

San Bernardino Community College District
Regular Meeting of the Board of Trustees
11711 Sand Canyon Road, Yucaipa, CA 92399
Thursday, September 3, 2009 – 4:00 p.m. – Cafeteria

1. CALL TO ORDER – PLEDGE OF ALLEGIANCE
2. ANNOUNCEMENT OF CLOSED SESSION ITEMS
 - A. CONFERENCE WITH LABOR NEGOTIATORS
Government Code 54957.6
Agency Negotiators: Renee Brunelle and Bruce Baron
CTA
CSEA
Management/Supervisors
Confidentials
 - B. CONFERENCE WITH LEGAL COUNSEL
EXISTING LITIGATION
Government Code 54956.9(a)
 - C. CONFERENCE WITH LEGAL COUNSEL
ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to subdivision (b) of Section
54956.9
Tort Claim filed by CSEA
Tort Claim Filed by Yolanda M.
Claim Involving Construction Project Payment
 - D. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Property: Located South of Rialto Avenue
North of Enterprise Drive
West of Current District Property
Agency Negotiator: Bruce Baron
Under Negotiation: Price and Terms of Payment
 - E. 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 - August 13, 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 HEARING ON THE 2009-2010 ADOPTED BUDGET
 - A. Consideration of Approval to Conduct a Public Hearing on the 2009-2010 Budget (p.15)
 - B. Consideration of Approval to Adopt the 2009-2010 Budget (p.16)
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.18)
2. Consideration of Approval of Placement of Classified Employees on 39-Month Re-employment List (p.20)
3. Consideration of Approval of Change of Work Assignments for Classified Employees (p.21)
4. Consideration of Approval of Short-Term, Substitute and Professional Expert Employees (p.22)
5. Consideration of Approval of Adjunct and Substitute Academic Employees (p.26)
6. Consideration of Approval of Non-Instructional Pay (p.28)
7. Consideration of Approval of Employment Date Amendment for Academic Employee (p.30)
8. Consideration of Approval of Department Chair Stipend – SBVC (p.31)
9. Consideration of Approval of Coordinator Stipends - CHC (p.32)
10. Consideration of Approval of Coaching Stipends – SBVC (p.34)
11. Consideration of Approval of Criminal Justice/Police Science On-Site Supervisor - SBVC (p.36)
12. Consideration of Approval of Management Employee (p.37)
13. Consideration of Approval of Salary Step Advancement for Management Employees (p.38)
14. Consideration of Approval of Revised Management Job Description – Business Manager (p.39)
15. Consideration of Approval of District Volunteers (p.45)

C. FISCAL SERVICES

1. Consideration of Approval of Routine Contracts and Agreements (p.47)
2. Consideration of Approval of Conference Attendance (p.57)
3. Consideration of Approval of District/College Expenses (p.60)
4. Consideration of Approval of Surplus Property and Authorize Disposal or Private Sale (p.63)
5. Consideration of Approval to Accept Donations (p.66)
6. Consideration of Approval to Change Student Activities Trust Account Name Change – SBVC (p.67)
7. Consideration of Approval of the 2009-2010 Gann Limit (p.68)

12. ACTION AGENDA

A. INSTRUCTIONAL/STUDENT SERVICES

1. Consideration of Approval to Adopt Resolution – President Obama’s “American Graduation Initiative” (p.70)

B. HUMAN RESOURCES

C. FISCAL SERVICES

1. Consideration of Approval of Amendment 002 to the Converse Consultants Contract – CHC (p.72)
2. Consideration of Approval to Amendment 002 to the Converse Consultants Contract – SBVC (p.81)
3. Consideration of Approval of Bond Measure P Capital Improvement Program Change Orders and Amendments for Construction Contracts (p.88)
4. Consideration of Approval of Change Order 01 to Fast-Track Construction for the Tenant Improvement Project – SBVC (p.116)
5. Consideration of Approval of Amendment 01 to the Fast-Track Construction Tenant Improvement and Miscellaneous Construction Project – SBVC (p.126)

13. INFORMATION ITEMS

- A. Summary of Bond Measure P Capital Improvement Change Orders and Amendments for Construction Contracts (p.133)
- B. Budget Report (p.148)
- C. Summary of Purchase Order Report (p.175)
- D. Measure M Bond Program Professional Services Selection Process (p.176)
- E. Applause Cards (p.178)

14. STAFF REPORTS

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

- C. KVCR
 - D. CTA
 - E. CSEA
 - F. Chancellor
15. ADJOURN - The next regular meeting of the Board of Trustees will be Monday, October 5, 2009 in the District Office Board Room.

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, August 13, 2009 - 4:00 p.m. – Assembly Room

1. CALL TO ORDER - PLEDGE OF ALLEGIANCE

Mr. Ramos called the meeting to order at 4:03 p.m.

Members Present:

James C. Ramos, President
Carleton W. Lockwood, Jr., Vice 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
Kaylee Hrisoulas, Student Trustee, CHC

Members Absent:

None.

Administrators Present:

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

Administrators Absent:

None.

Pledge of Allegiance

Dr. Singer 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 – 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
- PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Government Code 54957
Title: Chancellor

3. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS

None.

4. CONVENE CLOSED SESSION

The Board convened to closed session at 4:06 p.m.

5. RECONVENE PUBLIC MEETING

Mr. Ramos reconvened the public meeting at 5:25 p.m.

6. REPORT OF ACTION IN CLOSED SESSION

None.

7. APPROVAL OF MINUTES

Mr. Longville moved, Mr. Futch seconded, and the Board members voted as follows to approve the minutes of July 9, 2009:

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

NOES: None

ABSTENTIONS: Lockwood

ABSENT: None

8. PUBLIC COMMENT

Mr. Robert Moreno, Jr. introduced himself as a Marketing consultant for *Positive Influences*.

9. PUBLIC PRESENTATIONS

A. Resolution for Middle College High School – SBVC

Assemblywoman Wilmer Amina Carter presented a resolution honoring the Middle College High School to SBVC Dean Gloria Fischer.

John Futch noted that Dr. Terrell has been a great supporter of the Middle College High School. Dr. Terrell acknowledged former trustee Stephanie Cereceres for her role in the Middle College High School. Mr. Ramos thanked Assemblywoman Carter for acknowledging the collaboration between the district and San Bernardino City Unified School District.

B. Accreditation Status Report – CHC

Dr. Vela introduced Dr. Matthew Lee who has been working with CHC and SBVC to respond in a very successful way to the recommendations made by the accrediting commission.

He highlighted his report to the Chancellor and provided updates on that report. He reviewed the nature of accreditation sanctions. He pointed out there are severe consequences to inadequate action, and the Commission actions are unpredictable. He updated the Board on the progress on each recommendation, noting that a handbook has been developed to assist with the process. Rubrics for evaluating the documents are still under development and will be completed soon.

He stated he is impressed with what he has observed in meetings and conversations over the last few weeks. He added that everyone must pull together and share the burden over the next academic year.

Board members expressed their sense of urgency for the work that must be done and their support for everyone who must work together to do it.

Dr. Singer expressed his appreciation to Dr. Lee for the comprehensive oral and written report. He was impressed that Dr. Lee was able to get to the heart of the matter and he himself understands and supports that administrators and faculty should get more involved on accreditation visiting teams. He is looking forward to positive outcomes.

Mr. Vizcaino stated this process is “a group effort and with President Harrison in the lead, we can get it done, and we are all behind her.”

Dr. Vela thanked Dr. Lee and advised the Board and the public that in terms of addressing the urgency, that President Harrison has expressed her commitment to removing the college from probation before her retirement in 2011. She added that the district is looking forward to a very positive outcome and future achievements.

10. REPORTS

A. Board Members

- Mr. Longville stated that, given the state of the economy, unemployment will continue. He is interested in any suggestions on what the district can do to assist with increasing employment opportunities. He reported that SBVC was one of two colleges who will be receiving ten internships from a grant funded for water management practices. An announcement will be forthcoming.
- Mr. Futch and Mr. Vizcaino took a tour of the Sheriff's Academy and the jail. Mr. Futch said a couple of those programs could be partnered with the district's programs. Mr. Futch attended the graduation for the Psych Tech program students, and thanked Dr. Daniels for being a good hostess.
- Mr. Lockwood thanked the Board for its patience with his absences due to his mother's illness. He was most appreciative for the thoughts and prayers he received and thanked the Board for adjourning the last meeting in her honor.
- Dr. Singer attended the AACCC retreat where discussions took place on what is happening at the national level. He reported Dr. Barbara Beno from the Accrediting Commission will be serving on a panel to discuss accreditation at the ACCT Leadership Congress which will be held in October.
- Mr. Vizcaino attended the Nanotechnology Conference. He also thanked Dr. Daniels who did an excellent job on a recent article that appeared in the San Bernardino SUN newspaper.
- Mr. Ramos asked the Chancellor if handicapped students could be depicted on the mural behind the Board table. Dr. Vela will follow up.

B. Student Trustees

- Ms. Hrisoulas reported that the Textbook Committee at CHC has met with Scott Rippey and the new bookstore manager. She was elected Region IX Communications Officer at the last Region IX meeting. She will be attending the CCLC student trustee workshop.
- Mr. Buckner thanked Assemblywoman Carter for her support of the Middle College High School. "Our programs serve as models at the state and federal level." He added that the Associated Students also support the high school students attending the Middle College. He thanked everyone for the opportunity to attend the CCLC student trustee workshop.

C. Chancellor

- Dr. Vela reminded the Board of opening day events on Friday, August 14, and thanked Dr. Daniels for hosting the event. Dr. Pamela Cox-Otto will be the keynote speaker. She will speak on the topic of Inter-Generational Differences.
- The Chancellor stated that President Obama has recognized the importance and contribution of community colleges in the workforce and in stimulating the economy. At the recent AACC board meeting, Dr. Vela and others had the opportunity to meet with members of President Obama's cabinet. She had the opportunity to dialogue with these individuals. They wanted to know what we as community colleges can do to assist the President meet one of his goals for the nation, which is to increase the number of graduates by 5 million by 2020. Secretary of Labor, Hilda Solis, asked five community college CEO's to present information on some of the contract programs that enhance workforce development. Dr. Vela featured our district's state funded programs for Lean Applications as well as the partnerships with American Wood Finishing to provide companies training to convert the production from non-compliant paints to water-based non-volatile paints. Dr. Vela invited Secretary Solis to visit our District and observe our efforts to train incumbent and new employees. The importance of partnerships was also discussed, and AACC members were asked to submit feedback about the process we use with our local Workforce Investment Boards. She was pleased to speak about the good work being done in our district.
- Dr. Vela reported Mr. Longville was appointed to the CCLC Legislative Advisory Board.
- The Board will have its annual retreat on Thursday, August 27, at 4:00 p.m.
- Bruce Baron reported the district is working very hard to prepare a budget for adoption on September 3, 2009. The budget will include unrestricted General Funds and Categorical Funds. He added that we have a \$2.3 million reduction to our General Fund and a \$2.5 million reduction to the categorical funds. He said the district is working on a number of solutions to meet the \$2.3 million cut, and he

believes the district will be able to fund those cuts this year; however, there may be a mid-year cut. He is hoping the district will receive the one-time stimulus money to assist with the cuts to the categorical budgets which impact direct service to the students.

11. CONSENT AGENDA

The following changes were made to the agenda:

Item 11.B.1. – Page 16 – Consideration of Approval of Classified Employees – Name Change from Annie Horton to Annie Brydson.

Item 11.B.10 – Page 38 – Consideration of Approval of Adjunct & Substitute Academic Employees – Additions to the CHC list:

Garrison, Denise	History Instructor
Usch, German	Biology Instructor

Item 11.B.14 – Page 45 – Consideration of Approval of Coordinator Stipends – Amount of stipends should be \$1,440.

Item 12.B.3 – Page 107 - Consideration of Approval to Adopt Resolution – Elimination of Classified Services for 2009-10 Academic Year – Deleted from the agenda.

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

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

12. ACTION AGENDA

Accept Academic Resignation

Mr. Lockwood moved, Mr. Longville seconded, and the Board members voted as follows to accept the resignation of Mark Jonasson, Instructor, Anatomy & Physiology, CHC, effective July 24, 2009:

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

Approve Ratification of CSEA Tentative Agreement

Mr. Longville moved, Dr. Singer seconded, and the Board members voted as follows to ratify the Tentative Agreement on Article 7: Pay & Allowances reached between the District and CSEA #291:

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

Adopt Resolution – California Department of Social Services Community Care Licensing

Mr. Futch moved, Mr. Lockwood seconded, and the Board members voted as follows to adopt the resolution for the California Department of Social Services Community Care Licensing:

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

Approve Contract for Prepaid Card Services

Mr. Futch moved, Dr. Terrell seconded, and the Board members voted as follows to approve the contract with Springbok Services, Inc. to provide reloadable prepaid VISA Financial Aid Debit Cards:

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

Mr. Futch thanked those who worked so hard to make this prepaid debit card available to students.

Dr. Terrell stated he is concerned about the accuracy of change orders being sent to the Board for approval. Mr. Vizcaino concurred, and both trustees asked that the change order requests be scrutinized and be explained in more detail.

Approve Amendment 007 to the Steinberg Architects Infrastructure Contract - CHC

Dr. Terrell moved, Dr. Singer seconded, and the Board members voted as follows to approve Amendment 007 to the Steinberg Architects Infrastructure contract, CHC, in the amount of \$8,690.00:

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

Approve Change Order 01 to the Fischer, Inc. Infrastructure Package 2/3/4 Contract - CHC

Dr. Terrell moved, Dr. Singer seconded, and the Board members voted as follows to approve Change Order 01 to the Fischer, Inc. Infrastructure Package 2/3/4 contract, CHC, in the amount of \$47,592.00:

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

Approve Change Order 01 to the Precision Concrete Construction, Inc. Contract - CHC

Dr. Terrell moved, Dr. Singer seconded, and the Board members voted as follows to approve Change Order 01 to the Precision Concrete Construction, Inc., contract, CHC, in the amount of \$32,060.00:

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

Approve Amendment 005 to the NTD Architecture Contract - SBVC

Dr. Terrell moved, Dr. Singer seconded, and the Board members voted as follows to approve Amendment 005 to the NTD Architecture contract, SBVC, in the amount of \$183,456.00:

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

Approve Amendment 006 to the NTD Architecture Contract – SBVC

Dr. Terrell moved, Dr. Singer seconded, and the Board members voted as follows to approve Amendment 006 to the NTD Architecture contract, SBVC, in the amount of \$37,557.00:

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

Approve Amendment 007 to the NTD Architecture Contract - SBVC

Dr. Terrell moved, Dr. Singer seconded, and the Board members voted as follows to approve Amendment 007 to the NTD Architecture contract, SBVC, in the amount of \$39,900.00:

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

Approve Amendment 008 to the NTD Architecture Contract – SBVC

Dr. Terrell moved, Dr. Singer seconded, and the Board members voted as follows to approve Amendment 008 to the NTD Architecture contract, SBVC, in the amount of \$59,680.00:

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

Award Informal Bid and Approve Contract for the Various Roof Leaks Project - SBVC

Dr. Terrell moved, Dr. Singer seconded, and the Board members voted as follows to award the informal bid and approve the contract with Best Contracting,

Inc. for the Various Roof Leaks Project, SBVC, in an amount not to exceed \$5,935.00:

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

NOES: None

ABSTENTIONS: Vizcaino

ABSENT: None

Approve Change Order 02 to the 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 Change Order 02 to the L. D. Anderson, Inc. Infrastructure Package 2/3/4 contract, CHC, in the amount of \$26,734.00:

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

NOES: None

ABSTENTIONS: Vizcaino

ABSENT: None

Approve Change Order CB-BP1-CO2 to the Lee & Stires, Inc. Contract - SBVC

Dr. Terrell moved, Dr. Singer seconded, and the Board members voted as follows to approve Change Order CB-BP1-CO2 for Lee & Stires, Inc. contract, SBVC, in the amount of \$6,838.00:

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

NOES: None

ABSTENTIONS: Vizcaino

ABSENT: None

Approve Amendment MO-BC1-CA3 to the Oakview Constructors, Inc. Contract - SBVC

Dr. Terrell moved, Dr. Singer seconded, and the Board members voted as follows to approve Amendment MO-BC1-CA3 to the Oakview Constructors, Inc. contract, SBVC, in the amount of \$8,388.00:

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

NOES: None

ABSTENTIONS: Vizcaino

ABSENT: None

Approve Change Order MO-BC2-CO4 to the Oakview Constructors, Inc. Contract - SBVC

Dr. Terrell moved, Dr. Singer seconded, and the Board members voted as follows to approve Change Order MO-BC2-CO4 to the Oakview Constructors, Inc., contract, SBVC, in the amount of \$10,680.00:

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

NOES: None

ABSTENTIONS: Vizcaino

ABSENT: None

Approve Change Order MO-BC1-CO6 to the Oakview Constructors, Inc. Contract - SBVC

Dr. Terrell moved, Dr. Singer seconded, and the Board members voted as follows to approve Change Order MO-BC1-CO6 to the Oakview Constructors, Inc. contract, in the amount of \$11,244.00:

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

NOES: None

ABSTENTIONS: Vizcaino

ABSENT: None

Approve Change Order CS-BC19-CA1 to the RDM Electric Company, Inc. Contract - SBVC

Dr. Terrell moved, Dr. Singer seconded, and the Board members voted as follows to approve Change Order CS-BC19-CA1 to the RDM Electric Company, Inc. contract, SBVC, in the amount of \$31,000.00:

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

NOES: None

ABSTENTIONS: Vizcaino

ABSENT: None

Approve Change Order CS-BC19-CO1 to the RDM Electric Company, Inc. Contract - SBVC

Dr. Terrell moved, Dr. Singer seconded, and the Board members voted as follows to approve Change Order CS-BC19-CO1 to the RDM Electric Company, Inc. contract, SBVC, in the amount of \$90,461.00:

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

Accept Funds from the Inland Valley Development Agency

Mr. Lockwood moved, Mr. Futch seconded, and the Board members voted as follows to 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 as part of a School District Pass-Through Agreement:

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

Approve Increase in Student Fees from \$20 per unit to \$26 per unit

Dr. Singer moved, Mr. Futch seconded, and the Board members voted as follows to 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 29, 2009 and signed by the Governor:

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

13. INFORMATION ITEMS

- A. Summary of Change Orders for Measure "P" Projects
- B. Budget Report
- C. Summary of Purchase Order Report
- D. Quarterly Investment Report
- E. Potential Purchase of San Bernardino City USD Certificates of Participation
- F. Applause Cards

14. STAFF REPORTS

- A. SBVC President
- A written report was submitted to the Board.
- B. SBVC Academic Senate
- Absent.
- C. SBVC Classified Senate
- The Senate is in the midst of elections and membership has increased. Dr. Daniels was thanked for her support of the Classified Senate.
- D. SBVC ASB
- The students spent the summer approving new members to their board, approving new justices and identifying events for the year. The AS has encouraged the student services director to speak to instructors so that associated student representatives might have the opportunity to speak to other students in classes to explain student government. Three students were elected to offices in Region 9.
- E. CHC President
- A written report was submitted to the Board.
- F. CHC Academic Senate
- The Senate held a retreat which was geared toward training and evaluating goals of the standing committees and creating new goals. Three new ad hoc committees were formed.
- G. CHC Classified Senate
- Absent.
- H. CHC ASB
- The AS will have the opportunity to promote the sales of AS cards and to recruit new students at upcoming AS Days on August 18 and 19. New goals for AS include a well-maintained recycle program, on-line versions of student news, and training in the development of meeting agendas and minutes.
- I. KVCR
- A written report was submitted to the Board.
- J. CTA
- Ed Gomez stated he hoped that the Board and administration will continue to be very open with the union. He “extended his hand” to the Board and administration, saying he is open to talk any time. He

asked that communication remain open between everyone and stated that making positive decisions will assist us in moving forward.

K. CSEA

- Mary Valdemar representing CSEA, Ed Gomez representing the Latino, Faculty and Staff Association, Albert Gutierrez from the Classified Senate and Damaris Castillo-Torres representing the Associated Students recognized SBVC classified employees Sylvia Romo and Rosita Moncada for their service and assistance to Spanish-speaking students and recommended they receive *Applause Cards* for their fine work.
- Mary Valdemar distributed a chronology and report of where the union sees the issue of bilingual stipends for classified employees. She urged the Board to join the staff, faculty, and students in recognizing this as an important service to our student body and asked for their support to move this bilingual stipend issue forward. Dr. Vela will provide a report to the Board.

L. Chancellor

- Dr. Vela assured the Board that to the degree possible, the district will continue its commitment to the budget guiding principles to keep the cuts as far away from instruction and services for students as possible and to keep full-time, permanent employees employed.
- Mr. Ramos asked that the Board be provided a report on the issue of the bilingual stipend for classified staff. Dr. Daniels said a proposal designating which positions at SBVC might qualify for a bilingual stipend has already been sent to Human Resources.

15. ADJOURN

Mr. Ramos adjourned the meeting at 7:30 p.m.

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

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Bruce Baron
PREPARED BY: Bruce Baron
DATE: September 3, 2009
SUBJECT: Consideration of Approval to Conduct a Public Hearing

RECOMMENDATION

It is recommended that the Board of Trustees conduct a public hearing on the 2009-2010 budget.

OVERVIEW

The District is required to hold a public hearing prior to the adoption of the budget each year.

ANALYSIS

Section 85003 of the Education Code requires the Board of Trustees to hold a public hearing prior to adopting the final budget for the fiscal year.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Bruce Baron
PREPARED BY: Bruce Baron
DATE: September 3, 2009
SUBJECT: Consideration of Approval to Adopt the 2009-2010 Budget

RECOMMENDATION

It is recommended that the Board of Trustees adopt the 2009-2010 budget as presented or amended.

OVERVIEW

Section 85003 of the Education Code requires the Board of Trustees hold a public hearing and adopt the final budget during or before the end of September.

ANALYSIS

This final budget incorporates the projected income and expenditures of the District for 2009-2010 as of this date. The budget is balanced to current State apportionment projections and other revenues. Once approved by the Board of Trustees, the budget is transmitted to the County for review, approval, and submission to Sacramento. Attached are the highlights of the budget document and a summary of the general fund revenue, and expenditures. A more detailed budget book is being distributed with additional information under separate cover.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

Positive.

Attachments

San Bernardino Community College District

2009-2010 FINAL BUDGET HIGHLIGHTS

- No COLA, no growth funding.
- Reduction of about \$2.3 million in the unrestricted general fund. These are the funds that support most of our instructional program.
- In 2009-2010 the District is funded for 13,780 full-time equivalent students (FTES), a **reduction** of about 539 funded, FTES from 2008-2009.
- We recommend an enrollment target is 14,600 or about 820 FTES above the level funded by the State. We intend to serve these unfunded FTES through efficiency measures and **not** by increasing costs.
- Cuts of \$2.5 million to categorical programs range from 16% to 35% of last year's allocations. We initially anticipated about \$1.2 million in Federal Stimulus funds to be allocated by the State Chancellor's Office to back-fill the cuts, **although latest information from the state is that amount may be reduced to \$500,000, if any. All Federal funds are one-time only.** If less than the anticipated Federal funds are allocated, further cuts to categorical programs will be necessary.
- We plan avoid layoffs in 2009-2010 by using **one-time** savings from the prior year budget in supplies, operating expense and equipment.
- Expenditure savings to meet the budget cuts is being achieved by using a portion of the salary and benefit savings from the SERP incentive (about \$1.9 million). The remainder of the SERP Savings will be used to fill necessary retiree positions and to provide hourly instruction.
- Additional **one-time** savings of about \$1 million will come from prior year unspent funds.
- Other savings will come from the selective filling of vacant positions during this fiscal year.
- We will achieve a balanced budget based on our current revenue allocations. Any further budget reductions in January or May can have a negative impact on the District's budget.
- Tax collections continue to decline and mid-year cuts are likely.

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: September 3, 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.

MCGOWAN, ARLENE, Systems Analyst, District Computing Services, full-time, 12-month position, Classified Salary Schedule 54, Step B at \$5223 per month effective September 8, 2009. New Position.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
PREPARED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
DATE: September 3, 2009
SUBJECT: Consideration of Placement of Classified Employees on the 39-Month Reemployment List

RECOMMENDATION

It is recommended that the Board of Trustees approve the placement of Curtis Hill, Police Officer, District, and Timothy Hunton, Library/Media Clerk, SBVC, on the 39-month re-employment list.

OVERVIEW

Curtis Hill, Police Officer, District, will be placed on the list effective August 12, 2009 and Timothy Hunton, Library Media Clerk, SBVC, effective September 1, 2009.

ANALYSIS

Since Curtis Hill and Timothy Hunton have exhausted all available leaves, it is necessary to place them on the 39-month reemployment list.

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: September 3, 2009

SUBJECT: Consideration of Approval of Change of Work Assignments for Classified Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the change of work assignments for Barbara Nichols effective September 4, 2009, and Laura Cross effective September 4, 2009.

OVERVIEW

Funding has been reduced for the Foster/Kinship Care Education Grant and Youth Empowerment Strategies for Success Grant which currently funds a Project Analyst position at SBVC. The college is no longer authorized to fund this position using those grants. It is recommended that the incumbent, Barbara Nichols, transfer to the position of Research Assistant at SBVC, in lieu of layoff from her current position as a Project Analyst, SBVC, through September 30, 2010, at Range 46, Step D, \$4727 per month, effective September 4, 2009.

Due to the restructuring of the organization at SBVC, the Administrative Secretary position, Student Development, will be eliminated. It is recommended that the incumbent, Laura Cross, be transferred to the position of Administrative Secretary, Criminal Justice Division at SBVC, effective September 4, 2009. This is a lateral transfer.

ANALYSIS

The Project Analyst & Administrative Secretary positions have been eliminated due to lack of funding.

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: September 3, 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
September 3, 2009

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Brooks, Mark	Art Learning Resource	SBVC	Model (Undraped)	9/4/09	12/19/09	\$15.00
De La Cruz, Joshua	Center	CHC	Tutor II	10/1/09	12/19/09	\$11.00
Robertson, Martin	Art	SBVC	Model (Undraped)	9/4/09	12/19/09	\$15.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
Professional Expert Hourly Employees
September 3, 2009

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Allen, Mark E.	Career Technical Education	CHC	Radiologic Technical Specialist	9/4/09	12/19/09	\$30.00
Datta, Meena	PDC	DIST	Workforce Development/ PDC Trainer	9/14/09	12/31/09	\$50.00
Dykstra, Roland	Automotive	SBVC	Assistant Instructor	9/4/09	12/19/09	\$20.00
Forbeck, Bernadette	PDC	DIST	Workforce Development/ PDC Trainer	9/14/09	12/31/09	\$50.00
Foster, Travis	Public Safety & Emergency Services	CHC	Lab Instructor/ Primary Instructor/ EMS Specialist	9/4/09	12/31/09	\$20.00/ \$25.00/ \$30.00
Funn, Wayne	Automotive	SBVC	Assistant Instructor	9/4/09	12/19/09	\$20.00
Gardner, Jennifer	Public Safety & Emergency Services	CHC	Lab Instructor/ Primary Instructor/ EMS Specialist	9/4/09	12/31/09	\$20.00/ \$25.00/ \$30.00
Hernandez, Javier	Automotive	SBVC	Assistant Instructor	9/4/09	12/19/09	\$20.00
Jones, Ciandra	DSP & S	SBVC	Interpreting/ Transliterating Level III	9/7/09	12/24/09	\$18.00
Williams, Cynthia	Culinary Arts	SBVC	Assistant Instructor	9/4/09	12/19/09	\$20.00

Ratification is requested for the following employees who worked prior to their authorized start date due to an oversight by the division.

Amaral, Dusti	Respiratory Care	CHC	Respiratory Care Clinical	7/1/09	12/31/09	\$40.00
Gaulke, Dawn	Respiratory Care	CHC	Respiratory Care Clinical	7/1/09	12/31/09	\$40.00
Rafeedie, Nidal	Respiratory Care	CHC	Respiratory Care Clinical	7/1/09	12/31/09	\$40.00
Santos, Alexander	Respiratory Care	CHC	Respiratory Care Clinical	7/1/09	12/31/09	\$40.00

Correction to May 14, 2009 Board Agenda is requested for the following employee because original authorization approved employment across fiscal years.

Merrill-Henry, Jeanette	Respiratory Care	CHC	Respiratory Care Clinical	6/1/09	6/30/09	\$40.00
Merrill-Henry, Jeanette	Respiratory Care	CHC	Respiratory Care Clinical	7/1/09	7/9/09	\$40.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
 Substitute Employees
September 3, 2009

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Avramis, Lisa	Child Development Center	CHC	Child Development Assistant	8/17/09	10/16/09	\$12.35
Book, Paula	Child Development Center	CHC	Child Development Assistant	8/17/09	10/16/09	\$12.35
Curtis, Justin	Child Development Center	CHC	Child Development Assistant	8/17/09	10/16/09	\$12.35
Grant, Kathleen	Custodial	SBVC	Custodian	7/23/09	9/23/09	\$14.68
Luther, Lorie	Child Development Center	CHC	Child Development Assistant	8/17/09	10/16/09	\$12.35
Martinez, Adrienne	Bookstore	CHC	Bookstore Assistant I	8/3/09	9/4/09	\$13.29
Quintana, Carrie	Counseling	SBVC	Secretary I	8/10/09	11/30/09	\$15.43
Ruiz, Sarina	KVCR	District	Broadcast Operator	8/4/2009	8/18/2009	\$19.25
Sanchez, Phylcia	Financial Aid	SBVC	Clerical Assistant II	7/29/2009	9/29/2009	\$13.97
Sanford, Renee	Microbiology	CHC	Lab Technician	8/5/09	9/4/09	\$19.25
Sinha, Indrani	Child Development Center	CHC	Child Development Assistant	8/17/09	10/16/09	\$12.35

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: September 3, 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

Bonds, Diane	Physical Education
Buel, Shane	Physical Education
Can, Minh	Mathematics
Horner, David T.	Psychology
Houseman, Steve	Mathematics
Johnson, Torgeir	Anatomy
Kuang, Jason	Mathematics
Martin, Karen	Physical Education
Mendoza, Tina	History
Millan, Christopher	English
Purves, Dianne	Biology
Roche, John	Mathematics
Walker, Laura	English
White, Fontella	Religious Studies
Wiley, Matthew	Mathematics
Yamada, Ryan	Mathematics

SAN BERNARDINO VALLEY COLLEGE

Fanchin, Alison	Biology
Festekjian, Arpi	Psychology
Gibbons, Rosaleen	Chemistry
Olsen, John	Biology
Velitis, Michael	Refrigeration

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: September 3, 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

Bahner, Daniel, Developing Learning Communities, \$600, 08/17/09 – 12/19/09,
01-00-02-9002-0228-1480.00-6600

Bartlett, Ryan, Developing Learning Communities, \$600, 08/17/09 – 12/19/09,
01-00-02-9002-0228-1480.00-6600

Beitscher, Jane, Developing Learning Communities, \$600, 08/17/09 – 12/19/09,
01-00-02-9002-0228-1480.00-6600

Brown, Robert, Developing Learning Communities, \$600, 06/15/09 – 07/23/09,
01-00-02-9002-0228-1480.00-6600

Bryant, Tom, Developing Learning Communities, \$600, 08/17/09 – 12/19/09,
01-00-02-9002-0228-1480.00-6600

Davis, Julie, Developing Learning Communities, \$600, 08/17/09 – 12/19/09,
01-00-02-9002-0228-1480.00-6600

Langenfeld, Elizabeth, Developing Learning Communities, \$600, 08/17/09 – 12/19/09,
01-00-02-9002-0228-1480.00-6600

Lowe, Lynn, Developing Learning Communities, \$900, 08/17/09 – 12/19/09,
01-00-02-9002-0228-1480.00-6600

Matthews, Damaris, Developing Learning Communities, \$600, 08/17/09 – 12/19/09,
01-00-02-9002-0228-1480.00-6600

Murphy, Ryan, Developing Learning Communities, \$600, 06/15/09 – 07/23/09,
01-00-02-9002-0228-1480.00-6600

Pace-Pequeno, Catherine, Developing Learning Communities, \$600, 08/17/09 – 12/19/09,
01-00-02-9002-0228-1480.00-6600

Race, Aaron, Developing Learning Communities, \$900, 08/17/09 – 12/19/09,
01-00-02-9002-0228-1480.00-6600

Razzak, Kiran, Developing Learning Communities, \$600, 08/17/09 – 12/19/09,
01-00-02-9002-0228-1480.00-6600

Wilson, Sherri, Developing Learning Communities, \$600, 08/17/09 – 12/19/09,
01-00-02-9002-0228-1480.00-6600

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: September 3, 2009
SUBJECT: Consideration of Approval of Employment Date Amendment

RECOMMENDATION

It is recommended that the Board of Trustees approve the amendment of the effective employment date for Torgeir Johnsen, one-year temporary academic employee.

OVERVIEW

Amendment of the effective date for Torgeir Johnson, from August 17, 2009 to August 14, 2009.

ANALYSIS

On August 13, 2009, the Board of Trustees approved the employment of Torgeir Johnson as a one-year temporary academic employee, Anatomy & Physiology, CHC, effective August 17, 2009. The correct effective date is August 14, 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: September 3, 2009
SUBJECT: Consideration of Approval of SBVC Department Chair Stipend

RECOMMENDATION

It is recommended that the Board of Trustees approve the Department Chair stipend for Odette Salvaggio, for the 2009-2010 academic year.

OVERVIEW

The following academic employee will serve as SBVC Department Chair and will receive the stipend as below:

Salvaggio, Odette	Academic Advancement (ACAD)	\$ 5,000.00
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ANALYSIS

Department Chairs 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: Gloria M. Harrison, President, CHC

DATE: September 3, 2009

SUBJECT: Consideration of Approval of Coordinator Stipends

RECOMMENDATION

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

OVERVIEW

The academic employees on the attached list will serve as coordinators for the 2009-2010 academic year.

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.

CRAFTON HILLS COLLEGE

Brown, Robert	CHC	Learning Center	\$240.00
Giacona, Judy	CHC	Health & Wellness Center	\$120.00
Winningham, Laura	CHC	Library	\$240.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
PREPARED BY: Dr. Debra S. Daniels, President, SBVC
DATE: September 3, 2009
SUBJECT: Consideration of Approval of SBVC Coaching Stipends

RECOMMENDATION

It is recommended that the Board of Trustees approve SBVC coaching stipends for the 2009-2010 academic year.

OVERVIEW

The attached list of employees will serve as SBVC coaches.

ANALYSIS

The Athletics Program at SBVC rely on coaching staff who are specialized within their field in order to properly offer athletics programs on our campus.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2009-10 budget.

SBVC

Ashford, Wesley	Men's Cross Country	\$6,764.00
Blumenthal, Kenneth	Women's Cross Country	\$6,764.00
Brown, Joshua	Men's Soccer	\$6,764.00
Emerson, Kevin	Football	\$6,764.00
Hauge, Kristin	Women's Soccer	\$6,764.00
Rossman, Tricia	Volleyball	\$6,764.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
PREPARED BY: Dr. Debra S. Daniels, President, SBVC
DATE: September 3, 2009
SUBJECT: Consideration of Approval of SBVC Criminal Justice/Police Science On-Site Supervisor

RECOMMENDATION

It is recommended that the Board of Trustees approve the on site-supervisor for the Criminal Justice/Police Science Program, SBVC, for the 2009-2010 academic year.

OVERVIEW

San Bernardino Valley College has supported the continued working relationship between the Criminal Justice/Police Science Program and the San Bernardino County Sheriff's Department.

ANALYSIS

The Criminal Justice/Police Science program maintains a working relationship with the San Bernardino County Sheriff's department for the purpose of maintaining the quality of our course offerings. The Sheriff's Department provides our campus with an on-site supervisor who is to receive no compensation from SBVC. This supervisor meets all of the predetermined qualifications as outlined in the agreement and is to provide on-site supervision to facilitators at off-campus course offerings.

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: September 3, 2009
SUBJECT: Consideration of Approval of Management Employee

RECOMMENDATION

It is recommended that the Board of Trustees approve the employment of Ricky Hrdlicka, College Director, Technology Services, SBVC, effective October 1, 2009.

OVERVIEW

Ricky Hrdlicka, College Director, Technology Services, Management Salary Schedule, Range 13, Step A, \$6,240 per month, 12-month position, effective October 1, 2009. New position.

ANALYSIS

Ricky Hrdlicka, went through the regular recruitment process and is being recommended for appointment. 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: Gloria M. Harrison, President, CHC
Dr. Debra S. Daniels, President, SBVC

DATE: September 3, 2009

SUBJECT: Consideration of Approval of Salary Step Advancement for Management Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the salary step advancements for Cheryl Marshall, Vice President of Instruction, CHC and Damon Bell, Vice President, Student Services, SBVC, effective July 1, 2009.

OVERVIEW

Based on performance and evaluation, Gloria Harrison, President, CHC, is recommending that Cheryl Marshall be advanced on the Management Salary Schedule from Range 23, Step C, \$134,472 per year to Range 23, Step D, \$141,192 per year effective July 1, 2009 and Debra S. Daniels, President, SBVC, is recommending that Damon Bell be advanced on the Management Salary Schedule from Range 23, Step B, \$128,064 per year to Range 23, Step C, \$134,472 per year effective July 1, 2009.

ANALYSIS

Advancement on the management salary schedule for employees on Range 23 and higher is at the discretion of the Chancellor, upon approval by the Board of Trustees.

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: Bruce Baron, Vice Chancellor, Fiscal Services
DATE: September 3, 2009
SUBJECT: Consideration of Approval of Revised Management Job Description

RECOMMENDATION

It is recommended that the Board of Trustees approve the revised management job description for Business Manager.

OVERVIEW

The job description for Business Manager is being revised to reflect an updating of the position description, duties and qualifications in line with current organizational needs.

ANALYSIS

This position is responsible for the day-to-day management and operation of several major elements of the District's business functions including Purchasing, Contracts, Fixed Asset Inventory, Warehouse, budget projections, Risk Management, as well as other areas of responsibility.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

This position is fully funded in the 2009-2010 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

BUSINESS MANAGER

DEFINITION SUMMARY DESCRIPTION:

Under the general direction of the Vice Chancellor, Fiscal Services, ~~supervises~~ **manages and coordinates the activities and operations of Business Services Division, including the District's purchasing functions including purchasing and contracts, and fixed assets inventory; management, warehouse operations, risk management and various budgeting and auditing functions. the District Warehouse; the District Printing Center; and the Professional Development Center which includes general coordination of the District Economic Development Program and VATEA funding** ~~Assists with state reportings and annual audit requirements. Oversee financial functions of categorical and grant programs and the District's risk management program. Assists as requested overall with budget and auditing functions, and advises District staff on financial matters and resource utilization. Performs other duties as assigned.~~

EXAMPLES OF REPRESENTATIVE DUTIES:

~~Duties may include, but are not limited to the following~~ *The following duties are typical for this classification:*

- ~~1. Assists in the development of District Purchasing, Professional Development Center, Warehouse, and Printing policies and procedures. Manages and participates in the development and implementation of goals, objectives, policies, and priorities for assigned areas and programs; recommends and administers policies and procedures.~~
- ~~2. Supervises preparation of routine reports as well as special financial or statistical studies. Plans, directs, coordinates, and prepares financial and statistical reports and studies (IPEDS, MIS, etc.).~~
- ~~3. Trains, instructs, and supervises subordinate staff. Selects, trains, motivates, and evaluates assigned personnel.~~
- ~~4. Provides management coordination of those functions supervised with other District managers and staff and with other agencies. Oversees and participates in the development and administration of the Business Services annual budget; participates in the forecast of funds needed; monitors and approves expenditures; and implements adjustments.~~
- ~~5. Provides assistance to District and college cost-center managers on financial management of approved budgets.~~

~~Supervises all purchasing, computer center activity, warehousing, and printing functions of the District in accordance with applicable laws, rules, and regulations.~~

- ~~6. Provides assistance to the Vice Chancellor, Fiscal Services, and the Fiscal Services Supervisor by performing special fiscal services projects as requested. Assists in the annual audit of the District. Receives, reviews and approves purchase requisitions and orders from~~

all District sites; reviews, negotiates and signs purchasing contracts for various District services, supplies, equipment and materials.

7. Provides oversight for Capital Outlay and Revenue Bond Funds, including the preparation of schedules and reports for the Citizens Bond Oversight Committee, the annual compliance audit and other requirements.
8. Direct and administer the liability, risk and property management programs.
9. Review contracts for appropriate risk transfer and indemnification and provide the District and college with general guidelines for contract development.
10. Prepares various schedules, discussions and analyses to be included in the District's annual financial statements.
11. Serves as the liaison for the Business Services division with other departments; negotiates and resolves sensitive and controversial issues.
12. Serves as staff and work collaboratively with District and campus management on various committees including the Academic Calendar Committee.
13. Anticipates, prevents and resolves difficult and sensitive inquiries, conflicts and complaints.
14. Attends and participates in professional group meetings; maintains awareness of new trends and developments in the field of purchasing, warehouse operations, risk management and business services.
15. Performs other duties as assigned.

MINIMUM QUALIFICATIONS:

Education and Experience

~~Master's Degree from an accredited institution in a related field of discipline and two years experience in community college budget development.~~

Knowledge

~~Knowledge of principles, practices, policies, and procedures used in professional accounting and auditing work, particularly pertaining to financial analysis and research procedures; laws, regulations, and policies governing the fiscal requirements of various state and federal agencies; principles and techniques of management, organization, training, and supervision; community college budget procedures, principles, and practices; and the functions of a community college Economic Development program.~~

Ability

~~Ability to administer, manage, plan, organize, and direct the activities of a community college budget; to supervise and work with staff in the areas of accounting, purchasing, and related areas; to perform professional accounting, statistical, and auditing work; to develop, interpret, apply, and explain District rules, policies, and procedures; to prepare clear, accurate, and timely financial reports; to provide leadership in improving budgetary practices; to communicate effectively both orally and in writing; to establish and maintain effective and cooperative working relationships with all contacted in the course of work; to meet schedules and timelines; and to work confidentially with discretion.~~

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:

~~Knowledge of~~

Principles, practices, policies, and procedures used in fiscal and/or business office operations.

~~including knowledge~~ Principles and practices used in ~~of purchasing and contracts.~~

~~laws and regulations,~~ Principles and practices used in financial analysis and research procedures;

Pertinent laws, regulations, and policies governing the fiscal requirements of the California Community College system;

Principles and techniques of management, organization, training, performance evaluation and supervision;

Principles and practices used in professional accounting, ~~community college budgeting and auditing procedures, principles, and practices; audit principles and practices; and~~

~~fundamentals of~~

Principles and practices used in risk insurance and liability management..

Methods and techniques of claim negotiation and resolution.

Methods and techniques of purchasing, contract negotiation and administration.

Operations and services of a warehouse including shipping receiving procedures.

State accounting and reporting requirements.

Methods and techniques of statistical and financial reporting.

Pertinent federal, state, and local laws, codes, and regulations.

Operational characteristics, services, and activities of a broad business services program within a community college district.

Ability to:

Plan, schedule, and coordinate a variety of financial and business related activities and meet deadlines.

Plan, organize schedule, and direct the work of assigned staff.

Review records and analyze and interpret financial data, draw conclusions and make recommendations.

Direct and administer the risk, liability and property management program.

Apply and interpret pertinent laws, regulations, and policies related to risk, accounting and financial management systems.

Provide leadership and technical assistance to others.

Communicate effectively both orally and in writing.

Effectively utilize computer systems and software in the performance of duties.
Prepare concise reports and accounting and financial statements.
Train others in specialized financial practices and procedures.
Evaluate work methods and performance.
Establish and maintain effective relationships with co-workers, vendors, District and campus personnel.
Learn specialized software applications.
Select, supervise, train, and evaluate staff.
Prepare clear and concise administrative and financial reports.
Perform professional accounting, statistical, and auditing work.
Provide leadership in improving budgetary practices.
Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.
Interpret and apply federal, state, and local policies, laws, and regulations.
Demonstrate a sensitivity to, and understanding of the diverse academic, socioeconomic, cultural, and ethnic backgrounds of community college students and personnel, including those with physical or learning disabilities.
Demonstrate professionalism, fairness and honesty in all aspects of the performance of duties.
Provide leadership based on ethics and principles as they relate to business services functions and operations.
Communicate clearly and concisely, both orally and in writing.
Establish and maintain effective working relationships with those contracted in the course of work.

Education and Experience Guidelines:

Education/Training:

A Master's Degree from an accredited institution in a related field.

Required Experience:

A minimum of five (5) years of increasing responsible experience in general accounting, auditing, and financial management, including two (2) years at a supervisory level, preferably in a college or governmental setting.

Preferred Experience:

1. Experience in California Community College accounting and finance.
2. Possession of a Certified Public Accountant license.

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.

Revised: September 2009

Approved: April 2001

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: September 3, 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

Camp, Bradley	Counseling	9/4/09-6/23/10
Dixon, Danee,	Public Safety & Services	9/4/09-6/30/10
James, Sam, M.	Public Safety & Services	9/4/09-6/30/10
Ridling, Rhonda	Public Safety & Services	9/4/09-6/30/10

SAN BERNARDINO VALLEY COLLEGE

Compton, Joel	Art	9/4/09-5/30/10
Perez, Robert	Art	9/4/09-5/30/10
Rodriguez, Anjelica	Admissions & Records	9/4/09-12/24/09
Savage, Donia	Science/ A&P	9/14/09-5/30/10
Sempa, Tyiesha	Reading	9/8/09-12/10/09
Fenison, Anthony	Mathematics	9/18/09
Alexander, Kermit	Mathematics	9/18/09
Perez, Monte	Mathematics	9/18/09
McCoy, Ishimine	Child Development Center	9/4/09-12/23/09
Crawford, Teresa	Child Development Center	9/4/09-12/23/09
Rosas, Roxanne	Child Development Center	9/4/09-12/23/09
Rodriguez, Llanet	Child Development Center	9/04/09-6/30/10
Servin, Blanca	Transfer Center	9/04/09-6/30/10
Tran, Leeann	Financial Aid	9/04/09-12/24/09
Casillas, Alene	Athletic Training Room	9/04/09-6/30/10
Davies, Taylor	Athletic Training Room	9/04/09-6/30/10
Gonzalez, Gabriela	Athletic Training Room	9/04/09-6/1/10
Lopez, Rafael	Athletic Training Room	9/04/09-6/1/10
Nolin, Reyna	Athletic Training Room	9/04/09-6/30/10
O'Brien, Anna	Athletic Training Room	9/04/09-6/30/10
Skidmore, Lindsey	Athletic Training Room	9/04/09-6/30/10
Trombi, Doug	Athletic Training Room	9/04/09-6/30/10
Veleker, Trent	Athletic Training Room	9/04/09-6/30/10
Hunter, Robert	Football	9/04/09-6/14/10
LaPointe, Nicholas	Football	9/04/09-6/1/10

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: September 3, 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 9/3/2009

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>				
Cooper, Mitzi	(6144) CalWorks Childcare - Parent - Cooper, Katherine for FY 2009-2010 Term: 7/29/2009 - 6/30/2010 01-46-01-8120-0266-7600.00-7320	Calworks/SBVC	\$279.40 Per Week	BBaron

SubTotal for CalWorks Child Care: 1

Clinicals

Chino Valley Independent Fire District	(6160) Clinical - Training Site Agreement for EMT Program Participants Term: 7/1/2009 - 6/30/2014	Emergency Medical/CHC	No Cost	BBaron
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SubTotal for Clinicals: 1

Facilities Use

San Bernardino City Unified School District	(6152) Facilities Use - Use of Greek Theater for School District's Summer Graduation Program Term: 8/11/2009 - 8/11/2009	Administrative Services/SBVC	\$1,219.23	BBaron
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SubTotal for Facilities Use: 1

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>				
Airport Express Cafe	(6165) Service - Catering of Refreshments for PDC Grant Once a Month Required Meetings Term: 9/11/2009 - 6/30/2010 01-00-35-8115-0470-5809.00-6899	PDC/SBCCD	\$1,782.15	BBaron
American Wood Finishing Institute LLC	(6148) Service - Training for California Color Finishing for a Green Market Term: 9/14/2009 - 3/30/2010 01-00-35-8115-0467-5120.00-6840	PDC/SBCCD	\$91,000.00	BBaron
Cardinal Health	(6159) Service - Maintenance Agreement for AVEA Comp Serial AGV01454 Ventilator Term: 9/4/2009 - 6/30/2010 01-12-02-9622-0457-5630.00-1210	Respiratory Care/CHC	\$709.00	BBaron
ColorTone Printing	(6150) Service - Graphic Design of Science Technology Booklet Aimed at Middle School Students as Part of a PDC Grant Project Term: 9/4/2009 - 11/30/2009 01-00-35-8115-0470-5120.00-6899	PDC/SBCCD	\$10,580.50	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>				
Inland Valley Electric Co	(6157) Service - Install One 220 Volt, 20 AMP Circuit and Receptacle for New Air Compressor in ATTC Lab Term: 9/4/2009 - 12/31/2009 01-00-35-8115-0456-6220.00-6840	PDC/SBCCD	\$1,105.00	BBaron
River City Testing	(5825) Service - Inspection Services for SBVC Child Development Center Alterations Project: Revised End Date from 06-30-2009 to 08-31-2009 Term: 4/10/2009 - 8/31/2009 42-56-31-8306-0000-6210.20-7100	Facilities Planning/SBCCD	\$3,125.00	RGerhard
SchoolDude.com	(6171) Professional Services - Online Technical Support for EduStream Project Term: 9/4/2009 - 9/3/2010 01-00-03-8103-0236-5120.00-6150	Distance Education/SBCCD	\$3,345.00	BBaron
Small Manufacturers' Institute (SMI)	(6151) Service - Facilitate and Arrange for Speakers at Four School Facilities and Facilate Compensation for Committee Member as Part of a PDC Grant Project Term: 9/4/2009 - 6/30/2010 01-15-35-8115-0470-5120.00-6899	PDC/SBCCD	\$19,360.00	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>				
Votenet Solutions	(6145) Service - One Year Online Voting Services for SBVC's ASB Elections: Term Dates 03-07-2010 to 03-08-2011 Term: 3/1/2010 - 2/28/2011	Student Life/SBVC	\$2,995.00 ASB Rep Fee Trust	BBaron
<i>SubTotal for General: 9</i>				
<u>General - Ratified</u>				
Advanced Copy Systems, Inc	(6164) Service - Maintenance Agreement for Sharp AR-M317 Serial Number 85063324 Term: 7/1/2009 - 9/30/2009 01-00-01-8100-0000-5637.00-6010 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Instruction/SBVC	\$67.00 Per Month	BBaron
Airport Express Cafe	(6153) Service - Catering for Youth Robotics Training Camp Participants as Part of PDC Grant Project Term: 8/1/2009 - 8/15/2009 01-00-35-8115-0440-5809.00-6840 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	PDC/SBCCD	\$1,785.00	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>				
American Self Storage	(6161) Rental - Parking Space Rental for 6X14 Foot Carson Utility Trailer Use as Part of a PDC Grant Project Term: 6/22/2009 - 6/21/2014 01-15-35-8115-0470-5610.00-6899 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	PDC/SBCCD	\$109.00 Per Month	BBaron
Blackbaud	(6155) Service - Software Updates and Maintenance for Raiser's Edge Software for Three Years Term: 7/7/2008 - 7/6/2011 01-00-25-9016-0155-5639.00-6600 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Foundation/CHC	\$19,398.31	BBaron
CODESP - Employee Selection Procedures	(6158) Joint Powers Agreement for Employee Selection Procedures - Pre-Employment Testing Services Term: 7/1/2009 - 6/30/2010 01-18-03-9800-4030-2531.00-6760 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Human Resources/SBCCD	\$1,750.00	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>				
Dell Computer Company	(6156) Service - Extended Maintenance Agreement for District Servers Term: 7/1/2009 - 1/11/2011 01-00-03-9010-0000-5639.00-6780 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Distance Education/SBCCD	\$2,436.39	BBaron
Elegant Entrees	(6194) Service - Catering Agreement for August Board Retreat Term: 8/27/2009 - 8/27/2009 01-00-03-9000-0000-5200.00-6600 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Chancellor/SBCCD	\$438.26	NVela
Green Works Landscape	(6146) Service - Repair of Soccer and Baseball Fields Term: 7/1/2009 - 8/31/2009 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Physical Education/SBVC	\$4,000.00 Trust Account 4445	BBaron
Inland Empire Job Corps Center	(6167) MOU - SBVC to be a Worksite for Job Corp Participants Term: 2/18/2009 - 6/30/2010 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Calworks/SBVC	No 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>					
	Jobing.com	(6149) Service - Job Posting Services Term: 7/1/2009 - 6/30/2010 01-00-03-9004-0000-5801.00-6730 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Human Resources/SBCCD	\$872.30 Per Month	BBaron
	Omneon Video Networks	(6163) Service - Software Support for Master Control Unit Software Term: 7/1/2009 - 6/30/2010 74-00-03-8110-0108-5830.00-7099 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	KVCR/SBCCD	\$9,967.00	BBaron
	Red Star Fire Protection	(6147) Service - Cleaning of Exhaust Hood in Sunroom Kitchen Term: 3/1/2009 - 3/30/2009 01-00-01-2520-0000-5640.00-0501 Ratified - Ratification Requested the service was done prior to Issue of Purchase Order and Board approval of contract	Restaurant Management/SBVC	\$585.00	BBaron
	San Bernardino Employment & Training Agency	(6166) MOU - SBVC to Be a Worksite for Individual Enrolled into the Work Experience Program through San Bernardino Employment & Training Agency Term: 5/1/2009 - 6/30/2010 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Calworks/SBVC	No Cost	btemple

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General - Ratified</u>					
	Stanley Security Solutions (Formerly Sonitrol - IE)	(6172) Service - Alarm Monitoring for SBVC Library Term: 7/1/2009 - 7/1/2014 01-00-01-9508-0000-5630.00-6770 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Administrative Services/SBVC	\$3,895.00 Per Year	BBaron
	Temple, Robert J.	(6170) Professional Services - Consulting Services on Real State Negotiations at a Rate of \$125.00 Per Hour Term: 7/1/2009 - 6/30/2010 01-00-03-9006-0000-5120.00-6720 Ratified - Ratification Requested the Contract was Not Received in time for Previous Board Meeting	Fiscal Services/SBCCD	\$2,500.00 Not to Exceed	BBaron
<i>SubTotal for General - Ratified: 15</i>					
<u>Grant/Award Income</u>					
	California, State of	(6154) Department of Rehabilitation - Grant - Grant Vocational Rehabilitation Services Program Term: 7/1/2009 - 6/30/2012 01-11-01-8204-0212-8621.00-0000	DSP&S/SBVC	\$383,289.00 Total Grant Value	BBaron

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<i>Grant/Award Income</i>					
	CCC Chancellor's Office	(6162) Grant - Economic Workforce Development Program - Responsive Training for Incumbent Workers Term: 7/1/2009 - 6/30/2010 01-00-35-8115-0467-8629.00-6840	PDC/SBCCD	\$244,920.00	Btemple
	San Bernardino, City of	(6143) MOU - Employment & Training - One Stop Centers Term: 7/1/2009 - 6/30/2014	Calworks/SBVC	No Cost	BBaron
<i>SubTotal for Grant/Award Income: 3</i>					
<i>Grand Total Contracts for Board Date 9/3/2009: 30</i>					

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. Deb Daniels, SBVC President
Gloria M. Harrison, CHC President
DATE: September 3, 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

BRUCE BARON to Sacramento, California, November 2-4, 2009 to attend the 16th Annual Community College Facility Coalition Conference, with time and expenses. This conference will include timely topics including Sustainability, Risk Management, Managing State Capital Outlay Projects, Design-Build, cost Containment, and more.

ROBERT LEVESQUE to Monterey, California, September 7-11, 2009, to attend the Meeting of the Minds: Photosynthesis, Workforce Policy and Leadership Conference, with time and expenses. This conference is to develop and expand collaborative partnerships and regional approaches for incumbent workers training.

MIKE TRAN, JOYCE BOND and CAROL EDGCOMB to Fairfax, Virginia, September 20-25, 2009, October 18-23, 2009, and November 3-6, 2009 for Datatel training, with time and expenses. The District will benefit from this training by having technical staff who can create new system functionality as well as maintain and improve the current system capabilities.

NOELIA VELA to San Francisco, California, October 7-10, 2009 to attend the AACC/ACCT Joint Commission on Federal Relations Meeting, the AACC Board of Directors Executive Committee Meeting, the AACC/ACCT Joint Executive Committees and the ACCT Conference, with time and expenses.

NOELIA VELA to Seattle, Washington, April 15-20, 2010 to attend the AACC Board of Directors Executive Committee Meeting, the AACC Board Meeting, the NCCHC Board Meeting and the AACC Annual Conference, with time and expenses.

GLEN KUCK to Detroit, Michigan, October 10-13, 2009 to attend the League Conference on Information Technology and co-present the use of EduStream within the California Community Colleges and the value of strategic partnerships, with time and expenses. Conference attendance is fully funded by the EduStream grant.

SBVC

DAMON BELL, SARA GLASGOW, BRANDY FOUTCH, DESIRAE DAVIS, ROCHELLE ALEXANDER, ROBERT ALEXANDER, PAULINE MASONER and JOHANNA CASTILLO-TORRES to Sacramento, California, October 16-18, 2009, to attend the California Community Colleges Student Affairs Association Student Leadership Conference, with time and expense. Mr. Bell will serve as the chaperone for the students. Funding source will be the Associated Student Government Student Representative Fee.

DONNA HOFFMANN to Manhattan Beach, California, October 27-30, 2009, to attend the Network of California Community College Foundations (NCCCF) 2009 Symposium Conference, with time and expenses. This conference brings together community college districts to learn strategies and best practices for developing and operating a thriving foundation and maximizing philanthropic activity. Funding source will be the Title V Cooperative Grant.

DEBRA DANIELS and DONNA HOFFMANN, to Washington, D.C., November 9-14, 2009, to attend the Council for Resource Development (CRD) 43rd Annual Conference, with time and expenses. The conference will offer workshops on fundraising techniques, including how to revitalize resources in these trying economic times. Funding source will be the Title V Cooperative Grant. (While in Washington, Dr. Daniels will also attend the American Association of Community Colleges Commission on Global Education meeting. Dr. Daniels is on the Board of Directors for the Commission.)

CHC

KIRSTEN COLVEY and MERRILL DEMING to San Antonio, Texas, September 29-October 4 ,2009, to attend the National Academic Advising Association 2009 Annual Conference, with time only. Ms. Colvey and Ms. Deming will be presenting a sponsored session at this conference.

GLORIA HARRISON and CHERYL BARDOWELL to Washington, D.C., November 10-14, 2009, to attend the Council for Resource Development (CRD) 43rd Annual Conference, with time and expenses. The conference will offer workshops on fundraising techniques, including how to revitalize resources in these trying economic times. Funding source will be the Title V Cooperative Grant.

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: September 3, 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: Technical Explorer Test Build
Date: September 11, 2009
Amount: \$500.00
Item: Refreshments

This event is to have members of the Career Technical community participate in a practice catapult build at the Professional Development Center. Senate Bill 70 Grant funds.

Event: Science, Technology, Engineering, Mathematics Parent Night
Date: September 29, 2009 and October 7, 2009
Amount: \$1000.00
Item: Food and supplies

This event is to heighten student and parent awareness of technical education. Senate Bill 70 Grant funds.

Event: Problem Based Learning Teacher Training
Date: October 7-8, 2009
Amount: \$700.00
Item: Food and supplies

This event is to train 50 teachers from the East Valley Collaborative in the problem based learning model. Senate Bill 70 Grant funds.

Event: Middle School Cadre Monthly Meetings
Date: September 3 and 22; October 20; December 8, 2009
January 26; February 23; March 23; April 20; May 18; and June 22, 2010
Amount: \$1400.00
Item: Lunch and refreshments

Monthly meeting for middle school career technical education facilitators to review and implement new projects. Senate Bill 70 Grant funds.

Event: Second Level Interviews-Vice President, Instruction, CHC
Date: June 11, 2009
Amount: \$1000.00
Item: Travel Expenses

Reimbursement for expenses incurred by out-of-state candidates for second level interviews.

Event: Tech Explorer Site Training
Date: October 17, 2009
Amount: \$350.00
Item: Food and supplies

This event is to train teams of students and teachers from area middle schools in the technical explorer project.

Event: Pre-Engineering Robotics Youth Camp
Date: August 1, 3, 5-7, 2009
Amount: \$2,230.00
Item: Food and supplies

This event was previously Board approved July 9, 2009 for \$1,785.00. An increase of \$515.00 is needed because more participants attended than originally registered.

SBVC

Event: SBVC Art Gallery Receptions
Dates: September 22, 2009; October 29, 2009; December 1, 2009; January 26, 2010; March 2, 2010; April 5, 2010 and May 3, 2010
Amount: \$420 (\$60 per reception)
Item: Refreshments

Sponsored by the Art Club for approximately 75-100 attendees, these events are held for new shows that open at SBVC in the Clara and Allen Gresham Art Gallery. Funding source is the Art Club account.

Event: Articulation Workshop
Date: November 5, 2009
Amount: \$5,000
Item: Refreshments, lunch and handouts

Articulation workshops are established to build and nurture new and existing relationships between surrounding school districts and the community college. Representatives meet to discuss course outlines/syllabi and various other aspects of the articulation process. This is a Tech Prep Consortium activity whose funds are managed by SBVC.

Event: Articulation Workshop
Date: February 26, 2010
Amount: \$5,000
Item: Refreshments, lunch and handouts

Articulation workshops are established to build and nurture new and existing relationships between surrounding school districts and the community college. Representatives meet to discuss course outlines/syllabi and various other aspects of the articulation process. This is a Tech Prep Consortium activity whose funds are managed by SBVC.

Event: SBVC Art Gallery Reception
Date: August 25, 2009
Amount: \$60
Item: Refreshments

Sponsored by the Art Club for approximately 75-100 attendees, this event will be held before the September board meeting and ratification is requested. The Art Club does not meet over the summer months and the club officers made an oversight regarding sending this event through the board for approval. Funding source is the Art Club account.

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: September 3, 2009
SUBJECT: Consideration of Approval of Surplus Property and Authorize Disposal or Private Sale

RECOMMENDATION

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

OVERVIEW

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

ANALYSIS

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

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

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

All Retired Assets by Date Range

Asset Number	Date Retired	Location	Description	Date In Service	Initial Value	Current Value
0020331	08/01/2009	CRAFTON HILLS COLLEGE	INCUBATOR LOW TEMPERATURE	07/01/1990	\$1,900.00	\$0.00
Total:					\$1,900.00	

Non-Fixed Assets Surplus
September 3, 2009

1. MCM cable conductors #500, 2040 ft
2. Cable 4/0, 680 ft
3. Monitors P793, 20 ea
4. Scale P1200-old #1908, 1ea
5. Memory writer 610-old#2659, 1ea

end

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Gloria M. Harrison, President
PREPARED BY: Gloria M. Harrison, President
DATE: August 18, 2009
SUBJECT: Consideration of Approval of Donations

RECOMMENDATION

It is recommended that the Board of Trustees approve the donations made to the CHC Computer Information Systems Program.

OVERVIEW

Contributors can support CHC's programs through various donations to be used in the education of the students in this program.

ANALYSIS

Mariette Systems International donated twelve (12) 2900 series Cisco switches and nine (9) 2950 Cisco switches to the CIS Program at Crafton Hills College.

The donation of these switches for the CIS program will ensure training opportunities or CHC students.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Noelia Vela, Chancellor

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

PREPARED BY: Damon A. Bell, Vice President, Student Services, SBVC

DATE: September 3, 2009

SUBJECT: Consideration of Approval for Student Activities Trust Account Name Change - SBVC

RECOMMENDATION

It is recommended that the Board of Trustees approve the Student Activities Trust Account name be changed to Student Life Trust account.

OVERVIEW

Income to this account will continue to come from vendor revenue and public and private donations. Updated authorized requestor is Damon A. Bell, Vice President of Student Services and required signatures will be Marco Cota, Dean of Counseling & Matriculation and Dr. Debra S. Daniels, President, SBVC.

ANALYSIS

The purpose of this request is for an update in the name, purpose and authorized requestor/signature on the Student Activities Trust Account.

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: Bruce Baron
PREPARED BY: Steve Sutorus
DATE: September 3, 2009
SUBJECT: Consideration of Approval of 2009-2010 Gann Limit

RECOMMENDATION

It is recommended that the Board of Trustees approve the 2009-2010 Gann Limit.

OVERVIEW

Government Code Section 87908c requires each community college district to report to the Chancellor of the Community Colleges at least annually its appropriation limit. The Gann Limit is a spending limit that restricts growth of tax funded programs and services. The Gann Limit is adjusted annually for population growth, inflation, and other factors.

ANALYSIS

The Gann Limit worksheet provides the computation of the 2009-2010 appropriations limit for SBCCD. The District's appropriation is well within the legal requirement of the Gann Limit.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None.

Attachments

California Community Colleges
Gann Limit Worksheet
2009-10

DISTRICT NAME: San Bernardino Community College District

DATE: August 14, 2009

I.	2009-10 Appropriations Limit:		
	A. 2008-09 Appropriations Limit		<u>\$ 85,135,054</u>
	B. 2009-10 Price Factor:	1.0062	
	C. Population factor:		
	1. 2007-08 Second Period Actual FTES	13,470.16	
	2. 2008-09 Second Period Actual FTES	15,059.28	
	3. 2009-10 Population change factor	1.1179734	
		(line C.2. divided by line C.1.)	
	D. 2008-09 Limit adjusted by inflation and population factors		\$ 95,768,830
		(line A multiplied by line B and line C.3.)	
	E. Adjustments to increase limit:		
	1. Transfers in of financial responsibility		\$ -
	2. Temporary voter approved increases		\$ -
	3. Total adjustments - increase		\$ -
		Sub-Total	\$ 95,768,830
	F. Adjustments to decrease limit:		
	1. Transfers out of financial responsibility		\$ -
	2. Lapses of voter approved increases		\$ -
	3. Total adjustments - decrease		\$ -
	G. 2009-10 Appropriations Limit		<u>\$ 95,768,830</u>
II.	2009-10 Appropriations Subject to Limit:		
	A. State Aid (General Apportionment, Apprenticeship Allowance, Basic Skills, and Partnership for Excellence)		\$ 52,308,350
	B. State Subventions (Home Owners Property Tax Relief, Timber Yield tax, etc.)		\$ 251,650
	C. Local Property taxes		\$ 13,712,876
	D. Estimated excess Debt Service taxes		\$ -
	E. Estimated Parcel taxes, Square Foot taxes, etc.		\$ -
	F. Interest on proceeds of taxes		\$ 82,766
	G. Local appropriations from taxes for unreimbursed State, court, and federal mandates		\$ -
	H. 2009-10 Appropriations Subject to Limit		<u>\$ 66,355,642</u>

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Dr. Noelia Vela, Chancellor
PREPARED BY: Dr. Noelia Vela, Chancellor
DATE: September 3, 2009
SUBJECT: Consideration of Approval to Adopt Resolution on
President Obama's "American Graduation Initiative"

RECOMMENDATION

It is recommended that the Board of Trustees adopt the resolution on President Obama's "American Graduation Initiative."

OVERVIEW

The "American Graduation Initiative" will reform and strengthen community colleges so that they can get the resources students and schools need and the results workers and businesses demand. The plan is designed to help an additional five million Americans earn degrees and certificates in the next decade. In addition, the initiative will support a new research center with a mission to develop and implement new measures of community colleges' success so prospective students and businesses can get a clear sense of how effective schools are in helping students learn, graduate and secure good jobs.

ANALYSIS

BOARD IMPERATIVES

- I. Institutional Effectiveness
- II. Learning Centered Institution for Student Access, Retention and Success
- III. Resource Management for Efficiency, Effectiveness and Excellence
- IV. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

No impact to the budget.

**RESOLUTION OF BOARD OF TRUSTEES OF THE SAN BERNARDINO
COMMUNITY COLLEGE DISTRICT ON PRESIDENT OBAMA'S
"AMERICAN GRADUATION INITIATIVE"**

WHEREAS, community colleges are the largest and fastest growing sector of higher education in the United States, educating more than 45% of all undergraduate students, as well as more than five million additional non-credit students;

WHEREAS, there is a national consensus that the United States needs to provide greater numbers and percentages of its citizens with a higher education, as a moral, social, and economic imperative;

WHEREAS, community colleges continue to need greater financial and related support, as well as a new national focus, in order to fully realize their potential in helping more Americans obtain a college education and meet related career and personal goals;

WHEREAS, President Obama has specifically set the goal of increasing the number of community college graduates by 5 million by 2020, along with ambitious national goals concerning postsecondary education;

WHEREAS, President Obama's "American Graduation Initiative" recognizes the centrality of community colleges to America's well-being, and need for financial resources to help those institutions;

THEREFORE, BE IT RESOLVED that the Board of Trustees of the San Bernardino Community College District formally endorses the American Graduation Initiative and commits to doing everything it can to achieve its enactment.

ADOPTED this 3rd day of September, 2009 by the Board of Trustees of the San Bernardino Community College District.

**Dr. Noelia Vela, Chancellor
Secretary to the Board**

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: September 3, 2009
SUBJECT: Consideration of Approval of Amendment 002 to the
Converse Consultants Contract at Crafton Hills College

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment 002 to the Converse Consultants contract at Crafton Hills College in the amount of \$326,600.00.

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 due to two reasons. First, there has been an increase in the 'special inspections' required of Converse Consultants. The original contract was developed based on a percent of total contract dollar value for standard 'materials and laboratory testing'. When the inspection program for this project began, the amount of 'special inspections' increased, i.e. the unbonded brace frame design which was new to DSA required additional inspections. These inspections were generated both by structural design and DSA requests, and conducted in accordance with industry standards. They significantly increased the cost of materials and laboratory inspections for this project assigned to Converse Consultants. Second, there is an increase in the prevailing wage rates for building/construction inspectors and field soil material testers that went into effect on July 1, 2009.

Please note that the projects budgets for these items are not over budget and this increase is inside of the budgeted amounts for the projects.

ANALYSIS

The effect of this Amendment will be an addition of \$326,600.00 to the Converse Consultants contract, resulting in a revised contract amount of \$709,736.00. 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: August 5, 2009 **Project Memo – SBCCD 0002**

TO: Larry Klumas
Program Manager for Facilities, Planning & Administrative Services
San Bernardino Community College District (SBCCD)

FROM: Bruce C. McDonald
Senior Project Manager
Kitchell/BRj (K/BRj's)

RE: **San Bernardino Community College District (SBCCD)**
PROJECTS: Crafton Hills College (CHC) & San Bernardino Valley College (SBVC)
Recommendation to Approve: Converse Consultants Contract Amendment 002 @ CHC and
Converse Consultants Contract Amendment 002 @ SBVC.

SCOPE:

SBCCD's approval, based on K/BRj's recommendation, of the following Contract Amendments: 1) Converse Consultants Contract Amendment 002 @ CHC and 2) Converse Consultants Contract Amendment 002 @ SBVC.

NARRATIVE:

The Contract Amendment 002 for Crafton Hills College includes the following: 1) Converse Consultants as been asked to perform additional Professional Services per the contract documents & specifications and DSA, 2) A predetermined increase to the prevailing wage rates for Building/Construction Inspector and Field Soils Material Testers went into effect as of July 1, 2009.

The Contract Amendment 002 for San Bernardino Valley College includes the following: 1) A predetermined increase to the prevailing wage rates for Building/Construction Inspector and Field Soils Material Testers went into effect as of July 1, 2009.

RECOMMENDATION:

K/BRj recommends that SBCCD approve both of the following Contract Amendments: 1) Converse Consultants Contract Amendment 001 @ CHC and 2) Converse Consultants Contract Amendment 001 @ SBVC.

Any questions let me know.

- Bruce

Cc: Alan Rosen; Jon Witherspoon – Kitchell/BRj

CONSULTANT CONTRACT AMENDMENT to AGREEMENT OF PROFESSIONAL SERVICES CONTRACT: 002

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

OWNER: San Bernardino Community College District (SBCCD)

TO: Converse Consultants (Converse)
109311 Corporate Drive
Redlands, CA 92374

Brief Description:

This Contract Amendment includes the following: 1) Converse Consultants as been asked to perform additional Professional Services per the contract documents & specifications and DSA, 2) A predetermined increase to the prevailing wage rates for Building/Construction Inspector and Field Soils Material Testers went into effect as of July 1, 2009

Attachments:

- Kitchell/BRj project memo SBCCD 0002 (1 page)
- Converse Consultants proposal (6 pages)

Costs:

\$326,600.00 = total amount of this Amendment

The original Agreement for Professional Services Contract Sum	\$383,136.00
Net change by previous Amendments	\$0.00
The Agreement for Professional Contract Sum prior to this Amendment	\$383,136.00
The Agreement for Professional Contract Sum will be increased by this Amendment	\$326,600.00
The new Contract Sum including this Amendment	\$709,736.00

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

By signing this Amendment SBCCD authorizes Converse Consultants 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 Converse Consultants contract with SBCCD.

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

Authorized:

CONSULTANT
Converse Consultants

PROGRAM MANAGER
Kitchell/BRj

OWNER
SBCCD

By: _____

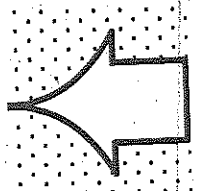
By: *[Signature]*

By: _____

DATE: *8/6/09*

DATE: *8/6/09*

DATE: _____





Converse Consultants

Geotechnical Engineering, Environmental & Groundwater Science, Inspection & Testing Services

July 31, 2009

Mr. Lawrence J. Klumas
Program Manager, Facilities, Planning and Administrative Services
San Bernardino Community College District
114 South Del Rosa Drive
San Bernardino, CA 92408

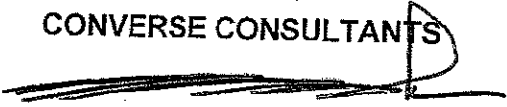
Subject: **CURRENT SCHEDULE**
Material Testing & Special Inspection Services
Crafton Hills College
Yucaipa, California
Converse Project No. 07-81-329-30, -31, -32, -33, -34, -35 & -36

Dear Mr. Klumas:

Based on my meeting with Mr. Bruce McDonald & Ms. Sheila Nelson with BRJ on Thursday July 30, 2009 our forecasted cost to complete Crafton Hills projects Infrastructures 2 through 5, Community Recreation Facility and the Learning Resource Center is \$326,600.00 (see attached schedule).

Please do not hesitate to contact the undersigned at (909) 796-0544 if you have any questions or wish to discuss this schedule in greater detail.

CONVERSE CONSULTANTS


Hashmi S. E. Quazi, Ph.D., G. E.
Principal Engineer/Regional Manager

Dist.: 1 - BRJ - Attention: Mr. Bruce Mc Donald

Attachment: Current Schedule

KITCHELL/BRJ

JUL 31 2009



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT CURRENT SCHEDULE
CRAFTON HILLS COLLEGE (CHC)
FORECAST TOTAL = \$326,600.00

PROJECT	FORECAST COST
Infrastructure 2	\$6,200.00
Material Testing	\$6,200.00
Infrastructure 3	\$20,400.00
Material Testing	\$20,400.00
Infrastructure 4	\$36,000.00
Material Testing	\$36,000.00
Infrastructure 5	\$44,000.00
Material Testing	\$44,000.00
Community Recreation Facility	\$80,000.00
Material Testing	\$70,000.00
Special Inspection	\$10,000.00
Learning Resource Center	\$140,000.00
Material Testing	\$115,000.00
Special Inspection	\$25,000.00



Converse Consultants

Geotechnical Engineering, Environmental & Groundwater Science, Inspection & Testing Services

June 11, 2009

Mr. Lawrence J. Klumas
Program Manager, Facilities, Planning and Administrative Services
San Bernardino Community College District
114 South Del Rosa Drive
San Bernardino, CA 92408

Subject: **CLARIFICATION OF FEES FOR GEOTECHNICAL
AND SPECIAL INSPECTION SERVICES**
Material Testing & Inspector Services
San Bernardino Valley College and Crafton Hills College
San Bernardino and Yucaipa, California
Converse Project Nos. 07-81-328-30 and 07-81-329-30

Dear Mr. Klumas:

In accordance with the State of California's Predetermined Increase, the prevailing wage rates for Building/Construction Inspector and Field Soils Material Testers were increased by \$2.30/hour, effective July 1, 2009. It is therefore necessary for Converse to increase the hourly rate charged on Public Works projects that are subject to Converse's payment of Prevailing Wage.

The attached Fee Forms will be effective for services provided beginning July 1, 2009 through June 30, 2010.

Please do not hesitate to contact the undersigned at (909) 796-0544 if you have any questions or wish to discuss this letter in greater detail.

CONVERSE CONSULTANTS


for Hashmi S. E. Quazi, Ph.D., G. E.
Principal Engineer/Regional Manager

Dist: 1 - Kitchell/BRJ - Attention: Mr. Jon Witherspoon
1 - Kitchell/BRJ - Attention: Cade McMullin
1 - Kitchell/BRJ - Attention: Mr. Bruce McDonald
1 - Kitchell/BRJ - Attention: Mr. Geoff Bachanas
1 - Kitchell/BRJ - Attention: Sheila Nelson

Attachments: Fee Form Tables – SBVC and CHC



10391 Corporate Drive, Redlands, California 92374.

Telephone: (909) 796-0544 ♦ Facsimile: (909) 796-7675 ♦ e-mail: redlands@converseconsultants.com

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT FEE FORM
CRAFTON HILLS COLLEGE (CHC)
EFFECTIVE 07/01/2009 THROUGH 06/30/2010**

DESCRIPTION	CONVERSE
<i>Unit Pricing - Material Testing & Inspector Services</i>	
	Rate \$/Hour
Soil / Asphalt Inspections	
Soil Technician	\$74.60
Soil Technician (O.T.)	\$111.90
Show-Up/Cancel	\$45.00
Concrete/Reinf. Steel Inspection	
ACI Technician/Concrete Sampling	\$69.60
ACI Technician/Concrete Sampling (O.T.)	\$104.40
ACI Technician/Concrete Batch Plant	\$69.60
ACI Technician/Concrete Batch Plant (O.T.)	\$104.40
Special Inspector/Reinforced Concrete	\$69.60
Special Inspector/Reinforced Concrete (O.T.)	\$104.40
Masonry Inspection	
Special Masonry Inspector	\$72.60
Special Masonry Inspector (O.T.)	\$108.90
Structural Steel / H.S. Bolting Inspection	
Special Inspector/Steel-Rebar Tag & Sample	\$69.60
Special Inspector/Steel-Rebar Tag & Sample (O.T.)	\$104.40
Special Inspector/Steel (Field)	\$69.60
Special Inspector/Steel (Field O.T.)	\$104.40
Special Inspector/Shop Welding	\$74.60
Special Inspector/Shop Welding (O.T.)	\$111.90
Special Inspector/Rebar Locating	\$79.60
Special Inspector/Rebar Locating (O.T.)	\$119.40
Ultrasonic Inspector/Field+A9	\$79.60
Ultrasonic Inspector/Field (O.T.)	\$119.40
Ultrasonic Inspector/Shop	\$79.60
Ultrasonic Inspector/Shop (O.T.)	\$119.40
Pull Test	\$79.60
Pull Test (O.T.)	\$119.40
Bolt Inspection	\$79.60
Bolt Inspection (O.T.)	\$119.40
Torque Testing	\$79.60
Torque Testing (O.T.)	\$119.40
Epoxy Bolt Inspection	\$79.60
Epoxy Bolt Inspection (O.T.)	\$119.40
Fireproofing Inspection	
Special Inspector/Fireproofing	\$69.60
Special Inspector/Fireproofing (O.T.)	\$104.40
Roofing Inspection	
Special Roofing Inspector	\$79.60
Special Roofing Inspector (O.T.)	\$119.40

Soil / Asphalt Testing	Rate \$/Each
Maximum Dry Density - Soils	\$110.00
Maximum Dry Density - Aggregate	\$110.00
Expansion Index	\$80.00
Sieve Analysis - Fine	\$80.00
Sieve Analysis - Course	\$80.00
Sulfate Content of Soil	\$44.00
Percent Passing # 200 Sieve	\$45.00
Sand Equivalent	\$80.00
R-Value	\$213.33
Hyem Stability	\$150.00
Asphalt Extraction	\$150.00
Soil Corrosivity	\$150.00
Concrete Testing	
Concrete Compression Test	\$20.00
Concrete Beam Flexural Test	\$73.00
Core Sample Compression Test	\$30.00
Reinforcing Steel Testing	
Tensile Test	\$45.00
Bend Test	\$35.00
Masonry Testing	
Grouted Masonry Prism	\$110.00
Masonry Block, Per Set of 9	\$850.00
Masonry Core Shear Test	\$50.00
Masonry Core Compression Test	\$20.00
Mortar Compression Test	\$20.00
Grout Compression Test	\$20.00
Structural Steel / H.S. Bolting Testing	
Bolt, Nut & Washer Hardness Test	\$80.00
Bolt Tension Test	\$50.00
Fireproofing Density Testing	\$50.00

Office & Misc. Services	Rate \$/Hour
Sample Pick-Up & Delivery	\$45.00
Laboratory Technician (Sample Preparation)	\$65.00
Support Staff (Drafting, Word Processing, Billing and Dispatch)	\$50.00
Staff Professional	\$85.00
Project Engineer/Geologist	\$95.00
Project Engineer-Micropile Test Anchors	\$95.00
Senior Professional	\$125.00
Project Manager	\$145.00
Miscellaneous Inspection	\$90.00

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: September 3, 2009
SUBJECT: Consideration of Approval of Amendment 002 to the
Converse Consultants Contract at San Bernardino Valley College

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment 002 to the Converse Consultants Contract at San Bernardino Valley College.

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 a predetermined increase to the prevailing wage rates for building/construction inspector and field soil material testers that went into effect as of July 1, 2009.

ANALYSIS

This amendment does not change the amount of the Converse Consultants contract; it will remain \$618,262.00. 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: August 5, 2009 **Project Memo – SBCCD 0002**

TO: Larry Klumas
Program Manager for Facilities, Planning & Administrative Services
San Bernardino Community College District (SBCCD)

FROM: Bruce C. McDonald
Senior Project Manager
Kitchell/BRj (K/BRj's)

RE: **San Bernardino Community College District (SBCCD)**
PROJECTS: Crafton Hills College (CHC) & San Bernardino Valley College (SBVC)
Recommendation to Approve: Converse Consultants Contract Amendment 002 @ CHC and
Converse Consultants Contract Amendment 002 @ SBVC.

SCOPE:

SBCCD's approval, based on K/BRj's recommendation, of the following Contract Amendments: 1) Converse Consultants Contract Amendment 002 @ CHC and 2) Converse Consultants Contract Amendment 002 @ SBVC.

NARRATIVE:

The Contract Amendment 002 for Crafton Hills College includes the following: 1) Converse Consultants as been asked to perform additional Professional Services per the contract documents & specifications and DSA, 2) A predetermined increase to the prevailing wage rates for Building/Construction Inspector and Field Soils Material Testers went into effect as of July 1, 2009.

The Contract Amendment 002 for San Bernardino Valley College includes the following: 1) A predetermined increase to the prevailing wage rates for Building/Construction Inspector and Field Soils Material Testers went into effect as of July 1, 2009.

RECOMMENDATION:

K/BRj recommends that SBCCD approve both of the following Contract Amendments: 1) Converse Consultants Contract Amendment 001 @ CHC and 2) Converse Consultants Contract Amendment 001 @ SBVC.

Any questions let me know.

- Bruce

Cc: Alan Rosen; Jon Witherspoon – Kitchell/BRj

CONSULTANT CONTRACT AMENDMENT to AGREEMENT OF PROFESSIONAL SERVICES CONTRACT: 002

PROJECT: San Bernardino Valley College (SBVC)
701 South Mount Vernon
San Bernardino, CA 92410

OWNER: San Bernardino Community College District (SBCCD)

TO: Converse Consultants (Converse)
109311 Corporate Drive
Redlands, CA 92374

Brief Description:

This Contract Amendment includes the following: 1) Converse Consultants as been asked to perform additional Professional Services per the contract documents & specifications and DSA, 2) A predetermined increase to the prevailing wage rates for Building/Construction Inspector and Field Soils Material Testers went into effect as of July 1, 2009

Attachments:

- Kitchell/BRj project memo SBCCD 0001 (1 page)
- Converse Consultants proposal (4 pages)

Costs:

\$0.00 = total amount of this Amendment

The original Agreement for Professional Services Contract Sum	\$618,262.00
Net change by previous Amendments	\$0.00
The Agreement for Professional Contract Sum prior to this Amendment	\$618,262.00
The Agreement for Professional Contract Sum will be increased by this Amendment	\$0.00
The new Contract Sum including this Amendment	\$618,262.00

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

By signing this Amendment SBCCD authorizes Converse Consultants 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 Converse Consultants contract with SBCCD.

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

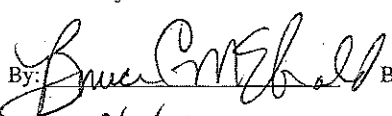
Authorized:

CONSULTANT
Converse Consultants

PROGRAM MANAGER
Kitchell/BRj

OWNER
SBCCD

By: 

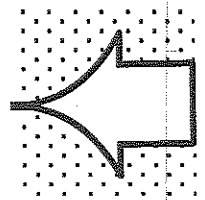
By: 

By: _____

DATE: 8/6/09

DATE: 8/6/09

DATE:





Converse Consultants

Geotechnical Engineering, Environmental & Groundwater Science, Inspection & Testing Services

June 11, 2009

Mr. Lawrence J. Klumas
Program Manager, Facilities, Planning and Administrative Services
San Bernardino Community College District
114 South Del Rosa Drive
San Bernardino, CA 92408

Subject: **CLARIFICATION OF FEES FOR GEOTECHNICAL
AND SPECIAL INSPECTION SERVICES**
Material Testing & Inspector Services
San Bernardino Valley College and Crafton Hills College
San Bernardino and Yucaipa, California
Converse Project Nos. 07-81-328-30 and 07-81-329-30

Dear Mr. Klumas:

In accordance with the State of California's Predetermined Increase, the prevailing wage rates for Building/Construction Inspector and Field Soils Material Testers were increased by \$2.30/hour, effective July 1, 2009. It is therefore necessary for Converse to increase the hourly rate charged on Public Works projects that are subject to Converse's payment of Prevailing Wage.

The attached Fee Forms will be effective for services provided beginning July 1, 2009 through June 30, 2010.

Please do not hesitate to contact the undersigned at (909) 796-0544 if you have any questions or wish to discuss this letter in greater detail.

CONVERSE CONSULTANTS

Hashmi S. E. Quazi
for Hashmi S. E. Quazi, Ph.D., G. E.

Principal Engineer/Regional Manager

Dist.: 1 - Kitchell/BRJ - Attention: Mr. Jon Witherspoon
1 - Kitchell/BRJ - Attention: Cade McMullin
1 - Kitchell/BRJ - Attention: Mr. Bruce McDonald
1 - Kitchell/BRJ - Attention: Mr. Geoff Bachanas
1 - Kitchell/BRJ - Attention: Sheila Nelson

Attachments: Fee Form Tables – SBVC and CHC



**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT FEE FORM
 SAN BERNARDINO VALLEY COLLEGE (SBVC)
 EFFECTIVE 07/01/2009 THROUGH 06/30/2010**

DESCRIPTION	CONVERSE
<i>Unit Pricing - Material Testing & Inspector Services</i>	
	Rate \$/Hour
Soil / Asphalt Inspections	
Soil Technician	\$74.60
Soil Technician (O.T.)	\$111.90
Show-Up/Cancel	\$45.00
Concrete/Reinf. Steel Inspection	
ACI Technician/Concrete Sampling	\$69.60
ACI Technician/Concrete Sampling (O.T.)	\$104.40
ACI Technician/Concrete Batch Plant	\$69.60
ACI Technician/Concrete Batch Plant (O.T.)	\$104.40
Special Inspector/Reinforced Concrete	\$69.60
Special Inspector/Reinforced Concrete (O.T.)	\$104.40
Masonry Inspection	
Special Masonry Inspector	\$72.60
Special Masonry Inspector (O.T.)	\$108.90
Structural Steel / H.S. Bolting Inspection	
Special Inspector/Steel-Rebar Tag & Sample	\$69.60
Special Inspector/Steel-Rebar Tag & Sample (O.T.)	\$104.40
Special Inspector/Steel (Field)	\$69.60
Special Inspector/Steel (Field O.T.)	\$104.40
Special Inspector/Shop Welding	\$74.60
Special Inspector/Shop Welding (O.T.)	\$111.90
Special Inspector/Rebar Locating	\$79.60
Special Inspector/Rebar Locating (O.T.)	\$119.40
Ultrasonic Inspector/Field-A9	\$79.60
Ultrasonic Inspector/Field (O.T.)	\$119.40
Ultrasonic Inspector/Shop	\$79.60
Ultrasonic Inspector/Shop (O.T.)	\$119.40
Pull Test	\$79.60
Pull Test (O.T.)	\$119.40
Bolt Inspection	\$79.60
Bolt Inspection (O.T.)	\$119.40
Torque Testing	\$79.60
Torque Testing (O.T.)	\$119.40
Epoxy Bolt Inspection	\$79.60
Epoxy Bolt Inspection (O.T.)	\$119.40
Fireproofing Inspection	
Special Inspector/Fireproofing	\$69.60
Special Inspector/Fireproofing (O.T.)	\$104.40
Roofing Inspection	
Special Roofing Inspector	\$79.60
Special Roofing Inspector (O.T.)	\$119.40

Soil / Asphalt Testing	Rate \$/Each
Maximum Dry Density - Soils	\$110.00
Maximum Dry Density - Aggregate	\$110.00
Expansion Index	\$80.00
Sieve Analysis - Fine	\$80.00
Sieve Analysis - Course	\$80.00
Sulfate Content of Soil	\$44.00
Percent Passing # 200 Sieve	\$45.00
Sand Equivalent	\$80.00
R-Value	\$213.33
Hveem Stability	\$150.00
Asphalt Extraction	\$150.00
Soil Corrosivity	\$150.00
Concrete Testing	
Concrete Compression Test	\$20.00
Concrete Beam Flexural Test	\$73.00
Core Sample Compression Test	\$30.00
Reinforcing Steel Testing	
Tensile Test	\$45.00
Bend Test	\$35.00
Masonry Testing	
Grouted Masonry Prism	\$110.00
Masonry Block, Per Set of 9	\$650.00
Masonry Core Shear Test	\$50.00
Masonry Core Compression Test	\$20.00
Mortar Compression Test	\$20.00
Grout Compression Test	\$20.00
Structural Steel / H.S. Bolting Testing	
Bolt, Nut & Washer Hardness Test	\$80.00
Bolt Tension Test	\$50.00
Fireproofing Density Testing	\$50.00

Office & Misc. Services	Rate \$/Hour
Sample Pick-Up & Delivery	\$45.00
Laboratory Technician (Sample Preparation)	\$65.00
Support Staff (Drafting, Word Processing, Billing and Dispatch)	\$50.00
Staff Professional	\$85.00
Project Engineer/Geologist	\$95.00
Project Engineer-Micropile Test Anchors	\$95.00
Senior Professional	\$125.00
Project Manager	\$145.00
Miscellaneous Inspection	\$90.00

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: September 3, 2009

SUBJECT: Consideration of Approval of Bond Measure P Capital Improvement Program Change Orders and Amendments for Construction Contracts

RECOMMENDATION

It is recommended that the Board of Trustees approve this single action item consisting of 10 change orders and 3 amendments for the Bond Measure P Capital Improvement Program (CIP) construction contracts at Crafton Hills College and San Bernardino Valley College, as listed in the table below.

San Bernardino Valley College – Chemistry/Physical Science & Partial North Hall Demolition

Vendor	Change #	Original Contract	Previous Changes	Proposed Changes	Revised Contract	% Change
AMPCO Contracting, Inc.	CA-01	410,000	0	15,927	425,927	3.88
AMPCO Contracting, Inc.	CA-02	410,000	15,927	2,963	428,890	0.72
Total Proposed Changes				18,890		

San Bernardino Valley College – Media/Communications

Vendor	Change #	Original Contract	Previous Changes	Proposed Changes	Revised Contract	% Change
R. C. Construction Services	CO-01	1,129,000	0	-18,559	1,110,441	-1.64
West-Tech Mechanical, Inc.	CO-01	1,000,000	0	-11,404	988,596	-1.14
Daniels Electric	CO-01	1,283,000	0	12,322	1,295,322	0.96
Daniels Electric	CO-02	1,283,000	12,322	1,157	1,296,479	0.09
Daniels Electric	CO-03	1,283,000	13,479	11,745	1,308,224	0.92
Daniels Electric	CO-04	1,283,000	25,224	18,559	1,326,783	1.45
Total Proposed Changes				13,820		

San Bernardino Valley College – North Hall Replacement

Vendor	Change #	Original Contract	Previous Changes	Proposed Changes	Revised Contract	% Change
Devries Construction	CO-01	2,434,395	0	3,346	2,437,741	0.14
Mountain Movers Engineering	CO-01	173,900	0	-3,346	170,554	-1.92
Queen City Glass Company	CO-01	454,994	0	3,160	458,154	0.69
Total Proposed Changes				3,160		

Crafton Hills College – Infrastructure 2/Utility Corridor

Vendor	Change #	Original Contract	Previous Changes	Proposed Changes	Revised Contract	% Change
Sierra Landscape Company	CO-01	202,000	0	7,485	209,485	3.71

Crafton Hills College – Infrastructure 3/Peninsula Development & Access Road

Vendor	Change #	Original Contract	Previous Changes	Proposed Changes	Revised Contract	% Change
Sierra Landscape Company	CO-01	1,131,000	0	2,288	1,133,288	0.20

Crafton Hills College – Infrastructure 4/DSA Accessibility Component

Vendor	Change #	Original Contract	Previous Changes	Proposed Changes	Revised Contract	% Change
Sierra Landscape Company	CO-01	290,600	0	-12,050	278,550	-4.15

Crafton Hills College – Infrastructure 5/Community Recreation Facility Site Preparation

Vendor	Change #	Original Contract	Previous Changes	Proposed Changes	Revised Contract	% Change
J. M. Farnan Company, Inc.	CA-01	860,000	0	5,459	865,459	0.63

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. 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.

All changes orders and amendments are approved following a specific process of review by the construction manager, architect, program/project managers, and District staff. Nonessential changes are rejected and never receive approval. Any changes determined to be essential to the health of the project and of major benefit to the District are approved and implemented.

ANALYSIS

The overall impact of these change orders and amendments increase the Bond Measure P CIP construction contracts by \$39,052, representing a total increase of 0.03% of the program construction budget of \$149,920,991.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

Budgeted with Measure P funds.

Attachment

3347A1-A4
Project Number

CS-BC01B-CA1

CONTRACT AMENDMENT

Original Contract Amount: **\$410,000.00**
Amount of Previous Contract Amendments: **\$0.00**

School Name:	San Bernardino Valley College	Date:	July 23, 2009
Project Description:	Chemistry/Physical Science & Partial North Hall Demo	Contract No.:	Bid Category 01B
To (Contractor):	AMPCO Contracting, Inc.	Attn:	Richard E. Klotch

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 07-23-2009 for Change Amendment No. CS-BC01B-CA1: Item 1.1

TOTAL COST OF CONTRACT AMENDMENTS CS-BC01B-CA1 \$15,927.00

Reason for Change:
Refer to attached Contract Amendment No. CS-BC01B-CA1 summary dated 07-23-2009

Initiator of Change:
Refer to attached Contract Amendment No. CS-BC01B-CA1 summary dated 07-23-2009

Drawings associated with C.A. No. CS-BC01B-CA1 are as follows: **None**

The contract AMOUNT due to C.A. No. CS-BC01B-CA1 will be **increased** by: **\$15,927.00**

The contract TIME due to C.A. No. CS-BC01B-CA1 will be **unchanged** by: **0** calendar days.

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

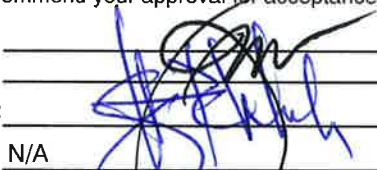
The revised Contract Amount, including this change order is, therefore: **\$425,927.00**


SBCCD Change Order No. **CS-BC01B-CA1** includes Item Number(s): **One (1) item**

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

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


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

Architect:  Name: Jay R. Tittle, C-12955 Date: 07/23/09

Constr. Mgr.:  JUL 30 2009

Inspector: N/A

District: Mr. Bruce Baron, Vice Chancellor/Fiscal Services

Contractor:  7/29/09
Richard E. Klotch

State of California - Division of the State Architect DSA Application No. **04-109254** File No. **36-C2**
Approved _____ per Principal Structural Engineer: _____

CONTRACT AMENDMENT NO. CS-BC01B-CA1

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
Item 1.1	Remove hazardous materials from Maintenance and Operations Building.	A4			\$15,927	\$15,927
	Subtotal					\$15,927
	TOTAL CONTRACT AMENDMENT #CS-BC19-CO1					\$15,927

CODE LEGEND

- A SITE COST, UNFORESEEN FIELD CONDITION
- B SITE COST, ERROR AND/OR OMISSION
- C SITE COST, DISTRICT ADDED OR DELETED/REDUCED SCOPE
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- 3 ARCHITECT/ENGINEER GENERATED
- 4 DISTRICT GENERATED
- 5 INSPECTOR OR AGENCY GENERATED

3347A1-A4
Project Number

CS-BC01B-CA2

CONTRACT AMENDMENT

Original Contract Amount: **\$410,000.00**
Amount of Previous Contract Amendments: **\$15,927.00**

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>July 23, 2009</u>
Project Description:	<u>Chemistry/Physical Science & Partial North Hall Demo</u>	Contract No.:	<u>Bid Category 01B</u>
To (Contractor):	<u>AMPCO Contracting, Inc.</u>	Attn:	<u>Richard E. Klotch</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 07-23-2009 for Change Amendment No. CS-BC01B-CA2: Item 2.1

TOTAL COST OF CONTRACT AMENDMENTS CS-BC01B-CA2 \$2,963.00

Reason for Change:
Refer to attached Contract Amendment No. CS-BC01B-CA2 summary dated 07-23-2009

Initiator of Change:
Refer to attached Contract Amendment No. CS-BC01B-CA2 summary dated 07-23-2009

Drawings associated with C.A. No. CS-BC01B-CA2 are as follows: None

The contract AMOUNT due to C.A. No. CS-BC01B-CA2 will be **increased** by: \$2,963.00

The contract TIME due to C.A. No. CS-BC01B-CA2 will be **unchanged** by: 0 calendar days.

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

The revised Contract Amount, including this change order is, therefore: \$428,890.00

SBCCD Change Order No. CS-BC01B-CA2 includes Item Number(s): One (1) item

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



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

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

Architect: [Signature] Name: Jay R. Tittle, C-12955 Date: 07/23/09

Constr. Mgr.: _____

Inspector: N/A

District: _____ Mr. Bruce Baron, Vice Chancellor Fiscal Services

Contractor: [Signature] 7/23/09
Richard E. Klotch

State of California - Division of the State Architect DSA Application No. 04-109254 File No. 36-C2
Approved _____ per Principal Structural Engineer: _____

CONTRACT AMENDMENT NO. CS-BC01B-CA2

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
Item 1.1	Remove lead materials from windows at Room 224.	A4			\$2,963	\$2,963
	Subtotal					\$2,963
	TOTAL CHANGE ORDER # CS-BC01B-CA2					\$2,963

CODE LEGEND

- A SITE COST, UNFORESEEN FIELD CONDITION
- B SITE COST, ERROR AND/OR OMISSION
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- L CONTRACT ADMINISTRATIVE ISSUE

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SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Capital Facilities Program Management

3347A1-A4
Project Number

MC-BC03-CO1

CHANGE ORDER

Original Contract Amount: \$1,129,000.00
Amount of Previous Change Orders: \$0.00

School Name: San Bernardino Valley College Date: July 24, 2009
Project Description: New Media/Communications Bldg. Contract No.: Bid Category 03
To (Contractor): RC Construction Services, Inc. Attn: Todd Thomas

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 07-24-2009 for Change Order No. MC-BC03-CO1: Item 1.1

TOTAL COST OF CHANGE ORDER MC-BC03-CO1 (\$18,559.00)

Reason for Change: Refer to attached Change Order No. MC-BC03-CO1 summary dated 07-24-2009

Initiator of Change: Refer to attached Change Order No. MC-BC03-CO1 summary dated 07-24-2009

Drawings associated with C.O. No. MC-BC03-CO1 are as follows: N/A

The contract AMOUNT due to C.O. No. MC-BC03-CO1 will be decreased by: (\$18,559)

The contract TIME due to C.O. No. MC-BC03-CO1 will be unchanged by: 0 calendar days.

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

The revised Contract Amount, including this change order is, therefore: \$1,110,441.00

SBCCD Change Order No. MC-BC03-CO1 includes Item Number(s): One (1) item

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

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

I have reviewed the figures submitted by the Contractor and they have been reviewed by the District, I believe this request is valid and recommend your approval for acceptance.
Architect: [Signature] Name (printed) Jay R. Tittle, C-12955 Date 7/24/2009
Constr. Mgr.: [Signature]
Inspector: N/A
District:
Contractor:
Printed Name/Title

State of California - Division of the State Architect DSA Application No. 04-109146 File No. 36-C2

Approved _____ per Principal Structural Engineer: _____

CHANGE ORDER NO. MC-BC03-CO1

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
Item 1.1	Expense of repair to damaged conduit and replacing 500 conduit and replacing fiber optic cable.	E1			(\$18,559)	(\$18,559)
	Subtotal					(\$18,559)
	TOTAL CHANGE ORDER # MC-BC03-CO1					(\$18,559)

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
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- 1 CONTRACTOR GENERATED
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- 4 DISTRICT GENERATED
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3347A1-A4
Project Number

MC-BC18-CO1

CHANGE ORDER

Original Contract Amount: **\$1,000,000.00**
Amount of Previous Change Orders: **\$0.00**

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>July 24, 2009</u>
Project Description:	<u>New Media/Communications Bldg.</u>	Contract No.:	<u>Bid Category 18</u>
To (Contractor):	<u>West-Tech Mechanical Inc.</u>	Attn:	<u>Gus Wahid</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 07-24-2009 for Change Order No. MC-BC18-CO1: Item 1.1

TOTAL COST OF CHANGE ORDER MC-BC18-CO1 (\$11,404.00)

Reason for Change:

Refer to attached Change Order No. MC-BC18-CO1 summary dated 07-24-2009

Initiator of Change:

Refer to attached Change Order No. MC-BC18-CO1 summary dated 07-24-2009

Drawings associated with C. O. No. MC-BC18-CO1 are as follows: N/A

The contract AMOUNT due to C. O. No. MC-BC18-CO1 will be **increased** by: (\$11,404)

The contract TIME due to C. O. No. MC-BC18-CO1 will be **unchanged** by: 0 calendar days.

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


The revised Contract Amount, including this change order is, therefore: \$988,596.00

SBCCD Change Order No. MC-BC18-CO1 includes Item Number(s): One (1) item

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

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

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

Architect:		Name (printed)	Date
Constr. Mgr.:		Jay R. Tittle, C-12955	7/24/2009
Inspector:	N/A		
District:		Mr. Bruce Baron - Vice Chancellor	
Contractor:		Gus Wahid	

State of California - Division of the State Architect DSA Application No. 04-109146 File No. 36-C2
Approved _____ per Principal Structural Engineer: _____

CHANGE ORDER NO. MC-BC18-CO1

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
Item 1.1	Omit the HVAC 30 ton unit and provide a 15 ton unit for Computer Room.	C4			(\$11,404)	(\$11,404)
	Subtotal					(\$11,404)
	TOTAL CHANGE ORDER # MO-BC18-CO1					(\$11,404)

CODE LEGEND

- A SITE COST, UNFORESEEN FIELD CONDITION
- B SITE COST, ERROR AND/OR OMISSION
- C SITE COST, DISTRICT ADDED OR DELETED/REDUCED SCOPE
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3347A1-A4
Project Number

MC-BC19-CO1

CHANGE ORDER

Original Contract Amount: **\$1,283,000.00**
Amount of Previous Change Orders: **\$0.00**

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>July 24, 2009</u>
Project Description:	<u>New Media/Communications Bldg.</u>	Contract No.:	<u>Bid Category 19</u>
To (Contractor):	<u>Daniels Electric Construction Co., Inc.</u>	Attn:	<u>Thomas G. Ispas</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 07-24-2009 for
Change Order No. MC-BC19-CO1: Item 1.1**

TOTAL COST OF CHANGE ORDER MC-BC19-CO1 **\$12,322.00**

Reason for Change:
Refer to attached Change Order No. MC-BC19-CO1 summary dated 07-24-2009

Initiator of Change:
Refer to attached Change Order No. MC-BC19-CO1 summary dated 07-24-2009

Drawings associated with C. O. No. MC-BC19-CO1 are as follows: N/A

The contract AMOUNT due to C. O. No. MC-BC19-CO1 will be **increased** by: \$12,322

The contract TIME due to C. O. No. MC-BC19-CO1 will be **unchanged** by: 0 calendar days.

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

The revised Contract Amount, including this change order is, therefore: \$1,295,322.00

SBCCD Change Order No. MC-BC19-CO1 includes Item Number(s): One (1) item

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

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

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

Architect:	<u>[Signature]</u>	Name (printed)	<u>Jay R. Tittle, C-12955</u>	Date	<u>7/24/2009</u>
Constr. Mgr.:	<u>[Signature]</u>				<u>Jul 25 2009</u>
Inspector:	<u>N/A</u>				
District:	<u>[Signature]</u>				
Contractor:	<u>[Signature]</u>	Printed Name/Title			

State of California - Division of the State Architect DSA Application No. 04-109146 File No. 36-C2
Approved _____ per Principal Structural Engineer: _____

CHANGE ORDER NO. MC-BC19-CO1

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
Item 1.1	Provide 90 feet of 4" conduit for data cabling.	C1			\$12,322	\$12,322
	Subtotal					\$12,322
	TOTAL CHANGE ORDER # MC-BC19-CO1					\$12,322

CODE LEGEND

- A SITE COST, UNFORESEEN FIELD CONDITION
- B SITE COST, ERROR AND/OR OMISSION
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- D SITE COST, AGENCY OR CODE REVISION
- E SITE COST, CONTRACTOR IMPACT TO ANOTHER CONTRACTOR
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- 3 ARCHITECT/ENGINEER GENERATED
- 4 DISTRICT GENERATED
- 5 INSPECTOR OR AGENCY GENERATED

3347A1-A4
Project Number

MC-BC19-CO2

CHANGE ORDER

Original Contract Amount: **\$1,283,000.00**
Amount of Previous Change Orders: **\$12,322.00**

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>July 24, 2009</u>
Project Description:	<u>New Media/Communications Bldg.</u>	Contract No.:	<u>Bid Category 19</u>
To (Contractor):	<u>Daniels Electric Construction Co., Inc.</u>	Attn:	<u>Thomas G. Ispas</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 07-24-2009 for
Change Order No. MC-BC19-CO2: Item 1.1**

TOTAL COST OF CHANGE ORDER MC-BC19-CO2 **\$1,157.00**

Reason for Change:
Refer to attached Change Order No. MC-BC19-CO2 summary dated 07-24-2009

Initiator of Change:
Refer to attached Change Order No. MC-BC19-CO2 summary dated 07-24-2009

Drawings associated with C. O. No. MC-BC19-CO2 are as follows: N/A

The contract AMOUNT due to C. O. No. MC-BC19-CO2 will be **increased** by: \$1,157

The contract TIME due to C. O. No. MC-BC19-CO2 will be **unchanged** by: 0 calendar days.

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





The revised Contract Amount, including this change order is, therefore: \$1,296,479.00

SBCCD Change Order No. MC-BC19-CO2 includes Item Number(s): One (1) item

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

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

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

Architect:	<u></u>	Name (printed)	<u>Jay R. Tittle, C-12955</u>	Date	<u>7/24/2009</u>
Constr. Mgr.:	<u></u>				<u>JUL 30 2009</u>
Inspector:	<u>N/A</u>				
District:	<u></u>				
Contractor:	<u></u>				

Printed Name/Title

State of California - Division of the State Architect DSA Application No. 04-109146 File No. 36-C2

Approved _____ per Principal Structural Engineer: _____

CHANGE ORDER NO. MC-BC19-CO2

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
Item 2.1	Provide conduit and conductor for power to overhead door in Room MC-146.	C4			\$1,157	\$1,157
	Subtotal					\$1,157
	TOTAL CHANGE ORDER # MC-BC19-CO2					\$1,157

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
Capital Facilities Program Management

3347A1-A4
Project Number

MC-BC19-CO3

CHANGE ORDER

Original Contract Amount: **\$1,283,000.00**
Amount of Previous Change Orders: **\$13,479.00**

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>July 24, 2009</u>
Project Description:	<u>New Media/Communications Bldg.</u>	Contract No.:	<u>Bid Category 19</u>
To (Contractor):	<u>Daniels Electric Construction Co., Inc.</u>	Attn:	<u>Thomas G. Ispas</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 07-24-2009 for
Change Order No. MC-BC19-CO3: Item 3.1**

TOTAL COST OF CHANGE ORDER MC-BC19-CO3 \$11,745.00

Reason for Change:
Refer to attached Change Order No. MC-BC19-CO3 summary dated 07-24-2009

Initiator of Change:
Refer to attached Change Order No. MC-BC19-CO3 summary dated 07-24-2009

Drawings associated with C. O. No. MC-BC19-CO3 are as follows: N/A

The contract AMOUNT due to C.O. No. MC-BC19-CO3 will be **increased** by: \$11,745

The contract TIME due to C. O. No. MC-BC19-CO3 will be **unchanged** by: 0 calendar days.

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

The revised Contract Amount, including this change order is, therefore: \$1,308,224.00

SBCCD Change Order No. MC-BC19-CO3 includes Item Number(s): One (1) item

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

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

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

Architect:	<u>[Signature]</u>	Name (printed)	<u>Jay R. Tittle, C-12955</u>	Date	<u>7/24/2009</u>
Constr. Mgr.:	<u>[Signature]</u>				<u>JUL 30 2009</u>
Inspector:	<u>N/A</u>				
District:			<u>Mr. Bruce Baron, Vice Chancellor Fiscal Services</u>		
Contractor:	<u>[Signature]</u>		<u>Thomas G. Ispas</u>		

State of California - Division of the State Architect

DSA Application No. 04-109146

File No. 36-C2

Approved _____

per Principal Structural Engineer: _____

CHANGE ORDER NO. MC-BC19-CO3

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
Item 3.1	Provide (3) 4" conduit with (4) 500 MCM power and (1) #2/0 ground for secondary feed.	C4			\$11,745	\$11,745
	Subtotal					\$11,745
	TOTAL CHANGE ORDER # MC-BC19-CO3					\$11,745

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

334741-44
Project Number

MC-BC19-CO4

CHANGE ORDER

Original Contract Amount: **\$1,283,000.00**
Amount of Previous Change Orders: **\$25,224.00**

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>July 24, 2009</u>
Project Description:	<u>New Media/Communications Bldg.</u>	Contract No.:	<u>Bid Category 19</u>
To (Contractor):	<u>Daniels Electric Construction Co., Inc.</u>	Attn:	<u>Thomas G. Ispas</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 07-24-2009 for
Change Order No. MC-BC19-CO4: Item 4.1**

TOTAL COST OF CHANGE ORDER MC-BC19-CO4 \$18,559.00

Reason for Change:

Refer to attached Change Order No. MC-BC19-CO4 summary dated 07-24-2009

Initiator of Change:

Refer to attached Change Order No. MC-BC19-CO4 summary dated 07-24-2009

Drawings associated with C.O. No. MC-BC19-CO4 are as follows: N/A

The contract AMOUNT due to C.O. No. MC-BC19-CO4 will be **increased** by: \$18,559

The contract TIME due to C.O. No. MC-BC19-CO4 will be **unchanged** by: 0 calendar days.

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



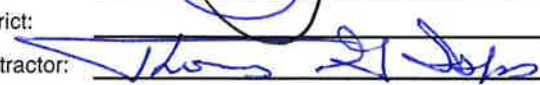
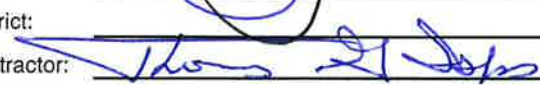
The revised Contract Amount, including this change order is, therefore: \$1,326,783.00

SBCCD Change Order No. MC-BC19-CO4 includes Item Number(s): One (1) item

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

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

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

Architect:	<u></u>	Name (printed)	<u>Jay R. Tittle, C-12955</u>	Date	<u>7/24/2009</u>
Constr. Mgr.:	<u></u>				<u>JUL 30 2009</u>
Inspector:	<u>N/A</u>				
District:	<u></u>				
Contractor:	<u></u>				

Printed Name/Title

State of California - Division of the State Architect

DSA Application No. 04-109146

File No. 36-C2

Approved _____

per Principal Structural Engineer: _____

CHANGE ORDER NO. MC-BC19-CO4

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
Item 4.1	Repair conduit and replace fiber optic cable.	E1			\$18,559	\$18,559
	Subtotal					\$18,559
	TOTAL CHANGE ORDER # MC-BC19-CO4					\$18,559

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
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- 3 ARCHITECT/ENGINEER GENERATED
- 4 DISTRICT GENERATED
- 5 INSPECTOR OR AGENCY GENERATED

3347A1-A4
Project Number

NH-BC03-CO1

CHANGE ORDER

Original Contract Amount: **\$2,434,395.00**
Amount of Previous Change Orders: **\$0.00**

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>July 24, 2009</u>
Project Description:	<u>North Hall Replacement Bldg.</u>	Contract No.:	<u>Bid Category 03</u>
To (Contractor):	<u>Devries Construction</u>	Attn:	<u>Brian Devries</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 07-24-2009 for Change Order No. NH-BC03-CO1: Item 1.1

TOTAL COST OF CHANGE ORDER NH-BC03-CO1 \$3,346.00

Reason for Change:
Refer to attached Change Order No. NH-BC03-CO1 summary dated 07-24-2009

Initiator of Change:
Refer to attached Change Order No. NH-BC03-CO1 summary dated 07-24-2009

Drawings associated with C.O. No. NH-BC03-CO1 are as follows: N/A

The contract AMOUNT due to C.O. No. NH-BC03-CO1 will be increased by: \$3,346

The contract TIME due to C.O. No. NH-BC03-CO1 will be **unchanged** by: 0 calendar days.

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

The revised Contract Amount, including this change order is, therefore: \$2,437,741.00

SBCCD Change Order No. NH-BC03-CO1 includes Item Number(s): One (1) item

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

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



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

Architect:	<u>[Signature]</u>	Name (printed)	<u>Jay R. Tittle, C-12955</u>	Date	<u>7/24/2009</u>
Constr. Mgr.:	<u>[Signature]</u>				
Inspector:	<u>N/A</u>				
District:					
Contractor:					

Printed Name/Title

State of California - Division of the State Architect DSA Application No. 04-109146 File No. 36-C2
Approved _____ per Principal Structural Engineer: _____

CHANGE ORDER NO. NH-BC03-CO1

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
Item 1.1	Construct temporary concrete walk for student access.	C1			\$3,346	\$3,346
	Subtotal					\$3,346
	TOTAL CHANGE ORDER # NH-BC02-CO1					\$3,346

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
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- 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
Capital Facilities Program Management

3347A1-A4
Project Number

NH-BC02-CO1

CHANGE ORDER

Original Contract Amount: **\$173,900.00**
Amount of Previous Change Orders: **\$0.00**

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>July 24, 2009</u>
Project Description:	<u>North Hall Replacement Bldg.</u>	Contract No.:	<u>Bid Category 02</u>
To (Contractor):	<u>Mountain Movers Eng. Cont. Inc.</u>	Attn:	<u>Edwin Hadley</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 07-24-2009 for
Change Order No. NH-BC02-CO1: Item 1.1**

TOTAL COST OF CHANGE ORDER NH-BC02-CO1 (\$3,346.00)

Reason for Change:
Refer to attached Change Order No. NH-BC02-CO1 summary dated 07-24-2009

Initiator of Change:
Refer to attached Change Order No. NH-BC02-CO1 summary dated 07-24-2009

Drawings associated with C.O. No. NH-BC02-CO1 are as follows: N/A

The contract AMOUNT due to C.O. No. NH-BC02-CO1 will be decreased by: (\$3,346)

The contract TIME due to C.O. No. NH-BC02-CO1 will be **unchanged** by: 0 calendar days.

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

The revised Contract Amount, including this change order is, therefore: \$170,554.00

SBCCD Change Order No. NH-BC02-CO1 includes Item Number(s): One (1) item

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

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

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

Architect:	<u>Signature</u>	Name (printed)	Date
Constr. Mgr.:	<u>[Signature]</u>	Jay R. Tittle, C-12955	7/24/2009
Inspector:	<u>N/A</u>		
District:		Mr. Bruce Baron, Vice Chancellor Fiscal Services	
Contractor:		Edwin Hadley	

State of California - Division of the State Architect DSA Application No. 04-109146 File No. 36-C2
Approved _____ per Principal Structural Engineer: _____

CHANGE ORDER NO. NH-BC02-CO1

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
Item 1.1	Construct temporary concrete walk for student access.	E1			(\$3,346)	(\$3,346)
	Subtotal					(\$3,346)
	TOTAL CHANGE ORDER # NH-BC02-CO1					(\$3,346)

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
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- K BUILDING COST, CONTRACTOR IMPACT TO ANOTHER CONTRACTOR
- L CONTRACT ADMINISTRATIVE ISSUE

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- 3 ARCHITECT/ENGINEER GENERATED
- 4 DISTRICT GENERATED
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SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Capital Facilities Program Management

3347A1-A4
Project Number

NH-BC09-CO1

CHANGE ORDER

Original Contract Amount: \$454,994.00
Amount of Previous Change Orders: \$0.00

School Name: San Bernardino Valley College Date: July 24, 2009
Project Description: North Hall Replacement Bldg. Contract No.: Bid Category 09
To (Contractor): Queen City Glass Co. Attn: Gabrielle Norwood

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 07-24-2009 for
Change Order No. NH-BC09-CO1: Item 1.1



TOTAL COST OF CHANGE ORDER NH-BC09-CO1

\$3,160.00

Reason for Change:
Refer to attached Change Order No. NH-BC09-CO1 summary dated 07-24-2009

Initiator of Change:
Refer to attached Change Order No. NH-BC09-CO1 summary dated 07-24-2009

Drawings associated with C.O. No. NH-BC09-CO1 are as follows: N/A

The contract AMOUNT due to C.O. No. NH-BC09-CO1 will be increased by: \$3,160

The contract TIME due to C.O. No. NH-BC09-CO1 will be unchanged by: 0 calendar days.

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

The revised Contract Amount, including this change order is, therefore: \$458,154.00

SBCCD Change Order No. NH-BC09-CO1 includes Item Number(s): One (1) item

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

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

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

Architect: [Signature] Name (printed) Jay R. Tittle, C-12955 Date 7/24/2009
Constr. Mgr.: [Signature]
Inspector: N/A
District: Mr. Bruce Baron, Vice Chancellor Fiscal Services
Contractor: [Signature] Gabrielle Norwood, Controller Erin Zatezalo, Project Manager

State of California - Division of the State Architect DSA Application No. 04-109147 File No. 36-C2
Approved _____ per Principal Structural Engineer: _____

CHANGE ORDER NO. NH-BC09-CO1

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
Item 1.1	Revise Windows W-5, W-7 and W-0 from storefront to curtain wall.	C1			\$3,160	\$3,160
	Subtotal					\$3,160
	TOTAL CHANGE ORDER # NH-BC09-CO1					\$3,160

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 Change Order No. NH-BC09-CO1: Item 1.1
 - E SITE COST, CONTRACTOR IMPACT TO ANOTHER CONTRACTOR
 - F BUIL TOTAL COST OF CHANGE ORDER NH-BC09-CO1
 - G BUILDING COST, ERROR AND/OR OMISSION
 - H BUILDING COST, DISTRICT ADDED OR DELETED/REDUCED SCOPE
 - J BUIL Refer to attached Change Order No. NH-BC09-CO1 summary dated 07-24-2009
 - K BUILDING COST, CONTRACTOR IMPACT TO ANOTHER CONTRACTOR
 - L CONTRACT ADMINISTRATIVE ISSUE
- * Note: "I" has Refer to attached Change Order No. NH-BC09-CO1 summary dated 07-24-2009
- 1 CONTRACTOR GENERATED
 - 2 CONSTRUCTION MANAGER GENERATED
 - 3 ARCHITECT/ENGINEER GENERATED
 - 4 DISTRICT GENERATED
 - 5 INSPECTOR OR AGENCY GENERATED

9623
Project Number

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
Capital Facilities Program Management

C.O.: 01

CHANGE ORDER

Original Contract Amount: \$1,623,600.00
Amount Previous Change Orders: \$0.00
* Note: This is Change Order No. 01 for Contract INFRA234-06

School Name:	Crafton Hills College	Date:	7/31/09
Project Description:	Infrastructure Packages 2, 3, & 4	Contract No.:	INFRA234-06
To: (Contractor):	Sierra Landscape Company	Attn:	Kathi

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. (\$2,277.00)

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: Decreased by (\$2,277.00)

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: \$1,621,323.00

SBCCD Change Order No. 01 includes Item Number(s): PC No. 7,15,16,18,19,20,21

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:	<i>[Signature]</i>	Kathy Williams	8/5/09
Architect:	<i>[Signature]</i>	JUAN TESANTANA	8/5/09
Inspector:	<i>[Signature]</i>	STEVEN POTTER	8/6/09
Constr. Mgr.:	<i>[Signature]</i>	Matthew T. Breyer	8/5/09
Prog. Mgr.:	<i>[Signature]</i>	Bruce C. McDonald	8/6/09
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 INFA234-06: Sierra Landscape Company, Inc.

CHANGE ORDER NO. 01

REF.	DESCRIPTION OF ITEM	CODE	CREDIT	COST	BALANCE	Project Cost Allocation		
						Pckg 2	Pckg 3	Pckg 4
PC-007	Remove and replace trees @ lot E	A3		\$3,300	\$3,300	\$3,300		
PC-015	Relocate existing irrigation backflow device	B3		\$2,830	\$2,830		\$2,830	
PC-016	Raise manholes & repair landscape @ LADM	C4		\$4,185	\$4,185	\$4,185		
PC-017	Landscaping revisions @ east end of access road	A3		\$8,604	\$8,604		\$8,604	
PC-018	Eliminate rock, revise planting @ access road swale	A3	(\$16,055)		(\$16,055)		(\$16,055)	
PC-019	Remove tree scheduled for relocation	A3	(\$9,850)		(\$9,850)			(\$9,850)
PC-020	Fire lane revisions (ASI #15)	C4	(\$2,200)		(\$2,200)			(\$2,200)
PC-021	Irrigation & planting @ access road slope	B3		\$6,909	\$6,909		\$6,909	
					\$0			
					\$0			
					\$0			
	Subtotal				(\$2,277)	\$7,485	\$2,288	(\$12,050)

TOTAL CHANGE ORDER # 01

(\$2,277)

CODE LEGEND

- A SITE COST, UNFORESEEN FIELD CONDITION
- B SITE COST, ERROR AND/OR OMISSION
- C SITE COST, DISTRICT ADDED OR DELETED/REDUCED SCOPE
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- E SITE COST, CONTRACTOR IMPACT TO ANOTHER CONTRACTOR
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- K BUILDING COST, CONTRACTOR IMPACT TO ANOTHER CONTRACTOR
- L CONTRACT ADMINISTRATIVE ISSUE

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- 2 CONSTRUCTION MANAGER GENERATED
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- 4 DISTRICT GENERATED
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SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
Capital Facilities Program Management

9617
Project Number

Amendment 01

Contract Amendment #01

Original Contract Amount: \$860,000.00
 Amount Previous Change Orders: \$0.00
 * Note: This is Change Order No. 01 for Contract CCRF01:13

School Name:	<u>Crafton Hills College</u>	Date:	<u>8/4/09</u>
Project Description:	<u>Community Recreation Facility</u>	Contract No.:	<u>CCRF01:13</u>
To: (Contractor):	<u>J.M. Farnan Company, Inc.</u>	Attn:	<u>Chris Farnan</u>

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

Item No.: Refer to attached Amendment 101 Index. Reference RFP No.: Refer to attached.

Description of Work:

Refer to attached Amendment No. 01 Index for descriptions of work.

TOTAL COST OF AMENDMENT NO. \$5,459.00

Reason for Amendment: Refer to attached Amendment No. 01 Index.

Initiator of Amendment: Refer to attached Amendment No. 01 Index.

Drawings associated with C.A. No.	01	are as follows:	<u>Refer to attachments.</u>
The contract AMOUNT due to C.A. No.	01	will be:	<u>increased by \$5,459.00</u>
The contract TIME due to C.A. No.	01	will be:	<u>unchanged by 0 calendar days.</u>
The revised Contract Completion Date, including this C.A. is, therefore:			<u>unchanged</u>
The revised Contract Amount, including this C.A. is, therefore:			<u>\$865,459.00</u>
SBCCD Contract Amendment No. 01 includes Item Number(s):			<u>PC No. 4 & 5</u>

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

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

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

	Signature	Name (printed)	Date
Contractor:		CHRIS FARNAN	8/5/09
Architect:		JUAN J. SANTANA	8/5/09
Inspector:		STEVE PATTEN	8/6/09
Constr. Mgr.:		Matthew T. Broyer	8/5/09
Prog. Mgr.:		Bruce McDonald	8/6/09
District:			

Printed Name/Title

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

Approved _____ per Principal Structural Engineer:

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Noelia Vela, Chancellor
REVIEWED BY: Bruce Baron, Vice Chancellor, Fiscal Services
PREPARED BY: Lawrence J. Klumas, Bond Program Director, SBCCD
DATE: September 3, 2009
SUBJECT: Consideration of Approval of Change Order 01 to Fast-Track Construction for the Tenant Improvement Project at San Bernardino Valley College

RECOMMENDATION

It is recommended that the Board of Trustees approve Change Order 01 to Fast-Track Construction for the Tenant Improvement project at San Bernardino Valley College in the amount of \$245,316.00. Approval of this change order acknowledges it is over the 10% permissible limit; it is in the best interest of the District to proceed with the same contractor without going out to bid; the work is complete and acceptable and approval of this recommendation authorizes the overage as a claim against the District.

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 due to three specific categories of change which had significant impact on the scope and cost of this project:

<u>Project Improvement & Support</u>	<u>Requirements by Division of State Architect</u>	<u>User Requests</u>
<ul style="list-style-type: none">• Replace damaged interior walls, paint, provide data and light fixtures to three modular buildings• Provide additional data switch• Provide temporary power to Interim Housing and Refrigeration areas• Omit overhead door for KVCR storage room 107• Omit painting in KVCR storage room 107• Additional demo and framing for relocated sound windows• Furnish and install electrical panel• Revise fire alarm point of connection• Change wood studs to metal studs; add fire blocking and floor protection	<ul style="list-style-type: none">• Provide man gate and access ramp at Avionics modular• Provide epoxy anchors in lieu of designed shot pins• Provide additional wall framing, drywall and paint to support proposed stairwell design• Remove wire mold and install rigid conduit	<ul style="list-style-type: none">• Provide additional power to flight simulator• Provide generator during switchover• Provide 8'x10' opening and temporary double doors for KVCR storage room 107• Soil remediation and electrical service at CMU block wall.

ANALYSIS

The effect of this change order will be an addition of \$245,316.00 to the previously revised Fast-Track Construction contract of \$966,246, resulting in a newly revised contract amount of \$1,211,562.00. This change order represents an addition of 25.4% to Fast-Track's contract amount.

The accelerated timeline presented to the architect, construction manager, and project/program manager set into motion a number of changes that occurred during the construction phase of the project that was not anticipated during the planning phase.

While this project was completed on the timeline dictated by the District, we have put safeguards in place to prevent change orders from exceeding the 10% guideline in the future.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

Budgeted with Measure P funds.

Attachment

3347A4
Project Number

TI-BC1-CO1

CHANGE ORDER

Original Contract Amount: **\$828,000.00**
Amount of Previous Contract Amendments: **\$138,246.00**
Amount of Previous Change Orders: **\$0.00**

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>Aug 6, 2009</u>
Project Description:	<u>Tenant Improvement & Misc. Construction</u>	Contract No.:	<u>Bid Category 1</u>
To (Contractor):	<u>Fast-Track Construction</u>	Attn:	<u>Bobby Regasa</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 08-06-2009 for
Change Order No. TI-BC1-CO1: Items CO 1.1 to 1.17**

TOTAL COST of CHANGE ORDER TI-BC1-CO1: \$245,316.00

Reason for Change:
Refer to attached Change Order No. TI-BC1-CO1 summary dated 08-06-2009

Initiator of Change:
Refer to attached Change Order No. TI-BC1-CO1 summary dated 08-06-2009

The original Base Contract Sum was:	<u>\$828,000.00</u>
Net change by previous authorized Contract Amendment(s):	<u>\$138,246.00</u>
The revised BASE Contract Sum:	<u>\$966,246.00</u>
Net change by previous authorized Change Order(s):	<u>\$0.00</u>
The Contract Sum including previous authorized Change Orders:	<u>\$966,246.00</u>
The contract AMOUNT due to C.O. No. TI-BC1-CO1 will be increased by:	<u>\$245,316.00</u>
The revised Contract Amount, including this Change Order is, therefore:	<u>\$1,211,562.00</u>
The contract TIME due to C.O. No. TI-BC1-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>TI-BC1-CO1</u> includes Item Number(s):	<u>Seventeen (17) 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: _____	_____	_____
Constr. Mgr.: _____	<u>Steve R. Worley</u>	<u>9.2.09</u>
District: _____	<u>Mr. Bruce Baron, Vice Chancellor Fiscal Services</u>	_____
Contractor: _____	<u>Jonathan Ragasa</u>	<u>09/03/09</u>
	Printed Name/Title	

CHANGE ORDER NO. TI-BC1-CO1

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
CO						
Item 1.1	Replace damage interior walls, paint, provide data and light fixtures to modulars	K1			\$25,971	\$25,971
Item 1.2	Provide additional power to flight simulator	H4			\$9,585	\$9,585
Item 1.3	Additional data switch	B1			\$23,855	\$23,855
Item 1.4	Provide temporary power to Interim Housing and Refrigeration areas	C4			\$57,418	\$57,418
Item 1.5	Provide generator during switchover	H4			\$3,136	\$3,136
Item 1.6	Provide man gate and access ramp @ P1	H4			\$8,216	\$8,216
Item 1.7	Omit overhead door in room 107	H4			(\$8,143)	(\$8,143)
Item 1.8	Omit painting in room 107	H4			(\$1,015)	(\$1,015)
Item 1.9	Provide 8'x10' opening and temp doors	H4			\$16,983	\$16,983
Item 1.10	Additional demo & framing for relocated sound windows	G1			\$4,450	\$4,450
Item 1.11	Provide epoxy anchors in lieu of designed shot pins per DSA recommendation	D5			\$2,620	\$2,620
Item 1.12	Provide additional wall framing, drywall & paint to support proposed stair handrails	G1			\$6,218	\$6,218
Item 1.13	Furnish electrical panel	G1			\$6,039	\$6,039
Item 1.14	Revised fire alarm point of connection	G1			\$2,392	\$2,392
Item 1.15	Change wood studs to metal studs, add fire blocking and floor protection	H4			\$3,309	\$3,309
Item 1.16	Remove wire mold & install rigid conduit	J5			\$11,106	\$11,106
Item 1.17	Soil remediation to accommodate new wall at chiller pad	C4			\$73,176	\$73,176
Subtotal						\$245,316
TOTAL CHANGE ORDER # TI-BC1-CO1						\$245,316

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. TI-BC1-CO1 Item Inclusions

August 6, 2009

Aeronautics

Change Order TI-BC1-CO1: Item No. 1.1 – Interim housing P1-P4 are located at the aeronautics area. P1 and P2 were provided by a modular company and currently being leased. P3 and P4 are District own and relocated. During the remodel P3 and P4, several of the walls had FRP paneling. During a field walk, the contractor was authorized to remove the FRP. The removal of the FRP incidentally damaged the drywall due to the adhesive. Subsequently the drywall needed to be replaced and painted. The exterior color of interim housing P3 and P4 did not match the adjacent P2 interim housing color scheme. The contractor was authorized to paint the portables the two-tone brown. Interim housing P1, P3, and P4 did not reflect any power, data or lighting. A plan was provided to add power and data to P3 and P4, as well as power to P1. New light fixtures were added P3 and P4. There several light fixtures not operating in P3 and P4 that required repairs. The cost is **\$25,971.00**.

Change Order TI-BC1-CO1: Item No. 1.2 – Provide additional power to accommodate the flight simulator. The cost is **\$9,585.00**.

Change Order TI-BC1-CO1: Item No. 1.3 – The category 6 cable distances from P1 to P2-P4 is greater than the allowable 300 foot distance. An additional data switch was necessary to provide the signal capacity for proper usage. The cost is **\$23,855.00**.

Change Order TI-BC1-CO1: Item No. 1.4 – Provide temporary power to Interim Housing and Refrigeration areas. The cost is **\$57,418.00**.

Change Order TI-BC1-CO1: Item No. 1.5 – During the coordination to power down switch #4 to connect permanent power for the interim housing it was not discovered that additional buildings were feed from this switch. A campus event was scheduled to take place the same weekend as the switch over; therefore, a generator was necessary as not to impact both the switchover and the campus event. The cost is **\$3,136.00**.

Change Order TI-BC1-CO1: Item No. 1.6 – Provide man gate and access ramp to Interim Housing modular P1. The cost is **\$8,216.00**.

KVCR

Change Order TI-BC1-CO1: Item No. 1.7 – Omit overhead door in room 107. Deductive cost of **(\$8,143.00)**.

Change Order TI-BC1-CO1: Item No. 1.8 – Omit the painting in room 107. Deductive cost of **(\$1,015.00)**.

Change Order TI-BC1-CO1: Item No. 1.9 – Per RFI #43, provide an 8'x10' double door opening on the north wall of room 107 to allow movement of sets in & out of the facility. Provide / build temporary doors (until the permanent doors are installed) as to provide a lockable storage area, to allow the necessary remodeling to take place in the KVCR area. The cost is **\$16,983.00**.

Change Order TI-BC1-CO1: Item No. 1.10 – Relocated sound windows noted on the plans to the proposed existing opening that was too small for the existing window. Additional demo and framing and incidental repairs was necessary. The cost is **\$4,450.00**.

Change Order TI-BC1-CO1: Item No. 1.11 – Provide epoxy anchors in lieu of the designed shot pins per DSA recommendation. The cost is **\$2,620.00**.

Change Order TI-BC1-CO1: Item No. 1.12 – Provide additional wall framing, drywall, paint to support proposed handrail at the stairs. The cost is **\$6,218.00**.

Change Order TI-BC1-CO1: Item No. 1.13 – Furnish and install a new electrical panel adjacent to the existing electrical panel located in the corridor. The existing panel did not have the capacity for the proposed additional power. In addition, provide dual compartment wire mold in lieu of two single compartment wire mold in rooms 102, 103, and 104. The cost is **\$6,039.00**.

Change Order TI-BC1-CO1: Item No. 1.14 – The fire alarm point of connection as noted in the drawings was not an option as the existing device did not exist in the Lobby. The next closest point of connection was located on the other side of the KVCR building. The cost is **\$2,392.00**.

Refrigeration

Change Order TI-BC1-CO1: Item No. 1.15 – Change wood studs to metal studs, add fire blocking and floor protection. The cost is **\$3,309.00**.

Change Order TI-BC1-CO1: Item No. 1.16 – Upon inspection after the installation of the proposed wire mold, it was determined that the wire mold was unacceptable. Per RFI #65, remove wire mold and install rigid conduit. The cost is **\$11,106.00**.

Change Order TI-BC1-CO1: Item No. 1.17 – The refrigeration yards, including the block wall, concrete slab, fences and gates. Wall was changed from chain link to CMU to provide better security and safety. A credit for the chain link was provided by Oakview. During the installation, the same soil condition as noted in the KVCR-Chiller pad installation, as well as the Aeronautics – switch gear pad was similar in nature. Additional soil remediation was necessary to achieve substrate compaction. In addition, during the installation of the wall, the existing irrigation lines and domestic water lines were exposed. The water lined has been leaking for quite sometime as evident to the soil saturation. The necessary repairs were made. The irrigation lines and valves were in conflicted with the wall location, subsequently, the lines and valves and the associated control wiring was relocated to accommodate the new wall. The cost is **\$73,176.00**.

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

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

○ Aeronautics (Items 1.1-1.6)	\$128,181.00
○ KVCR (Items 1.7-1.14)	\$29,544.00
○ Refrigeration (Items 1.15-1.17)	\$87,591.00
Grand Total for Change Order TI-BC1-CO1	\$245,316.00

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: September 3, 2009
SUBJECT: Consideration of Approval of Amendment 01 to the Fast-Track Construction Tenant Improvement and Miscellaneous Construction Project at San Bernardino Valley College

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment 01 to the Fast-Track Construction Tenant Improvement and Miscellaneous Construction Project at San Bernardino Valley College in the amount of \$138,246.00.

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. This amendment is for:

- Revisions to the concrete pad for switchgear
- DSA changes to scope
- Providing additional ducts due to incorrect as-built information
- Re-routing chiller pipes due to unforeseen obstructions
- Revisions to the chiller pad and pipe support pads
- Correction of sewer connection not correctly identified in as-builts
- Extension of walls to match existing conditions
- Repair of broken gas lines damaged by others
- Relocation of existing water service, repair irrigation line and flow meter damaged by others

ANALYSIS

The effect of this amendment will be an addition of \$138,246.00 to the Fast-Track Construction contract, resulting in a revised contract amount of \$966,246.00. This represents an addition of 14% to Fast-Track's base contract amount. The items identified are unforeseen and, therefore, not subject to the 10% limitation to contract change orders. 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

TI-BC1-CA1

CONTRACT AMENDMENT

Original Contract Amount: **\$828,000.00**
 Amount of Previous Contract Amendments: **\$0.00**
 Amount of Previous Change Orders: **\$0.00**

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>Aug 6, 2009</u>
Project Description:	<u>Tenant Improvement & Misc. Construction</u>	Contract No.:	<u>Bid Category 1</u>
To (Contractor):	<u>Fast-Track Construction</u>	Attn:	<u>Bobby Regasa</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 TI-BC1-CA1 summary dated 08-06-2009 for Contract Amendment No. TI-BC1-CA1: Items 1.1 to 1.10

TOTAL COST of CONTRACT AMENDMENT TI-BC1-CA1: \$138,246.00

Reason for Change:

Refer to attached Contract Amendment TI-BC1-CA1 summary dated 08-06-2009

Initiator of Change:

Refer to attached Contract Amendment TI-BC1-CA1 summary dated 08-06-2009

The original Base Contract Sum was:	<u>\$828,000.00</u>
Net change by previous authorized Contract Amendment(s):	<u>\$0.00</u>
The contract AMOUNT due to C.A. No. TI-BC1-CA1 will be increased by:	<u>\$138,246.00</u>
The revised BASE Contract Sum:	<u>\$966,246.00</u>
Net change by previous authorized Change Order(s):	<u>\$0.00</u>
The Contract Sum including previous authorized Change Orders:	<u>\$966,246.00</u>
The revised Contract Amount, including this Contract Amendment is, therefore:	<u>\$966,246.00</u>
The contract TIME due to C.A. No. TI-BC1-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>TI-BC1-CA1</u> includes Item Number(s):	<u>Ten (10) 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:		JAY TITLE	8/14/09
Constr. Mgr.:		STEVE P NORLEY	8/20/09
District:		Mr. Bruce Baron, Vice Chancellor Fiscal Services	
Contractor:		Bobby Regasa Printed Name/Title	8/18/09

CONTRACT AMENDMENT NO. TI-BC1-CA1

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
CA						
Item 1.1	Revisions to the concrete pad for switchgear	A1			\$27,268	\$27,268
Item 1.2	DSA changes to scope	A5			\$16,762	\$16,762
Item 1.3	Provide additional ducts due to incorrect identification of as-builts	F1			\$3,096	\$3,096
Item 1.4	Reroute chiller pipes due to unforeseen obstructions	A1			\$33,508	\$33,508
Item 1.5	Revisions to the chiller pad and pipe support pads	A1			\$31,276	\$31,276
Item 1.6	Correct sewer connection not correctly identified in as-builts	A1			\$9,248	\$9,248
Item 1.7	DSA changes to scope	F5			\$4,704	\$4,704
Item 1.8	Extend walls to match existing conditions	F1			\$1,292	\$1,292
Item 1.9	Repair broken gas line damaged by others	A1			\$558	\$558
Item 1.10	Relocate existing water service, repair irrigation line and flow meter damaged by others	A1			\$10,534	\$10,534
	Subtotal					\$138,246
	TOTAL CONTRACT AMENDMENT # TI-BC1-CA1					\$138,246

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. TI-BC1-CA1 Item Inclusions

August 6, 2009

Aeronautics

Contract Amendment TI-BC1-CA1: Item No. 1.1 – During the installation of the concrete pad for the proposed switchgear, the soil was determined unsuitable as a substrate for the concrete pad. The soils field report recommended to additional over excavation and re-compaction. Upon several attempts, compaction could not be achieved. To achieve the necessary compaction and to minimize any additional expense to continue digging deeper, it was decided with the Soil's consultant approval to provide a rock substrate with a slurry mix backfill to achieve the required compaction. In addition, due to the soil condition, the concrete slab was increased in thickness, as well as additional reinforcement added to support the existing soil condition. The cost is **\$27,268.00**.

KVCR

Contract Amendment TI-BC1-CA1: Item No. 1.2 – In order to accomplish completion of construction for the Tenant Improvement project, the Construction Documents were bid prior to DSA approval. DSA approval took longer than expected and when changes to the scope of work were incorporated by the Agency's direction there were multiple changes from the bid set to the permitted construction set of plans. Change is scope included additional demo, asphalt patching and ADA striping, railing, metal stud framing, stair framing detail, drywall, cabinets, painting, stucco, interior signage and exterior ADA signs. The cost is **\$16,762.00**.

Contract Amendment TI-BC1-CA1: Item No. 1.3 – As-built condition did not match the proposed plan. When the existing hard lid ceiling was exposed to connect the new duct to room 108, it was noticed that the existing ducting did not exist. 75 feet of additional ducting was provided to extend conditioned air to room 108. The cost is **\$3,096.00**.

Contract Amendment TI-BC1-CA1: Item No. 1.4 – The existing routing of the chiller piping did not match the as-built conditions. A detection company was hired to locate the lines. The ends of the pipes were found approximately 60 feet further. Upon locating the lines, it was discovered that the piping were transite. It was decided to route the proposed chiller lines into the basement and make the necessary connection where transite piping did not exist. The cost is **\$33,508.00**.

Contract Amendment TI-BC1-CA1: Item No. 1.5 – The soil were the proposed chiller pad was to be placed as well as the pipe support pads required additional soil improvements to achieve the necessary compaction. This included addition over-excavation, rock base for the substrate and slurry backfill. The cost is **\$31,276.00**.

Contract Amendment TI-BC1-CA1: Item No. 1.6 – The proposed sewer connection did not match the as-built conditions. The connection was routed approximately 60 feet further south through the building into the basement. The cost is **\$9,248.00**.

Refrigeration

Contract Amendment TI-BC1-CA1: Item No. 1.7 – In order to accomplish completion of construction for the Tenant Improvement project, the Construction Documents was bid prior to DSA approval. DSA approval took longer than expected and when changes to the scope of work were incorporated by the Agency's direction there were multiple changes from the bid set to the permitted construction set of plans. Change in scope included additional demo, asphalt patching and ADA striping, railing, metal stud framing, stair framing detail, drywall, cabinets, painting, stucco, interior signage and exterior ADA signs. The cost is **\$4,704.00**.

Contract Amendment TI-BC1-CA1: Item No. 1.8 – North and West walls needed to be raised to the underside of the roof to match existing conditions. This resulted in having to relocate 1" gas and air piping lines to accommodate extending the wall up to the roof deck per RFI #046. The cost is **\$1,292.00**.

Contract Amendment TI-BC1-CA1: Item No. 1.9 – Contractor was directed to repair a gas line that was broken at the ceiling drop by others. The cost is **\$558.00**.

Contract Amendment TI-BC1-CA1: Item No. 1.10 – Relocate existing water service at the Refrigeration Yard and repair the irrigation line and flow meter damaged by others. The cost is **\$10,534.00**.

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

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

○ Aeronautics (Item 1.1)	\$27,268.00
○ KVCR (Items 1.2-1.6)	\$93,890.00
○ Refrigeration (Items 1.7-1.10)	\$17,088.00
Grand Total for Contract Amendment TI-BC1-CA1	\$138,246.00



August 6, 2009

Mr. Jim Cordova
NTD Architects
955 Overland Court, Suite 100
San Dimas, CA 91773

REF: San Bernardino Valley College
RE: Fast-Track Construction – CA#01

CONTRACT AMENDMENT #01

NARRATIVE:

Aeronautics

1. *During the installation of the concrete pad for the proposed switchgear, the soil was determined unsuitable as a substrate for the concrete pad. The soils field report recommended to additional over excavation and re-compaction. Upon several attempts, compaction could not be achieved. To achieve the necessary compaction and to minimize any additional expense to continue digging deeper, it was decided with the Soil's consultant approval to provide a rock substrate with a slurry mix backfill to achieve the required compaction. In addition, due to the soil condition, the concrete slab was increased in thickness, as well as additional reinforcement added to support the existing soil condition*

COST DETAIL:

A. Bid Category 01 – Fast-Track Construction:

1. Item #1 (tab 8).....	\$	<u>27,268.00</u>
Total Aeronautics:	\$	<u>27,268.00</u>

KVCR

1. *In order to accomplish completion of construction for the Tenant Improvement project, the Construction Documents were bid prior to DSA approval. DSA approval took longer than expected and when changes to the scope of work were incorporated by the Agency's direction there were multiple changes from the bid set to the permitted construction set of plans. Change is scope included additional demo, asphalt patching and ADA striping, railing, metal stud framing, stair framing detail, drywall, cabinets, painting, stucco, interior signage and exterior ADA signs.*
2. *As-built condition did not match the proposed plan. When the existing hard lid ceiling was exposed to connect the new duct to room 108, it was noticed that the existing ducting did not exist. 75 feet of additional ducting was provided to extend conditioned air to room 108.*
3. *The existing routing of the chiller piping did not match the as-built conditions. A detection company was hired to locate the lines. The ends of the pipes were found approximately 60 feet further. Upon locating the lines, it was discovered that the piping were transite. It was decided to route the proposed chiller lines into the basement and make the necessary connection where transite piping did not exist.*
4. *The soil were the proposed chiller pad was to be placed as well as the pipe support pads required additional soil improvements to achieve the necessary compaction. This included addition over-excavation, rock base for the substrate and slurry backfill.*
5. *The proposed sewer connection did not match the as-built conditions. The connection was routed approximately 60 feet further south through the building into the basement.*

COST DETAIL:**B. Bid Category 01 – Fast-Track Construction:**

1. Item #1 (tab 12)	\$	16,762.00
2. Item #2 (tab 22).....	\$	3,096.00
3. Item #3 (tab 23 and 27).....	\$	33,508.00
4. Item #4 (tab 24 & 25).....	\$	31,276.00
5. Item #5 (tab 26).....	\$	9,248.00
Total KVCR:	\$	<u>93,890.00</u>

Refrigeration

- In order to accomplish completion of construction for the Tenant Improvement project, the Construction Documents were bid prior to DSA approval. DSA approval took longer than expected and when changes to the scope of work were incorporated by the Agency's direction there were multiple changes from the bid set to the permitted construction set of plans. Change in scope included additional demo, asphalt patching and ADA striping, railing, metal stud framing, stair framing detail, drywall, cabinets, painting, stucco, interior signage and exterior ADA signs.*
- North and West walls needed to be raised to the underside of the roof to match existing conditions. This resulted in having to relocate 1" gas and air piping lines to accommodate extending wall up to roof deck per RFI #046.*
- Contractor was directed to repair a gas line that was broken at the ceiling drop by others.*
- Relocate existing water service at the Refrigeration Yard and repair the irrigation line and flow meter damaged by others.*

COST DETAIL:**C. Bid Category 01 – Fast-Track Construction:**

1. Item #1 (tab 28).....	\$	4,704.00
2. Item #2 (tab 31).....	\$	1,292.00
3. Item #3 (tab 32).....	\$	558.00
4. Item #4 (tab 34).....	\$	10,534.00
Total Refrigeration:	\$	<u>17,088.00</u>

TOTAL COST FOR CONTRACT AMENDMENT #01:**Bid Category 01 – Fast-Track Construction:**

1. Aeronautics (1 item)	\$	27,268.00
2. KVCR (5 items).....	\$	93,890.00
3. Refrigeration (4 items)	\$	17,088.00
Total for Contract Amendment #01:	\$	<u>138,246.00</u>

APPROVAL TIMELINE:

The contractor proceeded as not to delay the project.

Sincerely,

Steve R. Worley

Cc: K/BRJ

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: September 3, 2009
SUBJECT: Summary of Bond Measure P Capital Improvement Program
Change Orders and Amendments for Construction Contracts

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

As an informational item to the San Bernardino Community College District Board of Trustees, this report is a summary of all construction change orders and amendments to date for projects at Crafton Hills College and San Bernardino Valley College, including those on today's Board agenda.

ANALYSIS

The analysis shows that construction contract change orders and amendments for all Measure P projects have been held to a minimal amount of \$1,205,880.00 which is only 1.2% of the project cost of \$100,201,334.

All change orders and amendments are approved following a specific process of review by the construction manager, architect, program/project managers, and District staff. Nonessential changes are rejected and never receive approval. Any changes determined to be essential to the health of the project and of major benefit to the District are approved and implemented.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

Budgeted with Measure P funds.

Attachment

Crafton Hills College
CHANGE SUMMARY by PROJECT

September 3, 2009

(Including any contract amendments and change orders on the 9/3/2009 agenda)

PROJECTS	Current Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Cumulative Change Orders
		Previous	Pending	Previous	Pending		
INFRASTRUCTURE PACKAGE #1	\$ 416,723.00	\$ -	\$ -	\$ (4,277.00)	\$ -	\$ 416,723.00	-1.03%
INFRASTRUCTURE PACKAGE #2	\$ 4,015,586.00	\$ -	\$ -	\$ 49,539.00	\$ -	\$ 4,015,586.00	1.23%
INFRASTRUCTURE PACKAGE #3	\$ 7,788,840.00	\$ -	\$ -	\$ 255,421.00	\$ -	\$ 7,788,840.00	3.28%
INFRASTRUCTURE PACKAGE #4	\$ 3,183,139.00	\$ -	\$ -	\$ -	\$ (2,277.00)	\$ 3,180,862.00	-0.07%
INFRASTRUCTURE PACKAGE #5 and CRF SITE PREPARATION	\$ 1,385,542.00	\$ -	\$ -	\$ 5,029.00	\$ -	\$ 1,385,542.00	0.36%
COMMUNITY RECREATION FACILITY	\$ 6,610,592.00	\$ -	\$ -	\$ 44,440.00	\$ -	\$ 6,610,592.00	0.67%
LEARNING RESOURCE CENTER	\$ 22,352,543.00	\$ -	\$ -	\$ 61,135.00	\$ -	\$ 22,352,543.00	0.27%
TOTAL	\$ 45,752,965.00	\$ -	\$ -	\$ 411,287.00	\$ (2,277.00)	\$ 45,750,688.00	0.89%

NEW CHANGE ORDERS

Crafton Hills College
CHANGE SUMMARY by PROJECT
INFRASTRUCTURE #1

Revised 8/19/2009

(Including any contract amendments and change orders on the 9/3/2009 agenda)

Contractors	Current Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
INFRA1-01: Champion Electric	\$ 416,723.00			\$ (4,277.00)		\$ 416,723.00	-1.03%
TOTAL	\$ 416,723.00	\$ -	\$ -	\$ (4,277.00)	\$ -	\$ 416,723.00	-1.03%

NO NEW CHANGE ORDERS

Crafton Hills College
CHANGE SUMMARY by PROJECT
INFRASTRUCTURE #2

Revised 8/19/2009

(Including any contract amendments and change orders on the 9/3/2009 agenda)

Contractors	Current Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
INFRA2-01: LD Anderson	\$ 172,420.00					\$ 172,420.00	
INFRA2-02: Coutts Heating & Cooling	\$ 2,100,490.00					\$ 2,100,490.00	
INFRA2-03: Fischer, Inc.	\$ 503,412.00			\$ 2,412.00		\$ 503,412.00	0.48%
INFRA2-04: RIS Electric	\$ 485,127.00			\$ 47,127.00		\$ 485,127.00	9.71%
INFRA2-05: Tidwell Concrete	\$ 444,537.00					\$ 444,537.00	
INFRA2-06: Sierra Landscape	\$ 202,000.00					\$ 202,000.00	
INFRA2-07: Inland Building Companies	\$ 107,600.00					\$ 107,600.00	
TOTAL	\$ 4,015,586.00	\$ -	\$ -	\$ 49,539.00	\$ -	\$ 4,015,586.00	1.23%

NO NEW CHANGE ORDERS

Crafton Hills College
CHANGE SUMMARY by PROJECT
INFRASTRUCTURE #3

Revised 8/19/2009

(Including any contract amendments and change orders on the 9/3/2009 agenda)

Contractors	Current Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
INFRA3-01: LD Anderson	\$ 500,330.00			\$ 129,600.00		\$ 500,330.00	25.90%
INFRA3-02: Coutts Heating & Cooling	\$ 3,576,510.00					\$ 3,576,510.00	
INFRA3-03: Fischer, Inc.	\$ 980,180.00			\$ 45,180.00		\$ 980,180.00	4.61%
INFRA3-04: RIS Electric	\$ 1,302,641.00			\$ 80,641.00		\$ 1,302,641.00	6.19%
INFRA3-05: Tidwell Concrete	\$ 252,979.00					\$ 252,979.00	
INFRA3-06: Sierra Landscape	\$ 1,131,000.00					\$ 1,131,000.00	
INFRA3-07: Inland Building Companies	\$ 45,200.00					\$ 45,200.00	
TOTAL	\$ 7,788,840.00	\$ -	\$ -	\$ 255,421.00	\$ -	\$ 7,788,840.00	3.28%

NO NEW CHANGE ORDERS

Crafton Hills College
CHANGE SUMMARY by PROJECT
INFRASTRUCTURE #4

Revised 8/19/2009

(Including any contract amendments and change orders on the 9/3/2009 agenda)

Contractors	Current Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
INFRA4-01: LD Anderson	\$ 558,150.00					\$ 558,150.00	
INFRA4-03: Fischer, Inc.	\$ 55,000.00					\$ 55,000.00	
INFRA4-04: RIS Electric	\$ 313,000.00					\$ 313,000.00	
INFRA4-05: Tidwell Concrete	\$ 1,592,289.00					\$ 1,592,289.00	
INFRA4-06: Sierra Landscape	\$ 290,600.00				\$ (2,277.00)	\$ 288,323.00	-0.79%
INFRA4-07: Inland Building Companies	\$ 374,100.00					\$ 374,100.00	
TOTAL	\$ 3,183,139.00	\$ -	\$ -	\$ -	\$ (2,277.00)	\$ 3,180,862.00	-0.07%

NEW CHANGE ORDERS

CHANGE SUMMARY by PROJECT
INFRASTRUCTURE #5/CRF SITE PREPARATION
 (Including any contract amendments and change orders on the 9/3/2009 agenda)

Contractors	Current Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
INFRA5-19: RIS Electric	\$ 156,329.00			\$ 5,029.00		\$ 156,329.00	3.22%
INFRA5-02: Crew, Inc.	\$ 380,250.00					\$ 380,250.00	
INFRA5-03: Calcoast Concrete Const., Inc.	\$ 386,382.00					\$ 386,382.00	
INFRA5-13: J.M. Farnan Co., Inc.	\$ 425,000.00					\$ 425,000.00	
INFRA5-16: America West Landscape, Inc.	\$ 37,581.00					\$ 37,581.00	
TOTAL	\$ 1,385,542.00	\$ -	\$ -	\$ 5,029.00	\$ -	\$ 1,385,542.00	0.36%

NO NEW CHANGE ORDERS

**CHANGE SUMMARY by PROJECT
COMMUNITY RECREATION FACILITY**

(Including any contract amendments and change orders on the 9/3/2009 agenda)

Contractors	Current Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
CCRF-02: Crew, Inc.	\$ 351,750.00					\$ 351,750.00	
CCRF-03: Calcoast Concrete Const., Inc.	\$ 684,433.00					\$ 684,433.00	
CCRF-04: Nuway, Inc.	\$ 848,300.00			\$ 44,440.00		\$ 848,300.00	5.24%
CCRF-05: Anderson Charnesky	\$ 575,099.00					\$ 575,099.00	
CCRF-06: Bell Roof Company, Inc.	\$ 152,400.00					\$ 152,400.00	
CCRF-07: E J Enterprises	\$ 118,055.00					\$ 118,055.00	
CCRF-08: West Coast Painting & Drywall	\$ 32,331.00					\$ 32,331.00	
CCRF-09: J. Kel Painting & Wallcovering, Inc.	\$ 63,020.00					\$ 63,020.00	
CCRF-10: Lawrence W. Rosine Co.	\$ 19,990.00					\$ 19,990.00	
CCRF-11: Inland Building Const. Comp., Inc.	\$ 22,780.00					\$ 22,780.00	
CCRF-12: Inland Building Const. Comp., Inc.	\$ 248,000.00					\$ 248,000.00	
CCRF-13: J.M. Farnan Co., Inc.	\$ 435,000.00					\$ 435,000.00	
CCRF-14: Arrowhead Mechanical., Inc.	\$ 112,500.00					\$ 112,500.00	
CCRF-15: Champion Electric, Inc.	\$ 749,000.00					\$ 749,000.00	
CCRF-16: America West Landscape, Inc.	\$ 567,399.00					\$ 567,399.00	
CCRF-17: Condor, Inc.	\$ 1,148,300.00					\$ 1,148,300.00	
CCRF-18: RVH Constructors, Inc.	\$ 482,235.00					\$ 482,235.00	
TOTAL	\$ 6,610,592.00	\$ -	\$ -	\$ 44,440.00	\$ -	\$ 6,610,592.00	0.67%

NO NEW CHANGE ORDERS

Crafton Hills College
CHANGE SUMMARY by PROJECT
LEARNING RESOURCE CENTER

Revised 8/19/2009

(Including any contract amendments and change orders on the 9/3/2009 agenda)

Contractors	Current Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
CLRC-02: Precision Concrete	\$ 3,306,760.00			\$ 32,060.00		\$ 3,306,760.00	0.97%
CLRC-03: Mid State Precast	\$ 1,371,000.00					\$ 1,371,000.00	
CLRC-04: Anderson Charnesky	\$ 3,421,300.00					\$ 3,421,300.00	
CLRC-05: Lozano Caseworks, Inc.	\$ 509,300.00					\$ 509,300.00	
CLRC-06: Western Bay Sheet Metal	\$ 1,349,000.00					\$ 1,349,000.00	
CLRC-07: RGSLA	\$ 236,252.00					\$ 236,252.00	
CLRC-08: E J Enterprises	\$ 293,175.00					\$ 293,175.00	
CLRC-09: Padua Glass Enterprise, Inc.	\$ 1,940,700.00					\$ 1,940,700.00	
CLRC-10: Caston Plastering & Drywall	\$ 1,415,585.00					\$ 1,415,585.00	
CLRC-11: Mike's Custom Flooring	\$ 248,200.00					\$ 248,200.00	
CLRC-12: Southcoast Acoustical Inters.	\$ 461,350.00					\$ 461,350.00	
CLRC-13: Prime Painting Con.	\$ 192,000.00					\$ 192,000.00	
CLRC-14: Inland Pacific Tile, Inc.	\$ 282,000.00					\$ 282,000.00	
CLRC-15: RVH Construction	\$ 731,000.00					\$ 731,000.00	
CLRC-16: Daart Engineering Company	\$ 268,031.00					\$ 268,031.00	
CLRC-17: Pro-Craft Plumbing Co., Inc	\$ 515,515.00					\$ 515,515.00	
CLRC-18: Coutts Heating & Cooling	\$ 2,066,075.00			\$ 29,075.00		\$ 2,066,075.00	1.41%
CLRC-19: Shanks Electric Corporation	\$ 2,850,000.00					\$ 2,850,000.00	
CLRC-20: Marina Landscaping	\$ 247,300.00					\$ 247,300.00	
CLRC-21: Inland Building Companies	\$ 648,000.00					\$ 648,000.00	
TOTAL	\$ 22,352,543.00	\$ -	\$ -	\$ 61,135.00	\$ -	\$ 22,352,543.00	0.27%

NO NEW CHANGE ORDERS

San Bernardino Valley College
CHANGE SUMMARY by PROJECT

September 3, 2009

(Including any contract amendments and change orders on the 9/3/2009 agenda)

PROJECTS	Current Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Cumulative Change Orders
		Previous	Pending	Previous	Pending		
North Hall Replacement	\$ 16,792,609.00	\$ -	\$ -	\$ -	\$ 3,160.00	\$ 16,795,769.00	0.02%
Maintenance and Operations	\$ 4,594,900.00	\$ 471,180.00	\$ -	\$ 82,720.00	\$ -	\$ 4,594,900.00	1.80%
Media / Communications	\$ 8,299,368.00	\$ -	\$ -	\$ -	\$ 13,820.00	\$ 8,313,188.00	0.17%
Chemistry / Science	\$ 23,653,945.12	\$ 59,740.00	\$ 18,890.00	\$ 121,381.12	\$ -	\$ 23,672,835.12	0.51%
Student Health Services	\$ 1,073,954.00	\$ -	\$ -	\$ 25,987.00	\$ -	\$ 1,073,954.00	2.42%
TOTAL	\$ 54,414,776.12	\$ 530,920.00	\$ 18,890.00	\$ 230,088.12	\$ 16,980.00	\$ 54,450,646.12	0.45%

NEW CHANGE ORDERS

San Bernardino Valley College
CHANGE SUMMARY by PROJECT
NORTH HALL REPLACEMENT

Revised 8/19/2009

(Including any contract amendments and change orders on the 9/3/2009 agenda)

Contractors	Current Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
#2 - Mountain Movers Engr. Const.	\$ 173,900.00				\$ (3,346.00)	\$ 170,554.00	-1.96%
#3 - Devries Construction	\$ 2,434,395.00				\$ 3,346.00	\$ 2,437,741.00	0.14%
#4 - Blazing Industrial Steel	\$ 4,105,282.00					\$ 4,105,282.00	
#5 - Stolo Cabinets	\$ 99,000.00					\$ 99,000.00	
#6 - Best Contracting Services	\$ 372,835.00					\$ 372,835.00	
#7 - Bell Roof Company	\$ 198,000.00					\$ 198,000.00	
#8 - Montgomery Hardware	\$ 411,740.00					\$ 411,740.00	
#9 - Queen City Glass Co.	\$ 454,994.00				\$ 3,160.00	\$ 458,154.00	0.69%
#10 - Caston Plastering & Drywall	\$ 1,945,585.00					\$ 1,945,585.00	
#11 - New Image Commercial Flooring	\$ 80,000.00					\$ 80,000.00	
#12 - Southcoast Acoustical Interiors	\$ 287,100.00					\$ 287,100.00	
#13 - J. Kel Painting & Wallcovering	\$ 142,755.00					\$ 142,755.00	
#14 - Inland Building Companies	\$ 1,264,000.00					\$ 1,264,000.00	
#15 - Inland Building Companies	\$ 293,300.00					\$ 293,300.00	
#16 - Daart Engineering Co.	\$ 208,535.00					\$ 208,535.00	
#17 - Pro Tec Mechanical	\$ 763,288.00					\$ 763,288.00	
#18 - Arrowhead Mechanical	\$ 1,247,000.00					\$ 1,247,000.00	
#19 - BEC inc.	\$ 2,125,000.00					\$ 2,125,000.00	
#20 - Sierra Landscape	\$ 185,900.00					\$ 185,900.00	
TOTAL	\$ 16,792,609.00	\$ -	\$ -	\$ -	\$ 3,160.00	\$ 16,795,769.00	0.02%

NEW CHANGE ORDERS

San Bernardino Valley College
CHANGE SUMMARY by PROJECT
MAINTENANCE and OPERATIONS

Revised 8/19/2009

(Including any contract amendments and change orders on the 9/3/2009 agenda)

Contractors	Current Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Maintenance & Operations Building:							
#1 - Oakview Construction - Site	\$ 1,193,081.00	\$ 254,272.00		\$ 14,809.00		\$ 1,193,081.00	1.24%
#2 - Oakview Construction - Building	\$ 2,048,631.00	\$ 198,575.00		\$ 18,056.00		\$ 2,048,631.00	0.88%
Custodial Building:							
#1 - Lee & Stires	\$ 438,188.00	\$ 18,333.00		\$ 49,855.00		\$ 438,188.00	11.38%
#2 - Klasic Engineering & Const., Inc.	\$ 915,000.00					\$ 915,000.00	0.00%
TOTAL	\$ 4,594,900.00	\$ 471,180.00	\$ -	\$ 82,720.00	\$ -	\$ 4,594,900.00	1.80%

NO NEW CHANGE ORDERS

San Bernardino Valley College
CHANGE SUMMARY by PROJECT
MEDIA / COMMUNICATIONS

Revised 8/19/2009

(Including any contract amendments and change orders on the 9/3/2009 agenda)

Contractors	Current Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
#2 - Mountain Movers Engr. Const.	\$ 374,899.00					\$ 374,899.00	
#3 - RC Construction Services	\$ 1,129,000.00				\$ (18,559.00)	\$ 1,110,441.00	-1.67%
#4 - KCB Towers	\$ 1,363,340.00					\$ 1,363,340.00	
#5 - K&Z Cabinets	\$ 24,520.00					\$ 24,520.00	
#6 - RB Sheet Metal	\$ 280,000.00					\$ 280,000.00	
#7 - Bell Roof Co.	\$ 283,673.00					\$ 283,673.00	
#8 - Montgomery Hardware	\$ 217,700.00					\$ 217,700.00	
#9 - Roy E. Whitehead	\$ 329,675.00					\$ 329,675.00	
#10 - Sierra Lathing Co.	\$ 820,000.00					\$ 820,000.00	
#11 - Pro Spectra	\$ 119,820.00					\$ 119,820.00	
#12 - Southcoast Acoustical Interiors	\$ 45,500.00					\$ 45,500.00	
#13 - Alonso Painting	\$ 59,000.00					\$ 59,000.00	
#14 - RVH Constructors	\$ 212,700.00					\$ 212,700.00	
#16 - J.G. Tate Fire Protection	\$ 151,111.00					\$ 151,111.00	
#17 - Pro-Tech Mechanical	\$ 422,925.00					\$ 422,925.00	
#18 - West Tech Mechanical	\$ 1,000,000.00				\$ (11,404.00)	\$ 988,596.00	-1.15%
#19 - Daniels Electrical Construction	\$ 1,283,000.00				\$ 43,783.00	\$ 1,326,783.00	3.30%
#20 - America West Landscape	\$ 182,505.00					\$ 182,505.00	
TOTAL	\$ 8,299,368.00	\$ -	\$ -	\$ -	\$ 13,820.00	\$ 8,313,188.00	0.17%

NEW CHANGE ORDERS

San Bernardino Valley College
CHANGE SUMMARY by PROJECT
CHEMISTRY / SCIENCE

Revised 8/20/2009

(Including any contract amendments and change orders on the 9/3/2009 agenda)

Contractors	Current Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
#1A - Environmental Const. Group	\$ 125,640.00	\$ 28,740.00				\$ 125,640.00	
#1B - Ampco Contracting	\$ 410,000.00		\$ 18,890.00			\$ 428,890.00	
#2 - Crew Inc.	\$ 1,745,000.00					\$ 1,745,000.00	
#3 - RC Construction	\$ 2,409,000.00					\$ 2,409,000.00	
#4 - ACCC, Inc.	\$ 3,398,000.00					\$ 3,398,000.00	
#5 - Advanced Lab Concepts	\$ 1,130,171.00					\$ 1,130,171.00	
#6 - Crowner Sheet Metal	\$ 386,300.00					\$ 386,300.00	
#7 - Stone Roofing Co.	\$ 251,600.00					\$ 251,600.00	
#8 - Montgomery Hardware	\$ 293,970.00					\$ 293,970.00	
#9 - Perfection Glass	\$ 443,600.00					\$ 443,600.00	
#10 - Caston Plastering & Drywall	\$ 1,985,585.00					\$ 1,985,585.00	
#11 - Empire Floor Covering	\$ 305,750.00					\$ 305,750.00	
#12 - Southcoast Acoustical Interiors	\$ 336,870.00					\$ 336,870.00	
#13 - Prime Painting Contractors	\$ 143,750.00					\$ 143,750.00	
#14 - Inland Building Construction	\$ 683,000.00					\$ 683,000.00	
#15 - RVH Constructors	\$ 311,000.00					\$ 311,000.00	
#16 - Fisher, Inc.	\$ 199,000.00					\$ 199,000.00	
#17 - Fisher, Inc.	\$ 1,546,235.00					\$ 1,546,235.00	
#18 - Coutts Heating & Cooling	\$ 3,347,000.00					\$ 3,347,000.00	
#19 - RDM Electrical	\$ 2,433,261.00	\$ 31,000.00		\$ 90,461.00		\$ 2,433,261.00	3.72%
#20 - Marina Landscaping	\$ 299,000.00					\$ 299,000.00	
Mobile Modular-Lease	\$ 443,088.69			\$ (4,230.31)		\$ 443,088.69	-0.95%
Silvercreek Industries-Purchase	\$ 199,124.43			\$ 35,150.43		\$ 199,124.43	17.65%
Fast-Track Construction	\$ 828,000.00					\$ 828,000.00	0.00%
TOTAL	\$ 23,653,945.12	\$ 59,740.00	\$ 18,890.00	\$ 121,381.12	\$ -	\$ 23,672,835.12	0.51%

NEW CHANGE ORDERS

San Bernardino Valley College
CHANGE SUMMARY by PROJECT
STUDENT HEALTH SERVICES

Revised 8/19/2009

(Including any contract amendments and change orders on the 9/3/2009 agenda)

Contractors	Current Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
PCN3	\$ 357,282.00			\$ 19,282.00		\$ 357,282.00	5.40%
Modular Structures Int'l, Inc.	\$ 716,672.00			\$ 6,705.00		\$ 716,672.00	0.94%
TOTAL	\$ 1,073,954.00	\$ -	\$ -	\$ 25,987.00	\$ -	\$ 1,073,954.00	2.42%

NO NEW CHANGE ORDERS

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: September 3, 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 *Bruce Baron*

Date: AUGUST 17, 2009

Subject: EXECUTIVE SUMMARY OF MONTHLY BUDGET REPORT

This revenue and expenditure report is for the period of July 1 through August 31, 2009, the second month of the 2009-2010 fiscal year. It reflects summarized information for all District funds.

We have received our advance funding for the new fiscal year as well as deferred cash owed for the prior year. This has helped keep the cash flow adequate and we have not had to borrow funds from TRANS, which allows for short term borrowing to support cash flow needs. This report reflects the ongoing business of the District and is in line with spending trends appropriate for this time in the fiscal year.

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDING/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL: 8000	91,947,629.53	8,000.55	12,625,591.40	13.7	0.00	79,322,038.13	86.2
1100.00 CONTRACT CLASSROOM INST.	15,773,394.00	58,715.66	58,715.66	.3	0.00	15,714,678.34	99.6
1200.00 CONTRACT CERT. ADMINISTRATORS	9,848,906.00	881,902.27	881,902.27	8.9	0.00	8,967,003.73	91.0
1300.00 INSTRUCTORS DAY/HOURLY	8,762,761.00	581,032.21	590,589.61	6.7	0.00	8,172,171.39	93.2
1400.00 NON-INSTRUCTION HOURLY CERT.	829,173.00	54,471.47	54,471.47	6.5	0.00	774,701.53	93.4
TOTAL: 1000	35,214,234.00	1,576,121.61	1,585,679.01	4.5	0.00	33,628,554.99	95.4
2100.00 CONTRACT CLASSIFIED NON-INSTR.	18,919,608.00	2,398.89	1,395,728.46	7.3	0.00	17,523,879.54	92.6
2200.00 INSTRUCTIONAL AIDS	1,508,358.00	0.00	117,781.34	7.8	0.00	1,390,576.66	92.1
2300.00 NON-INSTRUCTION HOURLY CLASS.	1,741,004.00	113,024.39	143,532.12	8.2	0.00	1,597,471.88	91.7
2400.00 INST AIDES-HOURLY- DIR.INSTRUC	1,003,924.00	36,650.75	36,254.75	3.6	0.00	967,669.25	96.3
TOTAL: 2000	23,172,894.00	147,276.25	1,693,296.67	7.3	0.00	21,479,597.33	92.6
3100.00 CERTIFICATED RETIREMENT	2,860,359.00	97,846.03	101,836.05	3.5	0.00	2,758,522.95	96.4
3200.00 CLASSIFIED RETIREMENT	2,278,635.00	11,910.85	153,514.95	6.7	0.00	2,125,120.05	93.2
3300.00 OASDI/FICA	2,123,247.00	31,820.58	147,840.54	6.9	0.00	1,975,406.46	93.0
3400.00 HEALTH AND WELFARE BENEFITS	6,405,597.00	215,700.73	493,195.61	7.6	0.00	5,912,401.39	92.3
3500.00 STATE UNEMPLOYMENT INSURANCE	173,144.00	5,037.85	9,651.62	5.5	0.00	163,492.38	94.4
3600.00 WORKERS COMPENSATION INSURANCE	832,544.00	26,600.00	65,900.00	7.9	0.00	766,644.00	92.0
3900.00 OTHER BENEFITS	60,791.00	1,705.35	4,056.60	6.6	0.00	56,734.40	93.3
TOTAL: 3000	14,734,317.00	390,621.39	975,995.37	6.6	0.00	13,758,321.63	93.3
4100.00 TEXTBOOKS	23,028.78	0.00	0.00	.0	4,990.62	18,038.16	78.3
4200.00 BOOK,MAGAZINE&PERIOD-DIST USE	254,660.68	2,420.80	2,563.72	1.0	45,552.44	206,544.52	81.1
4300.00 INSTRUCTIONAL SUPPLIES	428,163.32	30,439.76	31,684.83	7.4	58,302.06	338,176.43	78.9
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	118,917.37	7,331.97	7,331.97	6.1	1,244.07	110,341.33	92.7
4500.00 NONINSTRUCTIONAL SUPPLIES	1,632,866.68	41,085.81	42,289.52	2.5	474,175.55	1,116,401.61	68.3
4700.00 FOOD SUPPLIES	45,100.00	0.00	0.00	.0	0.00	45,100.00	100.0
TOTAL: 4000	2,502,736.83	81,278.34	83,870.04	3.3	584,264.74	1,834,602.05	73.3
5100.00 PERSON&CONSULTANT SVC-DIST USE	3,526,830.40	31,995.70	61,462.71	1.7	1,948,782.72	1,516,584.97	43.0
5200.00 TRAVEL & CONFERENCE EXPENSES	732,583.92	4,872.70	6,411.59	.8	66,474.80	659,697.53	90.0
5300.00 POST/DUES/MEMBERSHIPS-DIST USE	446,108.00	76,751.07	87,533.01	19.6	86,514.72	272,060.27	60.9
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	2,781,896.40	114,424.04	280,184.00	10.0	2,294,385.80	207,326.60	7.4
5600.00 RENTS,LEASES&REPAIRS-DIST USE	1,859,750.27	32,705.50	54,647.32	2.9	661,006.28	1,144,096.67	61.5
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	1,047,800.00	98.31	36,151.49	3.4	221,120.20	790,528.31	75.4
5800.00 OTHER OPERATING EXP-DIST. USE	5,800,035.48	52,929.60	84,772.64	1.4	359,721.76	5,355,541.08	92.3
5900.00 INTERPROGRAM CHARGES-DIST USE	300.00	0.00	0.00	.0	0.00	300.00	100.0
TOTAL: 5000	16,287,922.22	313,580.30	611,162.76	3.7	5,717,616.28	9,959,143.18	61.1

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	ENCUMBERED	PENDING/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL: 1000-5999	91,912,104.05	2,508,877.89	4,950,003.85	5.3	6,301,881.02		80,660,219.18	87.7
6100.00 SITES & IMPROVEMENTS-DIST. USE	266,560.00	0.00	0.00	.0	0.00	0.00	266,560.00	100.0
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	545,058.86	1,105.00	1,104.80	.2	2,600.00		541,354.06	99.3
6300.00 LIBRARY BOOKS - EXPANSION	90,244.00	1,312.81	1,659.35	1.8	29,379.65		59,205.00	65.6
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	2,479,317.83	12,562.93	15,725.13	.6	77,949.12		2,385,643.58	96.2
TOTAL: 6000	3,381,180.69	14,980.74	18,489.28	.5	109,928.77		3,252,762.64	96.2
TOTAL: 1000-6999	95,293,284.74	2,523,858.63	4,968,493.13	5.2	6,411,809.79		83,912,981.82	88.0
7300.00 INTERFUND TRANSFERS	2,464,255.00	0.00	143,330.00	5.8	0.00		2,320,925.00	94.1
7500.00 OTHER OUTGO-STUDENT FIN AID	49,376.00	0.00	0.00	.0	2,000.00		47,376.00	95.9
7600.00 OTHER STUDENT AID	631,548.02	696.51	696.51	.1	249,037.67		381,813.84	60.4
7900.00 RESERVE FOR CONTINGENCIES	7,000,000.00	0.00	0.00	.0	0.00		7,000,000.00	100.0
TOTAL: 7000	10,145,179.02	696.51	144,026.51	1.4	251,037.67		9,750,114.84	96.1
TOTAL: 1000-7999	105,438,463.76	2,524,555.14	5,112,519.64	4.8	6,662,847.46		93,663,096.66	88.8

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDING/ENCUMBERED	UNENCUMBERED BALANCE
TOTAL INCOME (8000 - 8999)	91,947,629.53	8,000.55	12,625,591.40	13.7	0.00	79,322,038.13
TOTAL: 1000-5999	91,912,104.05	2,508,877.89	4,950,003.85	5.3	6,301,881.02	80,660,219.18
TOTAL: 1000-6999	95,293,284.74	2,523,858.63	4,968,493.13	5.2	6,411,809.79	83,912,981.82
TOTAL: 1000-7999	105,438,463.76	2,524,555.14	5,112,519.64	4.8	6,662,847.46	93,663,096.66
TOTAL EXPENSES (1000 - 7999)	105,438,463.76	2,524,555.14	5,112,519.64	4.8	6,662,847.46	93,663,096.66

Fund: 39 BLUE SHIELD MEMBERS CONT

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED		YEAR TO DATE	%	PENDING/ENCUMBERED		UNENCUMBERED BALANCE	%
		CURRENT				ENCUMBERED			
8800.00 LOCAL REVENUES	800.00	0.00		135.50	16.9	0.00		664.50	83.0
TOTAL: 8000	800.00	0.00		135.50	16.9	0.00		664.50	83.0
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

Fund: 39 BLUE SHIELD MEMBERS CONT SUMMARY

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	ENCUMBERED	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME (8000 - 8999)	800.00	0.00	135.50	16.9	0.00	0.00	664.50	83.0
TOTAL: 1000-5999	0.00	0.00	0.00	.0	0.00	0.00	0.00	.0
TOTAL: 1000-6999	0.00	0.00	0.00	.0	0.00	0.00	0.00	.0
TOTAL: 1000-7999	5,000.00	0.00	0.00	.0	0.00	0.00	5,000.00	100.0
TOTAL EXPENSES (1000 - 7999)	5,000.00	0.00	0.00	.0	0.00	0.00	5,000.00	100.0

Fund: 41 CAPITAL OUTLAY PROJECTS FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED		%	PENDING/ UNENCUMBERED	
		CURRENT	YEAR TO DATE		ENCUMBERED	BALANCE
8600.00 STATE REVENUES	54,961,745.17	0.00	0.00	.0	0.00	54,961,745.17
8800.00 LOCAL REVENUES	949,354.40	0.00	62,759.83	6.6	0.00	886,594.57
TOTAL: 8000	55,911,099.57	0.00	62,759.83	.1	0.00	55,848,339.74
5100.00 PERSON&CONSULTANT SVC-DIST USE	3,490.00	0.00	0.00	.0	0.00	3,490.00
5600.00 RENTS,LEASES&REPAIRS-DIST USE	14,604.00	0.00	0.00	.0	0.00	14,604.00
5800.00 OTHER OPERATING EXP-DIST. USE	37,387.40	0.00	0.00	.0	0.00	37,387.40
TOTAL: 5000	55,481.40	0.00	0.00	.0	0.00	55,481.40
TOTAL: 1000-5999	55,481.40	0.00	0.00	.0	0.00	55,481.40
6100.00 SITES & IMPROVEMENTS-DIST. USE	4,459,196.92	0.00	4,173.92-	.0	239,071.00	4,224,299.84
6200.00 BUILDINGS&IMPROVEMENT-DIST USE	58,804,584.91	97,648.60	59,103.26	.1	54,146,777.54	4,598,704.11
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	47,183.05	0.00	0.00	.0	0.00	47,183.05
TOTAL: 6000	63,310,964.88	97,648.60	54,929.34	.0	54,385,848.54	8,870,187.00
TOTAL: 1000-6999	63,366,446.28	97,648.60	54,929.34	.0	54,385,848.54	8,925,668.40
7900.00 RESERVE FOR CONTINGENCIES	400,000.00	0.00	0.00	.0	0.00	400,000.00
TOTAL: 7000	400,000.00	0.00	0.00	.0	0.00	400,000.00
TOTAL: 1000-7999	63,766,446.28	97,648.60	54,929.34	.0	54,385,848.54	9,325,668.40

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	ENCUMBERED	PENDED/ENCUMBERED	BALANCE	UNENCUMBERED
TOTAL INCOME (8000 - 8999)	55,911,099.57	0.00	62,759.83	.1	0.00	55,848,339.74	99.8	
TOTAL: 1000-5999	55,481.40	0.00	0.00	.0	0.00	55,481.40	100.0	
TOTAL: 1000-6999	63,366,446.28	97,648.60	54,929.34	.0	54,385,848.54	8,925,668.40	14.0	
TOTAL: 1000-7999	63,766,446.28	97,648.60	54,929.34	.0	54,385,848.54	9,325,668.40	14.6	
TOTAL EXPENSES (1000 - 7999)	63,766,446.28	97,648.60	54,929.34	.0	54,385,848.54	9,325,668.40	14.6	

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	ENCUMBERED	PENDING/UNENCUMBERED BALANCE
8800.00 LOCAL REVENUES	2,200,000.00	0.00	358,660.52	16.3	0.00	1,841,339.48
TOTAL: 8000	2,200,000.00	0.00	358,660.52	16.3	0.00	1,841,339.48
2300.00 NON-INSTRUCTION HOURLY CLASS.	0.00	0.00	146.36	100.0	0.00	146.36
TOTAL: 2000	0.00	0.00	146.36	100.0	0.00	146.36
3300.00 OASDHI/FICA	0.00	0.00	10.99	100.0	0.00	10.99
3500.00 STATE UNEMPLOYMENT INSURANCE	0.00	0.00	0.43	100.0	0.00	0.43
TOTAL: 3000	0.00	0.00	11.42	100.0	0.00	11.42
5100.00 PERSON&CONSULTANT SVC-DIST USE	133,187.82	0.00	0.00	.0	0.00	133,187.82
5400.00 INSURANCES - DISTRICT USE	41,838.51	0.00	0.00	.0	0.00	41,838.51
5600.00 RENTS,LEASES&REPAIRS-DIST.USE	195,000.00	0.00	0.00	.0	178,399.80	16,600.20
TOTAL: 5000	370,026.33	0.00	0.00	.0	178,399.80	191,626.53
TOTAL: 1000-5999	370,026.33	0.00	157.78	.0	178,399.80	191,468.75
6100.00 SITES & IMPROVEMENTS-DIST. USE	14,116,072.01	92,971.60	92,971.60	.6	3,162,262.82	10,860,837.59
6200.00 BUILDINGS&IMPROVEMENT-DIST.USE	74,337,790.98	47,681.81	27,008.88	.0	15,727,670.70	58,583,111.40
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	8,133,615.10	0.00	0.00	.0	55,716.28	8,077,898.82
TOTAL: 6000	96,587,478.09	140,653.41	119,980.48	.1	18,945,649.80	77,521,847.81
TOTAL: 1000-6999	96,957,504.42	140,653.41	120,138.26	.1	19,124,049.60	77,713,316.56
7900.00 RESERVE FOR CONTINGENCIES	20,000,000.00	0.00	0.00	.0	0.00	20,000,000.00
TOTAL: 7000	20,000,000.00	0.00	0.00	.0	0.00	20,000,000.00
TOTAL: 1000-7999	116,957,504.42	140,653.41	120,138.26	.1	19,124,049.60	97,713,316.56

=====		WORKING BUDGET		EXPENDED/RECEIVED YEAR TO DATE		PENDED/ENCUMBERED %		UNENCUMBERED BALANCE %		=====	
SUMMARY BY OBJECT											
TOTAL INCOME	(8000 - 8999)	2,200,000.00	0.00	358,660.52	16.3	0.00	1,841,339.48	83.6			
TOTAL:	1000-5999	370,026.33	0.00	157.78	.0	178,399.80	191,468.75	51.7			
TOTAL:	1000-6999	96,957,504.42	140,653.41	120,138.26	.1	19,124,049.60	77,713,316.56	80.1			
TOTAL:	1000-7999	116,957,504.42	140,653.41	120,138.26	.1	19,124,049.60	97,713,316.56	83.5			
TOTAL EXPENSES	(1000 - 7999)	116,957,504.42	140,653.41	120,138.26	.1	19,124,049.60	97,713,316.56	83.5			

Fund: 51 BOOKSTORE FUND

=====		EXPENDED/RECEIVED		PENDED/		UNENCUMBERED	
SUMMARY BY OBJECT	WORKING BUDGET	CURRENT	YEAR TO DATE	% ENCUMBERED	BALANCE	%	
=====	=====	=====	=====	=====	=====	=====	=====
8800.00 LOCAL REVENUES	0.00	0.00	428.55	100.0	0.00	428.55-	.0
TOTAL: 8000	0.00	0.00	428.55	100.0	0.00	428.55-	.0

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED/YEAR TO DATE	%	ENCUMBERED	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME (8000 - 8999)	0.00	0.00	428.55	100.0	0.00	0.00	428.55	.0
TOTAL: 1000-5999	0.00	0.00	0.00	.0	0.00	0.00	0.00	.0
TOTAL: 1000-6999	0.00	0.00	0.00	.0	0.00	0.00	0.00	.0
TOTAL: 1000-7999	0.00	0.00	0.00	.0	0.00	0.00	0.00	.0
TOTAL EXPENSES (1000 - 7999)	0.00	0.00	0.00	.0	0.00	0.00	0.00	.0

Fund: 68 RETIREE BENEFIT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED		%	UNENCUMBERED	
		CURRENT	YEAR TO DATE		ENCUMBERED	BALANCE
8800.00 LOCAL REVENUES	36,000.00	0.00	2,755.35	7.6	0.00	33,244.65
TOTAL: 8000	36,000.00	0.00	2,755.35	7.6	0.00	33,244.65
3900.00 OTHER BENEFITS	1,056,232.00	0.00	0.00	.0	0.00	1,056,232.00
TOTAL: 3000	1,056,232.00	0.00	0.00	.0	0.00	1,056,232.00
TOTAL: 1000-5999	1,056,232.00	0.00	0.00	.0	0.00	1,056,232.00
7900.00 RESERVE FOR CONTINGENCIES	500,000.00	0.00	0.00	.0	0.00	500,000.00
TOTAL: 7000	500,000.00	0.00	0.00	.0	0.00	500,000.00
TOTAL: 1000-7999	1,556,232.00	0.00	0.00	.0	0.00	1,556,232.00

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	EXPENDED/RECEIVED YEAR TO DATE	%	ENCUMBERED	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME (8000 - 8999)	36,000.00	0.00	2,755.35	7.6	0.00	0.00	33,244.65	92.3
TOTAL: 1000-5999	1,056,232.00	0.00	0.00	.0	0.00	0.00	1,056,232.00	100.0
TOTAL: 1000-6999	1,056,232.00	0.00	0.00	.0	0.00	0.00	1,056,232.00	100.0
TOTAL: 1000-7999	1,556,232.00	0.00	0.00	.0	0.00	0.00	1,556,232.00	100.0
TOTAL EXPENSES (1000 - 7999)	1,556,232.00	0.00	0.00	.0	0.00	0.00	1,556,232.00	100.0

Fund: 69 EMPL LOAD BANKING TRUST FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED		YEAR TO DATE	%	PENDED/ENCUMBERED		UNENCUMBERED BALANCE	%
		CURRENT				ENCUMBERED			
8800.00 LOCAL REVENUES	3,200.00	0.00		507.26	15.8	0.00		2,692.74	84.1
TOTAL: 8000	3,200.00	0.00		507.26	15.8	0.00		2,692.74	84.1
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

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE	% ENCUMBERED	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME (8000 - 8999)	3,200.00	0.00	507.26	15.8	0.00	2,692.74 84.1
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 YEAR TO DATE	%	ENCUMBERED	PENDED/ UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	142,220.00	0.00	.0	0.00	142,220.00	100.0
8600.00 STATE REVENUES	1,925,781.00	0.00	.0	0.00	1,925,781.00	100.0
8800.00 LOCAL REVENUES	239,000.00	2,492.94	1.0	0.00	236,507.06	98.9
TOTAL: 8000	2,307,001.00	2,492.94	.1	0.00	2,304,508.06	99.8
2100.00 CONTRACT CLASSIFIED NON-INSTR.	1,019,275.00	0.00	0.0	0.00	949,887.73	93.1
2300.00 NON-INSTRUCTION HOURLY CLASS.	303,700.00	13,094.84	4.3	0.00	290,605.16	95.6
TOTAL: 2000	1,322,975.00	13,094.84	6.2	0.00	1,240,492.89	93.7
3100.00 CERTIFICATED RETIREMENT	25,717.00	0.00	0.0	0.00	23,852.99	92.7
3200.00 CLASSIFIED RETIREMENT	66,498.00	348.07	7.2	0.00	61,606.75	92.6
3300.00 OASDI/FICA	61,997.00	4,118.16	6.6	0.00	57,878.84	93.3
3400.00 HEALTH AND WELFARE BENEFITS	258,955.00	0.00	0.0	0.00	236,198.20	91.2
3500.00 STATE UNEMPLOYMENT INSURANCE	3,593.00	226.29	6.2	0.00	3,366.71	93.7
3600.00 WORKERS COMPENSATION INSURANCE	36,000.00	0.00	0.0	0.00	33,000.00	91.6
3900.00 OTHER BENEFITS	1,461.00	0.00	0.0	0.00	1,272.00	87.0
TOTAL: 3000	454,221.00	744.32	8.1	0.00	417,175.49	91.8
4200.00 BOOK,MAGAZINE&PERIOD-DIST.USE	100.00	0.00	.0	0.00	100.00	100.0
4300.00 INSTRUCTIONAL SUPPLIES	24,228.00	0.00	.0	15,500.00	8,728.00	36.0
4500.00 NONINSTRUCTIONAL SUPPLIES	52,442.00	1,781.33	3.3	23,718.67	26,942.00	51.3
4700.00 FOOD SUPPLIES	114,147.00	5,405.38	4.7	88,594.62	20,147.00	17.6
TOTAL: 4000	190,917.00	7,186.71	3.7	127,813.29	55,917.00	29.2
5200.00 TRAVEL & CONFERENCE EXPENSES	1,500.00	0.00	.0	240.00	1,260.00	84.0
5600.00 RENTS,LEASES&REPAIRS-DIST.USE	4,150.00	223.45	5.3	0.00	3,926.55	94.6
5800.00 OTHER OPERATING EXP-DIST. USE	161,942.00	0.00	.0	500.00	161,442.00	99.6
TOTAL: 5000	167,592.00	223.45	.1	740.00	166,628.55	99.4
TOTAL: 1000-5999	2,135,705.00	126,937.78	5.9	128,553.29	1,880,213.93	88.0
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	3,000.00	0.00	.0	0.00	3,000.00	100.0
TOTAL: 6000	3,000.00	0.00	.0	0.00	3,000.00	100.0
TOTAL: 1000-6999	2,138,705.00	126,937.78	5.9	128,553.29	1,883,213.93	88.0
7900.00 RESERVE FOR CONTINGENCIES	50,000.00	0.00	.0	0.00	50,000.00	100.0
TOTAL: 7000	50,000.00	0.00	.0	0.00	50,000.00	100.0
TOTAL: 1000-7999	2,188,705.00	126,937.78	5.7	128,553.29	1,933,213.93	88.3

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED YEAR TO DATE	%	PENDING/ENCUMBERED	UNENCUMBERED BALANCE
TOTAL INCOME	(8000 - 8999)	2,307,001.00	2,492.94	.1	0.00	2,304,508.06
TOTAL:	1000-5999	2,135,705.00	126,937.78	5.9	128,553.29	1,880,213.93
TOTAL:	1000-6999	2,138,705.00	126,937.78	5.9	128,553.29	1,883,213.93
TOTAL:	1000-7999	2,188,705.00	126,937.78	5.7	128,553.29	1,933,213.93
TOTAL EXPENSES	(1000 - 7999)	2,188,705.00	126,937.78	5.7	128,553.29	1,933,213.93

Fund: 73 STUDENT BODY CENTER FEE FUND

SUMMARY BY OBJECT	WORKING BUDGET		EXPENDED/RECEIVED		YEAR TO DATE	%	PENDING/ENCUMBERED		UNENCUMBERED BALANCE	%
	CURRENT		CURRENT				ENCUMBERED			
8800.00 LOCAL REVENUES	248,000.00	0.00	4,754.09	0.00	4,754.09	1.9	0.00	0.00	243,245.91	98.0
TOTAL: 8000	248,000.00	0.00	4,754.09	0.00	4,754.09	1.9	0.00	0.00	243,245.91	98.0
2100.00 CONTRACT CLASSIFIED NON-INSTR.	86,477.00	0.00	6,987.00	0.00	6,987.00	8.0	0.00	0.00	79,490.00	91.9
2300.00 NON-INSTRUCTION HOURLY CLASS.	51,100.00	1,312.00	1,312.00	0.00	1,312.00	2.5	0.00	0.00	49,788.00	97.4
TOTAL: 2000	137,577.00	1,312.00	8,299.00	0.00	8,299.00	6.0	0.00	0.00	129,278.00	93.9
3200.00 CLASSIFIED RETIREMENT	8,396.00	0.00	678.37	0.00	678.37	8.0	0.00	0.00	7,717.63	91.9
3300.00 OASDHI/FICA	6,796.00	0.00	512.19	0.00	512.19	7.5	0.00	0.00	6,283.81	92.4
3400.00 HEALTH AND WELFARE BENEFITS	18,189.00	0.00	1,506.98	0.00	1,506.98	8.2	0.00	0.00	16,682.02	91.7
3500.00 STATE UNEMPLOYMENT INSURANCE	278.00	0.00	20.08	0.00	20.08	7.2	0.00	0.00	257.92	92.7
3600.00 WORKERS COMPENSATION INSURANCE	2,400.00	0.00	200.00	0.00	200.00	8.3	0.00	0.00	2,200.00	91.6
3900.00 OTHER BENEFITS	104.00	0.00	12.60	0.00	12.60	12.1	0.00	0.00	91.40	87.8
TOTAL: 3000	36,163.00	0.00	2,930.22	0.00	2,930.22	8.1	0.00	0.00	33,232.78	91.8
4500.00 NONINSTRUCTIONAL SUPPLIES	10,473.00	0.00	0.00	0.00	0.00	.0	1,765.93	8,707.07	83.1	
TOTAL: 4000	10,473.00	0.00	0.00	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	0.00	0.00	.0	250.00	3,766.00	93.7	
5200.00 TRAVEL & CONFERENCE EXPENSES	1,000.00	0.00	0.00	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	0.00	0.00	.0	998.00	7,625.00	88.4	
5800.00 OTHER OPERATING EXP-DIST. USE	28,789.00	0.00	0.00	0.00	0.00	.0	2,288.54	26,500.46	92.0	
TOTAL: 5000	42,428.00	0.00	0.00	0.00	0.00	.0	3,536.54	38,891.46	91.6	
TOTAL: 1000-5999	226,641.00	1,312.00	11,229.22	0.00	11,229.22	4.9	5,302.47	210,109.31	92.7	
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	11,109.00	0.00	0.00	0.00	0.00	.0	0.00	11,109.00	100.0	
TOTAL: 6000	11,109.00	0.00	0.00	0.00	0.00	.0	0.00	11,109.00	100.0	
TOTAL: 1000-6999	237,750.00	1,312.00	11,229.22	0.00	11,229.22	4.7	5,302.47	221,218.31	93.0	
7900.00 RESERVE FOR CONTINGENCIES	110,302.00	0.00	0.00	0.00	0.00	.0	0.00	110,302.00	100.0	
TOTAL: 7000	110,302.00	0.00	0.00	0.00	0.00	.0	0.00	110,302.00	100.0	
TOTAL: 1000-7999	348,052.00	1,312.00	11,229.22	0.00	11,229.22	3.2	5,302.47	331,520.31	95.2	

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	ENCUMBERED	PENDING/UNENCUMBERED BALANCE
TOTAL INCOME (8000 - 8999)	248,000.00	0.00	4,754.09	1.9	0.00	243,245.91 98.0
TOTAL: 1000-5999	226,641.00	1,312.00	11,229.22	4.9	5,302.47	210,109.31 92.7
TOTAL: 1000-6999	237,750.00	1,312.00	11,229.22	4.7	5,302.47	221,218.31 93.0
TOTAL: 1000-7999	348,052.00	1,312.00	11,229.22	3.2	5,302.47	331,520.31 95.2
TOTAL EXPENSES (1000 - 7999)	348,052.00	1,312.00	11,229.22	3.2	5,302.47	331,520.31 95.2

Fund: 74 KVC R FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	ENCUMBERED	PENDING/UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	1,586,921.93	397.84	1,219.61	.0	0.00	1,585,702.32	99.9
8900.00 OTHER FINANCING SOURCES	1,726,694.00	0.00	143,330.00	8.3	0.00	1,583,364.00	91.6
TOTAL: 8000	3,313,615.93	397.84	144,549.61	4.3	0.00	3,169,066.32	95.6
2100.00 CONTRACT CLASSIFIED NON-INSTR.	1,441,726.00	0.00	114,044.72	7.9	0.00	1,327,681.28	92.0
2300.00 NON-INSTRUCTION HOURLY CLASS.	35,000.00	9,006.40	10,377.14	29.6	0.00	24,622.86	70.3
TOTAL: 2000	1,476,726.00	9,006.40	124,421.86	8.4	0.00	1,352,304.14	91.5
3200.00 CLASSIFIED RETIREMENT	139,977.00	844.92	11,778.11	8.4	0.00	128,198.89	91.5
3300.00 OASDHI/FICA	111,355.00	665.73	9,296.12	8.3	0.00	102,058.88	91.6
3400.00 HEALTH AND WELFARE BENEFITS	191,588.00	0.00	16,728.88	8.7	0.00	174,859.12	91.2
3500.00 STATE UNEMPLOYMENT INSURANCE	4,391.00	26.11	364.55	8.3	0.00	4,026.45	91.6
3600.00 WORKERS COMPENSATION INSURANCE	27,500.00	0.00	2,200.00	8.0	0.00	25,300.00	92.0
3900.00 OTHER BENEFITS	1,196.00	0.00	138.60	11.5	0.00	1,057.40	88.4
TOTAL: 3000	476,007.00	1,536.76	40,506.26	8.5	0.00	435,500.74	91.4
4400.00 MEDIA AND SOFTWARE-DISTRICT USE	100.00	0.00	0.00	.0	0.00	100.00	100.0
4500.00 NONINSTRUCTIONAL SUPPLIES	6,260.15	1,098.79	1,098.79	17.5	4,276.21	885.15	14.1
TOTAL: 4000	6,360.15	1,098.79	1,098.79	17.2	4,276.21	985.15	15.4
5100.00 PERSON&CONSULTANT SVC-DIST USE	59,702.23	0.00	0.00	.0	0.00	59,702.23	100.0
5200.00 TRAVEL & CONFERENCE EXPENSES	20,076.00	0.00	0.00	.0	0.00	20,076.00	100.0
5300.00 POST/DUES/MEMBERSHIPS-DIST.USE	56,135.93	263.78	263.78	.4	8,241.29	47,630.86	84.8
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	173,963.46	7,346.71	7,346.71	4.2	153,773.29	12,843.46	7.3
5600.00 RENTS,LEASES&REPAIRS-DIST.USE	41,410.00	8,652.00	8,652.00	20.8	19,308.50	13,449.50	32.4
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	78,000.00	0.00	0.00	.0	47,000.00	31,000.00	39.7
5800.00 OTHER OPERATING EXP-DIST. USE	521,241.16	8,918.00	8,918.00	1.7	36,016.70	476,306.46	91.3
TOTAL: 5000	957,528.78	25,180.49	25,180.49	2.6	264,339.78	668,008.51	69.7
TOTAL: 1000-5999	2,916,621.93	36,822.44	191,207.40	6.5	268,615.99	2,456,798.54	84.2
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	393,394.00	0.00	0.00	.0	0.00	393,394.00	100.0
TOTAL: 6000	393,394.00	0.00	0.00	.0	0.00	393,394.00	100.0
TOTAL: 1000-6999	3,310,015.93	36,822.44	191,207.40	5.7	268,615.99	2,850,192.54	86.1

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	ENCUMBERED	PENDED/ENCUMBERED	UNENCUMBERED BALANCE
TOTAL INCOME (8000 - 8999)	3,313,615.93	397.84	144,549.61	4.3	0.00	3,169,066.32	95.6
TOTAL: 1000-5999	2,916,621.93	36,822.44	191,207.40	6.5	268,615.99	2,456,798.54	84.2
TOTAL: 1000-6999	3,310,015.93	36,822.44	191,207.40	5.7	268,615.99	2,850,192.54	86.1
TOTAL: 1000-7999	3,310,015.93	36,822.44	191,207.40	5.7	268,615.99	2,850,192.54	86.1
TOTAL EXPENSES (1000 - 7999)	3,310,015.93	36,822.44	191,207.40	5.7	268,615.99	2,850,192.54	86.1

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED YEAR TO DATE	EXPENDED/RECEIVED YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	15,000.00	0.00	2,922.12	19.4	0.00	12,077.88	80.5
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	2,922.12	.5	0.00	562,077.88	99.4
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	0.00	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	0.00	434,054.00	81.1	20,887.37	80,058.63	14.9
TOTAL: 1000-5999	535,000.00	0.00	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	0.00	434,054.00	74.1	20,887.37	130,058.63	22.2

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	ENCUMBERED	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME (8000 - 8999)	565,000.00	0.00	2,922.12	.5	0.00	0.00	562,077.88	99.4
TOTAL: 1000-5999	535,000.00	0.00	434,054.00	81.1	20,887.37	20,887.37	80,058.63	14.9
TOTAL: 1000-6999	535,000.00	0.00	434,054.00	81.1	20,887.37	20,887.37	80,058.63	14.9
TOTAL: 1000-7999	585,000.00	0.00	434,054.00	74.1	20,887.37	20,887.37	130,058.63	22.2
TOTAL EXPENSES (1000 - 7999)	585,000.00	0.00	434,054.00	74.1	20,887.37	20,887.37	130,058.63	22.2

Fund: 84 WORKERS COMPENSATION FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED		YEAR TO DATE	%	ENCUMBERED	UNENCUMBERED
		CURRENT	YEAR TO DATE				
8800.00 LOCAL REVENUES	1,010,000.00	0.00	15,775.27	1.5	0.00	994,224.73	98.4
TOTAL: 8000	1,010,000.00	0.00	15,775.27	1.5	0.00	994,224.73	98.4
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	93,897.00	62.5	0.00	56,103.00	37.4
5800.00 OTHER OPERATING EXP-DIST. USE	1,007,500.00	20,265.87	115,536.80	11.4	44,000.00	847,963.20	84.1
TOTAL: 5000	1,264,500.00	20,265.87	209,433.80	16.5	44,000.00	1,011,066.20	79.9
TOTAL: 1000-5999	1,264,500.00	20,265.87	209,433.80	16.5	44,000.00	1,011,066.20	79.9
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	20,265.87	209,433.80	11.8	44,000.00	1,511,066.20	85.6

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	ENCUMBERED	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME (8000 - 8999)	1,010,000.00	0.00	15,775.27	1.5	0.00	0.00	994,224.73	98.4
TOTAL: 1000-5999	1,264,500.00	20,265.87	209,433.80	16.5	44,000.00	44,000.00	1,011,066.20	79.9
TOTAL: 1000-6999	1,264,500.00	20,265.87	209,433.80	16.5	44,000.00	44,000.00	1,011,066.20	79.9
TOTAL: 1000-7999	1,764,500.00	20,265.87	209,433.80	11.8	44,000.00	44,000.00	1,511,066.20	85.6
TOTAL EXPENSES (1000 - 7999)	1,764,500.00	20,265.87	209,433.80	11.8	44,000.00	44,000.00	1,511,066.20	85.6

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: September 3, 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 July 20, 2009 to August 9, 2009, 483 Purchase Orders were issued encumbering a total of \$59,012,244.37 in the following object classifications:

Object Classification	Amount
4000 Supplies & Materials	\$143,104.92
5000 Operating Expenses & Services	\$1,890,910.32
6000 Capital Outlay	\$56,751,494.95
7000 Other Outgo	\$226,734.18

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, Fiscal Services
PREPARED BY: Dr. Steven Lohr, Planning and Development Director, SBCCD
DATE: September 3, 2009
SUBJECT: Measure M Bond Program Professional Services Screening and Recommendation Process

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

The District is updating the process for the screening and recommendation of vendors for professional services associated with the Measure M Bond Program. This update is intended to ensure that the process is implemented in a fair and objective manner, established with a consistent standard of evaluation, and involves college stakeholders.

ANALYSIS

The updated screening and recommendation process for Measure M projects will accomplish the goals identified above. The process includes the following elements: reaching out to the professional services community twice a year and through publications, professional organizations, and other means; establishing Screening Advisory Committees which are comprised of District and College stakeholders; and providing the Committees with the responsibility of developing evaluation and rating criteria, interviewing firms for specific bond projects, and recommending firms for consideration of appointment by the Board of Trustees. The attachment provides a detailed description of the professional services selection process.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None.

Attachment

San Bernardino Community College District
MEASURE M PROCESS FOR SELECTING PROFESSIONAL SERVICES *

Phase I - Outreach Process

The District will reach out to the professional services community twice a year to solicit registration to be on the Measure M Project Interest List. Outreach will be done using newspapers, notice to publications and professional organizations, and posting on District website. Firms will self-identify their experience in specific project categories. A registration list will be developed and firms will be notified as projects become available.

Phase II - Screening Advisory Committee

A Screening Advisory Committee will be established for each project or project group. Membership will include one faculty member, and one classified staff member appointed by their appropriate constituency group; the College President and/or designee; the V.P. for Administrative Services; Director of College Facilities (M&O); Bond Planning and Development Director and/or Bond Program Manager and Bond Program Director and the Vice Chancellor, Fiscal Services. Whenever possible, the administrator responsible for the instruction/services to be housed in the proposed facility will participate in the process at the president's discretion.

Phase III - Criteria and Screening Process

The Screening Advisory Committee will approve evaluation criteria and rating schedule specific to the project requirements. Firms with self-reported experience in the specific area will be invited to submit a formal proposal that would minimally include relevant experience, approach to the project, project schedule, and a staffing plan. The firms with the highest overall scores will be invited for interviews with the Screening Advisory Committee. A minimum of four to six firms will be invited for interviews whenever possible.

Phase IV - Final Recommendation and Fees

Members of the Screening Advisory Committee will approve evaluation criteria and rating schedule for use during the interview process. The Screening Advisory Committee will rank the top firms. The District will conduct reference checks on the top firms. The District will negotiate a draft contract with the highest ranking firm and submit the draft contract to the Board of Trustees for action. The recommendation will come with a summarized review of the process.

*** Professional Services are those services that are selected through the Request for Proposal (RFP) process such as architects, engineers, etc. Construction contractors are selected through the formal bidding process.**

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, SBVC President
DATE: September 3, 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

DISTRICT

Rosita Moncada
Sylvia Romo

SBVC

Esther Arciero
Veada Benjamin (2)
Rosemary Chavez
Alma Clark
Tamala Clark
Marco Cota (2)
Shalita Cunningham
Rocio Delgado
Marvalee Diaz
Food Services Staff
Eddie Garcia
Terrie Hawthorne
Josh Hill
Pat Martinez
Christian Melgar
Tracy Morrison
Gina Ochoa (2)
Treesa Oliver
Romeo Ongoco
Tammy Preston
Carmen Rodriguez
Damon Smith
Rutina Taylor
Danielle Torrence
Tim Vasquez
Clyde Williams
Carol Wingson
Kay Weiss