

San Bernardino Community College District
Regular Meeting of the Board of Trustees
114 S. Del Rosa Drive, San Bernardino, CA 92408
Thursday, October 14, 2010 – 4:00 p.m. – Board Room

1. CALL TO ORDER – PLEDGE OF ALLEGIANCE
2. ANNOUNCEMENT OF CLOSED SESSION ITEMS
 - A. CONFERENCE WITH LABOR NEGOTIATORS
Government Code 54957.6
Agency Negotiators: Renee Brunelle
CTA
CSEA
Management/Supervisors
Confidential Employees
 - B. CONFERENCE WITH LEGAL COUNSEL
ANTICIPATED LITIGATION
Pursuant to Government Code Section 54956.9(b)
Number of Potential Cases: 1
 - C. DISCIPLINE/DISMISSAL/RELEASE OF A PUBLIC EMPLOYEE
One Position
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
 - A. September 9, 2010 (p.5)
 - B. September 23, 2010 (p.15)

8. PUBLIC COMMENT

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

9. PUBLIC HEARING ON THE 2010-2011 BUDGET

- A. Consideration of Approval to Conduct a Public Hearing on the 2010-2011 Budget (p.18)
- B. Consideration of Approval to Adopt the 2010-2011 Budget (p.19)

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
 - 1. Consideration of Approval of Curriculum – SBVC (p.28)
 - 2. Consideration of Approval of Curriculum – CHC (p.36)
- B. HUMAN RESOURCES
 - 1. Consideration of Approval of Classified Employees (p.40)
 - 2. Consideration of Approval of Classified Resignations (p.42)
 - 3. Consideration of Approval of Classified Employee Promotions (p.43)
 - 4. Consideration of Approval to Rescind Classified Employment (p.44)
 - 5. Consideration of Approval to Change in Classified Employee Contracts (p.45)
 - 6. Consideration of Approval of Classified Job Description – Lab Technician Environmental Science (p.46)
 - 7. Consideration of Approval of Short-Term, Substitute and Professional Expert Employees (p.50)
 - 8. Consideration of Approval of Adjunct and Substitute Academic Employees (p.55)

9. Consideration of Approval of Non-Instructional Pay (p.57)
10. Consideration of Approval of Academic Resignation (p.59)
11. Consideration of Approval of Head and Assistant Coaches (p.60)
12. Consideration of Approval of Management Appointments (p.61)
13. Consideration of Approval of Management Step Increase (p.62)
14. Consideration of Approval of Revision to Management Step Increase (p.63)
15. Consideration of Approval of Management Job Description – Director, Engineering & Technology, KVCR and Director, First Year Experience, SBVC (p.64)
16. Consideration of Approval of Doctoral Stipend for Management Employee (p.72)
17. Consideration of Approval of District Volunteers (p.73)

C. FISCAL SERVICES

1. Consideration of Approval of Routine Contracts and Agreements (p.75)
2. Consideration of Approval of Budget Adjustments (p.94)
3. Consideration of Approval of Conference Attendance (p.96)
4. Consideration of Approval of District/College Expenses (p.100)
5. Consideration of Approval to Accept Donations - SBVC (p.104)
6. Consideration of Approval to Declare Surplus Property and Authorize Disposal or Private Sale (p.105)
7. Consideration of Approval of Facility Use Fee Waivers – SBVC (p.107)

12. ACTION AGENDA

A. INSTRUCTIONAL/STUDENT SERVICES

B. HUMAN RESOURCES

C. FISCAL SERVICES

1. Consideration of Approval of Board Policy 2045 – Policies and Administrative Regulations (p.109)
2. Consideration of Approval of Members for the Citizens Bond Oversight Committee (p.111)
3. Consideration of Approval of Resolved Claim to the Mountain Movers Contract – SBVC (p.112)
4. Consideration of Approval of Contract with SchoolsFirst Federal Credit Union and National Benefits Services and Adopt Resolution (p.117)
5. Consideration of Approval of Bond Measure P Construction Change Orders and Contract Amendments (p.129)
6. Consideration of Approval of Amendment 006 to the Steinberg Architects Contract, LRC – CHC (p.164)
7. Consideration of Approval of Amendment 001 to the DLR Group WWCOT Contract – SBVC (p.176)
8. Consideration of Approval to Adopt A Resolution Giving Notice of Intention to Grant Easements (p.182)

9. Consideration of Approval of Fund 76 (p.187)
10. Consideration of Approval to Provide Compensation to a Board Member for Absence from a Board Meeting (p.188)

13. INFORMATION ITEMS

- A. Summary of Bond Measure P Capital Improvement Change Orders and Amendments for Construction Contracts (p.189)
- B. Budget Report (p.207)
- C. Purchase Order Report (p.252)
- D. Administrative Procedures (p.260)
- E. Applause Cards (p.263)

14. STAFF REPORTS

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

15. ADJOURN – The next meeting of the Board of Trustees will be a Regular Board Meeting on November 4, 2010, at 4:00 p.m., in the District Office Board Room.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
114 South Del Rosa Drive, San Bernardino, CA 92408

Minutes of the Regular Meeting of the Board of Trustees
Thursday, September 9, 2010 - 4:00 p.m. – Assembly Room

1. CALL TO ORDER - PLEDGE OF ALLEGIANCE

Mr. Ramos called the meeting to order at 4:05 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.
Robert P. Alexander, Student Trustee, SBVC
Daniel Shedd, Student Trustee, CHC

Members Absent:

None.

Administrators Present:

Bruce Baron, Interim Chancellor
Dr. Debra Daniels, SBVC President
Gloria Harrison, CHC President
Larry Cicalone, President, KVCR-TV-FM
Charlie Ng, Interim Vice Chancellor Fiscal Services

Administrators Absent:

Renee Brunelle, Vice Chancellor Human Resources

Pledge of Allegiance

Mr. Ng led the Pledge of Allegiance.

2. ANNOUNCEMENT OF CLOSED SESSION ITEMS

A. CONFERENCE WITH LABOR NEGOTIATORS

Government Code 54957.6
Agency Negotiators: Renee Brunelle
CTA
CSEA
Management/Supervisors
Confidential Employees

B. CONFERENCE WITH LEGAL COUNSEL
EXISTING LITIGATION

Pursuant to Government Code Section 54956.9(a)
Case No. 420669
Case No. 414724

3. PUBLIC COMMENT ON AGENDA ITEMS

None.

4. CONVENE CLOSED SESSION

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

5. RECONVENE PUBLIC MEETING

Mr. Ramos reconvened the public meeting at 5:00 p.m.

6. REPORT OF ACTION IN CLOSED SESSION

Dr. Terrell moved, Mr. Futch seconded, and the Board members voted as follows to approve the settlement authority of claim #420669 by way of Stipulation with Request for Award of 3% in the amount of \$2,070.00 with provision for future medical care:

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

Dr. Singer moved, Mr. Vizcaino seconded, and the Board members voted as follows to approve the settlement authority of claim #414724 by way of Zero Stipulation with Request for Award with provision for future medical care:

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

7. APPROVAL OF MINUTES

Mr. Longville moved, Mr. Alexander seconded, and the Board members voted as follows to approve the minutes of August 12, 2010:

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

Mr. Shedd moved, Mr. Longville seconded, and the Board members voted as follows to approve the minutes of August 26, 2010:

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

8. PUBLIC COMMENT

Mr. Ramos recognized Dr. Ed Millican and his political science students who were observing the board proceedings.

Mr. Richard Boyle representing *Teachers for a Change* talked about the serious budget problem facing this district. He said he spoke to Senator Dutton and Assemblywoman Carter who are in agreement that students come first. He urged our board to contact legislators to encourage them to pass the budget. Mr. Boyle commented about the district's expenditures for attorneys and an outside consultant and said money should not be spent on an outside consultant but on reopening classes and hiring more teachers. Mr. Boyle asked that his email to Senator Dutton be included as part of this record.

Ms. Tierra Sowell, a student at Eisenhower High School's College Academy, said classes are filled before high school students have the opportunity to enroll because they are the last to register. Mr. Ramos asked Interim Chancellor Baron to report back to the board on the process of concurrent enrollment of high school students.

Mr. Longville wanted the students and public to know that one of the requirements of the Brown Act is that the board cannot act on items which are not on the agenda. Matters brought before the board under public comment cannot be discussed or acted on at that time. The board can ask the administration to provide a report to the board so that action can be taken at a future date if it is appropriate.

9. REPORTS

A. Board Members

- Dr. Terrell commented favorably on the reports provided by the college presidents. He asked Mr. Baron to provide a written report on some construction issues in the new Media and Communication building at SBVC.

B. Student Trustees

- Mr. Alexander submitted a written report to the board. Mr. Alexander thanked the board for sending the student trustees to the CCLC student trustee orientation and workshop. He asked that the district pursue having KVCR broadcast the board meetings.
- Mr. Shedd submitted a written report to the board. Resolutions on making the campuses non-smoking will be submitted to the student senates and subsequently to District Assembly. He thanked President Harrison for taking the time to meet with him regularly.

C. Chancellor

- Mr. Baron mentioned an article which appeared in the Sacramento Bee which indicated that California has fallen to 44 out of the 50 states in terms of the resources available for education. A number of grassroots organizations are working to file lawsuits and lobby legislators. Mr. Baron said he is proud of our district. Our collegial consultation process is working well. We are working on a number of initiatives that will help us move away from relying on the state for so much of our funding. Our foundations are working hard to raise money for scholarships and to supplement the cost of textbooks.
- The board will be asked to approve a feasibility study to possibly look into building an SBCCD Center that could serve the under-represented students in our area.
- Mr. Baron thanked our faculty, staff and students for working together to support our district. We can't just sit around and wait for the state to act. We need to come up with new options and move forward to serve our community.

10. CONSENT AGENDA

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

AYES: Futch, Lockwood, Longville, Ramos, Singer, Terrell, Vizcaino
Alexander (advisory), Shedd (advisory)

NOES: None

ABSTENTIONS: None

ABSENT: None

11. ACTION AGENDA

Adopt State Budget Resolution

Mr. Lockwood moved, Mr. Futch seconded, and the Board members voted as follows to adopt a resolution which calls upon the governor and state legislators to adopt a state budget and use the conference committee on the state budget's spending plan as a framework for preserving state programs that have a significant effect on the operations of community colleges while minimizing the increased tax burden on Californians:

AYES: Futch, Lockwood, Longville, Ramos, Singer, Terrell, Vizcaino
Alexander (advisory), Shedd (advisory)

NOES: None

ABSTENTIONS: None

ABSENT: None

Approve Claim Reimbursement to District Students Not Receiving Grant Payments Under the Springbok Debit Card Program

Mr. Shedd moved, Mr. Alexander seconded, and the Board members voted as follows to approve a claim of \$34,844.00 to reimburse district students who are not receiving grant payments under the Springbok debit card program:

AYES: Futch, Lockwood, Longville, Ramos, Singer, Terrell, Vizcaino
Alexander (advisory), Shedd (advisory)

NOES: None

ABSTENTIONS: None

ABSENT: None

Approve Charitable Gift Agreement with San Manuel Band of Mission Indians

Mr. Longville moved, Mr. Vizcaino seconded, and the Board members voted as follows to approve a \$6 million Charitable Gift Agreement between the KVCR Foundation and the San Manuel Band of Mission Indians:

AYES: Futch, Lockwood, Longville, Singer, Terrell, Vizcaino
Alexander (advisory), Shedd (advisory)

NOES: None

ABSTENTIONS: Ramos

ABSENT: None

Award Bid and Approve Contract for the Chemistry/Physical Science Hazardous Material Abatement Project - SBVC

Dr. Terrell moved, Mr. Alexander seconded, and the Board members voted as follows to award bid and approve a contract with Miller Environmental for the Hazardous Material Abatement Package for the Chemistry/Science building project, SBVC, in the amount of \$381,000.00:

AYES: Futch, Lockwood, Longville, Ramos, Singer, Terrell, Vizcaino

Alexander (advisory), Shedd (advisory)
NOES: None
ABSTENTIONS: None
ABSENT: None

Approve Proposal from HMC Architects for Architectural Services for the Athletics and Fields Complex Project - SBVC

Dr. Terrell moved, Mr. Alexander seconded, and the Board members voted as follows to approve a proposal from HMC Architects for architectural services for the Athletics and Fields Complex project, SBVC, in the amount of \$4,280,000.00:

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

Approve Bond Measure P Construction Change Orders and Contract Amendments

Dr. Terrell moved, Mr. Alexander seconded, and the Board members voted as follows to approve the following change orders and contract amendments for the Bond Measure P Capital Improvement Program construction contracts at CHC and SBVC:

CHC – Community Recreation Facility

ACSS, CO-02, in the amount of \$33,841.00
Champion Electric, CO-03, in the amount of \$870.00
RVH Constructors, CO-04, in the amount of \$7,941.00

CHC – Learning Resource Center

Inland Building Construction, CO-01, in the amount of \$18,824.00

CHC – Infrastructure 2/3/4

Tidwell Concrete Construction, CO-02, in the amount of \$15,134.00
Sierra Landscape, CO-03, in the amount of \$16,367.00

SBVC – North Hall

Mountain Movers, CA-01, in the amount of \$13,000.00
Mountain Movers, CO-03, in the amount of \$17,000.00
Devries Construction, CO-05, in the amount of \$13,056.00
Caston Plastering, CO-05, in the amount of \$11,867.00
Caston Plastering, CO-06, in the amount of \$5,658.00
Inland Building Corporation, CO-01, in the amount of \$11,379.00
BEC, Inc., CA-01, in the amount of \$16,011.00

SBVC – Chemistry/Physical Science

ACSS, CO-02, in the amount of \$24,019.00
Marina Landscape, CO-02, in the amount of \$3,499.00

SBVC – Media/Communications

Mountain Movers, CO-03, in the amount of \$45,000.00
West Tech Mechanical, CO-06, in the amount of \$4,331.00
Daniel’s Electric, CO-11, in the amount of \$1,108.00
WTS-Vislink Service, CO-02, in the amount of \$16,317.00

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

Approve Amendment 001 to the AEI-CASC Consulting Contract - CHC

Dr. Terrell moved, Mr. Alexander seconded, and the Board members voted as follows to approve Amendment 001 to the AEI-CASC Consulting contract, CHC, in the amount of \$11,376.00:

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

Approve Amendment 001 to the Serna’s Relocation Systems, Inc. Contract - SBVC

Dr. Terrell moved, Mr. Alexander seconded, and the Board members voted as follows to approve Amendment 001 to the Serna’s Relocation Systems, Inc. contract, SBVC, in the amount of \$2,677.00:

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

Approve Amendment 013 to the NTD Architecture Contract - SBVC

Dr. Terrell moved, Mr. Alexander seconded, and the Board members voted as follows to approve Amendment 013 to the NTD Architecture contract, SBVC, in the amount of \$384,915.00:

AYES: Futch, Lockwood, Longville, Ramos, Singer, Terrell, Vizcaino

Alexander (advisory), Shedd (advisory)
NOES: None
ABSTENTIONS: None
ABSENT: None

Approve Amendment 4 with Kitchell CEM to Renew Contract for Measure P Program Management Services

Dr. Terrell moved, Mr. Alexander seconded, and the Board members voted as follows to approve Amendment 4 with Kitchell CEM, Inc., to renew a contract for Measure P Program Management for a period of one year for no additional cost:

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

Approve Amendment 1 to the Kitchell CEM Agreement for Measure M Program and Construction Management Services

Dr. Terrell moved, Mr. Alexander seconded, and the Board members voted as follows to approve Amendment 1 to the Kitchell CEM, Inc. Agreement for Measure M Program and Construction Management Services, in the amount of \$20,620,439.00:

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

Approve Feasibility Study for Possible Education Center

Dr. Terrell moved, Mr. Alexander seconded, and the Board members voted as follows to approve a proposal from gkkworks to conduct a feasibility study for a possible Center for SBCCD, in the amount of \$38,500.00:

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

12. INFORMATION ITEMS

- A. Summary of Bond Measure P Capital Improvement Program Change Orders and Amendments for Construction Projects
- B. Budget Report

C. Purchase Order Report

D. Applause Cards

13. STAFF REPORTS

A. CHC President

- A written report was submitted to the Board.

B. CHC Academic Senate

- Scott Rippe reported the year has taken off as it normally does. Faculty is working hard, and they are pleased with their students.
- Suggested changes to the program review process were submitted to the senate and a plan was approved to change the process.

C. CHC Classified Senate

- Absent

D. CHC ASB

- Three members of the student senate introduced themselves. Club Rush happens on September 14 and 15. CHC will be hosting the Region 9 meeting on September 24. A public forum for candidates running for the board of trustees will be held on October 12.

E. SBVC President

- A written report was submitted to the Board.

F. SBVC Academic Senate

- Absent.

G. SBVC Classified Senate

- Absent.

H. SBVC ASB

- The students passed a resolution accepting the space designated for student use in the Campus Center. The students thanked Dr. Daniels and her staff for working together to achieve this goal. The Student Life Office is now open until 7 p.m. to serve evening students.

I. KVCR

- A written report was submitted to the Board.

J. CTA

- Absent.

K. CSEA

- Absent.

14. ADJOURN

Mr. Ramos adjourned the meeting at 6:00 p.m.

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

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

Minutes of the Study Session of the Board of Trustees
Thursday, September 23, 2010 – 4:00 p.m. – Assembly Room

1. CALL TO ORDER - PLEDGE OF ALLEGIANCE

Mr. Ramos called the meeting to order at 4:05 p.m.

Members Present:

James C. Ramos, President
Carleton W. Lockwood, Jr., Vice President
Dr. Donald L. Singer, Clerk
John M. Futch
Dr. Charles S. Terrell, Jr.
Jess C. Vizcaino, Jr.
Robert Alexander, Student Trustee, SBVC (arrived at 4:45 p.m.)

Members Absent:

John Longville
Daniel Shedd, Student Trustee, CHC

Administrators Present:

Bruce Baron, Acting Chancellor
Dr. Debra Daniels, President, SBVC
Gloria M. Harrison, President, CHC
Larry Cicalone, President, KVCR
Charlie Ng, Interim Vice Chancellor Fiscal Services

Administrators Absent:

Renee Brunelle, Vice Chancellor Human Resources

Pledge of Allegiance

Mr. Futch led the Pledge of Allegiance.

2. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS

None.

3. ACCREDITATION REPORT REVIEW

Interim Chancellor Bruce Baron stated that this is the final review and update prior to submitting the reports to the Accrediting Commission for Community and Junior Colleges. The reports reflected a great deal of work on behalf of Crafton Hills College, San Bernardino Valley College and the District Office. Bruce introduced Gloria Harrison who discussed the accreditation report process and gave thanks to faculty and staff who participated in the process. She indicated that Crafton Hills College now stands ready to continue work on all of the processes implemented and the culture of improvement has been internalized into the campus culture.

Dr. Matthew Lee's best judgment on what the commission will do after the visiting team submits its report in November or December is that Crafton Hills College's accreditation will be fully reaffirmed. The second most likely outcome is the college will be raised from probationary to warning status. It is possible that if the Commission has serious doubts about sustainability, they could continue CHC on probation. Given the scope and speed of the changes presented in this report, Dr. Lee expects that CHC will be required to make its mid-term report in October, 2011, a focused report. CHC will continue its good work and document progress every step of the way.

Crafton Hills College

The follow-up report summarized progress on Evaluation Team Recommendations made during the October 6-9, 2008 site visit to CHC. The report addressed the seven recommendations noted in the January 29, 2010 action letter from the Accrediting Commission for Community and Junior Colleges that continued CHC on probation. Since February 2009, faculty, staff and administrators have made focused evaluation and improvement in the following areas a top priority:

- Integrated planning and program review process and quantitative effectiveness measures
- Long-term fiscal plans and access to financial information
- Data reliability, access and training
- Participation in planning and decision-making

In addition, the report shows that the District has fulfilled the following requirements:

- Development of the District program review process
- Development of the District strategic plan
- Development of District strategic plan for technology
- Development of District human resources plan
- Clarification and communication of the District resource allocation process

The follow-up report is due to the ACCJC by October 15, 2010. This report will demonstrate the college's resolution of the recommendations and will be followed by a visit of Commission representatives.

San Bernardino Valley College

Dr. Daniels acknowledged all of the hard work done by her campus. The report was reviewed, discussed and edited by the faculty and staff of the college both individually and through the collegial consultation representative groups of College Council, Academic and Classified Senates, and the Associated Student Government.

The follow-up report summarized progress on Evaluation Team Recommendations made during the October 6-9, 2008 visit to SBVC. The report addresses the three recommendations noted in the February 3, 2009 action letter from the Accrediting Commission for Community and Junior Colleges that reaffirmed SBVC's accreditation.

This report provides information on the development of the following:

- Use of student learning outcomes as a component of evaluations
- Development of a District program review process
- Development of the District strategic plan
- Development of the District strategic plan for technology
- Development of the District human resources plan
- Clarification and communication of the District resource allocation process

The Commission requires that the follow-up report be submitted by October 15, 2010.

The trustees had an opportunity to ask questions.

4. ADJOURN

Mr. Ramos adjourned the meeting at 5:35 p.m.

Donald L. Singer, Clerk
San Bernardino Community College District

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Interim Chancellor
REVIEWED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services
PREPARED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services
DATE: October 14, 2010
SUBJECT: Consideration of Approval to Conduct a Public Hearing

RECOMMENDATION

It is recommended that the Board of Trustees conduct a public hearing on the 2010-2011 budget.

OVERVIEW

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

ANALYSIS

Title 5, Section 58301 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: Bruce Baron, Interim Chancellor
REVIEWED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services
PREPARED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services
DATE: October 14, 2010
SUBJECT: Consideration of Approval to Adopt the 2010-2011 Budget

RECOMMENDATION

It is recommended that the Board of Trustees adopt the 2010-2011 budget as presented or amended.

OVERVIEW

Title 5, Section 58301 requires that the Board of Trustees hold a public hearing and adopt the final budget during or before the end of September. This year, the State Chancellor's Office, under Title 5 section 58306(b) extended the deadline to October 15th.

ANALYSIS

This final budget incorporates the projected income and expenditures of the District for 2010-2011 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 is the Chancellor's Message including budget assumptions and highlights, and a summary of the general fund revenue and expenditures. A more detailed budget book is being distributed under separate cover.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

Positive.

Attachment



Date: September 28, 2010

To: Board of Trustees and Members of the San Bernardino Community College District

From: Bruce Baron, Interim Chancellor

Subject: 2010-2011 Budget

I am pleased to present the San Bernardino Community College District's proposed 2010-2011 final budget for all District funds, which was developed in accordance with Title 5, the California Community Colleges Budget and Accounting Manual, and the fiscal policies set by the Board. Specifically, these policies include:

- The annual budget shall support the District's master and educational plans.
- Assumptions upon which the budget are based are presented to the Board for review.
- A schedule is provided to the Board by January of each year that includes dates for presentation of the tentative budget, required public hearing(s), Board study session(s), and approval of the final budget. At the public hearing(s), interested persons may appear and address the Board regarding the proposed budget or any item in the proposed budget.
- Unrestricted general reserves shall be no less than 5%.
- Changes in the assumptions upon which the budget was based shall be reported to the Board in a timely manner.
- Budget projections address long-term goals and commitments.

BACKGROUND

At the time of this writing, California still does not have a budget enacted. This is the longest time the state has gone without a budget. With a \$19.1B deficit for 2010-2011 and the basic political divide between programmatic cuts and raising taxes, a budget compromise has been difficult to achieve. There is no new information that significantly changes our assumptions for revenue or expenditures from the 2010-2011 Tentative Budget adopted by the Board of Trustees in May, 2010.

The revenues and expenditures in this budget incorporate our best assumptions and the best information available at the time the budget is prepared. There is a great deal of talk about the legislators not incorporating the Governor's proposed COLA of -0.38% and incorporating the Governor's proposed growth of 2.21. We have taken a conservative approach with this year's budget and we must continue to be vigilant and prudent regarding our spending. We believe we will, again, get through this fiscal and academic year and survive any budget the state adopts.

A BALANCED BUDGET

The 2010-2011 budget is a balanced budget, which we are legally required to bring to the Board of Trustees for approval. This budget implements sound fiscal practices and it addresses the high priority needs of education and service to students during a most difficult and uncertain financial time in the history of California community colleges.

BUDGET ASSUMPTIONS

- Balancing the budget while maintaining an 18.6% fund balance of \$17,609,972. This level of fund balance is necessary to fund the cash flow needs of the District as the state's deferrals and ongoing budget concerns require ready access to funds to meet payrolls, pay vendors, and maintain the District facilities.
- Negative Cost of Living Adjustment (COLA): -0.38%.
- California State Growth Apportionment: 0%.
- Enrollment Target of 14,285 Full-time Equivalent Students (FTES) or about 507 FTES above the level funded by the State. We intend to serve these unfunded FTES through efficiency measures and **not** by increasing costs.
- Increases of \$3.9 million in federal revenues from 2009-2010 actual.
- Increases of \$1.3 million in state revenues from 2009-2010 actual.
- Reductions of \$0.9 million in local revenues from 2009-2010 actual.
- Reductions of \$0.5 million in other financing sources from 2009-2010.
- Avoid layoffs, if possible, of all full-time and part-time permanent contract employees.
- Full funding for all full-time and part-time permanent contract employees including their contractual step increases and full funding of negotiated health benefits.

BUDGET HIGHLIGHTS

Enrollment

The economic downturn that our state and country are experiencing has increased the demand for courses and services at our colleges. With an overall enrollment increase in 2009-2010 of over 3.64% while the state funded a 3.71% decrease in enrollment for 2009-2010, the District served over 2,094 additional FTES above our level of funding by the state. That demand is expected to continue as people in our communities take the opportunity to enhance their skills to increase employment opportunities to improve their lives.

We are using the best information available to move forward in presenting to the Board of Trustees a budget that is conservative and fiscally responsible to our students and community. In using the best information available, enrollment is being targeted at 4,275 FTES for Crafton Hills College and 10,010 for San Bernardino Valley College, for a total of 14,285 FTES for the San Bernardino Community College District. This is approximately 507 FTES over the funding level provided by the state, assuming the state does not provide additional funding for growth. This is a conservative assumption to protect the fund balance of the District in these difficult times. These are funded FTES targets only and in no way restrict each college from maximizing their resources and enrolling students above the average numbers used to calculate the budget.

We will do everything we can to provide instruction and services to students while being fiscally responsible and staying within our available resources. Class sizes may continue to be larger and students may need to continue attending classes at less desirable times. But, to the degree that we

can stretch our resources, we are committed to meeting the needs of our communities during a time when they need us the most.

Revenues

The final budget includes increases of \$3.9 million in federal revenues from last year primarily due to increased federal Department of Labor grants. The budget includes an increase of \$1.3 million in state revenues from last year primarily due to an offsetting decrease in local revenues for property taxes. The budget includes reductions of \$0.9 million in local revenues from last year primarily due to forecasts of lower prior-year taxes and other local revenues as well as not needing an intrafund transfer to accommodate uncertain expenditures for last year. The budget includes reductions of \$0.5 million in other financing sources from last year primarily due to the District satisfying its promise of a one-time commitment to augment categorical programs as a result of last year's cuts from the state.

Expenditures

The San Bernardino Community College District has done an excellent job in positioning the District to serve our students while protecting our employees and our financial stability for 2010-2011. Last year, the District implemented a series of cost-cutting measures in response to the state's financial condition. We offered a Supplemental Employee Retirement Plan, reorganized management and staff, abolished vacant positions, and implemented a series of other cost cutting measures at each site. We have reduced our budgeted full-time equivalent employee positions from 296 to 274, a net difference of 22. This has resulted in a savings of \$3,884,573 in academic and classified wages and benefits. Additionally, a \$5,218,153 reserve for contingencies that was in last year's budget to address the uncertainty in the state budget is not included or needed in this year's budget.

One-time savings from unspent funds in 2009-2010 will also provide \$1.8 million of additional funds. We will use these funds as a one-time safety net to fund necessary expenses to balance the budget. We believe further savings will be achieved by being very selective in filling vacant positions during this year. In addition, we will continue to examine line items in the budget to be sure we are prudent with our spending.

Capital Expenditures

A total of \$314 million is budgeted to continue implementing SBVC and CHC facilities master plans and the District's Five Year Construction Plan. Consistent with the Five Year Construction Plan approved by the Board of Trustees in August, 2010, projects scheduled to be designed or constructed in 2010-2011 that will utilize capital expenditure funds this year are as follows:

San Bernardino Valley College

- North Hall Seismic Replacement
- North Hall-Media Communications Seismic Replacement
- Chemistry/Physical Science
- Health Life Science/Campus Center HVAC
- Energy/Central Plan/Infrastructure
- Campus-wide Site Work/Signage/ADA Improvements
- Parking Structure #1
- Business Building Renovation
- Auditorium Renovation
- Technical Building
- Replace Gym/Pools
- Stadium/Field Improvements

Crafton Hills College

- Learning Resource Center
- Physical Education Wellness Pool
- Campus-wide Site Lighting/Parking/ADA Improvements
- Parking Structure #1
- Library Demolition
- Energy/Central Plan/Infrastructure
- New Student Center
- New Science Building

District Office

- District Building

Unrestricted General Fund Balance

Presently, the district has about \$19.9 million in unrestricted general fund balance. For 2010-2011, we have budgeted a \$17.6 million fund balance, or about 18.6% of unrestricted general fund expenditures. The state mandates a minimum of 5% at all times. This is prudent given the year-to-year variances of the state budget process and the potential for an ongoing economic downturn. Historically, this reserve has served the cash flow needs of the district in fiscally challenging times and we continue to rely on it for cash flow needs as the state increases the practice of deferring appropriations. We appreciate the Board of Trustees' leadership and direction regarding this prudent reserve level. We must be very careful to maintain the reserve and recognize that we should utilize it as a last resort when all other cost-cutting and efficiency measures have been taken.

Integrated Planning And Budgeting

This budget implements a brand new Resource Allocation Model that was developed through our collegial consultation process. In addition, each college and the District office have used their program review and/or strategic planning processes to determine their highest priority goals and objectives and have authorized new allocations to departments based on those prioritized requirements. We anticipate this process will be one of planning, implementation, evaluation in a continued cycle of matching resources with goals and objectives.

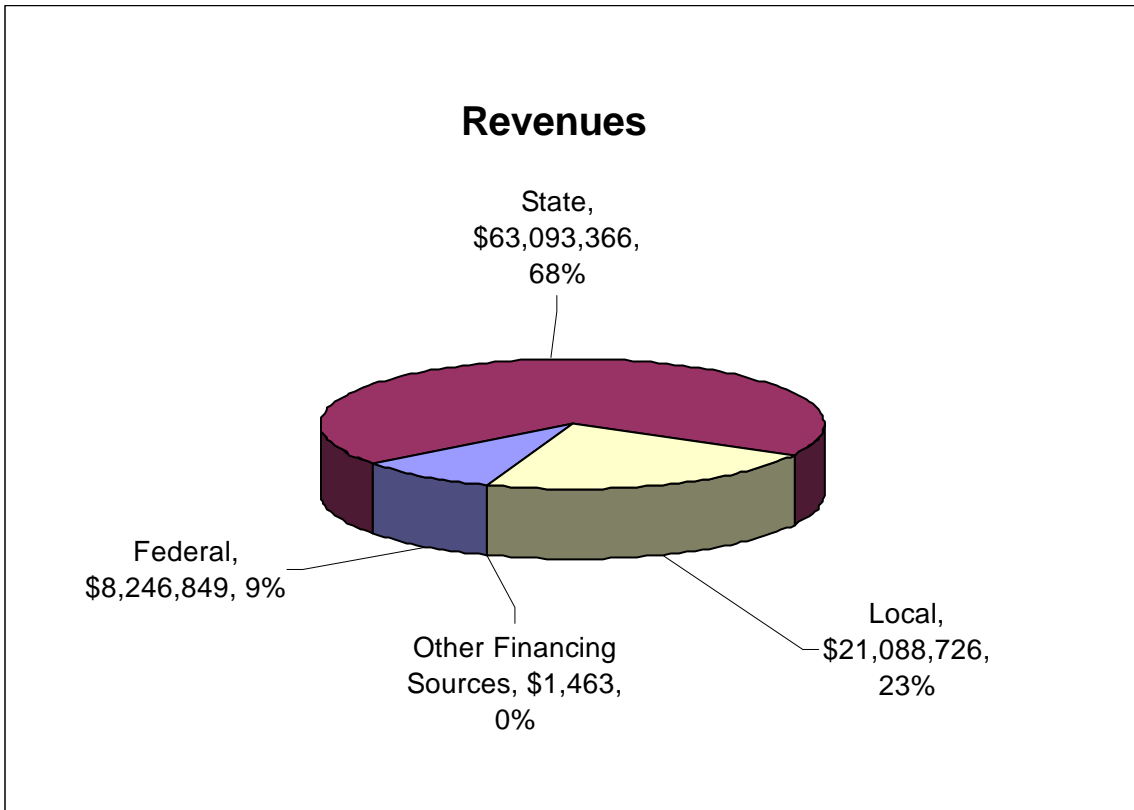
CONCLUSION

There is a great deal of important information in this budget that demonstrates the commitment we have to our students, faculty, staff, and our community. Many lives have been changed for the better as a result of their education at San Bernardino Valley College, Crafton Hills College, the Professional Development Center, and KVCR. We sincerely hope that our students stay with us for a lifetime and continue their learning to enhance their skills, improve their employment opportunities, achieve their educational goals, or just have fun!

**San Bernardino Community College District
2010-2011 Final Budget**

Where the Money Comes From

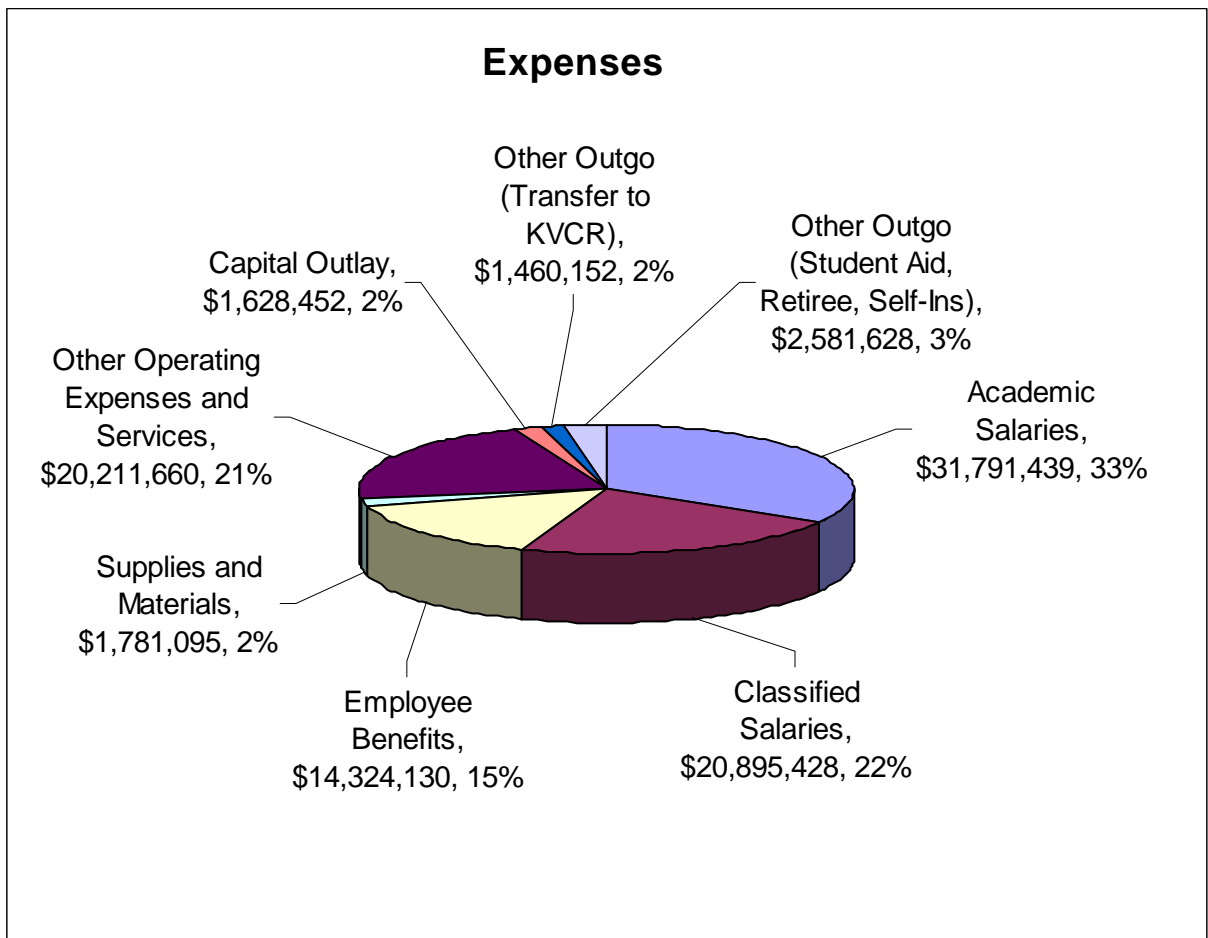
**Unrestricted and Restricted General Fund
Total Revenue Budget = \$92,430,404**



San Bernardino Community College District
2010-2011 Final Budget

Where the Money Goes

Unrestricted and Restricted General Fund
Total Expense Budget \$94,673,984



**San Bernardino Community College District
2010-2011 Final Budget**

Restricted and Unrestricted General Fund

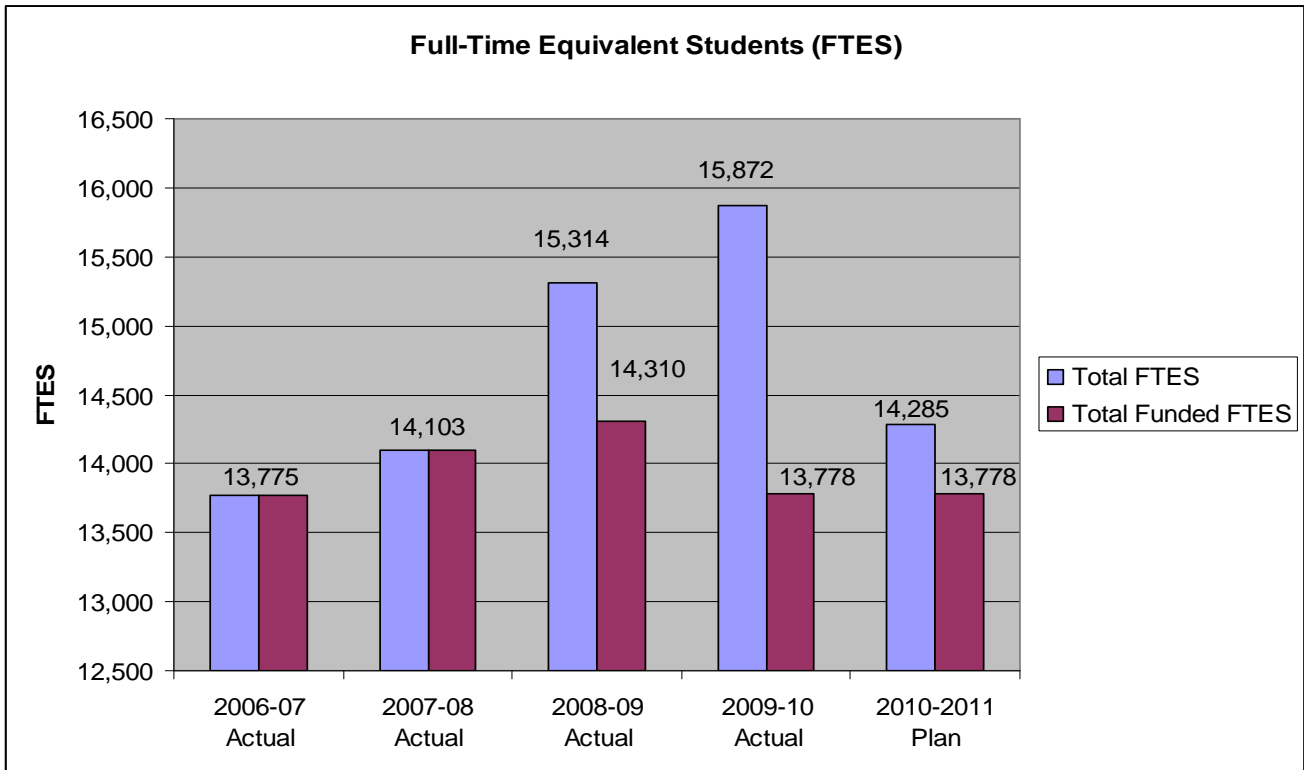
CATEGORY	2009-2010 Final Budget	2009-2010 Actual	2010-2011 Final Budget
REVENUES			
Federal	\$10,958,034	\$4,372,296	\$8,246,849
State	\$65,026,573	\$61,816,941	\$63,093,366
Local	\$21,593,917	\$22,019,044	\$21,088,726
Other Financing Sources	\$688,543	\$529,841	\$1,463
Total Revenues	\$98,267,067	\$88,738,122	\$92,430,404
EXPENDITURES			
Including Prior-year Carryover Funds			
Academic Salaries	\$33,693,128	\$33,048,740	\$31,791,439
Classified Salaries	\$22,569,458	\$20,281,078	\$20,895,428
Employee Benefits	\$14,632,984	\$13,605,823	\$14,324,130
Supplies and Materials	\$2,134,788	\$1,427,114	\$1,781,095
Other Operating Expenses and Services	\$20,439,919	\$10,557,553	\$20,211,660
Capital Outlay	\$3,363,816	\$1,991,566	\$1,628,452
Other Outgo (Transfer to KVCR)	\$1,652,758	\$1,652,758	\$1,460,152
Other Outgo (Student Aid, Retiree, Self-Ins)	\$9,914,050	\$4,351,729	\$2,581,628
Total Expenses	\$108,400,901	\$86,916,361	\$94,673,984
Excess/(Deficiency) in Fund Balance	-\$10,133,834	\$1,821,761	-\$2,243,580
Fund Balance% of Budgeted Expend	6.4%	22.8%	18.6%
Beginning Fund Balance, July 1	\$17,093,184	\$18,031,791	\$19,853,552
Ending Fund Balance, June 30	\$6,959,350	\$19,853,552	\$17,609,972

San Bernardino Community College District

Full-Time Equivalent Students (FTES)

2006-2007 Actual through 2009-2010

(Through Apportionment P2 of 2009-2010)



FTES	2006-07 Actual	2007-08 Actual	2008-09 Actual	2009-10 Actual	2010-2011 Plan
SBVC FTES	9,415	9,857	10,728	11,075	10,010
CHC FTES	4,359	4,246	4,586	4,789	4,275
Total FTES	13,775	14,103	15,314	15,872	14,285
Base FTES	13,288	13,775	14,103	14,310	13,778
Constrained Growth Rate	0.00%	1.47%	1.33%	1.36%	0.00%
Growth FTES Available	0	2	207	0	0
Restored FTES	486	326	0	0	0
Revised Base FTES	0	0	0	-532	
Total Funded FTES	13,775	14,103	14,310	13,778	13,778
FTES Over Base	0	0	1,004	2,094	507

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Interim Chancellor
REVIEWED BY: Dr. Debra S. Daniels, President, SBVC
PREPARED BY: Dr. Larry Buckley, Vice President, Instruction SBVC
DATE: October 14, 2010
SUBJECT: Consideration of Approval of Curriculum - SBVC

RECOMMENDATION

It is recommended that the Board of Trustees approve the SBVC curriculum modifications.

OVERVIEW

The courses, certificates and degrees at SBVC are continually being revised and updated to reflect and meet student needs.

ANALYSIS

These courses have been approved by the Curriculum Committee of the Academic Senate and will be included in the 2011-2012 College Catalog.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None

SAN BERNARDINO VALLEY COLLEGE
SUBMITTED FOR BOARD OF TRUSTEE APPROVAL
October 14, 2010

NEW COURSES

Course ID: MUS 121H

Course Title: Music History and Literature - Middle Ages to Baroque - **Honors**

Units: 3

Lecture: 3 contact hour(s) per week
48 - 54 contact hours per semester

Departmental Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by SBVC assessment process

Catalog Description: An overview is provided of music historical development from the Middle Ages through the Baroque Period. Emphasis is placed on appreciation of musical form, and the role of music in a multicultural society relative to political and artistic events. This course is intended for students in the Honors Program, but is open to all students who desire more challenging course work.

Schedule Description: An overview is provided of music historical development from the Middle Ages through the Baroque Period. Emphasis is placed on appreciation of musical form, and the role of music in a multicultural society relative to political and artistic events. This course is intended for students in the Honors Program, but is open to all students who desire more challenging course work.

Effective Date: FA11

Rationale: The former MUS 285 Honors in Music course did not apply to major preparation for music majors. The UCLA Transfer Alliance Program standards require that participating colleges offer courses that meet major preparation as well as IGETC requirements; MUS 121H does both.

Course ID: MUS 122H

Course Title: Music History and Literature - Classic to Contemporary - **Honors**

Units: 3

Lecture: 3 contact hour(s) per week
48 - 54 contact hours per semester

Departmental Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by SBVC assessment process

Catalog Description: An overview is provided of music historical development from Classicism to the present. Emphasis is placed on appreciation of musical form, and the role of music in a multicultural society relative to political and artistic events. This course is intended for students in the Honors Program, but is open to all students who desire more challenging course work.

Schedule Description: An overview is provided of music historical development from Classicism to the present. Emphasis is placed on appreciation of musical form, and the role of music in a multicultural society relative to political and artistic events. This course is intended for students in the Honors Program, but is open to all students who desire more challenging course work.

Effective Date: FA11

Rationale: The former MUS 285 Honors in Music course did not apply to major preparation for music majors. The UCLA Transfer Alliance Program standards require that participating colleges offer courses that meet major preparation as well as IGETC requirements; MUS 122H does both.

Curriculum Meetings: 09-13-10

Conjoint Meeting: 09-17-10

Board of Trustees Meeting: October 14, 2010

1 of 7

NEW COURSES

Course ID: MUS 169x4

Course Title: Mariachi Ensemble

Units: 2

Lecture: 1 contact hour(s) per week
16 - 18 contact hours per semester

Laboratory: 3 contact hour(s) per week
48 - 54 contact hours per semester

Departmental Advisory: The department recommends a minimum of three years study on any of the instruments prior to enrollment in the class. The department also recommends MUS 130 for any singer desirous of joining the ensemble.

Catalog Description: This course involves study, rehearsal, and performance of Mariachi music with a focus on the medium-size ensemble setting (10-15). Students will explore the rhythmic and stylistic qualities of this musical style in sectional and full ensemble settings, with the intention of public performance. Students must provide their own instruments for this course. This course may be taken four times.

Schedule Description: Students will explore the rhythmic and stylistic qualities of Mariachi music in sectional and full ensemble settings, with the intention of public performance. Students must provide their own instrument for this course. This course may be taken four times.

Effective Date: FA11

Rationale: CSUSB has indicated to us, that serious musicians wishing to transfer into their music program must have the opportunity to play in ensembles. This course is primarily an instrumental ensemble, which distinguishes it from the other chorale ensembles offered at SBVC.

Course ID: MUS 210

Course Title: Conducting

Units: 3

Lecture: 2 contact hour(s) per week
32 - 36 contact hours per semester

Laboratory: 3 contact hour(s) per week
48 - 54 contact hours per semester

Prerequisites: MUS 102 and MUS 102L

Catalog Description: This course is an introduction to basic conducting techniques including the practice of basic beat patterns, score reading, and rehearsal techniques. It offers an opportunity to learn and apply the techniques needed for group direction and leadership. Also included are sessions in problem solving and decision making with regard to tempo, dynamics, instrumentation, blend, balance, rhythmic and pitch accuracy.

Schedule Description: This course is an introduction to basic conducting techniques including the practice of basic beat patterns, score reading, and rehearsal techniques. It offers an opportunity to learn and apply the techniques needed for group direction and leadership.

Effective Date: FA11

Rationale: A course in conducting is required major preparation for the music major at CSU San Bernardino.

Curriculum Meetings: 09-13-10

Conjoint Meeting: 09-17-10

Board of Trustees Meeting: October 14, 2010

MODIFY COURSES

COURSE ID	COURSE TITLE
MUS 121	MUSIC HISTORY AND LITERATURE – MIDDLE AGES TO BAROQUE

Catalog Description: An overview is provided of music historical development from the Middle Ages through the Baroque Period. Emphasis is placed on appreciation of musical form, and the role of music in a multicultural society relative to political and artistic events.

Schedule Description: An overview is provided of music historical development from the Middle Ages through the Baroque Period. Emphasis is placed on appreciation of musical form, and the role of music in a multicultural society relative to political and artistic events.

Effective Date: FA11

Rationale: Content Review

COURSE ID	COURSE TITLE
MUS 122	MUSIC HISTORY AND LITERATURE – CLASSICISM TO PRESENT

Course Title: Music History and Literature - Classic to Contemporary

Catalog Description: An overview is provided of music historical development from Classicism to the present. Emphasis is placed on appreciation of musical form, and the role of music in a multicultural society relative to political and artistic events.

Schedule Description: An overview is provided of music historical development from Classicism to the present. Emphasis is placed on appreciation of musical form, and the role of music in a multicultural society relative to political and artistic events.

Effective Date: FA11

Rationale: Content Review

COURSE ID	COURSE TITLE
READ 100	COLLEGE ACADEMIC READING

Catalog Description: This course is designed to improve analytical reading and critical thinking as required by academic textbooks and literature, including college-level vocabulary development, comprehension, relationship of language to thinking, drawing inferences, and evaluating evidence.

Schedule Description: This course is designed to improve analytical reading and critical thinking as required by academic textbooks and literature, including college-level vocabulary development, comprehension, relationship of language to thinking, drawing inferences, and evaluating evidence.

Effective Date: FA11

Rationale: Content Review

Curriculum Meetings: 09-13-10

Conjoint Meeting: 09-17-10

Board of Trustees Meeting: October 14, 2010

DELETED COURSES

FLOOR 010A
FLOOR 010B
FLOOR 010C
FLOOR 010D
FLOOR 011AX3
FLOOR 011BX3
FLOOR 011CX3
FLOOR 011DX3

Effective Date: FA11

Rationale: Courses no longer offered.

Curriculum Meetings: 09-13-10

Conjoint Meeting: 09-17-10

Board of Trustees Meeting: October 14, 2010

Music A.A. Degree Major

To graduate with a specialization in Music, students must complete the following required courses plus the general breadth requirements for the Associate Degree (total = 60 units).

REQUIRED COURSES:		Units
MUS 101	Music Theory I: Fundamentals	3
MUS 101L	Musicianship I	1
MUS 102	Music Theory II: Scales and Modes	3
MUS 102L	Musicianship II	1
MUS 121	Music History and Literature - Middle Ages to Baroque	3
	or	
MUS 121H	Music History and Literature - Middle Ages to Baroque - Honors	3
MUS 122	Music History and Literature - Classic to Contemporary	3
	or	
MUS 122H	Music History and Literature - Classic to Contemporary - Honors	3
MUS 133	Elementary Piano	3
MUS 201	Music Theory III: Basic Harmony	3
MUS 201L	Musicianship III	1
MUS 202	Music Theory IV: Harmony	3
MUS 202L	Musicianship IV	1

TWO UNITS FROM APPLIED MUSIC:		Units
MUS 141X2	Applied Music I	2

FOUR UNITS FROM THE FOLLOWING ENSEMBLE COURSES:		Units
MUS 150X4	Mixed Chorus	1 - 4
MUS 152X4	Chamber Singers	2 - 4
MUS 154X4	College Singers	2 - 4
MUS 156X4	Concert Choir	2 - 4
MUS 158X4	Gospel Choir	1 - 4
MUS 169X4	Mariachi Ensemble	2 - 4

Total Units	31
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Effective Date: FA11

Rationale: Content Review

Curriculum Meetings: 09-13-10

Conjoint Meeting: 09-17-10

Board of Trustees Meeting: October 14, 2010

Accounting Certificate

Students working for a certificate must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select. This certificate is designed to prepare students for entry-level positions, updating and maintaining accounting records, calculating disbursements and receipts, tracking accounts payable and receivable, and determining profit and loss.

REQUIRED COURSES

		Units
ACCT 200	Financial Accounting	4
ACCT 201	Managerial Accounting	4
ACCT 047	Computerized Accounting	3
BUSAD 100	Introduction to Business	3
BUSAD 210	Business Law	3
	or	
BUSAD 211	The Legal Environment of Business	3
ECON 208	Business and Economics Statistics	4
	or	
MATH 108	Introduction to Probability and Statistics	4
ECON 200	Principles of Macroeconomics	3
	or	
ECON 200H	Principles of Macroeconomics - Honors	3
ECON 201	Principles of Microeconomics	3

8 to 10 units chosen from the list of RECOMMENDED COURSES 8 - 10

RECOMMENDED COURSES

		Units
ACCT 030	Federal and State Taxation	4
ACCT 090	Payroll Accounting	3
MATH 102	College Algebra	4
CIT 101	Introduction to Computer Literacy	3
CIT 114	Spreadsheets: Excel	3

Total Units

36 - 37

Effective Date: FA11

Rationale: Content Review

Curriculum Meetings: 09-13-10

Conjoint Meeting: 09-17-10

Board of Trustees Meeting: October 14, 2010

Bookkeeping Certificate

Bookkeeping clerks along with accounting and auditing clerks are an organization's financial recordkeepers. They update and maintain one or more accounting records. All of these clerks make numerous computations each day. In small businesses, bookkeeping clerks handle all financial transactions and recordkeeping. In large offices and accounting departments, the clerks have more specialized tasks, such as accounts payable or account receivable. The responsibilities vary by level of experience.

		Units
ACCT 010	Bookkeeping	3
	or	
ACCT 047	Computerized Accounting	3
ACCT 090	Payroll Accounting	3
ACCT 200	Financial Accounting	4
BUSCAL 050	Quantitative Methods in Business	3
CIT 114	Spreadsheets: Excel	3

Total Units	16
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Effective Date: FA11

Rationale: Content Review

Curriculum Meetings: 09-13-10

Conjoint Meeting: 09-17-10

Board of Trustees Meeting: October 14, 2010

7 of 7

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Interim Chancellor
REVIEWED BY: Gloria Macias Harrison, President, CHC
PREPARED BY: Cheryl A. Marshall, Vice President of Instruction, CHC
DATE: October 14, 2010
SUBJECT: Consideration of Approval of Curriculum Modifications

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached Curriculum Modifications.

OVERVIEW

The courses, certificates and degrees at CHC are continually being revised and updated to reflect and meet student needs.

ANALYSIS

These courses, certificates and degrees have been approved by the Curriculum Committee of the Academic Senate.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None.

CRAFTON HILLS COLLEGE
SUBMITTED FOR BOARD OF TRUSTEES APPROVAL
October 14, 2010

NEW COURSES

DIVISION: Fine Arts
DEPARTMENT: Theatre Arts
COURSE ID: THART 100H
COURSE TITLE: Introduction to Theatre – Honors
UNITS: 3
LECTURE: 3 contact hours per week
 48-54 contact hours per semester

PREREQUISITE: None
COREQUISITE: None
DEPARTMENTAL RECOMMENDATION: None

CATALOG DESCRIPTION:

Survey course designed to develop an appreciation of the theatre for majors and non-majors. Introduction to the basic elements of play production including playwriting, producing, acting, directing, set design, costume design and lighting design. Exploration of the origins of drama, significant milestones in theatre history and trends in contemporary theatre. This course includes content and experiences appropriate for students wishing to earn honors credit.

SCHEDULE DESCRIPTION:

Survey course designed to develop an appreciation of the theatre for majors and non-majors. Introduction to the basic elements of play production including playwriting, producing, acting, directing, set design, costume design and lighting design. This course includes content and experiences appropriate for students wishing to earn honors credit.

Effective: SP11 (Will be included in the Spring 2011 Catalog Addendum)

Rationale: Increase courses in Honors Program.

MODIFIED COURSES

COURSE ID	COURSE TITLE
ART 200X4	Printmaking

UNITS: 3
LECTURE: 2 contact hours per week
 32-36 contact hours per semester
LAB: 4 contact hours per week
 64-72 contact hours per semester

Effective: FA11

Rationale: To be consistent with other Art courses.

COURSE ID	COURSE TITLE
ART 202X4	Intermediate Topics in Painting

UNITS: 3
LECTURE: 2 contact hours per week
32-36 contact hours per semester
LAB: 4 contact hours per week
64-72 contact hours per semester

Effective: FA11

Rationale: To be consistent with other Art courses.

COURSE ID	COURSE TITLE
MUSIC 120	Appreciation of Musical Literature

CATALOG DESCRIPTION: Introduction to Western musical literature. This course is designed to develop an understanding of music and musicians in a societal and historical context.

SCHEDULE DESCRIPTION: Introduction to Western musical literature, designed to develop an understanding of music within context.

Effective: FA11

Rationale: Six-year revision

COURSE ID	COURSE TITLE
PE/I 155X4	Conditioning with the Pilates Method

Effective: FA11

Rationale: Six-year revision

COURSE ID	COURSE TITLE
SPEECH 174	Communication in a Diverse World

SCHEDULE DESCRIPTION: Study of the multicultural nature of communication in our diverse world. Examines how interactions are influenced by culture. Exploration of personal cultural identity, theories of intercultural communication, sources of cultural conflict, and development of skills for effective intercultural communication.

Effective: FA11

Rationale: Six-year revision

COURSE ID	COURSE TITLE
THART 100	Introduction to Theatre

Effective: FA11

Rationale: Six-year revision

DELETED COURSES

COURSE ID	COURSE TITLE
CIS 168	E-Commerce Programming and Design
CIS 171	Introduction to Robotics
CIS 203	Advanced Visual Basics

Effective: FA11

Rationale: Courses are not being offered.

DISTANCE EDUCATION

COURSE ID	DE TYPE
ART 100	100% Online
ART 120X4	100% Online
MUSIC 120	100% Online
SPEECH 174	Hybrid

Effective: FA11

Rationale: Increase Distance Education course offerings.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Interim Chancellor
REVIEWED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
PREPARED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
DATE: October 14, 2010
SUBJECT: Consideration of Approval of Classified Employees

RECOMMENDATION

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

OVERVIEW

The attached list of classified employees is submitted for approval.

ANALYSIS

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

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2010-2011 budget.

Crafton Hills College

Farrell, Francis, Lab Technician, Chemistry, CHC, full-time, 222 service days position, Classified Salary Schedule, Range 38, Step C, \$3,694 per month effective October 18, 2010. Replacement for Gregory Miller.

Schultze, Blake, Lab Technician, Physics, CHC, part-time, 222 service days position, Classified Salary Schedule, Range 38, Step A, \$1,591.25 per month effective October 18, 2010. Replacement for Stanley Lovingfoss.

Mena, Matthew, Custodian, CHC, full-time, 12-month position, Classified Salary Schedule, Range 27, Step A, \$2,554 per month effective October 18, 2010. New Position.

Shotts, Amanda, Aquatic Center Pool Attendant, CHC, part-time, 19 hours, 12-month position, Classified Salary Schedule, Range 26, Step A, \$1,183.23 per month effective October 18, 2010. New Position.

Fellenz, Kathy, Aquatic Center Pool Attendant, CHC, part-time, 15 hours, 12-month position, Classified Salary Schedule, Range 26, Step B, \$980.63 per month effective October 18, 2010. New Position.

District

Plasencia, Jose, College Police Officer, College Police Department, full time, 12-month position, Classified Salary Schedule Range 44, Step A at \$3,885 per month effective October 18, 2010. Replacement for Ruben Galvan.

San Bernardino Valley College

Garcia, Richard, Food Service Worker, SBVC, Classified Salary Schedule, Range 18, Step A \$971.38 per month (47.5%) effective October 18, 2010. Replacement for Louis Vollaire.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Interim Chancellor

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

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

DATE: October 14, 2010

SUBJECT: Consideration of Acceptance of Classified Employee Resignations

RECOMMENDATION

It is recommended that the Board of Trustees accept the resignation of Katharine Fayram, Physics Lab Technician, SBVC, and Stacey Cole, Senior Staff Assistant, District.

OVERVIEW

Katharine Fayram, has submitted her letter of resignation effective September 18, 2010, after two years of service to the District. Stacey Cole has submitted her letter of resignation effective October 16, 2010, after two years of service to the District.

ANALYSIS

The Human Resources Department has provided the employee acceptance of her resignation.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Interim Chancellor
REVIEWED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
PREPARED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
DATE: October 14, 2010
SUBJECT: Consideration of Approval of Classified Promotions

RECOMMENDATION

It is recommended that the Board of Trustees approve the promotion of Sandy Karge, Senior Child Development Teacher, SBVC, Debra Gallagher, Administrative Assistant II, Confidential, SBVC and Cory Brady, Senior Programmer/Analyst, District.

OVERVIEW

Sandy Karge, Senior Child Development Teacher, SBVC,, Child Development Salary Schedule, Range 2, Step D, \$3,346 per month effective October 18, 2010. Replacement for Bernadette Barber.

Debra Gallagher, Administrative Assistant II, full-time, 12-month position, Confidential Salary Schedule, SBVC, Range 3, Step A, \$4,459 per month effective November 8, 2010. Replacement for Jacque Takano.

Cory Brady, Senior Programmer/Analyst, District Computing Services, full time, 12-month position, Classified Salary Schedule Range 54, Step B \$5,223 per month effective October 18, 2010. Replacement for Carol Edgcomb.

ANALYSIS

The classified employees went through the regular recruitment process and have been selected for their respective positions.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2010-11 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Interim Chancellor
REVIEWED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
PREPARED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
DATE: October 14, 2010
SUBJECT: Consideration of Rescission of Approved Employment

RECOMMENDATION

It is recommended that the Board of Trustees rescind the employment of Jeri Kay Falkowski, Secretary II, Financial Aid, SBVC.

OVERVIEW

Rescind the employment of Jeri Kay Falkowski, Secretary II, Financial Aid, SBVC.

ANALYSIS

Jeri Kay Falkowski was approved as Secretary II, Financial Aid, SBVC, at the September 9, 2010 board meeting. Ms. Falkowski declined the offer and did not begin employment.

BOARD IMPERATIVE

None.

FINANCIAL IMPLICATIONS

No financial impact.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Interim Chancellor
REVIEWED BY: Renee Brunelle, Vice Chancellor, Human Resources & Employee Relations
PREPARED BY: Renee Brunelle, Vice Chancellor, Human Resources & Employee Relations
DATE: October 14, 2010
SUBJECT: Consideration of Approval of Change in Classified Employee Contracts

RECOMMENDATION

It is recommended that the Board of Trustees approve the change in classified employee contracts.

OVERVIEW

Norma Luna Joanis, Child Development Assistant, SBVC, reduction of contract from 40 hours per week to 30 hours per week effective October 18, 2010.

Rena Lopez, Child Development Assistant, SBVC, increase of contract hours from 30 to 40 hours per week effective October 18, 2010.

ANALYSIS

Ms. Joanis and Ms. Lopez submitted requests for a change in their contracts. The campus reviewed their request and is in concurrence with the changes.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

Included in the 2010-2011 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Interim Chancellor

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

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

DATE: October 14, 2010

SUBJECT: Consideration of Approval of New Classified Job Description

RECOMMENDATION

It is recommended that the Board of Trustees approve the new classified job description for Laboratory Technician, Environmental Science.

OVERVIEW

The Environmental Science Laboratory Technician provides instructional support services by performing technical work in environmental science laboratories.

ANALYSIS

The new job description was developed to meet the needs of the campuses.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

LABORATORY TECHNICIAN – ENVIRONMENTAL SCIENCE

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

SUMMARY DESCRIPTION

Under general supervision, provides instructional support services by performing technical work in environmental science laboratories; orders, issues, prepares, and maintains laboratory materials, supplies, and associated equipment; performs related duties as required.

Positions in the Laboratory Technician class are assigned duties requiring considerable technical knowledge and ability in the assigned field of specialization. Incumbents are expected to exercise independent judgment in the performance of duties and are responsible for supervising and maintaining all laboratory supplies, materials, equipment, and records. Positions in this class specialize in the assigned subject area.

REPRESENTATIVE DUTIES

The following duties are typical for this classification.

1. Sets up and prepares class demonstrations and experiments working from knowledge of the subject area, reference materials, course outline, and without specific instructions.
2. Inventories, orders, receives, and stocks materials, supplies, and equipment for laboratory use.
3. Orders, receives, organizes, and provides care for laboratory collections in environmental science.
4. Issues and maintains records on materials loaned to students, instructors, and other departments; issues and maintains records on lockers.
5. Demonstrates and assists students in proper use and care of laboratory materials and equipment; assists in maintaining security of laboratories, laboratory equipment, supplies, and materials.
6. Prepares and dispenses solutions, and chemical materials used for lab classes which may include reagents, chemicals, acids, bases, buffers, stains, and unknowns.
7. Prepares and performs analyses on reagents and a variety of known and unknown chemical compounds.
8. Cleans up after each lab session by washing, and if necessary, sterilizing tools, equipment, and supplies.
9. Calibrates, maintains, and performs repairs on scientific equipment and supplies.
10. Monitors production of, collects, and processes hazardous waste materials and toxic chemicals materials resulting from lab classes; collects and properly stores biohazard waste.
11. May assist faculty in assembling printed class materials.
12. May supervise and assign work of student assistants.
13. May maintain expenditure records and provide data for budget estimates.
14. Performs related duties as required.

QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge of:

- Course content, equipment, safety and other procedures, supplies, and reference materials related to the appropriate science laboratory.
- Methods and procedures of preparing instructional materials used in appropriate laboratory.
- Techniques and protocols for the care, collection and preservation of laboratory collections.
- Mathematics skill to make calculations such as metric weights and volumes, percents, and molar solutions.
- Sufficient human relation skills to guide students and student workers, and to convey technical concepts.
- Operational characteristics of laboratory apparatus, equipment, and materials pertaining to assigned laboratory and subject area.
- Occupational hazards and standard safety practices including methods and techniques used in handling hazardous chemicals and biohazardous waste.
- Principles and procedures of record keeping and filing.
- Basic inventory and purchasing processes and procedures.
- English usage, spelling, grammar, and punctuation.

Ability to:

- Set up, modify, service, adjust, and make minor repairs to laboratory apparatus and equipment.
- Prepare chemical and reagent solutions, extracts, and dilutions to specifications.
- Prepare instructional equipment and specimens for laboratory exercises.
- Operate, calibrate, and perform minor troubleshooting and repair of laboratory and office equipment and tools.
- Maintain the lab and equipment in a safe and organized manner including the handling of hazardous or dangerous materials and equipment as required for some labs.
- Observe safety procedures and protocols, including those for safe handling and storage of hazardous materials.
- Read and understand technical manuals and protocols.
- Provide assistance to students in the use of lab equipment and lab procedures.
- Listen actively and effectively, identify and solve problems, and facilitate problem solving.
- Operate office equipment including computers and supporting word processing applications.
- Perform routine record keeping and report writing duties.
- Work independently and collaboratively.
- Plan and organize work to meet changing priorities and deadlines.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work.

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

Education/Training:

Equivalent to completion of 60 semester units of college level coursework that includes a minimum of 18 semester units in environmental science-related coursework. Courses may include, but are not limited to, ecology, environmental science, geology, geography, oceanography, atmospheric science, biogeography, climatology, soil science, and general, organic and environmental chemistry.

Experience:

Some experience as a laboratory technician in the appropriate subject field.

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 classroom/laboratory setting; exposure to moderately high levels of toxic chemicals and solvents, allergenic plants and materials, and microbiological pathogens; work with laboratory equipment and apparatus.

Physical: Primary functions require sufficient physical ability and mobility to work in a classroom/laboratory 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 laboratory and office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; and to verbally communicate to exchange information; requires the wearing of personal protective equipment including safety glasses or goggles, lab coats, rubber or plastic gloves, respirators, or face shields.

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; distinguish color.

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

Board Approved: October 2010

Range: 38

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Interim Chancellor
REVIEWED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
PREPARED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
DATE: October 14, 2010
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 list 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 2010-2011 budget.

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SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
Professional Expert Hourly Employees
October 14, 2010

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Brady, Patricia	Professional Development Center	DIST	Workforce Development/ PDC Trainer	10/18/10	12/31/10	\$50.00
Duarte, Cheryl	Professional Development Center	DIST	Workforce Development/ PDC Trainer	10/18/10	12/31/10	\$50.00
Espindola, Scott	Criminal Justice	SBVC	Facilitator/ Evaluator/ Safety Facilitator	10/15/10	12/31/10	\$35.00 per hour/ \$105.00 per session/ \$25.00 per hour
Espinoza, Victor	Automotive	SBVC	Assistant Instructor	10/15/10	12/18/10	\$20.00
Fagan, Gregory	Criminal Justice	SBVC	Facilitator/ Evaluator/ Safety Facilitator	10/15/10	12/31/10	\$35.00 per hour/ \$105.00 per session/ \$25.00 per hour
Helmkamp, Matthew	Fire Technology	CHC	Fire Tech. Specialist/ Tactical Officer/ Safety Officer	10/15/10	12/31/10	\$30.00/ \$23.00/ \$22.50
McKee, Kyle	Public Safety & Emergency Services	CHC	Lab Inst./ Primary Inst./ EMS Specialist	10/15/10	12/31/10	\$20.00/ \$25.00/ \$30.00
Medina, Cristiaan	Public Safety & Emergency Services	CHC	Lab Inst./ Primary Inst./ EMS Specialist	10/15/10	12/31/10	\$20.00/ \$25.00/ \$30.00
Nafzgar, Daniel	Fire Technology	CHC	Fire Tech. Specialist/ Tactical Officer/ Safety Officer	10/15/10	12/31/10	\$30.00/ \$23.00/ \$22.50
Nielsen, Ben	Public Safety & Emergency Services	CHC	Lab Inst./ Primary Inst./ EMS Specialist	10/15/10	12/31/10	\$20.00/ \$25.00/ \$30.00
O'Neill, Nicholas	Public Safety & Emergency Services	CHC	Lab Inst./ Primary Inst./ EMS Specialist	10/15/10	12/31/10	\$20.00/ \$25.00/ \$30.00

Ortiz, Miguel	Professional Development Center	DIST	Workforce Development/ PDC Trainer	10/18/10	12/31/10	\$45.00
Price, Robert	Criminal Justice	SBVC	Facilitator/ Evaluator/ Safety Facilitator	10/15/10	12/31/10	\$35.00 per hour/ \$105.00 per session/ \$25.00 per hour
Riddle, Julie	DSPS	SBVC	Interpreting/ Transliterating Level I	10/18/10	12/23/10	\$24.00
Sandles, James	Professional Development Center	DIST	Workforce Development/ PDC Trainer	10/18/10	12/31/10	\$55.00
Silverman, Daniel	Criminal Justice	SBVC	Facilitator/ Evaluator/ Safety Facilitator	10/15/10	12/31/10	\$35.00 per hour/ \$105.00 per session/ \$25.00 per hour
Valdez, Travis	Fire Technology	CHC	Fire Tech. Specialist/ Tactical Officer/ Safety Officer	10/15/10	12/31/10	\$30.00/ \$23.00/ \$22.50
Vela, Monica	Public Safety & Emergency Services	CHC	Lab Inst./ Primary Inst./ EMS Specialist	10/15/10	12/31/10	\$20.00/ \$25.00/ \$30.00
Ward, John	Public Safety & Emergency Services	CHC	Lab Inst./ Primary Inst./ EMS Specialist	10/15/10	12/31/10	\$20.00/ \$25.00/ \$30.00

Amend June 10, 2010 Board action to reflect an hourly pay rate for the following employee to comply with retirement regulations.

Galaviz, Jesse	Professional Development Center	DIST	Workforce Development/ PDC Trainer	7/1/10	12/31/10	\$43.00
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On-Site Supervisors

Belicki, Michael	Criminal Justice	SBVC	Sheriff's On-Site Supervisor	10/15/10	12/31/10	Zero Compensation contract
Yost, Matthew	Criminal Justice	SBVC	Sheriff's On-Site Supervisor	10/15/10	12/31/10	Zero Compensation contract

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Short-Term Hourly Employees

October 14, 2010

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Avina, Jason	Math & Science Student Success Center	SBVC	Tutor I	10/15/10	12/23/10	\$9.00
Carranza, Richard	STAR Program	SBVC	Tutor III	10/18/10	12/24/10	\$13.00
Espinoza, Jessica	Art	CHC	Model (undraped)	10/15/10	12/17/10	\$15.00
Hernandez, Jose	Math & Science Student Success Center	SBVC	Tutor I	10/15/10	12/23/10	\$9.00
Jaco, Herberth	Math & Science Student Success Center	SBVC	Tutor I	10/15/10	12/23/10	\$9.00
Kennedy, Renee	Child Development & Education	CHC	Tutor II	10/15/10	12/17/10	\$11.00
Lovell, Jeanne-Marie	Art	CHC	Model (undraped)	10/15/10	12/18/10	\$15.00
Palomino, Daniel	Math & Science Student Success Center	SBVC	Tutor I	10/15/10	12/23/10	\$9.00
Robertson-Tucker, Berangere	Child Development & Education	CHC	Tutor II	10/15/10	12/17/10	\$11.00
Romero, Markazan	Applied Technology, Transportation & Culinary Art	SBVC	Tutor II	10/15/10	12/18/10	\$11.00
Sensintaffar, Thomas	Art	CHC	Model (undraped)	10/15/10	12/17/10	\$15.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Substitute Employees

October 14, 2010

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Arciero, Esther	Financial Aid	SBVC	FA Specialist I	8/31/10	10/30/10	\$19.25

Bellamy, Andrea	Child Development Center	SBVC	Child Development Teacher	9/21/10	11/21/10	\$17.76
Boyle, Eufracia	Child Development Center	CHC	Child Development Assistant	9/7/10	10/15/10	\$12.35
Brown, Clemon	Tool Room	SBVC	Tool Room Specialist	9/13/10	11/13/10	\$14.31
Brown, Sasha	A&R	SBVC	A&R Technician	8/27/10	10/26/10	\$16.61
Camacho, Albert	Custodial	SBVC	Custodian	9/1/10	10/31/10	\$14.68
Caudillo, Joe	Library	SBVC	Library Media Clerk	10/5/10	12/4/10	\$14.31
Farrell, Fran	Chemistry	CHC	Lab Technician	9/1/10	10/15/10	\$19.25
Galvez, Rene	Cafeteria	CHC	Food Service Worker	9/18/10	10/29/10	\$11.75
Galvez, Rene	Cafeteria	CHC	Food Service Specialist	9/1/10	10/29/10	\$12.35
Garcia, Noemi	Cafeteria	CHC	Food Service Worker	9/1/10	10/29/10	\$11.75
Garcia, Noemi	Cafeteria	CHC	Food Service Specialist	9/1/10	10/29/10	\$12.35
Grant, Kathleen	Clerical Assistant II	CHC	Instruction	8/31/10	10/31/10	\$13.97
Grills, Tanya	Child Development Center	SBVC	Child Development Teacher	9/16/10	11/16/10	\$17.76
Hoang, Thu	Cafeteria	SBVC	Food Service Worker	9/1/10	10/31/10	\$11.75
Lopez, Rosa	Facilities	Dist	Custodian	9/1/10	11/1/10	\$14.68
Lopez, Rosa	Facilities	Dist	Lead Custodian	9/1/10	11/1/10	\$16.20
McLin, Tammera	Career Center	SBVC	Job Developer	8/28/10	10/27/10	\$18.33
Miller, Beth	CBO	SBVC	Switchboard Operator	9/1/10	10/30/10	\$13.97
Mills, Lawrence	Tool Room	SBVC	Tool Room Specialist	9/19/10	11/19/10	\$14.31
Moralez, Lawrence	Custodial	CHC	Custodian	8/30/10	10/29/10	\$15.05
Schultze, Blake	Physics/Astronomy	CHC	Lab Technician	9/12/10	10/15/10	\$19.25
Tinoco, Michelle	Admissions & Records	CHC	A&R Technician	8/31/10	10/15/10	\$16.61
Williams, Sophia	Child Development Center	SBVC	Child Development Assistant	9/9/10	11/9/10	\$12.35
Wright, Donna	Cafeteria	CHC	Food Service Worker	9/15/10	10/29/10	\$11.75

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Interim 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: October 14, 2010
SUBJECT: Consideration of Approval of Adjunct & Substitute Academic Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the employment of adjunct and substitute academic employees as needed for the 2010-2011 academic year.

OVERVIEW

The attached list of adjunct & substitute academic employees is 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 2010-2011 academic year.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2010-2011 budget.

San Bernardino Valley College

Baldwin, Robert
Bradley, Mark
Collin, Matthew
Erales, Curt
Esoy, Liza Claire
Seager, Michael
Smith, James Jr.
Standley, Fred
Thomas, Hong Herrera
Thompson, Brenda Sue
Verrett, Michael
Zabala, Micheal

Culinary Arts
ESL
Biology
Automotive
Nursing
History
Political Science
History
History
Political Science
Machine Trades
Inspection Technology

CHC

Hall, Tina
Singh, Manika

Campus Nurse
Counselor

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Interim Chancellor

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

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

DATE: October 14, 2010

SUBJECT: Consideration of Approval of Non-Instructional Pay for Academic Employees

RECOMMENDATION

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

OVERVIEW

The attached list of employees is submitted for approval.

ANALYSIS

Non instructional pay is requested on a periodical 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 2010-2011 budget.

San Bernardino Valley College

Au, Algje, Lead Instructor for the Math & Science Student Success Center, not to exceed 66 hours, 08-24-10/12-17-10.

Avelar, Amy, Lead Instructor for the Math & Science Student Success Center, not to exceed 48 hours, 08-24-10/12-17-10.

Gilbert, Jeremiah, Lead Instructor for the Math & Science Student Success Center, not to exceed 96 hours, 08-24-10/12-17-10.

Kasouha, Abier, Lead Instructor for the Math & Science Student Success Center, not to exceed 16 hours, 08-24-10/12-17-10.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Interim Chancellor
REVIEWED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
PREPARED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
DATE: October 14, 2010
SUBJECT: Consideration of Acceptance of Academic Resignation

RECOMMENDATION

It is recommended that the Board of Trustees accept the resignation of Mary Beth Barrios, Counselor, SBVC, effective August 31, 2010.

OVERVIEW

Mary Beth Barrios, Counselor, SBVC has submitted a letter of resignation from employment effective August 31, 2010 after five years of service to the District.

ANALYSIS

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

BOARD IMPERATIVE

None.

FINANCIAL IMPLICATIONS

No financial impact.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Interim Chancellor

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

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

DATE: October 14, 2010

SUBJECT: Consideration of Approval of Head & Assistant Coaches

RECOMMENDATION

It is recommended that the Board of Trustees approve Head and Assistant Coaches, SBVC.

OVERVIEW

The following individuals will serve as coaches for the 2010-2011 Academic Year.

Brewer, Quincy	Men's Basketball, Head Coach	\$6,764.00
Crebbin, Susan	Women's Basketball, Head Coach	\$6,764.00
Hall, Dana	Football, Assistant Coach	\$4,162.00
Woolfolk, Carmen	Women's Basketball, Assistant Coach	\$4,162.00

ANALYSIS

Coaches are routinely hired for sports teams.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

Included in the 2010-2011 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Acting Chancellor
REVIEWED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
PREPARED BY: Renée Brunelle, Vice Chancellor, Human Resources & Employee Relations
DATE: October 14, 2010
SUBJECT: Consideration of Approval of Management Appointments

RECOMMENDATION

It is recommended that the Board of Trustees approve management appointments.

OVERVIEW

Alan Braggins, Logistics Technology Manager, Economic Development and Corporate Training, full time, 12-month position, Management Salary Schedule Range 12, Step B at \$6,240 per month effective October 18, 2010. New Position.

Mark Merjil, Director, Child Development Center, SBVC, Management Salary Schedule, Range 13, Step C, \$6,880 per month effective October 18, 2010. Replacement for Melissa Thompson.

ANALYSIS

Mr. Braggins and Mr. Merjil went through the regular recruitment process and have been selected for their respective position.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2010-2011 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Interim Chancellor

REVIEWED BY: Bruce Baron, Interim Chancellor

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

DATE: October 14, 2010

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

RECOMMENDATION

It is recommended that the Board of Trustees approve the salary step advancement for Matthew Isaac, Executive Director, Economic Development & Corporate Training, District and Rebeccah Warren-Marlatt, Vice President of Student Services, CHC.

OVERVIEW

Based on performance and evaluation, Bruce Baron, Interim Chancellor is recommending that Matthew Isaac be advanced on the Management Salary Schedule from Range 23, Step D, \$141,192 per year to Range 23, Step E, \$148,248 per year retroactive to July 1, 2010 and acting on the recommendation of President Gloria Harrison, that Rebeccah Warren-Marlatt, 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 retroactive to July 1, 2010.

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 2010-2011 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Interim Chancellor

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

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

DATE: October 14, 2010

SUBJECT: Consideration of Approval of Revision to Salary Placement for Management Employee

RECOMMENDATION

It is recommended that the Board of Trustees approve the revision of Salary Placement for Robert Levesque.

OVERVIEW

Robert Levesque, Workforce Development Manager, Economic Development and Corporate Training, full time, 12-month position, Management Salary Schedule Range 10, Step C, \$71,316 per year.

ANALYSIS

Robert Levesque, was approved as Workforce Development Manager at the September 9, 2010 Board Meeting at Range 10, Step B at \$71,316 per year, Management Salary Schedule. His correct step placement is Step C, \$71,316 per year.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2010-2011 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Interim Chancellor

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

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

DATE: October 14, 2010

SUBJECT: Consideration of Approval of New Management Job Descriptions

RECOMMENDATION

It is recommended that the Board of Trustees approve the new management job descriptions for Director, Engineering & Technology (KVCR) and Director, First Year Experience, SBVC.

OVERVIEW

The Director, Engineering & Technology is responsible for the management and coordination of all technical activities related to the operation KVCR TV/DT/FM and KJHP-LP transmission facilities, including translators, maintenance and design of technical systems, installation and modification of all equipment; training of engineering personnel; and maintaining compliance with Federal Communications Commission (FCC) rules and regulations.

The Director First Year Experience is responsible for the overall supervision, development and implementation of all aspects of the SBVC First Year Experience program including curriculum development, program planning, administering service learning opportunities, program implementation and assessment supporting student retention.

ANALYSIS

The new job descriptions were developed to meet the needs of KVCR and Student Services, SBVC.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

DIRECTOR, ENGINEERING & TECHNOLOGY (KVCR)

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

SUMMARY DESCRIPTION

Under administrative direction, the Director, Engineering & Technology is responsible for the management and coordination of all technical activities related to the operation KVCR TV/DT/FM and KJHP-LP transmission facilities, including translators, maintenance and design of technical systems, installation and modification of all equipment; training of engineering personnel; and maintaining compliance with Federal Communications Commission (FCC) rules and regulations.

REPRESENTATIVE DUTIES

The following duties are typical for this classification.

1. Evaluate and recommend improvements in broadcast, production equipment and information technology functions and operations.
2. Plan, design and maintain KVCR Radio and Television production and broadcast facilities and computer network.
3. Research, design and write technical specifications for new equipment and projects, which includes hardware, software and installation for submissions as bids and/or purchasing and grant applications to applicable agencies and the Federal Communications Commission (FCC) as necessary.
4. Install and wire all audio, video, data and RF transmission systems.
5. Maintain broadcast engineering standards and insure compliance with established FCC rules and regulations.
6. Serve as the Chief Operator at KVCR and KJHP pursuant to applicable sections of the FCC rules and regulations.
7. Maintain public files pertaining to the legal logs and documents required by the FCC pertaining to engineering and technology department.
8. Manage and maintain all applicable rooftop and tower, RF facilities, satellite dishes, translators, remote trucks and remote facilities and equipment, microwave, etc.
9. Develop and implement the engineering and technology department's budget.
10. Evaluate, acquire and install applicable software.

11. Oversee applicable government grants pertaining to capital equipment.
12. Establish preventative maintenance schedules and spare parts inventory.
13. Define technical hardware specifications for design and installation.
14. Review and respond to legal broadcast filings with the FCC and other broadcast agencies.
15. Coordinate projects; manage the scheduling of personnel; and plan, design and document on-going and future systems.
16. Motivate and manage a staff of professional maintenance and engineering, operators and technicians; identify and develop staff's training needs to meet ongoing and future technological needs of the station.
17. Anticipate, prevent and resolve difficult and sensitive inquiries, conflicts and complaints.
18. Performs related duties as required.

QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge of:

Operational characteristics, services, and activities of a public broadcast system to include UHF TV and FM radio broadcast operations such as satellite, microwave and fiber transmission systems.

Principles and practices of broadcast, information and satellite technologies.

Principles and practices of broadcast program development, systems and administration.

Principles and practices of civil engineering.

Public television organizational structures, workflows, systems and operating procedures and processes.

Applicable electronic test equipments, diesel power generators, electric hoist and fluid pumps, television and radio reception equipment and software.

Federal Communications Commission (FCC) and applicable Occupational Safety and Health Administration (OSHA) rules and regulations pertaining to broadcast operations and systems and transmissions.

Principles, practices, methods and techniques of accounting, budget, purchasing, contracts and grant preparation and administration.

Principles of supervision, training, and performance evaluation.

Pertinent federal, state, and local laws, codes, and regulations relating to broadcast systems and operations.

Ability to:

Oversee and participate in the management of a comprehensive public broadcast operations and systems program.

Oversee, direct, and coordinate the work of lower level staff.

Participate in the selection and recommendation, supervision, training, and evaluation of staff.

Participate in the development and administration of goals, objectives, and procedures for

assigned area.

Gather and analyze data and situations and make appropriate decisions.

Prepare and present comprehensive, concise, clear oral and written reports.

Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.

Interpret and apply California Education Code, Title 5, federal, state, and local policies, laws, and regulations as it relates to the position.

Demonstrate skills in maintaining MS Windows NT, DOS, UNIX, MAC computer operating systems, CP/IP, FTP, Telnet, and SNMP network protocol routing.

Demonstrate expertise in the use of CAD, spreadsheet and database software applications.

Plan, layout, operate and maintain analog and digital broadcast television facilities.

Work efficiently in a rapidly growing, high-pressure environment.

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 broadcast functions and operations.

Communicate clearly and concisely, both orally and in writing.

Implement excellent customer service based processes.

Establish and maintain effective working relationships with those contacted in the course of work.

Keep abreast of current FCC rules, PBS and NPR standards for technical quality.

Education and Experience Guidelines

Education/Training:

A Bachelor's degree from an accredited college or university with major course work preferably in engineering, electronics, electrical, computer or a related field. Additional experience may be substituted for the educational requirement on a two-for-one basis to a maximum of four years of experience for two years of college.

Required Experience:

Ten (10) years of increasingly responsible experience in the repair, maintenance, installation, use, and design of broadcast telecommunications equipment, including three (3) years of administrative and supervisory responsibility.

License and Certifications:

1. Possession of a Lifetime Certificate issued by the Federal communications Commission (FCC) and/or certification by the Society of Broadcast Engineers (SBE) at the Senior Television Engineer level or equivalent.
2. A valid California Driver's 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; travel from site to site; occasional exposure to hazardous materials; and moderate exposure to high voltage and electrical energy.

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

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

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

Board Approved: October 2010

Range: 19

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

DIRECTOR, FIRST YEAR EXPERIENCE (SBVC)

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

This is a categorically funded position and is subject to the availability of funds.

SUMMARY DESCRIPTION

Under the administrative direction of the Vice President of Student Services, this position is responsible for the overall supervision, development and implementation of all aspects of the SBVC First Year Experience program including curriculum development, program planning, administering service learning opportunities, program implementation and assessment supporting student retention.

REPRESENTATIVE DUTIES

The following duties are typical for this classification.

1. Manage the First Year Experience program which includes the Valley-Bound Commitment, Puente, Tumaini, MSSSC, Veterans and Accelerated Learning Communities.
2. Manage the Student Development (SDEV) courses; lead the review and update of course learning outcomes and schedule the course sections to meet student needs.
3. Coordinate and manage the students enrolled in Student Development (SDEV) courses.
4. Oversee the development and management of the first-year advising program in communication, cooperation and collaboration with academic division deans.
5. Establish and maintain a student centered and user-friendly Academic Success Center that provides both self-paced and collaborative learning experiences for students.
6. Collaborate with faculty, especially in the developmental and high-risk courses, to determine tutoring, learning assistance, interventions, and/or academic coaching needs.
7. Develop a certification process for all SDEV and Supplemental Learning instructors.
8. Assess student abilities; assist the learner in developing education and career plan that address their goals and abilities; provide feedback to students to ensure intended learning outcomes.
9. Ensure that appropriate learning resources, facilities, technology, and instructional materials are available for the FYE/SDEV courses.
10. Prepare and deliver faculty professional development sessions in College Skills topics so faculty can integrate appropriate college success skills into their courses to enhance student learning and success.
11. Plan new student orientation activities and summer bridge that welcomes students to campus; introduces them to the kinds of education opportunities available; and resolves basic uncertainties about how to get started and engage fully in the student's educational experience.
12. Recruit, hire, train, mentor, and supervise academic counselors and a team of supplement learning instructors to design and maintain effective academic support system.
13. Assist with budget management, marketing efforts, retention, advising, data collection and research.
14. Serve on campus and District committees.
15. Anticipates, prevents and resolves difficult and sensitive inquiries, conflicts and complaints.
16. Performs related duties as required.

QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge of:

Operational characteristics, services, and activities of a Student Development program.
Principles and practices of program development and administration.
Principles and practices of budget preparation and administration.
Knowledge of California Community College philosophy and mission, Title 5 regulations and Education Codes related to student organizations, behavior and fees.
Principles of group dynamics and intermediate leadership development training.
Principles of supervision, training, and performance evaluation.
Methods and techniques of technical, administrative, and financial report preparation and presentation.
Principles and practices of contract administration.
Office procedures, methods, and equipment including computers and applicable software applications,
 such as word processing, spreadsheets, and databases.
Pertinent federal, state, and local laws, codes, and regulations.

Ability to:

Oversee and participate in the management of a comprehensive student development program for a
 College that includes a series of interrelated projects or functional areas of significant depth and
 complexity.
Plan, organize, direct, coordinate, and evaluate assigned programs.
Plan, schedule, and review the work of assigned staff.
Advise and direct students in various organizational activities.
Analyze problems, identify alternative solutions, project consequences of proposed actions, and
 implement recommendations in support of goals.
Research, analyze, and evaluate new service delivery methods and techniques.
Prepare clear and concise administrative and financial reports.
Participate in the preparation and administration of budgets.
Work effectively under pressure, meet deadlines, and adjust to changing priorities.
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 and
 learning disabilities.
Interpret and apply federal, state, and local policies, laws, and regulations.
Interpret and apply California Education Code, Title 5, federal, state, and local policies, laws, and
 regulations as it relates to the position.
Communicate clearly and concisely, both orally and in writing.
Establish and maintain effective working relationships with those contacted in the course of work.

Education and Experience Guidelines

Education/Training:

A Master's degree from an accredited college or university in education, student services, human services or a related field and/or discipline.

Required Experience:

Three (3) years of experience working with Student Development courses.

Preferred Experience:

1. One year of administrative or supervisory experience in an educational institution.
2. Experience in the California Community College System.
3. Experience that indicates sensitivity to and an understanding of the diverse academic socioeconomic, cultural, disability and ethnic backgrounds of community college students and personnel.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

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

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

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

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

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

Board Approved: October 2010

Range: 16

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Interim Chancellor

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

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

DATE: October 14, 2010

SUBJECT: Consideration of Approval of Doctorate Stipend for Management Employee

RECOMMENDATION

It is recommended that the Board of Trustees approve the doctorate stipend for Ailsa Moore, Marketing Director.

OVERVIEW

Ailsa Moore, District Director, Marketing & Public Relations, doctorate stipend in the amount of \$95.00 retroactive to September 13, 2010.

ANALYSIS

Ms. Moore was approved for employment at the September 13, 2010 board meeting. She holds a Juris Doctorate and is entitled to the doctorate stipend in the amount of \$95.00 per month.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2010-2011 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Interim Chancellor

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

PREPARED BY: Dr. Debra S. Daniels, President, SBVC
Gloria M. Harrison, President, CHC

DATE: October 14, 2010

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

None.

San Bernardino Valley College

Harris, Greedley	Student Services	10/15/2010-6/30/2011
Kotsay, Wayne	DSP&S	10/15/2010-6/30/2011
Rogers, Andrian	Learning Resources/Tutoring Center	10/15/2010-6/30/2011
Roundtree, Andrew	DSP&S	10/18/2010-6/30/2011
Barron, Susana	Criminal Justice	10/15/2010-6/30/2011
Carranza, Cory	Criminal Justice	10/15/2010-6/30/2011
Chi, Jack	Criminal Justice	10/15/2010-6/30/2011
Espinosa, Maria	Criminal Justice	10/15/2010-6/30/2011
Mendigorin, Jonathan	Criminal Justice	10/15/2010-6/30/2011
Padilla, Francisco	Criminal Justice	10/15/2010-6/30/2011
Unger, Araceli	Criminal Justice	10/15/2010-6/30/2011
Barkdoll, Josh	Criminal Justice	10/15/2010-6/30/2011
Barkdoll, Rebecca	Criminal Justice	10/15/2010-6/30/2011
Bates, Brian	Criminal Justice	10/15/2010-6/30/2011
Bradley-Delgado, Donald	Criminal Justice	10/15/2010-6/30/2011
Hardesty, Saban	Criminal Justice	10/15/2010-6/30/2011
Morris, Mark	Criminal Justice	10/15/2010-6/30/2011
Olson, Ben	Criminal Justice	10/15/2010-6/30/2011
Palomares, Eduardo	Criminal Justice	10/15/2010-6/30/2011
Williams, Thomas	Criminal Justice	10/15/2010-6/30/2011
Yost, Matthew	Criminal Justice	10/15/2010-6/30/2011
Belicki, Michael	Criminal Justice	10/15/2010-6/30/2011
Thomley, Quenisha	Culinary Arts	10/15/2010-6/30/2011
Araujo, Ned	Math Appreciation Day	10/29/2010
Garrick, Kevin	Math Appreciation Day	10/29/2010
Rodriguez, Alex	Math Appreciation Day	10/29/2010
Colston, Alexzandria	Athletic Training Room	10/15/2010-6/30/2011
Krahenbuln, Ken	Athletic Training Room	10/15/2010-6/30/2011
Lucero, Krystle	Athletic Training Room	10/15/2010-6/30/2011
Ball, Julie	Theatre Arts	10/15/2010-1/17/2011
Peters, Grant	Arts & Humanities	10/15/2010-6/30/2011
Douglas, Ayida	Research and Planning	10/15/2010-6/30/2011

Crafton Hills College

Boadway, Joshua	Public Safety & Services	10/15/10-6/30/11
Bromberg, Ronnie	Tutoring Center	10/15/10-12/17/10
Cuellar, Ryan	Public Safety & Services	10/15/10-6/30/11
Murillo, Ruben	Public Safety & Services	10/15/10-6/30/11
Nelson, Wendy	Business, Economics, & Information Tech	10/15/10-12/21/10
Ridling, Rhonda	Public Safety & Services	10/15/10-6/30/11
Rhoades, Austin	Public Safety & Services	10/15/10-6/30/11
Smith, Alexandria	Tutoring Center	10/15/10-12/17/10

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Interim Chancellor
REVIEWED BY: Charlie Ng, Interim Vice Chancellor of Fiscal Services
PREPARED BY: Steven Sutorus, Business Manager
DATE: October 14, 2010
SUBJECT: Consideration of Approval of Routine Contracts/Agreements and Memorandums of Understanding

RECOMMENDATION

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

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/memorandums of understanding on the attached list are budgeted for via purchase orders or in the case of grants via budget adjustments.

Attachments

Routine Contracts and Agreements

Scheduled Board Date 10/14/2010

Contract Type

<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<i>ASB Discount Program</i>				
Baskin Robbins - Sterling	(6982) ASB Discount Program: 10% discount on any item with valid ASB Card Term: 8/17/2010 - 6/30/2011	Student Life/SBVC	10% Discount	SSutorus
Bright Ideas Books	(6989) ASB Discount Program: 10% discount on Books, CD's and Textbooks with valid ASB Card Term: 7/1/2010 - 6/30/2010	Student Life/SBVC	10% Discount	SSutorus
Luxury Hair Extension & Salon	(6944) ASB Discount Program: 5% discount on any salon services; 5% discount on all Hair Extension supply Indian hair, Malaysian hair and Brazilian hair; Free basic trim with any service with valid ASB Card Term: 9/7/2010 - 6/30/2011	Student Life/SBVC	5% Discount	SSutorus
Original El Burrito, The	(6943) ASB Discount Program: 10% discount on any purchases and purchases after 4pm also receive free chips and salsa with valid ASB Card Term: 9/7/2010 - 6/30/2011	Student Life/SBVC	10% Discount	SSutorus
<i>SubTotal for ASB Discount Program: 4</i>				

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>CalWorks Child Care</u>					
	Holliman, Dawn	(6941) CalWorks Childcare - Parent - Honor, Sarah-Dyamond A. for FY 2010-2011 Term: 9/3/2010 - 6/30/2011 01-46-01-8120-0266-7600.00-7320 Note - This is an acceptable use of categorical/grant funds	Calworks/SBVC	\$271.92 Per Week	SSutorus
<u>SubTotal for CalWorks Child Care: 1</u>					
<u>Clinicals</u>					
	American Medical Response	(6882) Clinical Site for EMS Program Participants Term: 7/1/2010 - 6/30/2015	Program Development/CHC	No Cost	SSutorus
	Barstow Community College District	(6942) Clinical site for EMS program participants Term: 7/1/2010 - 6/30/2015	Program Development/CHC	No Cost	SSutorus
	Big Bear City Fire Department	(6912) Clinical Site for EMS Program Participants Term: 7/1/2010 - 6/30/2015	Program Development/CHC	No Cost	SSutorus
	VA Loma Linda Health Care System	(6990) Clinical Site for Respiratory Care Program Term: 7/1/2010 - 6/30/2015	Respiratory Care/CHC	No Cost	SSutorus

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

SubTotal for Clinicals: 4

EduStream

Los Rios Community College District	(6984) EduStream - Institutional License Term: 7/1/2010 - 6/30/2011	DETS/SBCCD	No Charge	SSutorus
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SubTotal for EduStream: 1

General

Allegiance Software, Inc	(6977) Software License renewal annual support for "Allegiance Main Fundraising" software with expanded premium model, electronic data transmission module, address automation (Satori), major gifts module, web membership module and ASNA graphical Term: 10/15/2010 - 10/14/2011 74-00-03-8110-0109-5830.00-7099 Note - This is an acceptable use of categorical/grant funds	KVCR/SBCCD	\$10,860.71	SSutorus
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Ambrose Video Publishing	(6960) Licensing for DETS to be sub-distributor of educational videos for all 112 Community Colleges through the EduStream program: Payment Schedule - \$25,000 for the first year and \$50,000 for years two and three Term: 10/15/2010 - 6/30/2013 01-00-03-8103-0236-5831.00-6150 Note - This is an acceptable use of categorical/grant funds	DETS/SBCCD	\$125,000.00	SSutorus
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<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>				
Atomic Group	(6968) Software License - Four Licenses of Barracuda email spam blocker software Term: 10/24/2010 - 10/23/2011 01-00-03-9010-0000-5830.00-6780	DETS/SBCCD	\$1,896.00	SSutorus
Datatel, Inc	(6952) Service - Report and conduct a technical service usage audit and conduct J-Meter testing Term: 10/31/2010 - 6/30/2011 01-00-03-9010-0000-5120.00-6780	DETS/SBCCD	\$16,500.00	SSutorus
Desert Community College District	(6983) Software - UESTudio/UltraCompare Bundle - editing software license Term: 7/1/2010 - 6/30/2011 01-00-03-8103-0000-5830.00-6150	DETS/SBCCD	\$99.95	SSutorus
Environmental Management Tech	(6809) Service - Hazardous waste removal for SBVC campus: Correction to increase Not to exceed amount from \$6,000 to \$15,000 for FY 2010-2011 Term: 7/1/2010 - 6/30/2011 01-00-01-9508-0000-5536.00-6770	Maintenance/SBVC	\$15,000.00 Revised amount	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u><i>General</i></u>					
	Eureka	(6976) Site License Renewal for Eureka Software Term: 12/1/2010 - 11/30/2011 01-00-01-8220-0000-5830.00-6330	Transfer Center/SBVC	\$2,387.06	SSutorus
	First Student Charter	(6979) Rental - Bus rental for field trip to "The Living Desert" Term: 11/19/2010 - 11/19/2010 01-00-02-4651-0000-5611.00-1914	Science/CHC	\$508.45	SSutorus
	First Student Charter	(6981) Rental - Bus Rental for field trip to Cabrillo Beach Marine Museum Term: 11/20/2010 - 11/20/2010 01-00-02-4651-0000-5611.00-1914	Science/CHC	\$573.61	SSutorus
	First Student Charter	(6980) Rental - Bus Rental for field trip to Mill Creek/Forest Falls Term: 11/5/2010 - 11/5/2010 01-00-02-4651-0000-5691.10-0191	Science/CHC	\$443.29	SSutorus
	GC Software	(6993) Software License for serial key for Influx HTML5 Video Player Term: 10/18/2010 - 6/30/2011 01-00-03-8103-0000-5830.00-6150	DETS/SBCCD	\$64.16	SSutorus

<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>					
	ICS Service Co	(6991) Service - Provide NFPA 72 Fire Alarm Inspection on SBVC Campus Term: 10/18/2010 - 6/30/2011 41-35-15-9508-0000-5120.00-7100	Maintenance/SBVC	\$11,392.00	SSutorus
	Kaplan University	(6988) Capstone Experience Affiliation Agreement - SBVC to be a clinical site for Kaplan University student Term: 10/18/2010 - 6/30/2011	Science/SBVC	No Cost	SSutorus
	Learn It	(6951) Service - Software Training for SharePoint: 1001-1002 Class for 18 people on 11/15/2010 to 11/19/2010; 2001 class for 8 people on 11/8/2010 to 11/12/2010 Term: 11/8/2010 - 11/19/2010 01-00-03-9010-0000-5120.00-6780	DETS/SBCCD	\$23,900.00	SSutorus
	Ocasio, David	(6958) Services - Musical assistant for theatrical production of "Godspell" SBVC Fall 2010 production: Guitar Term: 11/12/2010 - 11/21/2010 Note - This is an acceptable use of categorical/grant funds	Theater Arts/SBVC Trust 4201 Theater Arts	\$750.00	SSutorus

<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>					
	Pilgram, Melvin	(6959) Services - Musical assistant for theatrical production of "Godspell" SBVC Fall 2010 production: Bass Term: 11/12/2010 - 11/21/2010 Note - This is an acceptable use of categorical/grant funds	Theater Arts/SBVC Trust Acct 4201 Theater Arts	\$750.00	SSutorus
	Ran Graphics, Inc	(6956) Service - Printing of SBVC's Spring 2011, Summer 2011 and Fall 2011 class schedules Term: 10/15/2010 - 6/30/2011 01-00-01-8100-0000-5120.00-6010	Instruction/SBVC	\$19,620.00 Plus Tax	SSutorus
	Redlands, University Of	(6986) Block ticket purchase for Honors Program to attend University of Redlands' production of "Our Country's Good" Term: 11/12/2010 - 11/12/2010 01-24-01-8219-0000-5809.00-6010	Honors/SBVC	\$300.00	SSutorus
	Shalimar Tours & Charter	(6965) Rental - Bus Rental for Field Trip to UCLA Term: 11/19/2010 - 11/19/2010 01-24-01-8219-0000-5611.00-6010 Note - This is an acceptable use of categorical/grant funds	Honors Program/SBVC	\$1,065.16	SSutorus

<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>					
	Synergistic Mailing Services	(6963) Service - Mailing of 522 CHC Course Catalogs 2010-2011: Yucaipa, Redlands, Riverside, Colton, and Rancho Cucamonga Term: 10/11/2010 - 12/31/2010 01-00-02-9509-0000-5350.00-6710	President/CHC	\$350.00	SSutorus
	Valcarcel, David	(6949) Performance - Percussion musical assistance for Fall 2010 Production of "Godspell" Term: 11/12/2010 - 11/21/2010 Note - This is an acceptable use of categorical/grant funds	Theater Arts/SBVC Trust 4201 Theater Arts	\$750.00	SSutorus
	Westminster Press, Inc	(6806) Service - Printing of CHC 2010/2011 Catalog: Correction not to exceed amount needs to be increased from \$4,000 to \$5,606.76 due to a miscalculation of quote information Term: 8/13/2010 - 8/31/2010 01-00-02-9509-0000-5120.00-6710	President/CHC	\$5,606.76	SSutorus
<i>SubTotal for General: 22</i>					

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General - Ratified</u>				
Bay Actuarial Consultants	(6973) Service - Perform and report workman's compensation actuarial study Term: 7/1/2010 - 10/31/2010 01-00-03-9004-0000-5120.00-6730 Ratification is requested; contract not received in time for previous Board meetings	Human Resources/SBCCD	\$4,300.00	SSutorus
Bear Valley Unified School District	(6948) MOU - Software Usage: SBUSD understands the GIS software installed on high school computers may not be used by SBUSD as it is licesed for SBVC instructional use only Term: 8/25/2010 - 6/30/2011 Ratification is requested; contract not received in time for previous Board meetings	Science/SBVC	No Cost	SSutorus
Community College League of California	(6962) Service - Online service for "ProQuest Research Library Complete" for one year Term: 7/1/2010 - 6/30/2011 01-00-02-8106-0000-5830.00-6120 Ratification is requested; contract not received in time for previous Board meetings	Library/CHC	\$7,587.00	SSutorus
Crimestar Corp	(6969) Software License - RMS records management system annual support fee Term: 7/1/2010 - 6/30/2011 01-00-03-9503-0000-5830.00-6770 Ratification is requested; contract not received in time for previous Board meetings	District Police/SBCCD	\$1,500.00 Not to Exceed	SSutorus

<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>				
H.W. Wilson Company	(6953) Online Service - WilsonWeb Services for Library, database "OmniFile Mega Full Text" with unlimited access Term: 7/1/2010 - 6/30/2011 01-00-02-8106-0000-5830.00-6120 Ratification is requested; contract not received in time for previous Board meetings	Library/CHC	\$10,692.00	SSutorus
Inland Empire Tours & Transportation	(6961) Rental - Bus Rental for Field Trip to Ronald Reagan Presidential Museum Term: 10/13/2010 - 10/13/2010 01-00-25-9002-0228-5611.00-6600 Ratification is requested; contract not received in time for previous Board meetings: Note - This is an acceptable use of categorical/grant funds	DSP&S/CHC	\$871.50	SSutorus
Jobing.com	(6950) Advertising - Job Postings for Human Resources for FY 2010-2011 Term: 7/1/2010 - 6/30/2011 01-00-03-9004-0000-5801.00-6730 Ratification is requested; contract not received in time for previous Board meetings	Human Resources/SBCCD	\$10,476.00	SSutorus

<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>				
Konica Minolta Business Solutions USA, Inc	(6954) Service - Copier maintenance and supplies for Equipment ID 93005309, Model #C-360 Serial # AOED011007430 & #3956526 Term: 7/1/2010 - 6/30/2011 01-00-35-8115-0470-5637.00-6899 01-00-35-8115-0471-5637.00-6840 Ratification is requested; contract not received in time for previous Board meetings: Note - This is an acceptable use of categorical/grant funds	PDC/SBCCD	\$587.25 Plus overages	SSutorus
Liebert Cassidy Whitmore	(6967) Service - Human Resources management training sessions during FY 2010/2011 Term: 7/1/2010 - 6/30/2011 01-00-03-9004-0000-5120.00-6730 Ratification is requested; contract not received in time for previous Board meetings	Human Resources/SBCCD	\$2,600.00	SSutorus
Rayne Water Conditioning	(6992) Service - Water treatment for automotive labs Term: 7/1/2010 - 6/30/2011 01-00-01-6683-0000-5531.00-6948	Automotive/SBVC	\$460.80	SSutorus

<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>					
	RCS Investigations & Consulting	(6978) Service - Provide personnel investigations for Fiscal Year 2010/2011 Term: 7/1/2010 - 6/30/2011 01-00-03-9004-0000-5120.00-6730 Ratification is requested; contract not received in time for previous Board meetings	Human Resources/SBCCD	\$15,000.00 Not to Exceed	SSutorus
	SofterWare	(6955) Software License - DonorPerfect Annual Support Term: 7/1/2010 - 6/30/2011 01-29-15-9002-0230-5830.00-6120 Ratification is requested; contract not received in time for previous Board meetings: Note - This is an acceptable use of categorical/grant funds	SBVC Foundation/SBVC	\$1,440.00	SSutorus
	SofterWare	(6957) Software License - DonorPerfect import module annual support Term: 7/1/2010 - 6/30/2011 01-00-15-9002-0216-5830.00-6120 Ratification is requested; contract not received in time for previous Board meetings: Note - This is an acceptable use of categorical/grant funds	SBVC Foundation/SBVC	\$695.00	SSutorus
	VeriSign Inc	(6972) Domain License: Annual renewal license for domain "www.edustream.org" Term: 9/1/2010 - 8/31/2011 01-00-03-9010-0000-5639.00-6780 Ratification is requested; contract not received in time for previous Board meetings	DETS/SBCCD	\$995.00	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
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General - Ratified

SubTotal for General - Ratified: 14

General - Ratified FY2009/2010

Harland Technology Services	(6964) Service - Maintenance and Repair of OPG MDL36 Dual RF Serial # 0604176 Term: 7/1/2009 - 6/30/2010 01-00-03-9010-0000-5637.00-6780 Ratification is requested; contract not received in time for previous Board meetings	DETS/SBCCD	\$1,769.00	SSutorus
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SubTotal for General - Ratified FY2009/2010: 1

Grant/Award Income

San Bernardino, County of	(6480) Contracted Income - PDC to provide County with analysis and consulting services for employment and business needs within the County: Amendment 1 - Contract time extension for one year through 06/30/2011 Term: 3/23/2010 - 6/30/2011 01-90-35-8115-0000-8836.00-0000	PDC/SBCCD	\$150,000.00	SSutorus
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SubTotal for Grant/Award Income: 1

Income - General

Colton Redlands Yucaipa ROP	(6975) CISCO Networking Academy Program Agreement for Fiscal Year 2010/2011 Term: 7/1/2010 - 6/30/2011 01-59-02-4633-0000-8839.00-0000	Science/CHC	\$500.00	SSutorus
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<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Income - General</u>				
Desert Community College District	(6921) Participation agreement for Counselor Conclave Conference Fall 2010 Term: 9/10/2010 - 12/30/2010 01-00-35-8115-0470-8629.00-0000	PDC/SBCCD	\$832.00	SSutorus
Los Angeles Community College District	(6970) Income: Reimbursement of Cost of Reassigned Time for A Counselor to Serve as BSI Regional Network Assistant Coordinator Term: 7/1/2010 - 6/30/2011 01-00-02-8208-0000-8890.00-0000	President/CHC	\$6,250.00	SSutorus
Los Angeles Community College District	(6971) Income: Reimbursement of Cost of Reassigned Time for A Counselor to Serve as BSI Regional Network Assistant Coordinator Term: 7/1/2010 - 6/30/2011 01-00-01-8208-0000-8890.00-0000	President/SBVC	\$25,000.00	SSutorus
Modesto Junior College	(6945) MOU - Center of Excellence to provide an environmental scan of the Modesto area; scan to include community demographics and GIS analyses of area industries Term: 8/27/2010 - 6/15/2011 01-62-35-8115-0000-8830.00-0000	PDC/SBCCD	\$14,000.00	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Income - General</u>					
	San Bernardino City Unified School District	(6974) CISCO Networking Academy Program Agreement: Cajon High School \$400; San Bernardino High School \$400; and Pacific High School \$200 for Fiscal year 2010/2011 Term: 7/1/2010 - 6/30/2011 01-59-02-4633-0000-8839.00-0000	Science/CHC	\$1,000.00	SSutorus
<hr/> <i>SubTotal for Income - General: 6</i> <hr/>					
<u>Income - Grant</u>					
	San Bernardino County Superintendent of Schools	(6966) Grant - State Preschool Program Delegate Agency Term: 7/1/2010 - 6/30/2011 72-00-02-8306-0205-8624.00-0000	Child Care Center/CHC	\$145,735.00	SSutorus
	U.S. Department of Education	(5465) Grant - 84.031C Science and Math Student Success Consortium Grant - The Two Major Objectives are To Increase the number of Successful Underrepresented and Low Income Students Receiving Degrees in STEM Disciplines and To Develop model transfer agreements between SBVC and Four-Year Institutions thus Providing a Seamless Transition for Students; Grant Period 10-01-2008 to 09-30-2010: Amendment No-Cost Extension - Extend grant to 09-30-2011 funded through unused funds in the amount of \$302,435.60 Term: 10/1/2008 - 9/30/2011	Mathematics/SBVC	\$395,665.00 Total Grant Amount	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Income - Grant</u>					
	U.S. Department of Education	(6996) Grant - Developing Hispanic-Serving Institutions Program: Strategies to Improve Hispanic Student Success and Transfer: OMB Control Number 1894-0008: First Years Funding is \$620,000: Pending funding for Years 2-5 are as follows: Year two \$625,000, Year three \$624,955, Year Four \$624,364, Year Five \$624,725 Term: 10/1/2010 - 9/30/2015 01-00-02-9002-0157-8199.00-0000	Research & Planning/CHC	\$3,119,044.00 Over Five Years	CNg
	U.S. Department of Education	(2834) Grant - Strengthening Hispanic Servicing Institutions Technology and Resources Development Project Grant for Five Years from 10-01-2005 to 09-30-2010: Amendment No-Cost Extension to extend to 09-30-2011 to use remaining funds of \$432,000 Term: 10/1/2005 - 9/30/2011	President/SBVC	\$700,000.00 Total Grant Amount	SSutorus
	Yosemite Community College District	(6994) Grant - Child Development Training Consortium - Instructional Agreement for 2010/2011 for reimbursement to students for educational expenses upon successful completion of child development certificate advancement courses during the 2010/2011 Fiscal Year Term: 7/1/2010 - 6/30/2011 01-00-01-8306-0213-8199.00-0000	Child Development/SBVC	\$12,500.00	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Income - Grant</u>					
	Yosemite Community College District	(6995) Grant - Child Development Training Consortium - Instructional Agreement for 2010/2011 for reimbursement to students for educational expenses upon successful completion of child development certificate advancement courses during the 2010/2011 Fiscal Year Term: 7/1/2010 - 6/30/2011 01-00-02-8306-0213-8199.00-0000	Child Development/Chc	\$3,750.00	SSutorus
<u>SubTotal for Income - Grant: 6</u>					
<u>Maintenance Agreement</u>					
	Harland Technology Services	(6987) Maintenance agreement on OP6 MDL36 Dual RFLT Read Heads Term: 7/1/2010 - 6/30/2011 01-00-03-9010-0000-5637.00-6780	DETS/SBCCD	\$1,164.00	SSutorus
	Knorr Systems, Inc	(6985) Maintenance agreement for CHC pool Term: 10/18/2010 - 6/30/2011 01-00-02-9506-0000-5634.00-6510	Maintenance/CHC	\$5,560.00	SSutorus
<u>SubTotal for Maintenance Agreement: 2</u>					

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Sheriff On Site Supervisor</u>					
	Belicki, Michael	(6946) Sheriff's On Site Supervisor for Basic Academy Term: 9/7/2010 - 6/30/2013	Police Science/SBVC	No Cost	SSutorus
	Yost, Matthew	(6947) Sheriff's On Site Supervisor for Basic Academy Term: 9/7/2010 - 6/30/2013	Police Science/SBVC	No Cost	SSutorus
<i>SubTotal for Sheriff On Site Supervisor: 2</i>					
<i>Grand Total Contracts for Board Date 10/14/2010: 64</i>					

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Interim Chancellor
REVIEWED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services
PREPARED BY: Crispina Ongoco, Director of Fiscal Services
DATE: October 14, 2010
SUBJECT: Consideration of Approval of Budget Adjustment(s)

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached Budget Adjustment(s).

OVERVIEW

Budget Adjustments submitted for Board review and approval.

ANALYSIS

In compliance with the Budget Adjustment procedure required by the County Superintendent of Schools, these budget adjustments are submitted for Board review and approval. These actions reflect the adjustments necessary to line item budget allocations to conduct the business of the District and to remain in compliance with sound fiscal practices.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None.

Attachment

BUDGET ADJUSTMENT

Date	Location	Responsibility Center Manager	President
09/15/10	CHC	Cheryl A. Marshall <i>CAM</i>	Gloria M. Harrison <i>Gloria M. Harrison</i>

INCOME

Fund	Lf Sp	Site	Program	Subpro	Object	Type	Account Name	Amount in \$'s
01	00	02	8208	0000	8890.00	0000	Other Local Revenues	\$6,250.00

EXPENSE

01	00	02	8100	0000	1300.00	1520	Instructors/Hourly (READ)	\$6,250.00

JUSTIFICATION

Grant Agreement with Los Angeles Community College District FY2011

Controller	Chancellor	Board Action Date
<i>Coyne</i>		10/14/10

Batch Transfer #/Ref #	Posted By	Date

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Interim Chancellor
REVIEWED BY: Bruce Baron, Interim Chancellor
PREPARED BY: Bruce Baron, Interim Chancellor
DATE: October 14, 2010
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 2010-2011 budget.

DISTRICT

PATRICK McCURRY to Las Vegas, Nevada, November 29-December 3, 2010 to attend the 11th Annual Internal Affairs Conference hosted by the Public Agency Training Council, with time and expenses. This conference will increase Chief McCurry's knowledge of specialized issues in internal affairs investigations, employee discipline and legal issues.

LARRY CIECALONE, KENN COUCH, AND BENJAMIN HOLLAND to La Quinta, California, November 10-13, 2010 to attend the annual APT Conference, with time only. As members of APT this conference is essential to view programming offered to affiliated stations. Expenses will be funded by the KVCR Educational Foundation, Inc.

STEVE SUTORUS to Oxnard, California, October 25-27, 2010, to attend the Fall 2010 Conference of the Association of Chief Business Officials, with time and expenses. This conference is conducted semi-annually to discuss fiscal and miscellaneous business matters that impact California Community Colleges.

OSMAN PARADA to Orlando Florida, October 30-November 3, 2010, with time and expenses. Mr. Parada will be presenting the EduStream website at the StemTech Conference. All expenses to be paid with Grant funds.

GLEN KUCK, ANDREW CHANG and OSMAN PARADA to Phoenix, Arizona, October 20-21, 2010, with time and expenses. Glen, Andrew and Osman will be adding and removing physical hardware from the Phoenix, Arizona EduStream collocation site and performing hardware maintenance. All expenses to be paid with Grant funds.

BRUCE BARON to San Diego, California, September 17-20, 2010 to attend the 24th Annual Hispanic Association of Colleges and Universities (HACU) Conference, with time and expenses. This request was approved at the August 12, 2010 Board meeting. The request should have included September 17th.

SBVC

FERNANDO POVEDA to San Diego, California, November 5-7, 2010 to attend the Associated Student Government Inter-Club Council Leadership Conference, with time and expenses. Fernando will support student attendance as a chaperone. This event is designed to encourage and inspire leadership skills.

COURTNEY HUNTER to St. Louis, Missouri, November 2-6, 2010 to attend the 35th Annual Conference Gateways to New Directions Professional and Organizational Development Network in Higher Education, with time and expenses. This conference will provide a forum for sharing information and ideas for the best practices and to learn strategies and approaches for expanding the SBVC Professional and Organizational Development Department.

MARK S. WILLIAMS to Las Vegas, Nevada, November 3-6, 2010 to attend the Specialty Equipment Manufacture Association Educational Seminars Conference, with time and expenses. This conference will provide new product information and solidify strategic partnerships and network with industry peers.

JEANNE MARQUIS to Reno, Nevada, October 25-29, 2010 to attend the National Association of International Educators Conference, with time and expenses. This conference will provide information on international students' eligibility of enrollment, regulations, processes and procedures according to government standards and regulations.

MICHAEL GONZALES to Las Vegas, Nevada, October 22-24, 2010 to attend the Live Design 2010 Conference, with time and expenses. This conference will provide new product information, software, and designs used in the Theatrical Industry, including rigging, lighting, and sound.

KATHLEEN ROWLEY to Washington, DC, November 2-6, 2010 to attend the Council for Resource Development Conference, with time and expenses. This conference offers timely insights and strategies for attracting grant funding for community college grant management professionals.

DEBRA DANIELS and CRAIG PETINAK to Washington, DC, November 5-10, 2010 to attend the Washington Institute Conference, with time and expenses. This conference will address how colleges can receive targeted federal resources, influence legislation, shape media coverage, and understand the role that associations and think tanks play in federal policy debates.

DEBRA DANIELS to Washington, DC, November 10-12, 2010 to attend the American Association of Community Colleges (AACC) Fall Meeting, with time and expenses. The Fall Meeting is an extension of the Washington Institute and is comprised of the individual and joint meetings of three different groups: the AACC Board of Directors; the AACC Affiliated Councils; and the AACC Commissions. As a member, the meeting is required.

CHC

CHERYL BARDOWELL to San Diego, California, November 16-19, 2010, to attend the National Association of Estate Planners and Councils 47th Annual Conference, with time and expenses. This conference will provide information on how to identify and implement advance estate planning techniques that will improve professionalism and personal service to clients.

COLIN DAY, RYAN RIVES, MEGAN ROBINSON, ALFYA SHAGIAKHMETOVA (Students) and REYNALDO BELL, KENNETH BRYSON, & MICHAEL SHEAHAN to Las Vegas, Nevada, December 5-9, 2010, to attend the 56th American Association for Respiratory Care International Respiratory Congress, with time and expenses. This conference will provide information on new technologies, procedures and developments in the respiratory care field in order to facilitate the best education for students. Respiratory Care students will represent Crafton Hills College in the Sputum Bowl Competition. Students will pay their own expenses.

MILLY DOUTHIT to San Jose, California, October 23-27, 2010, to attend the California Association for Post Secondary Education "Transition Through Innovation" Conference, with time and expenses. Disability-related professionals from postsecondary institutions, agencies, and other community representatives will be addressing the issues of transitions from secondary to post secondary education/college to career.

JUNE YAMAMOTO to Phoenix, Arizona, October 5-8, 2010, to attend the Aircraft Rescue & Fire Fighting Working Group Conference, with time only. Ms. Yamamoto will promote SBRETC for aircraft rescue fire fighters and will meet with training captains.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Interim Chancellor
REVIEWED BY: Bruce Baron, Interim Chancellor
PREPARED BY: Bruce Baron, Interim Chancellor
DATE: October 14, 2010
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 2010-2011 budget.

DISTRICT

Event: Citizens Bond Oversight Committee Meeting
Date: November 16, 2010
Amount: \$50
Item: Refreshments & Supplies

Event: Economic Development Agency Round Table
Date: October 7, 2010
Amount: \$1200.00
Item: Food & Supplies

SBVC

Event: Associated Student Government of California Community College Student Affairs Association "Leadership 2010: A Call to Action" Conference
Dates: October 22-24, 2010
Amount: \$3,555.60
Item: Registration, Transportation, Lodging, Food and Parking
Sponsored by the Associated Student Government, this event provides leadership training for student government and student organization. Anticipated attendance is six students. Funding source is the Student Rep trust account.

Event: Associated Student Government Academic Senate for California Community Colleges Fall General Assembly
Dates: October 29-31, 2010
Amount: \$3,323.12
Item: Registration, Transportation, Lodging, Food and Parking
Sponsored by the Associated Student Government, this event provides leadership training for student government and student organization. Anticipated attendance is six students. Funding source is the Student Rep trust account.

Event: STAR Program Grant Renewal Informational Open House
Date: November 16, 2010
Amount: \$125.00
Item: Refreshments
Sponsored by the STAR Program, this event gives the students the opportunity to come and learn about the grant writing process as well as the TRIO Program and the Department of Education. Anticipated attendance is approximately 75 staff and students. Funding source is the STAR Program federal grant.

Event: Tumaini Family Affair
Date: October 20, 2010
Amount: \$200.00
Item: Decorations and supplies
Sponsored by the Tumaini Program, this event will provide students with the understanding of progress and retention. Approximately 70 students are to attend. Funding source is the matriculation categorical fund.

Event: Umoja Community Conference
Dates: November 5-6, 2010
Amount: \$443.00
Item: Registration

Sponsored by the Tumaini Program, this event will provide students the opportunity to learn, network and receive leadership and educational training. Six Tumaini students and the program coordinator will attend the conference at Orange Coast College in Costa Mesa, California. Funding source is the Minority Transfer Program general fund account.

Event: UC San Diego Transfer Friday Event
Date: November 12, 2010
Amount: \$1,300.00
Item: Transportation

Sponsored by the Transfer and Career services and the USDA program, this event will promote and increase transfer awareness and preparation to four-year institutions with emphasis on the UC System. Approximately 40 to 45 students and two faculty members are expected to attend. Funding source is the USDA grant.

Event: Independent City 2010
Date: November 13, 2010
Amount: \$2,000.00
Item: Refreshments and promotional items

Sponsored by the San Bernardino County's Children and Family Services Independent Living Program and the Juvenile Probation Department, this event will provide youth the opportunity to gain money management training. Anticipated attendance is 275 faculty, staff, students and community representatives. Funding source is the Foster & Kinship and YESS grant.

Event: Associated Student Government and Inter Club Council Leadership Retreat –
Camp Fox

Date: November 5-7, 2010
Amount: \$11,850.00

Item: Transportation, Lodging, Refreshments, Supplies and Presenters

Sponsored by the Associated Student Government, this event is designed to encourage and inspire leadership on campus to currently enrolled SBVC students. Fernando Poveda and Sara Glasgow will act as chaperones for the event. Anticipated attendance is 35 students. Funding source is the ASG Student Rep trust account.

Event: Red Ribbon Week Sponsored by Human Services & Associated Students
Date: October 25-28, 2010
Amount: \$1,200.00
Item: Supplies, Entertainment, Printing and Decorations

Sponsored by the Alcohol and Drug Prevention program, this event promotes clean and sober fun, peer role models of recovery and information. Anticipated attendance is approximately 2,000 students and faculty. Funding source is the Human Services and Associated Students trust account.

Event: Office of Marketing & Public Relations – Hosting A Section Of The Berlin Wall at SBVC

Dates: October 7, 2010

Amount: Not to exceed \$2,000.00

Item: Transportation, Set Up, Tear Down,

In partnership with Friends of the Reagan Park (a 501c3 non-profit organization), a 5ft x 12 ft section of the actual Berlin Wall will be on display at SBVC for one day on the back of a flatbed truck. A volunteer docent will provide information about the historical significance to all passersby. Student groups and faculty/staff will be invited to take “tours” with or without their class throughout the day. No formal event or refreshments will be part of this program. Funding source is the Marketing and Public Relations general fund account.

Event: President’s Annual Holiday Gathering

Date: December 11, 2009

Amount: \$2,500

Item: Refreshments, supplies and decorations for annual holiday event.

CHC

Event: Ronald Reagan Presidential Library and Museum Field Trip

Date: October 13, 2010

Amount: \$1,492.00

Item: Bus Transportation (\$872), Museum Tickets (\$315), and Boxed Lunches (\$305.00)

Students participating in the “On Course to Success” Learning Community will be going on a field trip to the Ronald Reagan Presidential Library and Museum on October 13, 2010, Simi Valley, CA. Students will see examples of how one man uses circumstances around him to build a better life. Funded by Basic Skills funds.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Interim Chancellor

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

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

DATE: October 14, 2010

SUBJECT: Consideration of Approval of Donations, SBVC

RECOMMENDATION

It is recommended that the Board of Trustees approve the donations made to SBVC.

OVERVIEW

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

ANALYSIS

Barbara Beeson, Trustee of the Cramer Living Trust donated a Freedom Scientific Jaws for Windows NT/95/98, a black RCA 27" television, a Video Eye System 92/95, a Video Eye System SA/4, a ATEC 17" 7NSS TFT LCD Monitor, thirteen magnifying lenses, a Cassette tape: Muscular Degeneration, a Ultmost Talking Calculator, a Ultmost Talking Calclock, two Radio Shack Talking Watches and a white slider tray for use in the Disabled Student Programs & Services to be utilized to serve students with visual impairments.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

None

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Interim Chancellor
REVIEWED BY: Charlie Ng, Interim Vice-Chancellor, Fiscal Services
PREPARED BY: Steve Sutorus, Business Manager
DATE: October 14, 2010
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 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

August 16, 2010 to September 19, 2010

Asset Number	Date Retired	Location	Description	Date In Service	Initial Value	Current Value
0020137	9/14/2010	CRAFTON HILLS COLLEGE	SYSTEM SECURITY WALK THROUGH	7/1/1995	\$9,900.00	\$0.00
N/A	9/14/2010	CRAFTON HILLS COLLEGE	WILSON LIBRARY SHELVING - 114 SECTIONS	7/1/1973	\$0.00	\$0.00
N/A	9/14/2010	CRAFTON HILLS COLLEGE	ESTEY LIBRARY SHELVING - 178 SECTIONS	7/1/1973	\$0.00	\$0.00
					Total Value:	\$0.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Interim Chancellor

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

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

DATE: October 14, 2010

SUBJECT: Consideration of Approval of a Facility Use Fee Waiver - SBVC

RECOMMENDATION

It is recommended that the Board of Trustees approve a facility use fee waiver for Congressman Joe Baca's National Hispanic Heritage Month (Latino/Latina High School Students Awards Recognition) sponsored by Joe Baca's Office to be held on October 28, 2010.

OVERVIEW

SBVC is recommending the fee waiver in support of area community members as part of the college's community outreach effort.

ANALYSIS

BOARD IMPERATIVE

IV. Enhanced and informed Governance and Leadership.

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Interim Chancellor

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

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

DATE: October 14, 2010

SUBJECT: Consideration of Approval of a Facility Use Fee Waiver - SBVC

RECOMMENDATION

It is recommended that the Board of Trustees approve a facility use fee waiver for Jess Vizcaino's Veterans Workshop sponsored by Joe Baca's Office to be held on November 6, 2010. This item was previously approved at the September 9th Board meeting. It is recommended for board approval with the new event date.

OVERVIEW

SBVC is recommending the fee waiver in support of area community members as part of the college's community outreach effort.

ANALYSIS

BOARD IMPERATIVE

IV. Enhanced and informed Governance and Leadership.

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Interim Chancellor
REVIEWED BY: Bruce Baron, Interim Chancellor
PREPARED BY: Bruce Baron, Interim Chancellor
DATE: October 14, 2010
SUBJECT: Consideration of Adoption of Board Policy 2045 – Policies and Administrative Regulations

RECOMMENDATION

It is recommended that the Board of Trustees adopt Board Policy 2045 – Policies and Administrative Regulations.

OVERVIEW

At its September 7, 2010 meeting, District Assembly reaffirmed AP 2045 as written and requested that this policy be submitted to the board for approval with no modifications.

ANALYSIS

The Board may adopt policies authorized by law or determined to be necessary for the efficient operation of the district.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None.

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4 POLICIES AND ADMINISTRATIVE REGULATIONS
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6 The Board may adopt such policies as are authorized by law or determined by the Board to be
7 necessary for the efficient operation of the District. Board policies are intended to be statements
8 of intent by the Board on a specific issue within its subject matter jurisdiction.

9 The policies have been written to be consistent with provisions of law, but do not encompass all
10 laws relating to district activities. All district employees are expected to know of and observe all
11 provisions of law pertinent to their job responsibilities.

12 Policies of the Board may be adopted, revised, added to or amended at any regular board
13 meeting by a majority vote. Proposed changes or additions shall be introduced not less than one
14 regular meeting prior to the meeting at which action is recommended.

15 Administrative procedures are to be issued by the Chancellor as statements of method to be used
16 in implementing Board Policy. Such administrative procedures shall be consistent with the intent
17 of Board Policy. Administrative procedures may be revised as deemed necessary by the
18 Chancellor.

19 The Chancellor shall, annually present each member of the Board with copies of any revisions of
20 administrative regulations since the last time they were provided. The Board reserves the right
21 to direct revisions of the administrative procedures should they, in the Board's judgment, be
22 inconsistent with the Board's own policies.

23 Copies of all policies and administrative procedures shall be readily available to District
24 employees.
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42 Reference:
43 Education Code Section 70902; Accreditation Standard IV.
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45 ADOPTED: 05/13/04
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SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Interim Chancellor
REVIEWED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services
PREPARED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services
DATE: October 14, 2010
SUBJECT: Consideration of Approval of Members for the Citizens Bond Oversight Committee (CBOC)

RECOMMENDATION

It is recommended that the Board of Trustees approve the appointment of William Martinez and Richard Greenhagen to the Citizens Bond Oversight Committee for a two-year term. It is also recommended that the Board approve the renewal of a two-year term for James Booth.

OVERVIEW

The Citizens Bond Oversight Committee is comprised of at least seven members of the community, and serves the purpose of reviewing the expenditure of Bond Measures P and M funds.

- Mr. Martinez, a resident of San Bernardino, is a former student of the District, civic leader, and financial professional. If appointed, Mr. Martinez would represent the community at large.
- Mr. Greenhagen resides in Fontana and is interested in the educational needs of the community. He has attended past meetings of the CBOC as an interested citizen. If appointed, Mr. Greenhagen would also represent the community at large.
- Mr. Booth has faithfully served the Committee for an initial two-year term, and has graciously volunteered to continue to serve a second two-year term. Mr. Booth is a resident of Yucaipa and represents the senior community.

ANALYSIS

Approval of this recommendation will enable the CBOC to continue in an efficient and effective manner.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Interim Chancellor
REVIEWED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services
PREPARED BY: Del Benson, Bond Program Manager, Kitchell/BRj
DATE: October 14, 2010
SUBJECT: Consideration of Approval of a Resolved Claim to the Mountain Movers Contract at SBVC

RECOMMENDATION

It is recommended that the Board of Trustees approve the resolved claim in the amount of \$30,000 to the Mountain Movers contract for North Hall at SBVC. This change exceeds the amount established by California Public Contract Code 20118.4.

(CHANGE ORDER 03 IN THE AMOUNT OF \$17,000.00 AND AMENDMENT 01 IN THE AMOUNT OF \$13,000.00 WERE ORIGINALLY APPROVED AT THE SEPTEMBER 9, 2010 BOARD MEETING, HOWEVER, THEY ARE BEING RETURNED IN ORDER TO CLARIFY THAT THEY ARE NOT A CHANGE ORDER AND AN AMENDMENT, BUT A RESOLVED CLAIM, AS REQUIRED BY COUNTY COUNSEL. OTHERWISE, THE ITEMS REMAIN THE SAME.)

OVERVIEW

Mountain Movers is the prime contractor for the site work and they provided a request for additional cost for additional screening of fill material as well as extended general conditions and overhead costs due to an extended project schedule. The submitted claim totaled almost \$110,000.00 but was negotiated over multiple meetings down to \$30,000.00. The negotiated amount of \$30,000 was separated into a change order of \$17,000 for the additional screening, and a \$13,000 amendment for the extended schedule costs. Upon further review, the County's counsel did not agree that the \$13,000 could be defined as an amendment that was caused by unforeseen conditions. Therefore, the previous approved additional cost is now a negotiated claim of \$30,000.

If this negotiated claim is not approved it could result in the contractor claim not being withdrawn and involve the District in a litigation suit.

ANALYSIS

This resolved claim of \$30,000.00 to the Mountain Movers contract, will not result in an increase to the previously approved contract amount of \$203,912.00.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

Budgeted with Measure P funds.

3347A4
Project Number

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
Capital Facilities Program Management

NH-BC2-CO3

CHANGE ORDER

Original Contract Amount: \$173,900.00
Amount of Previous Contract Amendments: \$13,000.00
Amount of Previous Change Orders: \$12.00

DSA No.:
NH-BC2-CO3

School Name: San Bernardino Valley College Date: 08/20/10
Project Description: New North Hall Replacement Building Contract No.: Bid Category 2
To (Contractor): Mountain Movers Attn:

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 08/20/10 for:
Change Order No. NH-BC2-CO3 Item(s): 2.1

TOTAL COST OF CHANGE ORDER NH-BC2-CO3 \$17,000.00

Reason for Change:

Refer to attached Change Order No. NH-BC2-CO3 summary dated 8/20/10

Initiator of Change:

Refer to attached Change Order No. NH-BC2-CO3 summary dated 08/20/10

Table with 2 columns: Description and Amount. Rows include: The original Base Contract Sum was: \$173,900.00; Net change by previous authorized Contract Amendment (s): \$13,000.00; The revised BASE Contract Sum: \$186,900.00; Net change by previous authorized Change Order(s): \$12.00; The Contract Sum including previous authorized Change Orders: \$186,912.00; The contract AMOUNT due to C.O. No. NH-BC2-CO3 will be increased by: \$17,000.00; The revised Contract Amount, including this Change Order is, therefore: \$203,912.00; The contract TIME due to C.O. No. NH-BC2-CO3 will be unchanged by: 0 calendar days.

The revised Contract Completion Date, including this Change Order is, therefore unchanged
SBCCD Change Order # NH-BC2-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: [Signature] Name (printed) Jay R. Tittle, C-12955 Date 8/20/2010
Constr. Mgr.: [Signature] Evan Taylor, Steve Holey
District: Mr. Charlie Ng, Interim Vice Chancellor Fiscal Services
Contractor: [Signature] Edwin Hernandez, I.P. Printed Name/Title

CHANGE ORDER NO.

NH-BC2-CO3

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
Item 4.1	Screen rock that is larger than 3: in fill material	B1			\$17,000.00	\$17,000.00
	Subtotal					\$17,000.00
	TOTAL CHANGE ORDER #				NH-BC2-CO3	\$17,000.00

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

3347A4
Project Number

NH-BC2-CA1

CONTRACT AMENDMENT

Original Contract Amount: \$173,900.00
Amount of Previous Contract Amendments: \$0.00
Amount of Previous Change Orders: \$12.00

DSA No.:
NH-BC2-CO1A

School Name:	San Bernardino Valley College	Date:	20-Aug-10
Project Description:	North Hall Replacement Building	Contract No.:	Bid Category 2
To (Contractor):	Mountain Movers	Attn:	

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 8/20/10 for:
Contract Amendment No. NH-BC2-CA1 Item(s): 1.1

TOTAL COST OF CONTRACT AMENDMENT NH-BC2-CA1 \$13,000.00

Reason for Change:

Refer to attached Contract Amendment No. NH-BC2-CA1 summary dated 08/20/10

Initiator of Change:

Refer to attached Contract Amendment No. NH-BC2-CA1 summary dated 08/20/10

The original Base Contract Sum was:	\$173,900.00 ✓
Net change by previous authorized Contract Amendment (s):	\$0.00
The contract AMOUNT due to C.A. No. NH-BC2-CA1 will be increased by:	\$13,000.00 ✓
The revised BASE Contract Sum:	\$186,900.00 ✓
Net change by previous authorized Change Order(s):	\$12.00 ✓
The Contract Sum including previous authorized Change Orders:	\$186,912.00 ✓
The revised Contract Amount, including this Contract Amendment is, therefore:	\$186,912.00

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

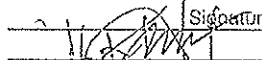
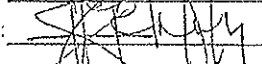
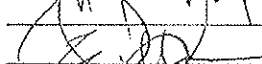
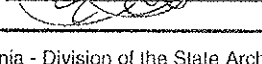
The revised Contract Completion Date, including this Contract Amendment is, therefore unchanged

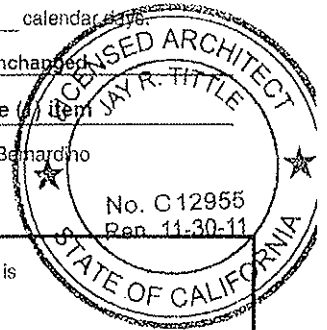
SBCCD Contract Amendment # NH-BC2-CA1 includes Item Number(s): One (1) item

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.

Architect:		Signature	Name (printed)	Date
Constr. Mgr.:			Evan Taylor	8/20/2010
District:			Mr. Charlie Ng, Interim Vice Chancellor Fiscal Services	26 Aug 10
Contractor:			Edwin Handley, V.P.	



Slate of California - Division of the State Architect DSA Application No. 04-019147 File No. 36-C2

Approved _____ per Principal Structural Engineer: _____

CONTRACT AMENDMENT NO. NH-BC2-CA1

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
Item 1.1	Unforeseen conditions of extended General Conditions, Overhead, and Schedule Delays	A1			\$13,000.00	\$13,000.00
	Subtotal					\$13,000.00
	TOTAL CONTRACT AMENDMENT #				NH-BC2-CA1	\$13,000.00

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

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Interim Chancellor
REVIEWED BY: Charlie Ng, Interim Vice Chancellor of Fiscal Services
PREPARED BY: Steven Sutorus, Business Manager
DATE: October 14, 2010
SUBJECT: Consideration of Approval of Contract and Adopt Resolution for 403(b) Service Plan with SchoolsFirst Federal Credit Union and National Benefit Services, LLC

RECOMMENDATION

It is recommended that the Board of Trustees approve contract and adopt resolution for 403(b) services.

OVERVIEW

SchoolsFirst Federal Credit Union and National Benefits Services (NBS) are the Third Party Administrators that manage the 403b Tax Sheltered Annuity Plans for school districts within San Bernardino County. SchoolsFirst and National Benefits Services are responsible for fulfilling IRS requirements such as universal notification to employees, monitoring and processing employee salary reduction agreements and auditing maximum allowable contribution calculations. SchoolsFirst will remit employee contributions to 403b providers and will field employee questions and communicate with 403b vendors and their agents on behalf of the district and its employees. National Benefits Services will handle all compliance regarding the 403b plans. The District would like to re-enter into a Services Agreement 403(b) Plan contract for the term of July 1, 2010 to June 30, 2015.

ANALYSIS

The District has been satisfied by the services of this company and their ability to comply with the 2007 Internal Revenue Service (IRS) published final 403(b) regulations/interpretations. This contract would allow uninterrupted services to District Employees 403(b) plans and services.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

No cost to District.

**SchoolsFirst Federal Credit Union
and
National Benefit Services, LLC
and**

San Bernardino Community College District

**SERVICE AGREEMENT
403(b) PLAN**

This Agreement is hereby entered into by and between SchoolsFirst Federal Credit Union, hereinafter referred to as "SchoolsFirst FCU" and National Benefit Services, LLC, hereinafter referred to as "National Benefit Services," and "San Bernardino Community College District" hereinafter referred to as "Employer" and collectively referred to as the Parties for the purpose of this Agreement.

The parties hereby agree as follows:

1.0 SchoolsFirst FCU RESPONSIBILITIES

- (a) SchoolsFirst FCU, in conjunction with National Benefit Services, will facilitate the provision of information services to participants regarding the rights, benefits, or elections available under the provider plans and in assisting employees in completing any forms necessary for participation;
- (b) SchoolsFirst FCU, in conjunction with National Benefit Services, will facilitate the collection of Provider Agreements and act as Employer's liaison to answer questions and inquires from providers. SchoolsFirst FCU will notify Employer and make recommendations regarding any provider or potential provider who does not agree to cooperate with all administrative and compliance procedures as established by SchoolsFirst Federal FCU and/or with the terms of the Provider Agreement;
- (c) SchoolsFirst FCU will receive and process all Salary Reduction Agreements for all participants of the plans;
- (d) SchoolsFirst FCU will provide the Employer with timely information of any additions or changes that may be required for payroll processing as a result of an addition, change or termination of a Salary Reduction Agreement;
- (e) SchoolsFirst FCU agrees to assist Employer to establish an employee education program that satisfies federal and state regulation requirements. The education program will be designed to meet the specific needs of the Employer and Employer's employees, including online website education resources, written material, and voluntary workshops.

- (f) SchoolsFirst FCU, in conjunction with National Benefit Services, will create and maintain a database of information provided by Employer or its designee and Employer's employees to monitor applicable contribution limits under IRC Sections 403(b), 402(g), and 415(c). The database will establish and monitor the maximum allowable contribution ("MAC") limit for each participant in the Plans. SchoolsFirst FCU shall make all reasonable efforts to prevent excess deferrals during the tax year. SchoolsFirst FCU will rely exclusively on information provided by the Employer and employee in establishing allowable limits and performing any required calculations;
- (g) SchoolsFirst FCU agrees that it will market its Retirement Builder investment program (Nationwide Financial) to district employees in accordance to guidelines and policies established by individual employers.

2.0 ADMINISTRATIVE DUTIES

SchoolsFirst FCU will perform services as Third Party Administrator as required for the proper administration of Employer's retirement plans that qualify under IRC Sections 403(b) ("the Plan"). SchoolsFirst FCU in conjunction with National Benefit Services shall be charged with the duties of the general administration of the Plan, including, but not limited to, the following:

- (a) SchoolsFirst FCU, in conjunction with National Benefit Services, will generate and maintain the "Plan Document" using IRC model language/prototype. All rights, privileges, and responsibilities for establishing the terms and conditions of the Plan, implementation of the Plan, and managing the Plan in all respects other than with respect to those services to be performed by SchoolsFirst FCU or National Benefit Services described in this Agreement and/or in the Plan, will be at the sole discretion and direction of the Employer as Plan Sponsor. SchoolsFirst FCU will review and make recommendations to the Employer or such other person designated by the Employer with regard to any plan changes that may be required to assist the Employer with continuing compliance;
- (b) SchoolsFirst FCU will be responsible to assist the Employer in maintaining its provider retirement plan meeting operational, compliance, and administrative guidelines under Section 403(b) of the Internal Revenue Code of 1986.
- (c) SchoolsFirst FCU will determine the eligibility of participants to receive benefits and make contributions to the Plans;
- (d) SchoolsFirst FCU, in conjunction with National Benefit Services will maintain all necessary Payroll, Census, and remittance data for the administration of the Plans and file any necessary returns relating to the plans;
- (e) SchoolsFirst FCU will coordinate procedures to properly correct contributions made in excess of maximum allowable contribution limits, if any, with the participant and investment option provider; and

- (f) SchoolsFirst FCU agrees to assist Employer with employee data and to receive retirement contribution information for the Plans via secure file upload. Each pay period, Employer or their designee will remit retirement plan contributions for its employees to SchoolsFirst FCU via Arrowhead Credit Union.
- (g) During the term and renewal terms(s) of this agreement, SchoolsFirst FCU will remain a technical resource for Employer and Employer's employees, and will provide ongoing services to resolve operational, administrative, and compliance issues.
- (h) SchoolsFirst FCU agrees to make copies of all plan records in its possession or control available for Employer review upon receipt of written request from Employer.
- (i) SchoolsFirst FCU will also assist Employer in preparing and establishing a written loan policy and in processing loan applications as well as Hardship distributions.
- (j) SchoolsFirst FCU, in conjunction with National Benefit Services, will provide information services to participants regarding the rights, benefits, or elections available under the provider plans and will assist employees in completing any forms necessary for participation;
- (k) National Benefit Services agrees that contributions and loan repayments remitted shall be promptly transmitted to the investment options selected by the individual Plan participants as soon as reasonably possible, which is normally within one (1) business day of receipt of check/ACH/wire and remittance data in good order.

3.0 EMPLOYER RESPONSIBILITIES

The Employer will provide information for each employee participating in the Plans necessary for SchoolsFirst FCU and National Benefit Services to establish an information database, and to establish the Maximum Allowable Contribution limits and monitoring as set forth in Article 1.0. If necessary, information not available to Employer may be provided by Employer's employees. Employer acknowledges the importance of obtaining accurate data from the Employer's employees and agrees to facilitate the gathering of information from employees in any manner that is reasonable and permitted within IRS and State procedure, and that allows SchoolsFirst FCU to perform its duties under this Agreement. Employer understands that the Maximum Allowable Contributions are based solely on information provided to SchoolsFirst FCU by Employer and Employer's employees.

4.0 TERM

In consideration for the performance of the services delineated herein, Employer promises and agrees that SchoolsFirst FCU, in conjunction with National Benefit Services, shall be the exclusive third party administrator for the performance of said services with respect to the Employer's retirement plans that qualify under IRC Section 403(b), for a period of one (1) year, beginning the effective date of this Agreement and ending June 30 following the first anniversary of the effective date of the Agreement.

Upon mutual agreement of the parties, this Agreement may be renewed for four additional one (1) year terms for the total of a five (5) year term.

SchoolsFirst FCU or the Employer may terminate this Agreement for any reason upon thirty (30) days' written notice, but such termination shall in no manner affect any liability of SchoolsFirst FCU incurred prior to such termination. However, the Employer may terminate this Agreement at any time in the event of material and/or recurring breaches by the SchoolsFirst FCU of its obligations hereunder.

5.0 INDEMNIFICATION

SchoolsFirst FCU and National Benefit Services shall defend, hold harmless, and indemnify the Employer and its governing board, their officers, employees, and agents, from every claim, obligation, demand and suit at law or equity, which may arise out of, be connected with or be made by reason of the breach of SchoolsFirst FCU and National Benefits Services of the terms and provisions of this Agreement, and shall satisfy any judgment rendered or settlement against any indemnified parties, except for liability resulting from the gross negligence, willful misconduct, actual fraud or criminal conduct, of an indemnified party. The Employer shall notify SchoolsFirst FCU within a reasonable amount of time upon the receipt of any such claim, demand or suit. SchoolsFirst FCU and National Benefit Services also agrees to indemnify the Employer for penalties and interest payments imposed by the Internal Revenue Service, the Department of Labor or any other regulatory agency as a direct result of services provided under this Agreement, or SchoolsFirst FCUs and National Benefit Services failure to provide services as required under this Agreement, including inaccurate MAC limits provided by SchoolsFirst FCU and National Benefit Services, so long as the information provided by the Employer and the employee/participant is materially accurate and complete.

6.0 MISCELLANEOUS PROVISIONS

6.1 Status as Investment Companies

SchoolsFirst FCU and National Benefit Services warrants that at all times, the investment option providers whose shares are offered through the Accounts are regulated investment companies within the meaning of IRC Sections 403(b)(7)(c) and 851(a), are described as regulated investment companies in their current prospectuses declared effective under the securities Act of 1933, are eligible investments for the Accounts and are registered for sale with the State of California. SchoolsFirst FCU and National Benefit Services shall advise the investment option providers of all requirements and rely on reasonable representations made by them.

6.2 Withholding

SchoolsFirst FCU and National Benefit Services shall instruct the investment option provider or other disbursing agent to comply with all applicable withholding rules relating to distributions to employees and beneficiaries, and advise the investment option provider to file all required information returns relating to such distributions.

6.3 Privacy of Employee Information

SchoolsFirst FCU and National Benefit Services acknowledge that in the course of carrying out its duties under this Agreement it may receive confidential

information relating to the Employer's employees. SchoolsFirst FCU and National Benefit Services, its agents or affiliates, agrees not to use such information beyond the purpose for which it was provided and not to disclose such confidential information to other parties, other than its agents or affiliates as required for SchoolsFirst FCU and National Benefit Services to fulfill the responsibilities as stated in this Agreement, except to the extent required by the Internal Revenue Service, by law, or with the consent of the Employer or employee. Additionally, SchoolsFirst FCU and National Benefit Services, its agents or affiliates agree to take appropriate steps to secure such confidential information from misuse or unauthorized disclosure.

6.4 Solicitation and Directives

SchoolsFirst FCU and National Benefit Services, its agents, and representatives shall comply with all pertinent written directives from the Employer regarding the solicitation of employees of the Employer and the purchase of Accounts and Annuities. No contact of employees shall be made on premises of the Employer in person by telephone or by other means except as approved by the Employer.

6.5 Cooperation from SchoolsFirst FCU and National Benefit Services

SchoolsFirst FCU and National Benefit Services shall, in the event of an audit by the Internal Revenue Service, an internal audit by Employer or a third party firm designated by the Employer, or in any other instance in which Employer requires it, promptly provide necessary information as requested by Employer for 403(b) or 401(a) accounts held by SchoolsFirst FCU and National Benefit Services for employees of Employer.

6.6 Prior Agreements

This Agreement supersedes and replaces any and all prior agreements of the SchoolsFirst FCU and National Benefit Services regarding the offering and administering of Accounts and Annuities to employees of the Employer.

6.7 Alteration of Terms

No alteration or variation of the terms of this Agreement shall be valid unless the parties mutually consent in writing to such alterations or variations.

6.8 Governing Law/Venue

This Agreement shall be construed, administered and enforced in accordance with the laws of the State of California, and in conformity with IRC Section 403(b). The Parties specifically agree and recognize that all disputes between the Parties, their agents, affiliates, representatives, employees, successors or assigns, arising directly or indirectly from the services and obligations contemplated by this Agreement or any contemporaneous agreement between the Parties, shall be determined by binding arbitration to the full extent provided by law. The Parties agree that such mediation shall be held in the State of California, in the County of Orange, before a panel of three neutral arbitrators under the Commercial Arbitration Rules of the American Arbitration Association. Judgment upon an award of the arbitrators may be entered and enforced in any court having jurisdiction. The Parties to such dispute will equally share the fees and expenses of the arbitrators. The Parties agree that the prevailing Party in any such arbitration, as determined by the arbitrators, shall be entitled to reasonable attorney's fees. The Parties specifically waive the right to seek

remedies in court, including the right to jury trial. Nothing herein shall be interpreted to limit the rights of any Party to seek injunctive or equitable relief pending arbitration.

6.9 Severability

If any provision of the Agreement is determined to be illegal, unenforceable, or invalid, the remaining provisions of this agreement shall not be affected and shall remain in force and effect.

6.10 Assignment

SchoolsFirst FCU and National Benefit Services shall not assign any rights or obligations under this agreement to a third party without the written consent of the Employer.

6.11 Extraordinary Circumstances

No Party to this agreement shall be held responsible for the delay or failure to perform services obligations under this Agreement when such delay or failure is due to fire, flood, epidemic, strike, an act of God or any public enemy, unusually severe weather, failure or malfunction of any electronic, electric or mechanical equipment, legislative or regulatory acts of any public authority, delays or defaults caused by public carriers, or other circumstances which cannot reasonably be forecast or provided against.

6.12 Limitation of Authority to Act

No Party to this agreement shall have any authority to incur any expense or obligation of any kind or nature, in the name of or on behalf of any other Party, without express written authority.

6.13 Insurance Requirements

SchoolsFirst FCU shall, at SchoolsFirst FCU's sole cost and expense, maintain in force and effect, from the commencement of services until expiration of the contract a policy or policies of insurance covering SchoolsFirst FCU's services and furnish to Employer a certificate of insurance evidencing all coverage and endorsements required hereunder. SchoolsFirst FCU shall identify employer as a certificate holder under its Professional Liability Insurance coverage. Such insurance shall be with an insurance SchoolsFirst FCU admitted by the Insurance Commissioner of the State of California. Minimum coverage shall be as follows:

- a. General Liability Insurance for injuries including accidental death, to any person in an amount not less than **\$1,000,000 Per Occurrence**

Professional Liability Insurance in an amount not less than **\$1,000,000 Per Occurrence**

Fidelity Bond Insurance protection in an amount not less than **\$5,500,000 Per Occurrence**

- b. Statutory Workers Compensation Insurance in accordance with Sections 3700 and 3800 of the Labor Code of the State of California

- c. SchoolsFirst FCU shall provide a thirty (30) day written notice in advance to Employer of cancellation or reduction in coverage.

6.14 Conflict of Interest

During the course of this Agreement, should conflicts of interest arise between SchoolsFirst FCU and National Benefit Services and Employer, SchoolsFirst FCU and National Benefit Services shall immediately notify Employer of conflict.

6.15 Compliance with Law

SchoolsFirst FCU and National Benefit Services shall be subject to and shall comply with all Federal, State, and local laws and regulations applicable with respect to its performance under this Agreement including but not limited to: licensing, employment and purchasing practices, and wages, hours and conditions of employment, including nondiscrimination.

6.16 Fee for Services

As consideration for the services provided hereunder, SchoolsFirst FCU and National Benefit Services shall receive a \$2.00 fee per actively contributing participant per month, to be divided between the SchoolsFirst FCU and National Benefit Services as SchoolsFirst FCU and National Benefit Services may agree. Employer/Employee shall have no financial obligation to SchoolsFirst FCU or National Benefit Services for services performed by them pursuant to this Agreement.

CONTACT PERSONS FOR PURPOSES OF THIS AGREEMENT.

SCHOOLSFIRST FCU CONTACT PERSON

Name Carol Silva

Phone 714.466.8347

Mailing Address as to this Agreement:

15222 Del Amo Avenue

Tustin, CA 92780

EMPLOYER CONTACT PERSON

Name Steven Sutorus

Phone 909-382-4031

Mailing Address as to this Agreement:

114 South Del Rosa Drive

San Bernardino, CA 92408

Attn: Business Services

NBS CONTACT PERSON

Name John Durrant

Phone 800-274-0503 x130

Mailing Address as to this Agreement:

8523 South Redwood Road

West Jordan, UT 84088

EXECUTION OF AGREEMENT

SCHOOLSFIRST FCU

DISTRICT

By: _____
AUTHORIZED REPRESENTATIVE

By: _____
AUTHORIZED REPRESENTATIVE

Carolina Silva
PRINT NAME

Steven Sutorus
PRINT NAME

Vice President, Investment and Retirement Planning
TITLE

Business Manager
TITLE

DATE

DATE

NATIONAL BENEFIT SERVICES, LLC

By: _____
AUTHORIZED REPRESENTATIVE

PRINT NAME

TITLE

DATE

BOARD RESOLUTION

Adoption of a TSA/403(b) Plan

WHEREAS, the Governing Board of the San Bernardino Community College District “District”, designated as a public education organization as described in Section 170(b)(1)(A)(ii) of the Internal Revenue Code (IRC), desires to adopt an IRC Section 403(b) Plan in which all employees are permitted to make voluntary salary reductions; and to which the District may elect from time to time to make employer contributions on behalf of selected employees.

WHEREAS, the members of the Governing Board affirm that each participating employee retains all rights to the individual 403(b) account (or accounts), and, bears the sole responsibility of selection of any of the products or investment options made available by the District. The Board, District officials, or other District employees, make no representations or recommendations and bear no responsibility for any employee’s selection of specific annuity products or custodial accounts, and further makes no representations to employees about the advisability, appropriateness or income tax consequences of any 403(b) account to which contributions are made.

THEREFORE, BE IT RESOLVED THAT:

1. The 403(b) Plan which, at all times, conforms with the requirements of Section 403(b) of the Internal Revenue Service Code is adopted, and that the following qualified annuities or custodial accounts will be made available for the employees’ selection:

Fixed annuities which are qualified under Section 403(b)(1) of the IRC; and

Variable annuities that are qualified under Section 403(b)(1) of the IRC; and

Custodial accounts investing only in regulated investment company stock under Section 403(b)(7) of the IRC.

2. Employees of the District are given the opportunity to enter into an amendment of employment contract for the purpose of effecting a reduction in the salary paid to such employee, except as may be limited below. Persons who are not employees are prohibited from participation.

a. Include Exclude Employees who normally work less than 20 hours per week.

b. Include Exclude Employees whose salary reduction would not exceed \$200 per year.

c. Include Exclude Employees who are students enrolled and regularly attend classes of the employer.

Conformance: It is the intention of the members of the Governing Board that the District's 403(b) Plan will conform with the applicable federal and state statutory requirements, and that the employee salary reduction contributions, and the employer contributions (if any) to the 403(b) Plan be within eligible limits as set out in IRS regulations as currently stated, or as amended in the future. Each employee, and not the District or Governing Board shall be individually responsible for the determination of those eligible limits. Each employee should consult with his/her own tax advisor to determine tax consequences in investing in such 403(b) plans. The Board authorizes SchoolsFirst and National Benefit Services, Inc., the District Superintendent or designee to develop and establish appropriate procedures to insure proper administration of the Plan. The District Superintendent or designee is further authorized to act on the Board's behalf with respect to the Plan.

Compliance: Whereas the Governing Board has been made aware that the Internal Revenue Service has engaged, and continues to engage in the audit of 403(b) plans, and has reported plan defects on a large scale, the Board authorizes SchoolsFirst and National Benefit Services, Inc. to develop appropriate procedures to conduct a compliance review, followed by an ongoing compliance initiative, and to install necessary controls to insure that the 403(b) Plan is operated in conformance with Code and related regulations as currently stated, and as amended in the future; and is further authorized to act on the Board's behalf with respect to the Plan. These procedures shall, include, but are not limited to the following:

- a) Determine eligibility of participants to receive benefits, including loan and hardship distributions, and to make contributions to 403(b) accounts
- b) Monitor applicable contribution limits under IRC 403(b), 402(g) and 415(c), and coordinate efforts to correct any excess contributions between the participant and vendor.

Employer Contributions: The Governing Board hereby authorizes District Superintendent or designee to develop and implement employer contributions to 403(b) Plans as necessary and appropriate, and to establish Administrative Policies that conform with the Internal Revenue Service Code and relevant regulations for those contributions.

That this Resolution and the attached 403(b) Service Agreement are hereby adopted, approved, and supersede and replace any and all prior resolutions and plans of the District, authorizing the purchase of a TSA/403(b) for its employees.

District Name: San Bernardino Community College District

Adopted by the governing board:

Meeting Date: October 14, 2010

Certified by the Secretary of the Board:

Name: Bruce Baron


Signature: _____

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Interim Chancellor

REVIEWED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services

PREPARED BY: Del Benson, Program Manager, Kitchell/BRj 

DATE: October 14, 2010

SUBJECT: Consideration of Approval of Bond Measure P Construction Change Orders and Contract Amendments

RECOMMENDATION

It is recommended that the Board of Trustees approve this single action item for Bond Measure P construction change orders and amendments, as listed below. These changes are required and necessary, benefit the District, and reflect the most favorable negotiated costs.

Crafton Hills College – Learning Resource Center

	<u>Change #</u>	<u>Original Contract</u>	<u>Previous Changes</u>	<u>Proposed Changes</u>	<u>New Contract</u>	<u>Total CO %</u>
EJ Enterprises	CO-01	\$293,175	\$0	\$7,782	\$300,957	2.65
Prime Painting	CO-01	\$192,000	\$0	\$7,032	\$199,032	3.66
Shanks Electric Corporation	CO-03	\$2,850,000	\$78,656	\$98,317	\$3,026,973	6.21
AVDB Group	CO-01	\$518,980	\$0	\$2,355	\$521,335	0.45
Total Proposed Changes				\$115,486		

Crafton Hills College – Infrastructure 2/3/4

	<u>Change #</u>	<u>Original Contract</u>	<u>Previous Changes</u>	<u>Proposed Changes</u>	<u>New Contract</u>	<u>Total CO %</u>
Fischer, Inc.	CO-03	\$1,491,000	\$90,566	\$6,587	\$1,588,153	6.52

San Bernardino Valley College – North Hall

	<u>Change #</u>	<u>Original Contract</u>	<u>Previous Changes</u>	<u>Proposed Changes</u>	<u>New Contract</u>	<u>Total CO %</u>
New Image Commercial Flooring	CO-01	\$80,000	\$0	\$5,098	\$85,098	6.37
Spinitar	CO-01	\$1,399,294	\$0	\$5,867	\$1,405,161	0.42
Total Proposed Changes				\$10,965		

San Bernardino Valley College – Chemistry/Physical Science

	<u>Change #</u>	<u>Original Contract</u>	<u>Previous Changes</u>	<u>Proposed Changes</u>	<u>New Contract</u>	<u>Total CO %</u>
ACSS	CO-03	\$3,398,000	\$57,378	\$75,117	\$3,530,495	3.90
RDM Electric	CO-05	\$2,311,800	\$169,068	\$14,997	\$2,495,865	5.69
Total Proposed Changes				\$90,114		

San Bernardino Valley College – Media/Communications

	<u>Change #</u>	<u>Original Contract</u>	<u>Previous Changes</u>	<u>Proposed Changes</u>	<u>New Contract</u>	<u>Total CO %</u>
Mountain Movers	CO-04	\$374,899	\$68,924	(\$20,000)	\$423,823	4.56
America West Landscape	CO-03	\$182,505	\$11,673	(\$10,000)	\$184,178	0.02
			Total Proposed Changes	(\$30,000)		

OVERVIEW

Construction change orders 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. California Public Contract Code 20118.4 establishes a guideline that limits construction contract change orders to 10% of the base contract amount.

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. Amendments alter the base contract amount and are not limited to the 10% guideline.

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.

ANALYSIS

Current submitted construction change orders and amendments for Measure P total \$193,152, which is a 0.18% change from the original total contract amount of \$104,952,860.

The overall impact of amendments and change orders increases the Measure P construction contracts by \$4,371,240, resulting in a new overall change order percentage of 4.16%. The cost of these changes will be absorbed by bid savings; the construction projects remain within the approved budget.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

Budgeted with Measure P funds.

Attachment



Bond Measure P Construction Change Summary

This form must accompany all Construction Change Requests to verify that all steps of review and accountability have been met prior to submission for approval by the Board of Trustees.

Contractor: EJ Enterprises Amount: \$ 7,782

Campus: CHC - Crafton Hills College Project: LRC - Learning Resource Center

This change is a(n):

- Amendment (not subject to 10% limitation) Change Order (subject to 10% limitation)

Reason for Change

- Unforeseen Conditions Design Omission Design Conflict
 Campus Recommended Contractor Recommended Agency Required
 Contractor Transfer (no cost to District)

Explanation of Change: Door revision for elevator #3, campus requested addition was a campus request, revised hardware and doors was design issue and necessary throughout the building in order to accommodate door functions.

Accountability

This change was not part of the original design scope because: It was a revision to hardware and doors by Campus Request.

- The cost of this change has been validated and is the best possible price available to the District.
 This change has been reviewed and is necessary to the completion of this project.

Impact

Original contract was Board approved on 09-11-2008 in the amount of \$ 293,175

The current base contract amount with approved amendments equals \$ 293,175

This request is an amendment and results in a revised contract amount of \$ _____

This request is a change order and results in a revised contract amount of \$ 300,957

This change order is subject to the 10% rule. It results in a 2.65 % change to the contract.

The cumulative amount of change orders for this contract equals \$ 7,782

or 2.65 % of the contract amount.

Signatures

	<u>Signature</u>	<u>Date</u>
Bond Program Manager	Del Benson	<u>09-22-2010</u>



Bond Measure P Construction Change Summary

This form must accompany all Construction Change Requests to verify that all steps of review and accountability have been met prior to submission for approval by the Board of Trustees.

Contractor: Prime Painting Amount: \$ 7,032

Campus: CHC - Crafton Hills College Project: LRC - Learning Resource Center

This change is a(n):

- Amendment (not subject to 10% limitation) Change Order (subject to 10% limitation)

Reason for Change

- Unforeseen Conditions Design Omission Design Conflict
 Campus Recommended Contractor Recommended Agency Required
 Contractor Transfer (no cost to District)

Explanation of Change: Owner requested the new walls painted at the added storage room (originally concealed space). Architect added the tackable wall covering the art gallery walls.

Accountability

This change was not part of the original design scope because: Campus requested the storage room to be painted while originally was concealed space. Tackable wall covering the art gallery walls was directed by the architect.

- The cost of this change has been validated and is the best possible price available to the District.
 This change has been reviewed and is necessary to the completion of this project.

Impact

Original contract was Board approved on 09-11-2008 in the amount of \$ 192,000
 The current base contract amount with approved amendments equals \$ 192,000
 This request is an amendment and results in a revised contract amount of \$ _____
 This request is a change order and results in a revised contract amount of \$ 199,032
 This change order is subject to the 10% rule. It results in a 3.66 % change to the contract.
 The cumulative amount of change orders for this contract equals \$ 7,032
 or 3.66 % of the contract amount.

Signatures

Bond Program Manager Del Benson  09-22-2010



Bond Measure P Construction Change Summary

This form must accompany all Construction Change Requests to verify that all steps of review and accountability have been met prior to submission for approval by the Board of Trustees.

Contractor: Shanks Electric Corporation Amount: \$ 98,317

Campus: CHC - Crafton Hills College Project: LRC - Learning Resource Center

This change is a(n):

- Amendment (not subject to 10% limitation)
- Change Order (subject to 10% limitation)

Reason for Change

- Unforeseen Conditions
- Campus Recommended
- Contractor Transfer (no cost to District)
- Design Omission
- Contractor Recommended
- Design Conflict
- Agency Required

Explanation of Change: Lighting Revisions on Art Gallery room, Light Fixtures revisions per campus request, changes to AV Speakers and unforeseen acceleration costs for library start date in fall.

Accountability

This change was not part of the original design scope because: There was some architectural design conflict which was revised, owners' request for change in light fixtures, as well as unforeseen acceleration costs.

- The cost of this change has been validated and is the best possible price available to the District.
- This change has been reviewed and is necessary to the completion of this project.

Impact

Original contract was Board approved on 09-11-2008 in the amount of \$ 2,850,000

The current base contract amount with approved amendments equals \$ 2,850,000

This request is an amendment and results in a revised contract amount of \$ _____

This request is a change order and results in a revised contract amount of \$ 3,026,973

This change order is subject to the 10% rule. It results in a 3.45 % change to the contract.

The cumulative amount of change orders for this contract equals \$ 176,973

or 6.21 % of the contract amount.

Signatures

	<u>Signature</u>	<u>Date</u>
Bond Program Manager	Del Benson 	<u>09-22-2010</u>



Bond Measure P Construction Change Summary

This form must accompany all Construction Change Requests to verify that all steps of review and accountability have been met prior to submission for approval by the Board of Trustees.

Contractor: AVDB Group Amount: \$ 2,355

Campus: CHC - Crafton Hills College Project: LRC - Learning Resource Center

This change is a(n):

- Amendment (not subject to 10% limitation) Change Order (subject to 10% limitation)

Reason for Change

- Unforeseen Conditions Design Omission Design Conflict
 Campus Recommended Contractor Recommended Agency Required
 Contractor Transfer (no cost to District)

Explanation of Change: Revisions to AudioVisual (AV) Speakers per Architect's supplemental Information.

Accountability

This change was not part of the original design scope because: Architect revised the type of speakers to be used in the AV Room.

- The cost of this change has been validated and is the best possible price available to the District.
 This change has been reviewed and is necessary to the completion of this project.

Impact

Original contract was Board approved on 04-08-2010 in the amount of \$ 518,980

The current base contract amount with approved amendments equals \$ 518,980

This request is an amendment and results in a revised contract amount of \$ _____

This request is a change order and results in a revised contract amount of \$ 521,335

This change order is subject to the 10% rule. It results in a 0.45 % change to the contract.

The cumulative amount of change orders for this contract equals \$ 2,355

or 0.45 % of the contract amount.

Signatures

	<u>Signature</u>	<u>Date</u>
Bond Program Manager	Del Benson	<u>09-22-2010</u>



Bond Measure P Construction Change Summary

This form must accompany all Construction Change Requests to verify that all steps of review and accountability have been met prior to submission for approval by the Board of Trustees.

Contractor: Fischer, Inc. Amount: \$ 6,587

Campus: CHC - Crafton Hills College Project: INF234 - Infrastructure Packages 2, 3 & 4

This change is a(n):

- Amendment (not subject to 10% limitation) Change Order (subject to 10% limitation)

Reason for Change

- Unforeseen Conditions Design Omission Design Conflict
 Campus Recommended Contractor Recommended Agency Required
 Contractor Transfer (no cost to District)

Explanation of Change: Provide a 3" isolation valve and 3" mechanical gas meter at the new boiler in the LADM Central Plant.

Accountability

This change was not part of the original design scope because: The additional valve and gas meter were requested by Campus and their M&O staff.

- The cost of this change has been validated and is the best possible price available to the District.
 This change has been reviewed and is necessary to the completion of this project.

Impact

Original contract was Board approved on 06-26-2008 in the amount of \$ 1,491,000

The current base contract amount with approved amendments equals \$ 1,491,000

This request is an amendment and results in a revised contract amount of \$ _____

This request is a change order and results in a revised contract amount of \$ 1,588,153

This change order is subject to the 10% rule. It results in a 0.44 % change to the contract.

The cumulative amount of change orders for this contract equals \$ 97,153

or 6.52 % of the contract amount.

Signatures

Bond Program Manager

Del Benson

Del Benson 09-22-2010



Bond Measure P Construction Change Summary

This form must accompany all Construction Change Requests to verify that all steps of review and accountability have been met prior to submission for approval by the Board of Trustees.

Contractor: New Image Commercial Flooring Amount: \$ 5,098

Campus: San Bernardino Valley College Project: North Hall Replacement Building

This change is a(n):

- Amendment (not subject to 10% limitation)
- Change Order (subject to 10% limitation)

Reason for Change

- Unforeseen Conditions
- Design Omission
- Design Conflict
- Campus Recommended
- Contractor Recommended
- Agency Required
- Contractor Transfer (no cost to District)

Explanation of Change: Install leveling compound on concrete slab to permit the installation of vinyl floor planking.

Accountability

This change was not part of the original design scope because: There was a difference in scope listed between trades (BC03 Devries and BC11 New Image) for floor level tolerances. New Image was tasked to level the floor for the vinyl plank flooring manufacturer to approve the flooring installation.

- The cost of this change has been validated and is the best possible price available to the District.
- This change has been reviewed and is necessary to the completion of this project.

Impact

Original contract was Board approved on 09-11-2008 in the amount of \$ 80,000

The current base contract amount with approved amendments equals \$ 80,000

This request is an amendment and results in a revised contract amount of \$ _____

This request is a change order and results in a revised contract amount of \$ 85,098

This change order is subject to the 10% rule. It results in a 6.37 % change to the contract.

The cumulative amount of change orders for this contract equals \$ 5,098

or 6.37 % of the contract amount.

Signatures

		<u>Signature</u>	<u>Date</u>
Bond Program Manager	Del Benson		<u>09-22-2010</u>



Bond Measure P Construction Change Summary

This form must accompany all Construction Change Requests to verify that all steps of review and accountability have been met prior to submission for approval by the Board of Trustees.

Contractor: Spinitar Amount: \$ 5,867

Campus: San Bernardino Valley College Project: North Hall Replacement Building

This change is a(n):

- Amendment (not subject to 10% limitation) Change Order (subject to 10% limitation)

Reason for Change

- Unforeseen Conditions Design Omission Design Conflict
 Campus Recommended Contractor Recommended Agency Required
 Contractor Transfer (no cost to District)

Explanation of Change: Provide newer models of AV equipment in lieu of discontinued specified equipment.

Accountability

This change was not part of the original design scope because: The originally specified AV equipment was discontinued. Comparable replacement models were chosen that performs at a higher rate but cost more than the originally specified equipment. Change order is for the difference in cost.

- The cost of this change has been validated and is the best possible price available to the District.
 This change has been reviewed and is necessary to the completion of this project.

Impact

Original contract was Board approved on 10-05-2009 in the amount of \$ 1,399,294

The current base contract amount with approved amendments equals \$ 1,399,294

This request is an amendment and results in a revised contract amount of \$ _____

This request is a change order and results in a revised contract amount of \$ 1,405,161

This change order is subject to the 10% rule. It results in a 0.42 % change to the contract.

The cumulative amount of change orders for this contract equals \$ 5,867

or 0.42 % of the contract amount.

Signatures

Bond Program Manager

Del Benson

Signature Date
 09-22-2010



Bond Measure P Construction Change Summary

This form must accompany all Construction Change Requests to verify that all steps of review and accountability have been met prior to submission for approval by the Board of Trustees.

Contractor: ACSS Amount: \$ 75,117

Campus: San Bernardino Valley College Project: Chemistry/Physical Science Building

This change is a(n):

- Amendment (not subject to 10% limitation)
- Change Order (subject to 10% limitation)

Reason for Change

- Unforeseen Conditions
- Design Omission
- Design Conflict
- Campus Recommended
- Contractor Recommended
- Agency Required
- Contractor Transfer (no cost to District)

Explanation of Change: Additional lap bars and welding on continuous grade beams. Add exterior window shades to the Southwest elevation of the three-story building.

Accountability

This change was not part of the original design scope because: Additional rebar was added to grade beams which was lacking in reinforcement. Original design calls for shade structures at the Southwest level but no detail was given. Cost includes fabrication, delivery and installation of the shade structures.

- The cost of this change has been validated and is the best possible price available to the District.
- This change has been reviewed and is necessary to the completion of this project.

Impact

Original contract was Board approved on 12-11-2008 in the amount of \$ 3,398,000

The current base contract amount with approved amendments equals \$ 3,398,000

This request is an amendment and results in a revised contract amount of \$ _____

This request is a change order and results in a revised contract amount of \$ 3,530,495

This change order is subject to the 10% rule. It results in a 2.21 % change to the contract.

The cumulative amount of change orders for this contract equals \$ 132,495

or 3.90 % of the contract amount.

Signatures

	<u>Signature</u>	<u>Date</u>
Bond Program Manager	<u>Del Benson</u>	<u>09-22-2010</u>



Bond Measure P Construction Change Summary

This form must accompany all Construction Change Requests to verify that all steps of review and accountability have been met prior to submission for approval by the Board of Trustees.

Contractor: RDM Electric Company Amount: \$ 14,997

Campus: San Bernardino Valley College Project: Chemistry/Physical Science Building

This change is a(n):

- Amendment (not subject to 10% limitation) Change Order (subject to 10% limitation)

Reason for Change

- Unforeseen Conditions
 Design Omission
 Design Conflict
 Campus Recommended
 Contractor Recommended
 Agency Required
 Contractor Transfer (no cost to District)

Explanation of Change: Provide additional locations to install flat panel TV monitors in six locations. Cost includes power wiring, cabling and patch cables for future monitor installation which provides the Campus flexibility in the future to have monitors at these locations.

Accountability

This change was not part of the original design scope because: Part of LEED requirements was to add the connectivity of TV monitors in six locations. Building construction was underway and adding the connection points and infrastructure later would have been more costly.

- The cost of this change has been validated and is the best possible price available to the District.
 This change has been reviewed and is necessary to the completion of this project.

Impact

Original contract was Board approved on 12-11-2008 in the amount of \$ 2,311,800
 The current base contract amount with approved amendments equals \$ 2,361,533
 This request is an amendment and results in a revised contract amount of \$ _____
 This request is a change order and results in a revised contract amount of \$ 2,495,865
 This change order is subject to the 10% rule. It results in a 0.64 % change to the contract.
 The cumulative amount of change orders for this contract equals \$ 134,332
 or 5.69 % of the contract amount.

Signatures

Bond Program Manager Del Benson *Del Benson* 09-22-2010



Bond Measure P Construction Change Summary

This form must accompany all Construction Change Requests to verify that all steps of review and accountability have been met prior to submission for approval by the Board of Trustees.

Contractor: Mountain Movers Amount: \$ (20,000)

Campus: San Bernardino Valley College Project: Media / Communications Building

This change is a(n):

- Amendment (not subject to 10% limitation) Change Order (subject to 10% limitation)

Reason for Change

- Unforeseen Conditions
 Design Omission
 Design Conflict
 Campus Recommended
 Contractor Recommended
 Agency Required
 Contractor Transfer (no cost to District)

Explanation of Change: Deduction of allowance line item from Mountain Movers contract.

Accountability

This change was not part of the original design scope because: An allowance line item is included in a Contractor's contract for miscellaneous items to complete their work. After their work is complete a deductive change order is issued to zero balance the contract if there is allowance left over.

- The cost of this change has been validated and is the best possible price available to the District.
 This change has been reviewed and is necessary to the completion of this project.

Impact

Original contract was Board approved on 09-11-2008 in the amount of \$ 374,899

The current base contract amount with approved amendments equals \$ 405,328

This request is an amendment and results in a revised contract amount of \$ _____

This request is a change order and results in a revised contract amount of \$ 423,823

This change order is subject to the 10% rule. It results in a -4.93 % change to the contract.

The cumulative amount of change orders for this contract equals \$ 18,495
 or 4.56 % of the contract amount.

Signatures

		<u>Signature</u>	<u>Date</u>
Bond Program Manager	Del Benson		<u>09-22-2010</u>



Bond Measure P Construction Change Summary

This form must accompany all Construction Change Requests to verify that all steps of review and accountability have been met prior to submission for approval by the Board of Trustees.

Contractor: America West Landscape Amount: \$ (10,000)

Campus: San Bernardino Valley College Project: Media / Communications Building

This change is a(n):

- Amendment (not subject to 10% limitation) Change Order (subject to 10% limitation)

Reason for Change

- Unforeseen Conditions
 Design Omission
 Design Conflict
 Campus Recommended
 Contractor Recommended
 Agency Required
 Contractor Transfer (no cost to District)

Explanation of Change: Deduction of allowance line item from America West Landscape's contract.

Accountability

This change was not part of the original design scope because: An allowance line item is included in a Contractor's contract for miscellaneous items to complete their work. After their work is complete a deductive change order is issued to zero balance the contract if there is allowance left over.

- The cost of this change has been validated and is the best possible price available to the District.
 This change has been reviewed and is necessary to the completion of this project.

Impact

Original contract was Board approved on 09-11-2008 in the amount of \$ 182,505
 The current base contract amount with approved amendments equals \$ 184,133
 This request is an amendment and results in a revised contract amount of \$ _____
 This request is a change order and results in a revised contract amount of \$ 184,178
 This change order is subject to the 10% rule. It results in a -5.43 % change to the contract.
 The cumulative amount of change orders for this contract equals \$ _____ 45
 or 0.02 % of the contract amount.

Signatures

		<i>Signature</i>	<i>Date</i>
Bond Program Manager	Del Benson		<u>09-22-2010</u>

RECEIVED SEP 23 2010

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
Capital Facilities Program Management

8104
Project Number

CO: 01

CHANGE ORDER

Original Contract Amount: \$293,175.00
Amount of Previous Contract Amendments: \$0.00
Amount of Previous Change Orders: \$0.00

DSA No.:

School Name: Crafton Hills College Date: 20-Sep-10
Project Description: Learning Resource Center Contract No.: CLRC01:08
To (Contractor): EJ Enterprises Attn: Joe Picco

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 9/19/10 for

Change Order No. **01** Item(s): PC 004, 043, 084, 085

TOTAL COST OF CHANGE ORDER **01** \$7,782.00

Reason for Change:

Refer to attached Change Order No. 01 summary dated 09/19/10

Initiator of Change:

Refer to attached Change Order No. 01 summary dated 09/19/10

The original Base Contract Sum was:	\$293,175.00
Net change by previous authorized Contract Amendment (s):	\$0.00
The revised BASE Contract Sum:	\$293,175.00
Net change by previous authorized Change Order(s):	\$0.00
The Contract Sum including previous authorized Change Orders:	\$293,175.00
The contract AMOUNT due to C.O. No. 01 will be increased by:	\$7,782.00
The revised Contract Amount, including this Change Order is, therefore:	\$300,957.00
The contract TIME due to C.O. No. 01 will be unchanged by: _____ calendar days.	
The revised Contract Completion Date, including this Change Order is, therefore	unchanged
SBCCD Change Order # 01 includes Item Number(s):	PC 004, 043, 084, 085

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:		GEOFF DOORN	9/21/2010
Constr. Mgr.:		Matt Bryce	9/21/10
District:			
Contractor:		DARLEEN PICCO, PRES.	09-22-10
		Printed Name/Title	

State of California - Division of the State Architect

DSA Application No. XX

File No. 36-C2

Approved _____

per Principal Structural Engineer: _____

Contract CLRC01:08 EJ Enterprises

CHANGE ORDER NO. 01

REF.	DESCRIPTION OF ITEM	CODE	CREDIT	COST	BALANCE
PC004	Door for elevator #3 control room closet when relocated closer to elevator	G3		\$1,133	\$1,133
PC043	Provide door at void space converted into storage room per ASI26	H4		\$1,613	\$1,613
PC084	Provide revised door hardware throughout building to accommodate door functions	H4		\$1,494	\$1,494
PC085	Provide Schlage Everest D restricted keyways at Campus request to begin campus standardization	H4		\$3,542	\$3,542
Subtotal					\$7,782
TOTAL CHANGE ORDER # 01					\$7,782

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

8104
Project Number

CO: 01

CHANGE ORDER

Original Contract Amount: \$192,000.00
Amount of Previous Contract Amendments: \$0.00
Amount of Previous Change Orders: \$0.00

DSA No.:

School Name:	<u>Crafton Hills College</u>	Date:	<u>19-Sep-10</u>
Project Description:	<u>Learning Resource Center</u>	Contract No.:	<u>CLRC01:13</u>
To (Contractor):	<u>Prime Painting</u>	Attn:	<u>Mike Divrls</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 9/19/10 for
Change Order No. **01** Item(s): PC 043, 080

TOTAL COST OF CHANGE ORDER 01 \$7,032.00

Reason for Change:

Refer to attached Change Order No. 01 summary dated 09/01/10

Initiator of Change:

Refer to attached Change Order No. 01 summary dated 09/19/10

The original Base Contract Sum was:	\$192,000.00
Net change by previous authorized Contract Amendment (s):	\$0.00
The revised BASE Contract Sum:	\$192,000.00
Net change by previous authorized Change Order(s):	\$0.00
The Contract Sum including previous authorized Change Orders:	\$192,000.00
The contract AMOUNT due to C.O. No. 01 will be increased by:	\$7,032.00
The revised Contract Amount, including this Change Order is, therefore:	\$199,032.00
The contract TIME due to C.O. No. 01 will be unchanged by:	calendar days.
The revised Contract Completion Date, including this Change Order is, therefore	unchanged
SBCCD Change Order # 01 Includes Item Number(s):	PC 043, 080

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:		GEORGE DEORN	9/21/2010
Constr. Mgr.:		Matt Briga	9/24/10
District:		ARTURO CASTRO	
Contractor:		Printed Name/Title	SUPERINTENDENT

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

Contract CLRC01:19 Prime Painting Contractors, Inc.

CHANGE ORDER NO. 01

REF.	DESCRIPTION OF ITEM	CODE	CREDIT	COST	BALANCE
PC043	Paint new walls at added storage room (originally concealed space)	H4		\$319	\$319
PC080	Add tackable wall covering at art gallery walls as directed in ASI 027B	H4		\$6,713	\$6,713
					\$0
	Subtotal				\$7,032
	TOTAL CHANGE ORDER # 01				\$7,032

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

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- 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

9623
Project Number

CO: 03

CHANGE ORDER

Original Contract Amount: \$2,850,000.00
Amount of Previous Contract Amendments: \$0.00
Amount of Previous Change Orders: \$78,656.00

DSA No.:

School Name:	<u>Crafton Hills College</u>	Date:	<u>21-Sep-10</u>
Project Description:	<u>Learning Resource Center</u>	Contract No.:	<u>CLRC01:19**</u>
To (Contractor):	<u>Shanks Electric Corporation</u>	Attn:	<u>Forrest Shanks</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 9/21/10 for

Change Order No. 03 Item(s): PC 84, 92,94,98,101,102,104,112

TOTAL COST OF CHANGE ORDER 03 \$98,317.00

Reason for Change:

Refer to attached Change Order No. 03 summary dated

Initiator of Change:

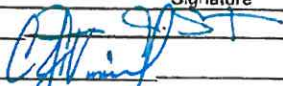

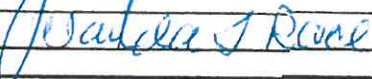
Refer to attached Change Order No. 03 summary dated

The original Base Contract Sum was:	<u>\$2,850,000.00</u>
Net change by previous authorized Contract Amendment (s):	<u>\$0.00</u>
The revised BASE Contract Sum:	<u>\$2,850,000.00</u>
Net change by previous authorized Change Order(s):	<u>\$78,656.00</u>
The Contract Sum including previous authorized Change Orders:	<u>\$2,928,656.00</u>
The contract AMOUNT due to C.O. No. <u>03</u> will be increased by:	<u>\$98,317.00</u>
The revised Contract Amount, including this Change Order is, therefore:	<u>\$3,026,973.00</u>
The contract TIME due to C.O. No. <u>03</u> will be unchanged by: _____ calendar days.	<u>unchanged</u>
The revised Contract Completion Date, including this Change Order is, therefore	<u>unchanged</u>
SBCCD Change Order # <u>03</u> includes Item Number(s): <u>PC 1, 92,94,98,101,102,104,112 113</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:		<u>JUAN J. SANTANA</u>	<u>9/22/10</u>
Constr. Mgr.:		<u>C.J. VIOLA</u>	<u>9/24/10</u>
District:			
Contractor:		<u>Wanda L. Race, ITD</u>	<u>9/23/10</u>

State of California - Division of the State Architect

DSA Application No. XX

File No. 36-C2

Approved _____

per Principal Structural Engineer: _____

Contract CLRC01:19 Shanks Electric Corporation

CHANGE ORDER NO. 03

REF.	DESCRIPTION OF ITEM	CODE	CREDIT	COST	BALANCE
✓ PC 103	Changes to overhead paging system and AV speakers to accommodate the AV bid package	G3		\$2,265	\$2,265
✓ PC092	Lighting revisions to the art gallery room including track lighting and related ceiling revisions	H4		\$30,757	\$30,757
PC094	Revise light fixtures in Distributive Ed lab to increase lighting levels - per Owner's request	H4		\$13,716	\$13,716
PC098	Added power to magnetic hold opens to 3 doors on main corridor where power was not shown	G3		\$353	\$353
✓ PC101	Relocate exit sign concealed by revised wall at stair 6	F3		\$315	\$315
✓ PC102	Provide power to exterior lighted signs	G3		\$2,873	\$2,873
✓ PC104	Remove floor boxes and relocate conduits for power and data feeds to accommodate designed furniture	G3		\$19,152	\$19,152
PC112	Acceleration costs to complete library for Fall start date	K2		\$28,886	\$28,886
Subtotal					\$98,317
TOTAL CHANGE ORDER # 03					\$98,317

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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- 3 ARCHITECT/ENGINEER GENERATED
- 4 DISTRICT GENERATED
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SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
Capital Facilities Program Management

8104
Project Number

CO: 01

CHANGE ORDER

Original Contract Amount: \$518,980.00
Amount of Previous Contract Amendments: \$0.00
Amount of Previous Change Orders: \$0.00

DSA No.:

School Name:	Crafton Hills College	Date:	18-Aug-10
Project Description:	Learning Resource Center	Contract No.:	CLRC01:22
To (Contractor):	AVDB Group	Attn:	Mike Stanger

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 9/19/10 for

Change Order No. 01 Item(s): PC 84, PC 87

TOTAL COST OF CHANGE ORDER 01 \$2,355.00

Reason for Change:

Refer to attached Change Order No. 01 summary dated 09/19/10

Initiator of Change:

Refer to attached Change Order No. 01 summary dated 09/19/10

The original Base Contract Sum was:	\$518,980.00
Net change by previous authorized Contract Amendment (s):	\$0.00
The revised BASE Contract Sum:	\$518,980.00
Net change by previous authorized Change Order(s):	\$0.00
The Contract Sum including previous authorized Change Orders:	\$518,980.00
The contract AMOUNT due to C.O. No. 01 will be increased by:	\$2,355.00
The revised Contract Amount, including this Change Order is, therefore:	\$521,335.00
The contract TIME due to C.O. No. 01 will be changed by:	_____ calendar days.
The revised Contract Completion Date, including this Change Order is, therefore	_____
SBCCD Change Order # 01 includes Item Number(s):	PC 84, PC 87

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:		JUAN J. SAMPANAH	9/23/10
Constr. Mgr.:		C.J. VIOLA	9/24/10
District:			
Contractor:		MICHAEL STANGOR	9/22/10

State of California - Division of the State Architect

DSA Application No. XX

File No. 36-C2

Approved _____

per Principal Structural Engineer: _____

Contract CLRC01:22 AVDB Group

CHANGE ORDER NO. 01

REF.	DESCRIPTION OF ITEM	CODE	CREDIT	COST	BALANCE
PC 113	Revisions to overhead paging and AV speakers per ASI 023	H4		\$2,124	\$2,124
PC087	Provide pendant type speakers in place of the ceiling supported speakers in pipe grid area	G3		\$231	\$231
					\$0
	Subtotal				\$2,355
	TOTAL CHANGE ORDER # 01				\$2,355

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

9623
Project Number

CO: 03

CHANGE ORDER

Original Contract Amount: \$1,491,000.00
Amount of Previous Contract Amendments: \$0.00
Amount of Previous Change Orders: \$90,566.00

DSA No.:

School Name:	Crafton Hills College	Date:	17-Sep-10
Project Description:	Infrastructure Packages 2, 3, & 4	Contract No.:	INFRA234-03
To (Contractor):	Fischer, Inc.	Attn:	Bob McGinnley

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 9/17/10 for
Change Order No. 03 Item(s): PC 046

TOTAL COST OF CHANGE ORDER 03 \$6,587.00

Reason for Change:

Refer to attached Change Order No. 03 9/17/2010

Initiator of Change:





Refer to attached Change Order No. 03 9/17/2010

The original Base Contract Sum was:	\$1,491,000.00
Net change by previous authorized Contract Amendment (s):	\$0.00
The revised BASE Contract Sum:	\$1,491,000.00
Net change by previous authorized Change Order(s):	\$90,566.00
The Contract Sum including previous authorized Change Orders:	\$1,581,566.00
The contract AMOUNT due to C.O. No. 03 will be increased by:	\$6,587.00
The revised Contract Amount, including this Change Order is, therefore:	\$1,588,153.00
The contract TIME due to C.O. No. 03 will be unchanged by:	calendar days.
The revised Contract Completion Date, including this Change Order is, therefore:	unchanged
SBCCD Change Order # 03 includes Item Number(s):	PC 046

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)	Juan Santana	Date	9/22/10
Constr. Mgr.:		Name (printed)	C.J. VIOLA	Date	9/24/10
District:		Name (printed)		Date	
Contractor:		Name (printed)		Date	

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

Contract INFA234-03: Fischer, Inc.

CHANGE ORDER NO. 03

REF.	DESCRIPTION OF ITEM	CODE	CREDIT	COST	BALANCE	Project Cost Allocation		
						Pckg 2	Pckg 3	Pckg 4
PC046	Provide totalizing meter on gas service to boiler as requested by campus M&O	H4		\$6,587	\$6,587		6587	
					\$0			
					\$0			
					\$0			
	Subtotal				\$6,587	\$0	\$6,587	\$0
	TOTAL CHANGE ORDER # 03				\$6,587			

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
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- 4 DISTRICT GENERATED
- 5 INSPECTOR OR AGENCY GENERATED

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Capital Facilities Program Management

3347A4
Project Number

NH-BC11-CO1

CHANGE ORDER

Original Contract Amount: \$80,000.00
Amount of Previous Contract Amendments: \$0.00
Amount of Previous Change Orders: \$0.00

DSA No.:
NH-BC11-CO1

School Name: San Bernardino Valley College Date: 10-Sep-10
Project Description: New North Hall Replacement Building Contract No.: Bid Category 10
To (Contractor): New Image Commercial Flooring Attn:

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 9/10/10 for
Change Order No. NH-BC11-CO1 Item(s): 1.1

TOTAL COST OF CHANGE ORDER NH-BC11-CO1 \$5,098.00

Reason for Change:

Refer to attached Change Order No. NH-BC11-CO1 summary dated 10/2/09

Initiator of Change:

Refer to attached Change Order No. NH-BC11-CO1 summary dated 10-Sep-10

Table with 2 columns: Description and Amount. Rows include original contract sum (\$80,000.00), net change by amendment (\$0.00), revised base contract sum (\$80,000.00), net change by change order (\$0.00), contract sum including change orders (\$80,000.00), contract amount increase (\$5,098.00), and revised contract amount (\$85,098.00).

The contract TIME due to C.O. No. NH-BC11-CO1 will be unchanged by: 0 calendar days.

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

SBCCD Change Order # NH-BC11-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.



Signature block with fields for Architect (Jay R. Tittle), Constr. Mgr. (Steve Wicker), District (Mr. Charlie Ng), and Contractor (Ricardo Delgado) with their respective printed names and dates.

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-BC11-CO1

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
Item 1.1	Install leveling compound on concrete slab to permit the installation of the vinyl planking flooring PC92	G2			\$5,098.00	\$5,098.00
	Subtotal					\$5,098.00
	TOTAL CHANGE ORDER #	NH-BC11-CO1				\$5,098.00

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
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- F BUILDING COST, UNFORESEEN FIELD CONDITION
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- K BUILDING COST, CONTRACTOR IMPACT TO ANOTHER CONTRACTOR
- L CONTRACT ADMINISTRATIVE ISSUE

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

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

3347A4
Project Number

NH-AV-CO1

CHANGE ORDER

Original Contract Amount: \$1,399,294.00
Amount of Previous Contract Amendments: \$0.00
Amount of Previous Change Orders: \$0.00

DSA No.:
NH-AV-CO1

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>9-Sep-10</u>
Project Description:	<u>New North Hall Replacement Building</u>	Contract No.:	<u>N/A</u>
To (Contractor):	<u>Spintar</u>	Attn:	<u></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 09/10/10 for
Change Order No. NH-AV-CO1 Item(s): 1.1**

TOTAL COST OF CHANGE ORDER NH-AV-CO1 \$5,867.00

Reason for Change:

Refer to attached Change Order No. NH-AV-CO1 summary dated 9/9/10

Initiator of Change:

Refer to attached Change Order No. NH-AV-CO1 summary dated 9-Sep-10

The original Base Contract Sum was:	\$1,399,294.00
Net change by previous authorized Contract Amendment (s):	\$0.00
The revised BASE Contract Sum:	\$1,399,294.00
Net change by previous authorized Change Order(s):	\$0.00
The Contract Sum including previous authorized Change Orders:	\$1,399,294.00
The contract AMOUNT due to C.O. No. NH-AV-CO1 will be increased by:	\$5,867.00
The revised Contract Amount, including this Change Order is, therefore:	\$1,405,161.00

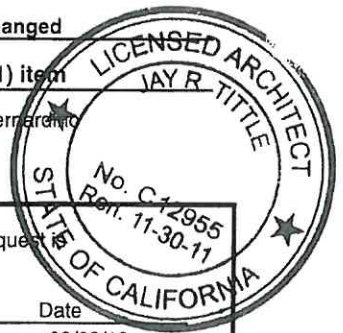
The contract TIME due to C.O. No. **NH-AV-CO1** will be **unchanged** by: 0 calendar days.

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

SBCCD Change Order # NH-AV-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>09/09/10</u>
Constr. Mgr.:	<u>[Signature]</u>	Steve Worley			<u>15 SEPT 10</u>
District:	<u>[Signature]</u>	Mr. Charlie Ng, Interim Vice Chancellor Fiscal Services			
Contractor:	<u>[Signature]</u>	<u>James Jeffrey King / Principal</u>			

State of California - Division of the State Architect DSA Application No. 04-109147 File No. 36-C2

Approved _____ per Principal Structural Engineer: _____

DSA No.:
NH-AV-CO1

CHANGE ORDER NO.

NH-AV-CO1

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
Item 1.1	Specification approved VTC Codec models numbers were discontinued. Current equipment with similar product and higher performance provides same function at an additional cost.	F1			\$5,867.00	\$5,867.00
	Subtotal					\$5,867.00
	TOTAL CHANGE ORDER #				NH-AV-CO1	\$5,867.00

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

3347A4
Project Number

CS-BC4-CO3

CHANGE ORDER

Original Contract Amount: **\$3,398,000.00**
 Amount of Previous Contract Amendments: **\$0.00**
 Amount of Previous Change Orders: **\$57,378.00**

DSA No.:
CS-BC4-CO3

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>9-Sep-10</u>
Project Description:	<u>New Chemistry & Physical Science Building</u>	Contract No.:	<u>Bid Category 4</u>
To (Contractor):	<u>ACSS</u>	Attn:	

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 9/9/10 for
 Change Order No. CS-BC4-CO3 Item(s): 3.1 to 3.2**

TOTAL COST OF CHANGE ORDER CS-BC4-CO3 \$75,117.00

Reason for Change:

Refer to attached Change Order No. CS-BC4-CO3 summary dated 9/9/10

Initiator of Change:

Refer to attached Change Order No. CS-BC4-CO3 summary dated 9/9/10

The original Base Contract Sum was:	<u>\$3,398,000.00</u>
Net change by previous authorized Contract Amendment (s):	<u>\$0.00</u>
The revised BASE Contract Sum:	<u>\$3,398,000.00</u>
Net change by previous authorized Change Order(s):	<u>\$57,378.00</u>
The Contract Sum including previous authorized Change Orders:	<u>\$3,455,378.00</u>
The contract AMOUNT due to C.O. No. CS-BC4-CO3 will be increased by:	<u>\$75,117.00</u>
The revised Contract Amount, including this Change Order is, therefore:	<u>\$3,530,495.00</u>
The contract TIME due to C.O. No. CS-BC4-CO3 will be unchanged by: <u>0</u> calendar days.	

The revised Contract Completion Date, including this Change Order is, therefore unchanged
 SBCCD Change Order # **CS-BC4-CO3** includes Item Number(s): Two (2) items

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

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



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

Architect:	<u>[Signature]</u> Signature	Name (printed)	<u>Jay R. Tittle, C-12955</u>	Date	<u>9/9/2010</u>
Constr. Mgr.:	<u>[Signature]</u>	<u>JIMMY RICHARDSON, PROJECT MANAGER</u>			<u>09/14/10</u>
District:		<u>Mr. Charlie Ng, Interim Vice Chancellor Fiscal Services</u>			
Contractor:	<u>[Signature]</u>	<u>Kevin Charnusky, President</u>			<u>9/9/10</u>

Printed Name/Title

CHANGE ORDER NO.

CS-BC4-CO3

REF.	DESCRIPTION OF ITEM	CODE	% CREDIT	COST	BALANCE
Item 3.1	Weld re-bar in grade beams	G1			
	RFI152, PC56			\$2,304.00	\$2,304.00
Item 3.2	Addition of steel for exterior window shades indicated on elevations. PD48, PC41	G1		\$72,813.00	\$72,813.00
	Subtotal				\$75,117.00
	TOTAL CHANGE ORDER #	CS-BC4-CO3			\$75,117.00

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
- F BUILDING COST, UNFORESEEN FIELD CONDITION
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- 4 DISTRICT GENERATED
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3347A4
Project Number

CS-BC19-CO5

CHANGE ORDER

Original Contract Amount: **\$2,311,800.00**
 Amount of Previous Contract Amendments: **\$49,733.00**
 Amount of Previous Change Orders: **\$119,335.00**

DSA No.:
CS-BC19-CO5

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>09-Sep-10</u>
Project Description:	<u>New Chemistry & Physical Science Building</u>	Contract No.:	<u>Bid Category 19</u>
To (Contractor):	<u>RDM Electric Co.</u>	Attn:	<u></u>

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

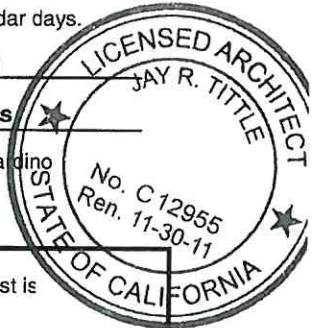
Item No.:	Refer to attachments	Reference RFP No.:	N/A
Description of Work:	Refer to attached Change Order summary dated 9/9/10 for Change Order No. CS-BC19-CO5 Item(s): 5.1 to 5.2		
TOTAL COST OF CHANGE ORDER	CS-BC19-CO5		\$14,997.00
Reason for Change:	Refer to attached Change Order No. CS-BC19-CO5 summary dated 9/9/10		
Initiator of Change:	Refer to attached Change Order No. CS-BC19-CO5 summary dated 09/09/10		

The original Base Contract Sum was:	<u>\$2,311,800.00</u>
Net change by previous authorized Contract Amendment (s):	<u>\$49,733.00</u>
The revised BASE Contract Sum:	<u>\$2,361,533.00</u>
Net change by previous authorized Change Order(s):	<u>\$119,335.00</u>
The Contract Sum including previous authorized Change Orders:	<u>\$2,480,868.00</u>
The contract AMOUNT due to C.O. No. CS-BC19-CO5 will be increased by:	<u>\$14,997.00</u>
The revised Contract Amount, including this change order is, therefore:	<u>\$2,495,865.00</u>

The contract TIME due to C.O. No. **CS-BC19-CO5** will be **unchanged** by 0 calendar days.
 The revised Contract Completion Date, including this Change Order is, therefore **unchanged**
 SBCCD Change Order # **CS-BC19-CO5** includes Item Number(s): **Two (2) items**

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

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



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

Architect:	<u>[Signature]</u>	Name (printed)	<u>Jay R. Tittle, C-12955</u>	Date	<u>9/9/2010</u>
Constr. Mgr.:	<u>[Signature]</u>	<u>JIMMY RIORDAN, PROJECT MANAGER 09/15/10</u>			
District:	<u>[Signature]</u>	<u>Mr. Charlie Ng, Interim Vice Chancellor Fiscal Services</u>			
Contractor:	<u>[Signature]</u>	<u>SAM JOANOU</u>		<u>9-17-10</u>	
		<i>Printed Name/Title</i>			

CHANGE ORDER NO.

CS-BC19-CO5

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
Item 5.1	To provide additional flexibility & connectivity, additional locations were provided for flat panel monitors.	H3				
	PD, PC51				\$14,997.00	\$14,997.00
	Subtotal					\$14,997.00
	TOTAL CHANGE ORDER #	CS-BC19-CO5				\$14,997.00

CODE LEGEND

- A SITE COST, UNFORESEEN FIELD CONDITION
- B SITE COST, ERROR AND/OR OMISSION
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SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
Capital Facilities Program Management

3347A4
Project Number

MC-BC2-CO4

CHANGE ORDER

Original Contract Amount: **\$374,899.00**
Amount of Previous Contract Amendments: **\$30,429.00**
Amount of Previous Change Orders: **\$38,495.00**

DSA No.:
MC-BC2-CO4

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>10-Sep-10</u>
Project Description:	<u>New Media Communications Building</u>	Contract No.:	<u>Bid Category 2</u>
To (Contractor):	<u>Mountain Movers</u>	Attn:	<u></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 9/10/10 for:
Change Order No. **MC-BC2-CO4** Item(s): 4.1
TOTAL COST OF CHANGE ORDER MC-BC2-CO4 (\$20,000.00)

Reason for Change:

Refer to attached Change Order No. MC-BC2-CO4 summary dated 09/10/10

Initiator of Change:

Refer to attached Change Order No. MC-BC2-CO4 summary dated 09/10/10

The original Base Contract Sum was:	<u>\$374,899.00</u>
Net change by previous authorized Contract Amendment (s):	<u>\$30,429.00</u>
The revised BASE Contract Sum:	<u>\$405,328.00</u>
Net change by previous authorized Change Order(s):	<u>\$38,495.00</u>
The Contract Sum including previous authorized Change Orders:	<u>\$443,823.00</u>
The contract AMOUNT due to C.O. No. MC-BC2-CO4 will be decreased by:	<u>(\$20,000.00)</u>
The revised Contract Amount, including this Change Order is, therefore:	<u>\$423,823.00</u>
The contract TIME due to C.O. No. MC-BC2-CO4 will be unchanged by:	<u>0</u> calendar days.

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

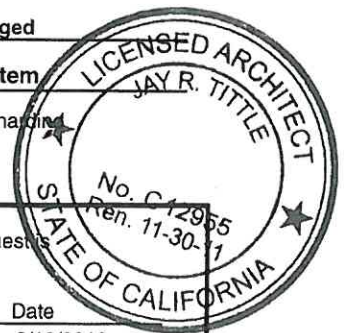
SBCCD Change Order # MC-BC2-CO4 includes Item Number(s): One (1) item

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>[Signature]</u>	Name (printed)	<u>Jay R. Tittle, C-12955</u>	Date	<u>9/10/2010</u>
Constr. Mgr.:	<u>[Signature]</u>		<u>Steve Woelen</u>		<u>10/10/10</u>
District:			<u>Mr. Charlie Ng, Interim Vice Chancellor Fiscal Services</u>		
Contractor:	<u>[Signature]</u>		<u>Larry Smith / General Manager</u>		<u>9/22/10</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-BC2-CO4

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
Item 4.1	Omit balance of allowance included in BC2	L2			(\$20,000.00)	(\$20,000.00)
	Subtotal					(\$20,000.00)
	TOTAL CHANGE ORDER #					(\$20,000.00)
		MC-BC2-CO4				

CODE LEGEND

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3347A4
Project Number

MC-BC20-CO3

CHANGE ORDER

Original Contract Amount: **\$182,505.34**
 Amount of Previous Contract Amendments: **\$1,628.00**
 Amount of Previous Change Orders: **\$10,045.00**

DSA No.:
MC-BC20-CO3

School Name: San Bernardino Valley College Date: 10-Sep-10
 Project Description: New Media Communications Building Contract No.: Bid Category 20
 To (Contractor): America West Landscape Attn: _____

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 9/10/10 for
 Change Order No. MC-BC20-CO3 Item(s): 3.1**

TOTAL COST OF CHANGE ORDER MC-BC20-CO3 (\$10,000.00)

Reason for Change:

Refer to attached Change Order No. MC-BC20-CO3 summary dated 09/10/10

Initiator of Change:

Refer to attached Change Order No. MC-BC20-CO3 summary dated 09/10/10

The original Base Contract Sum was:	\$182,505.34
Net change by previous authorized Contract Amendment (s):	\$1,628.00
The revised BASE Contract Sum:	\$184,133.34
Net change by previous authorized Change Order(s):	\$10,045.00
The Contract Sum including previous authorized Change Orders:	\$194,178.34
The contract AMOUNT due to C.O. No. MC-BC20-CO3 will be decreased by:	(\$10,000.00)
The revised Contract Amount, including this Change Order is, therefore:	\$184,178.34

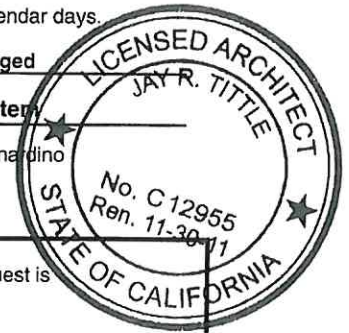
The contract TIME due to C.O. No. **MC-BC20-CO3** will be unchanged by: 0 calendar days.

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

SBCCD Change Order # **MC-BC20-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)	Date
Constr. Mgr.:	<u>[Signature]</u>	Jay R. Tittle, C-12955	9/10/2010
District:	<u>[Signature]</u>	Mr. Charlie Ng, Interim Vice Chancellor Fiscal Services	10/20/10
Contractor:	<u>[Signature]</u>	Ray Anthony Vice Pres.	09/20/10

Printed Name/Title

DSA No.:
MC-BC20-CO3

CHANGE ORDER NO.

MC-BC20-CO3

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
Item 3.1		L2				
	Omit balance of allowance included in BC20 PC84				(\$10,000.00)	(\$10,000.00)
	PC75, PD71.01					
	Subtotal					(\$10,000.00)
	TOTAL CHANGE ORDER #					(\$10,000.00)
		MC-BC20-CO3				

CODE LEGEND

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SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Interim Chancellor
REVIEWED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services
PREPARED BY: Del Benson, Program Manager, Kitchell/BRj
DATE: October 14, 2010
SUBJECT: Consideration of Approval of Amendment 006 to the Steinberg Architects Contract for the Learning Resource Center at CHC

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment 006 to the Steinberg Architects Contract for the Learning Resource Center (LRC) at CHC in the amount of \$49,332.00.

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 Division of the State Architect (DSA) requires changes in the plans, or when the District requires changes in design to accommodate the essential needs of the project.

This amendment is for the following additional services tasked of Steinberg Architects for the LRC project:

- Review and prepare Field Change Directives for attaching precast panels to the LRC structure that was not consistent with the DSA approved submittal. This includes acquiring DSA approval.
- Four additional weekly Construction Administration meetings since July 2010.

ANALYSIS

The effect of this amendment will be an addition of \$49,332.00 to the Steinberg Architect LRC contract, resulting in a revised contract amount of \$3,171,685.00. There is no change to the contract schedule.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

Budgeted with Measure P funds.

Attachment

DATE: 08/20/10

No - CHC LRC 031

TO: Bruce Baron, SBCCD

FROM: Bruce McDonald, K/BRj *Bum*RE: **Crafton Hills College (CHC): LRC
Recommendation to approve Steinberg Architects LRC Contract Amendment: 006**DISTRIBUTION: Alan Rosen - K/BRj
Geoff Bachanas - K/BRj
Sheila Nelson - K/BRj**SCOPE:**

SBCCD's approval of Steinberg Architects LRC Contract Amendment 006


NARRATIVE:

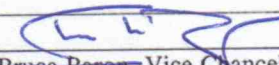
Steinberg Architects LRC agreement stipulates any additional work will be compensable. Steinberg provided additional services in the recourse of submitting change requests to the Pre Cast Concrete panels which was a previous submitted deferred submittal. Changes in those connections made in the field during erection required resubmission to DSA for approval, this request is for those additional hours and travel to DSA San Diego provided by Steinberg and it's consultants in support of gleaning approval. It is our intent to seek reimbursement from Mid State Pre Cast. The amount requested is \$30,404.00

This CA extension request is for the 5 additional meetings and CA services required to finalize the construction at the LRC. This amount \$18,928.00 was left off the previous request to which we regret was not included. This additional amount was required to provide services to the end of July 2010 this amount reflect that timeline.

RECOMMENDATION:

K/BRj recommends the Board approve Steinberg Architects LRC Amendment 006 in the amount of \$49,332.00. If approved Steinberg Architects LRC contract sum will be \$3,171,685.00

<input checked="" type="radio"/> I concur with this recommendation	
<input type="radio"/> I do not concur with this recommendation	Del Benson, Program Manager

<input type="radio"/> I concur with this recommendation	
<input type="radio"/> I do not concur with this recommendation	Bruce Baron, Vice Chancellor of Fiscal Services <i>Charlie Ng Interim</i>

Cc: File

STEINBERG ARCHITECTS LRC CONTRACT AMENDMENT: 006

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

OWNER: San Bernardino Community College District (SBCCD)
114 S. Del Rosa Avenue
San Bernardino, CA 92408

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

Brief Description:

This contract amendment is for the following items tasked of Steinberg Architects on the LRC project at CHC:

- ASI #11 – Additional services to review and prepare Field Change Directives for attaching precast panels to the LRC structure that was not consistent with the DSA approved submittal.
- ASI #12 – Additional services for additional weekly Construction Administration (CA) meetings. This covers the difference in additional fees for four meetings and the respective CA responsibilities.

Attachments:

K/BRj Project Memo No. CHC LRC 030 , Steinberg Architects proposal letters dated 08/10/2010 (ASI#11) and 09/10/2010 (ASI#12)

Costs:

\$49,332.00 = Grand Total of this requested Contract Amendment: 006

The original Contract Sum	\$2,590,415.00
Net change by previous Amendments	\$531,938.00
The Contract Sum prior to this Amendment	\$3,122,353.00
The Contract Sum will be increased by this Amendment	\$49,332.00
The new Contract Sum including this Amendment	\$3,171,685.00
The Contract Schedule as of this Amendment will be increased by:	0 calendar days

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

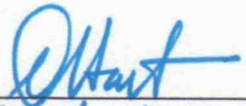
Not valid until signed by all parties. Signature of Architect indicates agreement herewith, including any adjustment in the Contract Sum or Contract Schedule.


Authorized:

ARCHITECT
Steinberg Architects

PROGRAM MANAGER
Kitchell CEM

OWNER
SBCCD

By: 
DATE: 9/21/2010

By: 
DATE: 9.24.2010

By: _____
DATE: _____

August 10, 2010

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

Mr. Bruce McDonald
Kitchell/BRJ
Crafton Hills College
1171 Sand Canyon Road
Yucaipa, CA 92399

Re: San Bernardino Community College District: Crafton Hills College
Project: Learning Resource Center
Project #: 06063.020
ASA #11: Precast Concrete Panel Revisions / Contractor Generated Changes

Dear Bruce:

Steinberg Architects is submitting this Additional Services Authorization for modifications to precast concrete panels as result of contractor generated changes.

In conjunction with section B-A.9 of our agreement and per our discussion, we are requesting additional compensation for additional reviews, meetings, Field Change Directive (FCD) preparation, etc., resulting from the contractor attaching the precast concrete panels to the LRC structure in a manner that was not consistent with the DSA approved deferred submittal. Steinberg Architects and ARUP have provided multiple reviews of structural attachments and attended multiple meetings as a result of the precast concrete contractor not installing the panels per their precast concrete drawings which were approved by DSA in September 2009, thus requiring further DSA review. The attached matrix identifies dates and hours spent on addressing this contractor generated issue.

To date the precast concrete attachment issue has not been finalized with the contractor or DSA, we are anticipating additional FCD's, DSA and Site review each of which is identified on the attached matrix.

I. ADDITIONAL SERVICES FEE

The fee for the services provided is stipulated sum of **thirty thousand four hundred four dollars (\$30,404)**. See attached fee matrix for additional information.

II. HOURLY RATE SCHEDULE

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

Principal	\$239	Job Captain	\$139
Senior Project Manager	\$178	Intermediate	\$113
Senior Designer	\$178	Designer/Drafter	\$103
Project Manager	\$163	Administrative Staff	\$89
Sr. Project Architect	\$189		
Designer	\$150		

III. Authorization

Please review this proposal, and if it is acceptable, please provide me a written authorization to proceed.

Please call if you have any questions concerning this agreement.
Sincerely,

STEINBERG ARCHITECTS

A handwritten signature in black ink, appearing to read 'Gilbert Rocca', written over the printed name.

Gilbert Rocca
Project Manager

Cc: David Hart, Irene Ngo, File A01

Crafton Hills College
Learning Resource Center
Fee Matrix for Architectural Services

6-Aug-10

ASA #11 - Precast Concrete Revisions to DSA Approved Submittal

Personnel/Firm Hourly Rate	Estimated Hours					Subtotal Hours	Consultant ARUP	Subtotal
	Principal \$276	PM \$170	PA \$170	JC \$132	Staff \$85			
1) Precast Concrete Revision Hours	0	9	1	53.5	0	63.5		
Subtotal	\$0	\$1,530	\$170	\$7,062	\$0		15,000	\$23,762
2/5/2010 FCD 21, 22 & 23				4				
4/13/2010 DSA Meeting Prep.				2				
4/14/2010 DSA Meeting to Review Precast Panel Attachments		1		9.5				
4/19/2020 Site Meeting w/ Steinberg, TCC, Midstate and ARUP		2		9				
4/30/2010 FCD 29 to DSA		2		4				
05/03/10 DSA Meeting to review FCD 29		1		5				
06/14/10 FCD 29 Revisions		1		4				
07/01/10 FCD 29 Prep for DSA		1		4				
07/02/10 FCD 29 to DSA		1		8				
07/20/10 Rfi 582			1	4				
2) Anticipated Additional Effort	0	8	1	16	0	25		
Subtotal	\$0	\$1,360	\$170	\$2,112	\$0			\$3,642
Additional FCD Preparation				4				
Additional Coordination w/ DSA				4				
Additional Site Visit/Meetings - 1 Total		8	1	8				
3) Reimbursable Expenses								\$3,000.00
Total Fees:								\$30,404.00

Bruce.McDonald@brjassociates.com

From: Gilbert Rocca [GRocca@steinbergarchitects.com]
Sent: Tuesday, August 10, 2010 10:58 AM
To: Bruce.McDonald@brjassociates.com
Subject: CHC LRC - PRECAST CONCRETE MODIFICATIONS
Attachments: LRC ASA #11 Precast Modifications.pdf

Bruce,

Per previous discussion, attached is ASA#11 for Precast Modifications resulting from the contractor not attaching the precast per the DSA approved submittal. Please review and let me know if you need any additional information.

Regards,

Gilbert Rocca
Senior Associate

Steinberg Architects

523 West 6th Street, Suite 245
Los Angeles, California 90014
213.599.5116 | fax 213.629.0501

This message is intended only for the recipient(s) identified above and may contain confidential information. If you are not an intended recipient, do not open, read, use, disseminate, or copy this material. This message shall not be construed as an official project instruction or direction of Steinberg Architects, except as expressly provided in the project contract documents. If you have received this transmission in error, please notify us immediately by telephone 213.629.0500, return this transmission, and delete or destroy any copies (digital or paper).

September 10, 2010

Mr. Bruce McDonald
Kitchell/BRJ
Crafton Hills College
1171 Sand Canyon Road
Yucaipa, CA 92399Re: San Bernardino Community College District: Crafton Hills College
Project: Learning Resource Center
Project #: 06063.020
ASA #12: Additional Construction Administration Meetings

Dear Bruce:

Steinberg Architects is submitting this Additional Services Authorization for additional weekly Construction Administration (CA) meetings. As you are aware our agreement has been amended to include ASA #6 (Additional Construction Administration Meetings) dated March 03, 2010, however direction to proceed was based on the revised ASA #6 dated March 09, 2010. Services have been provided per the March 09, 2010 document as directed. This Additional Services Authorization is for the difference in fees between the March 03, and March 09 proposals.

I. ADDITIONAL SERVICES FEE

March 09, 2010	ASA #6	28 meetings	\$131,896
March 03, 2010	ASA #6	24 meetings	\$112,968
DELTA/Additional Services Fee			\$18,928

A detailed fee matrix was provided with each of the above proposal.

II. HOURLY RATE SCHEDULE

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

Principal	\$239	Job Captain	\$139
Senior Project Manager	\$178	Intermediate	\$113
Senior Designer	\$178	Designer/Drafter	\$103
Project Manager	\$163	Administrative Staff	\$89
Sr. Project Architect	\$189		
Designer	\$150		

III. Authorization

Please review this proposal, and if it is acceptable, please provide me a written authorization to proceed.

Please call if you have any questions concerning this agreement.
Sincerely,

STEINBERG ARCHITECTS

A handwritten signature in black ink, appearing to read 'Gilbert Rocca', written in a cursive style.

Gilbert Rocca
Project Manager

Cc: David Hart, Irene Ngo, File A01

Back up for ASA#12

Steinberg Architects

January 4, 2010
Revised March 09, 2010

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

Mr. Bruce McDonald
Kitchell/BRJ
Crafton Hills College
1171 Sand Canyon Road
Yucaipa, CA 92399

Re: San Bernardino Community College District: Crafton Hills College
Project: Learning Resource Center
Project #: 06063.020
ASA #6 : Additional Construction Administration Meetings

Dear Bruce:

Steinberg Architects is submitting this Additional Services Authorization for additional weekly Construction Administration (CA) meetings beyond the thirty six week construction period identified in Exhibit "C" (schedule) of the Agreement for Architectural Services. Based on the Exhibit "C" construction duration and a October 13, 2008 beginning date for CA services, Steinberg Architects CA services were to be completed on January 01, 2009.

The project construction schedule dated December, 28, 2009 identifies a project completion date of June 17, 2010 thus extending the construction phase twenty four weeks. This extension appears to be a result of the following: Multiple days of rain delays, hazardous materials abatement for existing pipe and curb (which did not appear in the Hazardous Materials Report), corrections to installed brace frame anchor bolts, a six month agency review/approval process for precast concrete panel deferred submittals and a seven month agency review/approval process for fire sprinkler deferred submittals.

In conjunction with section B-A.4 of our agreement we are requesting that the weekly meeting portion of our Construction Administration services be extended to the project completion date identified in the December, 28, 2009 construction schedule. The extended Construction Administration services provided would be in keeping with the construction administration services identified in our agreement for architectural services including weekly construction meetings.

I. ADDITIONAL SERVICES FEE

The fee for the services provided is **one hundred thirty one thousand eight hundred ninety six dollars (\$131,896)**, and would be invoiced on a time and materials basis. See attached fee matrix for additional information.

II. HOURLY RATE SCHEDULE

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

Principal	\$239	Job Captain	\$139
Senior Project Manager	\$178	Intermediate	\$113

415.683.2000 San Francisco
408.295.5446 San Jose
213.629.0500 Los Angeles

Senior Designer	\$178	Designer/Drafter	\$103
Project Manager	\$163	Administrative Staff	\$89
Sr. Project Architect	\$189		
Designer	\$150		

III. Authorization

Please review this proposal, and if it is acceptable, please provide me a written authorization to proceed.

Please call if you have any questions concerning this agreement.

Sincerely,

STEINBERG ARCHITECTS



Gilbert Rocca
Project Manager

Cc: David Hart, Irene Ngo, File A01

Crafton Hills College
 Learning Resource Center
 Fee Matrix for Architectural Services

4-Jan-09
 Revised 3/9/10

ASA #6 - Additional Construction Administration Meetings

Personnel/Firm Hourly Rate	Estimated Hours					Subtotal Hours	Subtotal
	Principal	PM	PA	JC	Staff		
	\$239	\$178	\$189	\$139	\$89		
1) Weekly Hours - Extended Services	1	9	3	9	7	29	
Subtotal	\$239	\$1,602	\$567	\$1,251	\$623		\$4,282
28 week extension							x28
Subtotal Fees: 28 Week Extension	\$6,692	\$44,856	\$15,876	\$35,028	\$17,444		\$119,896
Subtotal							\$119,896
4) Reimbursable Expenses							\$12,000.00
Total Fees:							\$131,896.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Interim Chancellor
REVIEWED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services
PREPARED BY: Del Benson, Program Manager, Kitchell/BRj
DATE: October 14, 2010
SUBJECT: Consideration of Approval of Amendment 001 to the
DLR Group WWCOT Contract at SBVC

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment 001 to the DLR Group WWCOT Business Building Renovation contract at SBVC in the amount of \$15,500.00.

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 Division of the State Architect (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 additional services tasked of DLR Group WWCOT to perform an additional structural study on the Business Building at SBVC. The renovation performed on the Business Building in 2001 included a voluntary structural upgrade that does not conform to current code. The structural study will include review of existing original structural drawings, construct of a three dimensional computer model for analysis, evaluation for code compliance, and, if necessary, provision of a probable scope of retrofit to incorporate into construction documents.

ANALYSIS

The effect of this amendment will be an addition of \$15,500.00 to the DLR Group WWCOT contract, resulting in a revised contract amount of \$1,255,500.00. There is no change to the contract schedule.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

Budgeted with Measure M funds.

Attachment

ARCHITECT CONTRACT AMENDMENT: 001

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

OWNER: San Bernardino Community College District

TO: DLR Group WWCOT
4280 Latham Street, Suite H
Riverside, CA 92501

Brief Description:

DLR Group WWCOT has been tasked to provide additional services for the Business Building Renovation project at San Bernardino Valley College. In 2002 a voluntary structural upgrade project was performed on the Business Building. An additional structural study is needed to verify if the structure is up to current code and, if necessary, provide a probable scope of retrofit.

Attachments:

K/BRj Project Memo No. VC-01, DLR Group WWCOT proposal letter dated August 26, 2010

Costs:

\$15,500.00 = Grand Total of this requested Contract Amendment: 001

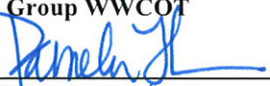
The original Contract Sum	\$1,240,000.00
Net change by previous Amendments	\$0.00
The Contract Sum prior to this Amendment	\$1,240,000.00
The Contract Sum will be increased by this Amendment	\$15,500.00
The new Contract Sum including this Amendment	\$1,255,500.00
The Contract Schedule as of this Amendment will be increased by:	0 calendar days

By signing this Amendment the San Bernardino Community College District (SBCCD) authorizes DLR Group WWCOT 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 DLR Group WWCOT contract with SBCCD.

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

Authorized:

ARCHITECT
DLR Group WWCOT

By: 
DATE: 14 Sept 2010

PROGRAM MANAGER
Kitchell CEM

By: 
DATE: 10.21.10

OWNER
SBCCD

By: _____
DATE: _____

701 South Mount Vernon, San Bernardino, CA 92410

Phone (909) 693-3160 | FAX (909) 889-9952

DATE: September 2, 2010

N^o - VC - 01

TO: Bruce Baron
Interim Chancellor, SBCCD

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

FROM: Patricia Nguyen
Project Manager, Kitchell/BRJ

RE: DLR Group WWCOT Proposed Amendment
Measure M Business Building Renovation - Valley College

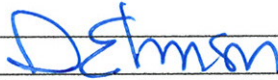
Narrative

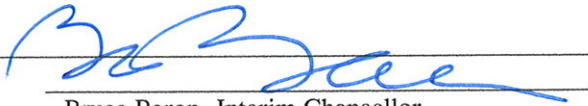
DLR Group WWCOT has submitted a proposed fee for additional structural study for the Business Building Renovation.

The previous voluntary structural upgrade in 2002 by the campus may not meet current codes. An additional structural study is required. When the Architect fee was negotiated it did not include design for additional structural upgrades to the building because the master plan study indicated that no structural work was required for this renovation project.

Recommendation

After a review of the proposal by DLR Group WWCOT, Kitchell/BRj recommends approving their proposed fee not to exceed \$15,500 on a time and material basis.

- | | |
|--|---|
| <input checked="" type="checkbox"/> I concur with this recommendation
<input type="checkbox"/> I do not concur with this recommendation | 
Del Benson, Program Manager |
|--|---|

- | | |
|--|---|
| <input checked="" type="checkbox"/> I concur with this recommendation
<input type="checkbox"/> I do not concur with this recommendation | 
Bruce Baron, Interim Chancellor |
|--|---|

August 26, 2010

Ms. Patricia Nguyen
Kitchell BRJ
SBCCD Valley College
701 South Mount Vernon
San Bernardino, CA 92410

4280 Latham Street
Suite H
Riverside, CA 92501

o: 951/682-0470
f: 951/682-1801

**Re: San Bernardino Valley College – Business Building
Additional Service No. 1 – Seismic Analysis
DLR Group WWCOT Project No. 075-10605-00**

Dear Patricia:

Thank you for our continued relationship with San Bernardino Valley College (SBVC). Per your request, DLR Group WWCOT is pleased to submit an Additional Service request for Seismic Analysis of the Business Building.

Project Description

The San Bernardino Valley College Business Building is undergoing an extensive remodel of its classroom and faculty office spaces, mechanical, electrical and plumbing systems and an exterior façade upgrade. The remodel is anticipated to exceed the 50% replacement cost and is required to conform to current structural regulations of the California Building Code as stipulated by Title 24, Volume 1, 4-309 (c).

The structure underwent an extensive voluntary seismic upgrade in 2001, but specific note is made within the documents stating the voluntary upgrade was not intended to conform to current code.

Consequently, a new lateral review and analysis is required to determine the extent of further upgrades which may be required as part of our current project.

Scope of Work

The following is a description of the scope of work for the seismic analysis.

- Review existing original building structural drawings (to be provided by SBVC) and the 2001 voluntary seismic upgrade drawings.
- Construct a three dimensional computer model for analysis, which will include structural components from original and retrofit construction.
- Evaluate concrete shears, jamb requirements, overturning and out of plane design.
- Utilization of site specific seismic data.
- Issue a report of findings with probable scope of retrofit, if determined necessary.
- One review meeting with SBVC.
- Consultant coordination and project management.

Proposed Fee

DLR Group WWCOT will provide the services described in the scope of work listed above for a fixed fee of Fourteen Thousand Five Hundred Dollars (\$14,500) plus reimbursable expenses. Reimbursable expenses are anticipated to be One Thousand Dollars (\$1,000).

The fee breakdown is as follows:

Structural Engineer (R.M. Byrd and Associates)	\$10,500
DLR Group WWCOT	\$ 2,500
<u>DLR Group WWCOT Consultant Mark-Up (15%)</u>	<u>\$ 1,500</u>
Sub-Total	\$14,500
<u>Reimbursable Expenses</u>	<u>\$ 1,000</u>
Total	\$15,500

If the above proposal meets your requirements, please sign and return a copy to us. If you should have any questions, please do not hesitate to contact me at (951) 682-0470.

Thank you very much.

Sincerely,

DLR Group WWCOT



Dennis T. Tanida, AIA, LEED AP BD+C
Principal

AGREED AND ACCEPTED



Patricia Nguyen
Project Manager
Kitchell/BRJ

cc: File, GO, TP

EXHIBIT "A"

1.0 2010 Hourly Billing Rates

1.1 For any additional services that may be authorized by you, our 2010 Billing Rates will apply. These rates are updated on an annual basis.

<u>Architectural</u>	<u>Rates</u>
Client Leader	\$ 250
Principal	\$ 220
Technical/Design Leader	\$ 180
Senior Professional	\$ 150
Quality Control Professional	\$ 150
Professional	\$ 125
Professional Support	\$ 105
Technical	\$ 85
Clerical	\$ 60

<u>Structural</u>	<u>Rates</u>
Principal	\$ 195
Project Manager	\$ 125
Project Engineer	\$ 105
Structural Designer	\$ 85
Chief Draftsperson	\$ 95
Structural Draftsperson	\$ 82
Draftsperson	\$ 70
Clerical	

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Interim Chancellor

REVIEWED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services

PREPARED BY: Dr. Steven Lohr, Planning and Development Director

DATE: October 14, 2010

SUBJECT: Consideration of Approval to Adopt a Resolution Giving Notice of Intention to Grant Easements

RECOMMENDATION

It is recommended that the Board of Trustees approve the adoption of a resolution relating to the intent to dedicate easements to the Inland Valley Development Authority (IVDA) relating to the existing District site.

OVERVIEW

The Inland Valley Development Agency (IVDA) was established in 1990 and is responsible for the redevelopment of the non-aviation portion of the former Norton Air Force Base. IVDA subsequently entered into a Master Disposition and Development Agreement in 2002 with Hillwood/San Bernardino LLC to serve as the master developer for the IVDA redevelopment area. Previously, the District acquired Parcel N of the former Norton Air Force Base (along Del Rosa Drive) from the federal government, which is currently utilized for District offices and economic/workforce development. More recently, the Board of Trustees approved a purchase and sale agreement for the acquisition of 4.2 acres of land located on the west side of the existing District building from IVDA/Hillwood. Escrow is anticipated to close in the near future.

An existing road is located on the north side of the existing District building, with the northerly half of the road owned by IVDA and the southerly half owned by the District. The road will be widened in the future to provide more efficient access to both District and IVDA properties. Easements are proposed to allow both the District and IVDA to utilize the entire roadway. Similar easements are proposed for the existing road on the south side of the existing District Building.

ANALYSIS

Education Code section 81311 requires that the Board of Trustees adopt a resolution by a two-thirds vote of its members to declare its intention to conduct a public hearing on the dedication of an easement, as well as notification of this hearing. A resolution is attached for Board approval which indicates the intent to grant easements to IVDA which accomplishes this requirement and sets the next scheduled Board meeting (November 4, 2010) for the public hearing. Furthermore, the acceptance of easements from IVDA will be addressed at this meeting.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

Minor administrative costs associated with the processing of easements will be incurred.

RESOLUTION NO. _____
OF THE BOARD OF TRUSTEES OF SAN BERNARDINO COMMUNITY COLLEGE
DISTRICT
GIVING NOTICE OF INTENTION TO GRANT EASEMENTS
TO THE INLAND VALLEY DEVELOPMENT AGENCY

WHEREAS, in order to provide roadway and utility access along Rialto Ave., a private road along the westerly line of Parcel N, and Enterprise Ave, the Inland Valley Development Agency, a joint powers authority, (“IVDA”) has requested that the San Bernardino Community College District (“District”) dedicate easements to the IVDA upon a portion of the District’s Parcel N Site (“Easement”). A map depicting the location of the Easement is attached hereto as Exhibit “A,” and incorporated herein;

WHEREAS, pursuant to Education Code Section 81310, the governing board of a community college district may convey to the state, or any political subdivision or municipal corporation thereof, for public street or highway purposes any real property belonging to such community college district upon such terms and conditions as the parties thereto may agree;

WHEREAS, the District desires to provide Easements to the IVDA for road and utility access;

WHEREAS, pursuant to Education Code Section 81311, the District’s governing board must, prior to dedicating an Easement, adopt a resolution declaring its intention to dedicate such Easement in a regular open meeting by two-thirds (2/3) vote of all of its members;

WHEREAS, pursuant to Education Code Section 81311, the District’s governing board must fix a time at its regular place of meeting for a public hearing upon the question making the dedication of the Easement; and

WHEREAS, pursuant to Education Code Section 81312, the District is required to post copies of this Resolution, signed by the board, in three (3) public places within the District’s boundaries not less than ten (10) days before the public hearing, and publish notice once, not less than five (5) days before the public hearing in a newspaper of general circulation published in the District, if there is one, or, if there is no such newspaper published in the District, then in a newspaper published in the county which has a general circulation in the District.

NOW, THEREFORE, THE BOARD DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. That the above recitals are all true and correct.

Section 2. That the District’s governing board (“Board”) declares its intent to dedicate the Easement to the IVDA upon the terms and conditions set forth in the recitals.

Section 3. That the Board establishes November 4, 2010 for a public hearing on the question of the District’s intent to dedicate the Easements to the IVDA.

Section 4. The District staff shall post this resolution in three (3) public places within the District's boundaries and publish notice of the adoption of this resolution in compliance with Education Code Section 81312.

ADOPTED, SIGNED AND APPROVED this fourteenth day of October, 2010.

President of the Board of Trustees of
San Bernardino Community College District

I, Donald L. Singer, Clerk of the Board of Trustees of San Bernardino Community College District, do hereby certify that the foregoing Resolution was adopted by the Board of said District at a meeting of said Board held on the 14th day of October 2010, and that it was so adopted by the following vote:

AYES: _____

NOES: _____

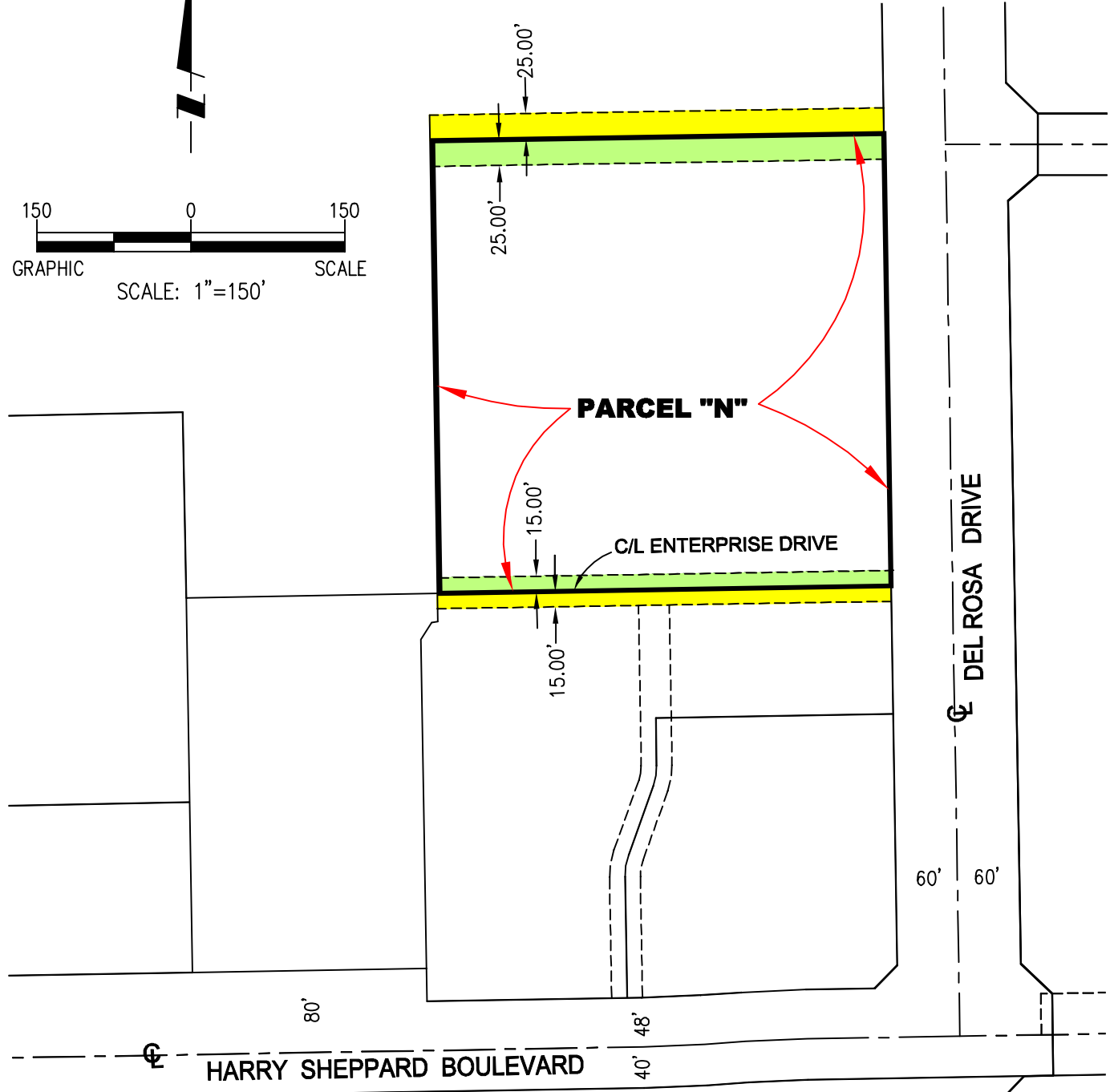
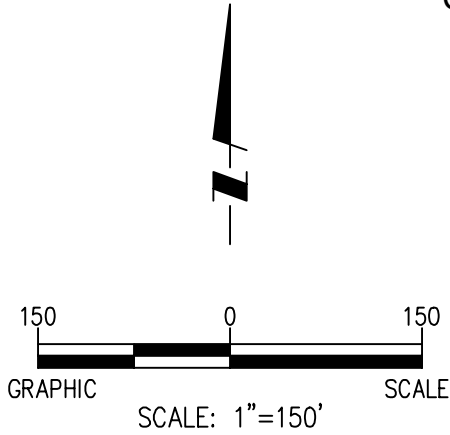
ABSTAIN: _____

ABSENT: _____

Clerk of the Board of Trustees of
San Bernardino Community College District

IN THE CITY OF SAN BERNARDINO
 COUNTY OF SAN BERNARDINO
 STATE OF CALIFORNIA

EXHIBIT "A"
 SHEET 1 OF 1



LEGEND:

- PARCEL "N" BOUNDARY
- INDICATES NON-EXCLUSIVE ROADWAY EASEMENT GRANTED BY IVDA TO SBCCD (17,584 SQ. FT.)
- INDICATES NON-EXCLUSIVE ROADWAY EASEMENT GRANTED BY SBCCD TO IVDA (17,584 SQ. FT.)



Associated Engineers, Inc.

3311 EAST SHELBY STREET • ONTARIO, CA 91764
 TEL. (909) 980-1982 • FAX: (909) 941-0891

PARCEL "N" EXHIBIT
 SAN BERNARDINO
 COMMUNITY COLLEGE DISTRICT

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Interim Chancellor
REVIEWED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services
PREPARED BY: Penny Ongoco, Director of Fiscal Services
DATE: October 14, 2010
SUBJECT: Consideration of Approval of Fund 76

RECOMMENDATION

It is recommended that the Board of Trustees approve the creation of Fund 76 to account for the charitable contribution from San Manuel Band of Mission Indians to the KVCR Educational Foundation.

OVERVIEW

On April 8, 2010, a charitable agreement was entered into between the KVCR Educational Foundation and the San Manuel Band of Mission Indians to establish and fund the first three years of operations of a Native Cultural Channel.

ANALYSIS

Fund 76 will be used to segregate the budgeting and accounting of the Native Cultural Channel's personnel, programming and equipment costs.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Interim Chancellor
REVIEWED BY: Bruce Baron, Interim Chancellor
PREPARED BY: Bruce Baron, Interim Chancellor
DATE: September 14, 2010
SUBJECT: Consideration of Approval to Provide Compensation to a Board Member for Absence from a Board Meeting

RECOMMENDATION

It is recommended that the Board of Trustees approve the absence for Trustee Longville and that he be compensated for the regular meeting of September 23, 2010.

OVERVIEW

Trustees may be compensated for absences from scheduled Board meetings if the reason for absence is jury duty, school business, hardship acceptable to the Board and illness.

ANALYSIS

Mr. Longville missed the regular meeting of September 23, 2010.

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.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Interim Chancellor
REVIEWED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services
PREPARED BY: Del Benson, Bond Program Manager, Kitchell/BRj
DATE: October 14, 2010
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

Current submitted construction contract amendments and change orders for all Measure P projects total \$193,152 which is an 0.18% change in the overall project cost.

The analysis shows that construction contract change orders and amendments for all Measure P projects have been held to a minimal amount of \$4,371,240 which is only 4.16% of the project cost of \$104,952,860.

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

None.

Attachment

Measure P Projects
CHANGE SUMMARY by PROJECT
(Including any contract amendments and change orders on the 10/14/2010 agenda)

OCTOBER 14, 2010

CONTRACT AMENDMENTS

PROJECTS	Original Contract Amount	Contract Amendments		Base Contract Amount	Cumulative Contract Amendments
		Previous	Pending		
CHC-Crafton Hills College	\$ 46,072,920.00	\$ 116,058.00	\$ -	\$ 46,188,978.00	0.25%
SBVC-San Bernardino Valley College	\$ 58,879,940.00	\$ 1,040,431.00	\$ -	\$ 59,920,371.00	1.77%
TOTAL for CONTRACT AMENDMENTS	\$ 104,952,860.00	\$ 1,156,489.00	\$ -	\$ 106,109,349.00	1.10%

CHANGE ORDERS

PROJECTS	Base Contract Amount	Change Orders		New Contract Amount	Cumulative Change Orders
		Previous	Pending		
CHC-Crafton Hills College	\$ 46,188,978.00	\$ 1,281,472.00	\$ 122,073.00	\$ 47,592,523.00	3.04%
SBVC-San Bernardino Valley College	\$ 59,920,371.00	\$ 1,740,126.92	\$ 71,079.00	\$ 61,731,576.92	3.02%
TOTAL for CHANGE ORDERS	\$ 106,109,349.00	\$ 3,021,598.92	\$ 193,152.00	\$ 109,324,099.92	3.03%

CHANGE SUMMARY by PROJECT

(Including any contract amendments and change orders on the 10/14/2010 agenda)

PROJECTS	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
INFRASTRUCTURE PACKAGE #1	\$ 421,000.00	\$ -	\$ -	\$ (4,277.00)	\$ -	\$ 416,723.00	-1.02%
INFRASTRUCTURE PACKAGE #2/3/4	\$ 14,726,451.00	\$ (43,583.00)	\$ -	\$ 459,540.00	\$ 6,587.00	\$ 15,148,995.00	3.17%
CRF / INFRA PKG #5	\$ 8,115,081.00	\$ 18,480.00	\$ -	\$ 471,536.00	\$ -	\$ 8,605,097.00	5.80%
LEARNING RESOURCE CENTER	\$ 22,810,388.00	\$ 141,161.00	\$ -	\$ 354,673.00	\$ 115,486.00	\$ 23,421,708.00	2.05%
TOTAL	\$ 46,072,920.00	\$ 116,058.00	\$ -	\$ 1,281,472.00	\$ 122,073.00	\$ 47,592,523.00	3.04%

Crafton Hills College
CHANGE SUMMARY by PROJECT
INFRASTRUCTURE #1

Revised 9/24/2010

(Including any contract amendments and change orders on the 10/14/2010 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
INFRA1-01: Champion Electric	\$ 421,000.00			\$ (4,277.00)		\$ 416,723.00	-1.02%
TOTAL	\$ 421,000.00	\$ -	\$ -	\$ (4,277.00)	\$ -	\$ 416,723.00	-1.02%

NO NEW CHANGE ORDERS

**CHANGE SUMMARY by PROJECT
INFRASTRUCTURE PACKAGE # 2/3/4**

(Including any contract amendments and change orders on the 10/14/2010 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
INFRA234-01: LD Anderson	\$ 1,145,147.00	\$ 43,847.00	\$ -	\$ 85,753.00	\$ -	\$ 1,274,747.00	7.21%
INFRA234-02: Coutts Heating & Cooling	\$ 5,677,000.00	\$ (141,161.00)	\$ -	\$ 756.00	\$ -	\$ 5,536,595.00	0.01%
INFRA234-03: Fischer, Inc.	\$ 1,491,000.00	\$ -	\$ -	\$ 90,566.00	\$ 6,587.00	\$ 1,588,153.00	6.52%
INFRA234-04: RIS Electric	\$ 1,973,000.00	\$ 53,731.00	\$ -	\$ 202,493.00	\$ -	\$ 2,229,224.00	9.99%
INFRA234-05: Tidwell Concrete	\$ 2,289,804.00	\$ -	\$ -	\$ 27,142.00	\$ -	\$ 2,316,946.00	1.19%
INFRA234-06: Sierra Landscape	\$ 1,623,600.00	\$ -	\$ -	\$ 25,959.00	\$ -	\$ 1,649,559.00	1.60%
INFRA234-07: Inland Building Companies	\$ 526,900.00	\$ -	\$ -	\$ 26,871.00	\$ -	\$ 553,771.00	5.10%
TOTAL	\$ 14,726,451.00	\$ (43,583.00)	\$ -	\$ 459,540.00	\$ 6,587.00	\$ 15,148,995.00	3.17%

Crafton Hills College
CHANGE SUMMARY by PROJECT
INFRASTRUCTURE #2

Revised 9/24/2010

(Including any contract amendments and change orders on the 10/14/2010 agenda)

Contractors	Original 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.	\$ 501,000.00			\$ 2,412.00		\$ 503,412.00	
INFRA2-04: RIS Electric	\$ 438,000.00			\$ 47,127.00		\$ 485,127.00	
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	\$ 3,966,047.00	\$ -	\$ -	\$ 49,539.00	\$ -	\$ 4,015,586.00	

NO NEW CHANGE ORDERS

Crafton Hills College
CHANGE SUMMARY by PROJECT
INFRASTRUCTURE #3

Revised 9/24/2010

(Including any contract amendments and change orders on the 10/14/2010 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
INFRA3-01: LD Anderson	\$ 370,730.00	\$ 43,847.00		\$ 85,753.00		\$ 500,330.00	
INFRA3-02: Coutts Heating & Cooling	\$ 3,576,510.00	\$ (141,161.00)		\$ 756.00		\$ 3,436,105.00	
INFRA3-03: Fischer, Inc.	\$ 935,000.00			\$ 88,154.00	\$ 6,587.00	\$ 1,029,741.00	
INFRA3-04: RIS Electric	\$ 1,222,000.00	\$ 53,731.00		\$ 155,366.00		\$ 1,431,097.00	
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	\$ 7,533,419.00	\$ (43,583.00)	\$ -	\$ 330,029.00	\$ 6,587.00	\$ 7,826,452.00	

Crafton Hills College
CHANGE SUMMARY by PROJECT
INFRASTRUCTURE #4

Revised 9/24/2010

(Including any contract amendments and change orders on the 10/14/2010 agenda)

Contractors	Original 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			\$ 27,142.00		\$ 1,619,431.00	
INFRA4-06: Sierra Landscape	\$ 290,600.00			\$ 25,959.00		\$ 316,559.00	
INFRA4-07: Inland Building Companies	\$ 374,100.00			\$ 26,871.00		\$ 400,971.00	
TOTAL	\$ 3,183,139.00	\$ -	\$ -	\$ 79,972.00	\$ -	\$ 3,263,111.00	

NO NEW CHANGE ORDERS

Crafton Hills College
CHANGE SUMMARY by PROJECT
CRF / INFRA PKG # 5

Revised 9/24/2010

(including any contract amendments and change orders on the 10/14/2010 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
CCRF-02: Crew, Inc.	\$ 732,000.00	\$ -	\$ -	\$ 37,543.00	\$ -	\$ 769,543.00	5.13%
CCRF-03: Calcoast Concrete Const., Inc.	\$ 1,070,815.00	\$ -	\$ -	\$ 9,311.00	\$ -	\$ 1,080,126.00	0.87%
CCRF-04: Nuway, Inc.	\$ 803,860.00	\$ -	\$ -	\$ 58,172.00	\$ -	\$ 862,032.00	7.24%
CCRF-05: ACSS	\$ 575,099.00	\$ -	\$ -	\$ 54,109.00	\$ -	\$ 629,208.00	9.41%
CCRF-06: Bell Roof Company, Inc.	\$ 152,400.00	\$ -	\$ -	\$ 10,188.00	\$ -	\$ 162,588.00	6.69%
CCRF-07: E J Enterprises	\$ 118,055.00	\$ -	\$ -	\$ 2,349.00	\$ -	\$ 120,404.00	1.99%
CCRF-08: West Coast Painting & Drywall	\$ 32,331.00	\$ -	\$ -	\$ -	\$ -	\$ 32,331.00	0.00%
CCRF-09: J. Kel Painting & Wallcovering, Inc.	\$ 63,020.00	\$ -	\$ -	\$ -	\$ -	\$ 63,020.00	0.00%
CCRF-10: Lawrence W. Rosine Co.	\$ 19,990.00	\$ -	\$ -	\$ -	\$ -	\$ 19,990.00	0.00%
CCRF-11: Inland Building Const. Comp., Inc.	\$ 22,780.00	\$ -	\$ -	\$ -	\$ -	\$ 22,780.00	0.00%
CCRF-12: Inland Building Const. Comp., Inc.	\$ 248,000.00	\$ -	\$ -	\$ -	\$ -	\$ 248,000.00	0.00%
CCRF-13: J.M. Farnan Co., Inc.	\$ 860,000.00	\$ 18,480.00	\$ -	\$ 63,367.00	\$ -	\$ 941,847.00	7.21%
CCRF-14: Arrowhead Mechanical., Inc.	\$ 112,500.00	\$ -	\$ -	\$ 6,340.00	\$ -	\$ 118,840.00	5.64%
CCRF-15: Champion Electric, Inc.	\$ 749,000.00	\$ -	\$ -	\$ 39,348.00	\$ -	\$ 788,348.00	5.25%
CCRF-16: America West Landscape, Inc.	\$ 604,980.00	\$ -	\$ -	\$ 40,768.00	\$ -	\$ 645,748.00	6.74%
CCRF-17: Condor, Inc.	\$ 1,148,300.00	\$ -	\$ -	\$ 97,968.00	\$ -	\$ 1,246,268.00	8.53%
CCRF-18: RVH Constructors, Inc.	\$ 482,235.00	\$ -	\$ -	\$ 47,044.00	\$ -	\$ 529,279.00	9.76%
INFRA5-19: RIS Electric	\$ 151,300.00	\$ -	\$ -	\$ 5,029.00	\$ -	\$ 156,329.00	3.32%
Knorr Systems	\$ 168,416.00	\$ -	\$ -	\$ -	\$ -	\$ 168,416.00	0.00%
TOTAL	\$ 8,115,081.00	\$ 18,480.00	\$ -	\$ 471,536.00	\$ -	\$ 8,605,097.00	5.80%

NO NEW CHANGE ORDERS

CHANGE SUMMARY by PROJECT
INFRASTRUCTURE #5/CRF SITE PREPARATION
 (Including any contract amendments and change orders on the 10/14/2010 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
INFRA5-19: RIS Electric	\$ 151,300.00			\$ 5,029.00		\$ 156,329.00	
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	\$ 18,480.00				\$ 443,480.00	
INFRA5-16: America West Landscape, Inc.	\$ 37,581.00					\$ 37,581.00	
TOTAL	\$ 1,380,513.00	\$ 18,480.00	\$ -	\$ 5,029.00	\$ -	\$ 1,404,022.00	

NO NEW CHANGE ORDERS

**CHANGE SUMMARY by PROJECT
COMMUNITY RECREATION FACILITY**

(Including any contract amendments and change orders on the 10/14/2010 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
CCRF-02: Crew, Inc.	\$ 351,750.00			\$ 37,543.00		\$ 389,293.00	
CCRF-03: Calcoast Concrete Const., Inc.	\$ 684,433.00			\$ 9,311.00		\$ 693,744.00	
CCRF-04: Nuway, Inc.	\$ 803,860.00			\$ 58,172.00		\$ 862,032.00	
CCRF-05: ACSS	\$ 575,099.00			\$ 54,109.00		\$ 629,208.00	
CCRF-06: Bell Roof Company, Inc.	\$ 152,400.00			\$ 10,188.00		\$ 162,588.00	
CCRF-07: E J Enterprises	\$ 118,055.00			\$ 2,349.00		\$ 120,404.00	
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			\$ 63,367.00		\$ 498,367.00	
CCRF-14: Arrowhead Mechanical., Inc.	\$ 112,500.00			\$ 6,340.00		\$ 118,840.00	
CCRF-15: Champion Electric, Inc.	\$ 749,000.00			\$ 39,348.00		\$ 788,348.00	
CCRF-16: America West Landscape, Inc.	\$ 567,399.00			\$ 40,768.00		\$ 608,167.00	
CCRF-17: Condor, Inc.	\$ 1,148,300.00			\$ 97,968.00		\$ 1,246,268.00	
CCRF-18: RVH Constructors, Inc.	\$ 482,235.00			\$ 47,044.00		\$ 529,279.00	
Knorr Systems	\$ 168,416.00					\$ 168,416.00	
TOTAL	\$ 6,734,568.00	\$ -	\$ -	\$ 466,507.00	\$ -	\$ 7,201,075.00	

NO NEW CHANGE ORDERS

Crafton Hills College
CHANGE SUMMARY by PROJECT
LEARNING RESOURCE CENTER

Revised 9/24/2010

(Including any contract amendments and change orders on the 10/14/2010 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
CLRC-02: Precision Concrete	\$ 3,274,700.00			\$ 56,188.00		\$ 3,330,888.00	1.72%
CLRC-03: Mid State Precast	\$ 1,371,000.00			\$ 15,569.00		\$ 1,386,569.00	1.14%
CLRC-04: Anderson Charnesky	\$ 3,421,300.00			\$ 52,533.00		\$ 3,473,833.00	1.54%
CLRC-05: Lozano Caseworks, Inc.	\$ 509,300.00					\$ 509,300.00	0.00%
CLRC-06: Western Bay Sheet Metal	\$ 1,349,000.00			\$ 7,963.00		\$ 1,356,963.00	0.59%
CLRC-07: RGSLA	\$ 236,252.00					\$ 236,252.00	0.00%
CLRC-08: E J Enterprises	\$ 293,175.00				\$ 7,782.00	\$ 300,957.00	2.65%
CLRC-09: Padua Glass Enterprise, Inc.	\$ 1,940,700.00					\$ 1,940,700.00	0.00%
CLRC-10: Caston Plastering & Drywall	\$ 1,415,585.00			\$ 6,106.00		\$ 1,421,691.00	0.43%
CLRC-11: Mike's Custom Flooring	\$ 248,200.00			\$ 1,369.00		\$ 249,569.00	0.55%
CLRC-12: Southcoast Acoustical Inters.	\$ 461,350.00			\$ 10,921.00		\$ 472,271.00	2.37%
CLRC-13: Prime Painting Con.	\$ 192,000.00				\$ 7,032.00	\$ 199,032.00	3.66%
CLRC-14: Inland Pacific Tile, Inc.	\$ 282,000.00					\$ 282,000.00	0.00%
CLRC-15: RVH Construction	\$ 731,000.00					\$ 731,000.00	0.00%
CLRC-16: Daart Engineering Company	\$ 268,031.00					\$ 268,031.00	0.00%
CLRC-17: Pro-Craft Plumbing Co., Inc	\$ 515,515.00			\$ 47,307.00		\$ 562,822.00	9.18%
CLRC-18: Coutts Heating & Cooling	\$ 2,037,000.00	\$ 141,161.00		\$ 59,237.00		\$ 2,237,398.00	2.72%
CLRC-19: Shanks Electric Corporation	\$ 2,850,000.00			\$ 78,656.00	\$ 98,317.00	\$ 3,026,973.00	6.21%
CLRC-20: Marina Landscaping	\$ 247,300.00					\$ 247,300.00	0.00%
CLRC-21: Inland Building Companies	\$ 648,000.00			\$ 18,824.00		\$ 666,824.00	2.90%
CLRC-22: AVDB Group	\$ 518,980.00				\$ 2,355.00	\$ 521,335.00	0.45%
TOTAL	\$ 22,810,388.00	\$ 141,161.00	\$ -	\$ 354,673.00	\$ 115,486.00	\$ 23,421,708.00	2.05%

CHANGE SUMMARY by PROJECT

(Including any contract amendments and change orders on the 10/14/2010 agenda)

PROJECTS	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
North Hall Replacement	\$ 18,191,903.00	\$ 204,783.00	\$ -	\$ 313,506.00	\$ 10,965.00	\$ 18,721,157.00	1.76%
Maintenance and Operations	\$ 4,041,000.00	\$ 471,180.00	\$ -	\$ 75,319.00	\$ -	\$ 4,587,499.00	1.67%
Media / Communications	\$ 11,381,246.00	\$ 75,667.00	\$ -	\$ 430,429.80	\$ (30,000.00)	\$ 11,857,342.80	3.50%
Chemistry / Science	\$ 24,217,824.00	\$ 288,801.00	\$ -	\$ 894,885.12	\$ 90,114.00	\$ 25,491,624.12	4.02%
Student Health Services	\$ 1,047,967.00	\$ -	\$ -	\$ 25,987.00	\$ -	\$ 1,073,954.00	2.48%
TOTAL	\$ 58,879,940.00	\$ 1,040,431.00	\$ -	\$ 1,740,126.92	\$ 71,079.00	\$ 61,731,576.92	3.02%

San Bernardino Valley College
CHANGE SUMMARY by PROJECT
NORTH HALL REPLACEMENT

Revised 9/24/2010

(Including any contract amendments and change orders on the 10/14/2010 agenda)

Contractors	Original 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	\$ 13,000.00		\$ 17,012.00		\$ 203,912.00	9.10%
#3 - Devries Construction	\$ 2,434,395.00	\$ 39,539.00		\$ 90,791.00		\$ 2,564,725.00	3.67%
#4 - Blazing Industrial Steel	\$ 4,105,282.00			\$ 7,971.00		\$ 4,113,253.00	0.19%
#5 - Stolo Cabinets	\$ 99,000.00			\$ 5,125.00		\$ 104,125.00	5.18%
#6 - Best Contracting Services	\$ 372,835.00			\$ (2,158.00)		\$ 370,677.00	-0.58%
#7 - Bell Roof Company	\$ 198,000.00			\$ 13,464.00		\$ 211,464.00	6.80%
#8 - Montgomery Hardware	\$ 411,740.00			\$ 760.00		\$ 412,500.00	0.18%
#9 - Queen City Glass Co.	\$ 454,994.00			\$ 6,465.00		\$ 461,459.00	1.42%
#10 - Caston Plastering & Drywall	\$ 1,945,585.00			\$ 16,933.00		\$ 1,962,518.00	0.87%
#11 - New Image Commercial Flooring	\$ 80,000.00				\$ 5,098.00	\$ 85,098.00	6.37%
#12 - Southcoast Acoustical Interiors	\$ 287,100.00			\$ 4,047.00		\$ 291,147.00	1.41%
#13 - J. Kel Painting & Wallcovering	\$ 142,755.00					\$ 142,755.00	0.00%
#14 - Inland Building Companies	\$ 1,264,000.00			\$ (1,984.00)		\$ 1,262,016.00	-0.16%
#15 - Inland Building Companies	\$ 293,300.00			\$ 11,379.00		\$ 304,679.00	3.88%
#16 - Daart Engineering Co.	\$ 208,535.00			\$ 721.00		\$ 209,256.00	0.35%
#17 - Pro Tec Mechanical	\$ 763,288.00	\$ 119,197.00		\$ (1,262.00)		\$ 881,223.00	-0.14%
#18 - Arrowhead Mechanical	\$ 1,247,000.00			\$ 111,367.00		\$ 1,358,367.00	8.93%
#19 - BEC Inc.	\$ 2,125,000.00	\$ 16,011.00		\$ 27,963.00		\$ 2,168,974.00	1.31%
#20 - Sierra Landscape	\$ 185,900.00	\$ 17,036.00		\$ 4,912.00		\$ 207,848.00	2.42%
AV - Spinitar	\$ 1,399,294.00				\$ 5,867.00	\$ 1,405,161.00	0.42%
TOTAL	\$ 18,191,903.00	\$ 204,783.00	\$ -	\$ 313,506.00	\$ 10,965.00	\$ 18,721,157.00	1.76%

San Bernardino Valley College
CHANGE SUMMARY by PROJECT
MAINTENANCE and OPERATIONS
 (Including any contract amendments and change orders on the 10/14/2010 agenda)

Revised 9/24/2010

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Maintenance & Operations Building:							
#1 - Oakview Construction - Site	\$ 924,000.00	\$ 254,272.00		\$ 14,809.00		\$ 1,193,081.00	1.26%
#2 - Oakview Construction - Building	\$ 1,832,000.00	\$ 198,575.00		\$ 18,056.00		\$ 2,048,631.00	0.89%
Custodial Building:							
#1 - Lee & Stires	\$ 370,000.00	\$ 18,333.00		\$ 49,855.00		\$ 438,188.00	12.84%
#2 - Kclassic Engineering & Const., Inc.	\$ 915,000.00			\$ (7,401.00)		\$ 907,599.00	-0.81%
TOTAL	\$ 4,041,000.00	\$ 471,180.00	\$ -	\$ 75,319.00	\$ -	\$ 4,587,499.00	1.67%

NO NEW CHANGE ORDERS

San Bernardino Valley College
CHANGE SUMMARY by PROJECT
MEDIA / COMMUNICATIONS

Revised 9/24/2010

(Including any contract amendments and change orders on the 10/14/2010 agenda)

Contractors	Original 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	\$ 30,429.00		\$ 38,495.00	\$ (20,000.00)	\$ 423,823.00	4.56%
#3 - RC Construction Services	\$ 1,129,000.00	\$ 8,373.00		\$ (1,053.00)		\$ 1,136,320.00	-0.09%
#4 - KCB Towers	\$ 1,363,340.00	\$ 7,039.00		\$ 7,811.00		\$ 1,378,190.00	0.57%
#5 - K&Z Cabinets	\$ 24,520.00			\$ 575.00		\$ 25,095.00	2.35%
#6 - RB Sheet Metal	\$ 280,000.00			\$ 4,651.50		\$ 284,651.50	1.66%
#7 - Bell Roof Co.	\$ 283,673.00			\$ (18,712.00)		\$ 264,961.00	-6.60%
#8 - Montgomery Hardware	\$ 217,700.00			\$ 18,641.00		\$ 236,341.00	8.56%
#9 - Roy E. Whitehead	\$ 329,675.00			\$ 25,876.30		\$ 355,551.30	7.85%
#10 - Sierra Lathing Co.	\$ 820,000.00			\$ 68,755.00		\$ 888,755.00	8.38%
#11 - Pro Spectra	\$ 119,850.00			\$ 1,098.00		\$ 120,948.00	0.92%
#12 - Southcoast Acoustical Interiors	\$ 45,500.00			\$ 393.00		\$ 45,893.00	0.86%
#13 - Alonso Painting	\$ 59,000.00			\$ 493.00		\$ 59,493.00	0.84%
#14 - RVH Constructors	\$ 212,700.00			\$ 8,339.00		\$ 221,039.00	3.92%
#16 - J.G. Tate Fire Protection	\$ 151,111.00			\$ 1,357.00		\$ 152,468.00	0.90%
#17 - Pro-Tech Mechanical	\$ 422,925.00	\$ 19,125.00		\$ 14,111.00		\$ 456,161.00	3.19%
#18 - West Tech Mechanical	\$ 1,000,000.00			\$ 85,555.00		\$ 1,085,555.00	8.56%
#19 - Daniels Electrical Construction	\$ 1,283,000.00	\$ 9,073.00		\$ 126,472.00		\$ 1,418,545.00	9.79%
#20 - America West Landscape	\$ 182,505.00	\$ 1,628.00		\$ 10,045.00	\$ (10,000.00)	\$ 184,178.00	0.02%
#21 - Capstone Construction Co.	\$ 300,570.00					\$ 300,570.00	0.00%
#22 - TV Magic Inc.	\$ 2,006,894.00					\$ 2,006,894.00	0.00%
CT - WTS Western Tech Services / Vislink	\$ 774,384.00			\$ 37,527.00		\$ 811,911.00	4.85%
TOTAL	\$ 11,381,246.00	\$ 75,667.00	\$ -	\$ 430,429.80	\$ (30,000.00)	\$ 11,857,342.80	3.50%

San Bernardino Valley College
CHANGE SUMMARY by PROJECT
CHEMISTRY / SCIENCE

Revised 9/24/2010

(Including any contract amendments and change orders on the 10/14/2010 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
#1A - Environmental Const. Group	\$ 96,900.00	\$ 28,740.00				\$ 125,640.00	0.00%
#1B - Ampco Contracting	\$ 410,000.00	\$ 18,890.00		\$ 9,005.00		\$ 437,895.00	2.10%
#2 - Crew Inc.	\$ 1,745,000.00	\$ 8,719.00		\$ 4,347.00		\$ 1,758,066.00	0.25%
#3 - RC Construction	\$ 2,409,000.00	\$ 6,120.00		\$ 61,536.00		\$ 2,476,656.00	2.55%
#4 - ACSS, Inc.	\$ 3,398,000.00			\$ 57,378.00	\$ 75,117.00	\$ 3,530,495.00	3.90%
#5 - Advanced Lab Concepts	\$ 1,130,171.00					\$ 1,130,171.00	0.00%
#6 - Crowner Sheet Metal	\$ 386,300.00			\$ 2,892.00		\$ 389,192.00	0.75%
#7 - Stone Roofing Co.	\$ 251,600.00					\$ 251,600.00	0.00%
#8 - Montgomery Hardware	\$ 293,970.00			\$ 2,331.00		\$ 296,301.00	0.79%
#9 - Perfection Glass	\$ 443,600.00			\$ 512.00		\$ 444,112.00	0.12%
#10 - Caston Plastering & Drywall	\$ 1,985,585.00	\$ 1,705.00		\$ (2,415.00)		\$ 1,984,875.00	-0.12%
#11 - Empire Floor Covering	\$ 305,750.00					\$ 305,750.00	0.00%
#12 - Southcoast Acoustical Interiors	\$ 336,870.00					\$ 336,870.00	0.00%
#13 - Prime Painting Contractors	\$ 143,750.00			\$ 917.00		\$ 144,667.00	0.64%
#14 - Inland Building Construction	\$ 683,000.00			\$ (4,265.00)		\$ 678,735.00	-0.62%
#15 - RVH Constructors	\$ 311,000.00			\$ 77,500.00		\$ 388,500.00	24.92%
#16 - Fisher, Inc.	\$ 199,000.00					\$ 199,000.00	0.00%
#17 - Fisher, Inc.	\$ 1,546,235.00	\$ 24,669.00		\$ 28,143.00		\$ 1,599,047.00	1.79%
#18 - Coutts Heating & Cooling	\$ 3,347,000.00	\$ 11,979.00		\$ 130,046.00		\$ 3,489,025.00	3.87%
#19 - RDM Electrical	\$ 2,311,800.00	\$ 49,733.00		\$ 119,335.00	\$ 14,997.00	\$ 2,495,865.00	5.69%
#20 - Marina Landscaping	\$ 299,000.00			\$ 3,307.00		\$ 302,307.00	1.11%
#21A - Miller Environmental	\$ 381,000.00					\$ 381,000.00	0.00%
#21B - AMPCO Contracting	\$ 364,000.00					\$ 364,000.00	0.00%
Mobile Modular-Lease	\$ 447,319.00			\$ 123,849.69		\$ 571,168.69	27.69%
Silvercreek Industries-Purchase	\$ 163,974.00			\$ 35,150.43		\$ 199,124.43	21.44%
Fast-Track Construction	\$ 828,000.00	\$ 138,246.00		\$ 245,316.00		\$ 1,211,562.00	25.39%
TOTAL	\$ 24,217,824.00	\$ 288,801.00	\$ -	\$ 894,885.12	\$ 90,114.00	\$ 25,491,624.12	4.02%

San Bernardino Valley College
CHANGE SUMMARY by PROJECT
STUDENT HEALTH SERVICES

Revised 9/24/2010

(Including any contract amendments and change orders on the 10/14/2010 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
PCN3	\$ 338,000.00			\$ 19,282.00		\$ 357,282.00	5.70%
Modular Structures Int'l, Inc.	\$ 709,967.00			\$ 6,705.00		\$ 716,672.00	0.94%
TOTAL	\$ 1,047,967.00	\$ -	\$ -	\$ 25,987.00	\$ -	\$ 1,073,954.00	2.48%

NO NEW CHANGE ORDERS

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Interim Chancellor
REVIEWED BY: Charlie Ng, Interim Vice Chancellor of Fiscal Services
PREPARED BY: Crispina Ongoco, Director of Fiscal Services
DATE: October 14, 2010
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 review.

ANALYSIS

This revenue and expenditure report is for the period of August 23, 2010 through September 20, 2010. It reflects summary information for all District funds, grouped by expense category within each fund.

As of September 20, 2010, we have spent and encumbered about 20.80% of our budgeted general funds and are 22.47% through our fiscal year. This indicates that our rate of spending is in line with our annual budget.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None.

Attachment



Budget Expenditure Report Summary

Year to Date (YTD) through 9/20/10

Revenues – All Funds	Budget	YTD Revenues & Encumbrances	% Received & Encumbered	% of Year YTD
01 General Fund*	92,430,405.20	14,204,883.90	15.4	22.47
21 Bond Interest & Redemption	17,460,000.00	-	0.0	22.47
41 Capital Outlay Projects Fund	18,119,531.45	170,084.80	0.9	22.47
42 Bond Construction Fund	5,395,000.00	446,125.91	8.3	22.47
68 Retiree Benefit Fund	1,529,948.00	7,869.93	0.5	22.47
69 Employee Load Banking Trust Fund	1,200.00	241.31	20.1	22.47
72 Child Development Fund	2,684,096.00	89,819.03	3.3	22.47
73 Student Body Center Fee Fund	245,500.00	3,170.28	1.3	22.47
74 KVCR Fund	3,802,533.78	281,760.53	7.4	22.47
78 Self Insurance-Liability Fund	553,500.00	1,159.26	0.2	22.47
84 Workers Compensation Fund*	1,290,000.00	13,115.97	1.0	22.47

Expenses – All Funds	Budget	YTD Expenses & Encumbrances	% Expensed & Encumbered	% of Year YTD
01 General Fund*	94,673,984.26	19,655,807.71	20.8%	22.47
21 Bond Interest & Redemption	21,961,172.00	-	0.0%	22.47
41 Capital Outlay Projects Fund	22,857,201.80	17,831,667.56	78.0%	22.47
42 Bond Construction Fund	291,152,948.15	26,386,904.19	9.1%	22.47
68 Retiree Benefit Fund	1,864,631.00	4,041.00	0.2%	22.47
69 Employee Load Banking Trust Fund	1,200.00	-	0.0%	22.47
72 Child Development Fund*	2,373,394.00	422,929.39	17.8%	22.47
73 Student Body Center Fee Fund	350,762.00	32,133.40	9.2%	22.47
74 KVCR Fund*	3,798,933.78	901,662.87	23.7%	22.47
78 Self Insurance-Liability Fund	760,000.00	584,092.32	76.9%	22.47
84 Workers Compensation Fund*	1,560,000.00	315,603.78	20.2%	22.47

*Regular patterns of activity throughout the year.

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENED/ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	8,246,849.46	454,869.61	468,582.87	5.6	0.00	7,778,266.59	94.3
8600.00 STATE REVENUES	63,093,366.13	879.58	12,299,180.74	19.4	0.00	50,794,185.39	80.5
8800.00 LOCAL REVENUES	21,088,726.14	22,683.71	1,437,120.29	6.8	0.00	19,651,605.85	93.1
8900.00 OTHER FINANCING SOURCES	1,463.47	0.00	0.00	.0	0.00	1,463.47	100.0
TOTAL: 8000	92,430,405.20	476,673.74	14,204,883.90	15.3	0.00	78,225,521.30	84.6
1100.00 CONTRACT CLASSROOM INST.	15,591,539.00	1,451,145.90	1,511,332.88	9.6	0.00	14,080,206.12	90.3
1200.00 CONTRACT CERT. ADMINISTRATORS	8,402,104.00	574,570.93	1,284,053.46	15.2	0.00	7,118,050.54	84.7
1300.00 INSTRUCTORS DAY/HOURLY	7,057,144.00	538,192.51	991,546.75	14.0	0.00	6,065,597.25	85.9
1400.00 NON-INSTRUCTION HOURLY CERT.	740,652.00	59,232.09	97,825.99	13.2	0.00	642,826.01	86.7
TOTAL: 1000	31,791,439.00	2,623,141.43	3,884,759.08	12.2	0.00	27,906,679.92	87.7
2100.00 CONTRACT CLASSIFIED NON-INSTR.	17,139,694.15	1,163,611.83	2,613,995.15	15.2	0.00	14,525,699.00	84.7
2200.00 INSTRUCTIONAL AIDS	1,357,908.00	77,845.23	198,901.17	14.6	0.00	1,159,006.83	85.3
2300.00 NON-INSTRUCTION HOURLY CLASS.	1,473,511.00	43,648.71	120,095.91	8.1	0.00	1,353,415.09	91.8
2400.00 INST AIDES-HOURLY- DIR.INSTRUC	924,315.00	35,950.30	58,455.30	6.3	0.00	865,859.70	93.6
TOTAL: 2000	20,895,428.15	1,321,056.07	2,991,447.53	14.3	0.00	17,903,980.62	85.6
3100.00 CERTIFICATED RETIREMENT	2,486,222.00	197,697.36	274,927.85	11.0	0.00	2,211,294.15	88.9
3200.00 CLASSIFIED RETIREMENT	2,224,327.13	137,738.23	299,345.68	13.4	0.00	1,924,981.45	86.5
3300.00 OASDHI/FICA	2,071,861.30	158,229.28	307,581.90	14.8	0.00	1,764,279.40	85.1
3400.00 HEALTH AND WELFARE BENEFITS	6,312,408.00	504,838.94	990,869.48	15.6	0.00	5,321,538.52	84.3
3500.00 STATE UNEMPLOYMENT INSURANCE	427,237.00	42,209.76	63,016.92	14.7	0.00	364,220.08	85.2
3600.00 WORKERS COMPENSATION INSURANCE	756,901.00	62,211.51	124,011.51	16.3	0.00	632,889.49	83.6
3900.00 OTHER BENEFITS	45,174.00	18,125.74	113,041.42	100.0	0.00	67,867.42	.0
TOTAL: 3000	14,324,130.43	1,121,050.82	2,172,794.76	15.1	0.00	12,151,335.67	84.8
4100.00 TEXTBOOKS	23,256.67	4,382.78	4,382.78	18.8	8,732.29	10,141.60	43.6
4200.00 BOOK,MAGAZINE&PERIOD-DIST.USE	116,229.14	153.19	2,777.69	2.3	36,548.79	76,902.66	66.1
4300.00 INSTRUCTIONAL SUPPLIES	359,666.32	33,096.03	37,978.03	10.5	65,341.31	256,346.98	71.2
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	74,320.37	867.07	1,648.17	2.2	2,396.00	70,276.20	94.5
4500.00 NONINSTRUCTIONAL SUPPLIES	1,170,912.43	76,889.99	104,513.83	8.9	529,845.74	536,552.86	45.8
4700.00 FOOD SUPPLIES	36,710.00	6,007.33	6,007.33	16.3	24,942.67	5,760.00	15.6
TOTAL: 4000	1,781,094.93	121,396.39	157,307.83	8.8	667,806.80	955,980.30	53.6
5100.00 PERSON&CONSULTANT SVC-DIST USE	6,959,869.78	129,763.35	168,368.32	2.4	3,162,923.75	3,628,577.71	52.1
5200.00 TRAVEL & CONFERENCE EXPENSES	625,467.33	21,361.22	37,914.14	6.0	38,864.21	548,688.98	87.7
5300.00 POST/DUES/MEMBERSHIPS-DIST.USE	349,051.50	12,766.84	93,865.90	26.8	33,789.99	221,395.61	63.4
5400.00 INSURANCES - DISTRICT USE	98,568.00	97,316.00	97,316.00	98.7	0.00	1,252.00	1.2
5500.00 UTILITIES & HOUSEKEEP-DIST.USE	3,248,238.23	378,811.62	681,081.61	20.9	2,234,781.40	332,375.22	10.2
5600.00 RENTS,LEASES&REPAIRS-DIST.USE	2,385,295.15	94,364.31	424,431.05	17.7	1,084,462.57	876,401.53	36.7
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	895,000.00	55,837.78	56,170.28	6.2	365,494.72	473,335.00	52.8
5800.00 OTHER OPERATING EXP-DIST. USE	5,649,989.72	68,561.60	275,529.04	4.8	231,895.30	5,142,565.38	91.0
5900.00 INTERPROGRAM CHARGES-DIST.USE	180.00	0.00	0.00	.0	0.00	180.00	100.0
TOTAL: 5000	20,211,659.71	858,782.72	1,834,676.34	9.0	7,152,211.94	11,224,771.43	55.5

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL: 1000-5999	89,003,752.22	6,045,427.43	11,040,985.54	12.4	7,820,018.74	70,142,747.94	78.8
6100.00 SITES & IMPROVEMENTS-DIST. USE	142,313.00	0.00	0.00	.0	0.00	142,313.00	100.0
6200.00 BUILDINGS&IMPROVEMENT-DIST.USE	401,708.32	1,360.00	1,360.00	.3	16,176.25	384,172.07	95.6
6300.00 LIBRARY BOOKS - EXPANSION	81,646.00	6,361.08	7,801.54	9.5	46,238.41	27,606.05	33.8
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	1,002,785.21	15,071.22	24,570.41	2.4	32,799.82	945,414.98	94.2
TOTAL: 6000	1,628,452.53	22,792.30	33,731.95	2.0	95,214.48	1,499,506.10	92.0
TOTAL: 1000-6999	90,632,204.75	6,068,219.73	11,074,717.49	12.2	7,915,233.22	71,642,254.04	79.0
7300.00 INTERFUND TRANSFERS	3,498,100.00	139,895.00	279,790.00	7.9	0.00	3,218,310.00	92.0
7500.00 OTHER OUTGO-STUDENT FIN AID	45,100.00	0.00	0.00	.0	8,500.00	36,600.00	81.1
7600.00 OTHER STUDENT AID	498,579.51	9,798.75	13,794.04	2.7	363,772.96	121,012.51	24.2
TOTAL: 7000	4,041,779.51	149,693.75	293,584.04	7.2	372,272.96	3,375,922.51	83.5
TOTAL: 1000-7999	94,673,984.26	6,217,913.48	11,368,301.53	12.0	8,287,506.18	75,018,176.55	79.2

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 08/23/2010 TO 09/20/2010

#J2712

09/21/2010

PAGE 3

Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
			CURRENT	YEAR TO DATE				
TOTAL INCOME	(8000 - 8999)	92,430,405.20	476,673.74	14,204,883.90	15.3	0.00	78,225,521.30	84.6
TOTAL:	1000-5999	89,003,752.22	6,045,427.43	11,040,985.54	12.4	7,820,018.74	70,142,747.94	78.8
TOTAL:	1000-6999	90,632,204.75	6,068,219.73	11,074,717.49	12.2	7,915,233.22	71,642,254.04	79.0
TOTAL:	1000-7999	94,673,984.26	6,217,913.48	11,368,301.53	12.0	8,287,506.18	75,018,176.55	79.2
TOTAL EXPENSES	(1000 - 7999)	94,673,984.26	6,217,913.48	11,368,301.53	12.0	8,287,506.18	75,018,176.55	79.2

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 08/23/2010 TO 09/20/2010

#J2712

09/21/2010

PAGE 4

Fund: 21 BOND INTEREST AND REDEMPTION

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED			%	PENDED/ ENCUMBERED	UNENCUMBERED	
		CURRENT	YEAR TO DATE				BALANCE	%
8600.00 STATE REVENUES	175,000.00	0.00	0.00	.0	0.00	175,000.00	100.0	
8800.00 LOCAL REVENUES	17,285,000.00	0.00	0.00	.0	0.00	17,285,000.00	100.0	
TOTAL: 8000	17,460,000.00	0.00	0.00	.0	0.00	17,460,000.00	100.0	
7100.00 DEBT RETIREMENT	21,961,172.00	0.00	0.00	.0	0.00	21,961,172.00	100.0	
TOTAL: 7000	21,961,172.00	0.00	0.00	.0	0.00	21,961,172.00	100.0	
TOTAL: 1000-7999	21,961,172.00	0.00	0.00	.0	0.00	21,961,172.00	100.0	

Fund: 21 BOND INTEREST AND REDEMPTION SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
			CURRENT	YEAR TO DATE				
TOTAL INCOME	(8000 - 8999)	17,460,000.00	0.00	0.00	.0	0.00	17,460,000.00	100.0
TOTAL:	1000-5999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-6999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-7999	21,961,172.00	0.00	0.00	.0	0.00	21,961,172.00	100.0
TOTAL EXPENSES	(1000 - 7999)	21,961,172.00	0.00	0.00	.0	0.00	21,961,172.00	100.0

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 08/23/2010 TO 09/20/2010

#J2712

09/21/2010

PAGE 6

Fund: 39 BLUE SHIELD MEMBERS CONT

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	0.00	0.00	45.38	100.0	0.00	45.38-	.0
TOTAL: 8000	0.00	0.00	45.38	100.0	0.00	45.38-	.0
7300.00 INTERFUND TRANSFERS	263.47	0.00	0.00	.0	0.00	263.47	100.0
TOTAL: 7000	263.47	0.00	0.00	.0	0.00	263.47	100.0
TOTAL: 1000-7999	263.47	0.00	0.00	.0	0.00	263.47	100.0

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 08/23/2010 TO 09/20/2010

#J2712

09/21/2010

PAGE 7

Fund: 39 BLUE SHIELD MEMBERS CONT SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	0.00	0.00	45.38	100.0	0.00	45.38-	.0
TOTAL:	1000-5999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-6999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-7999	263.47	0.00	0.00	.0	0.00	263.47	100.0
TOTAL EXPENSES	(1000 - 7999)	263.47	0.00	0.00	.0	0.00	263.47	100.0

Fund: 41 CAPITAL OUTLAY PROJECTS FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ ENCUMBERED	UNENCUMBERED	
		CURRENT	YEAR TO DATE			BALANCE	%
8600.00 STATE REVENUES	17,405,877.05	0.00	0.00	.0	0.00	17,405,877.05	100.0
8800.00 LOCAL REVENUES	713,654.40	37,239.36	170,084.80	23.8	0.00	543,569.60	76.1
TOTAL: 8000	18,119,531.45	37,239.36	170,084.80	.9	0.00	17,949,446.65	99.0
4500.00 NONINSTRUCTIONAL SUPPLIES	5,000.00	0.00	0.00	.0	0.00	5,000.00	100.0
TOTAL: 4000	5,000.00	0.00	0.00	.0	0.00	5,000.00	100.0
5100.00 PERSON&CONSULTANT SVC-DIST USE	43,774.21	0.00	0.00	.0	30,074.21	13,700.00	31.2
5500.00 UTILITIES & HOUSEKEEP-DIST.USE	3,000.00	0.00	0.00	.0	0.00	3,000.00	100.0
5600.00 RENTS,LEASES&REPAIRS-DIST.USE	14,422.93	0.00	0.00	.0	5,850.00	8,572.93	59.4
5800.00 OTHER OPERATING EXP-DIST. USE	46,737.40	0.00	0.00	.0	0.00	46,737.40	100.0
TOTAL: 5000	107,934.54	0.00	0.00	.0	35,924.21	72,010.33	66.7
TOTAL: 1000-5999	112,934.54	0.00	0.00	.0	35,924.21	77,010.33	68.1
6100.00 SITES & IMPROVEMENTS-DIST. USE	49,075.00	0.00	0.00	.0	0.00	49,075.00	100.0
6200.00 BUILDINGS&IMPROVEMENT-DIST.USE	20,816,929.33	3,620,404.94	6,587,711.72	31.6	9,944,759.80	4,284,457.81	20.5
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	1,378,262.93	719,768.50	719,768.50	52.2	543,503.33	114,991.10	8.3
TOTAL: 6000	22,244,267.26	4,340,173.44	7,307,480.22	32.8	10,488,263.13	4,448,523.91	19.9
TOTAL: 1000-6999	22,357,201.80	4,340,173.44	7,307,480.22	32.6	10,524,187.34	4,525,534.24	20.2
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	22,857,201.80	4,340,173.44	7,307,480.22	31.9	10,524,187.34	5,025,534.24	21.9

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 08/23/2010 TO 09/20/2010

#J2712

09/21/2010

PAGE 9

Fund: 41 CAPITAL OUTLAY PROJECTS FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	18,119,531.45	37,239.36	170,084.80	.9	0.00	17,949,446.65	99.0
TOTAL:	1000-5999	112,934.54	0.00	0.00	.0	35,924.21	77,010.33	68.1
TOTAL:	1000-6999	22,357,201.80	4,340,173.44	7,307,480.22	32.6	10,524,187.34	4,525,534.24	20.2
TOTAL:	1000-7999	22,857,201.80	4,340,173.44	7,307,480.22	31.9	10,524,187.34	5,025,534.24	21.9
TOTAL EXPENSES	(1000 - 7999)	22,857,201.80	4,340,173.44	7,307,480.22	31.9	10,524,187.34	5,025,534.24	21.9

Fund: 42 REVENUE BOND CONSTRUCTION FU

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	5,395,000.00	0.00	446,125.91	8.2	0.00	4,948,874.09	91.7
TOTAL: 8000	5,395,000.00	0.00	446,125.91	8.2	0.00	4,948,874.09	91.7
1200.00 CONTRACT CERT. ADMINISTRATORS	20,000.00	0.00	0.00	.0	0.00	20,000.00	100.0
TOTAL: 1000	20,000.00	0.00	0.00	.0	0.00	20,000.00	100.0
2100.00 CONTRACT CLASSIFIED NON-INSTR.	43,920.00	0.00	0.00	.0	0.00	43,920.00	100.0
TOTAL: 2000	43,920.00	0.00	0.00	.0	0.00	43,920.00	100.0
4500.00 NONINSTRUCTIONAL SUPPLIES	2,000.00	0.00	0.00	.0	0.00	2,000.00	100.0
TOTAL: 4000	2,000.00	0.00	0.00	.0	0.00	2,000.00	100.0
5100.00 PERSON&CONSULTANT SVC-DIST USE	1,421,595.00	14,266.57	14,266.57	1.0	271,594.51	1,135,733.92	79.8
5400.00 INSURANCES - DISTRICT USE	58,555.00	0.00	0.00	.0	10,192.00	48,363.00	82.5
5600.00 RENTS,LEASES&REPAIRS-DIST.USE	165,000.00	16,010.01	32,020.02	19.4	60,475.02	72,504.96	43.9
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	20,000.00	2,338.20	2,338.20	11.6	17,661.80	0.00	.0
5800.00 OTHER OPERATING EXP-DIST. USE	20,000.00	750.00	5,750.00	28.7	4,750.00	9,500.00	47.5
TOTAL: 5000	1,685,150.00	33,364.78	54,374.79	3.2	364,673.33	1,266,101.88	75.1
TOTAL: 1000-5999	1,751,070.00	33,364.78	54,374.79	3.1	364,673.33	1,332,021.88	76.0
6100.00 SITES & IMPROVEMENTS-DIST. USE	33,741,505.15	112,755.48	273,439.79	.8	2,621,799.34	30,846,266.02	91.4
6200.00 BUILDINGS&IMPROVEMENT-DIST.USE	244,570,642.00	1,448,418.64	2,032,340.20	.8	19,347,518.15	223,190,783.65	91.2
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	11,089,731.00	157,418.62	510,935.21	4.6	1,181,824.37	9,396,971.42	84.7
TOTAL: 6000	289,401,878.15	1,718,592.74	2,816,715.20	.9	23,151,141.86	263,434,021.09	91.0
TOTAL: 1000-6999	291,152,948.15	1,751,957.52	2,871,089.99	.9	23,515,815.19	264,766,042.97	90.9

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 08/23/2010 TO 09/20/2010

#J2712

09/21/2010

PAGE 11

Fund: 42 REVENUE BOND CONSTRUCTION FU SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ ENCUMBERED	UNENCUMBERED	
			CURRENT	YEAR TO DATE			BALANCE	%
TOTAL INCOME	(8000 - 8999)	5,395,000.00	0.00	446,125.91	8.2	0.00	4,948,874.09	91.7
TOTAL:	1000-5999	1,751,070.00	33,364.78	54,374.79	3.1	364,673.33	1,332,021.88	76.0
TOTAL:	1000-6999	291,152,948.15	1,751,957.52	2,871,089.99	.9	23,515,815.19	264,766,042.97	90.9
TOTAL:	1000-7999	291,152,948.15	1,751,957.52	2,871,089.99	.9	23,515,815.19	264,766,042.97	90.9
TOTAL EXPENSES	(1000 - 7999)	291,152,948.15	1,751,957.52	2,871,089.99	.9	23,515,815.19	264,766,042.97	90.9

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 08/23/2010 TO 09/20/2010

#J2712 09/21/2010
 PAGE 12

Fund: 51 BOOKSTORE FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	0.00	0.00	270.59	100.0	0.00	270.59-	.0
TOTAL: 8000	0.00	0.00	270.59	100.0	0.00	270.59-	.0

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 08/23/2010 TO 09/20/2010

#J2712

09/21/2010

PAGE 13

Fund: 51 BOOKSTORE FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	0.00	0.00	270.59	100.0	0.00	270.59-	.0
TOTAL:	1000-5999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-6999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-7999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL EXPENSES	(1000 - 7999)	0.00	0.00	0.00	.0	0.00	0.00	.0

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 08/23/2010 TO 09/20/2010

#J2712

09/21/2010

PAGE 14

Fund: 68 RETIREE BENEFIT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	42,000.00	0.00	7,869.93	18.7	0.00	34,130.07	81.2
8900.00 OTHER FINANCING SOURCES	1,487,948.00	0.00	0.00	.0	0.00	1,487,948.00	100.0
TOTAL: 8000	1,529,948.00	0.00	7,869.93	.5	0.00	1,522,078.07	99.4
3900.00 OTHER BENEFITS	1,364,631.00	4,041.00	4,041.00	.2	0.00	1,360,590.00	99.7
TOTAL: 3000	1,364,631.00	4,041.00	4,041.00	.2	0.00	1,360,590.00	99.7
TOTAL: 1000-5999	1,364,631.00	4,041.00	4,041.00	.2	0.00	1,360,590.00	99.7
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	1,864,631.00	4,041.00	4,041.00	.2	0.00	1,860,590.00	99.7

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 08/23/2010 TO 09/20/2010

#J2712

09/21/2010

PAGE 15

Fund: 68 RETIREE BENEFIT FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	1,529,948.00	0.00	7,869.93	.5	0.00	1,522,078.07	99.4
TOTAL:	1000-5999	1,364,631.00	4,041.00	4,041.00	.2	0.00	1,360,590.00	99.7
TOTAL:	1000-6999	1,364,631.00	4,041.00	4,041.00	.2	0.00	1,360,590.00	99.7
TOTAL:	1000-7999	1,864,631.00	4,041.00	4,041.00	.2	0.00	1,860,590.00	99.7
TOTAL EXPENSES	(1000 - 7999)	1,864,631.00	4,041.00	4,041.00	.2	0.00	1,860,590.00	99.7

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 08/23/2010 TO 09/20/2010

#J2712

09/21/2010

PAGE 16

Fund: 69 EMPL LOAD BANKING TRUST FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	1,200.00	0.00	241.31	20.1	0.00	958.69	79.8
TOTAL: 8000	1,200.00	0.00	241.31	20.1	0.00	958.69	79.8
7300.00 INTERFUND TRANSFERS	1,200.00	0.00	0.00	.0	0.00	1,200.00	100.0
TOTAL: 7000	1,200.00	0.00	0.00	.0	0.00	1,200.00	100.0
TOTAL: 1000-7999	1,200.00	0.00	0.00	.0	0.00	1,200.00	100.0

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 08/23/2010 TO 09/20/2010

#J2712

09/21/2010

PAGE 17

Fund: 69 EMPL LOAD BANKING TRUST FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	1,200.00	0.00	241.31	20.1	0.00	958.69	79.8
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	1,200.00	0.00	0.00	.0	0.00	1,200.00	100.0
TOTAL EXPENSES	(1000 - 7999)	1,200.00	0.00	0.00	.0	0.00	1,200.00	100.0

Fund: 72 CHILD DEVELOPMENT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	142,220.00	0.00	0.00	.0	0.00	142,220.00	100.0
8600.00 STATE REVENUES	2,290,960.00	0.12-	87,659.38	3.8	0.00	2,203,300.62	96.1
8800.00 LOCAL REVENUES	250,916.00	0.00	2,159.65	.8	0.00	248,756.35	99.1
TOTAL: 8000	2,684,096.00	0.12-	89,819.03	3.3	0.00	2,594,276.97	96.6
2100.00 CONTRACT CLASSIFIED NON-INSTR.	1,112,754.00	85,447.94	155,180.24	13.9	0.00	957,573.76	86.0
2300.00 NON-INSTRUCTION HOURLY CLASS.	240,627.00	644.41	10,998.94	4.5	0.00	229,628.06	95.4
TOTAL: 2000	1,353,381.00	86,092.35	166,179.18	12.2	0.00	1,187,201.82	87.7
3100.00 CERTIFICATED RETIREMENT	19,326.00	1,336.51	2,734.28	14.1	0.00	16,591.72	85.8
3200.00 CLASSIFIED RETIREMENT	94,193.00	7,217.70	13,193.19	14.0	0.00	80,999.81	85.9
3300.00 OASDHI/FICA	79,009.00	5,419.20	9,973.39	12.6	0.00	69,035.61	87.3
3400.00 HEALTH AND WELFARE BENEFITS	267,792.00	23,932.86	46,160.04	17.2	0.00	221,631.96	82.7
3500.00 STATE UNEMPLOYMENT INSURANCE	9,041.00	632.95	1,173.53	12.9	0.00	7,867.47	87.0
3600.00 WORKERS COMPENSATION INSURANCE	34,200.00	3,700.00	7,200.00	21.0	0.00	27,000.00	78.9
3900.00 OTHER BENEFITS	1,911.00	426.61	841.04	44.0	0.00	1,069.96	55.9
TOTAL: 3000	505,472.00	42,665.83	81,275.47	16.0	0.00	424,196.53	83.9
4200.00 BOOK,MAGAZINE&PERIOD-DIST.USE	100.00	0.00	0.00	.0	0.00	100.00	100.0
4300.00 INSTRUCTIONAL SUPPLIES	46,807.00	1,570.47	1,570.47	3.3	24,179.53	21,057.00	44.9
4500.00 NONINSTRUCTIONAL SUPPLIES	71,724.00	3,594.89	6,455.88	9.0	25,152.86	40,115.26	55.9
4700.00 FOOD SUPPLIES	148,963.00	9,253.70	14,550.21	9.7	102,915.79	31,497.00	21.1
TOTAL: 4000	267,594.00	14,419.06	22,576.56	8.4	152,248.18	92,769.26	34.6
5100.00 PERSON&CONSULTANT SVC-DIST USE	4,100.00	0.00	0.00	.0	0.00	4,100.00	100.0
5200.00 TRAVEL & CONFERENCE EXPENSES	1,500.00	0.00	0.00	.0	100.00	1,400.00	93.3
5600.00 RENTS,LEASES&REPAIRS-DIST.USE	4,150.00	0.00	0.00	.0	0.00	4,150.00	100.0
5800.00 OTHER OPERATING EXP-DIST. USE	173,531.00	0.00	550.00	.3	0.00	172,981.00	99.6
TOTAL: 5000	183,281.00	0.00	550.00	.3	100.00	182,631.00	99.6
TOTAL: 1000-5999	2,309,728.00	143,177.24	270,581.21	11.7	152,348.18	1,886,798.61	81.6
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	13,666.00	0.00	0.00	.0	0.00	13,666.00	100.0
TOTAL: 6000	13,666.00	0.00	0.00	.0	0.00	13,666.00	100.0
TOTAL: 1000-6999	2,323,394.00	143,177.24	270,581.21	11.6	152,348.18	1,900,464.61	81.7
7900.00 RESERVE FOR CONTINGENCIES	50,000.00	0.00	0.00	.0	0.00	50,000.00	100.0
TOTAL: 7000	50,000.00	0.00	0.00	.0	0.00	50,000.00	100.0
TOTAL: 1000-7999	2,373,394.00	143,177.24	270,581.21	11.4	152,348.18	1,950,464.61	82.1

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 08/23/2010 TO 09/20/2010

#J2712

09/21/2010

PAGE 19

Fund: 72 CHILD DEVELOPMENT FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	2,684,096.00	0.12-	89,819.03	3.3	0.00	2,594,276.97	96.6
TOTAL:	1000-5999	2,309,728.00	143,177.24	270,581.21	11.7	152,348.18	1,886,798.61	81.6
TOTAL:	1000-6999	2,323,394.00	143,177.24	270,581.21	11.6	152,348.18	1,900,464.61	81.7
TOTAL:	1000-7999	2,373,394.00	143,177.24	270,581.21	11.4	152,348.18	1,950,464.61	82.1
TOTAL EXPENSES	(1000 - 7999)	2,373,394.00	143,177.24	270,581.21	11.4	152,348.18	1,950,464.61	82.1

Fund: 73 STUDENT BODY CENTER FEE FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	245,500.00	0.00	3,170.28	1.2	0.00	242,329.72	98.7
TOTAL: 8000	245,500.00	0.00	3,170.28	1.2	0.00	242,329.72	98.7
2100.00 CONTRACT CLASSIFIED NON-INSTR.	88,560.00	7,369.61	14,705.61	16.6	0.00	73,854.39	83.3
2300.00 NON-INSTRUCTION HOURLY CLASS.	51,100.00	654.00	2,750.00	5.3	0.00	48,350.00	94.6
TOTAL: 2000	139,660.00	8,023.61	17,455.61	12.4	0.00	122,204.39	87.5
3200.00 CLASSIFIED RETIREMENT	9,482.00	789.06	1,574.53	16.6	0.00	7,907.47	83.3
3300.00 OASDHI/FICA	6,890.00	563.78	1,124.99	16.3	0.00	5,765.01	83.6
3400.00 HEALTH AND WELFARE BENEFITS	20,468.00	1,705.68	3,411.36	16.6	0.00	17,056.64	83.3
3500.00 STATE UNEMPLOYMENT INSURANCE	649.00	53.06	105.88	16.3	0.00	543.12	83.6
3600.00 WORKERS COMPENSATION INSURANCE	2,400.00	200.00	400.00	16.6	0.00	2,000.00	83.3
3900.00 OTHER BENEFITS	146.00	12.18	24.36	16.6	0.00	121.64	83.3
TOTAL: 3000	40,035.00	3,323.76	6,641.12	16.5	0.00	33,393.88	83.4
4200.00 BOOK,MAGAZINE&PERIOD-DIST.USE	500.00	0.00	0.00	.0	0.00	500.00	100.0
4500.00 NONINSTRUCTIONAL SUPPLIES	11,515.00	1,170.17	1,282.64	11.1	1,299.96	8,932.40	77.5
TOTAL: 4000	12,015.00	1,170.17	1,282.64	10.6	1,299.96	9,432.40	78.5
5100.00 PERSON&CONSULTANT SVC-DIST USE	3,910.00	0.00	947.88	24.2	0.00	2,962.12	75.7
5200.00 TRAVEL & CONFERENCE EXPENSES	1,000.00	0.00	0.00	.0	0.00	1,000.00	100.0
5600.00 RENTS,LEASES&REPAIRS-DIST.USE	9,732.00	1,600.13	1,600.13	16.4	1,299.00	6,832.87	70.2
5800.00 OTHER OPERATING EXP-DIST. USE	7,361.00	0.00	0.00	.0	200.00	7,161.00	97.2
TOTAL: 5000	22,003.00	1,600.13	2,548.01	11.5	1,499.00	17,955.99	81.6
TOTAL: 1000-5999	213,713.00	14,117.67	27,927.38	13.0	2,798.96	182,986.66	85.6
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	33,609.00	0.00	0.00	.0	1,407.06	32,201.94	95.8
TOTAL: 6000	33,609.00	0.00	0.00	.0	1,407.06	32,201.94	95.8
TOTAL: 1000-6999	247,322.00	14,117.67	27,927.38	11.2	4,206.02	215,188.60	87.0
7900.00 RESERVE FOR CONTINGENCIES	103,440.00	0.00	0.00	.0	0.00	103,440.00	100.0
TOTAL: 7000	103,440.00	0.00	0.00	.0	0.00	103,440.00	100.0
TOTAL: 1000-7999	350,762.00	14,117.67	27,927.38	7.9	4,206.02	318,628.60	90.8

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 08/23/2010 TO 09/20/2010

#J2712

09/21/2010

PAGE 21

Fund: 73 STUDENT BODY CENTER FEE FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
			CURRENT	YEAR TO DATE				
TOTAL INCOME	(8000 - 8999)	245,500.00	0.00	3,170.28	1.2	0.00	242,329.72	98.7
TOTAL:	1000-5999	213,713.00	14,117.67	27,927.38	13.0	2,798.96	182,986.66	85.6
TOTAL:	1000-6999	247,322.00	14,117.67	27,927.38	11.2	4,206.02	215,188.60	87.0
TOTAL:	1000-7999	350,762.00	14,117.67	27,927.38	7.9	4,206.02	318,628.60	90.8
TOTAL EXPENSES	(1000 - 7999)	350,762.00	14,117.67	27,927.38	7.9	4,206.02	318,628.60	90.8

Fund: 74 KVC R FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	2,342,381.78	397.84	1,970.53	.0	0.00	2,340,411.25	99.9
8900.00 OTHER FINANCING SOURCES	1,460,152.00	139,895.00	279,790.00	19.1	0.00	1,180,362.00	80.8
TOTAL: 8000	3,802,533.78	140,292.84	281,760.53	7.4	0.00	3,520,773.25	92.5
2100.00 CONTRACT CLASSIFIED NON-INSTR.	1,350,861.00	68,592.42	202,342.83	14.9	0.00	1,148,518.17	85.0
2300.00 NON-INSTRUCTION HOURLY CLASS.	35,000.00	3,400.23	12,077.83	34.5	0.00	22,922.17	65.4
TOTAL: 2000	1,385,861.00	71,992.65	214,420.66	15.4	0.00	1,171,440.34	84.5
3200.00 CLASSIFIED RETIREMENT	145,707.00	11,328.23	22,548.74	15.4	0.00	123,158.26	84.5
3300.00 OASDHI/FICA	105,023.00	7,772.53	18,294.74	17.4	0.00	86,728.26	82.5
3400.00 HEALTH AND WELFARE BENEFITS	175,951.00	14,600.45	29,200.90	16.5	0.00	146,750.10	83.4
3500.00 STATE UNEMPLOYMENT INSURANCE	9,885.00	787.48	1,795.68	18.1	0.00	8,089.32	81.8
3600.00 WORKERS COMPENSATION INSURANCE	23,100.00	2,000.00	3,900.00	16.8	0.00	19,200.00	83.1
3900.00 OTHER BENEFITS	1,407.00	359.62	719.24	51.1	0.00	687.76	48.8
TOTAL: 3000	461,073.00	36,848.31	76,459.30	16.5	0.00	384,613.70	83.4
4500.00 NONINSTRUCTIONAL SUPPLIES	6,865.16	446.13	655.92	9.5	4,719.08	1,490.16	21.7
TOTAL: 4000	6,865.16	446.13	655.92	9.5	4,719.08	1,490.16	21.7
5300.00 POST/DUES/MEMBERSHIPS-DIST.USE	44,697.97	5,842.58	18,384.70	41.1	7,329.30	18,983.97	42.4
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	184,467.74	17,107.27	39,101.93	21.1	121,363.07	24,002.74	13.0
5600.00 RENTS,LEASES&REPAIRS-DIST.USE	58,872.25	2,782.70	11,705.10	19.8	15,994.10	31,173.05	52.9
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	79,803.45	8,720.97	8,720.97	10.9	53,279.03	17,803.45	22.3
5800.00 OTHER OPERATING EXP-DIST. USE	1,565,293.21	59,413.71	64,009.71	4.0	265,520.00	1,235,763.50	78.9
TOTAL: 5000	1,940,134.62	93,867.23	141,922.41	7.3	463,485.50	1,334,726.71	68.7
TOTAL: 1000-5999	3,793,933.78	203,154.32	433,458.29	11.4	468,204.58	2,892,270.91	76.2
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	5,000.00	0.00	0.00	.0	0.00	5,000.00	100.0
TOTAL: 6000	5,000.00	0.00	0.00	.0	0.00	5,000.00	100.0
TOTAL: 1000-6999	3,798,933.78	203,154.32	433,458.29	11.4	468,204.58	2,897,270.91	76.2

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 08/23/2010 TO 09/20/2010

#J2712

09/21/2010

PAGE 23

Fund: 74 KVCR FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
			CURRENT	YEAR TO DATE				
TOTAL INCOME	(8000 - 8999)	3,802,533.78	140,292.84	281,760.53	7.4	0.00	3,520,773.25	92.5
TOTAL:	1000-5999	3,793,933.78	203,154.32	433,458.29	11.4	468,204.58	2,892,270.91	76.2
TOTAL:	1000-6999	3,798,933.78	203,154.32	433,458.29	11.4	468,204.58	2,897,270.91	76.2
TOTAL:	1000-7999	3,798,933.78	203,154.32	433,458.29	11.4	468,204.58	2,897,270.91	76.2
TOTAL EXPENSES	(1000 - 7999)	3,798,933.78	203,154.32	433,458.29	11.4	468,204.58	2,897,270.91	76.2

Fund: 78 SELF INSURANCE-LIABILITY&PRO

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	3,500.00	0.00	1,159.26	33.1	0.00	2,340.74	66.8
8900.00 OTHER FINANCING SOURCES	550,000.00	0.00	0.00	.0	0.00	550,000.00	100.0
TOTAL: 8000	553,500.00	0.00	1,159.26	.2	0.00	552,340.74	99.7
5100.00 PERSON&CONSULTANT SVC-DIST USE	85,000.00	27,298.01-	12,900.66	15.1	23,905.31	48,194.03	56.6
5400.00 INSURANCES - DISTRICT USE	500,000.00	0.00	441,762.00	88.3	33,395.00	24,843.00	4.9
5800.00 OTHER OPERATING EXP-DIST. USE	75,000.00	72,129.35	72,129.35	96.1	0.00	2,870.65	3.8
TOTAL: 5000	660,000.00	44,831.34	526,792.01	79.8	57,300.31	75,907.68	11.5
TOTAL: 1000-5999	660,000.00	44,831.34	526,792.01	79.8	57,300.31	75,907.68	11.5
7900.00 RESERVE FOR CONTINGENCIES	100,000.00	0.00	0.00	.0	0.00	100,000.00	100.0
TOTAL: 7000	100,000.00	0.00	0.00	.0	0.00	100,000.00	100.0
TOTAL: 1000-7999	760,000.00	44,831.34	526,792.01	69.3	57,300.31	175,907.68	23.1

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 08/23/2010 TO 09/20/2010

#J2712

09/21/2010

PAGE 25

Fund: 78 SELF INSURANCE-LIABILITY&PRO SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
			CURRENT	YEAR TO DATE				
TOTAL INCOME	(8000 - 8999)	553,500.00	0.00	1,159.26	.2	0.00	552,340.74	99.7
TOTAL:	1000-5999	660,000.00	44,831.34	526,792.01	79.8	57,300.31	75,907.68	11.5
TOTAL:	1000-6999	660,000.00	44,831.34	526,792.01	79.8	57,300.31	75,907.68	11.5
TOTAL:	1000-7999	760,000.00	44,831.34	526,792.01	69.3	57,300.31	175,907.68	23.1
TOTAL EXPENSES	(1000 - 7999)	760,000.00	44,831.34	526,792.01	69.3	57,300.31	175,907.68	23.1

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 08/23/2010 TO 09/20/2010

#J2712

09/21/2010

PAGE 26

Fund: 84 WORKERS COMPENSATION FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	1,290,000.00	0.00	13,115.97	1.0	0.00	1,276,884.03	98.9
TOTAL: 8000	1,290,000.00	0.00	13,115.97	1.0	0.00	1,276,884.03	98.9
5100.00 PERSON&CONSULTANT SVC-DIST USE	130,000.00	0.00	36,100.00	27.7	30,700.00	63,200.00	48.6
5400.00 INSURANCES - DISTRICT USE	120,000.00	0.00	104,163.00	86.8	0.00	15,837.00	13.1
5800.00 OTHER OPERATING EXP-DIST. USE	810,000.00	45,782.04	129,558.74	15.9	45,320.00	635,121.26	78.4
TOTAL: 5000	1,060,000.00	45,782.04	269,821.74	25.4	76,020.00	714,158.26	67.3
TOTAL: 1000-5999	1,060,000.00	45,782.04	269,821.74	25.4	76,020.00	714,158.26	67.3
7900.00 RESERVE FOR CONTINGENCIES	500,000.00	0.00	0.00	.0	0.00	500,000.00	100.0
TOTAL: 7000	500,000.00	0.00	0.00	.0	0.00	500,000.00	100.0
TOTAL: 1000-7999	1,560,000.00	45,782.04	269,821.74	17.2	76,020.00	1,214,158.26	77.8

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 08/23/2010 TO 09/20/2010

#J2712

09/21/2010

PAGE 27

Fund: 84 WORKERS COMPENSATION FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	1,290,000.00	0.00	13,115.97	1.0	0.00	1,276,884.03	98.9
TOTAL:	1000-5999	1,060,000.00	45,782.04	269,821.74	25.4	76,020.00	714,158.26	67.3
TOTAL:	1000-6999	1,060,000.00	45,782.04	269,821.74	25.4	76,020.00	714,158.26	67.3
TOTAL:	1000-7999	1,560,000.00	45,782.04	269,821.74	17.2	76,020.00	1,214,158.26	77.8
TOTAL EXPENSES	(1000 - 7999)	1,560,000.00	45,782.04	269,821.74	17.2	76,020.00	1,214,158.26	77.8

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	32,500.00	0.00	0.00	.0	0.00	32,500.00	100.0
8600.00 STATE REVENUES	30,164.00	0.00	0.00	.0	0.00	30,164.00	100.0
8800.00 LOCAL REVENUES	614,650.00	1,000.00	2,003.50	.3	0.00	612,646.50	99.6
TOTAL: 8000	677,314.00	1,000.00	2,003.50	.2	0.00	675,310.50	99.7
1100.00 CONTRACT CLASSROOM INST.	11,036,231.00	1,020,340.72	1,022,700.64	9.2	0.00	10,013,530.36	90.7
1200.00 CONTRACT CERT. ADMINISTRATORS	3,557,326.00	266,927.71	554,933.10	15.5	0.00	3,002,392.90	84.4
1300.00 INSTRUCTORS DAY/HOURLY	5,010,620.00	375,820.36	667,325.88	13.3	0.00	4,343,294.12	86.6
1400.00 NON-INSTRUCTION HOURLY CERT.	174,422.00	2,244.32	507.13	.2	0.00	173,914.87	99.7
TOTAL: 1000	19,778,599.00	1,660,844.47	2,245,466.75	11.3	0.00	17,533,132.25	88.6
2100.00 CONTRACT CLASSIFIED NON-INSTR.	6,198,262.00	403,370.32	923,207.41	14.8	0.00	5,275,054.59	85.1
2200.00 INSTRUCTIONAL AIDS	819,728.00	51,457.22	122,279.36	14.9	0.00	697,448.64	85.0
2300.00 NON-INSTRUCTION HOURLY CLASS.	124,549.00	3,021.51	5,470.57	4.3	0.00	119,078.43	95.6
2400.00 INST AIDES-HOURLY- DIR.INSTRUC	388,711.00	17,129.80	28,129.55	7.2	0.00	360,581.45	92.7
TOTAL: 2000	7,531,250.00	474,978.85	1,079,086.89	14.3	0.00	6,452,163.11	85.6
3100.00 CERTIFICATED RETIREMENT	1,583,312.00	123,189.81	161,260.63	10.1	0.00	1,422,051.37	89.8
3200.00 CLASSIFIED RETIREMENT	804,697.00	54,004.74	113,908.52	14.1	0.00	690,788.48	85.8
3300.00 OASDHI/FICA	878,646.00	68,856.71	125,268.60	14.2	0.00	753,377.40	85.7
3400.00 HEALTH AND WELFARE BENEFITS	2,916,255.00	218,684.46	437,498.27	15.0	0.00	2,478,756.73	84.9
3500.00 STATE UNEMPLOYMENT INSURANCE	196,053.00	15,977.91	24,502.42	12.4	0.00	171,550.58	87.5
3600.00 WORKERS COMPENSATION INSURANCE	372,960.00	30,243.51	60,275.51	16.1	0.00	312,684.49	83.8
3900.00 OTHER BENEFITS	22,284.00	8,753.92	17,509.79	78.5	0.00	4,774.21	21.4
TOTAL: 3000	6,774,207.00	519,711.06	940,223.74	13.8	0.00	5,833,983.26	86.1
4100.00 TEXTBOOKS	8,500.00	4,382.78	4,382.78	51.5	2,211.62	1,905.60	22.4
4200.00 BOOK,MAGAZINE&PERIOD-DIST.USE	48,530.00	58.19	58.19	.1	291.00	48,180.81	99.2
4300.00 INSTRUCTIONAL SUPPLIES	187,661.00	15,675.43	16,601.87	8.8	47,978.47	123,080.66	65.5
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	10,489.00	0.00	444.90	4.2	0.00	10,044.10	95.7
4500.00 NONINSTRUCTIONAL SUPPLIES	399,660.00	26,110.23	38,751.25	9.6	262,365.64	98,543.11	24.6
4700.00 FOOD SUPPLIES	29,010.00	519.84	519.84	1.7	23,480.16	5,010.00	17.2
TOTAL: 4000	683,850.00	46,746.47	60,758.83	8.8	336,326.89	286,764.28	41.9
5100.00 PERSON&CONSULTANT SVC-DIST USE	516,204.30	3,311.79	2,871.79	.5	446,720.11	66,612.40	12.9
5200.00 TRAVEL & CONFERENCE EXPENSES	76,732.00	2,149.49	3,325.83	4.3	3,605.13	69,801.04	90.9
5300.00 POST/DUES/MEMBERSHIPS-DIST.USE	113,593.00	7,724.48	32,788.08	28.8	3,990.97	76,813.95	67.6
5400.00 INSURANCES - DISTRICT USE	600.00	0.00	0.00	.0	0.00	600.00	100.0
5500.00 UTILITIES & HOUSEKEEP-DIST.USE	1,681,562.00	198,224.59	380,540.94	22.6	1,249,564.36	51,456.70	3.0
5600.00 RENTS,LEASES&REPAIRS-DIST.USE	606,171.00	23,296.73	47,115.39	7.7	436,724.95	122,330.66	20.1
5800.00 OTHER OPERATING EXP-DIST. USE	503,266.90	5,134.00	5,724.00	1.1	38,952.95	458,589.95	91.1
5900.00 INTERPROGRAM CHARGES-DIST.USE	180.00	0.00	0.00	.0	0.00	180.00	100.0
TOTAL: 5000	3,498,309.20	239,841.08	472,366.03	13.5	2,179,558.47	846,384.70	24.1
TOTAL: 1000-5999	38,266,215.20	2,942,121.93	4,797,902.24	12.5	2,515,885.36	30,952,427.60	80.8

BDX110
 SBVC UNRESTRICTED
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 08/23/2010 TO 09/20/2010

#J2713

09/21/2010

PAGE 2

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ ENCUMBERED	UNENCUMBERED	
		CURRENT	YEAR TO DATE			BALANCE	%
6300.00 LIBRARY BOOKS - EXPANSION	62,281.00	6,361.08	7,801.54	12.5	33,738.41	20,741.05	33.3
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	109,683.00	7,945.61	8,585.67	7.8	7,903.48	93,193.85	84.9
TOTAL: 6000	171,964.00	14,306.69	16,387.21	9.5	41,641.89	113,934.90	66.2
TOTAL: 1000-6999	38,438,179.20	2,956,428.62	4,814,289.45	12.5	2,557,527.25	31,066,362.50	80.8

BDX110
 SBVC UNRESTRICTED
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 08/23/2010 TO 09/20/2010

#J2713

09/21/2010

PAGE 3

Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	677,314.00	1,000.00	2,003.50	.2	0.00	675,310.50	99.7
TOTAL:	1000-5999	38,266,215.20	2,942,121.93	4,797,902.24	12.5	2,515,885.36	30,952,427.60	80.8
TOTAL:	1000-6999	38,438,179.20	2,956,428.62	4,814,289.45	12.5	2,557,527.25	31,066,362.50	80.8
TOTAL:	1000-7999	38,438,179.20	2,956,428.62	4,814,289.45	12.5	2,557,527.25	31,066,362.50	80.8
TOTAL EXPENSES	(1000 - 7999)	38,438,179.20	2,956,428.62	4,814,289.45	12.5	2,557,527.25	31,066,362.50	80.8

BDX110
 SBVC UNRESTRICTED
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 08/23/2010 TO 09/20/2010

#J2713

09/21/2010

PAGE 4

Fund: 41 CAPITAL OUTLAY PROJECTS FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ ENCUMBERED	UNENCUMBERED	
		CURRENT	YEAR TO DATE			BALANCE	%
5100.00 PERSON&CONSULTANT SVC-DIST USE	19,296.04	0.00	0.00	.0	19,296.04	0.00	.0
TOTAL: 5000	19,296.04	0.00	0.00	.0	19,296.04	0.00	.0
TOTAL: 1000-5999	19,296.04	0.00	0.00	.0	19,296.04	0.00	.0

BDX110
 SBVC UNRESTRICTED
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 08/23/2010 TO 09/20/2010

#J2713

09/21/2010

PAGE 5

Fund: 41 CAPITAL OUTLAY PROJECTS FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
			CURRENT	YEAR TO DATE				
TOTAL INCOME	(8000 - 8999)	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-5999	19,296.04	0.00	0.00	.0	19,296.04	0.00	.0
TOTAL:	1000-6999	19,296.04	0.00	0.00	.0	19,296.04	0.00	.0
TOTAL:	1000-7999	19,296.04	0.00	0.00	.0	19,296.04	0.00	.0
TOTAL EXPENSES	(1000 - 7999)	19,296.04	0.00	0.00	.0	19,296.04	0.00	.0

Fund: 72 CHILD DEVELOPMENT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ ENCUMBERED	UNENCUMBERED	
		CURRENT	YEAR TO DATE			BALANCE	%
8800.00 LOCAL REVENUES	30,630.00	1,792.51	1,792.51	5.8	0.00	28,837.49	94.1
TOTAL: 8000	30,630.00	1,792.51	1,792.51	5.8	0.00	28,837.49	94.1
2300.00 NON-INSTRUCTION HOURLY CLASS.	21,130.00	0.00	0.00	.0	0.00	21,130.00	100.0
TOTAL: 2000	21,130.00	0.00	0.00	.0	0.00	21,130.00	100.0
3300.00 OASDHI/FICA	1,616.00	0.00	0.00	.0	0.00	1,616.00	100.0
3500.00 STATE UNEMPLOYMENT INSURANCE	152.00	0.00	0.00	.0	0.00	152.00	100.0
TOTAL: 3000	1,768.00	0.00	0.00	.0	0.00	1,768.00	100.0
5800.00 OTHER OPERATING EXP-DIST. USE	2,000.00	0.00	0.00	.0	0.00	2,000.00	100.0
TOTAL: 5000	2,000.00	0.00	0.00	.0	0.00	2,000.00	100.0
TOTAL: 1000-5999	24,898.00	0.00	0.00	.0	0.00	24,898.00	100.0
7900.00 RESERVE FOR CONTINGENCIES	50,000.00	0.00	0.00	.0	0.00	50,000.00	100.0
TOTAL: 7000	50,000.00	0.00	0.00	.0	0.00	50,000.00	100.0
TOTAL: 1000-7999	74,898.00	0.00	0.00	.0	0.00	74,898.00	100.0

BDX110
 SBVC UNRESTRICTED
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 08/23/2010 TO 09/20/2010

#J2713

09/21/2010

PAGE 7

Fund: 72 CHILD DEVELOPMENT FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ ENCUMBERED	UNENCUMBERED	
			CURRENT	YEAR TO DATE			BALANCE	%
TOTAL INCOME	(8000 - 8999)	30,630.00	1,792.51	1,792.51	5.8	0.00	28,837.49	94.1
TOTAL:	1000-5999	24,898.00	0.00	0.00	.0	0.00	24,898.00	100.0
TOTAL:	1000-6999	24,898.00	0.00	0.00	.0	0.00	24,898.00	100.0
TOTAL:	1000-7999	74,898.00	0.00	0.00	.0	0.00	74,898.00	100.0
TOTAL EXPENSES	(1000 - 7999)	74,898.00	0.00	0.00	.0	0.00	74,898.00	100.0

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8600.00 STATE REVENUES	81,122.00	0.00	0.00	.0	0.00	81,122.00	100.0
8800.00 LOCAL REVENUES	353,022.00	397.84	2,512.52	.7	0.00	350,509.48	99.2
TOTAL: 8000	434,144.00	397.84	2,512.52	.5	0.00	431,631.48	99.4
1100.00 CONTRACT CLASSROOM INST.	4,437,430.00	427,173.64	485,000.70	10.9	0.00	3,952,429.30	89.0
1200.00 CONTRACT CERT. ADMINISTRATORS	2,721,066.00	208,495.17	414,770.27	15.2	0.00	2,306,295.73	84.7
1300.00 INSTRUCTORS DAY/HOURLY	2,037,524.00	162,372.15	324,220.87	15.9	0.00	1,713,303.13	84.0
1400.00 NON-INSTRUCTION HOURLY CERT.	78,983.00	8,993.85	13,234.32	16.7	0.00	65,748.68	83.2
TOTAL: 1000	9,275,003.00	807,034.81	1,237,226.16	13.3	0.00	8,037,776.84	86.6
2100.00 CONTRACT CLASSIFIED NON-INSTR.	3,228,262.00	227,571.62	487,451.76	15.0	0.00	2,740,810.24	84.9
2200.00 INSTRUCTIONAL AIDS	538,180.00	26,942.20	76,621.81	14.2	0.00	461,558.19	85.7
2300.00 NON-INSTRUCTION HOURLY CLASS.	29,250.00	0.00	1,067.49	3.6	0.00	28,182.51	96.3
2400.00 INST AIDES-HOURLY- DIR.INSTRUC	291,295.00	14,002.25	22,982.25	7.8	0.00	268,312.75	92.1
TOTAL: 2000	4,086,987.00	268,516.07	588,123.31	14.3	0.00	3,498,863.69	85.6
3100.00 CERTIFICATED RETIREMENT	700,028.00	59,775.04	89,731.04	12.8	0.00	610,296.96	87.1
3200.00 CLASSIFIED RETIREMENT	506,496.00	35,444.47	69,139.46	13.6	0.00	437,356.54	86.3
3300.00 OASDHI/FICA	456,410.00	35,417.09	66,752.27	14.6	0.00	389,657.73	85.3
3400.00 HEALTH AND WELFARE BENEFITS	1,470,992.00	109,873.60	220,925.90	15.0	0.00	1,250,066.10	84.9
3500.00 STATE UNEMPLOYMENT INSURANCE	96,090.00	7,911.83	13,282.64	13.8	0.00	82,807.36	86.1
3600.00 WORKERS COMPENSATION INSURANCE	187,664.00	15,108.50	30,157.00	16.0	0.00	157,507.00	83.9
3900.00 OTHER BENEFITS	11,134.00	4,381.64	8,767.67	78.7	0.00	2,366.33	21.2
TOTAL: 3000	3,428,814.00	267,912.17	498,755.98	14.5	0.00	2,930,058.02	85.4
4100.00 TEXTBOOKS	300.00	0.00	0.00	.0	0.00	300.00	100.0
4200.00 BOOK,MAGAZINE&PERIOD-DIST.USE	41,725.00	0.00	0.00	.0	31,808.04	9,916.96	23.7
4300.00 INSTRUCTIONAL SUPPLIES	47,653.00	9,370.05	13,325.61	27.9	7,738.23	26,589.16	55.7
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	976.00	663.27	663.27	67.9	89.00	223.73	22.9
4500.00 NONINSTRUCTIONAL SUPPLIES	161,882.00	12,861.43	19,226.89	11.8	86,725.73	55,929.38	34.5
TOTAL: 4000	252,536.00	22,894.75	33,215.77	13.1	126,361.00	92,959.23	36.8
5100.00 PERSON&CONSULTANT SVC-DIST USE	88,135.00	2,767.25	4,536.95	5.1	22,297.81	61,300.24	69.5
5200.00 TRAVEL & CONFERENCE EXPENSES	31,250.00	1,823.67	3,573.67	11.4	1,210.63	26,465.70	84.6
5300.00 POST/DUES/MEMBERSHIPS-DIST.USE	50,920.00	163.32	15,000.32	29.4	4,836.68	31,083.00	61.0
5500.00 UTILITIES & HOUSEKEEP-DIST.USE	1,024,694.00	114,969.92	216,194.26	21.0	801,595.51	6,904.23	.6
5600.00 RENTS,LEASES&REPAIRS-DIST.USE	411,385.00	36,747.09	50,984.79	12.3	281,191.05	79,209.16	19.2
5800.00 OTHER OPERATING EXP-DIST. USE	223,838.00	2,443.00	4,158.00	1.8	21,680.00	198,000.00	88.4
TOTAL: 5000	1,830,222.00	158,914.25	294,447.99	16.0	1,132,811.68	402,962.33	22.0
TOTAL: 1000-5999	18,873,562.00	1,525,272.05	2,651,769.21	14.0	1,259,172.68	14,962,620.11	79.2
6200.00 BUILDINGS&IMPROVEMENT-DIST.USE	2,000.00	1,360.00	1,360.00	68.0	0.00	640.00	32.0
6300.00 LIBRARY BOOKS - EXPANSION	19,365.00	0.00	0.00	.0	12,500.00	6,865.00	35.4
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	25,542.00	3,000.00	3,099.08	12.1	0.00	22,442.92	87.8

BDX110
CHC UNRESTRICTED
72 San Bernardino Community Col

BEST NET CONSORTIUM
BUDGET SUMMARY REPORT
08/23/2010 TO 09/20/2010

#J2715

09/21/2010

PAGE 2

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL: 6000	46,907.00	4,360.00	4,459.08	9.5	12,500.00	29,947.92	63.8
TOTAL: 1000-6999	18,920,469.00	1,529,632.05	2,656,228.29	14.0	1,271,672.68	14,992,568.03	79.2

BDX110
 CHC UNRESTRICTED
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 08/23/2010 TO 09/20/2010

#J2715

09/21/2010

PAGE 3

Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	434,144.00	397.84	2,512.52	.5	0.00	431,631.48	99.4
TOTAL:	1000-5999	18,873,562.00	1,525,272.05	2,651,769.21	14.0	1,259,172.68	14,962,620.11	79.2
TOTAL:	1000-6999	18,920,469.00	1,529,632.05	2,656,228.29	14.0	1,271,672.68	14,992,568.03	79.2
TOTAL:	1000-7999	18,920,469.00	1,529,632.05	2,656,228.29	14.0	1,271,672.68	14,992,568.03	79.2
TOTAL EXPENSES	(1000 - 7999)	18,920,469.00	1,529,632.05	2,656,228.29	14.0	1,271,672.68	14,992,568.03	79.2

BDX110
 CHC UNRESTRICTED
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 08/23/2010 TO 09/20/2010

#J2715

09/21/2010

PAGE 4

Fund: 41 CAPITAL OUTLAY PROJECTS FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	10,367.00	863.89	2,591.67	24.9	0.00	7,775.33	75.0
TOTAL: 8000	10,367.00	863.89	2,591.67	24.9	0.00	7,775.33	75.0
5100.00 PERSON&CONSULTANT SVC-DIST USE	10,778.17	0.00	0.00	.0	10,778.17	0.00	.0
TOTAL: 5000	10,778.17	0.00	0.00	.0	10,778.17	0.00	.0
TOTAL: 1000-5999	10,778.17	0.00	0.00	.0	10,778.17	0.00	.0
6200.00 BUILDINGS&IMPROVEMENT-DIST.USE	10,367.00	0.00	0.00	.0	0.00	10,367.00	100.0
TOTAL: 6000	10,367.00	0.00	0.00	.0	0.00	10,367.00	100.0
TOTAL: 1000-6999	21,145.17	0.00	0.00	.0	10,778.17	10,367.00	49.0

BDX110
 CHC UNRESTRICTED
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 08/23/2010 TO 09/20/2010

#J2715

09/21/2010

PAGE 5

Fund: 41 CAPITAL OUTLAY PROJECTS FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
			CURRENT	YEAR TO DATE				
TOTAL INCOME	(8000 - 8999)	10,367.00	863.89	2,591.67	24.9	0.00	7,775.33	75.0
TOTAL:	1000-5999	10,778.17	0.00	0.00	.0	10,778.17	0.00	.0
TOTAL:	1000-6999	21,145.17	0.00	0.00	.0	10,778.17	10,367.00	49.0
TOTAL:	1000-7999	21,145.17	0.00	0.00	.0	10,778.17	10,367.00	49.0
TOTAL EXPENSES	(1000 - 7999)	21,145.17	0.00	0.00	.0	10,778.17	10,367.00	49.0

BDX110
CHC UNRESTRICTED
72 San Bernardino Community Col

BEST NET CONSORTIUM
BUDGET SUMMARY REPORT
08/23/2010 TO 09/20/2010

#J2715

09/21/2010

PAGE 6

Fund: 51 BOOKSTORE FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	0.00	270.59	270.59	100.0	0.00	270.59-	.0
TOTAL: 8000	0.00	270.59	270.59	100.0	0.00	270.59-	.0

BDX110
 CHC UNRESTRICTED
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 08/23/2010 TO 09/20/2010

#J2715

09/21/2010

PAGE 7

Fund: 51 BOOKSTORE FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	0.00	270.59	270.59	100.0	0.00	270.59-	.0
TOTAL:	1000-5999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-6999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-7999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL EXPENSES	(1000 - 7999)	0.00	0.00	0.00	.0	0.00	0.00	.0

BDX110
 CHC UNRESTRICTED
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 08/23/2010 TO 09/20/2010

#J2715

09/21/2010

PAGE 8

Fund: 72 CHILD DEVELOPMENT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	5,800.00	367.14	367.14	6.3	0.00	5,432.86	93.6
TOTAL: 8000	5,800.00	367.14	367.14	6.3	0.00	5,432.86	93.6
2300.00 NON-INSTRUCTION HOURLY CLASS.	4,500.00	0.00	0.00	.0	0.00	4,500.00	100.0
TOTAL: 2000	4,500.00	0.00	0.00	.0	0.00	4,500.00	100.0
3300.00 OASDHI/FICA	344.00	0.00	0.00	.0	0.00	344.00	100.0
3500.00 STATE UNEMPLOYMENT INSURANCE	32.00	0.00	0.00	.0	0.00	32.00	100.0
TOTAL: 3000	376.00	0.00	0.00	.0	0.00	376.00	100.0
5800.00 OTHER OPERATING EXP-DIST. USE	500.00	0.00	0.00	.0	0.00	500.00	100.0
TOTAL: 5000	500.00	0.00	0.00	.0	0.00	500.00	100.0
TOTAL: 1000-5999	5,376.00	0.00	0.00	.0	0.00	5,376.00	100.0

BDX110
 CHC UNRESTRICTED
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 08/23/2010 TO 09/20/2010

#J2715

09/21/2010

PAGE 9

Fund: 72 CHILD DEVELOPMENT FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
			CURRENT	YEAR TO DATE				
TOTAL INCOME	(8000 - 8999)	5,800.00	367.14	367.14	6.3	0.00	5,432.86	93.6
TOTAL:	1000-5999	5,376.00	0.00	0.00	.0	0.00	5,376.00	100.0
TOTAL:	1000-6999	5,376.00	0.00	0.00	.0	0.00	5,376.00	100.0
TOTAL:	1000-7999	5,376.00	0.00	0.00	.0	0.00	5,376.00	100.0
TOTAL EXPENSES	(1000 - 7999)	5,376.00	0.00	0.00	.0	0.00	5,376.00	100.0

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Interim Chancellor
REVIEWED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services
PREPARED BY: Steve Sutorus, Business Manager
DATE: October 14, 2010
SUBJECT: Purchase Order Report

RECOMMENDATION

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

OVERVIEW

Education Code 81656 provides that all transactions entered into by an authorized officer shall be reviewed by the Board every 60 days. All Purchase Orders have been issued in accordance with the District's policies and procedures by an authorized officer of the District.

ANALYSIS

All Purchase Orders entered into from August 15, 2010 to September 19, 2010 are attached for review by the Board. Purchase Orders are detailed by number, vendor, purpose, and amount.

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.

Purchase Order Board Report
August 16, 2010 to September 19, 2010

PO No.	Vendor Name	Description	Amount
111037	ARCHIVE MANAGEMENT SERVICE	Rentals	\$ 2,200.00
111038	INLAND EMPIRE TOURS & TRANSPOR	Bus/Car Rentals	\$ 921.00
111039	SO CAL OFFICE TECHNOLOGIES	Office Equipment Maintenance Agreements	\$ 724.50
111040	BIGFOGG	Rentals	\$ 750.00
111041	ECO-HUT ACADEMY LLC	Outside Services	\$ 20,000.00
111042	SANCHEZ, LORI	Conference	\$ 775.00
111043	BELTRAN, YOLANDA	Other Student Aid	\$ 8,000.00
111044	THOM SMITH LABORATORIES	Instructional Supplies	\$ 196.52
111045	HARLAND TECHNOLOGY SERVICES	Office Equipment Maintenance Agreements	\$ 1,769.00
111046	ADVANCED EQUIPMENT	Building Improvements	\$ 16,176.25
111047	CERTIFIED ENVIRONMENTAL	Other Expenses & Fees	\$ 380.00
111048	CHC BOOKSTORE	Other Student Aid	\$ 100,000.00
111049	CHC BOOKSTORE	Other Student Aid	\$ 7,000.00
111050	SBCCD PRINTING SERVICES	Printing, SBCCD	\$ 250.00
111051	SBCCD PRINTING SERVICES	Non-instructional Supplies	\$ 250.00
111052	SBCCD FINANCIAL AID	Student Financial Aid	\$ 7,000.00
111053	CHANG, ANDREW	Mileage Reimbursement	\$ 48.16
111054	PARADA, OSMAN	Mileage Reimbursement	\$ 17.20
111055	INTERNATIONAL SECURITY PRODUCT	Non-instructional Supplies	\$ 2,216.28
111056	GREEN TECHNOLOGY	Conference	\$ 110.00
111057	LEVESQUE, ROBERT	Conference	\$ 62.00
111058	BRADY, JASON	Mileage Reimbursement	\$ 22.00
111059	HANNON, CAROL G	Mileage Reimbursement	\$ 77.00
111060	KYLE, JON M	Mileage Reimbursement	\$ 37.00
111061	KEENAN & ASSOCIATES	Outside Services	\$ 8,582.40
111062	SYSTEMS TECHNOLOGY ASSOC INC	Computer Systems Maintenance Agreements	\$ 80,294.00
111063	CARDIAC DIRECT	Instructional Supplies	\$ 202.95
111064	FIVE STAR GAS & GEAR	Instructional Supplies	\$ 16,247.00
111065	BADGE EXPRESS	Non-instructional Supplies	\$ 119.01
111066	US AIR CONDITIONING	Capital Equipment	\$ 2,692.62
111067	BMI SUPPLY	Non-instructional Supplies	\$ 42.36
111068	CANBERRA INDUSTRIES	Instructional Supplies	\$ 167.48
111069	JAMECO ELECTRONICS	Instructional Supplies	\$ 55.62
111070	PASCO SCIENTIFIC	Instructional Supplies	\$ 65.25
111071	SCANTRON CORPORATION	Non-instructional Supplies	\$ 571.56
111072	SAN BERNARDINO CO FIRE DEPT	Other Expenses & Fees	\$ 1,123.00
111073	SBVC BOOKSTORE	Non-instructional Supplies	\$ 1,500.00
111074	RIGGS, MICHELLE A	Conference	\$ 41.18
111075	QUALITY TRAINING SYSTEMS	Independent Contractor	\$ 5,000.00
111076	POVEDA, FERNANDO	Non-instructional Supplies	\$ 95.79
111077	SBCCD PRINTING SERVICES	Non-instructional Supplies	\$ 500.00
111078	SBCCD PRINTING SERVICES	Printing, SBCCD	\$ 800.00
111079	MANIAOL, ALBERT	Mileage Reimbursement	\$ 1,000.00
111080	ABC DRIVE IN CLEANERS	Laundry	\$ 54.38
111081	LINDSTROM, EVGENIYA	Mileage Reimbursement	\$ 400.00
111082	HIGGINS, EARNEST	Mileage Reimbursement	\$ 200.00
111083	STAPLES	Non-instructional Supplies	\$ 2,278.13
111084	CAROLINA BIOLOGICAL SUPPLY CO	Instructional Supplies	\$ 290.05
111085	NILES BIOLOGICAL INC	Instructional Supplies	\$ 180.68
111086	HARDY DIAGNOSTICS	Instructional Supplies	\$ 241.46
111087	PRESSTEK INC	Non-instructional Supplies	\$ 228.63
111088	BADGE EXPRESS	Non-instructional Supplies	\$ 28.71
111089	KITCHELL CEM	Site Improvements	\$ 11,818.75
111090	CLAREMONT GRADUATE UNIVERSITY	Conference	\$ 130.00

Purchase Order Board Report
August 16, 2010 to September 19, 2010

PO No.	Vendor Name	Description	Amount
111091	RAM PLUMBING	Repairs & Maintenance	\$ 5,850.00
111092	AVDB GROUP	Capital Equipment	\$ 518,979.91
111093	MIND OVER MEDIA	Independent Contractor	\$ 81,095.00
111094	UCR	Conference	\$ 35.00
111095	MARTENEY, JIM	Independent Contractor	\$ 300.00
111096	KATER-CRAFTS INC	Outside Services	\$ 2,000.00
111097	COMMUNITY COLLEGE LEAGUE	Dues & Memberships	\$ 4,990.00
111098	HARRISON, BILL	Capital Equipment	\$ 3,000.00
111099	ZINN, WENDY	Mileage Reimbursement	\$ 500.00
111100	EEDEC	Dues & Memberships	\$ 250.00
111101	ISAAC, MATTHEW K	Mileage Reimbursement	\$ 500.00
111102	LIFE SKILLS EDUCATION	Other Expenses & Fees	\$ 852.99
111103	INNOVATIVE USERS GROUP	Dues & Memberships	\$ 100.00
111104	INLAND LIBRARY SYSTEM	Dues & Memberships	\$ 100.00
111105	COUNCIL OF CHIEF LIBRARIANS	Dues & Memberships	\$ 150.00
111106	COUNCIL FOR ADVANCEMENT AND	Dues & Memberships	\$ 1,290.00
111107	SAN BERNARDINO SHERIFFS DEPT	Conference	\$ 100.00
111108	AT&T	Phone Utilities	\$ 800.00
111109	SBCCD PRINTING SERVICES	Printing, SBCCD	\$ 500.00
111110	SBCCD PRINTING SERVICES	Non-instructional Supplies	\$ 500.00
111111	CAPED 2010	Conference	\$ 45.00
111112	EDUCAUSE	Dues & Memberships	\$ 2,107.50
111113	VILLASENOR, STEPHEN	Independent Contractor	\$ 3,000.00
111114	CALIFORNIA COMMUNITY COLLEGES	Contract Services	\$ 7,800.00
111115	HARVEY, ELIZABETH	Independent Contractor	\$ 8,000.00
111116	FLEX-A-CHART.COM	Equipment	\$ 375.02
111117	CENCO PHYSICS BY SERGANT WELCH	Instructional Supplies	\$ 68.83
111118	GRAINGER INC, W W	Equipment	\$ 182.44
111119	DELL COMPUTER COMPANY	Capital Equipment	\$ 2,430.85
111120	ELECTRONIX EXPRESS	Equipment	\$ 1,120.70
111121	DUNLAP INDUSTRIES	Equipment	\$ 3,145.00
111122	SEHI COMPUTER PRODUCTS INC	Non-instructional Supplies	\$ 241.64
111123	DELL COMPUTER COMPANY	Capital Equipment	\$ 1,586.31
111124	LEIGHTON CONSULTING INC	New Buildings	\$ 78,374.50
111125	SYSTEMS SOURCE INC	Capital Equipment	\$ 538,382.70
111126	SBVC BOOKSTORE	Library Book Expansion	\$ 10,000.00
111127	ADVANCED EQUIPMENT	Repairs & Maintenance	\$ 2,000.00
111128	CALIFORNIA DEPARTMENT OF	Other Student Aid	\$ 280.00
111129	DAN'S LAWNMOWER CENTER	Equipment	\$ 406.71
111130	CALIFORNIA DEPARTMENT OF	Other Student Aid	\$ 80.00
111131	CALIFORNIA DEPARTMENT OF	Other Student Aid	\$ 400.00
111132	CALIFORNIA DEPARTMENT OF	Other Student Aid	\$ 420.00
111133	CITY COLLEGE OF SAN FRANCISCO	Outside Services	\$ 25,560.00
111134	SAN JOSE EVERGREEN CCD	Outside Services	\$ 32,187.00
111135	MCGOWAN, ARLENE	Mileage Reimbursement	\$ 18.00
111136	TRAN, MIKE	Mileage Reimbursement	\$ 16.00
111137	JONES, DIANNA	Mileage Reimbursement	\$ 29.00
111138	DATATEL INC	Conference	\$ 1,350.00
111139	STATE WATER RESOURCES CONTROL	Other Student Aid	\$ 100.00
111140	CHC FOOD SERVICES	Refreshments	\$ 598.12
111141	STATER BROS MARKETS	Other Expenses & Fees	\$ 125.00
111142	US BANK CORPORATE PMT SYSTEMS	Non-instructional Supplies	\$ 281.02
111143	STATER BROS MARKETS	Other Expenses & Fees	\$ 275.00
111144	STEINBERG ARCHITECTS	Outside Services	\$ 121,000.00

Purchase Order Board Report
August 16, 2010 to September 19, 2010

PO No.	Vendor Name	Description	Amount
111145	STATE WATER RESOURCES CONTROL	Other Student Aid	\$ 95.00
111146	CALIFORNIA DEPT OF PUBLIC	Other Student Aid	\$ 780.00
111147	SCANTRON CORPORATION	Non-instructional Supplies	\$ 915.29
111148	DELL COMPUTER COMPANY	Non-instructional Supplies	\$ 140.80
111149	STAPLES	Non-instructional Supplies	\$ 118.36
111150	STAPLES	Non-instructional Supplies	\$ 88.51
111151	NEXUS IS INC	Computer Systems	\$ 1,259.00
111152	STAPLES	Non-instructional Supplies	\$ 379.83
111153	SEHI COMPUTER PRODUCTS INC	Non-instructional Supplies	\$ 186.61
111154	SPICERS PAPER INC	Non-instructional Supplies	\$ 7,068.75
111155	JOURNEYWORKS PUBLISHING	Non-instructional Supplies	\$ 365.16
111156	FUJIFILM GRAPHIC SYSTEMS USA	Non-instructional Supplies	\$ 332.96
111157	UNISOURCE PAPER	Non-instructional Supplies	\$ 7,177.50
111158	CALIFORNIA DEPARTMENT OF	Other Student Aid	\$ 130.00
111159	ALBRECHT, STEVE	Independent Contractor	\$ 2,500.00
111160	CALIFORNIA WATER ENVIRO ASSOC	Other Student Aid	\$ 262.00
111161	CALIFORNIA DEPT OF PUBLIC	Other Student Aid	\$ 150.00
111162	CALIFORNIA DEPARTMENT OF	Other Student Aid	\$ 50.00
111163	CALIFORNIA DEPARTMENT OF	Other Student Aid	\$ 100.00
111164	ASHLOCK MULTI SERVICE	Repairs & Maintenance	\$ 502.64
111165	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 769.00
111166	SNIPES-DYE ASSOC	New Buildings	\$ 7,500.00
111167	STAPLES	Non-instructional Supplies	\$ 1,621.25
111168	CAMPUS MARKETING SPECIALISTS	Advertising	\$ 2,430.75
111169	STAPLES	Non-instructional Supplies	\$ 189.27
111170	MAAS COMPANIES INC	Independent Contractor	\$ 92,500.00
111171	ALEXANDER, ROBERT	Conference	\$ 97.11
111172	HANSEN-BARNES, ROSEMARIE	Instructional Supplies	\$ 69.13
111173	TV MAGIC	New Buildings	\$ 2,006,894.00
111174	SCHROEDERS PIANOS	Repairs & Maintenance	\$ 5,350.00
111175	SBVC BOOKSTORE	Non-instructional Supplies	\$ 1,000.00
111176	SBCCD PRINTING SERVICES	Printing, SBCCD	\$ 1,000.00
111177	SBVC BOOKSTORE	Non-instructional Supplies	\$ 500.00
111178	SBVC FOOD SERVICES	Other Student Aid	\$ 1,500.00
111179	CHAVIRA, REJOICE C	Other Expenses & Fees	\$ 402.67
111180	SBCCD PRINTING SERVICES	Printing, SBCCD	\$ 150.00
111181	COMMITTEE ON ACCREDITATION FOR	Other Expenses & Fees	\$ 1,320.00
111182	XANTE	Contract Services	\$ 1,093.24
111183	COSTCO	Refreshments	\$ 400.00
111184	CHILDRENS FUND	Conference	\$ 200.00
111185	RIMROCK TECHNOLOGIES	Capital Equipment	\$ 5,774.62
111186	UNIVERSAL HOSPITAL SERVICES	Rentals	\$ 1,250.00
111187	GLAXOSMITHKLINE PHARMACEUTICAL	Non-instructional Supplies	\$ 1,005.00
111188	AMAZON.COM	Reference Books	\$ 581.38
111189	LAB SAFETY SUPPLY	Instructional Supplies	\$ 246.42
111190	SCANTRON CORPORATION	Instructional Supplies	\$ 221.79
111191	MACGILL	Non-instructional Supplies	\$ 94.57
111192	AMAZON.COM	Reference Books	\$ 86.89
111193	ETR ASSOCIATES	Non-instructional Supplies	\$ 792.12
111194	PRINT & FINISHING SOLUTIONS	Capital Equipment	\$ 315,097.03
111195	SMITH, JAMES	Conference	\$ 62.99
111196	STAPLES	Non-instructional Supplies	\$ 313.40
111197	STAPLES	Instructional Supplies	\$ 235.58
111198	STAPLES	Non-instructional Supplies	\$ 201.91

Purchase Order Board Report
August 16, 2010 to September 19, 2010

PO No.	Vendor Name	Description	Amount
111199	STAPLES	Non-instructional Supplies	\$ 64.55
111200	PITNEY BOWES	Rentals	\$ 4,129.95
111201	SBVC BOOKSTORE	Non-instructional Supplies	\$ 200.00
111202	VERIZON CALIFORNIA	Phone Utilities	\$ 816.00
111203	PUBLIC BROADCASTING SERVICE	Broadcast Program Rights	\$ 238,060.00
111204	CAREFUSION 211 INC	Maintenance Agreements	\$ 744.00
111205	SMITH, JAMES	Conference	\$ 310.67
111206	REVOLVING CASH	Other Expenses & Fees	\$ 1,349.00
111207	AMERICAN PUBLIC TELEVISION	Broadcast Program Rights	\$ 7,042.00
111208	UNITED PARCEL SERVICE	Postage & Freight	\$ 5,700.00
111209	SYEDA JAFRI &	Self Insurance Claim	\$ 38,935.32
111210	BANK OF NEW YORK MELLON	Other Expenses & Fees	\$ 1,500.00
111211	NAFSA MEMBERSHIP	Dues & Memberships	\$ 365.00
111212	SBVC BOOKSTORE	Other Student Aid	\$ 175,000.00
111213	SBCCD PRINTING SERVICES	Printing, SBCCD	\$ 1,000.00
111214	FEDEX	Postage & Freight	\$ 250.00
111215	NORM DOUTHIT AERO	Instructional Supplies	\$ 758.47
111216	JOSE'S MEXICAN FOOD	Other Expenses & Fees	\$ 478.04
111217	REVOLVING CASH	Officials	\$ 2,680.00
111218	REVOLVING CASH	Officials	\$ 2,304.00
111219	REVOLVING CASH	Officials	\$ 768.00
111220	WIRZ & COMPANY PRINTING INC	Postage & Freight	\$ 350.00
111221	SOUTHERN CALIFORNIA FOOTBALL	Dues & Memberships	\$ 1,800.00
111222	REVOLVING CASH	Athletic Entry Fee	\$ 150.00
111223	REVOLVING CASH	Athletic Entry Fee	\$ 75.00
111224	REVOLVING CASH	Athletic Entry Fee	\$ 150.00
111225	GREEN TECHNOLOGY	Conference	\$ 110.00
111226	ACBO	Conference	\$ 425.00
111227	BIG BEAR CHAMBER OF COMMERCE	Dues & Memberships	\$ 100.00
111228	PUBLIC BROADCASTING SERVICE	Dues & Memberships	\$ 4,914.00
111229	SAN BERNARDINO COUNTY FIRE	Other Expenses & Fees	\$ 693.00
111230	STAPLES	Non-instructional Supplies	\$ 537.21
111231	SHERWIN WILLIAMS	Instructional Supplies	\$ 306.04
111232	REAL VOLLEYBALL INC	Instructional Supplies	\$ 898.01
111233	PRESSTEK INC	Non-instructional Supplies	\$ 2,500.00
111234	PROSOURCE SPECIALTIES	Advertising	\$ 699.26
111235	SVM LP	Other Student Aid	\$ 11,385.00
111236	RP GROUP, THE	Conference	\$ 375.00
111237	COLLEGE SOURCE INC	Contract Services	\$ 1,958.00
111238	ACS	Outside Services	\$ 22,000.00
111239	KONICA	Office Equipment Maintenance Agreement	\$ 1,150.00
111240	SHARE-IT	Software	\$ 89.00
111241	CAAHEP	Other Expenses & Fees	\$ 450.00
111242	HOLLIMAN, DAWN	Other Student Aid	\$ 2,500.00
111243	PUBLIC BROADCASTING SERVICE	Broadcast Program Rights	\$ 46,255.00
111244	THE SUN	Magazines & Subscriptions	\$ 95.00
111245	ENVIRO SAFETY PRODUCTS	Instructional Supplies	\$ 620.38
111246	GAME TIME ATHLETICS	Instructional Supplies	\$ 456.75
111247	PHARMEDIX	Non-instructional Supplies	\$ 3,600.00
111248	STAPLES	Non-instructional Supplies	\$ 199.59
111249	BOUND TREE MEDICAL	Instructional Supplies	\$ 2,765.90
111250	APPLE COMPUTER INC	Non-instructional Supplies	\$ 220.76
111251	STAPLES	Non-instructional Supplies	\$ 124.33
111252	WEALTH ENGINE.COM	Contract Services	\$ 3,000.00

Purchase Order Board Report
August 16, 2010 to September 19, 2010

PO No.	Vendor Name	Description	Amount
111253	JOBING.COM	Advertising	\$ 11,000.00
111254	BURGE, CHERYL	Mileage Reimbursement	\$ 500.00
111255	STATER BROS MARKETS	Other Expenses & Fees	\$ 500.00
111256	PEOPLE ADMINISTRATION INC	Contract Services	\$ 21,000.00
111257	ACHRO/EEO	Dues & Memberships	\$ 150.00
111258	BUCKLEY, LARRY	Postage & Freight	\$ 11.08
111259	DANIELS, DEBRA	Conference	\$ 363.87
111260	DANIELS, DEBRA	Conference	\$ 1,127.83
111261	REVOLVING CASH	Non-instructional Supplies	\$ 92.16
111262	H W WILSON COMPANY, THE	Contract Services	\$ 10,692.00
111263	UNIVERSITY ENTERPRISES INC	Classroom Textbooks	\$ 1,615.07
111264	SBVC FOOD SERVICES	Refreshments	\$ 47.34
111265	US BANK CORPORATE PMT SYSTEMS	Refreshments	\$ 126.22
111266	SEA CLEAR POOLS	New Buildings	\$ 7,202.45
111267	AVID TECHNOLOGY INC	Contract Services	\$ 4,100.97
111268	BRODART COMPANY	Non-instructional Supplies	\$ 304.50
111269	CYNMAR CORPORATION	Capital Equipment	\$ 1,322.88
111270	CYNMAR CORPORATION	Instructional Supplies	\$ 207.88
111271	PATTON SALES CORP	Instructional Supplies	\$ 1,100.55
111272	GRAINGER INC, W W	Non-instructional Supplies	\$ 68.66
111273	STAPLES	Non-instructional Supplies	\$ 189.01
111274	SBVC BOOKSTORE	Other Student Aid	\$ 1,500.00
111275	SOFTER WARE INC	Contract Services	\$ 695.00
111276	COMMUNITY COLLEGE FACILITIES	Dues & Memberships	\$ 825.00
111277	TROXELL COMMUNICATIONS INC	Capital Equipment	\$ 1,032.04
111278	JAMEX INC	Non-instructional Supplies	\$ 768.40
111279	STAPLES	Non-instructional Supplies	\$ 162.33
111280	HOME DEPOT, THE	Instructional Supplies	\$ 700.00
111281	CHRONICLE OF HIGHER EDUC, THE	Magazines & Subscriptions	\$ 82.50
111282	XAP CORPORATION	Outside Services	\$ 9,009.00
111283	SBVC BOOKSTORE	Non-instructional Supplies	\$ 2,000.00
111284	COMMUNITY COLLEGE LEAGUE	Contract Services	\$ 7,587.00
111285	HOME DEPOT, THE	Non-instructional Supplies	\$ 500.00
111286	DATATEL INC	Outside Services	\$ 16,500.00
111287	ARS ENTERPRISES INC	Repairs & Maintenance	\$ 275.08
111288	ACS	Outside Services	\$ 2,500.00
111289	SHANDON LIPSHAW	Instructional Supplies	\$ 237.60
111290	SBVC FOOD SERVICES	Other Expenses & Fees	\$ 127.79
111291	HOME DEPOT, THE	Non-instructional Supplies	\$ 3,000.00
111292	COSTCO	Instructional Supplies	\$ 751.85
111293	TIDWELL CONCRETE	Site Improvements	\$ 15,134.00
111294	ANDERSON CHARNESKY STRUCTURAL	New Buildings	\$ 30,456.90
111295	FIRST CALIFORNIA BANK	New Buildings	\$ 3,384.10
111296	STAPLES	Non-instructional Supplies	\$ 226.73
111297	STAPLES	Non-instructional Supplies	\$ 799.16
111298	STAPLES	Non-instructional Supplies	\$ 450.46
111299	SEHI COMPUTER PRODUCTS INC	Non-instructional Supplies	\$ 650.30
111300	STAPLES	Non-instructional Supplies	\$ 1,216.93
111301	FUJIFILM GRAPHIC SYSTEMS USA	Non-instructional Supplies	\$ 950.17
111302	STAPLES	Non-instructional Supplies	\$ 100.27
111303	SBCCD PRINTING SERVICES	Printing, SBCCD	\$ 700.00
111304	MCCURRY, PAT	Conference	\$ 1,435.02
111305	BUGARINI, YVETE	Independent Contractor	\$ 9,000.00
111306	CREATIVE PERFORMANCE SOLUTIONS	Outside Services	\$ 63,840.00

Purchase Order Board Report
August 16, 2010 to September 19, 2010

PO No.	Vendor Name	Description	Amount
111307	SBVC BOOKSTORE	Non-instructional Supplies	\$ 600.00
111308	TYPECARE OFFICE MACHINE SER	Repairs & Maintenance	\$ 125.00
111309	LEVESQUE, ROBERT	Conference	\$ 370.00
111310	SBVC SUN ROOM	Other Expenses & Fees	\$ 543.75
111311	EUREKA	Contract Services	\$ 2,387.06
111312	ALLEGIANCE SOFTWARE INC	Contract Services	\$ 10,860.71
111313	HOME DEPOT, THE	Maintenance Supplies	\$ 1,000.00
111314	LEARN IT	Outside Services	\$ 23,900.00
111315	BLACK CULTURE FOUNDATION	Conference	\$ 180.00
111316	HMC ARCHITECTS	New Buildings	\$ 4,280,000.00
111317	EXPERIAN	Outside Services	\$ 450.00
111318	MCGOWAN, ARLENE	Mileage Reimbursement	\$ 14.50
111319	HANNON, CAROL G	Mileage Reimbursement	\$ 105.00
111320	SBCCD PRINTING SERVICES	Printing, SBCCD	\$ 654.21
111321	GOODRICH, KELLY	Other Expenses & Fees	\$ 33.33
111322	FIRST AMERICAN TITLE	Site Purchase	\$ 1,187,980.00
111323	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 35.00
111324	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 931.95
111325	CITY OF YUCAIPA	New Buildings	\$ 292.00
111326	SBVC FOOD SERVICES	Refreshments	\$ 39.16
111327	INDUSTRIAL FIRE PROTECTION	New Buildings	\$ 640.00
111328	HEXAGON METROLOGY	Non-instructional Supplies	\$ 187.92
111329	LIFETIME MEMORY PRODUCTS	Non-instructional Supplies	\$ 112.57
111330	SIT4LESS	Equipment	\$ 1,468.06
111331	CDW GOVERNMENT INC	Non-instructional Supplies	\$ 86.90
111332	VWR INTERNATIONAL INC	Instructional Supplies	\$ 140.86
111333	WHOLESALE FOR EVERYONE.COM	Instructional Supplies	\$ 208.31
111334	GALLADE CHEMICAL INC	Maintenance Supplies	\$ 378.45
111335	STAPLES	Maintenance Supplies	\$ 101.47
111336	NEXUS IS INC	Equipment	\$ 1,521.47
111337	STAPLES	Non-instructional Supplies	\$ 5,977.09
111338	PRINT & FINISHING SOLUTIONS	Non-instructional Supplies	\$ 705.35
111339	UNISOURCE MAINT SUPPLY SYSTEMS	Non-instructional Supplies	\$ 1,973.16
111340	NEXUS IS INC	Equipment	\$ 273.20
111341	DELL COMPUTER COMPANY	Capital Equipment	\$ 2,375.71
111342	STAPLES	Non-instructional Supplies	\$ 76.02
111343	NFPA	Dues & Memberships	\$ 150.00
111344	THE NATIONAL REGISTRY OF	Instructional Supplies	\$ 2,500.00
111345	WILSON, SHERRI L	Conference	\$ 275.00
111346	UNITED PARCEL SERVICE	Postage & Freight	\$ 52.77
111347	PRUDENTIAL OVERALL SUPPLY INC	Laundry	\$ 2,590.00
111348	REVOLVING CASH	Athletic Entry Fee	\$ 125.00
111349	BANGASSER,SUSAN	Instructional Supplies	\$ 12.38
111350	HOME DEPOT, THE	Non-instructional Supplies	\$ 500.00
111351	CHAMPION ELECTRIC INC	New Buildings	\$ 783.00
111352	PREMIER SERVICE BANK	New Buildings	\$ 87.00
111353	WEST-TEC MECHANICAL INC	New Buildings	\$ 3,897.90
111354	CHINO COMMERCIAL BANK	New Buildings	\$ 433.10
111355	STAPLES	Non-instructional Supplies	\$ 98.55
111356	DELL COMPUTER COMPANY	Non-instructional Supplies	\$ 162.87
111357	STAPLES	Non-instructional Supplies	\$ 449.61
111358	NASCO	Non-instructional Supplies	\$ 125.88
111359	SAM ASH MUSIC CORP	Instructional Supplies	\$ 314.84
111360	VWR INTERNATIONAL INC	Instructional Supplies	\$ 138.66

Purchase Order Board Report
August 16, 2010 to September 19, 2010

PO No.	Vendor Name	Description	Amount
111361	BADGE EXPRESS	Non-instructional Supplies	\$ 24.71
111362	APPLE COMPUTER INC	Equipment	\$ 1,677.70
111363	SAN BERNARDINO CNTY SUPT SCHLS	Equipment	\$ 251.02
111364	CCCCIO	Dues & Memberships	\$ 300.00
111365	RAYNE WATER CONDITIONER	Water Treatment	\$ 460.80
111366	AIRGAS WEST	Instructional Supplies	\$ 201.29
111367	BERRY. ROBERT C	Instructional Supplies	\$ 99.65
111368	AIRCRAFT SPRUCE & SPECIALTY	Instructional Supplies	\$ 207.92
111369	REVOLVING CASH	Athletic Entry Fee	\$ 350.00
111370	CCCCIO	Conference	\$ 615.00
111371	US POSTAL SERVICE	Postage & Freight	\$ 400.00
111372	SYNERGISTIC MAILING SERVICES	Postage & Freight	\$ 350.00
111373	CHATTERJEE, ACHALA	Conference	\$ 450.74
111374	AMBROSE VIDEO PUBLISHING	Broadcast Program Rights	\$ 25,000.00
111375	ROGERS, TANYA	Conference	\$ 385.00
111376	COUNCIL FOR RESOURCE DEVELOP	Conference	\$ 525.00
111377	ROWLEY, KATHLEEN	Conference	\$ 1,760.00
111378	UNCOMMON GOOD	Outside Services	\$ 28,240.00
111379	INLAND EMPIRE STAGES INC	Bus/Car Rentals	\$ 871.50
111380	SAN BERNARDINO COUNTY	Outside Services	\$ 86,000.00
111381	RUNNING CENTER	Instructional Supplies	\$ 685.12
111382	BRYSON, KENNETH	Conference	\$ 800.00
111383	COMMUNITY ACTION PARTNERSHIP	Outside Services	\$ 126,000.00
111384	CHAFFEY COMMUNITY COLLEGE	Outside Services	\$ 196,306.00
111385	COLTON REDLANDS YUCAIPA	Outside Services	\$ 20,000.00
111386	NGUYEN, JOSEPH	Dues & Memberships	\$ 75.00
111387	CALCERTS INC	Outside Services	\$ 121,300.00
111388	US BANK CORPORATE PMT SYSTEMS	Refreshments	\$ 61.01
111389	NICHOLS, BARBARA	Mileage Reimbursement	\$ 300.00
111390	US BANK CORPORATE PMT SYSTEMS	Non-instructional Supplies	\$ 54.55
111391	US BANK CORPORATE PMT SYSTEMS	Non-instructional Supplies	\$ 37.67
111392	SWACC	Liability Insurance	\$ 33,395.00
111393	MILLER ENVIROMENTAL	New Buildings	\$ 381,000.00
111394	ALHAMBRA REPROGRAPHICS INC	New Buildings	\$ 16,000.00
111395	UNIVERSITY PREPERATION SCHOOL	Conference	\$ 100.00
111396	NGUYEN, JOSEPH	Dues & Memberships	\$ 50.00
111397	BARCLAYS LAW PUBLISHERS	Magazines & Subscriptions	\$ 291.00
111398	GRAYBAR ELECTRIC CO INC	Non-instructional Supplies	\$ 608.74
111399	CONNETICUT VALLEY BIOLOGICAL	Instructional Supplies	\$ 1,051.56
111400	TINIUS OLSEN CORP HDQTRS	Instructional Supplies	\$ 304.27
111401	STAPLES	Non-instructional Supplies	\$ 380.74
111402	BIO-RAD LABORATORIES	Instructional Supplies	\$ 759.04
111403	FLINN SCIENTIFIC INC	Instructional Supplies	\$ 830.18
111404	LAB SAFETY SUPPLY	Instructional Supplies	\$ 434.65
111405	CYNMAR CORPORATION	Instructional Supplies	\$ 1,120.29
111406	IDVILLE	Non-instructional Supplies	\$ 30.45
111407	U SAV-MOR STORES INC	Instructional Supplies	\$ 731.78
111408	MEDCO SPORTS MEDICINE	Instructional Supplies	\$ 6,700.40
111409	GRAINGER INC, W W	Instructional Supplies	\$ 117.86
111410	S & W PLASTICS INC	Non-instructional Supplies	\$ 13.59

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Interim Chancellor
REVIEWED BY: Bruce Baron, Interim Chancellor
PREPARED BY: Bruce Baron, Interim Chancellor
DATE: October 14, 2010
SUBJECT: Administrative Procedures

RECOMMENDATION

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

OVERVIEW

The SBCCD is constantly reviewing its Board Policies and Administrative Procedures to ensure compliance with Title 5, California Education Code and current district/college needs.

ANALYSIS

Administrative Procedure 2045, Policies and Administrative Procedures, was reaffirmed as written by District Assembly at its September 7, 2010 meeting. No modifications have been recommended.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None.

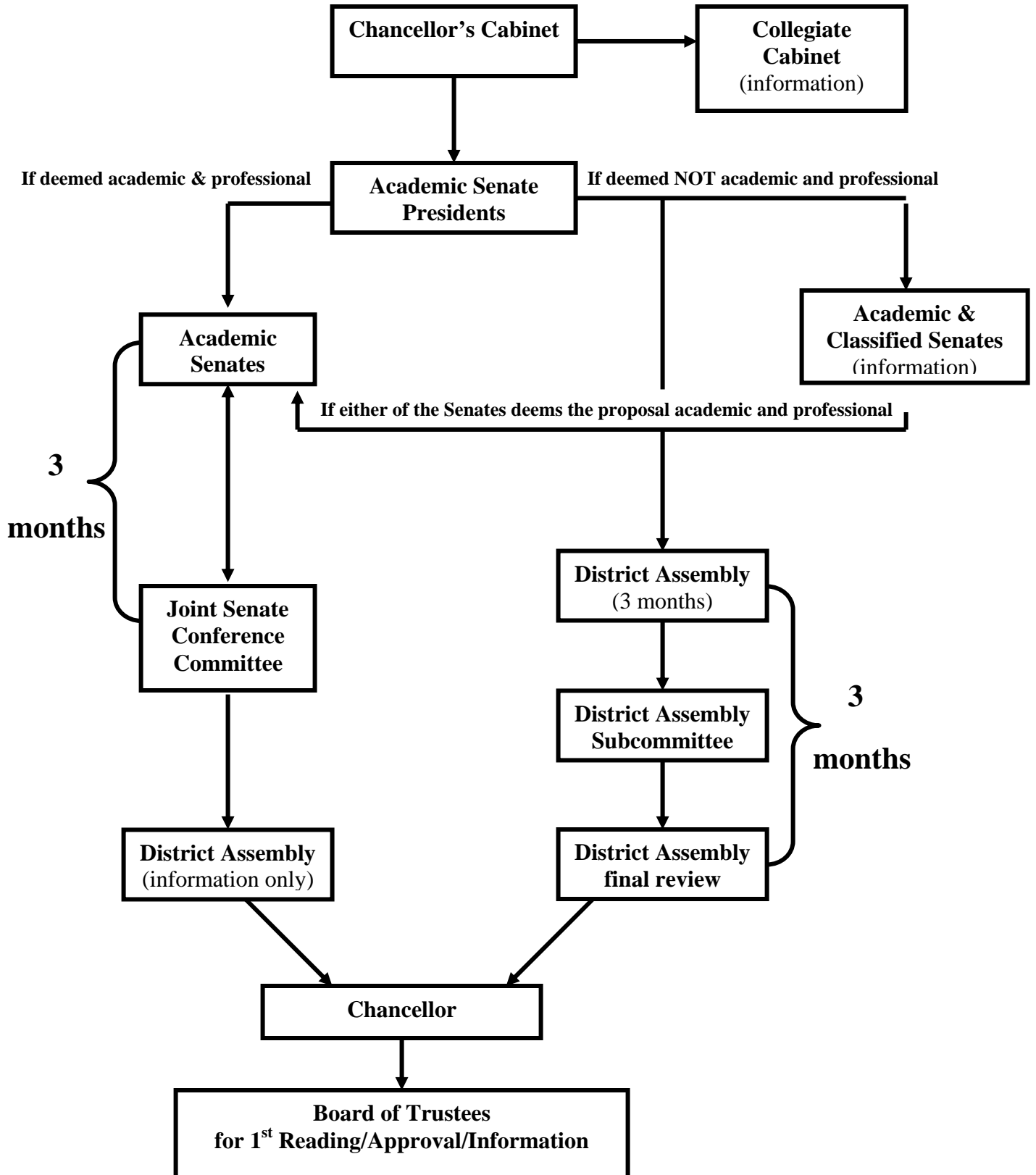
POLICIES AND ADMINISTRATIVE PROCEDURES

The Chancellor, through the Collegial Consultation process, has the authority to develop new Board Policies and Administrative Procedures. The process for developing or changing administrative procedures is outlined below:

1. A proposal for a new Board Policy or a change in a current policy or Administrative Procedure will be submitted in writing to the Chancellor's Cabinet.
2. If approved for consideration by the Chancellor's Cabinet, the proposal will be shared with Collegiate Cabinet and given to the Academic Senate presidents to determine whether either believes the proposal is an "academic and professional matter."
3. If the proposal is deemed to be **an academic and professional matter**:
 - a. The proposal will be submitted to the Academic Senates on both campuses, which will have no more than a total of 3 months to review and suggest appropriate changes to the proposal, bearing in mind Title 5 and relevant state regulations.
 - b. After the Senates have completed their review, a Joint Senate Conference Committee, with representatives from each Academic Senate, will confer to iron out any differences.
 - c. The proposal will then be submitted to the District Assembly as an information item.
4. If the proposal is deemed **not** to be **an academic and professional matter**:
 - a. The proposal will be submitted for consideration to the District Assembly, which will have no more than a total 3 months to review and suggest changes. The proposal will simultaneously be submitted to the Academic and Classified Senates as an information item. (See 4.d below.)
 - b. The District Assembly will assign a subcommittee comprised of all campus constituencies, which will review and suggest appropriate changes to the proposal, bearing in mind Title 5 and relevant state regulations.
 - c. After the subcommittee has completed its review, the proposal will be submitted to the District Assembly for final review.
 - d. If the Senate at either campus disagrees with the presidents' assessment and deems the proposal an academic and professional matter, the proposal will be removed from District Assembly consideration and submitted to the Senates, as per Step 3 above.
5. After Step 3 or 4 above, the proposal will be submitted to the Chancellor. If the proposal concerns a Board Policy, the Chancellor will submit it to the Board for a first reading and/or approval. The Chancellor will submit changes in Administrative Procedures to the Board for information only.

APPROVED: May, 2004

**Flow Chart for Changes to
Board Policies or
Administrative Regulations**



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SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Interim Chancellor
REVIEWED BY: Bruce Baron, Interim Chancellor
PREPARED BY: Bruce Baron, Interim Chancellor
DATE: October 14, 2010
SUBJECT: Applause Cards

RECOMMENDATION

This item is for information only. No action is required.

OVERVIEW

The attached individuals have received special recognition for extending that extra effort in providing quality service and valued assistance:

ANALYSIS

The *Caring Hands* Applause Card was developed so that employees, students, visitors and vendors would have the opportunity to recognize someone at SBCCD who provides outstanding quality and service.

BOARD IMPERATIVE

I. Institutional Effectiveness

FINANCIAL IMPLICATIONS

None

SBVC

Tracy Morrison
Fernando Poveda
Andee Alsip
Louis Chavira
Gloria Piggott
Ronald Labardee
Cassandra Thomas
Kevin Emmerson
Mike Powell
Achala Chatterjee
Todd Heibel
Dan Ladd
Cindy Valencia
Christi Fillhart
Mark Ikeda
Alan Callahan
Marianne Klingstrand
Alicia Tavida
Michael Torrez
Kay Ragan
George Alcala
Khairee McBath
Daniel Palomino
Judy Jorgensen
Marion Meines
Brian Sylva
Walter Grossman
Vanessa Engstrom
Rose Garcia
Don Buchanan
Priscilla Taylor
Roger Sadler
Marrisa Hernandez

CHC

Rosemary Bedoya
LouRie Cummings
Ericka Paddock
Kristi Simonson
Rebecca Warren Marlatt
District Computing Services (Entire Department)