the Receiving Party by a third party who had the right to make such disclosure without any confidentiality restrictions; (c) is, or through no fault of the Receiving Party has become, generally available to the public; or (d) was independently developed by the Receiving Party without access to, or use of, the Disclosing Party's Confidential Information. In addition, the Receiving Party will be allowed to disclose Confidential Information of the Disclosing Party to the extent that such disclosure is (i) approved in writing by the Disclosing Party, (ii) necessary for the Receiving Party to enforce its rights under this Agreement in connection with a legal proceeding; or (iii) required by law or by the order or a court of similar judicial or administrative body, provided that the Receiving Party notifies the Disclosing Party of such required disclosure promptly and in writing and cooperates with the Disclosing Party, at the Disclosing Party's request and expense, in any lawful action to contest or limit the scope of such required disclosure.

8.4 Return of Confidential Information. Subject to Section 8.6, the Receiving Party will either, at the Disclosing Party's option, return to the Disclosing Party or destroy all Confidential Information of the Disclosing Party, other than Cardholder information, in the Receiving Party's possession or control and use its best efforts to permanently erase all electronic copies of such Confidential Information promptly upon the written request of the Disclosing Party or the expiration or termination of this Agreement, whichever comes first. At the Disclosing Party's request, the Receiving Party will certify in writing signed by an officer of the Receiving Party that it has fully complied with its obligations under this Section 8.4.

8.5 Confidentiality of Agreement. Neither Party will disclose any terms of this Agreement to anyone other than the Sponsor Bank and each Party's attorneys, accountants, and other professional advisors under a duty of confidentiality except (a) as required by law or Association Rules or (b) pursuant to a mutually agreeable press release.

8.6 Sponsor Bank's Rights to Cardholder Information. The Sponsor Bank serves as the member financial institution of the Association through which the Cards are being issued. As the issuer of the Cards, the Sponsor Bank has certain obligations to obtain and maintain Cardholder

Information in order to comply with Association Regulations and Applicable Law, including, without limitation, the Patriot Act, and the applicable rules and regulations of the Board of Governors of the Federal Reserve System (FRB), the Federal Deposit Insurance Corporation (FDIC), and the Office of the Comptroller of the Currency (OCC) or the Office of Thrift Supervision (OTS). At the end of such required retention period(s), all such Cardholder Information shall be destroyed. Springbok disclaims any and all right, title or interest in and to the Cardholder Information and shall only use the Cardholder Information in connection with its performance of the Services under this Agreement; provided, however, that Springbok shall be entitled to derive aggregated and statistical data from such Cardholder Information in order to provide value added products and services.

9. WARRANTIES.

9.1 Warranties by Both Parties.

Each Party warrants that it has full power and authority to enter into and perform this Agreement, and the person signing this Agreement on such Party's behalf has been duly authorized and empowered to enter into this Agreement. Each Party further acknowledges that it has read this Agreement, understands it and agrees to be bound by it.

9.2 Disclaimer of Warranties. THE EXPRESS WARRANTIES IN THIS SECTION 9 ARE IN LIEU OF ALL OTHER WARRANTIES, WHETHER EXPRESS, IMPLIED, OR STATUTORY, REGARDING THE CARDS OR THE DOCUMENTATION AND SPRINGBOK AND ITS AUTHORIZED THIRD PARTIES DISCLAIM, TO THE MAXIMUM EXTENT PERMITTED BY LAW, ALL OTHER WARRANTIES, INCLUDING ANY WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, AND NON-INFRINGEMENT OF THIRD-PARTY RIGHTS. SPRINGBOK MAKES NO WARRANTY ON BEHALF OF THE SPONSOR BANK AND ANY OTHER AUTHORIZED THIRD PARTY. CLIENT ACKNOWLEDGES THAT IT HAS RELIED ON NO WARRANTIES OTHER THAN THE EXPRESS WARRANTIES IN THIS AGREEMENT.

10. INDEMNIFICATION.

10.1 Client Indemnification. Client will indemnify and hold Springbok and its officers, directors, agents, employees and Affiliates harmless from and against any and all damages, losses, liabilities, claims, suits, fines, penalties, injuries, costs and expenses, including reasonable attorneys' fees and expenses (collectively, "**Claims**") arising

from or attributable to (i) any failure of Client to implement adequate security measures with respect to the Cards; (ii) Client's material breach of any covenant, representation or warranty contained in this Agreement; (iii) the misuse by Client of Springbok's Confidential Information; (iv) any gross negligence, fraud or willful misconduct of Client or its officers, directors, employees or agents under to this Agreement; (v) any acts or omissions of Client with respect to the receipt of funds from Cardholders for the purchase of, or loading or reloading value to, Cards; (vi) any claim or action brought by a third party arising from or related to a claim that the Client Marks, Client Content, College Marks or College Content infringe or misappropriate any trademark, trade secret, copyright, license or other proprietary right; (vii) any claim or action brought by a third party alleging that either Client or College do not own or have not obtained the necessary rights and permissions in order to provide Springbok with the Client Content, Client Marks, Cardholder Information, and any information, data, or materials that relate to Cardholders; (viii) lost or stolen Card Accounts and Cards, fraudulent, unauthorized use, or other misuse of Card Accounts and/or Cards, and overdrafts related to Card Accounts, excluding fraud or misuse caused by the gross negligence or willful misconduct of Springbok or its Authorized Third Parties; and (ix) any violation of any statutory provision of or applicable to title IV of the Higher Education Act ("HEA"), any regulatory provision prescribed under the statutory authority of the HEA, and any applicable special arrangement, agreement or limitation entered into under the authority of statutes applicable to Title IV of the HEA unless such Claims are directly caused by Springbok's knowing violation of such statutory, regulatory or contractual requirements. Notwithstanding the foregoing, Client shall not be required to so indemnify Springbok in the event that liability under this Section is due to gross negligence, fraud or willful misconduct of Springbok.

10.2 Springbok Indemnification.

Springbok will indemnify and hold Client harmless from and against any Claims arising from or attributable to: (i) any failure of Springbok to implement adequate security measures with respect to the Cards; (ii) Springbok's material breach of any covenant, representation or warranty contained in this Agreement; (iii) the misuse by Springbok of Client's Confidential Information; (iv) any gross negligence, fraud or willful misconduct of Springbok or its officers, directors, employees or agents under to this Agreement; and (v) any claim or action brought by a

third party arising from or related to a claim that the Springbok Marks, Springbok Content or the Services provided under this Agreement infringe or misappropriate any trademark, trade secret, copyright, license or other proprietary right. Notwithstanding the foregoing, Springbok shall not be required to so indemnify Client in the event that liability under this Section is due to gross negligence, fraud or willful misconduct of Client.

10.3 Procedure. The Party seeking indemnification shall: (1) notify the other Party promptly in writing of any such action; (2) give the other Party sole control of the defense thereof and any related settlement negotiations (provided, however that the indemnifying Party shall not have any authority to enter into any settlement that adversely affects the other Party's rights or obligations without the indemnified Party's prior written approval); and (3) cooperate and, at the indemnifying Party's request and expense, assist in such defense.

11. LIMITATION OF LIABILITY.

(a) TO THE MAXIMUM EXTENT PERMITTED BY LAW, EXCEPT WITH RESPECT TO A BREACH OF SECTION 4 (CARDHOLDER INFORMATION), SECTION 7.2 (COMPLIANCE WITH LAWS) AND SECTION 8 (CONFIDENTIALITY), NEITHER PARTY WILL BE LIABLE FOR ANY CONSEQUENTIAL, INDIRECT, EXEMPLARY, SPECIAL OR INCIDENTAL DAMAGES, INCLUDING ANY LOST DATA AND LOST PROFITS, ARISING FROM OR RELATING TO THIS AGREEMENT. SPRINGBOK'S TOTAL CUMULATIVE LIABILITY IN CONNECTION WITH THIS AGREEMENT, THE CARDS, ANY SPRINGBOK SERVICES OR THE SPRINGBOK MARKS, WHETHER IN CONTRACT OR TORT OR OTHERWISE, WILL NOT EXCEED FEES PAID TO SPRINGBOK IN THE 12-MONTH PERIOD IMMEDIATELY PRECEDING THE EVENTS GIVING RISE TO SUCH LIABILITY. Client acknowledges that the fees set forth in this Agreement reflect the allocation of risk set forth in this Agreement and that Springbok would not enter into this Agreement without these limitations on its liability.

(b) SPRINGBOK SHALL BE LIABLE TO CLIENT FOR ALL AMOUNTS PROVIDED BY CLIENT FOR FUNDING CARD ACCOUNTS THAT HAVE NOT BEEN ALLOCATED TO SUCH CARD ACCOUNTS OR WHICH SPRINGBOK HAS FAILED TO ALLOCATE TO CARD ACCOUNTS IN ACCORDANCE WITH CLIENT'S INSTRUCTIONS AND SUCH UNALLOCATED OR MISALLOCATED

FUNDING AMOUNTS WILL NOT BE SUBJECT TO THE CAP SET FORTH IN CLAUSE (a) ABOVE.

12. TERM AND TERMINATION.

12.1 Term. Unless earlier terminated pursuant to Section 12.2, the term of this Agreement will begin on the Effective Date and will expire on the third anniversary of the Effective Date ("**Initial Term**"). Upon expiration of the Initial Term, the Agreement will automatically renew for consecutive one (1) year terms (each, a "**Renewal Term**") unless either Party gives notice to the other Party of its intent not to renew at least sixty (60) days prior to the expiration of the Initial Term or the Renewal Term, as applicable.

12.2 Termination. Either Party may terminate this Agreement, effective immediately upon written notice to the other Party, if: (i) a Party that is a licensee breaches a trademark license described in Section 7.2 or 7.3 and does not cure the breach within ten (10) days after receiving written notice thereof, or (ii) the other Party materially breaches any other provision of this Agreement other than those covered in Section (i) above and does not cure the breach within sixty (60) days after receiving written notice thereof. Springbok may terminate this Agreement at any time, effective immediately upon written notice to Client, upon a change in Applicable Laws, Association Regulations or Sponsor Bank requirements that would render this Agreement commercially unreasonable in Springbok's judgment.

12.3 Effects of Termination. Upon termination or expiration of this Agreement for any reason, any amounts owed to Springbok under this Agreement before such termination or expiration will be immediately due and payable, all licensed rights granted in this Agreement will immediately cease to exist, Client must promptly discontinue all further use of the Springbok Marks and all further use and distribution of the Prepaid Cards, Springbok must also discontinue use of Client's Marks and Client must destroy or return to Springbok all Prepaid Cards in its possession or control and certify to Springbok in writing signed by an officer of Client that it has fully complied with this requirement. Notwithstanding the requirements of the preceding sentence, Client acknowledges and agrees that the Client Marks and College Marks shall be permitted to remain on any Cards that have been produced and delivered to Cardholders prior to the date of termination. Springbok will support activated Cards until their expiration. Sections 1, 3, 5.4, 6, 7.2, 8-11,

12.3 and 13 will survive expiration or termination of this Agreement for any reason.

13. GENERAL.

13.1 Assignment. This Agreement nor any rights or obligations under this Agreement may be assigned or delegated by either Party (by operation of law or otherwise) without the prior written consent of the other which shall not be unreasonably withheld. Either Party shall have the right to assign this Agreement without consent to any successor to all or substantially all of its business or assets to which this Agreement relates, whether by merger, sale of assets, sale of stock, reorganization or otherwise.

13.2 Notices. All notices, consents and approvals under this Agreement must be in English and must be delivered in writing by courier, by certified or registered mail (postage prepaid and return receipt requested) or by a nationally recognized overnight delivery service with signed receipt to the other Party at the address set forth beneath such Party's signature, or by fax or email (provided a confirmation copy of such fax or email is sent concurrently with transmission and according to the procedures set forth in the preceding clause), and will be effective upon receipt or ten (10) business days after being deposited in the mail as required above, whichever occurs sooner. Either Party may change its address by giving notice of the new address to the other Party.

13.3 Governing Law and Venue. Any claim, dispute, or controversy of whatever nature arising out of or relating to this Agreement will be governed by and construed under the laws of the State of Colorado, U.S.A., without giving effect to any conflict of laws principles that would require the application of the laws of a different jurisdiction. Any action or proceeding arising from or relating to this Agreement may be brought in a federal court or state court in Denver, Colorado, and each Party irrevocably submits to the jurisdiction and venue of any such court in any such action or proceeding.

13.4 Remedies. The Parties' rights and remedies under this Agreement are cumulative. Client acknowledges that the Cards contain valuable proprietary information of Springbok, that any actual or threatened breach of the licenses granted in this Agreement or Section 8 (Confidentiality) may constitute immediate, irreparable harm to Springbok or Client for which monetary damages would be an

inadequate remedy, and that injunctive relief is an appropriate remedy for such breach.

13.5 Press Releases and Publicity. Each Party shall have the right to issue a mutually agreed upon press release describing the nature of the Parties' relationship under this Agreement. Each Party must give written approval, which approval shall not be unreasonably withheld or delayed, of the wording of such press release prior to its release. Notwithstanding the foregoing, neither the Client nor the College shall be permitted to make reference to the name or logo of the Sponsor Bank or the Association in any press release, advertisement or other marketing materials for public distribution or make any public statement or disclosure that refer to the Sponsor Bank or the Association without the prior written consent of the affected entity. Following any mutually agreed press releases, each Party shall be permitted to issue additional press releases and marketing materials without receiving the other Party's consent as long as such press releases or marketing materials solely contain information that was previously approved for release. In addition, each Party may make statements that it is doing business with the other Party and use the other Party's logo in connection with any marketing materials.

13.6 Waivers. All waivers must be in writing. Any waiver or failure to enforce any provision of this Agreement on one occasion will not be deemed a waiver of any other provision or of such provision on any other occasion.

13.7 Severability. If any provision of this Agreement is unenforceable, such provision will be changed and interpreted to accomplish the objectives of such provision to the greatest extent possible under Applicable Law and the remaining provisions will continue in full force and effect.

13.8 Construction. The headings of Sections of this Agreement are for convenience and are not to be used in interpreting this Agreement. As used in this Agreement, the word "include" and its forms means "include without limitation" and "discretion" means "sole discretion."

13.9 Counterparts. This Agreement may be executed in counterparts, each of which will be considered an original, but all of which together will constitute the same instrument. Facsimile or Adobe .pdf signatures shall be as effective as originals.

13.10 Force Majeure. "Force Majeure" means any act, event, or occurrence beyond a Party's control, despite its reasonable efforts to prevent, avoid, delay, or mitigate such acts, events, or occurrences, which directly impairs a Party's ability to perform its obligations under this Agreement, including acts of God, fires, floods, storms, landslides, epidemics, lightning, earthquakes, drought, blight, famine, quarantine, blockade, governmental acts or inaction, orders or injunctions, war, insurrection or civil strife, sabotage, explosions, labor strikes, work stoppages, and unavailability of appropriate transportation. Neither Party will be liable to the extent that any delays are caused by a Force Majeure, and the time for performance of such Party's obligations under this Agreement will be extended as necessary, without penalty or liability to such Party, for any delays resulting from a Force Majeure, for the same period of time as the delay.

However, if it appears that the Force Majeure will result in a delay in either Party's performance of more than thirty (30) days, either Party may, at its option, terminate this Agreement immediately upon written notice to the other Party.

13.11 Entire Agreement. This Agreement, together with the Exhibits attached hereto, completely and exclusively states the agreement of the Parties regarding Cards. This Agreement supersedes, and its terms govern, all prior proposals, agreements or other communications between the Parties, oral or written, regarding the subject matter of this Agreement. This Agreement will not be modified except by a subsequently dated written amendment signed on behalf of Springbok and Client by their duly authorized representatives, and any provision of any purchase order or other document purporting to supplement the provisions hereof will be void.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the Effective Date.

SPRINGBOK SERVICES, INC.

CLIENT

Signature: _____

Signature: _____

Print Name: _____

Print Name: Bruce Baron

Title: _____

Title: Vice-Chancellor, Fiscal Services

Address for Notice:

Address for Notice:

345 Inverness Drive South

114 Del Rosa Drive

Building A, Suite 130

San Bernardino, CA 92408

Englewood, Colorado, 80112

Attn: General Counsel

Attn: Bruce Baron

Fax: (303) 409-4074

Fax: 909-382-0174

Email: brad.fauss@springbokservices.com

Email: bbaron@sbccd.cc.ca.us

Telephone: (303) 409-4078

Telephone: 909-382-4021

EXHIBIT A

DESCRIPTION OF SERVICES AND FEES

The Services for each Program shall include only those Services specified in the applicable Program Information Form.

1. Services and Fees:

a. **Prepaid Card Service Fees.** The Prepaid Card Service Fees set forth in the Program Information Form cover a 4 color personalized Card, 3rd line embossing, 4th line optional custom message embossing, a standard card carrier with black logo, and a standard #10 white envelope. For manufactured custom plastic card orders, there may be a deposit required to offset a portion of the costs of manufacturing the Cards, which deposit (if any) will be specified in the applicable Program Information Form. The Prepaid Card Service Fees set forth in the Program Information Form are based on certain assumptions including Card order size, average Card denomination and type of Program (e.g., reloadable vs. non-reloadable or incentive card vs. payroll card). As a result, the Prepaid Card Service Fees for any new Programs will be quoted based on the unique attributes of such Program.

b. Card Packaging.

1. **Custom Card Carrier.** The custom 4-color Card carrier can be designed to complement the look and feel of Client's Card. For custom card carriers, you will be charged a one-time set up fee and a per Card fee which is set forth in the Program Information Form for the applicable Program.

2. **Custom Logo Envelope.** Cards can be fulfilled in a window envelope with the 4-color Client or College logo to complement the look and feel of your Program. For custom logo envelopes, you will be charged a one-time set up fee and a per Card fee which is set forth in the Program Information Form for the applicable Program.

3. **Custom Inserts.** Single side one page Client designed custom 4 color insert can be inserted in the Card packaging to deliver a single custom message to each cardholder. For custom logo envelopes, you will be charged a one-time set up fee and a per Card fee which is set forth in the Program Information Form for the applicable Program.

c. Custom Program Messaging

1. **Website.** This service gives the Client the ability to create a unique webpage header graphic or color scheme and personalize the welcome message, card graphic or congratulatory remarks. The pricing generally includes the header, personalized message and standard card graphic (or custom logo for an additional fee). The pricing generally includes a one-time set up fee and a per Card fee which is set forth in the Program Information Form for the applicable Program.

2. **IVR.** This service uses "text to speech" functionality on the IVR to create unique personalized messages for each Cardholder by pulling message profile that Client sets up when Cards are ordered. The pricing generally includes the rerecording and configuration of the IVR greeting and consists of an initial set up fee as well as a per Card fee, which is set forth in the Program Information Form for the applicable Program.

3. **Text Messages.** This service allows Client to send a personalized text message or email to Cardholders when they receive a reload on their Cards. The pricing includes a one-time set up fee and either a per Card fee or a per message fee which is set forth in the Program Information Form for the applicable Program.

4. **Live Operator.** Every time Cardholder calls the cardholder services number and reaches a live customer service representative, the Cardholder will receive a unique personalized message as designated by the message profiles that the Client establishes when the Cards are ordered.

5. **Bundled (Website, IVR, Live Operator).** For a bundled price, each Cardholder will be greeted with unique personalized messages whenever the Cardholder accesses the Cardholder website, IVR, and live operator. The messages are highly customizable and are designated by the message profiles that the Client establishes when the Cards are ordered.

d. **Fulfillment** – There are two primary options for fulfillment: Springbok can provide direct first class USPS delivery to each Cardholder or Springbok can bulk ship the cards to Client or College for subsequent delivery to each Cardholder.

Postage for Direct First Class Mail – The greater of \$0.42 per card or the USPS first class letter rate then in effect.

Bulk Shipping – Cards can be sent in bulk to Client or College. There will be a \$1.00 per card handling fee up to a maximum of \$25.00 on each card order of less than 100 cards. This handling fee will be waived for all card orders greater than 100 cards. Bulk shipments are shipped via Federal Express and the price will depend on the class of service, destination and weight of package.

e. **Implementation and Set Up Fees.** The initial Program set up and implementation fee will be charged for each new Program and will cover a custom Card design and initial Program approvals with the Sponsor Bank and Association. The implementation and Program set up fee will be set forth in the Program Information Form for the applicable Program.

f. **Customer Service and Cardholder Support**

Customer Service - Springbok will provide Customer Service Support to Client Monday through Friday (excluding National Holidays) from 7am to 5pm Mountain Time. The fees for Customer Service, if any, shall be specified in the applicable Program Information Form.

Cardholder Support - Springbok will provide Cardholder Support 7 days a week/24 hours a day. The fees for Cardholder Support, if any, shall be specified in the applicable Program Information Form.

g. **Load/Reload Fees (Reloadable Card Programs Only).** The Springbok fees for loading/reloading a Card for each new Program shall be set forth in the applicable Program Information Form.

h. **Rush Card Delivery Fee**

A \$25 rush fee will apply for orders where any manual intervention of processing that order is required to meet the Client's request for processing that order.

i. **Cardholder Fees**

The Cardholder Fees listed below are the standard fees that are generally charged for each individual Program. The Cardholder Fees are subject to change to the extent that any changes are mutually agreed upon by the Parties and specified in the Program Information Form for the applicable Program.

Monthly Service Charge	FREE
POS Purchase (Signature)	FREE*
POS Purchase (PIN)	\$0.50 per transaction
STARsf® Network ATM transactions (Withdrawals, balance inquiries and declines)	FREE**
Non - STARsf® Network ATM withdrawals (Domestic only)	\$1.95 per transaction
Non - STARsf® Network ATM withdrawals (International only)	\$5.00 per transaction
Non - STARsf® Network ATM balance inquiries and declines	\$0.75 per transaction

Online Statements / Balance Inquiries	FREE***
PIN Replacement Request and Mailer	\$1.00 each
Bank Teller Cash Advance withdrawals	\$5.00 each
Expiration Fee	\$10.00 or remaining unused balance (if less) assessed in the first month after the card expires
Maintenance Fee	\$3.00 per month or remaining unused balance (if less) beginning in the second month following card expiration
Cancellation Fee	\$5.00 each
Reissue Fee	\$5.00 each

* Excludes international transaction fees imposed by an Association or payment network.

**With the STARsf® surcharge-free service, you will have access to more than 37,000+ ATMs across the country – in national and regional retailers. Just look for ATMs with the following logos:



Look for surcharge-free locations.

***Go to www.mycardsummary.com to check your card balance and transaction history at no charge.

j. Pass through Adjustments

Springbok reserves the right to adjust pricing based on pass through adjustments in Association, Sponsor Bank or other third party dues or fees, which are outside of Springbok’s control (e.g., new Card transaction fees imposed by a debit payment network).

k. Client Branded Web Page with custom URL

This service includes a Client skinned website for cardholder activation, balance and card transaction inquiries hosted by Springbok using the standard Springbok frame, fields and layout. Adding or deleting data fields or restructuring the frame or layout will be performed on a bid basis depending on Client specifications. The pricing for this service generally includes a one-time set up fee which is set forth in the applicable Program Information Form.

l. Custom IVR Messaging

This service includes a client specific Toll Free Number, a Client specific custom greeting, and Client specific setup of standard IVR tree options. Adding new tree options or custom recording of tree options will be quoted on a per item basis depending on Client specifications. The pricing for this service generally includes a one-time set up fee and a per minute fee which is set forth in the applicable Program Information Form.

m. API for Client Web Page Interface

This service includes an application programming interface into the Springbok platform to allow Client to better manage its Programs. The pricing generally includes a one time setup fee for development, testing and data access using the Springbok standard API. Any requirements that necessitate changes to the standard API will be quoted on a per item basis depending on Client specifications.

n. Standard Reporting Package.

The standard reporting package includes all of the standard reports listed in the Program Information Form. The pricing generally includes an annual fee for the generation of such reports.

o. Custom Reports and Programming \$125 per hour based on **Client** specifications

p. Data feed of Cardholder usage Quote

EXHIBIT B

CLIENT AND CARDHOLDER INFORMATION

The following Client information shall be required for the Client and for any College in which a Program is established hereunder:

	U.S. Entity
COMPANY NAME	Required
Contact Name	Required
Address	Business street address ¹
Phone	Business phone
Identification Number	Taxpayer ID number

The following Cardholder Information shall be required for (i) reloadable Cards issued to a specific individual, and (ii) single value Cards issued to a specific individual in a denomination greater than \$750.00:

	U.S. Individual
NAME (FIRST, MIDDLE, LAST)	Required
Address	Residence or business street address ¹
Date of Birth	Required
Identification Number	Social Security Number

The following Cardholder Information shall be required for single value Cards issued to a specific individual in a denomination less than or equal to \$750.00:

	U.S. Individual
NAME (FIRST, MIDDLE, LAST)	Required
Address ¹	Required

Failure to provide the mandatory information will prohibit delivery of the Cards to the Client or Cardholder.

III. NOTICE

Notices of the requirements to comply with the identity verification procedures will be provided by Client, College or Springbok to each Cardholder that requests a Card. Examples include:

- Notice on internet website
- Verbal disclosure via telephone
- Notice on business form
- On-site signage (e.g. offices)

The notice must be provided in a manner reasonably designed to ensure that a Cardholder is able to view the notice.

An example of the type of notice that is required appears below:

¹ For an individual who does not have a residential or business street address, an Army Post Office (APO) or Fleet Post Office (FPO) box number, or the residential or business street address of next of kin or of another contact individual is required.

IMPORTANT INFORMATION ABOUT PROCEDURES UNDER THE USA PATRIOT ACT OF 2001

To help the government fight the funding of terrorism and money laundering activities, Federal law requires all financial institutions to obtain, verify, and record information that identifies each person who applies for or opens an account, which, in some circumstances, would include your Card.

What this means for you? When you apply for a Card, we may ask for your name, address, date of birth, and other information that will allow us to identify you. We may also ask to see a form of identification with your photograph or other identifying documents.

**EXHIBIT C - _____
PROGRAM INFORMATION FORM**

GENERAL INFORMATION

CLIENT INFORMATION

Date	June 15, 2009				
Client Name & DBA	San Bernardino Community College District				
Client Website	http://www.sbccd.cc.ca.us/sbccd1.htm				
Contact Name	Ron Gerhard				
Email Address	rgerhard@sbccd.cc.ca.us				
Address	114 S Del Rosa Drive				
City	San Bernardino	State	CA	Zip	92408
Phone Number	909-382-4031	Fax Number	909-382-0173		
Type of Business	Higher Education				
Years Client Operational	Over 35 years				

COLLEGE INFORMATION

(ONLY COMPLETE IF APPLICABLE TO A PARTICULAR PROGRAM)

College Name (if any)			
College Website (if any)	http://www.		
College Contact Name & DBA			
Email Address			
Address			
City			
State		Zip	
Phone Number		Fax Number	
Type of Business			

GENERAL PROGRAM INFORMATION

Program Name	Tuition Refund Management Program		
Program Description	Student tuition refund disbursement program that will replace the use of paper checks with a reloadable prepaid debit card that will be co-branded with the name and logo of the underlying college or university, which is a part of the San Bernardino Community College District.		
Platform Website URL	www.mysanbernardinocard.com and www.mycraftonhillscard.com		
Program Start Date*	August 15, 2009		
* Depending on production timelines, actual date for Program start is subject to change.			
Est. Number of Card Accounts	5,000	Total Annual Funding Budget	\$9,500,000.00
Cardholder Relationship to Client or College	<input type="checkbox"/> Consumer <input type="checkbox"/> Independent Distributor <input type="checkbox"/> Employee <input type="checkbox"/> Corporate Distributor (Affiliated by Third Party Corporation) <input checked="" type="checkbox"/> Other (describe) Student		
Preferred Association(s)	<input checked="" type="checkbox"/> MasterCard <input type="checkbox"/> VISA <input type="checkbox"/> Interlink <input type="checkbox"/> Maestro <input type="checkbox"/> Cirrus		
Program Classification	<input type="checkbox"/> Consumer Gift Card <input type="checkbox"/> Corporate Promotion <input type="checkbox"/> Payroll Card <input type="checkbox"/> Consumer Promotion <input type="checkbox"/> Employee Incentive <input checked="" type="checkbox"/> Other (describe): Student Tuition Refund Management Card		
Program Type	<input checked="" type="checkbox"/> Reloadable Card <input type="checkbox"/> Single Value Card		

PROGRAM SPECIFICATIONS AND FEES

PROGRAM SET-UP

Item	Details	Fees
Program Implementation and Set-up Fee		Waived
<input type="checkbox"/> Custom Card Re-order Processing Fee	Re-orders of approved Program Cards (fee charged at time of re-order)	Waived

CARD ISSUANCE

Item	Details	Fees
Card Account Expiration	<input type="checkbox"/> Fixed End Date (MM/YY) _____ <input type="checkbox"/> Six Month Rolling (Single Value Card) <input type="checkbox"/> One Year Rolling (Single Value or Reloadable Card) <input type="checkbox"/> Two Years Rolling (Reloadable Card) <input type="checkbox"/> Three Years Rolling (Reloadable Card)	Included
Card Issuance	<input type="checkbox"/> Active <input checked="" type="checkbox"/> Inactive	Included Per card: Waived
<input type="checkbox"/> Virtual Card Accounts Only	Order Quantity:	\$
<input checked="" type="checkbox"/> PIN		Waived
<input checked="" type="checkbox"/> ATM Access		Waived
<input checked="" type="checkbox"/> PIN POS Access		Waived
<input type="checkbox"/> Selective Authorization	List Permitted MCC:	\$
Cardholder Registration	Describe: <u>Each College will provide Springbok with the name and address of each Cardholder.</u>	N/A
<input type="checkbox"/> By Springbok <input type="checkbox"/> By Client <input checked="" type="checkbox"/> By College <input type="checkbox"/> Other		
Cardholder Information Collected	<input checked="" type="checkbox"/> Name <input checked="" type="checkbox"/> Address <input type="checkbox"/> Email <input checked="" type="checkbox"/> Date of Birth <input checked="" type="checkbox"/> Social Security Number <input type="checkbox"/> Other. Describe: _____	N/A
Cardholder Information verification	Describe: <u>At the time of Card activation, Springbok will collect the date of birth and SSN for each Cardholder and verify the identity of each cardholder against a publicly available database (e.g., Lexis-Nexis or Experian). In addition, Springbok will verify that each Cardholder does not appear on the OFAC list.</u>	Waived
<input checked="" type="checkbox"/> By Springbok <input type="checkbox"/> By Client <input type="checkbox"/> By College <input type="checkbox"/> Not Applicable <input type="checkbox"/> Other		
Cardholder Loading/Balance Limitations	<input checked="" type="checkbox"/> Initial Load: Minimum: \$ 0 Maximum: \$ 10,000	N/A
	<input checked="" type="checkbox"/> Daily Reload: Minimum: \$ 0 Maximum: \$ 10,000	N/A
	<input checked="" type="checkbox"/> Monthly Reload: Minimum: \$ 0 Maximum: \$ 10,000	N/A
	<input type="checkbox"/> Maximum # of Loads Per Day: _____	N/A
	<input checked="" type="checkbox"/> Maximum Card Balance: \$ 10,000	N/A
	<input checked="" type="checkbox"/> Daily ATM Withdrawal Limit: \$1,800	N/A
	<input checked="" type="checkbox"/> ATM Withdrawal Limit Per Transaction: \$600	N/A
<input checked="" type="checkbox"/> Daily Spend Limit: Up to Card Balance	N/A	
<input type="checkbox"/> Other		\$

MATERIALS PRODUCTION

You must indicate the quantity required.

Item	Details	Fees
Plastic		Included in Prepaid Card Service Fee
<input type="checkbox"/> Standard <input checked="" type="checkbox"/> Custom		
<input checked="" type="checkbox"/> Ultragraph Logo		Setup: Waived Per Card: Waived
Card Carrier		
<input type="checkbox"/> Standard <input checked="" type="checkbox"/> Custom		Setup: Included Per Mailer: \$ 1.00

Envelope <input checked="" type="checkbox"/> Standard <input type="checkbox"/> Custom Logo		Setup: Included Per Envelope: Waived
<input type="checkbox"/> Custom Insert	<input type="checkbox"/> Printing and Fulfillment <input type="checkbox"/> Fulfillment Only	Per Insert: \$ Per Insert: \$
<input type="checkbox"/> Other		\$

CARD FULFILLMENT

Item	Details	Fees
<input type="checkbox"/> Direct Mail Delivery to Cardholder		\$0.44 per card*
<input checked="" type="checkbox"/> Bulk Delivery to Client	Bulk shipments are shipped via overnight delivery service and the price depends on the class of service, destination and weight of package.	Per order: Standard overnight delivery charges + Handling Fee**
Embossing	<input checked="" type="checkbox"/> Name of Cardholder (22 characters maximum) <input type="checkbox"/> Second/Fourth Line Embossing (max 22 characters) Text:	Included Included

* Subject to change based on increases in USPS first class postage rates.

** \$1.00 per Card handling fee up to a maximum of \$25.00 on each Card order of less than 100 Cards. The handling fee is waived for Card orders equal to or greater than 100 Cards.

CUSTOM MESSAGING

Item	Details	Fees
<input checked="" type="checkbox"/> Website Messaging <input type="checkbox"/> Standard <input checked="" type="checkbox"/> Custom	The standard service includes unique webpage header graphic or color scheme to personalize the welcome message, card graphic or congratulatory remarks. The custom service includes a custom 4-color logo.	Setup (Standard): \$ Setup (Custom): Waived Per Card Waived
<input type="checkbox"/> IVR Messaging	Text to speech functionality on the IVR to create unique personalized messages for each Cardholder by pulling message profiles that Client established when Cards are ordered.	Setup: \$ Per Card \$
<input type="checkbox"/> Live Operator	Every time cardholder calls and reaches a live cardholder service agent, the cardholder will receive a unique, personalized message as designated by the message profile established by the Client when the Cards were ordered.	Setup: \$ Per Card: \$
<input type="checkbox"/> Bundled (Website, IVR, Live Operator)	A cardholder will be greeted with unique personalized messages through a Springbok cardholder website, IVR, or live operator all for one combined price. The messages are highly customizable and are designated by the message profiles that the Client establishes when Cards are ordered. The standard Website service includes unique webpage header graphic or color scheme to personalize the welcome message, card graphic or congratulatory remarks. The custom service includes a custom 4-color logo.	Setup: \$ Per Card: \$
<input checked="" type="checkbox"/> Text Messaging <input checked="" type="checkbox"/> Per Card Pricing <input type="checkbox"/> Per Text Pricing	Personalized text message or email sent to Cardholders whenever they receive load or reloads on their Cards	Setup: Waived Per Card: Waived Per Text: \$

PREPAID CARD SERVICE FEES

The Prepaid Card Service Fees are waived for this Program. The Program will include a 4 color personalized Card, 3rd line embossing, 4th line optional custom message embossing, a standard card carrier with black logo, and a standard #10 white envelope. For manufactured custom plastic card orders, there may be a deposit required to offset a portion of the costs of manufacturing the Cards, which deposit (if any) will be specified in the applicable Program Information Form.

MANUFACTURED CARD DEPOSIT

Item	Details	Fees
<input type="checkbox"/> Manufactured Card Deposit Required (Check if applicable)		\$0.____ per card*

* The full amount of any manufactured Card deposit will be applied to the Prepaid Card Service Fee set forth above. For example, if the Prepaid Card Service Fee is \$3.50 per Card and the Manufactured Card Deposit is \$0.50 per Card, then Client shall be charged \$0.50 per Card when the manufactured Cards are ordered and \$3.00 per Card prior to the Cards being shipped to Cardholders.

LOAD/RELOAD FEES (RELOADABLE CARDS)

All load/reload fees shall be waived for the Program.

WEBSITE AND IVR FEATURES

Item	Details	Fees
<input checked="" type="checkbox"/> Client Web Page <input type="checkbox"/> Standard <input checked="" type="checkbox"/> Customized Login Page	www.mysanbernardinocard.com and www.mycraftonhillscard.com	Included Waived
<input checked="" type="checkbox"/> IVR <input checked="" type="checkbox"/> Standard <input type="checkbox"/> Customized IVR Messaging		Included \$

STANDARD REPORTING

The standard reporting package includes all of the reports listed below, which will be provided free of charge.

Item	Details	Fees
<input checked="" type="checkbox"/> Account Group	Includes Program name, total cards issued, total number of reloads and total denominations	Included
<input checked="" type="checkbox"/> Payment History	Includes order ID, order type, order description, total Cards, total loads, total denominations, total Client fees, invoice amount, payment date and remaining balance (if any)	Included
<input checked="" type="checkbox"/> Card Issuance Status	Includes Cardholder name, Cardholder address, Card shipping date, Card status, load amount and Card expiration date	Included
<input checked="" type="checkbox"/> Card Expiration	Cardholder name, Card status, internal ID, Card expiration date, Card re-issue status and Card re-issue date	Included
<input checked="" type="checkbox"/> Cancelled Cards	Includes Cardholder ID, last four digits of Card number, Card cancellation date, cancellation or re-issuance fee, Card status, date that re-issued Card is mailed, new internal ID for re-issued Card	Included
<input checked="" type="checkbox"/> Returned Mail	Includes internal account ID, last four digits of Card number, date Card was returned, name, address and status of Account	Included

CUSTOM REPORTING

Item	Details	Fees
<input type="checkbox"/> Ad Hoc or Custom Reports		\$125 per hour

CASH MANAGEMENT

Item	Details	Fees
<input type="checkbox"/> Company Check		Included
<input type="checkbox"/> Incoming Automated Clearing House (ACH)		Included
<input checked="" type="checkbox"/> Incoming Wire Transfer		\$25.00 per wire transfer

APPLICATION PROGRAMMING INTERFACE

Item	Details	Fees
<input type="checkbox"/> API	Standard API implementation setup	\$

ADD ONS

Item	Details	Fees
Escheat Management <input checked="" type="checkbox"/> By Springbok		Included
<input type="checkbox"/> 1099 Reporting Service	Springbok will prepare and deliver a printed or electronic Form 1099-MISC for each Cardholder selected by Client which will reflect cumulative loads deposited on the Cardholder's Card by Springbok. Client shall be responsible for checking each return. Springbok is performing a ministerial act and will accept no liability for such Form 1099-MISC filings with the IRS.	\$2.50 per Cardholder Plus postage charges

CARDHOLDER FEES

The following fees are collected by Sponsor Bank from Cardholders

Item	Details	Fees
<input checked="" type="checkbox"/> POS based purchase transaction		Free*
<input checked="" type="checkbox"/> PIN based purchase transaction		Fee to Cardholder: \$0.50 Per transaction
<input checked="" type="checkbox"/> STARsf® Network ATM transactions (Withdrawals, balance inquiries and declines)		Free**
<input checked="" type="checkbox"/> Non - STARsf® Network ATM withdrawals (Domestic only)		Fee to Cardholder: \$1.95 Per transaction
<input checked="" type="checkbox"/> Non - STARsf® Network ATM withdrawals (International only)		Fee to Cardholder: \$5.00 Per transaction
<input checked="" type="checkbox"/> Non - STARsf® Network ATM balance inquiries and declines		Fee to Cardholder: \$0.75 Per transaction
<input checked="" type="checkbox"/> Online Statements/Balance Inquiries		Free***
<input checked="" type="checkbox"/> PIN Replacement Request and Mailer		Fee to Cardholder: \$1.00 each
<input checked="" type="checkbox"/> Bank Teller Cash Advance Withdrawals		Fee to Cardholder: \$5.00 each
<input checked="" type="checkbox"/> Expiration Fee	Fee charged in first month after Card expires	Fee to Cardholder: \$10.00 or remaining Unused Balance (if less)
<input checked="" type="checkbox"/> Maintenance Fee	Monthly fee charged beginning second month following Card expiration.	Fee to Cardholder: \$3.00 or remaining Unused Balance (if less)
<input checked="" type="checkbox"/> Card Cancellation Fee		Fee to Cardholder: \$5.00
<input checked="" type="checkbox"/> Card Re-Issuance Fee		Fee to Cardholder: \$5.00

* Excludes international transaction fees imposed by an Association or payment network.

**With the STARsf® surcharge-free service, you will have access to more than 37,000+ ATMs across the country – in national and regional retailers. Just look for ATMs with the following logos:



> Look for surcharge-free locations.

***Go to www.mycardsummary.com to check your card balance and transaction history at no charge.

PROGRAM MINIMUM FEES

Item	Details	Fees
Program Minimum Fee		\$ *

* In the event the Program has not generated Springbok Fees equal to at least \$ _____ in its first twelve months (from its Program's launch date), then the Client agrees to pay to Springbok a Program Minimum Fee equal to the difference between \$ _____ and the actual Fees paid by the Client during such 12-month period.

CARD FUNDING

Card Funding

The Client shall fund the Program in advance as required by Springbok. Springbok shall have received in advance all funding amounts for Card loads prior to Card fulfillment. Card funding amounts may be paid by corporate check, ACH or electronic funds transfer. All checks, ACH's and electronic funds transfers should be made payable to the order of "Springbok Services, Inc." and shall be made in U.S. dollars.

BILLING TERMS

Initial Program Fees

Upon the execution of this Program Information Form, Springbok shall invoice Client for all Program Implementation and Set Up Fees and Prepaid Card Service Fees described in **Exhibit A**. Such fees shall be payable immediately and Springbok shall not be obligated to commence work on the Program until it has received payment of such fees in accordance herewith.

Monthly Billing

On a monthly basis during each month of the Term, Springbok will invoice the Client for any fees (other than those described above) that were incurred during the preceding month for the Program. Each invoice will separately list each Program and the monthly fees (if any) associated with such Program.

Payment Terms

Payments for all invoices are due and payable upon receipt and may be paid by check or electronic funds transfers. All checks and electronic funds transfers should be made payable to the order of "Springbok Services, Inc." All payments shall be made in U.S. dollars.

This Program Information Form is incorporated by reference into the Prepaid Services Agreement dated August 13, 2009. This Program Information Form shall be binding on Springbok and San Bernardino Community College District when signed on behalf of each Party by an authorized representative and delivered to the other Party.

SPRINGBOK SERVICES, INC.

CLIENT

BY: _____
(SIGNATURE)

BY: _____
(SIGNATURE)

NAME: _____
(PRINT OR TYPE)

NAME: BRUCE BARON
(PRINT OR TYPE)

TITLE: _____
(PRINT OR TYPE)

TITLE: VICE-CHANCELLOR OF FISCAL SERVICES
(PRINT OR TYPE)

DATE: _____
(PRINT OR TYPE)

DATE: _____
(PRINT OR TYPE)

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Bruce Baron, Vice Chancellor, Fiscal Services
PREPARED BY: Lawrence J. Klumas, Bond Program Director, SBCCD
DATE: August 13, 2009
SUBJECT: Consideration of Approval of Amendment 007 to the
Steinberg Architects Infrastructure Contract at Crafton Hills College

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment 007 to the Steinberg Architects Infrastructure contract at Crafton Hills College in the amount of \$8,690.00.

OVERVIEW

An agreement for services is amended when there is a change in the scope of work, usually due to unforeseen conditions, or when the Department of State Architecture (DSA) requires changes in the plans, or when the District requires changes in design to accommodate the essential needs of the project.

This amendment is for providing design services for revisions to the sewer connection at Campus Drive due to unforeseen utility conflicts and the addition of a sewer stub for future tie-in of the Maintenance and Operations Facility. During construction it was discovered that existing utilities located on Campus Drive, at the intersection of the Maintenance and Operations Facility and the Child Development Center access roads, conflicted with the current design of the sewer connection. Due to this unforeseen conflict, a revised sewer connection detail was required from the design team. Also included in this change order is a sewer stub for future tie-in of the Maintenance and Operations Facility, which is not currently tied into the campuses or public sewer.

ANALYSIS

The effect of this amendment will be an addition of \$8,690.00 to the Steinberg Architects Infrastructure contract, resulting in a revised contract amount of \$3,313,867.00.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

Budgeted with Measure P funds

Attachment

DATE: July 13, 2009 **Project Memo – CHC INFRA 2/3/4 013**

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 Steinberg Architects Additional Services Authorization (ASA) #8

SCOPE:

SBCCD's approval of Steinberg Architects Infrastructure Packages ASA #8 for revisions to the sewer connection at Campus Drive due to unforeseen utility conflicts and the addition of a sewer stub for future tie-in of the Maintenance & Operations (M & O) Facility.

NARRATIVE:

During construction it was discovered that existing utilities located in Campus Drive, at the intersection of the M & O and CDC access roads, conflicted with the current design of the sewer connection. Due to this unforeseen conflict a revised sewer connection detail was required from the design team. Also, included in this ASA is a sewer stub for future tie-in of the Maintenance & Operations Facility. Currently the (M & O) Facility isn't tied into the campuses or public sewer system and with this sewer stub it will allow for a future connection.

The additional cost associated with Steinberg Architects Infrastructure Packages ASA #8 is \$8,690.00. If approved Steinberg Architects new Infrastructure Packages contract sum will be \$3,131,867.00.

RECOMMENDATION:

K/BRj recommends that SBCCD approve Steinberg Architects ASA #8 for additional services. The Contract Amendment will be prepared by Kitchell/BRj and will be put on the August 2009 SBCCD board agenda for SBCCD Board of Trustees approval.

Attachments: Steinberg Architects ASA #8 (2 pages)

Cc: Alan Rosen; Geoff Bachanas – Kitchell/BRj

STEINBERG ARCHITECTS INFRASTRUCTURE CONTRACT AMENDMENT: 007

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 for revisions to the sewer connection at Campus Drive due to unforeseen utility conflicts and the addition of a sewer stub for future tie-in of the Maintenance & Operations (M & O) Facility. During construction it was discovered that existing utilities located in Campus Drive, at the intersection of the M & O and CDC access roads, conflicted with the current design of the sewer connection. Due to this unforeseen conflict a revised sewer connection detail was required from the design team. Also, included in this ASA is a sewer stub for future tie-in of the Maintenance & Operations Facility. Currently the (M & O) Facility isn't tied into the campuses or public sewer system and with this sewer stub it will allow for a future connection.

Attachments:

- Kitchell/BRj project memo CHC Infra 2/3/4 013 (1 page)
- Steinberg Architects Infrastructure ASA #8 proposal (2 pages)

Costs:

\$8,690.00 = Total amount of this Amendment

The original Contract Sum	\$3,044,575.00
Net change by previous Amendments	\$78,602.00
The Contract Sum prior to this Amendment	\$3,123,177.00
The Contract Sum will be increased by this Amendment	\$8,690.00
The new Contract Sum including this Amendment	\$3,131,867.00

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: 7/14/09

DATE: 7/15/09

DATE:

June 15, 2009

523 West 6th Street, Suite 245
Los Angeles, California 90014
www.steinbergarchitects.com

Mr. Bruce McDonald
Kitchell/BRJ
Crafton Hills College
1171 Sand Canyon Road
Yucaipa, CA92399

Re: San Bernardino Community College District: Crafton Hills College
Project: Infrastructure
Project #: 06063.030
ASA #8 : Sewer Stub for the Maintenance & Operations Facility and Revised Sewer
Connection to Campus Drive.

Dear Bruce:

Steinberg Architects is submitting this Additional Services Authorization for the addition of a sewer stub for the Maintenance Facility and modification of the construction documents for revisions to the sewer connection at Campus Drive due to unforeseen utility conflicts.

The sewer stub for the Maintenance Facility is the result of a request by the campus to provide to provide an opportunity for future connection since the facility is not currently connected to a public sewer.

The sewer connection modifications are the result of interfering utilities in Campus Drive, this interference was discovered during construction potholing.

I. PROJECT PARAMETERS

Sewer Stub

- Preliminary Design
- Coordination for client approval
- Preparation of final construction sketch for installation of sewer lateral.

Sewer Connection Modifications

- One site visit
- Preparation of alternatives
- Issuance of final sketches

II. SCHEDULE

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

III. ADDITIONAL SERVICES FEE

415.683.2000 San Francisco
408.295.5446 San Jose
213.629.0500 Los Angeles

Sewer Stub - CIVIL	\$1,600
Sewer Connection Modification - CIVIL	\$6,300
	<hr/>
	\$7,900
10% Mark-Up	\$790
TOTAL	\$8,690

The fee for the proposed services is **eight thousand six hundred ninety dollars (\$8,690)**

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 this is acceptable please provide Steinberg Architects with authorization to proceed. 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

Cc: David Hart, Irene Ngo, File A01

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Bruce Baron, Vice Chancellor, Fiscal Services
PREPARED BY: Lawrence J. Klumas, Bond Program Director, SBCCD
DATE: August 13, 2009
SUBJECT: Consideration of Approval of Change Order 01 to the
Fischer, Inc. Infrastructure Package 2/3/4 Contract at Crafton Hills College

RECOMMENDATION

It is recommended that the Board of Trustees approve Change Order 01 to the Fischer, Inc. Infrastructure Package 2/3/4 contract at Crafton Hills College in the amount of \$47,592.00.

OVERVIEW

A change order to a construction contract may be generated by a number of circumstances. These include changes directed by the District to address contractor or architect recommendations for efficiency, occupant needs, or to improve future building or space usability.

This change order is a result of changes to the Infrastructure 2/3/4 project package, and includes 1) sewer line depth revision from the Learning Resource Center connection, 2) sewer line connection revision at Campus Drive, 3) new gas service to the College Center, and 4) additional exploratory excavation for the location of an existing water line.

ANALYSIS

The effect of this change order will be an addition of \$47,592.00 to the Fischer, Inc. contract, resulting in a revised contract amount of \$1,538,592.00. 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

DATE: July 17, 2009 **Project Memo – CHC INFRA 2/3/4 0014**

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 234-03 Fischer, Inc. Change Order 01

Attached is BC INFRA 234-03 Fischer, Inc. Change Order 01 for CHC Infrastructure Package 2/3/4.

Included within this Change Order are the below listed Project Changes (see attachments for further description):

- Infra Pkg 2/3/4 Project Change #08: Sewer line depth revision from LRC connection
- Infra Pkg 2/3/4 Project Change #09: Sewer line connection revision @ Campus Drive
- Infra Pkg 2/3/4 Project Change #10: New gas service to College Center
- Infra Pkg 2/3/4 Project Change #11: T&M work for location water service

The additional cost associated with BC INFRA 234-03 Fischer, Inc. Change Order 01 is \$47,592.00. Fischer, Inc. revised contract sum will be \$1,538,592.00. Fischer, Inc. revised Change Order percentage will be 3.2%.

Kitchell/BRj has reviewed BC INFRA 234-03 Fischer, Inc. Change Order 01 and the associated Project Changes and recommends approval.

Attachments: Infra Pkg 2/3/4 Fischer, Inc. Change Order #1 (2 pages)
Infra Pkg 2/3/4 Project Change #08 (15 pages)
Infra Pkg 2/3/4 Project Change #09 (8 pages)
Infra Pkg 2/3/4 Project Change #10 (5 pages)
Infra Pkg 2/3/4 Project Change #11 (8 pages)

Cc: Alan Rosen; Geoff Bachanas – Kitchell/BRj

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
Capital Facilities Program Management

9623
Project Number

C.O.: 01

CHANGE ORDER

Original Contract Amount: \$1,491,000.00
 Amount Previous Change Orders: \$0.00
 * Note: This is Change Order No. 01 for Contract INFRA234-03

School Name:	Crafton Hills College	Date:	7/12/2009
Project Description:	Infrastructure Packages 2, 3, & 4	Contract No.:	INFRA234-03
To: (Contractor):	Fischer, Inc.	Attn:	

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

Item No.: Refer to attached C.O. No.: 01 index Reference RFP No.: Refer to attached.

Description of Work

Refer to attached Change Order No. 01 index for descriptions of work.

TOTAL COST OF CHANGE ORDER NO. \$47,592.00

Reason for Change: Refer to attached Change Order No. 01 index.

Initiator of Change: Refer to attached Change Order No. 01 index.

Drawings associated with C.O. No. 01 are as follows: Refer to attachments.

The contract AMOUNT due to C.O. No. 01 will be: increased by \$47,592.00

The contract TIME due to C.O. No. 01 will be: unchanged by 0 calendar days.

The revised Contract Completion Date, including this C.O. is, therefore: unchanged

The revised Contract Amount, including this C.O. is, therefore: \$1,538,592.00

SBCCD Change Order No. 01 includes Item Number(s): PC No. #008, #009, #010 & #011

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
Contractor:		ROBERT MCININLEY	7/16/09
Architect:		John J. SANTANA	7/15/09
Inspector:		STEVE POTTAN	7-16-09
Constr. Mgr.:		Matt Boyer	7/14/09
Prog. Mgr.:		Bruce C. McIninley	7/17/09
District:			

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

Approved _____ per Principal Structural Engineer.

Contract INFA234-03: Fischer, Inc.

CHANGE ORDER NO. 01

REF.	DESCRIPTION OF ITEM	CODE	CREDIT	COST	BALANCE	Project Cost Allocation		
						Pckg 2	Pckg 3	Pckg 4
PC-08	Sewer line depth revision from LRC connection	B3		\$20,492	\$20,492		20492	
PC-09	Sewer line connection revision @ Campus Drive	A3		\$22,187	\$22,187		22187	
PC-10	New gas service to College Ctr	A3		\$2,501	\$2,501		2501	
PC-11	T&M work for locating water service	A3		\$2,412	\$2,412	2412		
Subtotal					\$47,592	\$2,412	\$45,180	\$0
TOTAL CHANGE ORDER # 02					\$47,592			

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: "l" 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: Bruce Baron, Vice Chancellor, Fiscal Services
PREPARED BY: Lawrence J. Klumas, Bond Program Director, SBCCD
DATE: August 13, 2009
SUBJECT: Consideration of Approval of Change Order 01 to the
Precision Concrete Construction, Inc. Contract at Crafton Hills College

RECOMMENDATION

It is recommended that the Board of Trustees approve Change Order 01 to the Precision Concrete Construction, Inc., Learning Resource Center contract at Crafton Hills College in the amount of \$32,060.00.

OVERVIEW

A change order to a construction contract may be generated by a number of circumstances. These include changes directed by the District to address contractor or architect recommendations for efficiency, occupant needs, or to improve future building or space usability.

This change order is a result of a new cast-in-place concrete wall and footing at the Learning Resource.

ANALYSIS

The effect of this change order will be an addition of \$32,060.00 to the Precision Concrete Construction, Inc. contract, resulting in a revised contract amount of \$3,306,760.00. 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

DATE: July 17, 2009 **Project Memo – CHC LRC 0026**

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 #: LRC
Recommendation to approve BC LRC-02 Precision Concrete Change Order 01

Attached is BC LRC-02 Precision Concrete Change Order 01 for CHC LRC.

Included within this Change Order are the below listed Project Changes (see attachments for further description):
- LRC Project Change #02: Installation of new cast-in-place concrete wall & footing

The additional cost associated with BC LRC-02 Precision Concrete Change Order 01 is \$32,060.00. LD Anderson, Inc. revised contract sum will be \$3,306,760.00. LD Anderson, Inc. revised Change Order percentage will be 0.98%.

Kitchell/BRj has reviewed BC LRC-02 Precision Change Order 01 and the associated Project Changes and recommends approval.

Attachments: LRC Precision Concrete Change Order #1 (2 pages)
LRC Project Change #02 (19 pages)

Cc: Alan Rosen; Geoff Bachanas – Kitchell/BRj

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
Capital Facilities Program Management

8104
Project Number

C.O.: 01

CHANGE ORDER

Original Contract Amount: \$3,274,700.00

Amount Previous Change Orders: \$0.00

* Note: This is Change Order No. 01 for Contract CLRC01:02

School Name:	<u>Crafton Hills College</u>	Date:	<u>7/15/2009</u>
Project Description:	<u>Learning Resource Center</u>	Contract No.:	<u>CLRC01:02</u>
To: (Contractor):	<u>Precision Concrete</u>	Attn:	<u>Dennis</u>

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

Item No.: Refer to attached C.O No.: 01 index. Reference RFP No.: Refer to attached.

Description of Work:

Refer to attached Change Order No. 01 index for descriptions of work.

TOTAL COST OF CHANGE ORDER NO. \$32,060.00

Reason for Change: Refer to attached Change Order No. 01 index.

Initiator of Change: Refer to attached Change Order No. 01 index.

Drawings associated with C.O. No.	01	are as follows:	<u>Refer to attachments.</u>
The contract AMOUNT due to C.O. No.	01	will be:	<u>increased by \$32,060.00</u>
The contract TIME due to C.O. No.	01	will be:	<u>unchanged by 15 calendar days.</u>
The revised Contract Completion Date, including this C.O. is, therefore:			<u>unchanged</u>
The revised Contract Amount, including this C.O. is, therefore:			<u>\$3,306,760.00</u>
SBCCD Change Order No. 01 includes Item Number(s):			<u>PC002</u>

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
Contractor:		Pedro Cervantes	7-17-09
Architect:		JUAN S. S.	7/16/09
Inspector:		Steve P.	7-16-09
Constr. Mgr.:		Matt Breyer	7/17/09
Prog. Mgr.:		Bruce McDonald	7/17/09
District:			

Printed Name/Title

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

Approved _____ per Principal Structural Engineer:

Contract CLRC01:02 Precision Concrete Construction

CHANGE ORDER NO. 01

REF.	DESCRIPTION OF ITEM	CODE	CREDIT	COST	BALANCE
PC002	New CIP wall @ Stair 5 on line 8 (FCD #5)	G3		\$32,060	\$32,060
Subtotal					\$32,060
TOTAL CHANGE ORDER # 01					\$32,060

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: Bruce Baron, Vice Chancellor, Fiscal Services
PREPARED BY: Lawrence J. Klumas, Bond Program Director, SBCCD
DATE: August 13, 2009
SUBJECT: Consideration of Approval of Amendment 005 to the
NTD Architecture Contract at San Bernardino Valley College

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment 005 to the NTD Architecture contract at San Bernardino Valley College in the amount of \$183,456.00.

OVERVIEW

An agreement for services is amended when there is a change in the scope of work, usually due to unforeseen conditions, or when the Department of State Architecture (DSA) requires changes in the plans, or when the District requires changes in design to accommodate the essential needs of the project.

This amendment is for 1) modification to foundation design at Media/Communications, 2) data and communication design for Maintenance & Operations, 3) data and communication design for Media/Communications, North Hall Replacement, Chemistry/Physical Science and the Custodial Building to the main Campus data center, 4) sewer realignment design for North Hall Replacement, 5) design for the addition of the chilled water system to the existing Auditorium Building, 6) design for the demolition of the existing Physical Science, Chemistry, North Hall and Cooling Tower, and 7) modification to the foundation design at North Hall Replacement.

ANALYSIS

The effect of this amendment will be an addition of \$183,456.00 to the NTD Architecture contract, resulting in a revised contract amount of \$6,728,654.80. 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

ARCHITECT CONTRACT AMENDMENT: 005

PROJECT: Valley College (SBVC)
701 So. Mount Vernon Ave.
San Bernardino, CA 92410

TO: NTD Architecture (NTD)
955 Overland Court Suite 100
San Dimas, CA 91773-1718

OWNER: San Bernardino Community College District

Brief Description:

The District has negotiated with NTD Architecture for additional fees associated with various added services to their contract as follows:

- 1. Provide modification to the foundation design at Media/Communications \$26,290.00
- 2. Provide Data and Communication design services for Maintenance & Operations \$9,955.00
- 3. Provide Data and Communication design services for Media/Communications, North Hall Replacement, Chemistry/Physical Science and the Custodial Buildings to the main Campus data center located in the Computer Service Building (CSB) \$36,227.00
- 4. Provide sewer re-alignment design services for North Hall Replacement \$3,978.00
- 5. Provide design services for the addition of the Chilled Water System to the existing Auditorium Building \$46,041.00
- 6. Provide design services for the demolition of the existing Physical Science, Chemistry and North Hall Buildings and the Cooling Tower located at the east side of North Hall \$38,085.00
- 7. Provide modification to the foundation design at North Hall Replacement \$22,880.00

Attachments:

Architect back-up

Costs:

\$183,456.00 = Grand Total of this requested Contract Amendment: 005

The original Contract Sum	\$5,304,419.00
Net change by previous Amendments	\$1,240,779.80
The Contract Sum prior to this Amendment	\$6,545,198.80
The Contract Sum will be increased by this Amendment	\$183,456.00
The new Contract Sum including this Amendment	\$6,728,654.80
The Contract Schedule as of this Amendment will be increased by:	0 calendar days

By signing this Amendment the San Bernardino Community College District (SBCCD) authorizes NTD Architecture 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 NTD Stichler Architects contract with SBCCD.

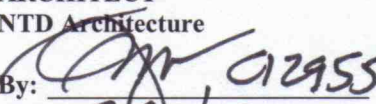
Not valid until signed by all parties. Signature of Architect indicates agreement herewith, including any adjustment in the Contract Sum or Contract Schedule.

Authorized:

ARCHITECT
NTD Architecture

PROGRAM MANAGER
Kitchell CEM

OWNER
SBCCD

By:  012955
DATE: 7/24/09

By: 
DATE: 7/26/09

By: _____
DATE: _____

FAXED
25 March 2009

Via Fax (909) 889-9952

Mr. Jon Witherspoon, Program Director
Kitchell/BRJ
SAN BERNARDINO VALLEY COLLEGE
701 South Mount Vernon
San Bernardino, CA 92401

Subject: Media Communications Building
Foundations Redesign Due to Conflict with Existing Services
Additional Services Proposal
San Bernardino Valley College
NTD No. 2009-0116-99

Dear Mr. Whitherspoon:

It is our understanding that site conflicts were encountered with the current foundation design and existing site utility services. As a result, we have been asked to modify the foundation design so the utilities can remain in place. I am pleased to present our fee proposal to provide Architectural and Engineering services for the development of foundation re-design and construction documents for the Media Communications Building.

Scope of work as we understand it:

1. Coordinate the existing field conditions with criteria data provided by Tilden Coil.
2. Redesign of the foundation system.
3. Prepare revised construction drawings and calculations, showing locations of areas of work specific to the Media Communications Building as coordinated and directed by the Kitchell/BRJ.
4. Coordinate design and construction documents with all associated project consultants.
5. Submit construction documents to DSA for review.
6. Incorporate any required changes based on DSA backcheck resolution.
7. Provide Kitchell/BRJ, San Bernardino Valley College three (3) sets DSA approved documents.
8. Assist Kitchell/BRJ, San Bernardino Valley College during bidding negotiations, construction observation and project closeout.

Cont...2/

Mr. Jon Witherspoon
Media Communications Building
Foundation Redesign
Additional Services Proposal
March 25, 2009
Page -2-

Scope of Work not included:

The scope of work described in this proposal excludes the design of the following systems and/or areas (these systems and/or areas are either not required for this project, or the designs are to be accomplished by others under separate contract):

1. Any Permit fees.
2. Revision of the programming documents for budget reduction and/or value engineering.
3. All Architectural and Engineering services not directly related to the scope of work listed above.

Fee Schedule:

Our proposed fee for this project is a fixed fee of \$26,290 to be invoiced upon delivery of the revised drawings and calculations for DSA approval (see attached breakdown).

Media Communications Building

• Structural	\$ 21,700
• 10% mark-up	<u>\$ 2,170</u>
Sub-Total	\$ 23,870
• Architectural	<u>\$ 2,420</u>
Total Fee:	\$ 26,290

For extra services not listed above in the scope of work/services, reimbursement shall be based on an hourly basis, or on a lump sum basis to be agreed upon, and to be provided in writing by the District prior to the commencement of the services.

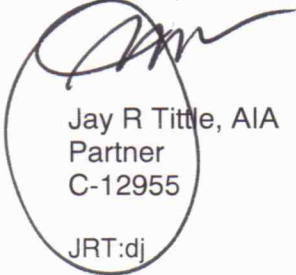
Mr. Jon Witherspoon
Media Communications Building
Foundation Redesign
Additional Services Proposal
March 25, 2009
Page -3-

Please acknowledge our contract terms and fee proposal by signing this letter below and returning it to our office. We look forward to continuing our working relationship with San Bernardino Valley College.

Please let me know if you have any questions regarding this proposal.

We appreciate the opportunity to be of continuing service.

Sincerely,



Jay R Tittle, AIA
Partner
C-12955
JRT:dj

Atch: Structural & Architectural Breakdown (1 pg.)

Approved and accepted on behalf of San Bernardino Community College District by:

Bruce Baron, Vice Chancellor, Fiscal Services

Date

cc: Jim Cordova
Wendy Nord
Debbie Jasco
File

Mr. Jon Witherspoon
Media Communications Building
Foundation Redesign
Additional Services Proposal

Structural Breakdown

Design: Senior Engineer & Associate 48 hours

Analysis & Calculations: Senior Engineer & Associate 24 hours

CAD: Designer 32 hours

DSA: Associate 12 hours

CA: Senior Engineer & Associate 24 hours

Administration: 4 hours

Project Management: 4 hours

Architectural Breakdown

Coordination: Project Manager 12 hours

Coordination: Construction Administrator 4 hours

Administration: 4 hours



5 May 2009

Via Fax (909) 889-9952

Mr. Jon Witherspoon, Program Director
Kitchell/BRJ
SAN BERNARDINO VALLEY COLLEGE
701 South Mount Vernon
San Bernardino, CA 92401

Subject: Additional Services Proposal for
Site Data & Communications at
Maintenance & Operations Building
San Bernardino Valley College
NTD No. 2009-0174-99

Dear Mr. Witherspoon:

I am pleased to present our fee proposal to provide Architectural and Engineering services for the development of design and construction documents for the connectivity of the Data and Communication for the Maintenance and Operations Building.

Scope of work as we understand it:

1. Coordinate the existing field conditions with criteria data provided by Kitchell/KBRJ and the San Bernardino Valley College (SBVC).
2. Prepare an overall site drawing, detailing pathways, new and existing vaults, conduits required for data and communications connectivity.
3. Prepare construction drawings, showing locations of areas of work specific to the Maintenance and Operations Building/Site, as coordinated and directed by Kitchell/BRJ.
4. Coordinate design and construction documents with all associated project consultants.
5. Submit construction documents to DSA for review and approval.
6. Incorporate any required changes based on DSA backcheck resolution.
7. Provide Kitchell/BRJ, San Bernardino Valley College three (3) sets DSA approved documents.
8. Assist Kitchell/BRJ, San Bernardino Valley College during bidding negotiations, construction observation and project closeout.

Cont...2/

Mr. Jon Witherspoon
Additional Services Proposal for
Maintenance & Operations Building
San Bernardino Valley College
May 5, 2009
Page -2-

Scope of Work not included:

The scope of work described in this proposal excludes the design of the following systems and/or areas (these systems and/or areas are either not required for this project, or the designs are to be accomplished by others under separate contract):

1. Any Permit fees.
2. Revision of the programming documents for budget reduction and or/value engineering.
3. All Architectural and Engineering services not directly related to the scope of work listed above.

Fee Schedule

Our proposed fee for this project is a fixed fee of \$9,955 to be invoiced upon delivery of the revised drawings and calculations for DSA approval.

Maintenance & Operations Building Site Data & Communications:

• Technology	\$7,232
• 10% mark-up	<u>\$ 723</u>
Sub-Total	\$7,955
• Architectural	<u>\$ 2,000</u>
Total Fee:	\$ 9,955

For extra services not listed above in the scope of work/services, reimbursement shall be based on an hourly basis, or on a lump sum basis to be agreed upon, and to be provided in writing by the District prior to the commencement of the services.

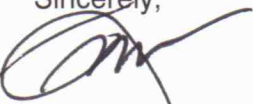
Please acknowledge our contract terms and fee proposal by signing this letter below and returning it to our office. We look forward to continuing our working relationship with San Bernardino Valley College.

Mr. Jon Witherspoon
Additional Services Proposal for
Maintenance & Operations Building
San Bernardino Valley College
May 5, 2009
Page -3-

Please let me know if you have any questions regarding this proposal.

We appreciate the opportunity to be of continuing service.

Sincerely,



Jay R Tittle, AIA
Partner
C-12955
JRT:dj

Approved and accepted on behalf of San Bernardino Community College District by:

Bruce Baron, Vice Chancellor, Fiscal Services

Date

cc: Jim Cordova
Wendy Nord
Debbie Jasco
File

5 May 2009

REVISED 14 July 2009

FAXED

Via Fax (909) 889-9952

Mr. Jon Witherspoon, Program Director
Kitchell/BRJ
SAN BERNARDINO VALLEY COLLEGE
701 South Mount Vernon
San Bernardino, CA 92401

Subject: Additional Services Proposal for
Site Data & Communications at
Media & Communications Building,
North Hall Replacement Building,
Physical Chemistry/Science Building, &
Custodial, Maintenance & Operations Buildings
San Bernardino Valley College
NTD No. 2009-0175-99

Dear Mr. Witherspoon:

I am pleased to present our fee proposal to provide Architectural and Engineering services for the development of design and construction documents for the connectivity of the Data and Communication for the Media & Communications, North Hall Replacement, Physical Chemistry/Science, and Custodial Buildings, with the Main Campus Data Center located in the Computer Service Building (CSB)

Scope of work as we understand it:

1. Coordinate the existing field conditions with criteria data provided by Kitchell/BRJ and the San Bernardino Valley College (SBVC).
2. Prepare a survey to verify all data & communications infrastructure pathways on the Valley Campus to identify a route for connectivity for Media & Communications Building, North Hall Replacement Building, Physical Chemistry/Science Building, & Custodial, Maintenance & Operations Buildings. Issue a report of the findings of this survey.
3. Prepare an overall site drawing, detailing pathways, new and existing vaults, conduits required for data and communications connectivity.
4. Prepare construction drawings, showing locations of areas of work specific to the subject buildings, as coordinated and directed by Kitchell/BRJ.
5. Coordinate design and construction documents with all associated project consultants.
6. Submit construction documents to DSA for review and approval, as required for this scope of work.
7. Incorporate any required changes based on DSA backcheck resolution.

Cont...2/

Mr. Jon Witherspoon
Additional Services Proposal for
Site Data & Communications
San Bernardino Valley College
July 14, 2009 REVISED
Page 2

8. Provide Kitchell/BRJ, San Bernardino Valley College three (3) sets DSA approved documents.
9. Assist Kitchell/BRJ, San Bernardino Valley College during bidding negotiations, construction observation and project closeout.

Scope of Work not included:

The scope of work described in this proposal excludes the design of the following systems and/or areas (these systems and/or areas are either not required for this project, or the designs are to be accomplished by others under separate contract):

1. Any Permit fees.
2. Revision of the programming documents for budget reduction and/or value engineering.
3. All Architectural and Engineering services not directly related to the scope of work listed above.

Fee Schedule

Our proposed fee for this project is a fixed fee of \$36,227 to be invoiced upon delivery of the revised drawings and specifications for DSA approval.

Site Data & Communications – Various Buildings:

• Technology	\$25,252
• 10% mark-up	<u>\$ 2,225</u>
Sub-Total	\$27,477
• Architectural	<u>\$ 8,750</u>
Total Fee:	\$36,227

For extra services not listed above in the scope of work/services, reimbursement shall be based on an hourly basis, or on a lump sum basis to be agreed upon, and to be provided in writing by the District prior to the commencement of the services.

Cont...3/

Mr. Jon Witherspoon
Additional Services Proposal for
Site Data & Communications
San Bernardino Valley College
July 14, 2009 REVISED
Page 3

Please acknowledge our contract terms and fee proposal by signing this letter below and returning it to our office. We look forward to continuing our working relationship with San Bernardino Valley College.

Please let me know if you have any questions regarding this proposal.

We appreciate the opportunity to be of continuing service.

Sincerely,



Jay R Tittle, AIA
Partner
C-12955

IRT:dj

Approved and accepted on behalf of San Bernardino Community College District by:

Bruce Baron, Vice Chancellor, Fiscal Services

Date

cc: Jim Cordova
Leigh Anne Jones
Fariba Shantiyai
Wendy Nord
Debbie Jasco
File



5 May 2009

Via Fax (909) 889-9952

Mr. Jon Witherspoon, Program Director
Kitchell/BRJ
SAN BERNARDINO VALLEY COLLEGE
701 South Mount Vernon
San Bernardino, CA 92401

Subject: Additional Services Proposal for
Sewer Realignment at
North Hall Replacement Building
San Bernardino Valley College
NTD No. 2009-0173-99

Dear Mr. Witherspoon:

I am pleased to present our fee proposal to provide Architectural and Engineering services for the development of Sewer Realignment re-design and construction documents for the North Hall Replacement Building.

Scope of work as we understand it:

1. Coordinate the existing field conditions with criteria data provided by Tilden Coil Constructors (TCC).
2. Partial redesign of the sewer system.
3. Prepare revised construction drawings, showing locations of areas of work specific to the North Hall Replacement Building as coordinated with TCC and directed by Kitchell/BRJ.
4. Coordinate design and construction documents with all associated project consultants.
5. Submit construction documents to DSA for review, via FCD.
6. Incorporate any required changes based on DSA backcheck resolution.
7. Provide Kitchell/BRJ, San Bernardino Valley College three (3) sets DSA approved documents.

Cont...2/

Mr. Jon Witherspoon
North Hall Replacement Building
Sewer Realignment
Additional Services Proposal
May 5, 2009
Page -2-

Scope of Work not included:

The scope of work described in this proposal excludes the design of the following systems and/or areas (these systems and/or areas are either not required for this project, or the designs are to be accomplished by others under separate contract):

1. Any Permit fees.
2. Revision of the programming documents for budget reduction and/or value engineering.
3. All Architectural and Engineering services not directly related to the scope of work listed above.

Fee Schedule

Our proposed fee for this project is a fixed fee of \$3,978 to be invoiced upon delivery of the revised drawings and calculations for DSA approval.

North Hall Replacement Building Sewer Realignment:

• Civil	\$2,844
• 10% mark-up	<u>\$ 284</u>
Sub-Total	\$3,128
• Architectural	<u>\$ 850</u>
Total Fee:	\$ 3,978

For extra services not listed above in the scope of work/services, reimbursement shall be based on an hourly basis, or on a lump sum basis to be agreed upon, and to be provided in writing by the District prior to the commencement of the services.

Please acknowledge our contract terms and fee proposal by signing this letter below and returning it to our office. We look forward to continuing our working relationship with San Bernardino Valley College.

Mr. Jon Witherspoon
North Hall Replacement Building
Sewer Realignment
Additional Services Proposal
May 5, 2009
Page -3-

Please let me know if you have any questions regarding this proposal.

We appreciate the opportunity to be of continuing service.

Sincerely,



Jay R Tittle, AIA
Partner
C-12955
JRT:dj

Approved and accepted on behalf of San Bernardino Community College District by:

Bruce Baron, Vice Chancellor, Fiscal Services

Date

cc: Jim Cordova
Wendy Nord
Debbie Jasco
File



12
FAXED
6.18.09

15 June 2009

Via: Fax (909) 889-9952 &
First Class Mail

KITCHELL / BRJ

Mr. Jon Witherspoon, Program Director
Kitchell/BRJ
SAN BERNARDINO VALLEY COLLEGE
701 South Mount Vernon
San Bernardino, CA 92401

JUN 23 2009

Subject: Additional Services Proposal for
Auditorium Building
Chilled Water Plant Addition – Minor Modernization
San Bernardino Valley College

2009-0225-99

Dear Mr. Witherspoon:

I am pleased to present our fee proposal to provide Architectural and Engineering services for the development of design and construction documents for the Addition of the Chilled Water System to the Existing Auditorium Building.

Scope of work as we understand it:

1. Coordinate the existing field conditions with scope criteria data provided by the San Bernardino Valley College Program Manager Kitchell/BRJ.
2. Review existing record drawings and coordinate the proposed scope of work for the addition of the chilled water system, to include the following.
 - Provide site chilled water piping design (site piping shall extend from the chilled water plant to existing pipes entering the Auditorium Building).
 - Provide plumbing systems utility design for the new chilled water plant.
 - Provide electrical power system design for the new chilled water plant.
 - Provide structural design analysis and documents for the chilled water plant concrete pad, with the related equipment anchorage.
3. Prepare construction drawings, showing locations of areas of work specific to the Auditorium Building as coordinated with and directed by Kitchell/BRJ.
4. Coordinate Design and Construction Documents with all associated project consultants.
5. Prepare and provide Statement of Probable Construction Cost.
6. Submit Construction Documents to DSA for review.

Cont...2/

Mr. Jon Witherspoon
 Auditorium Building
 Chilled Water Plant Addition
 Additional Services Proposal
 June 15, 2009
 Page -2-

7. Incorporate any required changes based on DSA backcheck resolution.
8. Provide Kitchell/BRJ, San Bernardino Valley College three (3) sets DSA approved documents.

Scope of Work not included:

The scope of work described in this proposal excludes the design of the following systems and/or areas (these systems and/or areas are either not required for this project, or the designs are to be accomplished by others under separate contract):

1. Any Permit fees.
2. Revision of the programming documents for budget reduction and/or value engineering.
3. All Architectural and Engineering services not directly related to the scope of work listed above.

Fee Schedule

Our proposed fee for this project is a fixed fee of \$46,041 to be invoiced upon delivery of the revised drawings and calculations for DSA approval.

Auditorium Building

• MEP	\$ 18,750
• Structural	\$ 4,160
• Estimating	<u>\$ 1,250</u>
Subtotal	\$ 24,160
• 10% Mark-up	<u>\$ 2,416</u>
Subtotal	26,576
• Architectural	<u>\$ 19,465</u>
Total Fee	\$ 46,041

For extra services not listed above in the scope of work/services, reimbursement shall be based on an hourly basis, or on a lump sum basis to be agreed upon, and to be provided in writing by the District prior to the commencement of the services.

Mr. Jon Witherspoon
Auditorium Building
Chilled Water Plant Addition
Additional Services Proposal
June 15, 2009
Page -3-

Please acknowledge our contract terms and fee proposal by signing this letter below and returning it to our office. We look forward to continuing our working relationship with San Bernardino Valley College.

Please let me know if you have any questions regarding this proposal.

We appreciate the opportunity to be of continuing service.

Sincerely,



Jay R Tittle AIA
Partner
C-12955

JRT:dj

Approved and accepted on behalf of San Bernardino Community College District by:

Bruce Baron, Vice Chancellor, Fiscal Services

Date

cc: Jim Cordova
Wendy Nord
Debbie Jasco
File



KITCHELL / BRJ

13

FAXED
6.18.09

15 June 2009

JUN 23 2009

Via: Fax (909) 889-9952 &
First Class Mail

Mr. Jon Witherspoon, Program Director
Kitchell/BRJ
SAN BERNARDINO VALLEY COLLEGE
701 South Mount Vernon
San Bernardino, CA 92401

Subject: Additional Services Proposal for
Demolition Package at
North Hall Building (south portion), Science Building, Chemistry Building &
Cooling Tower East of the Existing North Hall Building
San Bernardino Valley College

2009-0226-99

Dear Mr. Whitherspoon:

I am pleased to present our fee proposal to provide Architectural and Engineering services for the development of design and construction documents for the demolition of the Science, Chemistry and North Hall Buildings and the Cooling Tower located at the east side of the North Hall Building.

Scope of work as we understand it:

1. Coordinate the existing field condition with scope criteria data provided by the San Bernardino Valley College Program Manager, Kitchell/BRJ
2. Review existing record drawings and coordinate the proposed scope of work for the demolition of the South portion of the North Hall, Science and Chemistry Buildings and the Cooling Tower (see attached area diagram).
3. Prepare construction drawings, showing locations of areas of work specific to the areas of demolition per the above description, as coordinated with and directed by Kitchell/BRJ.
4. Coordinate Design and Construction Documents with all associated project consultants.
5. Provide a Probable Estimate Cost of Construction for the demolition project.
6. Submit Construction Documents to DSA for review.

Cont...2/

Mr. Jon Witherspoon
 Demolition Package
 North Hall, Science, Chemistry and Cooling Tower
 Additional Services Proposal
 June 15, 2009
 Page -2-

7. Incorporate any required changes based on DSA backcheck resolution.
8. Provide Kitchell/BRJ, San Bernardino Valley College three (3) sets DSA approved documents.

Scope of Work not included:

The scope of work described in this proposal excludes the design of the following systems and/or areas (these systems and/or areas are either not required for this project, or the designs are to be accomplished by others under separate contract):

1. Any Permit fees.
2. Revision of the programming documents for budget reduction and/or value engineering.
3. All Architectural and Engineering services not directly related to the scope of work listed above.

Fee Schedule

Our proposed fee for this project is a fixed fee of \$38,085 to be invoiced upon delivery of the revised drawings and calculations for DSA approval.

Demolition Package

• MEP	\$ 3,750
• Estimating	<u>\$ 800</u>
Subtotal	\$ 4,550
• 10% Mark-up	<u>\$ 455</u>
Subtotal	\$5,005
• Architectural	<u>\$ 33,080</u>
Total Fee:	\$ 38,085

Mr. Jon Witherspoon
Demolition Package
North Hall, Science, Chemistry and Cooling Tower
Additional Services Proposal
June 15, 2009
Page -3-

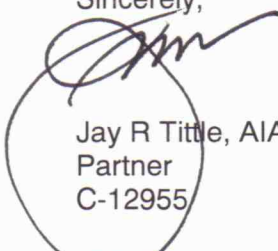
For extra services not listed above in the scope of work/services, reimbursement shall be based on an hourly basis, or on a lump sum basis to be agreed upon, and to be provided in writing by the District prior to the commencement of the services.

Please acknowledge our contract terms and fee proposal by signing this letter below and returning it to our office. We look forward to continuing our working relationship with San Bernardino Valley College.

Please let me know if you have any questions regarding this proposal.

We appreciate the opportunity to be of continuing service.

Sincerely,



Jay R Tittle, AIA
Partner
C-12955

JRT:dj

Approved and accepted on behalf of San Bernardino Community College District by:

Bruce Baron, Vice Chancellor, Fiscal Services

Date

Attch: Area Diagram

cc: Jim Cordova
Wendy Nord
Debbie Jasco
File

FAXED
25 March 2009

Via Fax (909) 889-9952

Mr. Jon Witherspoon, Program Director
Kitchell/BRJ
SAN BERNARDINO VALLEY COLLEGE
701 South Mount Vernon
San Bernardino, CA 0 92401

Subject: North Hall Building
Foundations Redesign Due to Conflict with Existing Services
Additional Services Proposal
San Bernardino Valley College
NTD No. 2009-0117-99

Dear Mr. Whitherspoon:

It is our understanding that site conflicts were encountered with the current foundation design and existing site utility services. As a result, we have been asked to modify the foundation design so the utilities can remain in place. I am pleased to present our fee proposal to provide Architectural and Engineering services for the development of foundation re-design and construction documents for the North Hall Building.

Scope of work as we understand it:

1. Coordinate the existing field conditions with criteria data provided by Tilden Coil.
2. Redesign of the foundation system.
3. Prepare revised construction drawings and calculations, showing locations of areas of work specific to the North Hall Building as coordinated and directed by the Kitchell/BRJ.
4. Coordinate design and construction documents with all associated project consultants.
5. Submit construction documents to DSA for review.
6. Incorporate any required changes based on DSA backcheck resolution.
7. Provide Kitchell/BRJ, San Bernardino Valley College three (3) sets DSA approved documents.
8. Assist Kitchell/BRJ, San Bernardino Valley College during bidding negotiations, construction observation and project closeout.

Cont...2/

Mr. Jon Witherspoon
North Hall Building Foundation Redesign
Additional Services Proposal
March 25, 2009
Page -2-

Scope of Work not included:

The scope of work described in this proposal excludes the design of the following systems and/or areas (these systems and/or areas are either not required for this project, or the designs are to be accomplished by others under separate contract):

1. Any Permit fees.
2. Revision of the programming documents for budget reduction and/or value engineering.
3. All Architectural and Engineering services not directly related to the scope of work listed above.

Fee Schedule

Our proposed fee for this project is a fixed fee of \$22,880 to be invoiced upon delivery of the revised drawings and calculations for DSA approval (see attached breakdown).

North Hall Building

• Structural	\$ 18,600
• 10% mark-up	<u>\$ 1,860</u>
Sub-Total	\$ 20,460
• Architectural	<u>\$ 2,420</u>
Total Fee:	\$ 22,880

For extra services not listed above in the scope of work/services, reimbursement shall be based on an hourly basis, or on a lump sum basis to be agreed upon, and to be provided in writing by the District prior to the commencement of the services.

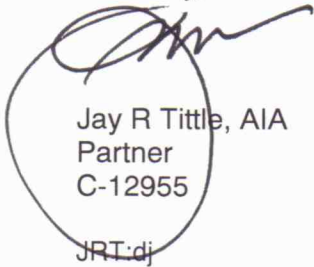
Mr. Jon Witherspoon
North Hall Building Foundation Redesign
Additional Services Proposal
March 25, 2009
Page -3-

Please acknowledge our contract terms and fee proposal by signing this letter below and returning it to our office. We look forward to continuing our working relationship with San Bernardino Valley College.

Please let me know if you have any questions regarding this proposal.

We appreciate the opportunity to be of continuing service.

Sincerely,



Jay R Tittle, AIA
Partner
C-12955
JRT:dj

Attch: Structural & Architectural Breakdown (1 pg.)

Approved and accepted on behalf of San Bernardino Community College District by:

Bruce Baron, Vice Chancellor, Fiscal Services

Date

cc: Jim Cordova
Wendy Nord
Debbie Jasco
File

Mr. Jon Witherspoon
North Hall Building
Foundation Redesign
Additional Services Proposal

Structural Breakdown

Design: Senior Engineer & Associate 40 hours,

Analysis & Calculations: Senior Engineer & Associate 16 hours,

CAD: Designer 32 hours

DSA: Associate 12 hours

CA: Senior Engineer & Associate 20 hours

Administration: 4 hours

Project Management: 4 hours

Architectural Breakdown

Coordination: Project Manager 12 hours

Coordination: Construction Administrator 4 hours

Administration: 4 hours

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Bruce Baron, Vice Chancellor, Fiscal Services
PREPARED BY: Lawrence J. Klumas, Bond Program Director, SBCCD
DATE: August 13, 2009
SUBJECT: Consideration of Approval of Amendment 006 to the
NTD Architecture Contract at San Bernardino Valley College

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment 006 to the NTD Architecture contract at San Bernardino Valley College in the amount of \$37,557.00.

OVERVIEW

An agreement for services is amended when there is a change in the scope of work, usually due to unforeseen conditions, or when the Department of State Architecture (DSA) requires changes in the plans, or when the District requires changes in design to accommodate the essential needs of the project.

This amendment is for architectural review of the current project design for potential LEED certification for the Chemistry/Physical Science, Media/Communications and North Hall Replacement Buildings.

ANALYSIS

The effect of this amendment will be an addition of \$37,557.00 to the NTD Architecture contract, resulting in a revised contract amount of \$6,766,211.80. 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

ARCHITECT CONTRACT AMENDMENT: 006

PROJECT: Valley College (SBVC)
701 So. Mount Vernon Ave.
San Bernardino, CA 92410

OWNER: San Bernardino Community College District

TO: NTD Architecture (NTD)
955 Overland Court Suite 100
San Dimas, CA 91773-1718

Brief Description:

The District has negotiated with NTD Architecture for additional fees associated with various added services to their contract as follows:

- 1. Review current project design for potential LEED Certification and provide design services to LEED criteria for the Chemistry/Physical Science Building \$16,550.00
- 2. Review current project design for potential LEED Certification and provide design services to LEED criteria for the Media/Communications Building \$8,937.00
- 3. Review current project design for potential LEED Certification and provide design services to LEED criteria for the Chemistry/Physical Science Building \$12,070.00

Attachments:

Architect back-up

Costs:

\$37,557.00 = Grand Total of this requested Contract Amendment: 006

The original Contract Sum	\$5,304,419.00
Net change by previous Amendments	\$1,424,235.80
The Contract Sum prior to this Amendment	\$6,728,654.80
The Contract Sum will be increased by this Amendment	\$37,557.00
The new Contract Sum including this Amendment	\$6,766,211.80
The Contract Schedule as of this Amendment will be increased by:	0 calendar days

By signing this Amendment the San Bernardino Community College District (SBCCD) authorizes NTD Architecture 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 NTD Stichler Architects contract with SBCCD.

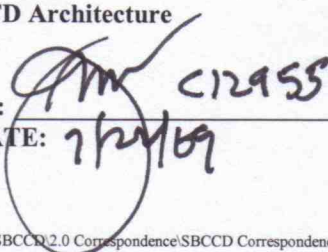
Not valid until signed by all parties. Signature of Architect indicates agreement herewith, including any adjustment in the Contract Sum or Contract Schedule.

Authorized:

ARCHITECT
NTD Architecture

PROGRAM MANAGER
Kitchell-CEM

OWNER
SBCCD

By:  C12955
DATE: 7/24/09

By: 
DATE: 7.16.09

By: _____
DATE: _____

5 May 2009

Via Fax (909) 889-9952

Mr. Michael Villegas, Project Manager
Kitchell/BRJ
SAN BERNARDINO VALLEY COLLEGE
701 South Mount Vernon
San Bernardino, CA 92401

Subject: Additional Services Proposal for
LEED Certification Review/Analysis at
Chemistry & Physical Science Building
San Bernardino Valley College
NTD No. 2009-0172-99

Dear Mr. Whitterspoon:

I am pleased to present our fee proposal to provide Architectural and Engineering services to assist Kitchell/BRJ with the review of the current project design for potential LEED Certification of the Chemistry & Physical Science Building.

Scope of work as we understand it:

1. Coordinate the existing LEED criteria provided by Kitchell/BRJ.
2. Review and analyze the project LEED checklist, understanding that the Owner would be pursuing LEED NC v2.2 certification for this project.
3. Review the energy efficiency of the Chemistry & Physical Science Building, and determine what level of credits (EA credit1) can potentially be achieved with the existing mechanical equipment as designed.
4. Prepare an analysis report of the LEED Score Card specific to the Chemistry & Physical Science Building as coordinated and directed by Kitchell/BRJ.

Scope of Work not included:

The scope of work described in this proposal excludes the design of the following systems and/or areas (these systems and/or areas are either not required for this project, or the designs are to be accomplished by others under separate contract):

1. Any Permit fees.
2. All Architectural and Engineering services not directly related to the scope of work listed above.

Cont...2/

Mr. Michael Villegas
Chemistry & Physical Science Building
LEED Certification Review/Analysis
Additional Services Proposal
May 5, 2009
Page -2-

3. The design team does not provide actual LEED commissioning, but will assist the selected commissioning authority. Title 24 calculations would need to be readjusted to meet the needs of the LEED process.
4. Any effort to assist in the purchase of "Green Power" LEED credit.
5. Any effort to obtain "Daylight and Views" credit.

Fee Schedule:

Our proposed fee for this project is a fixed fee of \$16,550 to be invoiced upon delivery of the LEED Score Card Analysis Report.

Chemistry & Physical Science Building LEED Review:

• Mechanical	\$ 13,500
• 10% mark-up	<u>\$ 1,350</u>
Sub-Total	\$ 14,850
• Architectural	<u>\$ 1,700</u>
Total Fee:	\$16,550

For extra services not listed above in the scope of work/services, reimbursement shall be based on an hourly basis, or on a lump sum basis to be agreed upon, and to be provided in writing by the District prior to the commencement of the services.

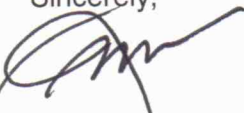
Please acknowledge our contract terms and fee proposal by signing this letter below and returning it to our office. We look forward to continuing our working relationship with San Bernardino Valley College.

Mr. Michael Villegas
Chemistry & Physical Science Building
LEED Certification Review/Analysis
Additional Services Proposal
May 5, 2009
Page -3-

Please let me know if you have any questions regarding this proposal.

We appreciate the opportunity to be of continuing service.

Sincerely,



Jay R Tittle, AIA
Partner
C-12955
JRT:dj

Approved and accepted on behalf of San Bernardino Community College District by:

Bruce Baron, Vice Chancellor, Fiscal Services

Date

cc: Jim Cordova
Wendy Nord
Debbie Jasco
File

5 May 2009

Via Fax (909) 889-9952

Mr. Michael Villegas, Project Manager
Kitchell/BRJ
SAN BERNARDINO VALLEY COLLEGE
701 South Mount Vernon
San Bernardino, CA 92401

Subject: Additional Services Proposal for
LEED Certification Review/Analysis at
Media Communications Building
San Bernardino Valley College
NTD No. 2009-0171-99

Dear Mr. Whitterspoon:

I am pleased to present our fee proposal to provide Architectural and Engineering services to assist Kitchell/BRJ with the review of the current project design for potential LEED Certification of the Media Communications Building.

Scope of work as we understand it:

1. Coordinate the existing LEED criteria provided by Kitchell/BRJ.
2. Review and analyze the project LEED checklist, understanding that the Owner would be pursuing LEED NC v2.2 certification for this project.
3. Review the energy efficiency of the Media Communications Building, and determine what level of credits (EA credit1) can potentially be achieved with the existing mechanical equipment, as designed.
4. Prepare an analysis report of the LEED Score Card specific to the Media Communications Building as coordinated and directed by Kitchell/BRJ.

Scope of Work not included:

The scope of work described in this proposal excludes the design of the following systems and/or areas (these systems and/or areas are either not required for this project, or the designs are to be accomplished by others under separate contract):

1. Any Permit fees.
2. All Architectural and Engineering services not directly related to the scope of work listed above.

Cont...2/

Mr. Michael Villegas
Media Communications Building
LEED Certification Review/Analysis
Additional Services Proposal
May 5, 2009
Page -2-

3. The design team does not provide actual LEED commissioning, but will assist the selected commissioning authority. Title 24 calculations would need to be readjusted to meet the needs of the LEED process.
4. Any effort to assist in the purchase of "Green Power" LEED credit.
5. Any effort to obtain "Daylight and Views" credit.

Fee Schedule:

Our proposed fee for this project is a fixed fee of \$8,937 to be invoiced upon delivery of the LEED Score Card Analysis Report.

Media Communications Building LEED review:

• Mechanical	\$ 7,125
• 10% mark-up	<u>\$ 712</u>
Sub-Total	\$ 7,837
• Architectural	<u>\$ 1,100</u>
Total Fee:	\$ 8,937

For extra services not listed above in the scope of work/services, reimbursement shall be based on an hourly basis, or on a lump sum basis to be agreed upon, and to be provided in writing by the District prior to the commencement of the services.

Please acknowledge our contract terms and fee proposal by signing this letter below and returning it to our office. We look forward to continuing our working relationship with San Bernardino Valley College.

Mr. Michael Villegas
Media Communications Building
LEED Certification Review/Analysis
Additional Services Proposal
May 5, 2009
Page -3-

Please let me know if you have any questions regarding this proposal.

We appreciate the opportunity to be of continuing service.

Sincerely,



Jay R Tittle, AIA
Partner
C-12955

JRT:dj

Approved and accepted on behalf of San Bernardino Community College District by:

Bruce Baron, Vice Chancellor, Fiscal Services

Date

cc: Jim Cordova
Wendy Nord
Debbie Jasco
File

5 May 2009

Via Fax (909) 889-9952

Mr. Michael Villegas, Project Manager
Kitchell/BRJ
SAN BERNARDINO VALLEY COLLEGE
701 South Mount Vernon
San Bernardino, CA 92401

Subject: Additional Services Proposal for
LEED Certification Review/Analysis at
North Hall Building Communications
San Bernardino Valley College
NTD No. 2009-0170-99

Dear Mr. Whitterspoon:

I am pleased to present our fee proposal to provide Architectural and Engineering services to assist Kitchell/BRJ with the review the current project design for potential LEED Certification of the North Hall Building Communications.

Scope of work as we understand it:

1. Coordinate the existing LEED criteria provided by Kitchell/BRJ.
2. Review and analyze the project LEED checklist, understanding that the Owner would be pursuing LEED NC v2.2 certification for this project.
3. Review the energy efficiency of the North Hall Building Communications, and determine what level of credits (EA credit1) can potentially be achieved with the existing mechanical equipment, as designed.
4. Prepare an analysis report of the LEED Score Card specific to the North Hall Building Communications as coordinated and directed by Kitchell/BRJ.

Scope of Work not included:

The scope of work described in this proposal excludes the design of the following systems and/or areas (these systems and/or areas are either not required for this project, or the designs are to be accomplished by others under separate contract):

1. Any Permit fees.
2. All Architectural and Engineering services not directly related to the scope of work listed above.

Cont...2/

Mr. Michael Villegas
North Hall Building Communications
LEED Certification Review/Analysis
Additional Services Proposal
May 5, 2009
Page -2-

3. The design team does not provide actual LEED commissioning, but will assist the selected commissioning authority. Title 24 calculations would need to be readjusted to meet the needs of the LEED process.
4. Any effort to assist in the purchase of "Green Power" LEED credit.
5. Any effort to obtain "Daylight and Views" credit

Fee Schedule:

Our proposed fee for this project is a fixed fee of \$12,070 to be invoiced upon delivery of the LEED Score Card Analysis Report.

North Hall Building Communications LEED review:

• Mechanical	\$ 9,700
• 10% mark-up	<u>\$ 970</u>
Sub-Total	\$ 10,670
• Architectural	<u>\$ 1,400</u>
Total Fee:	\$12,070

For extra services not listed above in the scope of work/services, reimbursement shall be based on an hourly basis, or on a lump sum basis to be agreed upon, and to be provided in writing by the District prior to the commencement of the services.


Please acknowledge our contract terms and fee proposal by signing this letter below and returning it to our office. We look forward to continuing our working relationship with San Bernardino Valley College.

Mr. Michael Villegas
North Hall Building Communications
LEED Certification Review/Analysis
Additional Services Proposal
May 5, 2009
Page -3-

Please let me know if you have any questions regarding this proposal.

We appreciate the opportunity to be of continuing service.

Sincerely,



Jay R Tittle, AIA
Partner
C-12955
JRT:dj

Approved and accepted on behalf of San Bernardino Community College District by:

Bruce Baron, Vice Chancellor, Fiscal Services

Date

cc: Jim Cordova
Wendy Nord
Debbie Jasco
File

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Bruce Baron, Vice Chancellor, Fiscal Services
PREPARED BY: Lawrence J. Klumas, Bond Program Director, SBCCD
DATE: August 13, 2009
SUBJECT: Consideration of Approval of Amendment 007 to the
NTD Architecture Contract at San Bernardino Valley College

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment 007 to the NTD Architecture contract at San Bernardino Valley College in the amount of \$39,900.00.

OVERVIEW

An agreement for services is amended when there is a change in the scope of work, usually due to unforeseen conditions, or when the Department of State Architecture (DSA) requires changes in the plans, or when the District requires changes in design to accommodate the essential needs of the project.

This amendment is for the revision of the 2-pipe chilled water system currently shown in the DSA approved construction documents to a 4-pipe chilled water system in anticipation of a future Central Plant. The design services are for North Hall Replacement, Media/Communications and Chemistry/Physical Science Buildings.

ANALYSIS

The effect of this amendment will be an addition of \$39,900.00 to the NTD Architecture contract, resulting in a revised contract amount of \$6,806,111.80. 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

ARCHITECT CONTRACT AMENDMENT: 007

PROJECT: Valley College (SBVC)
701 So. Mount Vernon Ave.
San Bernardino, CA 92410

OWNER: San Bernardino Community College District

TO: NTD Architecture (NTD)
955 Overland Court Suite 100
San Dimas, CA 91773-1718

Brief Description:

The District has negotiated with NTD Architecture for additional fees associated with various added services to their contract as follows:

1. Design services to revise the 2-pipe chilled water system currently shown in the DSA approved construction documents to a 4-pipe chilled water system at the North Hall Replacement Building in anticipation of a future Central Plant
\$13,460.00
2. Design services to revise the 2-pipe chilled water system currently shown in the DSA approved construction documents to a 4-pipe chilled water system at the Media/Communications Building in anticipation of a future Central Plant
\$11,880.00
3. Design services to revise the 2-pipe chilled water system currently shown in the DSA approved construction documents to a 4-pipe chilled water system at the Chemistry/Physical Science Building in anticipation of a future Central Plant
\$14,560.00

Attachments:

Architect back-up

Costs:

\$39,900.00 = Grand Total of this requested Contract Amendment: 007

The original Contract Sum	\$5,304,419.00
Net change by previous Amendments	\$1,461,792.80
The Contract Sum prior to this Amendment	\$6,766,211.80
The Contract Sum will be increased by this Amendment	\$39,900.00
The new Contract Sum including this Amendment	\$6,806,111.80
The Contract Schedule as of this Amendment will be increased by:	0 calendar days

By signing this Amendment the San Bernardino Community College District (SBCCD) authorizes NTD Architecture 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 NTD Stichler Architects contract with SBCCD.

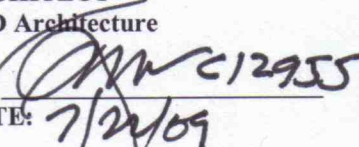
Not valid until signed by all parties. Signature of Architect indicates agreement herewith, including any adjustment in the Contract Sum or Contract Schedule.

Authorized:

ARCHITECT
NTD Architecture

PROGRAM MANAGER
Kitchell CEM

OWNER
SBCCD

By: 
DATE: 7/22/09

By: 
DATE: 7.16.09

By: _____
DATE: _____

FAXED
7.9.09

NTD
ARCHITECTURE

7 July 2009

Via: Fax (909) 889-9952 &
Hand-Delivered

Mr. Jon Witherspoon, Program Director
Kitchell/BRJ
SAN BERNARDINO VALLEY COLLEGE
701 South Mount Vernon
San Bernardino, CA 92401

Subject: Chilled Water Piping Building Changes for Future Central Plant
North Hall Replacement Building
Additional Services Proposal
San Bernardino Valley College
2009-0282-99

Dear Mr. Whitterspoon:

I am pleased to present our fee proposal to provide Architectural and Engineering services for the development of design and construction documents to revise the 2-pipe chilled water system as currently shown in the documents to a 4-pipe system for chilled water in North Hall in anticipation of the future Central Plant.

Scope of work as we understand it:

1. Review existing drawings for location and incoming chilled water piping and provide vertical and horizontal distribution locations for piping in the North Hall Replacement Building.
2. Prepare design and construction drawings, showing locations of areas of work specific to provide mechanical chases and other enclosures as required for the future piping.
3. Coordinate design and construction documents with structural and mechanical engineers.
4. Submit construction documents to DSA for review and approval.
5. Prepare change drawings for Project Directives for the work as described above.

Scope of Work not included:

The scope of work described in this proposal excludes the design of the following systems and/or areas (these systems and/or areas are either not required for this project, or the designs are to be accomplished by others under separate contract).

1. Any Permit fees.
2. Revision of the programming documents for budget reduction and/or value engineering.
3. HVAC equipment changes.
4. All Architectural and Engineering services not directly related to the scope of work listed above.

Cont...2/

Mr. Jon Witherspoon
 Chilled Water Piping
 Building Changes for Future Central Plant
 North Hall Replacement Building
 Additional Services Proposal
 July 7, 2009
 Page 2

Fee Schedule:

Our proposed fee for this project is a fixed fee of \$13,460 to be invoiced as detailed below:

North Hall Replacement Building

• Structural	\$ 4,000
• MEP	<u>\$ 3,500</u>
Subtotal	\$ 7,500
• 10% mark-up	<u>\$ 750</u>
Subtotal	\$ 8,250
• Architectural	<u>\$ 5,210</u>
Total Fee:	\$ 13,460

Fee to be invoiced as follows:

• Completion of construction documents and preparation of project directive (75%)	\$ 10,095
• District Board approval of change (100%)	<u>\$ 3,365</u>
Total:	\$ 13,460

For extra services not listed above in the scope of work/services, reimbursement shall be based on an hourly basis, or on a lump sum basis to be agreed upon, and to be provided in writing by the District prior to the commencement of the services.


Please acknowledge our contract terms and fee proposal by signing this letter below and returning it to our office. We look forward to continuing our working relationship with San Bernardino Valley College.

Mr. Jon Witherspoon
Chilled Water Piping
Building Changes for Future Central Plant
North Hall Replacement Building
Additional Services Proposal
July 7, 2009
Page 3

Please let me know if you have any questions regarding this proposal.

We appreciate the opportunity to be of continuing service.

Sincerely,



Jay R Tittle, AIA
Partner
C-12955

JRT:dj

Approved and accepted on behalf of San Bernardino Community College District by:

Bruce Baron, Vice Chancellor, Fiscal Services

Date

cc: Jim Cordova
Leigh Anne Jones
Fariba Shantiyai
Wendy Nord
Debbie Jasco
File

FAXED
7.9.09



7 July 2009

Via: Fax (909) 889-9952 &
Hand-Delivered

Mr. Jon Witherspoon, Program Director
Kitchell/BRJ
SAN BERNARDINO VALLEY COLLEGE
701 South Mount Vernon
San Bernardino, CA 92401

Subject: Chilled Water Piping Building Changes for Future Central Plant
Media & Communications Building
Additional Services Proposal
San Bernardino Valley College
2009-0281-99

Dear Mr. Whitherspoon:

I am pleased to present our fee proposal to provide Architectural and Engineering services for the development of design and construction documents to revise the 2-pipe chilled water system as currently shown in the documents to a 4-pipe system for chilled water in the Media & Communications Building in anticipation of the future Central Plant.

Scope of work as we understand it:

1. Review existing contract drawings for location and incoming chilled water piping and provide vertical and horizontal distribution locations for piping in Media Communications.
2. Prepare design and construction drawings, showing locations of areas of work specific to provide mechanical chases and other enclosures as required for the future piping.
3. Coordinate design and construction documents with structural and mechanical engineers.
4. Submit construction documents to DSA for review and approval.
5. Prepare change drawings for Project Directives for the work as described above.

Scope of Work not included:

The scope of work described in this proposal excludes the design of the following systems and/or areas (these systems and/or areas are either not required for this project, or the designs are to be accomplished by others under separate contract).

1. Any Permit fees.
2. Revision of the programming documents for budget reduction and/or value engineering.
3. HVAC equipment changes.
4. All Architectural and Engineering services not directly related to the scope of work listed above.

Cont...2/

Mr. Jon Witherspoon
 Chilled Water Piping
 Building Changes for Future Central Plant
 Media & Communications Building
 Additional Services Proposal
 July 7, 2009
 Page 2

Fee Schedule:

Our proposed fee for this project is a fixed fee of \$11,880 to be invoiced as detailed below:

Media & Communications Building

• Structural	\$ 3,000
• MEP	<u>\$ 3,500</u>
Subtotal	\$ 6,500
• 10% mark-up	<u>\$ 650</u>
Subtotal	\$ 7,150
• Architectural	<u>\$ 4,730</u>
Total Fee:	\$ 11,880

Fee to be invoiced as follows:

• Completion of construction documents and preparation of project directive (75%)	\$ 8,910
• District Board approval of change (100%)	<u>\$ 2,970</u>
Total:	\$ 11,880

For extra services not listed above in the scope of work/services, reimbursement shall be based on an hourly basis, or on a lump sum basis to be agreed upon, and to be provided in writing by the District prior to the commencement of the services.

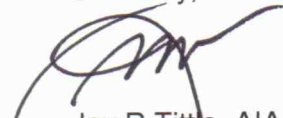
Please acknowledge our contract terms and fee proposal by signing this letter below and returning it to our office. We look forward to continuing our working relationship with San Bernardino Valley College.

Mr. Jon Witherspoon
Chilled Water Piping
Building Changes for Future Central Plant
Media & Communications Building
Additional Services Proposal
July 7, 2009
Page 3

Please let me know if you have any questions regarding this proposal.

We appreciate the opportunity to be of continuing service.

Sincerely,



Jay R Tittle, AIA
Partner
C-12955
IRT:dj

Approved and accepted on behalf of San Bernardino Community College District by:

Bruce Baron, Vice Chancellor, Fiscal Services

Date

cc: Jim Cordova
Leigh Anne Jones
Fariba Shantiyai
Wendy Nord
Debbie Jasco
File

FAXED
7.9.09



7 July 2009

Via: Fax (909) 889-9952 &
Hand-Delivered

Mr. Jon Witherspoon, Program Director
Kitchell/BRJ
SAN BERNARDINO VALLEY COLLEGE
701 South Mount Vernon
San Bernardino, CA 92401

Subject: Chilled Water Piping Building Changes for Future Central Plant
Chemistry / Physical Science Building
Additional Services Proposal
San Bernardino Valley College
909-0280-99

Dear Mr. Witherspoon:

I am pleased to present our fee proposal to provide Architectural and Engineering services for the development of design and construction documents to revise the 2-pipe chilled water system as currently shown in the documents to a 4-pipe system for chilled water in the Chemistry / Physical Science Building in anticipation of the future Central Plant.

Scope of work as we understand it:

1. Review existing contract drawings for location and incoming chilled water piping and provide vertical and horizontal distribution locations for piping in the Chemistry / Physical Science Building.
2. Prepare design and construction drawings, showing locations of areas of work specific to provide mechanical chases and other enclosures as required for the future piping.
3. Coordinate design and construction documents with structural and mechanical engineers.
4. Submit construction documents to DSA for review and approval.
5. Prepare change drawings for Project Directives for the work as described above.

Scope of Work not included:

The scope of work described in this proposal excludes the design of the following systems and/or areas (these systems and/or areas are either not required for this project, or the designs are to be accomplished by others under separate contract).

1. Any Permit fees.
2. Revision of the programming documents for budget reduction and/or value engineering.
3. HVAC equipment changes.
4. All Architectural and Engineering services not directly related to the scope of work listed above.

Cont...2/

Mr. Jon Witherspoon
 Chilled Water Piping
 Building Changes for Future Central Plant
 Chemistry / Physical Science Building
 Additional Services Proposal
 July 7, 2009
 Page 2

Fee Schedule:

Our proposed fee for this project is a fixed fee of \$14,560 to be invoiced as detailed below:

North Hall Replacement Building

• Structural	\$ 5,000
• MEP	<u>\$ 3,500</u>
Subtotal	\$ 8,500
• 10% mark-up	<u>\$ 850</u>
Subtotal	\$ 9,350
• Architectural	<u>\$ 5,210</u>
Total Fee:	\$ 14,560

Fee to be invoiced as follows:

• Completion of construction documents and preparation of project directive (75%)	\$ 10,920
• District Board approval of change (100%)	<u>\$ 3,640</u>
Total:	\$ 14,560

For extra services not listed above in the scope of work/services, reimbursement shall be based on an hourly basis, or on a lump sum basis to be agreed upon, and to be provided in writing by the District prior to the commencement of the services.

Please acknowledge our contract terms and fee proposal by signing this letter below and returning it to our office. We look forward to continuing our working relationship with San Bernardino Valley College.

Mr. Jon Witherspoon
Chilled Water Piping
Building Changes for Future Central Plant
Chemistry / Physical Science Building
Additional Services Proposal
July 7, 2009
Page 3

Please let me know if you have any questions regarding this proposal.

We appreciate the opportunity to be of continuing service.

Sincerely,



Jay R Tittle, AIA
Partner
C-12955

JRT:dj

Approved and accepted on behalf of San Bernardino Community College District by:

Bruce Baron, Vice Chancellor, Fiscal Services

Date

cc: Jim Cordova
Leigh Anne Jones
Fariba Shantiyai
Wendy Nord
Debbie Jasco
File

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Bruce Baron, Vice Chancellor, Fiscal Services
PREPARED BY: Lawrence J. Klumas, Bond Program Director, SBCCD
DATE: August 13, 2009
SUBJECT: Consideration of Approval of Amendment 008 to the
NTD Architecture Contract at San Bernardino Valley College

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment 008 to the NTD Architecture contract at San Bernardino Valley College in the amount of \$59,680.00.

OVERVIEW

An agreement for services is amended when there is a change in the scope of work, usually due to unforeseen conditions, or when the Department of State Architecture (DSA) requires changes in the plans, or when the District requires changes in design to accommodate the essential needs of the project.

This amendment is for the revision of HVAC equipment currently shown in the DSA approved construction documents in anticipation of a future Central Plant. The design services are for North Hall Replacement, Media/Communications and Chemistry/Physical Science Buildings.

ANALYSIS

The effect of this amendment will be an addition of \$59,680.00 to the NTD Architecture contract, resulting in a revised contract amount of \$6,865,791.80. 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

ARCHITECT CONTRACT AMENDMENT: 008

PROJECT: Valley College (SBVC)
701 So. Mount Vernon Ave.
San Bernardino, CA 92410

OWNER: San Bernardino Community College District

TO: NTD Architecture (NTD)
955 Overland Court Suite 100
San Dimas, CA 91773-1718

Brief Description:

The District has negotiated with NTD Architecture for additional fees associated with various added services to their contract as follows:

- 1. Design services to revise the HVAC equipment currently shown in the DSA approved construction documents at the North Hall Replacement Building in anticipation of a future Central Plant \$16,817.00
- 2. Design services to revise the HVAC equipment currently shown in the DSA approved construction documents at the Media/Communications Building in anticipation of a future Central Plant \$12,075.00
- 3. Design services to revise the HVAC equipment currently shown in the DSA approved construction documents at the Chemistry/Physical Science Building in anticipation of a future Central Plant \$30,788.00

Attachments:

Architect back-up

Costs:

\$59,680.00 = Grand Total of this requested Contract Amendment: 007

The original Contract Sum	\$5,304,419.00
Net change by previous Amendments	\$1,501,692.80
The Contract Sum prior to this Amendment	\$6,806,111.80
The Contract Sum will be increased by this Amendment	\$59,680.00
The new Contract Sum including this Amendment	\$6,865,791.80
The Contract Schedule as of this Amendment will be increased by:	0 calendar days

By signing this Amendment the San Bernardino Community College District (SBCCD) authorizes NTD Architecture 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 NTD Stichler 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 Contract Schedule.

Authorized:

ARCHITECT
NTD Architecture

PROGRAM MANAGER
Kitchell CEM

OWNER
SBCCD

By:  012955

By: 

By: _____

DATE: 7/24/09

DATE: 7.24.09

DATE: _____

FAXED
14 July 2009

Via: Fax (909) 889-9952 &
First Class Mail

Mr. Jon Witherspoon, Program Director
Kitchell/BRJ
SAN BERNARDINO VALLEY COLLEGE
701 South Mount Vernon
San Bernardino, CA 92401

Subject: HVAC – Central Plant Equipment Modification
North Hall Replacement Building
Additional Services Proposal
San Bernardino Valley College

2009.0279-99

Dear Mr. Witherspoon:

I am pleased to present our fee proposal to provide Architectural and Engineering services for the development of design and construction documents to revise the HVAC equipment currently shown in the documents in the North Hall Replacement Building, in anticipation of the future Central Plant.

Scope of Work as we understand it:

1. Revise contract documents as required to change HVAC equipment from DX to chilled water / hot water type, make provisions to HVAC equipment to accommodate a future Central Plant, and provide temporary Central Plant for the North Hall Replacement Building.
2. Coordinate design and construction documents with mechanical engineer.
3. Submit construction documents to DSA for review and approval.
4. Prepare change drawings for Project Directives for the work described above.

Scope of Work Not Included:

The scope of work described in this proposal excludes the design of the following systems and/or areas (these systems and/or areas are either not required for this project, or the designs are to be accomplished by others under separate contract):

1. Any Permit fees.
2. Revision of the programming documents for budget reduction and/or value engineering.
3. All Architectural and Engineering services not directly related to the scope of work listed above.

Cont...2/

Mr. Jon Witherspoon
 HVAC – Central Plant Equipment Modification
 North Hall Replacement Building
 Additional Services Proposal
 July 14, 2009
 Page 2

Fee Schedule:

Our proposed fee for this project is a fixed fee of \$16,817 to be invoiced as detailed below.

North Hall Replacement Building

• MEP	<u>\$ 11,115</u>
Subtotal	\$ 11,115
• 10% mark-up	<u>\$ 1,112</u>
Subtotal	\$ 12,227
• Architectural	<u>\$ 4,590</u>
Total Fee:	\$ 16,817

Fee to be invoiced as follows:

• Completion of construction documents and preparation of project directive (75%)	\$ 12,615
• DSA approval (100%)	<u>\$ 4,202</u>
Total:	\$ 16,817

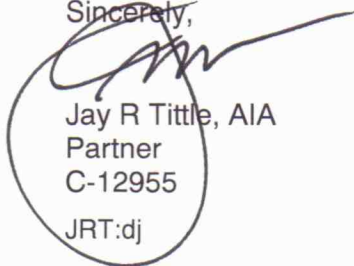
For extra services not listed above in the scope of work/services, reimbursement shall be based on an hourly basis, or on a lump sum basis to be agreed upon, and to be provided in writing by the District prior to the commencement of the services.

Please acknowledge our contract terms and fee proposal by signing this letter below and returning it to our office. We look forward to continuing our working relationship with San Bernardino Valley College.

Please let me know if you have any questions regarding this proposal.

We appreciate the opportunity to be of continuing service.

Sincerely,



Jay R Tittle, AIA
 Partner
 C-12955
 JRT:dj

Approved and accepted on behalf of San Bernardino Community College District by:

Bruce Baron, Vice Chancellor, Fiscal Services	Date
cc: Jim Cordova Wendy Nord	
Leigh Anne Jones Debbie Jasco	
Fariba Shantiyai File	

FAXED
14 July 2009

Via: Fax (909) 889-9952 &
First Class Mail

Mr. Jon Witherspoon, Program Director
Kitchell/BRJ
SAN BERNARDINO VALLEY COLLEGE
701 South Mount Vernon
San Bernardino, CA 92401

Subject: HVAC – Central Plant Equipment Modification
Media & Communications Building
Additional Services Proposal
San Bernardino Valley College
2009-0278-99

Dear Mr. Witherspoon:

I am pleased to present our fee proposal to provide Architectural and Engineering services for the development of design and construction documents to revise the HVAC equipment currently shown in the documents in the Media & Communications Building, in anticipation of the future Central Plant.

Scope of Work as we understand it:

1. Revise contract documents as required to change HVAC equipment from DX to chilled water / hot water type, make provisions to HVAC equipment to accommodate a future Central Plant, and provide temporary Central Plant for Media & Communications Building.
2. Coordinate design and construction documents with mechanical engineer.
3. Submit construction documents to DSA for review and approval.
4. Prepare change drawings for Project Directives for the work described above.

Scope of Work Not Included:

The scope of work described in this proposal excludes the design of the following systems and/or areas (these systems and/or areas are either not required for this project, or the designs are to be accomplished by others under separate contract):

1. Any Permit fees.
2. Revision of the programming documents for budget reduction and/or value engineering.
3. All Architectural and Engineering services not directly related to the scope of work listed above.

Cont...2/

Mr. Jon Witherspoon
 HVAC – Central Plant Equipment Modification
 Media & Communications Building
 Additional Services Proposal
 July 14, 2009
 Page 2

Fee Schedule:

Our proposed fee for this project is a fixed fee of \$12,075 to be invoiced as detailed below.

Media & Communications Building

• MEP	<u>\$ 8,195</u>
Subtotal	\$ 8,195
• 10% mark-up	<u>\$ 820</u>
Subtotal	\$ 9,015
• Architectural	<u>\$ 3,060</u>
Total Fee:	\$ 12,075

Fee to be invoiced as follows:

• Completion of construction documents and preparation of project directive (75%)	\$ 9,075
• DSA approval (100%)	<u>\$ 3,018</u>
Total:	\$ 12,075


For extra services not listed above in the scope of work/services, reimbursement shall be based on an hourly basis, or on a lump sum basis to be agreed upon, and to be provided in writing by the District prior to the commencement of the services.

Please acknowledge our contract terms and fee proposal by signing this letter below and returning it to our office. We look forward to continuing our working relationship with San Bernardino Valley College.

Please let me know if you have any questions regarding this proposal.

We appreciate the opportunity to be of continuing service.

Sincerely,



Jay R Tittle, AIA
 Partner
 C-12955
 JRT:dj

Approved and accepted on behalf of San Bernardino Community College District by:

Bruce Baron, Vice Chancellor, Fiscal Services	Date
cc: Jim Cordova Wendy Nord	
Leigh Anne Jones Debbie Jasco	
Fariba Shantiyai File	

14 July 2009

Via: Fax (909) 889-9952 &
First Class Mail

Mr. Jon Witherspoon, Program Director
Kitchell/BRJ
SAN BERNARDINO VALLEY COLLEGE
701 South Mount Vernon
San Bernardino, CA 92401

Subject: HVAC – Central Plant Equipment Modification
Chemistry / Physical Science Building
Additional Services Proposal
San Bernardino Valley College
2009-0277-99

Dear Mr. Witherspoon:

I am pleased to present our fee proposal to provide Architectural and Engineering services for the development of design and construction documents to revise the HVAC equipment currently shown in the documents in the Chemistry / Physical Science Building, in anticipation of the future Central Plant.

Scope of Work as we understand it:

1. Revise contract documents as required to change HVAC equipment from DX to chilled water / hot water type, make provisions to HVAC equipment to accommodate a future Central Plant, and provide temporary Central Plant for Chemistry / Physical Sciences Building.
2. Coordinate design and construction documents with mechanical engineer.
3. Submit construction documents to DSA for review and approval.
4. Prepare change drawings for Project Directives for the work described above.

Scope of Work Not Included:

The scope of work described in this proposal excludes the design of the following systems and/or areas (these systems and/or areas are either not required for this project, or the designs are to be accomplished by others under separate contract):

1. Any Permit fees.
2. Revision of the programming documents for budget reduction and/or value engineering.
3. All Architectural and Engineering services not directly related to the scope of work listed above.

Cont...2/

Mr. Jon Witherspoon
HVAC – Central Plant Equipment Modification
Chemistry / Physical Science Building
Additional Services Proposal
July 14, 2009
Page 2

Fee Schedule:

Our proposed fee for this project is a fixed fee of \$30,788 to be invoiced as detailed below.

Chemistry & Science Building

• MEP	\$ 22,425
Subtotal	\$ 22,425
• 10% mark-up	\$ 2,243
Subtotal	\$ 24,668
• Architectural	\$ 6,120
Total Fee:	\$ 30,788

Fee to be invoiced as follows:

• Completion of construction documents and preparation of project directive (75%)	\$ 23,091
• DSA approval (100%)	\$ 7,697
Total:	\$ 30,788

For extra services not listed above in the scope of work/services, reimbursement shall be based on an hourly basis, or on a lump sum basis to be agreed upon, and to be provided in writing by the District prior to the commencement of the services.

Please acknowledge our contract terms and fee proposal by signing this letter below and returning it to our office. We look forward to continuing our working relationship with San Bernardino Valley College.

Please let me know if you have any questions regarding this proposal.

We appreciate the opportunity to be of continuing service.

Sincerely,



Jay R Tittle, AIA
Partner
C-12955
JRT:dj

Approved and accepted on behalf of San Bernardino Community College District by:

Bruce Baron, Vice Chancellor, Fiscal Services

Date

cc: Jim Cordova Wendy Nord
Leigh Anne Jones Debbie Jasco
Fariba Shantiyai File

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Bruce Baron, Vice Chancellor, Fiscal Services
PREPARED BY: Lawrence J. Klumas, Bond Program Director, SBCCD
DATE: August 13, 2009
SUBJECT: Consideration of Award of Informal Bid and Approval of Contract for the Various Roof Leaks 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 Best Contracting, Inc. for the Various Roof Leaks Project at San Bernardino Valley College in an amount not to exceed \$5,935.00.

OVERVIEW

The Universal Construction Cost Accounting Program is a Board-approved program to assist in obtaining informal bids from a preapproved contractor list. Quotes are solicited and the lowest bid is accepted. The Various Roof Leaks Project falls under the Uniform Construction Cost Accounting Program with a total budget of \$29,210.00, and addresses roof leaks in the Life Science Building, Learning Resource Center, and Administration/Student Services Building at San Bernardino Valley College.

ANALYSIS

The District solicited six informal bids, but received only one responsive informal bid from the pool of pre-qualified contractors:

Vendor	Total Bid Cost
Best Contracting, Inc.	\$5,935.00

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

Included in 2009-10 budget.

Attachment



July 23, 2009

Mr. Larry Klumas
San Bernardino Community College District
114 S. Del Rosa Drive
San Bernardino, CA 92408

Project: San Bernardino Valley College – Roofing Leaks

Subject: Recommendation for Contract Approval

Dear Mr. Klumas,

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: **Best Contracting, Inc.**
License #/ Class: # **456263 5/31/2010 / C39**
Irregularity(s): **None Noted**

Labor Rate (w/OH&P) \$ 120.75 per hour
For a ‘Not to Exceed’ Price of \$ 5,935.00

Bid Requests were made to six roofing contractors, but only Best Contracting, Inc. responded with a bid proposal. The work is to be performed on a Time and Material basis. 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 Lohr (SBCCD)
Dayne Brassard (TCC)
File

Evaluation Form

*** 90 Day Hold**

Form Document Description	Best Contracting			
Labor Rate	\$105.00 / hr			
OH&P at 15%	\$15.75			
Total Labor Rate per Hour	\$120.75			
Qualifying Notes:	See attached proposal			

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Bruce Baron, Vice Chancellor, Fiscal Services
PREPARED BY: Lawrence J. Klumas, Bond Program Director, SBCCD
DATE: August 13, 2009
SUBJECT: Consideration of Approval of Change Order 02 to the
L. D. Anderson, Inc. Infrastructure Package 2/3/4 Contract at Crafton Hills College

RECOMMENDATION

It is recommended that the Board of Trustees approve Change Order 02 to the L. D. Anderson, Inc. Infrastructure Package 2/3/4 contract at Crafton Hills College in the amount of \$26,734.00.

OVERVIEW

A change order to a construction contract may be generated by a number of circumstances. These include changes directed by the District to address contractor or architect recommendations for efficiency, occupant needs, or to improve future building or space usability.

This change order is a result of changes to the Infrastructure 2/3/4 project package and includes re-grading for the Learning Resource Center step wall footing, re-grading the landscape area south of Performing Arts Center parking, and re-grading a slope at the storm drain headwall.

ANALYSIS

The effect of this change order will be an addition of \$26,734.00 to the L. D. Anderson, Inc. contract, resulting in a revised contract amount of \$1,230,900.00. 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

DATE: July 17, 2009 **Project Memo – CHC INFRA 2/3/4 0015**

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, Inc. Change Order 02

Attached is BC INFRA 234-01 LD Anderson, Inc. Change Order 02 for CHC Infrastructure Package 2/3/4.

Included within this Change Order are the below listed Project Changes (see attachments for further description):

- Infra Pkg 2/3/4 Project Change #12: Re-grade for LRC step wall footing
- Infra Pkg 2/3/4 Project Change #13: Re-grade landscape area south of PAC parking
- Infra Pkg 2/3/4 Project Change #14: Re-grade slope @ storm drain section C headwall

The additional cost associated with BC INFRA 234-01 LD Anderson, Inc. Change Order 02 is \$26,734.00. LD Anderson, Inc. revised contract sum will be \$1,230,900.00. LD Anderson, Inc. revised Change Order percentage will be 7.48%.

Kitchell/BRj has reviewed BC INFRA 234-01 LD Anderson, Inc. Change Order 02 and the associated Project Changes and recommends approval.

Attachments: Infra Pkg 2/3/4 LD Anderson, Inc. Change Order #2 (2 pages)
Infra Pkg 2/3/4 Project Change #12 (17 pages)
Infra Pkg 2/3/4 Project Change #13 (6 pages)
Infra Pkg 2/3/4 Project Change #14 (10 pages)

Cc: Alan Rosen; Geoff Bachanas – Kitchell/BRj

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
Capital Facilities Program Management

9623
Project Number

C.O.: 02

CHANGE ORDER

Original Contract Amount: \$1,101,300.00
 Amount of Contract Amendment: \$43,847.00
 Amount Previous Change Orders: \$59,019.00
 * Note: This is Change Order No. 02 for Contract INFRA234-01

School Name:	Crafton Hills College	Date:	9 Oct. 2008
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 attached C.O No.: 02 index. Reference RFP No.: Refer to attached.

Description of Work:

Refer to attached Change Order No. 02 index for descriptions of work.

TOTAL COST OF CHANGE ORDER NO. \$26,734.00

Reason for Change: Refer to attached Change Order No. 02 index.

Initiator of Change: Refer to attached Change Order No. 02 index.

Drawings associated with C.O. No. 02 are as follows: Refer to attachments.

The contract AMOUNT due to C.O. No. 02 will be: increased by \$26,734.00

The contract TIME due to C.O. No. 02 will be: unchanged by 0 calendar days.

The revised Contract Completion Date, including this C.O. is, therefore: unchanged

The revised Contract Amount, including this C.O. is, therefore: \$1,230,900.00

SBCGD Change Order No. 02 includes Item Number(s): PC No. 12, 13, 14

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
Contractor:		JEFF TESOWE	7/16/09
Architect:		JUAN J. SANTANA	7/15/09
Inspector:		STEVE POTTAN	7-16-09
Constr. Mgr.:		Matthew T. Boyer	7/14/09
Prog. Mgr.:		Bruce N. McHale	7/17/09
District:		Mr. Robert Temple, Vice Chancellor Fiscal Services	
		Printed Name/Title	

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

Approved _____ per Principal Structural Engineer.

Contract INFA234-01: LD Anderson, Inc.

CHANGE ORDER NO. 02

REF.	DESCRIPTION OF ITEM	CODE	CREDIT	COST	BALANCE	Project Cost Allocation		
						Pckg 2	Pckg 3	Pckg 4
PC-12	Regrade for LRC step wall footing	B1		\$15,680	\$15,680		15680	
PC-13	Regrade landscape area south of PAC parking	A3	4,844	\$4,853	\$4,853	4,844	4853	4,844
PC-14	Regrade slope @ storm drain section C headwall	B1		\$6,210	\$6,210		6210	
Subtotal					26,743 CB \$26,743	\$0	26,743 CB \$26,743	\$0
TOTAL CHANGE ORDER # 02					26,743 26,743 CB			

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: Bruce Baron, Vice Chancellor, Fiscal Services
PREPARED BY: Lawrence J. Klumas, Bond Program Director, SBCCD
DATE: August 13, 2009
SUBJECT: Consideration of Approval of Change Order CB-BP1-CO2 to the Lee & Stires, Inc. Contract at San Bernardino Valley College

RECOMMENDATION

It is recommended that the Board of Trustees approve Change Order CB-BP1-CO2 for Lee & Stires, Inc., Custodial Building, Bid Category One – Site and Off-Site Improvements contract at San Bernardino Valley College in the amount of \$6,838.00.

OVERVIEW

A change order to a construction contract may be generated by a number of circumstances. These include changes directed by the District to address contractor or architect recommendations for efficiency, occupant needs, or to improve future building or space usability.

This change order is a revision of the installation of the irrigation system to accommodate the installation of the sod.

ANALYSIS

The effect of this change order will be an addition of \$6,838.00 to the Lee & Stires, Inc. contract, resulting in a revised contract amount of \$438,188.00. There is no change to the project schedule.

Please note that the total contract amounts for the Custodial Building will also be affected by the contract with Klassic Engineering & Construction, Inc. Some items added to the contract amount with Lee & Stires will be off-set with an anticipated deductive change order to Klassic Engineering & Construction's contract in the amount of -\$103,200.00. The total change order amount for both project contracts after the anticipated change order deductions will not be over 4.0%.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

Budgeted with Measure P funds.

Attachment

3347A4
Project Number

CB-BP1- CO2

CHANGE ORDER

Original Contract Amount: **\$370,000.00**
Amount of Previous Change Orders: **\$43,017.00**

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>July 15, 2009</u>
Project Description:	<u>Custodial Building - Site & Off-Site Improvements</u>	Contract No.:	<u>Bid Category 1</u>
To (Contractor):	<u>Lee & Stires, Inc.</u>	Attn:	<u>Ryan Booras</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 07-15-2009 for Change Order No. CB-BP1-CO2: Item 2.1

TOTAL COST OF CHANGE ORDER CB-BP1-CO2 6,838.00

Reason for Change:
Refer to attached Change Order No. CB-BP1-CO2 summary dated 07-15-2009

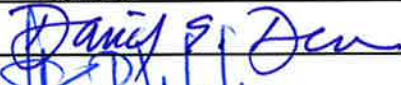



Initiator of Change:
Refer to attached Change Order No. CB-BP1-CO2 summary dated 07-15-2009

The original Base Contract Sum was:	<u>\$370,000.00</u>
Net change by previous authorized Contract Amendment(s):	<u>\$18,333.00</u>
Net change by previous authorized Change Order(s):	<u>\$43,017.00</u>
Contract Sum prior to this change order:	<u>\$431,350.00</u>
The contract AMOUNT due to C.O. No. CB-BP1-CO2 will be increased by:	<u>\$6,838.00</u>
The revised Contract Amount, including this change order is, therefore:	<u>\$438,188.00</u>
The contract TIME due to C.O. No. CB-BP1-CO2 will be unchanged by:	<u>0</u> calendar days.
The revised Contract Completion Date, including this Change Order is, therefore	<u>unchanged</u>
SBCCD Change Order No. <u>CB-BP1-CO2</u> includes Item Number(s):	<u>One (1) item</u>

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. DEAN	7-17-09
Constr. Mgr.:		STEVE R. Woby	7-17-09
District:		Mr. Bruce Baron, Vice Chancellor Fiscal Services	
Contractor:		Charles S. Brown Printed Name/Title	Vice President

CHANGE ORDER NO. CB-BP1-CO2

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
CO						
Item 2.1	Revise irrigation system to allow for sod placement as irrigation plan did not match planting plan	B3			\$6,838	\$6,838
Subtotal						\$6,838
TOTAL CHANGE ORDER # CB-BP1-CO2						\$6,838

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 Change Order No. CB-BP1-CO2 Item Inclusions

July 15, 2009

Change Order CB-BP1-CO2: Item No. CO 2.1 – Irrigation east of the Custodial Building had to be revised as the specified irrigation plan did not match the planting plan. The irrigation had to be revised to accommodate the installation of sod. The total is an addition of **\$6,838**.

* **NOTE:** None of the above **Change Order** 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.

○ Revision to the irrigation system	\$6,838.00
<hr/>	
Grand Total for Change Order CB-BP1-CO2	\$6,838.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Bruce Baron, Vice Chancellor, Fiscal Services
PREPARED BY: Lawrence J. Klumas, Bond Program Director, SBCCD
DATE: August 13, 2009
SUBJECT: Consideration of Approval of Amendment MO-BC1-CA3 to the
Oakview Constructors, Inc. Contract at San Bernardino Valley College

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment MO-BC1-CA3 to the Oakview Constructors, Inc., Maintenance and Operations Building, Bid Category One – Site and Off-Site Improvements contract at San Bernardino Valley College in the amount of \$8,388.00.

OVERVIEW

A construction contract is amended when there is a change in the scope of work due to unforeseen conditions that must be corrected in order for work to proceed.

During construction of the Maintenance and Operations Building, a total of two items of unforeseen condition were considered as amendments to the contract with Oakview Constructors, Inc. The City of Colton revised their standards and requested updating the approved submittals with these changes. Changes included material substitution to the 4" fire line, adding a backflow to the potable water service, and adding a property line sewer cleanout to the sewer lateral connection. An existing unidentified water line was discovered and deemed active and supplying water to an adjacent portable structure. This water line was relocated to allow grading to continue.

ANALYSIS

The effect of this amendment will be an addition of \$8,388.00 to the Oakview Constructors, Inc. contract, resulting in a revised contract amount of \$1,204,325.00. 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

3347A4
Project Number

MO-BC1- CA3

CONTRACT AMENDMENT

Original Contract Amount: **\$924,000.00**
Amount of Previous Contract Amendments: **\$245,884.00**

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>July 15, 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 07-15-2009 for Contract Amendment No. MO-BC1-CA3: Items CA 3.1 through 3.2

TOTAL COST OF CONTRACT AMENDMENT MO-BC1-CA3 \$8,388.00

Reason for Change:

Refer to attached Contract Amendment No. MO-BC1-CA3 summary dated 07-15-2009

Initiator of Change:

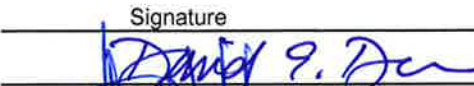


Refer to attached Contract Amendment No. MO-BC1-CA3 summary dated 07-15-2009

The original Base Contract Sum was:	<u>\$924,000.00</u>
Net change by previous authorized Contract Amendment(s):	<u>\$245,884.00</u>
The contract AMOUNT due to C.A. No. MO-BC1-CA3 will be increased by:	<u>\$8,388.00</u>
The revised Base Contract Sum:	<u>\$1,178,272.00</u>
Net change by previous authorized Change Order(s):	<u>\$26,053.00</u>
The revised Contract Amount, including this contract amendment is, therefore:	<u>\$1,204,325.00</u>
The contract TIME due to C.A. No. MO-BC1-CA3 will be unchanged by:	<u>0</u> calendar days.
The revised Contract Completion Date, including this Contract Amendment is, therefore	<u>unchanged</u>
SBCCD Contract Amendment No. <u>MO-BC1-CA3</u> includes Item Number(s):	<u>Two (2) items</u>

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	7-17-09
Constr. Mgr.:		STEVE R. WOOLLEY	7-17-09
District:		Mr. Bruce Baron, Vice Chancellor Fiscal Services	
Contractor:			

Printed Name/Title

CONTRACT AMENDMENT NO. MO-BC1-CA3

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
CA						
Item 3.1	Modify materials for fire line, domestic water and sanitary sewer connections per revisions requested by City of Colton	D5			\$6,073	\$6,073
Item 3.2	Relocate previously unidentified active water line to allow grading to continue	A2			\$2,315	\$2,315
Subtotal						\$8,388
TOTAL CONTRACT AMENDMENT # MO-BC1-CA2						\$8,388

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. MO-BC1-CA3 Item Inclusions

July 15, 2009

Contract Amendment MO-BC1-CA3: Item No. CA 3.1 – City of Colton initially approved submittals for the fire line, domestic water and sanitary sewer connections in Bothwell Avenue. Colton City standards were updated and they requested that the approved submission be revised as follows:

- The 4" fire service material change from PVC C900 to ductile iron and change to backflow design to the City Standard.
- A 2" backflow be added to the potable water service.
- Add a property line sewer cleanout to the sewer lateral connection.

The total is an additional cost of **\$6,073**.

Contract Amendment MO-BC1-CA3: Item No. CA 3.2 – An existing water line was discovered and was deemed active and supplying water to the adjacent portable structures. This water line was relocated to allow grading to continue. The total is an additional cost of **\$2,315**.

* **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.

- | | |
|--|------------|
| ○ Modify materials for fire line, domestic water and sanitary sewer connections per request of the City of Colton. | \$6,073.00 |
| ○ Relocate previously unidentified active water line to allow grading to continue | \$2,315.00 |

Grand Total for Contract Amendment MO-BC1-CA3	\$8,388.00
--	-------------------

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Bruce Baron, Vice Chancellor, Fiscal Services
PREPARED BY: Lawrence J. Klumas, Bond Program Director, SBCCD
DATE: August 13, 2009
SUBJECT: Consideration of Approval of Change Order MO-BC2-CO4 to the Oakview Constructors, Inc. Contract at San Bernardino Valley College

RECOMMENDATION

It is recommended that the Board of Trustees approve Change Order MO-BC2-CO4 to the Oakview Constructors, Inc., Maintenance and Operations Building, Bid Category Two – General Building Construction contract at San Bernardino Valley College in the amount of \$10,680.00.

OVERVIEW

A change order to a construction contract may be generated by a number of circumstances. These include changes directed by the District to address contractor or architect recommendations for efficiency, occupant needs, or to improve future building or space usability.

This change order includes 1) a credit for structural steel roof framing members not installed due to change in design, 2) modification of pilaster beam bearing plates to align with the structural steel reinforcing, and 3) the moving of structural steel roof framing members due to the relocation of a mechanical air conditioning unit.

ANALYSIS

The effect of this change order will be an addition of \$10,680.00 to the Oakview Constructors, Inc. contract, resulting in a revised contract amount of \$2,048,631.00. The total change order amount, including this change order, is 1% of the 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.

Attachment

3347A4
Project Number

MO-BC2- CO4

CHANGE ORDER

Original Contract Amount: **\$1,832,000.00**
Amount of Previous Change Orders: **\$7,376.00**

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>July 15, 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 07-15-2009 for Change Order No. MO-BC2-CO4: Items CO 4.1 through 4.3

TOTAL COST OF CHANGE ORDER MO-BC2-CO4 10,680.00

Reason for Change:
Refer to attached Change Order No. MO-BC2-CO4 summary dated 07-15-2009

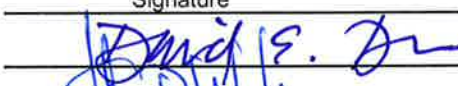



Initiator of Change:
Refer to attached Change Order No. MO-BC2-CO4 summary dated 07-15-2009

The original Base Contract Sum was:	<u>\$1,832,000.00</u>
Net change by previous authorized Contract Amendment(s):	<u>\$198,575.00</u>
Net change by previous authorized Change Order(s):	<u>\$7,376.00</u>
Contract Sum prior to this change order:	<u>\$2,037,951.00</u>
The contract AMOUNT due to C.O. No. MO-BC2-CO4 will be increased by:	<u>\$10,680.00</u>
The revised Contract Amount, including this change order is, therefore:	<u>\$2,048,631.00</u>
The contract TIME due to C.O. No. MO-BC2-CO4 will be unchanged by:	<u>0</u> calendar days.
The revised Contract Completion Date, including this Change Order is, therefore	<u>unchanged</u>
SBCCD Change Order No. <u>MO-BC2-CO4</u> includes Item Number(s):	<u>Three (3) items</u>

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. DEAN	7-17-09
Constr. Mgr.:		STEVE R. WOOLLEY	7-17-09
District:		Mr. Bruce Baron, Vice Chancellor Fiscal Services	
Contractor:			

Printed Name/Title

CHANGE ORDER NO. MO-BC2-CO4

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
CO						
Item 4.1	Credit for structural steel roof framing members not installed due to design revisions	J3			(\$1,541)	(\$1,541)
Item 4.2	Modify pilaster beam bearing plates due to conflict with pilaster reinforcing steel	J3			\$4,135	\$4,135
Item 4.3	Move structural steel roof framing members due to relocation of mechanical air conditioning units	G1			\$8,086	\$8,086
	Subtotal					\$10,680
	TOTAL CHANGE ORDER # MO-BC2-CO4					\$10,680

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 Change Order No. MO-BC2-CO4 Item Inclusions

July 15, 2009

Change Order MO-BC2-CO4: Item No. CO 4.1 – After revision of the Structural Steel Roof Framing there were some steel members that were deleted in design. This credit is for the structural steel roof framing members not installed at the air handling units. The total is a deduction of **(\$1,541)**.

Change Order MO-BC2-CO4: Item No. CO 4.2 – Modify pilaster beam bearing plates as spacing of embedded shear studs were unable to be placed due to reinforcing pilaster steel. The total is an additional cost of **\$4,135**.

Change Order MO-BC2-CO4: Item No. CO 4.3 – A mechanical roof top air conditioning unit needed to be relocated. Due to this relocation the structural steel roof framing was moved. The total is an addition of **\$8,086**.

* **NOTE:** None of the above **Change Order** 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.

- | | |
|---|--------------|
| ○ Credit for not installing structural steel roof framing members due to design revision | (\$1,541.00) |
| ○ Modify the pilaster beam bearing plate | \$1,579.00 |
| ○ Move the structural steel roof framing members due to relocation of air conditioning unit | \$8,086.00 |

Grand Total for Change Order MO-BC2-CO4	\$10,680.00
--	--------------------

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Bruce Baron, Vice Chancellor, Fiscal Services
PREPARED BY: Lawrence J. Klumas, Bond Program Director, SBCCD
DATE: August 13, 2009
SUBJECT: Consideration of Approval of Change Order MO-BC1-CO6 to the Oakview Constructors, Inc. Contract at San Bernardino Valley College

RECOMMENDATION

It is recommended that the Board of Trustees approve Change Order MO-BC1-CO6 to the Oakview Constructors, Inc., Maintenance and Operations Building, Bid Category One – Site and Off-Site Improvements contract at San Bernardino Valley College resulting in a savings of \$11,244.00.

OVERVIEW

A change order to a construction contract may be generated by a number of circumstances. These include changes directed by the District to address contractor or architect recommendations for efficiency, occupant needs, or to improve future building or space usability.

This change order includes a reduction in the contractor's scope of work for items omitted, and installation of an additional domestic water supply line to a re-oriented restroom modular building.

ANALYSIS

The effect of this change order will be a deduction of \$11,244.00 to the Oakview Constructors, Inc. contract, resulting in a revised contract amount of \$1,193,081.00. 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

3347A4
Project Number

MO-BC1- CO6

CHANGE ORDER

Original Contract Amount: **\$924,000.00**
Amount of Previous Change Orders: **\$26,053.00**

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>July 15, 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 07-15-2009 for Change Order No. MO-BC1-CO6: Items CO 6.1 through 6.2

TOTAL COST OF CHANGE ORDER MO-BC1-CO6 (11,244.00)

Reason for Change:
Refer to attached Change Order No. MO-BC1-CO6 summary dated 07-15-2009

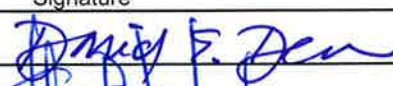

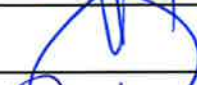
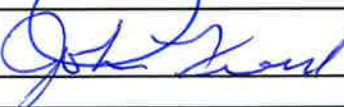
Initiator of Change:
Refer to attached Change Order No. MO-BC1-CO6 summary dated 07-15-2009

The original Base Contract Sum was:	<u>\$924,000.00</u>
Net change by previous authorized Contract Amendment(s):	<u>\$254,272.00</u>
Net change by previous authorized Change Order(s):	<u>\$26,053.00</u>
Contract Sum prior to this change order:	<u>\$1,204,325.00</u>
The contract AMOUNT due to C.O. No. MO-BC1-CO6 will be decreased by:	<u>(\$11,244.00)</u>
The revised Contract Amount, including this change order is, therefore:	<u>\$1,193,081.00</u>
The contract TIME due to C.O. No. MO-BC1-CO6 will be unchanged by:	<u>0</u> calendar days.
The revised Contract Completion Date, including this Change Order is, therefore	<u>unchanged</u>
SBCCD Change Order No. <u>MO-BC1-CO6</u> includes Item Number(s):	<u>Two (2) items</u>

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 DEAN	7.17.09
Constr. Mgr.:		STEVE R. KORB	7-17-09
District:		Mr. Bruce Baron, Vice Chancellor Fiscal Services	
Contractor:			

Printed Name/Title

CHANGE ORDER NO. MO-BC1-CO6

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
CO						
Item 6.1	Reduce contractors scope of work for omitted items	C4			(\$12,823)	(\$12,823)
Item 6.2	Install additional domestic water supply line to provide service to re-oriented restroom modular building	C4			\$1,579	\$1,579
	Subtotal					(\$11,244)
	TOTAL CHANGE ORDER # MO-BC1-CO6					(\$11,244)

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 Change Order No. MO-BC1-CO6 Item Inclusions

July 15, 2009

Change Order MO-BC1-CO6: Item No. CO 6.1 – The following items were removed from Oakview Constructors Inc.'s scope of work:

- Omit storage container removal
- Omit CMU wall removal
- Omit concrete flatwork at Refrigeration Department
- Omit portion of wood fence per DSA approved FCD 7

The total is a deductive change order amount of **(\$12,823)**.

Change Order MO-BC1-CO6: Item No. CO 6.2 – When the restroom modular building was installed the modular orientation was revised. Because of the re-orientation the point of connection for the domestic water supply also changed and an additional water supply line was installed. The total is an additional cost of **\$1,579**.

* **NOTE:** None of the above **Change Order** 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.

- | | |
|---|---------------|
| ○ Reduce scope of work for omitted items. | (\$12,823.00) |
| ○ Install additional domestic water supply line to provide service to re-oriented restroom modular building | \$1,579.00 |

Grand Total for Change Order MO-BC1-CO6 **(\$11,244.00)**

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Bruce Baron, Vice Chancellor, Fiscal Services
PREPARED BY: Lawrence J. Klumas, Bond Program Director, SBCCD
DATE: August 13, 2009
SUBJECT: Consideration of Approval of Amendment CS-BC19-CA1 to the RDM Electric Company, Inc. Contract at San Bernardino Valley College

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment CS-BC19-CA1 to the RDM Electric Company, Inc. Chemistry/Physical Science Building and Partial North Hall Demolition Project, Bid Category Nineteen - Electrical contract at San Bernardino Valley College in the amount of \$31,000.00.

OVERVIEW

A construction contract is amended when there is a change in the scope of work due to unforeseen conditions that must be corrected in order for work to proceed.

North Hall is comprised of two contiguous buildings constructed at different times. It was discovered during the demolition phase that the electrical system, which was expected to be separate for each building, was actually one integrated system. This system requires circuit separation to continue use of the building not currently being demolished. The contractor provided the electrical equipment necessary to maintain power to the portion of North Hall that is to remain after demolition.

ANALYSIS

The effect of this amendment will be an addition of \$31,000.00 to the RDM Electric Company, Inc. contract, resulting in a revised contract amount of \$2,342,800.00. 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

3347A4
Project Number

CS-BC19- CA1

CONTRACT AMENDMENT

Original Contract Amount: **\$2,311,800.00**
Amount of Previous Contract Amendments: **\$0.00**

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>July 15, 2009</u>
Project Description:	<u>Chemistry/Physical Science Building-Electrical</u>	Contract No.:	<u>Bid Category 19</u>
To (Contractor):	<u>RDM Electric Co., Inc.</u>	Attn:	<u>Robert D. McDonnell</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 07-15-2009 for Contract Amendment No. CS-BC19-CA1: Item CA 1.1

TOTAL COST OF CONTRACT AMENDMENT CS-BC19-CA1 \$31,000.00

Reason for Change:

Refer to attached Contract Amendment No. CS-BC19-CA1 summary dated 07-15-2009

Initiator of Change:

Refer to attached Contract Amendment No. CS-BC19-CA1 summary dated 07-15-2009

The original Base Contract Sum was:	<u>\$2,311,800.00</u>
Net change by previous authorized Contract Amendment(s):	<u>\$0.00</u>
The contract AMOUNT due to C.A. No. CS-BC19-CA1 will be increased by:	<u>\$31,000.00</u>
The revised Base Contract Sum:	<u>\$2,342,800.00</u>
Net change by previous authorized Change Order(s):	<u>\$0.00</u>
The revised Contract Amount, including this contract amendment is, therefore:	<u>\$2,342,800.00</u>
The contract TIME due to C.A. No. CS-BC19-CA1 will be unchanged by:	<u>0</u> calendar days.
The revised Contract Completion Date, including this Contract Amendment is, therefore	<u>unchanged</u>
SBCCD Contract Amendment No. <u>CS-BC19-CA1</u> includes Item Number(s):	<u>One (1) item</u>

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. DEARY	7-17-09
Constr. Mgr.:		STEVE P. KOFSKY	7-17-09
District:		Mr. Bruce Baron, Vice Chancellor Fiscal Services	
Contractor:		SAMUEL JOANEN Printed Name/Title	7-21-09

CONTRACT AMENDMENT NO. CS-BC19-CA1

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
CA						
Item 1.1	Provide electrical equipment to maintain power to portion of North Hall building to remain after partial North Hall demolition	A1			\$31,000	\$31,000
	Subtotal					\$31,000
	TOTAL CONTRACT AMENDMENT # CS-BC19-CA1					\$31,000

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-BC19-CA1 Item Inclusions

July 15, 2009

Contract Amendment CS-BC19-CA1: Item No. CA 1.1 – Provide electrical equipment necessary to maintain power to the portion of North Hall that will remain after partial North Hall demolition. The total is an additional cost of **\$31,000.**

* **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.

- Provide electrical equipment to maintain power to portion of North Hall Building that will remain after partial demolition \$31,000.00

Grand Total for Contract Amendment CS-BC19-CA1 **\$31,000.00**

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Bruce Baron, Vice Chancellor, Fiscal Services
PREPARED BY: Lawrence J. Klumas, Bond Program Director, SBCCD
DATE: August 13, 2009
SUBJECT: Consideration of Approval of Change Order CS-BC19-CO1 to the RDM Electric Company, Inc. Contract at San Bernardino Valley College

RECOMMENDATION

It is recommended that the Board of Trustees approve Change Order CS-BC19-CO1 to the RDM Electric Company, Inc. Chemistry/Physical Science Building and Partial North Hall Demolition Project, Bid Category Nineteen - Electrical contract at San Bernardino Valley College in the amount of \$90,461.00.

OVERVIEW

A change order to a construction contract may be generated by a number of circumstances. These include changes directed by the District to address contractor or architect recommendations for efficiency, occupant needs, or to improve future building or space usability.

There are currently ten modular buildings adjacent to the Planetarium, which were installed with generator power in order to meet the campus schedule for the start of classes in August 2008. This change order, for the installation of permanent power, required extensive design and DSA approval. Permanent power is a cost effective and more reliable solution to power the modular buildings, which will be in place for at least two-plus years.

ANALYSIS

The effect of this change order will be an addition of \$90,461.00 to the RDM Electric Company, Inc. contract, resulting in a revised contract amount of \$2,433,261.00. 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

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Capital Facilities Program Management

3347A4
Project Number

CS-BC19- CO1

CHANGE ORDER

Original Contract Amount: **\$2,311,800.00**
Amount of Previous Change Orders: **\$0.00**

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>July 15, 2009</u>
Project Description:	<u>Chemistry/Physical Science Building-Electrical</u>	Contract No.:	<u>Bid Category 19</u>
To (Contractor):	<u>RDM Electrical Co., Inc.</u>	Attn:	<u>Robert D. McDonnell</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 07-15-2009 for Change Order No. CS-BC19-CO1: Item CO 1.1

TOTAL COST OF CHANGE ORDER CS-BC19-CO1 90,461.00

Reason for Change:

Refer to attached Change Order No. CS-BC19-CO1 summary dated 07-15-2009

Initiator of Change:

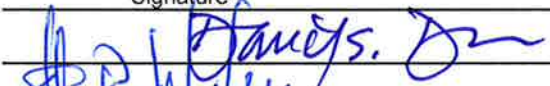


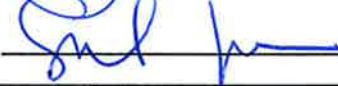
Refer to attached Change Order No. CS-BC19-CO1 summary dated 07-15-2009

The original Base Contract Sum was:	<u>\$2,311,800.00</u>
Net change by previous authorized Contract Amendment(s):	<u>\$31,000.00</u>
Net change by previous authorized Change Order(s):	<u>\$0.00</u>
Contract Sum prior to this change order:	<u>\$2,342,800.00</u>
The contract AMOUNT due to C.O. No. CS-BC19-CO1 will be increased by:	<u>\$90,461.00</u>
The revised Contract Amount, including this change order is, therefore:	<u>\$2,433,261.00</u>
The contract TIME due to C.O. No. CS-BC19-CO1 will be unchanged by:	<u>0</u> calendar days.
The revised Contract Completion Date, including this Change Order is, therefore	<u>unchanged</u>
SBCCD Change Order No. <u>CS-BC19-CO1</u> includes Item Number(s):	<u>One (1) item</u>

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 DEAN	7-20-09
Constr. Mgr.:		STEVE R WOOLEY	7-17-09
District:		Mr. Bruce Baron, Vice Chancellor Fiscal Services	
Contractor:		SAMUEL JOANNOU Printed Name/Title	PM 7-21-09

CHANGE ORDER NO. CS-BC19-CO1

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
CO						
Item 1.1	Provide permanent power to the Planetarium modular buildings and restroom	C4			\$90,461	\$90,461
						\$0
	Subtotal					\$90,461
	TOTAL CHANGE ORDER # CS-BC19-CO1					\$90,461

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-BC19-CO1 Item Inclusions

July 15, 2009

Change Order CS-BC19-CO1: Item No. CO 1.1 – Provide permanent power to Planetarium portable classrooms and restroom modular buildings. The permanent power is a cost effective measure in lieu of monthly generator rental and generator fuel expenses. The total is an additional cost of **\$90,461**.

* **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.

○ Provide permanent power to Planetarium area	\$90,461.00
<hr/>	
Grand Total for Contract Amendment CS-BC19-CO1	\$90,461.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Bruce Baron, Vice Chancellor of Fiscal Services
PREPARED BY: Bruce Baron, Vice Chancellor of Fiscal Services
DATE: August 13, 2009
SUBJECT: Consideration of Approval to Receive Funds from the Inland Valley Development Agency

RECOMMENDATION

It is recommended that the Board of Trustees accept income, in the amount of \$424,716.94, which represents 90% of the excess Tax Increment being held by the Inland Valley Development Agency (IVDA) as part of a School District Pass-Through Agreement.

OVERVIEW

In 1997 the Inland Valley Development Agency (IVDA) refinanced outstanding notes with Tax Allocation Bonds to fund improvement projects within the Norton Air Force Development Agency's 16,000 acre development area. The Tax Allocation Bonds have benefited from lower than anticipated interest rates thus producing additional funds to be made available to the IVDA and the School Districts which are part of the joint powers authority formed in 1990 as amended in 1993. The IVDA Board has determined that 90% of the accumulated excess funds may be distributed to the participating school districts. The distribution for SBCCD is \$424,716.94. These funds may be used for the purposes of capital outlay projects, bond projects and/or facilities maintenance projects.

ANALYSIS

This represents additional earmarked income to the District.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

This revenue will be held in an unrestricted, but earmarked, account to be used for the purposes indicated.

Attachments

INLAND VALLEY DEVELOPMENT AGENCY
DEBT SERVICE SCHEDULE FOR SCHOOL NOTES
ISSUED ON MARCH 18, 1997

Date	Description	Percentage of Issue								Total Debt (100%)
		Redlands Unified	Cotton Unified	San Bernardino Unified	San Bernardino Community College	San Bernardino County Superintende nt	Total School District (37.5%)	IVDA (62.5%)		
6/30/1997	Beginning Balances Issued Bonds	\$ 1,201,995.00	\$ 1,030,939.87	\$ 11,610,588.00	\$ 2,038,525.13	\$ 800,730.00	\$ 18,681,876.00	\$ 27,803,125.00	\$ 44,485,000.00	
	Tax Increment Received 1996/1997	(50,484.00)	(24,346.00)	(312,012.00)	(42,260.00)	(13,203.00)	(442,305.00)			
	Interest Income 1996/1997	(945.94)	(814.83)	(8,144.12)	(1,605.48)	(630.63)	(13,138.10)			
	Payment Due-Bonds & Fees	14,720.18	12,634.82	142,295.11	24,993.42	9,813.46	204,447.00	340,745.00	545,192.00	
6/30/1997	Bond Balance	1,164,885.24	1,018,418.76	11,431,724.00	2,019,643.08	796,709.83	16,430,878.90			
	Tax Increment Received 1997/1998	(59,316.00)	(33,425.00)	(391,129.00)	(56,909.00)	(13,586.00)	(554,365.00)			
	Interest Income 1997/1998	(3,922.20)	(3,386.56)	(37,914.63)	(6,656.85)	(2,614.80)	(54,475.04)			
	Transfer in SD Cap Prg Fnd									
	Payment Due - Bonds & Fees	61,205.38	52,534.62	591,652.03	103,879.13	40,803.59	850,074.75	1,416,791.25	2,266,866.00	
	Capitalized Interest draw									
6/30/1998	Bond Balance	\$ 1,162,352.42	\$ 1,034,159.82	\$ 11,594,332.40	\$ 2,059,958.36	\$ 821,312.61	\$ 16,672,113.61			
	Tax Increment Received 1998/1999	(70,606.00)	(38,138.00)	(463,547.00)	(71,754.00)	(15,534.00)	(689,579.00)			
	Interest Income 1998/1999	(4,391.33)	(3,789.22)	(42,449.51)	(7,453.06)	(2,927.55)	(60,990.68)			
	Transfer in SD Cap Prg Fnd									
	Use remaining Cap Interest									
	Payment Due - Bonds & Fees	68,572.01	58,857.64	662,862.74	116,381.94	45,714.67	952,389.00	1,587,315.00	2,539,704.00	
	Capitalized Interest draw									
6/30/1999	Bond Balance	1,155,927.10	1,051,110.24	11,721,198.63	2,097,131.24	848,565.73	16,873,932.93			
	Tax Increment Received 1999/2000	(70,137.00)	(36,933.00)	(560,653.00)	(76,031.00)	(15,974.00)	(759,728.00)			
	Interest Income 1999/2000	(2,722.47)	(2,336.79)	(26,317.21)	(4,620.64)	(1,814.98)	(37,812.09)			
	Transfer in SD Cap Prg Fnd									
	Use remaining Cap Interest									
	Payment Due - Bonds & Fees	42,529.97	36,504.89	411,123.02	72,182.81	28,353.31	590,694.00	984,490.00	1,575,184.00	
	Capitalized Interest draw									
6/30/2000	Bond Balance	1,125,897.60	1,048,945.34	11,545,351.44	2,088,662.41	859,130.06	16,667,086.85			
	Tax Increment Received 2000/2001	(70,555.00)	(43,448.00)	(667,021.00)	(91,306.00)	(19,368.00)	(891,698.00)			
	Interest Income 2000/2001	(3,368.48)	(2,891.28)	(32,561.97)	(5,717.06)	(2,245.65)	(46,784.44)			
	Transfer in SD Cap Prg Fnd									
	Use remaining Cap Interest									
	Payment Due - Bonds & Fees	55,665.66	47,779.69	538,101.35	94,476.99	37,110.44	773,134.13	1,288,556.88	2,061,691.00	
	Capitalized Interest draw									
6/30/2001	Bond Balance	1,107,339.77	1,049,785.75	11,383,869.82	2,086,116.34	874,626.85	16,501,738.53			
	Tax Increment Received 2001/2002	(81,395.00)	(50,114.00)	(776,212.00)	(106,772.00)	(23,235.00)	(1,037,728.00)			
	Interest Income 2001/2002	(1,453.52)	(1,247.61)	(14,050.71)	(2,466.95)	(969.01)	(20,187.81)			
	Transfer in SD Cap Prg Fnd									
	Use remaining Cap Interest									
	Payment Due-Bonds & Fees	48,829.01	41,911.57	472,013.80	82,873.69	32,552.68	678,180.75	1,130,301.25	1,808,482.00	
	Capitalized Interest draw									
6/30/2002	Bond Balance	1,073,320.27	1,040,335.71	11,065,620.90	2,059,751.08	882,976.51	16,122,003.47			
	Tax Increment Received 2002/2003	(119,481.00)	(58,732.00)	(882,743.00)	(123,024.00)	(30,925.00)	(1,211,905.00)			
	Interest Income 2002/2003	(1,853.43)	(1,590.89)	(17,916.52)	(3,145.69)	(1,235.62)	(25,742.13)			
	Transfer in SD Cap Prg Fnd									
	Use remaining Cap Interest									
	Payment Due-Bonds & Fees	28,915.27	24,818.94	279,514.30	49,075.64	19,276.85	401,601.00	669,335.00	1,070,936.00	
	Capitalized Interest draw									
6/30/2003	Bond Balance	\$ 980,901.10	\$ 1,004,831.79	\$ 10,444,475.68	\$ 1,982,657.03	\$ 870,091.74	\$ 15,282,957.34			
	Tax Increment Received 2003/2004	(107,126.00)	(99,526.00)	(950,555.00)	(130,342.00)	(36,938.00)	(1,324,487.00)			
	Interest Income 2003/2004	(1,168.97)	(1,003.37)	(11,300.05)	(1,984.00)	(779.31)	(16,235.70)			
	Transfer in SD Cap Prg Fnd									
	Use remaining Cap Interest									
	Payment Due-Bonds & Fees	23,850.86	20,471.99	230,558.33	40,480.21	15,900.57	331,261.97	552,103.28	883,365.25	
	Principal on Bonds									
6/30/2004	Bond Balance	\$ 895,456.99	\$ 924,774.42	\$ 9,713,178.97	\$ 1,890,811.24	\$ 848,275.00	\$ 14,273,496.62			
	Tax Increment Received 2004/2005	(149,300.00)	(111,298.00)	(1,221,762.00)	(179,515.00)	(55,884.00)	(1,717,759.00)			
	Interest Income 2004/2005	(1,707.31)	(1,465.44)	(16,504.01)	(2,897.69)	(1,138.21)	(23,712.66)			

INLAND VALLEY DEVELOPMENT AGENCY
DEBT SERVICE SCHEDULE FOR SCHOOL NOTES
ISSUED ON MARCH 18, 1997

Date	Description	Redlands Unified		Colton Unified		San Bernardino Unified		San Bernardino Community College		San Bernardino County Superintendent		Total School District (37.5%)	IVDA (62.5%)	Total Debt (100%)
		Unfunded	Funded	Unfunded	Funded	Unfunded	Funded	Unfunded	Funded	Unfunded	Funded			
	Percentage of Issue	7.20%		6.18%		69.60%		12.22%		4.80%		100%		
	Transfer in SD Cap Pig Fnd	949.70		815.16		9,180.45		1,611.86		633.13		13,190.31	21,983.84	35,174.15
	Professional Services	36,143.69		31,023.33		349,388.96		61,343.87		24,095.79		501,995.64	836,659.39	1,338,655.03
	Payment Due-Bonds & Fees	33,345.00		28,621.12		322,335.00		56,593.88		22,230.00		463,125.00	771,875.00	1,235,000.00
	Principal on Bonds													
6/30/2005	Bond Balance	\$ 813,888.07		\$ 872,470.59		\$ 9,155,817.37		\$ 1,827,948.15		\$ 839,217.72		\$ 13,510,335.89		
	Tax Increment Received 2005/2006	(192,954.00)		(170,303.00)		(1,510,154.00)		(224,251.00)		(81,722.00)		(2,179,384.00)	22,270.70	35,633.12
	Interest Income 2005/2006	(2,978.57)		(2,556.80)		(28,792.81)		(5,055.29)		(1,985.71)		(41,368.98)	1,063,613.50	1,701,783.00
	Transfer in SD Cap Pig Fnd	962.09		825.80		9,300.24		1,632.89		641.40		13,362.42	800,000.00	1,280,000.00
	Professional Services	45,948.68		39,438.84		444,165.62		77,984.25		30,632.11		638,169.50		
	Payment Due-Bonds & Fees	34,560.00		29,664.00		334,080.00		58,656.00		23,040.00		480,000.00		
	Principal on Bonds													
6/30/2006	Bond Balance	\$ 701,426.28		\$ 789,539.82		\$ 8,404,416.42		\$ 1,736,915.00		\$ 808,817.51		\$ 12,421,114.83		
	Tax Increment Received 2006/2007	(374,375.00)		(338,042)		(3,807,070.75)		(296,386.00)		(119,324.00)		(2,831,666.00)	20,706.71	33,130.73
	Interest Income 2006/2007	(3,938.35)		(3,380.42)		(38,070.75)		(6,684.26)		(2,825.57)		(54,699.35)	1,148,462.56	1,837,540.09
	Transfer in SD Cap Pig Fnd	894.53		767.80		8,647.12		1,518.22		596.35		12,424.02	828,125.00	1,325,000.00
	Professional Services	49,813.58		42,584.99		479,597.96		84,205.27		33,075.72		689,077.53		
	Payment Due-Bonds & Fees	35,773.00		30,706.87		345,825.00		60,718.13		23,950.00		496,875.00		
	Principal on Bonds													
6/30/2007	Bond Balance	\$ 409,398.04		\$ 682,599.86		\$ 7,336,453.75		\$ 1,580,286.36		\$ 744,390.01		\$ 10,733,128.02		
	Tax Increment Received 2007/2008	(692,939.00)		(190,258.00)		(1,844,311.00)		(382,657.00)		(153,707.00)		(3,263,872.00)	20,451.74	32,722.79
	Interest Income 2007/2008	(3,326.18)		(2,654.97)		(21,153.09)		(5,645.27)		(2,217.45)		(46,196.97)	964,113.56	1,542,581.70
	Transfer in SD Cap Pig Fnd	883.52		758.35		8,540.65		1,499.52		589.01		12,271.05	862,500.00	1,380,000.00
	Professional Services	41,649.71		35,749.33		402,613.83		70,688.81		27,766.47		578,468.14		
	Payment Due-Bonds & Fees	31,260.00		31,981.50		360,180.00		63,238.50		24,840.00		517,500.00		
	Principal on Bonds													
6/30/2008	Bond Balance	\$ (207,075.91)		\$ 537,976.07		\$ 6,231,324.14		\$ 1,327,410.92		\$ 641,661.04		\$ 8,531,296.26		

uses avg. LAIF rate 4.325% for 07/08 year

Note: Redlands Unified went negative in this calculation this year. Auditor inquired of Marty to gain an understanding of IVDA responsibility for these bond payments. The IVDA collects the tax increment for each of these school districts and makes the bond payments on their behalf. Once the bonds are paid off, the excess tax increment will be remitted to the school districts. However, these payments are based on a debt service schedule due 2029. It is the responsibility of the IVDA to retain the tax increment and make the debt service payments until that time regardless of the balance on this spreadsheet. The negative balance in the Redlands column will continue to grow negatively until 2029 unless the agreement is amended subsequent to this writing. The agreement for cooperation between Redlands Unified School District and the IVDA Amendment No. 1 Section 3D reads:

"For the period commencing on the closing date and continuing through the termination date, the IVDA shall accrue an obligation to pay to the district surplus revenues, provided that surplus revenues shall not in any event be released until the termination date. Upon and after the termination date, surplus revenues (or any portion thereof) may be released to the district after determination by counsel to the IVDA and an independent certified public accountant that the surplus revenues (or portion to be released) are not required to refund, refinance or extend the maturity of the notes."

INLAND VALLEY DEVELOPMENT AGENCY
SUMMARY OF SCHOOL DISTRICTS OUTSTANDING DEBT

Calculation of Original Debt to Principal Payments

	<u>Redlands</u>	<u>Colton</u>	<u>SB Unified</u>	<u>SB Comm Coll</u>	<u>SB County</u>	<u>Total</u>
Original Debt	\$ 1,201,095.00	\$ 1,030,939.87	\$ 11,610,585.00	\$ 2,038,525.13	\$ 800,730.00	\$ 16,681,875.00
Principal payment 3-1-05	(33,345.00)	(28,621.12)	(322,335.00)	(56,593.88)	(22,230.00)	(463,125.00)
Principal payment 3-1-06	(34,560.00)	(29,664.00)	(334,080.00)	(58,656.00)	(23,040.00)	(480,000.00)
Principal payment 3-1-07	(35,775.00)	(30,706.87)	(345,825.00)	(60,718.13)	(23,850.00)	(496,875.00)
Principal payment 3-1-08	(37,260.00)	(31,981.50)	(360,180.00)	(63,238.50)	(24,840.00)	(517,500.00)
Total	\$ 1,060,155.00	\$ 909,966.38	\$ 10,248,165.00	\$ 1,799,318.62	\$ 706,770.00	\$ 14,724,375.00
Debt Bal @ 6-30-08	(207,075.91)	537,976.07	6,231,324.14	1,327,410.92	641,661.04	8,531,296.26
Excess TI on hand	\$ 1,267,230.91	\$ 371,990.30	\$ 4,016,840.86	\$ 471,907.71	\$ 65,108.96	\$ 6,193,078.74
90% Released by IVDA			\$ 424,716.94			

**San Bernardino Community College District
Certification for Receipt of Funds From the
Inland Valley Development Agency**

The undersigned, Dr. Noelia Vela, is the duly appointed and acting Secretary of the San Bernardino Community College District Board of Trustees, and the undersigned has been authorized by the official action of the governing body of the School District to make the representation and other commitments as set forth herein on behalf of the School District. The undersigned recognizes that the Inland Valley Development Agency (the "IVDA") pursuant to Resolution No. 2009-09 as adopted on May 13, 2009, authorized the remittance of certain dollar amounts to the School District upon satisfaction of conditions precedent by the School District to the remittance of such funds from the IVDA to the School District.

The School District hereby requests the remittance of the amount equal to \$424,716.94 representing ninety percent (90%) of the dollar amount being retained by the IVDA pursuant to that certain School District Pass-Through Agreement, as amended, by and between the School District and IVDA. The undersigned has reviewed the attached schedule (attached hereto as Attachment 1) as prepared by the independent audit firm whereby the dollar amounts retained by the IVDA on behalf of the School District pursuant to the School District Pass-Through Agreement, as amended, have been calculated. The undersigned further certifies that such dollar amounts as presently retained by the IVDA for the School District are true and correct and calculated in accordance with the procedures and formulae contained in the School District Pass-Through Agreements, as amended, and the undersigned on behalf of the School District commits and binds the School District to the manner and effect of such calculations.

The undersigned on behalf of the School District further represents and warrants that in accordance with the limitations on the use of the tax increment revenues payable by the IVDA to the School District pursuant to the School District Pass-Through Agreement, as amended, the School District will use and apply such funds as received hereunder for the following purposes as authorized by the School District Pass-Through Agreement, as amended.

1. Capital Outlay Projects
2. Bond Projects
3. Facilities Maintenance

This certification and the statements contained herein shall be relied upon by the IVDA in all financial matters affecting IVDA and the School District Pass-Through Agreement, as amended, and this Certification is duly executed and delivered as of this 14th day of August, 2009.

By: _____

Name: _____

Title: _____

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Noelia Vela, Chancellor

REVIEWED BY: Bruce Baron, Vice Chancellor of Fiscal Services

PREPARED BY: Bruce Baron, Vice Chancellor of Fiscal Services

DATE: August 13, 2009

SUBJECT: Consideration of Approval of an increase in student fees from \$20 per unit to \$26 per unit, effective Fall 2009, which is mandated by the legislative budget package for 2009-2010, as recommended and approved by the Governor

RECOMMENDATION

It is recommended that the Board of Trustees approve an increase in student fees from \$20 per unit to \$26 per unit, effective Fall 2009, in compliance with the budget package approved by the State legislature on July 24th and signed by the Governor.

OVERVIEW

After a long series of negotiations, the legislature approved a budget for the 2009-2010 fiscal year. Among the many savings measures in that budget was a recommendation to increase fees at the California Community Colleges from \$20 per unit to \$26 per unit, effective Fall 2009.

ANALYSIS

The fee increase is projected to generate an additional \$890,000 in revenues for the District which will offset reductions to the general apportionment from the State.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

This action is required as part of the State budget for 2009-2010 and will increase revenue and offset general apportionment reductions in the projected amount of \$890,000.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Bruce Baron, Vice Chancellor, Fiscal Services
PREPARED BY: Lawrence J. Klumas, Bond Program Director, SBCCD
DATE: August 13, 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

- One change order to the RDM Electric Company, Inc., Chemistry/Physical Science and Partial North Hall Demolition Project, Bid Category 19 – Electrical contract was submitted this month for an addition of \$90,461.00, resulting in a revised contract amount of \$2,433,261.00.
- One change order to Oakview Constructors, Inc., Maintenance and Operations Building, Bid Category 1 – Site and Off-Site Improvements contract was submitted this month for a reduction of \$11,244.00, resulting in a revised contract amount of \$1,193,081.00.
- One change order to Oakview Constructors, Inc., Maintenance and Operations Building, Bid Category 2 – General Building Construction contract was submitted this month for an addition of \$10,680.00, resulting in a revised contract amount of \$2,048,631.00.
- One change order to Lee & Stires, Inc., Custodial Building, Bid Category 1 – Site and Off-Site Improvements contract was submitted this month for an addition of \$6,838.00, resulting in a revised contract amount of \$438,188.00.
- One change order to the L. D. Anderson, Inc., Infrastructure Package 2/3/4, Bid Category 1 contract was submitted this month for an addition of \$26,734.00, resulting in a revised contract amount of \$1,230,900.00.
- One change order to Fischer, Inc., Infrastructure Package 2/3/4, Bid Category 3 contract was submitted this month for addition of \$47,592.00, resulting in a revised contract amount of \$1,538,592.00.

- One Change to Precision Concrete Construction, Inc., Learning Resource Center, Bid Category 2 was submitted this month for an addition of \$32,060.00, resulting in a revised contract amount of \$3,306,760.00.

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
August 13, 2009

PROJECTS	Total Change Order	Current Contract Amount	New Contract Amount	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	\$ 121,381.12	\$ 22,704,564.00	\$ 22,825,945.12	0.53%
Maintenance and Operations	\$ 82,720.00	\$ 4,512,180.00	\$ 4,594,900.00	1.83%
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	\$ 230,088.12	\$ 53,560,317.00	\$ 53,790,405.12	0.43%

NEW CHANGE ORDERS

Contractors	Total CO Value per Contractor:	Current Contract Amount	New Contract Amount	Cost as % of Contract	Board Date
#2 - Mountain Movers Engr. Const.		\$ 173,900.00			
#3 - Devries Construction		\$ 2,434,395.00			
#4 - Blazing Industrial Steel		\$ 4,105,282.00			
#5 - Stolo Cabinets		\$ 99,000.00			
#6 - Best Contracting Services		\$ 372,835.00			
#7 - Bell Roof Company		\$ 198,000.00			
#8 - Montgomery Hardware		\$ 411,740.00			
#9 - Queen City Glass Co.		\$ 454,994.00			
#10 - Caston Plastering & Drywall		\$ 1,945,585.00			
#11 - New Image Commercial Flooring		\$ 80,000.00			
#12 - Southcoast Acoustical Interiors		\$ 287,100.00			
#13 - J. Kel Painting & Wallcovering		\$ 142,755.00			
#14 - Inland Building Companies		\$ 1,264,000.00			
#15 - Inland Building Companies		\$ 293,300.00			
#16 - Daart Engineering Co.		\$ 208,535.00			
#17 - Pro Tec Mechanical		\$ 763,288.00			
#18 - Arrowhead Mechanical		\$ 1,247,000.00			
#19 - BEC Inc.		\$ 2,125,000.00			
#20 - Sierra Landscape		\$ 185,900.00			
TOTAL	\$ -	\$ 16,792,609.00	\$ 16,792,609.00	0.00%	

NO NEW CHANGE ORDERS

Contractors	Total CO Value per Contractor:	Current 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	\$ 90,461.00	\$ 2,342,800.00	\$ 2,433,261.00	3.86%	Aug-09
		\$ 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	\$ 121,381.12	\$ 22,704,564.00	\$ 22,825,945.12	0.53%	

NEW CHANGE ORDERS

NOTE: Original Contract Amount for #19 RDM Electrical includes the Contract Amendment (CS-19-CA1) for \$31,000.00 these unforeseen costs were added to the Base Contract Amount of \$2,311,800.00

Project		SBVC Chemistry / Physical Science Building				Revised Date			
Project Number	3347A4					7/17/2009			
Contractors	Accountability Summary								
	1 (Contractor)	2 (CM)	3 (Arch/Eng)	4 (District)	5 (Insp/Agency)	Total CO Value per contractor:	Current Contract amount	Cos as % of contract	New contract amount
Contract # :									
19 RDM Electric				\$90,461.00		\$90,461.00	\$2,342,800.00	3.86%	\$2,433,261.00
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	\$121,381.12	\$0.00	\$121,381.12	\$2,954,093.00	4.11%	\$3,075,474.12

NEW CHANGE ORDERS

Maintenance and Operations -
Custodial Buildings

Contractors	Total CO Value per Contractor:	Current Contract Amount	New Contract Amount	Cost as % of Contract	Board Date
Maintenance & Operations Building:					
#1 - Oakview Construction - Site	\$ 14,809.00	\$ 1,178,272.00	\$ 1,193,081.00	1.26%	Aug-09
#2 - Oakview Construction - Building	\$ 18,056.00	\$ 2,030,575.00	\$ 2,048,631.00	0.89%	Aug-09
Custodial Building:					
#1 - Lee & Stires	\$ 49,855.00	\$ 388,333.00	\$ 438,188.00	12.84%	Aug-09
#2 - Klassic Engineering & Const., Inc.		\$ 915,000.00			
TOTAL	\$ 82,720.00	\$ 4,512,180.00	\$ 4,594,900.00	1.83%	

NEW CHANGE ORDERS

NOTE: Original Contract Amount for #1 Oakview Const.-Site includes the Contract Amendment (MO-BC1-CA3) for \$8,388.00. These unforeseen costs were added to the Base Contract Amount of \$924,000.00

Project		SBVC Maintenance and Operations Building				Revised Date				
Project Number		3347A2				7/17/2009				
Contractors		Accountability Summary				Total CO Value per contractor:	Current Contract amount	Cos as % of contract	New contract amount	
		1 (Contractor)	2 (CM)	3 (Arch/Eng)	4 (District)					5 (Insp/Agency)
Contract # : M&O Building										
#1	Oakview Const. - Site	\$0.00	\$0.00	\$22,693.00	-\$7,884.00	\$0.00	\$14,809.00	\$1,178,272.00	1.26%	\$1,193,081.00
#2	Oakview Const. - Building	\$13,472.00		\$4,584.00	\$0.00		\$18,056.00	\$2,030,575.00	0.89%	\$2,048,631.00
Custodial Building										
#1	Lee & Stires - Site		\$1,288.00	\$6,838.00	\$41,729.00		\$49,855.00	\$388,333.00	12.84%	\$438,188.00
#2	Klassic Engr. - Building									
TOTAL		\$13,472.00	\$1,288.00	\$34,115.00	\$33,845.00	\$0.00	\$82,720.00	\$3,597,180.00	2.30%	\$3,679,900.00

NEW CHANGE ORDERS

Contractors	Total CO Value per Contractor:	Current Contract Amount	New Contract Amount	Cos as % of Contract	Board Date
PCN3	\$ 19,282.00	\$ 338,000.00	\$ 357,282.00	5.70%	Apr-08
Modular Structures Int'l, Inc.	\$ 6,705.00	\$ 709,967.00	\$ 716,672.00	0.94%	May-09
TOTAL	\$ 25,987.00	\$ 1,047,967.00	\$ 1,073,954.00	2.48%	

NO NEW CHANGE ORDERS

Project		Student Health Services				Revised Date			
						4/17/2009			
Contractors	1 (Contractor)	2 (CM)	Accountability Summary		5 (Insp/Agency)	Total CO Value per contractor:	Current Contract amount	Cos as % of contract	New contract amount
			3 (Arch/Eng)	4 (District)					
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

Contractors	Total CO Value per Contractor:	Current Contract Amount	New Contract Amount	Cos as % of Contract	Board Date
TOTAL	\$ -	\$ -	\$ -	0.00%	

NO NEW CHANGE ORDERS

CHANGE ORDER SUMMARY BY PROJECT
August 13, 2009

PROJECTS	Total Change Order	Current Contract Amount	New Contract Amount	CO%
INFRASTRUCTURE PACKAGE #1	\$ (4,277.00)	\$ 421,000.00	\$ 416,723.00	-1.02%
INFRASTRUCTURE PACKAGE #2/3/4	\$ 261,113.00	\$ 14,726,451.00	\$ 14,987,564.00	1.77%
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	\$ 61,135.00	\$ 22,291,408.00	\$ 22,352,543.00	0.27%
TOTAL	\$ 367,440.00	\$ 45,385,524.00	\$ 45,752,964.00	0.81%

CHC

INFRASTRUCTURE#1

Revised 7/17/2009

Contractors	Total CO Value per Contractor:	Current Contract Amount	New Contract Amount	Cos as % of Contract	Board Date
INFRA1-01: Champion Electric	\$ (4,277.00)	\$ 421,000.00	\$ 416,723.00	-1.02%	Mar-08
TOTAL	\$ (4,277.00)	\$ 421,000.00	\$ 416,723.00	-1.02%	

NO NEW CHANGE ORDERS

Project		CHC Infrastructure Package #1				Revised Date				
Project Number		9621				8/20/2008				
Contractors		Accountability Summary				Total CO Value				
		1 (Contractor)	2 (CM)	3 (Arch/Eng)	4 (District)	5 (Insp/Agency)	per contractor:	Current Contract amount	Cos as % of contract	New 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

Contractors	Total CO Value per Contractor:	Current Contract Amount	New Contract Amount	Cos as % of Contract	Board Date
INFRA234-01: LD Anderson	\$ 85,753.00	\$ 1,145,147.00	\$ 1,230,900.00	7.49%	Aug-09
INFRA234-02: Coutts Heating & Cooling	\$ -	\$ 5,677,000.00	\$ 5,677,000.00	0.00%	
INFRA234-03: Fischer, Inc.	\$ 47,592.00	\$ 1,491,000.00	\$ 1,538,592.00	3.19%	Aug-09
INFRA234-04: RIS Electric	\$ 127,768.00	\$ 1,973,000.00	\$ 2,100,768.00	6.48%	Dec-08
INFRA234-05: Tidwell Concrete	\$ -	\$ 2,289,804.00	\$ 2,289,804.00	0.00%	
INFRA234-06: Sierra Landscape	\$ -	\$ 1,623,600.00	\$ 1,623,600.00	0.00%	
INFRA234-07: Inland Building Companies	\$ -	\$ 526,900.00	\$ 526,900.00	0.00%	
TOTAL	\$ 261,113.00	\$ 14,726,451.00	\$ 14,987,564.00	1.77%	

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 #2/3/4				Revised Date				
Project Number		9622, 9623 & 9624				7/17/2009				
Contract #:	Contractors	Accountability Summary					Total CO Value per contractor:	Current Contract amount	Cos as % of contract	New contract amount
		1 (Contractor)	2 (CM)	3 (Arch/Eng)	4 (District)	5 (Insp/Agency)				
INFRA234-01	LD Anderson	\$21,890.00		\$4,844.00	\$59,019.00		\$85,753.00	\$1,145,147.00	7.49%	\$1,230,900.00
INFRA234-02	Couts Heating & Cooling						\$0.00	\$5,677,000.00	0.00%	\$5,677,000.00
INFRA234-03	Fischer, Inc.			\$47,592.00			\$47,592.00	\$1,491,000.00	3.19%	\$1,538,592.00
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		\$21,890.00	\$0.00	\$168,411.00	\$70,812.00	\$0.00	\$261,113.00	\$14,726,451.00	1.77%	\$14,987,564.00

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	Current Contract	Cos as % of	New contract
Contract # :		1 (Contractor)	2 (CM)	3 (Arch/Eng)	4 (District)	5 (Insp/Agency)	per contractor:	amount	contract	amount
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

Contractors	Total CO Value per Contractor:	Current Contract Amount	New Contract Amount	Cos as % of Contract	Board Date
CCRF-02: Crew, Inc.	\$ -	\$ 732,000.00	\$ 732,000.00	0.00%	
CCRF-03: Calcoast Concrete Const., Inc.	\$ -	\$ 1,070,815.00	\$ 1,070,815.00	0.00%	
CCRF-04: Nuway, Inc.	\$ 44,440.00	\$ 803,860.00	\$ 848,300.00	5.53%	May-09
CCRF-05: Anderson Charnesky	\$ -	\$ 575,099.00	\$ 575,099.00	0.00%	
CCRF-06: Bell Roof Company, Inc.	\$ -	\$ 152,400.00	\$ 152,400.00	0.00%	
CCRF-07: E J Enterprises	\$ -	\$ 118,055.00	\$ 118,055.00	0.00%	
CCRF-08: West Coast Painting & Drywall	\$ -	\$ 32,331.00	\$ 32,331.00	0.00%	
CCRF-09: J. Kel Painting & Wallcovering, Inc.	\$ -	\$ 63,020.00	\$ 63,020.00	0.00%	
CCRF-10: Lawrence W. Rosine Co.	\$ -	\$ 19,990.00	\$ 19,990.00	0.00%	
CCRF-11: Inland Building Const. Comp., Inc.	\$ -	\$ 22,780.00	\$ 22,780.00	0.00%	
CCRF-12: Inland Building Const. Comp., Inc.	\$ -	\$ 248,000.00	\$ 248,000.00	0.00%	
CCRF-13: J.M. Farnan Co., Inc.	\$ -	\$ 860,000.00	\$ 860,000.00	0.00%	
CCRF-14: Arrowhead Mechanical., Inc.	\$ -	\$ 112,500.00	\$ 112,500.00	0.00%	
CCRF-15: Champion Electric, Inc.	\$ -	\$ 749,000.00	\$ 749,000.00	0.00%	
CCRF-16: America West Landscape, Inc.	\$ -	\$ 604,980.00	\$ 604,980.00	0.00%	
CCRF-17: Condor, inc.	\$ -	\$ 1,148,300.00	\$ 1,148,300.00	0.00%	
CCRF-18: RVH Constructors, Inc.	\$ -	\$ 482,235.00	\$ 482,235.00	0.00%	
TOTAL	\$ 44,440.00	\$ 7,795,365.00	\$ 7,839,805.00	0.57%	

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:	Current/ Contract amount	Cos as % of contract	New contract amount	
	1 (Contractor)	2 (CM)	3 (Arch/Eng)	4 (District)	5 (Insp/Agency)					
Contract # :										
CCRF-02	Crew, Inc.					\$0.00	\$732,000.00	0.00%	\$732,000.00	
CCRF-03	Calcoast Concrete Const., Inc.					\$0.00	\$1,070,815.00	0.00%	\$1,070,815.00	
CCRF-04	Nuway, Inc.		\$44,440.00			\$44,440.00	\$803,860.00	5.53%	\$848,300.00	
CCRF-05	Anderson Charnesky					\$0.00	\$575,099.00	0.00%	\$575,099.00	
CCRF-06	Bell Roof Company, Inc.					\$0.00	\$152,400.00	0.00%	\$152,400.00	
CCRF-07	E J Enterprises					\$0.00	\$118,055.00	0.00%	\$118,055.00	
CCRF-08	West Coast Painting & Drywall					\$0.00	\$32,331.00	0.00%	\$32,331.00	
CCRF-09	J. Kel Painting & Wallcovering, Inc.					\$0.00	\$63,020.00	0.00%	\$63,020.00	
CCRF-10	Lawrence W. Rosine Co.					\$0.00	\$19,990.00	0.00%	\$19,990.00	
CCRF-11	Inland Building Const. Comp., Inc.					\$0.00	\$22,780.00	0.00%	\$22,780.00	
CCRF-12	Inland Building Const. Comp., Inc.					\$0.00	\$248,000.00	0.00%	\$248,000.00	
CCRF-13	J.M. Farnan Co., Inc.					\$0.00	\$860,000.00	0.00%	\$860,000.00	
CCRF-14	Arrowhead Mechanical., Inc.					\$0.00	\$112,500.00	0.00%	\$112,500.00	
CCRF-15	Champion Electric, Inc.					\$0.00	\$749,000.00	0.00%	\$749,000.00	
CCRF-16	America West Landscape., Inc.					\$0.00	\$604,980.00	0.00%	\$604,980.00	
CCRF-17	Condor, Inc.					\$0.00	\$1,148,300.00	0.00%	\$1,148,300.00	
CCRF-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

Contractors	Total CO Value per Contractor:	Current Contract Amount	New Contract Amount	Cos as % of Contract	Board Date
CLRC-02: Precision Concrete	\$ 32,060.00	\$ 3,274,700.00	\$ 3,306,760.00	0.98%	Aug-09
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	\$ 61,135.00	\$ 22,291,408.00	\$ 22,352,543.00	0.27%	

Project		CHC LRC					Revised Date			
Project Number		8104					5/15/2009			
Contractors	Accountability Summary					Total CO Value per contractor:	Current/ Contract amount	Cos as % of contract	New contract amount	
	1 (Contractor)	2 (CM)	3 (Arch/Eng)	4 (District)	5 (Insp/Agency)					
Contract # :										
CLRC-02	Precision Concrete		\$32,060.00			\$32,060.00	\$ 3,274,700.00	0.98%	\$3,306,760.00	
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	\$61,135.00	\$0.00	\$0.00	\$61,135.00	\$22,291,408.00	0.27%	\$22,352,543.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Bruce Baron, Vice Chancellor of Fiscal Services
PREPARED BY: Crispina Ongoco, Director of Fiscal Services
DATE: August 13, 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: BRUCE BARON, Vice Chancellor *BB*

Date: JULY 27, 2009

Subject: EXECUTIVE SUMMARY OF MONTHLY BUDGET REPORT

This revenue and expenditure report is for the period of July 1 through July 31, 2009, the first month of the 2009-2010 fiscal year. It reflects summarized information for all District funds.

We have not received any of our advance funding for the new fiscal year due to the State's need to conserve cash. We hope to receive funds by early August. If we run into a cash flow shortfall, we have already received our Board approved, \$10 million TRANS, which allows for short term borrowing to support cash flow needs.

We are reviewing the tentative budget against the budget approved on July 24, 2009 by the State Legislature. We will be working through College processes to determine the final budget for the September Board meeting.

SAN BERNARDINO COUNTY SCHOOLS COMPUTER CONSORTIUM
 BUDGET SUMMARY REPORT
 07/01/2009 TO 07/31/2009

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	5,807,456.00	0.00	0.00	.0	0.00	5,807,456.00	100.0
8600.00 STATE REVENUES	67,653,306.43	0.00	0.00	.0	0.00	67,653,306.43	100.0
8800.00 LOCAL REVENUES	21,222,750.04	1,611.78	1,611.78	.0	0.00	21,221,138.26	99.9
8900.00 OTHER FINANCING SOURCES	8,200.00	0.00	0.00	.0	0.00	8,200.00	100.0
TOTAL: 8000	94,691,712.47	1,611.78	1,611.78	.0	0.00	94,690,100.69	99.9
1100.00 CONTRACT CLASSROOM INST.	15,813,213.00	0.00	0.00	.0	0.00	15,813,213.00	100.0
1200.00 CONTRACT CERT. ADMINISTRATORS	10,175,823.00	0.00	0.00	.0	0.00	10,175,823.00	100.0
1300.00 INSTRUCTORS DAY/HOURLY	8,762,761.00	0.00	0.00	.0	0.00	8,762,761.00	100.0
1400.00 NON-INSTRUCTION HOURLY CERT.	834,573.00	0.00	0.00	.0	0.00	834,573.00	100.0
TOTAL: 1000	35,586,370.00	0.00	0.00	.0	0.00	35,586,370.00	100.0
2100.00 CONTRACT CLASSIFIED NON-INSTR.	19,259,947.00	1,045.95-	1,045.95-	.0	0.00	19,260,992.95	100.0
2200.00 INSTRUCTIONAL AIDS	1,516,802.00	0.00	0.00	.0	0.00	1,516,802.00	100.0
2300.00 NON-INSTRUCTION HOURLY CLASS.	1,749,604.00	0.00	0.00	.0	0.00	1,749,604.00	100.0
2400.00 INST AIDES-HOURLY- DIR.INSTRUC	1,005,724.00	0.00	0.00	.0	0.00	1,005,724.00	100.0
TOTAL: 2000	23,532,077.00	1,045.95-	1,045.95-	.0	0.00	23,533,122.95	100.0
3100.00 CERTIFICATED RETIREMENT	2,887,970.00	0.00	0.00	.0	0.00	2,887,970.00	100.0
3200.00 CLASSIFIED RETIREMENT	2,468,333.00	0.00	0.00	.0	0.00	2,468,333.00	100.0
3300.00 OASDHI/FICA	2,119,255.00	0.00	0.00	.0	0.00	2,119,255.00	100.0
3400.00 HEALTH AND WELFARE BENEFITS	6,507,943.00	0.00	0.00	.0	0.00	6,507,943.00	100.0
3500.00 STATE UNEMPLOYMENT INSURANCE	175,374.00	0.00	0.00	.0	0.00	175,374.00	100.0
3600.00 WORKERS COMPENSATION INSURANCE	833,745.00	0.00	0.00	.0	0.00	833,745.00	100.0
3900.00 OTHER BENEFITS	60,843.00	0.00	0.00	.0	0.00	60,843.00	100.0
TOTAL: 3000	15,053,463.00	0.00	0.00	.0	0.00	15,053,463.00	100.0
4100.00 TEXTBOOKS	24,588.00	0.00	0.00	.0	2,000.00	22,588.00	91.8
4200.00 BOOK,MAGAZINE&PERIOD-DIST.USE	232,063.00	79.00	79.00	.0	46,271.86	185,712.14	80.0
4300.00 INSTRUCTIONAL SUPPLIES	431,931.60	184.33	184.33	.0	54,927.35	376,819.92	87.2
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	97,757.37	0.00	0.00	.0	8,083.09	89,674.28	91.7
4500.00 NONINSTRUCTIONAL SUPPLIES	1,285,643.27	3,996.16-	3,996.16-	.0	488,121.57	801,517.86	100.0
4700.00 FOOD SUPPLIES	45,100.00	0.00	0.00	.0	0.00	45,100.00	100.0
TOTAL: 4000	2,117,083.24	3,732.83-	3,732.83-	.0	599,403.87	1,521,412.20	100.0
5100.00 PERSON&CONSULTANT SVC-DIST USE	3,502,230.40	5,833.68-	5,833.68-	.0	1,117,612.76	2,390,451.32	100.0
5200.00 TRAVEL & CONFERENCE EXPENSES	625,743.69	541.89	541.89	.0	25,349.38	599,852.42	95.8
5300.00 POST/DUES/MEMBERSHIPS-DIST.USE	436,852.00	9,816.23	9,816.23	2.2	131,295.50	295,740.27	67.6
5400.00 INSURANCES - DISTRICT USE	92,617.75	0.00	0.00	.0	79,610.00	13,007.75	14.0
5500.00 UTILITIES & HOUSEKEEP-DIST.USE	2,780,426.00	215.12	215.12	.0	2,512,678.76	267,532.12	9.6
5600.00 RENTS,LEASES&REPAIRS-DIST.USE	1,832,579.27	804.61	804.61	.0	584,577.11	1,247,197.55	68.0
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	1,047,800.00	36,164.80	36,164.80	3.4	71,120.20	940,515.00	89.7
5800.00 OTHER OPERATING EXP-DIST. USE	5,691,034.98	450.00	450.00	.0	376,499.38	5,314,085.60	93.3
5900.00 INTERPROGRAM CHARGES-DIST.USE	300.00	0.00	0.00	.0	0.00	300.00	100.0
TOTAL: 5000	16,009,584.09	42,158.97	42,158.97	.2	4,898,743.09	11,068,682.03	69.1

SAN BERNARDINO COUNTY SCHOOLS COMPUTER CONSORTIUM
 BUDGET SUMMARY REPORT
 07/01/2009 TO 07/31/2009

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL: 1000-5999	92,298,577.33	37,380.19	37,380.19	.0	5,498,146.96	86,763,050.18	94.0
6100.00 SITES & IMPROVEMENTS-DIST. USE	46,043.00	0.00	0.00	.0	0.00	46,043.00	100.0
6200.00 BUILDINGS&IMPROVEMENT-DIST.USE	630,096.71	0.00	0.00	.0	1,105.00	628,991.71	99.8
6300.00 LIBRARY BOOKS - EXPANSION	105,958.00	0.00	0.00	.0	31,000.00	74,958.00	70.7
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	2,438,145.86	1,249.04	1,249.04	.0	51,228.74	2,385,668.08	97.8
TOTAL: 6000	3,220,243.57	1,249.04	1,249.04	.0	83,333.74	3,135,660.79	97.3
TOTAL: 1000-6999	95,518,820.90	38,629.23	38,629.23	.0	5,581,480.70	89,898,710.97	94.1
7300.00 INTERFUND TRANSFERS	2,269,964.00	0.00	0.00	.0	0.00	2,269,964.00	100.0
7500.00 OTHER OUTGO-STUDENT FIN AID	60,078.00	0.00	0.00	.0	0.00	60,078.00	100.0
7600.00 OTHER STUDENT AID	971,569.00	0.00	0.00	.0	31,500.00	940,069.00	96.7
7900.00 RESERVE FOR CONTINGENCIES	7,000,000.00	0.00	0.00	.0	0.00	7,000,000.00	100.0
TOTAL: 7000	10,301,611.00	0.00	0.00	.0	31,500.00	10,270,111.00	99.6
TOTAL: 1000-7999	105,820,431.90	38,629.23	38,629.23	.0	5,612,980.70	100,168,821.97	94.6

Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
			CURRENT	YEAR TO DATE				
TOTAL INCOME	(8000 - 8999)	94,691,712.47	1,611.78	1,611.78	.0	0.00	94,690,100.69	99.9
TOTAL:	1000-5999	92,298,577.33	37,380.19	37,380.19	.0	5,498,146.96	86,763,050.18	94.0
TOTAL:	1000-6999	95,518,820.90	38,629.23	38,629.23	.0	5,581,480.70	89,898,710.97	94.1
TOTAL:	1000-7999	105,820,431.90	38,629.23	38,629.23	.0	5,612,980.70	100,168,821.97	94.6
TOTAL EXPENSES	(1000 - 7999)	105,820,431.90	38,629.23	38,629.23	.0	5,612,980.70	100,168,821.97	94.6

BDX110
 BOARD MEETING 8/13/09
 72 San Bernardino Community Col

SAN BERNARDINO COUNTY SCHOOLS COMPUTER CONSORTIUM
 BUDGET SUMMARY REPORT
 07/01/2009 TO 07/31/2009

#J4202

07/22/2009

PAGE 4

Fund: 39 BLUE SHIELD MEMBERS CONT

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	800.00	0.00	0.00	.0	0.00	800.00	100.0
TOTAL: 8000	800.00	0.00	0.00	.0	0.00	800.00	100.0
7900.00 RESERVE FOR CONTINGENCIES	5,000.00	0.00	0.00	.0	0.00	5,000.00	100.0
TOTAL: 7000	5,000.00	0.00	0.00	.0	0.00	5,000.00	100.0
TOTAL: 1000-7999	5,000.00	0.00	0.00	.0	0.00	5,000.00	100.0

BDX110
 BOARD MEETING 8/13/09
 72 San Bernardino Community Col

SAN BERNARDINO COUNTY SCHOOLS COMPUTER CONSORTIUM
 BUDGET SUMMARY REPORT
 07/01/2009 TO 07/31/2009

#J4202

07/22/2009

PAGE 5

Fund: 39 BLUE SHIELD MEMBERS CONT SUMMARY

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME (8000 - 8999)	800.00	0.00	0.00	.0	0.00	800.00	100.0
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

BDX110
 BOARD MEETING 8/13/09
 72 San Bernardino Community Col

SAN BERNARDINO COUNTY SCHOOLS COMPUTER CONSORTIUM
 BUDGET SUMMARY REPORT
 07/01/2009 TO 07/31/2009

#J4202

07/22/2009

PAGE 6

Fund: 41 CAPITAL OUTLAY PROJECTS FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8600.00 STATE REVENUES	48,983,457.50	0.00	0.00	.0	0.00	48,983,457.50	100.0
8800.00 LOCAL REVENUES	911,967.00	863.89	863.89	.0	0.00	911,103.11	99.9
TOTAL: 8000	49,895,424.50	863.89	863.89	.0	0.00	49,894,560.61	99.9
6100.00 SITES & IMPROVEMENTS-DIST. USE	500,509.00	0.00	0.00	.0	121,866.00	378,643.00	75.6
6200.00 BUILDINGS&IMPROVEMENT-DIST.USE	52,475,222.69	0.00	0.00	.0	357,036.00	52,118,186.69	99.3
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	24,743.76	0.00	0.00	.0	0.00	24,743.76	100.0
TOTAL: 6000	53,000,475.45	0.00	0.00	.0	478,902.00	52,521,573.45	99.0
TOTAL: 1000-6999	53,000,475.45	0.00	0.00	.0	478,902.00	52,521,573.45	99.0
7900.00 RESERVE FOR CONTINGENCIES	400,000.00	0.00	0.00	.0	0.00	400,000.00	100.0
TOTAL: 7000	400,000.00	0.00	0.00	.0	0.00	400,000.00	100.0
TOTAL: 1000-7999	53,400,475.45	0.00	0.00	.0	478,902.00	52,921,573.45	99.1

BDX110
 BOARD MEETING 8/13/09
 72 San Bernardino Community Col

SAN BERNARDINO COUNTY SCHOOLS COMPUTER CONSORTIUM
 BUDGET SUMMARY REPORT
 07/01/2009 TO 07/31/2009

#J4202

07/22/2009

PAGE 7

Fund: 41 CAPITAL OUTLAY PROJECTS FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDEDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	49,895,424.50	863.89	863.89	.0	0.00	49,894,560.61	99.9
TOTAL:	1000-5999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-6999	53,000,475.45	0.00	0.00	.0	478,902.00	52,521,573.45	99.0
TOTAL:	1000-7999	53,400,475.45	0.00	0.00	.0	478,902.00	52,921,573.45	99.1
TOTAL EXPENSES	(1000 - 7999)	53,400,475.45	0.00	0.00	.0	478,902.00	52,921,573.45	99.1

Fund: 42 REVENUE BOND CONSTRUCTION FU

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	2,200,000.00	0.00	0.00	.0	0.00	2,200,000.00	100.0
TOTAL: 8000	2,200,000.00	0.00	0.00	.0	0.00	2,200,000.00	100.0
5100.00 PERSON&CONSULTANT SVC-DIST USE	139,941.82	0.00	0.00	.0	0.00	139,941.82	100.0
5400.00 INSURANCES - DISTRICT USE	21,046.00	0.00	0.00	.0	0.00	21,046.00	100.0
5600.00 RENTS,LEASES&REPAIRS-DIST.USE	39,884.00	0.00	0.00	.0	0.00	39,884.00	100.0
TOTAL: 5000	200,871.82	0.00	0.00	.0	0.00	200,871.82	100.0
TOTAL: 1000-5999	200,871.82	0.00	0.00	.0	0.00	200,871.82	100.0
6100.00 SITES & IMPROVEMENTS-DIST. USE	20,550,186.14	0.00	0.00	.0	282,701.28	20,267,484.86	98.6
6200.00 BUILDINGS&IMPROVEMENT-DIST.USE	100,187,743.41	14,696.92-	14,696.92-	.0	3,075,984.28	97,126,456.05	100.0
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	7,387,136.00	0.00	0.00	.0	3,097.78	7,384,038.22	99.9
TOTAL: 6000	128,125,065.55	14,696.92-	14,696.92-	.0	3,361,783.34	124,777,979.13	100.0
TOTAL: 1000-6999	128,325,937.37	14,696.92-	14,696.92-	.0	3,361,783.34	124,978,850.95	100.0
7900.00 RESERVE FOR CONTINGENCIES	20,000,000.00	0.00	0.00	.0	0.00	20,000,000.00	100.0
TOTAL: 7000	20,000,000.00	0.00	0.00	.0	0.00	20,000,000.00	100.0
TOTAL: 1000-7999	148,325,937.37	14,696.92-	14,696.92-	.0	3,361,783.34	144,978,850.95	100.0

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)	2,200,000.00	0.00	0.00	.0	0.00	2,200,000.00	100.0
TOTAL:	1000-5999	200,871.82	0.00	0.00	.0	0.00	200,871.82	100.0
TOTAL:	1000-6999	128,325,937.37	14,696.92-	14,696.92-	.0	3,361,783.34	124,978,850.95	100.0
TOTAL:	1000-7999	148,325,937.37	14,696.92-	14,696.92-	.0	3,361,783.34	144,978,850.95	100.0
TOTAL EXPENSES	(1000 - 7999)	148,325,937.37	14,696.92-	14,696.92-	.0	3,361,783.34	144,978,850.95	100.0

BDX110
 BOARD MEETING 8/13/09
 72 San Bernardino Community Col

SAN BERNARDINO COUNTY SCHOOLS COMPUTER CONSORTIUM
 BUDGET SUMMARY REPORT
 07/01/2009 TO 07/31/2009

#J4202

07/22/2009

PAGE 10

Fund: 68 RETIREE BENEFIT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	36,000.00	0.00	0.00	.0	0.00	36,000.00	100.0
TOTAL: 8000	36,000.00	0.00	0.00	.0	0.00	36,000.00	100.0
3900.00 OTHER BENEFITS	450,000.00	0.00	0.00	.0	0.00	450,000.00	100.0
TOTAL: 3000	450,000.00	0.00	0.00	.0	0.00	450,000.00	100.0
TOTAL: 1000-5999	450,000.00	0.00	0.00	.0	0.00	450,000.00	100.0
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	950,000.00	0.00	0.00	.0	0.00	950,000.00	100.0

BDX110
 BOARD MEETING 8/13/09
 72 San Bernardino Community Col

SAN BERNARDINO COUNTY SCHOOLS COMPUTER CONSORTIUM
 BUDGET SUMMARY REPORT
 07/01/2009 TO 07/31/2009

#J4202

07/22/2009

PAGE 11

Fund: 68 RETIREE BENEFIT FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ ENCUMBERED	UNENCUMBERED	
			CURRENT	YEAR TO DATE			BALANCE	%
TOTAL INCOME	(8000 - 8999)	36,000.00	0.00	0.00	.0	0.00	36,000.00	100.0
TOTAL:	1000-5999	450,000.00	0.00	0.00	.0	0.00	450,000.00	100.0
TOTAL:	1000-6999	450,000.00	0.00	0.00	.0	0.00	450,000.00	100.0
TOTAL:	1000-7999	950,000.00	0.00	0.00	.0	0.00	950,000.00	100.0
TOTAL EXPENSES	(1000 - 7999)	950,000.00	0.00	0.00	.0	0.00	950,000.00	100.0

BDX110
 BOARD MEETING 8/13/09
 72 San Bernardino Community Col

SAN BERNARDINO COUNTY SCHOOLS COMPUTER CONSORTIUM
 BUDGET SUMMARY REPORT
 07/01/2009 TO 07/31/2009

#J4202

07/22/2009

PAGE 12

Fund: 69 EMPL LOAD BANKING TRUST FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDEDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	3,200.00	0.00	0.00	.0	0.00	3,200.00	100.0
TOTAL: 8000	3,200.00	0.00	0.00	.0	0.00	3,200.00	100.0
7300.00 INTERFUND TRANSFERS	3,200.00	0.00	0.00	.0	0.00	3,200.00	100.0
TOTAL: 7000	3,200.00	0.00	0.00	.0	0.00	3,200.00	100.0
TOTAL: 1000-7999	3,200.00	0.00	0.00	.0	0.00	3,200.00	100.0

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)	3,200.00	0.00	0.00	.0	0.00	3,200.00	100.0
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	3,200.00	0.00	0.00	.0	0.00	3,200.00	100.0
TOTAL EXPENSES	(1000 - 7999)	3,200.00	0.00	0.00	.0	0.00	3,200.00	100.0

Fund: 72 CHILD DEVELOPMENT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED			%	PENDED/ ENCUMBERED	UNENCUMBERED	
		CURRENT	YEAR TO DATE				BALANCE	%
8100.00 FEDERAL HEA REVENUES	142,220.00	0.00	0.00	.0	0.00	142,220.00	100.0	
8600.00 STATE REVENUES	1,925,781.00	0.00	0.00	.0	0.00	1,925,781.00	100.0	
8800.00 LOCAL REVENUES	239,000.00	0.00	0.00	.0	0.00	239,000.00	100.0	
TOTAL: 8000	2,307,001.00	0.00	0.00	.0	0.00	2,307,001.00	100.0	
2100.00 CONTRACT CLASSIFED NON-INSTR.	991,886.00	0.00	0.00	.0	0.00	991,886.00	100.0	
2300.00 NON-INSTRUCTION HOURLY CLASS.	303,700.00	0.00	0.00	.0	0.00	303,700.00	100.0	
TOTAL: 2000	1,295,586.00	0.00	0.00	.0	0.00	1,295,586.00	100.0	
3100.00 CERTIFICATED RETIREMENT	25,047.00	0.00	0.00	.0	0.00	25,047.00	100.0	
3200.00 CLASSIFIED RETIREMENT	66,826.00	0.00	0.00	.0	0.00	66,826.00	100.0	
3300.00 OASDHI/FICA	60,406.00	0.00	0.00	.0	0.00	60,406.00	100.0	
3400.00 HEALTH AND WELFARE BENEFITS	259,432.00	0.00	0.00	.0	0.00	259,432.00	100.0	
3500.00 STATE UNEMPLOYMENT INSURANCE	3,512.00	0.00	0.00	.0	0.00	3,512.00	100.0	
3600.00 WORKERS COMPENSATION INSURANCE	33,700.00	0.00	0.00	.0	0.00	33,700.00	100.0	
3900.00 OTHER BENEFITS	1,465.00	0.00	0.00	.0	0.00	1,465.00	100.0	
TOTAL: 3000	450,388.00	0.00	0.00	.0	0.00	450,388.00	100.0	
4200.00 BOOK,MAGAZINE&PERIOD-DIST.USE	100.00	0.00	0.00	.0	0.00	100.00	100.0	
4300.00 INSTRUCTIONAL SUPPLIES	24,228.00	0.00	0.00	.0	0.00	24,228.00	100.0	
4500.00 NONINSTRUCTIONAL SUPPLIES	52,442.00	0.00	0.00	.0	15,000.00	37,442.00	71.3	
4700.00 FOOD SUPPLIES	114,147.00	0.00	0.00	.0	92,000.00	22,147.00	19.4	
TOTAL: 4000	190,917.00	0.00	0.00	.0	107,000.00	83,917.00	43.9	
5200.00 TRAVEL & CONFERENCE EXPENSES	1,500.00	0.00	0.00	.0	0.00	1,500.00	100.0	
5600.00 RENTS,LEASES&REPAIRS-DIST.USE	4,150.00	0.00	0.00	.0	0.00	4,150.00	100.0	
5800.00 OTHER OPERATING EXP-DIST. USE	158,408.00	0.00	0.00	.0	0.00	158,408.00	100.0	
TOTAL: 5000	164,058.00	0.00	0.00	.0	0.00	164,058.00	100.0	
TOTAL: 1000-5999	2,100,949.00	0.00	0.00	.0	107,000.00	1,993,949.00	94.9	
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	3,000.00	0.00	0.00	.0	0.00	3,000.00	100.0	
TOTAL: 6000	3,000.00	0.00	0.00	.0	0.00	3,000.00	100.0	
TOTAL: 1000-6999	2,103,949.00	0.00	0.00	.0	107,000.00	1,996,949.00	94.9	
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	2,153,949.00	0.00	0.00	.0	107,000.00	2,046,949.00	95.0	

BDX110
 BOARD MEETING 8/13/09
 72 San Bernardino Community Col

SAN BERNARDINO COUNTY SCHOOLS COMPUTER CONSORTIUM
 BUDGET SUMMARY REPORT
 07/01/2009 TO 07/31/2009

#J4202

07/22/2009

PAGE 15

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)	2,307,001.00	0.00	0.00	.0	0.00	2,307,001.00	100.0
TOTAL:	1000-5999	2,100,949.00	0.00	0.00	.0	107,000.00	1,993,949.00	94.9
TOTAL:	1000-6999	2,103,949.00	0.00	0.00	.0	107,000.00	1,996,949.00	94.9
TOTAL:	1000-7999	2,153,949.00	0.00	0.00	.0	107,000.00	2,046,949.00	95.0
TOTAL EXPENSES	(1000 - 7999)	2,153,949.00	0.00	0.00	.0	107,000.00	2,046,949.00	95.0

Fund: 73 STUDENT BODY CENTER FEE FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	248,000.00	0.00	0.00	.0	0.00	248,000.00	100.0
TOTAL: 8000	248,000.00	0.00	0.00	.0	0.00	248,000.00	100.0
2100.00 CONTRACT CLASSIFIED NON-INSTR.	86,477.00	0.00	0.00	.0	0.00	86,477.00	100.0
2300.00 NON-INSTRUCTION HOURLY CLASS.	51,100.00	0.00	0.00	.0	0.00	51,100.00	100.0
TOTAL: 2000	137,577.00	0.00	0.00	.0	0.00	137,577.00	100.0
3200.00 CLASSIFIED RETIREMENT	8,396.00	0.00	0.00	.0	0.00	8,396.00	100.0
3300.00 OASDHI/FICA	6,796.00	0.00	0.00	.0	0.00	6,796.00	100.0
3400.00 HEALTH AND WELFARE BENEFITS	18,189.00	0.00	0.00	.0	0.00	18,189.00	100.0
3500.00 STATE UNEMPLOYMENT INSURANCE	278.00	0.00	0.00	.0	0.00	278.00	100.0
3600.00 WORKERS COMPENSATION INSURANCE	2,400.00	0.00	0.00	.0	0.00	2,400.00	100.0
3900.00 OTHER BENEFITS	104.00	0.00	0.00	.0	0.00	104.00	100.0
TOTAL: 3000	36,163.00	0.00	0.00	.0	0.00	36,163.00	100.0
4500.00 NONINSTRUCTIONAL SUPPLIES	10,473.00	0.00	0.00	.0	1,765.93	8,707.07	83.1
TOTAL: 4000	10,473.00	0.00	0.00	.0	1,765.93	8,707.07	83.1
5100.00 PERSON&CONSULTANT SVC-DIST USE	4,016.00	0.00	0.00	.0	250.00	3,766.00	93.7
5200.00 TRAVEL & CONFERENCE EXPENSES	1,000.00	0.00	0.00	.0	0.00	1,000.00	100.0
5600.00 RENTS,LEASES&REPAIRS-DIST.USE	8,623.00	0.00	0.00	.0	230.00	8,393.00	97.3
5800.00 OTHER OPERATING EXP-DIST. USE	28,789.00	0.00	0.00	.0	1,808.50	26,980.50	93.7
TOTAL: 5000	42,428.00	0.00	0.00	.0	2,288.50	40,139.50	94.6
TOTAL: 1000-5999	226,641.00	0.00	0.00	.0	4,054.43	222,586.57	98.2
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	11,109.00	0.00	0.00	.0	0.00	11,109.00	100.0
TOTAL: 6000	11,109.00	0.00	0.00	.0	0.00	11,109.00	100.0
TOTAL: 1000-6999	237,750.00	0.00	0.00	.0	4,054.43	233,695.57	98.2
7900.00 RESERVE FOR CONTINGENCIES	110,302.00	0.00	0.00	.0	0.00	110,302.00	100.0
TOTAL: 7000	110,302.00	0.00	0.00	.0	0.00	110,302.00	100.0
TOTAL: 1000-7999	348,052.00	0.00	0.00	.0	4,054.43	343,997.57	98.8

BDX110
 BOARD MEETING 8/13/09
 72 San Bernardino Community Col

SAN BERNARDINO COUNTY SCHOOLS COMPUTER CONSORTIUM
 BUDGET SUMMARY REPORT
 07/01/2009 TO 07/31/2009

#J4202

07/22/2009

PAGE 17

Fund: 73 STUDENT BODY CENTER FEE FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	248,000.00	0.00	0.00	.0	0.00	248,000.00	100.0
TOTAL:	1000-5999	226,641.00	0.00	0.00	.0	4,054.43	222,586.57	98.2
TOTAL:	1000-6999	237,750.00	0.00	0.00	.0	4,054.43	233,695.57	98.2
TOTAL:	1000-7999	348,052.00	0.00	0.00	.0	4,054.43	343,997.57	98.8
TOTAL EXPENSES	(1000 - 7999)	348,052.00	0.00	0.00	.0	4,054.43	343,997.57	98.8

Fund: 74 KVCR FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	1,260,504.58	397.84	397.84	.0	0.00	1,260,106.74	99.9
8900.00 OTHER FINANCING SOURCES	1,719,964.00	0.00	0.00	.0	0.00	1,719,964.00	100.0
TOTAL: 8000	2,980,468.58	397.84	397.84	.0	0.00	2,980,070.74	99.9
2100.00 CONTRACT CLASSIFIED NON-INSTR.	1,441,726.00	0.00	0.00	.0	0.00	1,441,726.00	100.0
2300.00 NON-INSTRUCTION HOURLY CLASS.	25,000.00	0.00	0.00	.0	0.00	25,000.00	100.0
TOTAL: 2000	1,466,726.00	0.00	0.00	.0	0.00	1,466,726.00	100.0
3200.00 CLASSIFIED RETIREMENT	139,977.00	0.00	0.00	.0	0.00	139,977.00	100.0
3300.00 OASDHI/FICA	111,210.00	0.00	0.00	.0	0.00	111,210.00	100.0
3400.00 HEALTH AND WELFARE BENEFITS	191,458.00	0.00	0.00	.0	0.00	191,458.00	100.0
3500.00 STATE UNEMPLOYMENT INSURANCE	4,361.00	0.00	0.00	.0	0.00	4,361.00	100.0
3600.00 WORKERS COMPENSATION INSURANCE	27,500.00	0.00	0.00	.0	0.00	27,500.00	100.0
3900.00 OTHER BENEFITS	1,196.00	0.00	0.00	.0	0.00	1,196.00	100.0
TOTAL: 3000	475,702.00	0.00	0.00	.0	0.00	475,702.00	100.0
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	100.00	0.00	0.00	.0	0.00	100.00	100.0
4500.00 NONINSTRUCTIONAL SUPPLIES	7,320.00	0.00	0.00	.0	0.00	7,320.00	100.0
TOTAL: 4000	7,420.00	0.00	0.00	.0	0.00	7,420.00	100.0
5100.00 PERSON&CONSULTANT SVC-DIST USE	78,922.28	0.00	0.00	.0	0.00	78,922.28	100.0
5200.00 TRAVEL & CONFERENCE EXPENSES	13,697.00	0.00	0.00	.0	0.00	13,697.00	100.0
5300.00 POST/DUES/MEMBERSHIPS-DIST.USE	61,797.51	0.00	0.00	.0	4,000.00	57,797.51	93.5
5400.00 INSURANCES - DISTRICT USE	7,000.00	0.00	0.00	.0	0.00	7,000.00	100.0
5500.00 UTILITIES & HOUSEKEEP-DIST.USE	174,642.52	0.00	0.00	.0	161,120.00	13,522.52	7.7
5600.00 RENTS,LEASES&REPAIRS-DIST.USE	40,695.00	0.00	0.00	.0	27,960.50	12,734.50	31.2
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	83,713.00	0.00	0.00	.0	40,000.00	43,713.00	52.2
5800.00 OTHER OPERATING EXP-DIST. USE	558,892.72	0.00	0.00	.0	34,967.70	523,925.02	93.7
TOTAL: 5000	1,019,360.03	0.00	0.00	.0	268,048.20	751,311.83	73.7
TOTAL: 1000-5999	2,969,208.03	0.00	0.00	.0	268,048.20	2,701,159.83	90.9
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	14,298.00	0.00	0.00	.0	0.00	14,298.00	100.0
TOTAL: 6000	14,298.00	0.00	0.00	.0	0.00	14,298.00	100.0
TOTAL: 1000-6999	2,983,506.03	0.00	0.00	.0	268,048.20	2,715,457.83	91.0

Fund: 74 KVC R FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	2,980,468.58	397.84	397.84	.0	0.00	2,980,070.74	99.9
TOTAL:	1000-5999	2,969,208.03	0.00	0.00	.0	268,048.20	2,701,159.83	90.9
TOTAL:	1000-6999	2,983,506.03	0.00	0.00	.0	268,048.20	2,715,457.83	91.0
TOTAL:	1000-7999	2,983,506.03	0.00	0.00	.0	268,048.20	2,715,457.83	91.0
TOTAL EXPENSES	(1000 - 7999)	2,983,506.03	0.00	0.00	.0	268,048.20	2,715,457.83	91.0

SAN BERNARDINO COUNTY SCHOOLS COMPUTER CONSORTIUM
 BUDGET SUMMARY REPORT
 07/01/2009 TO 07/31/2009

Fund: 78 SELF INSURANCE-LIABILITY&PRO

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	15,000.00	0.00	0.00	.0	0.00	15,000.00	100.0
8900.00 OTHER FINANCING SOURCES	550,000.00	0.00	0.00	.0	0.00	550,000.00	100.0
TOTAL: 8000	565,000.00	0.00	0.00	.0	0.00	565,000.00	100.0
5100.00 PERSON&CONSULTANT SVC-DIST USE	15,000.00	0.00	0.00	.0	10,000.00	5,000.00	33.3
5400.00 INSURANCES - DISTRICT USE	510,000.00	434,054.00	434,054.00	85.1	10,887.37	65,058.63	12.7
5800.00 OTHER OPERATING EXP-DIST. USE	10,000.00	0.00	0.00	.0	0.00	10,000.00	100.0
TOTAL: 5000	535,000.00	434,054.00	434,054.00	81.1	20,887.37	80,058.63	14.9
TOTAL: 1000-5999	535,000.00	434,054.00	434,054.00	81.1	20,887.37	80,058.63	14.9
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	585,000.00	434,054.00	434,054.00	74.1	20,887.37	130,058.63	22.2

Fund: 78 SELF INSURANCE-LIABILITY&PRO SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
			CURRENT	YEAR TO DATE				
TOTAL INCOME	(8000 - 8999)	565,000.00	0.00	0.00	.0	0.00	565,000.00	100.0
TOTAL:	1000-5999	535,000.00	434,054.00	434,054.00	81.1	20,887.37	80,058.63	14.9
TOTAL:	1000-6999	535,000.00	434,054.00	434,054.00	81.1	20,887.37	80,058.63	14.9
TOTAL:	1000-7999	585,000.00	434,054.00	434,054.00	74.1	20,887.37	130,058.63	22.2
TOTAL EXPENSES	(1000 - 7999)	585,000.00	434,054.00	434,054.00	74.1	20,887.37	130,058.63	22.2

SAN BERNARDINO COUNTY SCHOOLS COMPUTER CONSORTIUM
 BUDGET SUMMARY REPORT
 07/01/2009 TO 07/31/2009

Fund: 84 WORKERS COMPENSATION FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	1,010,000.00	0.00	0.00	.0	0.00	1,010,000.00	100.0
TOTAL: 8000	1,010,000.00	0.00	0.00	.0	0.00	1,010,000.00	100.0
5100.00 PERSON&CONSULTANT SVC-DIST USE	107,000.00	0.00	0.00	.0	0.00	107,000.00	100.0
5400.00 INSURANCES - DISTRICT USE	150,000.00	0.00	0.00	.0	93,897.00	56,103.00	37.4
5800.00 OTHER OPERATING EXP-DIST. USE	1,007,500.00	33,317.58	33,317.58	3.3	88,000.00	886,182.42	87.9
TOTAL: 5000	1,264,500.00	33,317.58	33,317.58	2.6	181,897.00	1,049,285.42	82.9
TOTAL: 1000-5999	1,264,500.00	33,317.58	33,317.58	2.6	181,897.00	1,049,285.42	82.9
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	1,764,500.00	33,317.58	33,317.58	1.8	181,897.00	1,549,285.42	87.8

Fund: 84 WORKERS COMPENSATION FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	1,010,000.00	0.00	0.00	.0	0.00	1,010,000.00	100.0
TOTAL:	1000-5999	1,264,500.00	33,317.58	33,317.58	2.6	181,897.00	1,049,285.42	82.9
TOTAL:	1000-6999	1,264,500.00	33,317.58	33,317.58	2.6	181,897.00	1,049,285.42	82.9
TOTAL:	1000-7999	1,764,500.00	33,317.58	33,317.58	1.8	181,897.00	1,549,285.42	87.8
TOTAL EXPENSES	(1000 - 7999)	1,764,500.00	33,317.58	33,317.58	1.8	181,897.00	1,549,285.42	87.8

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Bruce Baron, Vice-Chancellor, Fiscal Services
PREPARED BY: Bruce Baron, Vice-Chancellor, Fiscal Services
DATE: August 13, 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 June 15, 2009 to July 19, 2009, 527 Purchase Orders were issued encumbering a total of \$5,893,015.99 in the following object classifications:

Object Classification	Amount
4000 Supplies & Materials	\$642,210.46
5000 Operating Expenses & Services	\$4,632,105.77
6000 Capital Outlay	\$595,699.76
7000 Other Outgo	\$23,000.00

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: Bruce Baron, Vice Chancellor of Fiscal Services
PREPARED BY: Crispina Ongoco, Director of Fiscal Services
DATE: August 13, 2009
SUBJECT: Quarterly Investment Report

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

The report is submitted to the Board of Trustees pursuant to Government Code section 53646(b)(1) which states in part: "The treasurer or chief fiscal officer shall render a quarterly report to the chief executive officer, and/or the internal auditor and/or the legislative body of the local agency."

ANALYSIS

The report does not include funds deposited with the County of San Bernardino. Funds deposited with the county are subject to the County of San Bernardino Treasurer's Statement of Investment Policy and are available for review in the San Bernardino Community College District Fiscal Services Office.

All other funds are managed in accordance with the District Investment Policy. Sufficient funds and projected incomes are available to meet the cash flow and expenditure needs of the District for the next six months.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None.

Attachments

San Bernardino Community College District Quarterly Investments and Deposits Report
Quarterly Ending June 30, 2009

INSTITUTION	LOCATION	INTEREST	DUE DATE	AMOUNT	TYPE
General Fund					
Citizens Business Bank (Clearing Account)	San Bern.	0.00	n/a	\$234,720.75	Checking
Citizens Business Bank (Revolving Cash/Flex Fund)	San Bern.	0.00	n/a	30,711.75	Checking

				Total	\$265,432.50
Enterprise Funds					
Bank of America (Bookstores)	Colton	0.00	n/a	\$309,019.12	Checking
Bank of America (Cafeterias)	San Bern.	0.00	n/a	122,146.64	Checking
Arrowhead Trust					
Cowlitz Bank (Bookstore)	San Bern.	2.00	7/27/09	99,000.00	CD
Meridian/Marqbank (Bookstore)	San Bern.	1.90	11/16/09	76,000.00	CD
Nexity Bank (Bookstore)	San Bern.	1.51	12/21/09	100,000.00	CD
Cowlitz Bank (Bookstore)	San Bern.	2.55	7/6/09	100,000.00	CD

				Total	806,165.76
Internal Service Funds					
Union Bank (Workers Comp - authorized @ \$120,000 Revolving Cash)	Los Angeles	0.50	n/a	\$93,260.35	Checking

				Total	\$93,260.35
Trust Funds					
Citizens Business Bank (Financial Aids)	San Bern.	0.00	n/a	(7,328.55)	Checking
(Cal Grant)	San Bern.	0.10	n/a	2,500.40	Checking
(NDSL)	San Bern.	0.00	n/a	10,198.15	Checking
Bank of America (EOPS Financial Aid)	San Bern.	0.00	n/a	91,268.16	Checking
(NDSL Account)	San Bern.	0.00	n/a	75,809.46	Checking
Community Bank (Scholarships)	Colton	1.00	n/a	117,567.42	Checking
Wells Fargo (SBVC Clubs & ASB)	Redlands	0.95	n/a	25,215.37	Checking/M.Market
Bank of America (CHC Clubs & ASB)	San Bern.	0.00	n/a	141,353.01	Analysis Checking
Bank of America (CHC Clubs & ASB)	Yucaipa	0.00	n/a	31,560.87	Business Checking
Inland Valley/South County Bank (Scholarship)	Redlands	1.82	n/a	86,978.24	Money Market
California Bank (SBVC/CHC ASB Stud.Rep.Fee)	San Bern.	0.03	n/a	133,745.44	Checking
Community Bank (Emergency Loan)	Redlands	0.00	n/a	17,046.95	Checking
Downey Savings & Loan (Scholarship)	San Bern.	5.12	n/a	80,608.57	Money Market
Inland Valley/South County Bank (SBVC ASB Money Market)	Redlands	2.02	n/a	45,853.62	Money Market
Detroit Edison & Lounsbury Trust	Michigan			2,879.59	Investment

				Total	\$855,256.70
Total Checking, Savings and Investments 06-30-09				\$2,020,115.31	

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Bruce Baron, Vice Chancellor of Fiscal Services
PREPARED BY: Bruce Baron, Vice Chancellor of Fiscal Services
DATE: August 13, 2009
SUBJECT: Potential Purchase of San Bernardino City Unified School District Certificates of Participation

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

In December 2008, the District issued \$140 million of its G.O. bonds in Certificates of Participation issued by various California school districts and in a tax-exempt cash management fund. A number of the Certificates of Participation will soon be repaid, requiring the District to reinvest the funds. The District has been in discussion with the San Bernardino City Unified School District (Unified District) about the potential purchase of \$50 to \$100 million of the Unified District's "School Facility Bridge Funding Program Certificates of Participation." These Certificates would be repaid by the Unified District with funds from a State apportionment for various school projects. More information is included on the attached information statement.

ANALYSIS

This represents a standard investment vehicle for the District and meets our requirement to have the G.O. bond proceeds invested. It also provides assistance to our neighboring Unified School District.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

This investment will generate income (amount to be determined if negotiations continue for this investment) that will be competitive with other investment vehicles and meet the G.O. bond requirements.

Attachment

Information Regarding Potential Purchase of San Bernardino City Unified School District Certificates of Participation (2009 School Facility Bridge Funding Program)

In December 2008 the San Bernardino Community College District (the “College District”) issued \$140 million of its Election of 2008, Series A G.O. Bonds (the “Series A Bonds”). Prior to their expenditure, the Series A Bond proceeds are required to be invested in non-AMT tax-exempt bonds. The Series A Bond proceeds are currently invested in variable rate Certificates of Participation issued by various California school districts and in a tax-exempt cash management fund. All or part of the current investments in school district Certificates of Participation are expected to be repaid in the near future and the College District will, therefore, need to reinvest the Series A Bond proceeds.

The College District has been discussing with the San Bernardino City Unified School District (the “School District”) the potential purchase by the College District (from Series A Bond proceeds) of \$50 to \$100 million of the School District’s 2009 School Facility Bridge Funding Program Certificates of Participation (the “School District Certificates”). The proceeds of the School District Certificates will provide temporary financing for various State approved projects, including High School #8, Middle College High School, Little Mountain Elementary School, and Wilson II and Lincoln II Elementary Schools, among others.

The School District Certificates would have an interest rate higher than the interest rate currently being earned on investments of the Series A Bond proceeds. Although the stated term of the School District Certificates would be approximately 30 years, the College District would have the option to tender the School District Certificates for repurchase (and the School District would have the option to repay the School District Certificates) after a to-be-agreed upon minimum time period (estimated to be about 30 to 36 months).

The School District has received approximately \$300 million of State apportionments for various school projects. The School District Certificates would be repaid from State reimbursements received in connection with such school projects or from other legally available funds of the School District.

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: August 13, 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

Marcial Cardenas
Grayling Eation
Lisa Hepburn-Stroud
Kelly Holt
Melody Jollie
Johnny Kates
Rosita Moncada
Ben Ouellette

CHC

Michelle Cole
Ericka Paddock
Floyd Simpson