

San Bernardino Community College District
Regular Meeting of the Board of Trustees
114 S. Del Rosa Drive, San Bernardino, CA 92408
Thursday, June 16, 2011 – 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: Jack Miyamoto and Bruce Baron
CTA
CSEA
Management/Supervisors
Confidential Employees
 - B. CONFERENCE WITH LEGAL COUNSEL
EXISTING LITIGATION
Government Code 54956.9(a)
Case #437360
3. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS
4. CONVENE CLOSED SESSION
5. RECONVENE PUBLIC MEETING
6. REPORT OF ACTION IN CLOSED SESSION
7. OATH OF OFFICE – 2011-2012 STUDENT TRUSTEES
8. APPROVAL OF MINUTES
 - A. May 5, 2011 (p.1)
 - B. May 19, 2011 (p.5)
9. REPORTS
 - A. Board Members
 - B. Student Trustees
 - C. Chancellor

10. 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.

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.18)
2. Consideration of Approval of Advisory Committees – SBVC (p.38)

B. HUMAN RESOURCES

1. Consideration of Approval of Classified Employees (p.48)
2. Consideration of Approval of Classified Promotions (p.49)
3. Consideration of Approval of Short-Term, Substitute and Professional Expert Employees (p.50)
4. Consideration of Approval of Adjunct and Substitute Academic Employees (p.68)
5. Consideration of Approval of Non-Instructional Pay (p.78)
6. Consideration of Approval of Coordinator Stipends (p.81)
7. Consideration of Approval of Faculty Chair Stipends (p.82)
8. Consideration of Approval of Reduced Workload for Academic Employee (p.84)
9. Consideration of Approval of Management Employees (p.85)
10. Consideration of Approval of Interim Management Assignment (p.86)
11. Consideration of Approval of New Management Job Descriptions (p.87)
12. Consideration of Approval of Management Contracts (p.97)
13. Consideration of Approval of District Volunteers (p.102)

C. FISCAL SERVICES

1. Consideration of Approval of Routine Contracts and Agreements (p.104)
2. Consideration of Approval of Conference Attendance (p.131)
3. Consideration of Approval of District/College Expenses (p.133)

4. Consideration of Approval of Individual Memberships (p.136)
5. Consideration of Approval of Surplus Property and Authorize Disposal or Private Sale (p.138)
6. Consideration of Approval to Accept Donations – SBVC (p.143)
7. Consideration of Approval of Food and Supplies for Grant-Sponsored Events – PDC & ATTC (p.144)
8. Consideration of Approval of Authorized Signature List (p.145)
9. Consideration of approval to Pay Liability Claim #445078-Ray (p.149)
10. Consideration of Approval to Provide Compensation to Board Members for Absence from a Board Meeting (p.150)

12. ACTION AGENDA

A. INSTRUCTIONAL/STUDENT SERVICES

1. Consideration of Approval to Discontinue Paralegal Program – SBVC (p.151)

B. HUMAN RESOURCES

1. Consideration of Approval of SBCCD Equal Employment Opportunity Plan (p.152)

C. FISCAL SERVICES

1. Consideration of Approval of Proposal for LPA, Inc. for Architectural Services for the ADA Assessment – SBVC (p.172)
2. Consideration of Approval of Proposal for LPA, Inc. for Architectural Services for Tree Relocation Project – SBVC (p.178)
3. Consideration of Approval of Bond Measure P Construction Change Orders and Contract Amendments (p.184)
4. Consideration of Approval of Contract Amendment 005 to the Kitchell CEM, Inc. Agreement – SBVC & CHC (p.201)
5. Consideration of Approval to Reduce Retention to 5% (p.204)
6. Consideration of Approval of Uniform Construction Cost Accounting Procedure Contracts and Agreements (p.206)
7. Consideration of Approval of Claim Reimbursement to District Students Not Receiving Grant Payments Under the Springbok Debit Card Program (p.208)
8. Consideration of Approval of Board Policy 7420 Authorized Drivers (p.210)
9. Consideration of Approval of Five Year Construction Plan (p.212)
10. Consideration of Approval to Adopt the 2011-2012 Tentative Budget (p.296)

13. INFORMATION ITEMS

- A. Summary of Bond Measure P Capital Improvement Program Change Orders and Amendments for Construction Contracts (p.297)

- B. Summary of Bond Measure M Capital Improvement Program Change Orders and Amendments for Construction Contracts (p.315)
 - C. Budget Report (p.324)
 - D. Purchase Order Report (p.371)
 - E. Applause Cards (p.376)
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 regular meeting of the Board of Trustees will be on July 21, 2011 at 4:00 p.m. in the District Office Board Room.

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, May 5, 2011 – 4:00 p.m. – Assembly Room

1. CALL TO ORDER - PLEDGE OF ALLEGIANCE

Dr. Singer called the meeting to order at 4:00 p.m.

Members Present:

Dr. Donald L. Singer, Vice President
John M. Futch, Clerk
Donna Ferracone
John Longville
James C. Ramos

Members Absent:

Carleton W. Lockwood, Jr., President
Jess C. Vizcaino, Jr.
Robert Alexander, Student Trustee, SBVC
Daniel Shedd, Student Trustee, CHC

Administrators Present:

Bruce Baron, Chancellor
Dr. Debra Daniels, President, SBVC
Gloria M. Harrison, President, CHC
Larry Ciecalone, President, KVCR
Charlie Ng, Interim Vice Chancellor, Fiscal Services
Dr. Jack Miyamoto, Consultant, Human Resources

Administrators Absent:

Renee Brunelle, Vice Chancellor Human Resources

Pledge of Allegiance

Ms. Ferracone led the Pledge of Allegiance.

2. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS

None.

3. UPDATE ON THE 2011-2012 DISTRICT BUDGET

Mr. Ng presented the scenario of an “all cuts” budget on the district.

Impact of an “all cuts” budget:

- Student enrollment fee increase from \$26 to \$36 per credit unit.
- Enrollment growth of 1.9% which is funded by the enrollment fee increase.
- Additional \$129 million inter-year funding deferral which is \$1.65 million for our district.
- No cost-of-living adjustment.
- Cal Grant funding.
- Categorical flexibility provisions.
- No further cuts to student support categorical programs.
- Tax extensions are not successful for 2011-2012.
- Prop 98 is not suspended.
- Net budget reduction is -\$6,519,000 which is 9.13% of our budget.

The district is expecting a \$3.1 million savings this fiscal year. That money will go back to the sites, and they will be able to use it for next year.

Challenges totaling \$8.9 million for 2011-2012 include:

- Decrease in state and local revenue
- Decrease in other revenue
- Step and column increases
- Increased medical and dental
- Increased grant obligations
- Increase GASB 45 obligation

Preliminary Proposed Budget Solutions totaling \$8.9 million for 2011-12 include:

- Over 600+ instructional section cuts
- 20-30 fewer filled positions
- Hiring freeze
- Reduction in supplies and materials
- Reduction in other operating expenses
- Reduction in Capital Outlay
- 2010-2011 fallout (unspent balance)
- General Fund balance contribution

The board reviewed the 2011-2012 budget directions. Mr. Ng briefly explained the budget process. Budget challenges and solutions and the impact on enrollment was discussed. Mr. Ng shared the transition plan for the future.

Mr. Ramos asked that the academic salaries and classified salaries be broken down into individual categories, and he asked that the information be provided the trustees before the next board meeting.

Chancellor Baron said the district set a series of budget priorities and guidelines and one of those was no layoffs. Next year's budget was shaped using these priorities and guidelines. If the board chooses to restore 1 or 600 sections, we may be talking about layoffs.

Mr. Ramos said he wants to understand who makes up the salaries in these accounts so that we can see where we are going when we make some of these decisions.

Dr. Singer asked if the district was pursuing increased revenue. Mr. Baron said the district is looking at that and believes we have a market for foreign and non-resident students. The district has been looking at not-for-credit courses or certificate programs that can be handled at the ATTC for a fee. There are tradeoffs we could be looking at. We will do this mostly with the transition plan next year.

Ms. Ferracone said students still need the degree even if they do take not-for-credit courses. Mr. Baron responded that the credit and non-credit courses can play off each other. When the credit classes are full, we can offer the non-credit classes. When things improve, we can shift the non-credit classes back to credit.

The board will be kept informed.

4. UPDATE ON DISTRICT HEALTH AND SAFETY ACTIVITIES

Sarah Miller, designated by CSEA to represent staff in regard to safety issues, addressed the board on the district's failure to comply with the Clery Act and requested that the board thoroughly investigate this matter.

Mr. Longville stated that he believes a lot of these issues are being fairly addressed and believes there are some changes taking place

Mr. Ramos directed the chancellor to review Ms. Miller's statements and provide a report to the board. Mr. Baron said he appreciated the opportunity to respond and promised the board a full report.

Mr. Ng provided a safety update. Effective safety and compliance, including safety programs, facilities and equipment, hazardous materials, safety supplies, and compliance reporting were discussed.

The current status of the program was addressed along with the next steps to be taken to ensure a comprehensive safety program is in place for the district.

The hiring process is being completed for the Environmental, Health, and Safety Administrator who will work with district operations to assess the overall condition of the safety program. This position will also develop a prioritized list of needs and an action plan based on the assessment and begin implementing the action plan and monitoring the ongoing performance of implementation.

5. ADJOURN

Dr. Singer adjourned the meeting at 5:20 p.m.

John M. Futch, Clerk
San Bernardino Community College District

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, May 19, 2011 - 4:00 p.m. – Assembly Room

1. CALL TO ORDER - PLEDGE OF ALLEGIANCE

Mr. Lockwood called the meeting to order at 4:01 p.m.

Members Present:

Carleton W. Lockwood, Jr., President
John Futch, Clerk
Donna Ferracone
John Longville
Jess C. Vizcaino, Jr.
Robert Alexander, Student Trustee, SBVC
Daniel Shedd, Student Trustee, CHC

Members Absent:

Dr. Donald L. Singer, Vice President
James C. Ramos

Administrators Present:

Bruce Baron, Chancellor
Dr. Debra Daniels, SBVC President
Gloria M. Harrison, CHC President
Charlie Ng, Interim Vice Chancellor Fiscal Services
Dr. Jack Miyamoto, Consultant, Human Resources

Administrators Absent:

Larry Cicalone, President, KVCR-TV-FM
Renee Brunelle, Vice Chancellor Human Resources

Pledge of Allegiance

Mr. Futch led the Pledge of Allegiance.

2. ANNOUNCEMENT OF CLOSED SESSION ITEMS

- A. CONFERENCE WITH LABOR NEGOTIATORS
Government Code 54957.6
Agency Negotiators: Jack Miyamoto and Bruce Baron
CTA
CSEA
Management/Supervisors
Confidential Employee
- B. EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
Government Code 54957
- C. CONFERENCE WITH LEGAL COUNSEL
EXISTING LITIGATION
Government code Section 54956.9(a)
Case #433768
Case #436891
Case #427060
- D. STUDENT DISCIPLINE HEARING
Pursuant to Education Code Section 72122

3. PUBLIC COMMENT ON AGENDA ITEMS

None.

4. CONVENE CLOSED SESSION

The Board convened to closed session at 4:03 p.m.

5. RECONVENE PUBLIC MEETING

Mr. Lockwood reconvened the public meeting at 5:02 p.m.

6. REPORT OF ACTION IN CLOSED SESSION

Mr. Futch moved, Ms. Ferracone seconded and the Board members voted as follows to approve the Settlement Authority of Claim #436891 by way of Stipulation with Request for Award of 3% in the amount of \$1,170.00 with provision for future medical care. The permanent disability award is \$1,170.00. Advancement in the amount of \$1,281.00 has already been paid out, leaving an overpayment of \$111.43:

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

NOES: None

ABSENT: Ramos, Singer

ABSTENTION: None

Ms. Ferracone moved, Mr. Vizcaino seconded and the Board members voted as follows to approve the Settlement Authority of Claim #433768 by way of Stipulation for 0% with provision for future care. The permanent disability award is 0%. Permanent disability advanced is \$0, leaving a final amount of \$0 to be paid out:

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

NOES: None

ABSENT: Ramos, Singer

ABSTENTION: None

Mr. Longville moved, Mr. Futch seconded and the Board members voted as follows to approve the Settlement Authority of Claim #427060, Case #RIC 1012664, in the amount of \$11,500.00:

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

NOES: None

ABSENT: Ramos, Singer

ABSTENTION: None

Ms. Ferracone moved, Mr. Longville seconded and the Board members voted as follows to uphold the recommendation to suspend Student ID#0641865 for the remainder of the spring 2011 and summer 2011 semesters for violation of Board Policy 5500, Standards of Conduct and Disciplinary Procedures:

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

NOES: None

ABSENT: Ramos, Singer

ABSTENTION: None

7. APPROVAL OF MINUTES

Mr. Futch moved, Ms. Ferracone seconded and the Board members voted as follows to approve the minutes of April 21, 2011

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

NOES: None

ABSENT: Ramos, Singer

ABSTENTION: None

The May 5, 2011 minutes will be placed on the June 16 agenda for approval.

8. PUBLIC HEARING

Mr. Lockwood opened the public hearing on the Initial Proposal for 2010-2011 Renegotiation Submitted by the SBCCD CSEA Chapter #291.

Hearing no comments, Mr. Lockwood closed the Public Hearing.

Mr. Futch moved, Ms. Ferracone seconded, and the Board members voted as follows to receive the Initial Proposal for 2010-2011 Renegotiation submitted by the SBCCD CSEA Chapter #291:

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

NOES: None

ABSENT: Ramos, Singer

ABSTENTIONS: None

Mr. Lockwood opened the public hearing on the Initial Proposal for 2010-2011 Renegotiation Submitted by the SBCCD for negotiations with the SBCCD CSEA Chapter #291.

Hearing no comments, Mr. Lockwood closed the Public Hearing.

Ms. Ferracone moved, Mr. Futch seconded, and the Board members voted as follows to receive the Initial Proposal for 2010-2011 Renegotiation submitted by the SBCCD for negotiations with the SBCCD CSEA Chapter #291:

9. PUBLIC COMMENT

Citizens Lauren Bricker and Sidney Williams expressed their concern about the recommendation to demolish the _____ CHC library and asked that the board give some consideration to delaying the action.

SBVC student Philip Nava spoke in opposition to the proposed cancellation of dance classes.

10. REPORTS

A. Board Members

- Ms. Ferracone spent a great deal of time on the campuses participating in end-of-the year activities. "The celebrating of our students brings to mind the good work of community colleges." She thanked the students, staff and faculty.
- Mr. Futch echoed her remarks. He attended the foundation meetings, the Tumaini recognition dinner and the Golden Apple awards.
- Trustee Longville thanked associated government students who participated in the process to finalize the agreement with Omnitrans.

B. Student Trustees

- Mr. Alexander thanked the chancellor for all the work he is doing for students and said he appreciated the mentoring from the trustees. He thanked the board for approving the action allowing student trustees the privilege of making and seconding motion.
- Mr. Shedd thanked the board for their commitment to students and added that Mr. Baron is in a place to take some action and make some changes in the district. He felt the student issues brought to the chancellor are being looked at and will be resolved.
- Mr. Lockwood commended the student trustees for their great work this year.

C. Chancellor

- Mr. Baron also thanked the student trustees for their contributions this year. They have been very passionate and committed.
- The district sent letters of support for AB 795, which would allow enforcement of smoking policies on college campuses and also AB 1326 which is the oil and gas extraction fee which would generate \$2 billion for the community college system.
- Mr. Baron was the keynote speaker at the Tumaini recognition ceremony. He said he was impressed with the commitment of the faculty, staff and students in that program.
- The chancellor reported that Economic and Workforce Development received a \$400,000 grant to be used to train incumbent workers in a variety of job skills at no cost.
- Mr. Baron has created a Chancellor's Task Force on Services to Veterans to look at our current services and the best practices. Recommendations from that task force will ultimately be made to the board.

11. CONSENT AGENDA

Mr. Alexander moved, Mr. Shedd seconded, and the Board members voted as follows to approve the Consent Agenda:

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

12. ACTION AGENDA

Approve Suspension of Nursing Program Applications

Mr. Longville moved, Mr. Vizcaino seconded, and the Board members voted as follows to approve the suspension of applications to enter the Nursing Program:

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

NOES: None

ABSENT: Ramos, Singer

ABSTENTION: None

Approve the SBCCD EEO Plan for First Reading

The Board accepted the SBCCD EEO Plan for First Reading.

Adopt Resolution to Recognize Classified School Employee Week

Mr. Longville moved, Mr. Futch seconded, and the Board members voted as follows to adopt a resolution and designate May 15 through May 21, 2011 to recognize and honor the contribution of the SBCCD classified school employees:

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

NOES: None

ABSENT: Ramos, Singer

ABSTENTION: None

Mr. Baron said we greatly value our classified staff who is often the first contact students have when they come on the campus. They are good-will ambassadors to the district, and he personally thanked CSEA for everything they do.

Dr. Miyamoto thanked CSEA for bringing issues to the forefront so we can work on solutions.

Mr. Longville suggested adding "enthusiastically" to the last paragraph of the resolution.

Award Bid and Approve Contract with Arrowhead Mechanical, Inc.

Mr. Shedd moved, Mr. Longville seconded, and the Board members voted as follows to award bid and approve contract with Arrowhead Mechanical, Inc. for Bid Package No. 1, General Construction, Mechanical and Electrical for the HVAC Systems HLS/ADSS/CC project, SBVC, in the amount of \$813,000.00:

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

NOES: None

ABSENT: Ramos, Singer

ABSTENTION: None

Award Bid and Approve Contract with Arrowhead Mechanical, Inc.

Mr. Shedd moved, Mr. Longville seconded, and the Board members voted as follows to award bid and approve contract with Arrowhead Mechanical, Inc. for Bid Package No. 2, Furnish Temp Chiller and Temp Ductwork for the HVAC Systems HLS/ADSS/CC project, SBVC, in the amount of \$142,000.00:

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

Award Bid and Approve Contract with Kirtley Construction, Inc.

Mr. Shedd moved, Mr. Longville seconded, and the Board members voted as follows to award bid and approve contract with Kirtley Construction, Inc. DBA TK Construction for Bid Package No. 1, Sewer Improvements for the Infrastructure Sewer Improvements project, SBVC, in the amount of \$384,300.00:

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

Award Bid and Approve Contract with Miller Environmental, Inc.

Mr. Longville moved, Ms. Ferracone seconded, and the Board members voted as follows to award bid and approve a contract with Miller Environmental, Inc. for Bid Category No. 1, Library Demolition project, CHC, in the amount of \$574,576.00:

AYES: Ferracone, Futch, Lockwood, Longville, Vizcaino
NOES: Shedd (advisory)
ABSENT: Ramos, Singer
ABSTENTION: Alexander (advisory)

Mr. Longville said he shared the sentiments of the community people about the demolition of the CHC library but he is concerned about an earthquake and the people in the building. He said he would not be doing his duty as a trustee if he allowed an unsafe condition to continue any longer than necessary.

Ms. Ferracone said she was an employee when the discussions began at CHC. She read and heard the reports on what could happen inside the building should we experience an earthquake. Although she doesn't like the decision, it's a decision that needs to be made.

Mr. Lockwood reminded us of the changes made at SBVC because a seismic study revealed a fault down the middle of the campus.

Mrs. Harrison said the campus is prioritizing because there is less money to work with and other buildings need to be retrofitted. The library is not a building we can afford to retrofit. There was a lot of discussion and money spent to try to figure out what to do. It was a long process, and the master plan is now being revised and in those considerations is the seismic retrofitting of the other buildings to provide a quality learning environment for students.

Award Invitation for Bids for Custodial Supplies

Mr. Longville moved, Ms. Ferracone seconded, and the Board members voted as follows to award Invitation for Bids 2011-03, Custodial Supplies, SBVC, to Rancho Janitorial Supplies:

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

NOES: None

ABSENT: Ramos, Singer

ABSTENTION: None

Approve Bond Measure P Construction Change Orders and Contract Amendments

Mr. Futch moved, Mr. Shedd seconded, and the Board members voted as follows to approve Bond Measure P Construction Change Orders and Contract Amendments:

Community Recreation Facility - CHC

E. J. Enterprises, CO-02, in the amount of \$9,245.00

J. M. Farnan Company, Inc., CA-03, in the amount of \$26,766.00

North Hall - SBVC

Caston Plastering, CO-09, in the amount of (-\$9,150.00)

Southcoast Acoustical Interiors, CO-03, in the amount of \$18,547.00

Chemistry/Physical Science - SBVC

Caston Plastering, CO-05, in the amount of \$1,091.00

Fischer, Inc. (Category 17), CO-03, in the amount of \$5,974.00

Fischer, Inc. (Category 16), CO-01, in the amount of \$1,915.00

RC Construction, CA-03, in the amount of \$2,471.00

RC Construction, CO-04, in the amount of \$30,606.00

RDM Electric, CA-05, in the amount of \$14,401.00

RDM Electric, CO-08, in the amount of \$53,964.00

Southcoast Acoustical Interiors, CO-02, in the amount of \$3,489.00

Stone Roofing, CO-02, in the amount of \$23,683.00

Western Audio Visual, CO-01, in the amount of \$16,683.00

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

NOES: None

ABSENT: Ramos, Singer

ABSTENTION: None

Approve Amendment 001 to the PMSM Architect Contract - CHC

Mr. Alexander moved, Mr. Futch seconded, and the Board members voted as follows to approve Amendment 001 to the PMSM Architect contract for the Library Demolition, CHC, in the amount of \$8,600.00:

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

Approve Amendment 001 to the Steinberg Architects Contract - CHC

Mr. Alexander moved, Mr. Futch seconded, and the Board members voted as follows to approve Amendment 001 to the Steinberg Architects contract for the updated Facilities Master Plan for Measure M, CHC, in the amount of \$124,000.00:

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

Approve Amendment 002 to the ECORP Consulting, Inc. Contract – SBVC and CHC

Mr. Alexander moved, Mr. Futch seconded, and the Board members voted as follows to approve Amendment 002 to ECORP Consulting, Inc. Professional Services Agreement for the environmental monitoring contract, CHC, in the amount of \$30,000.00:

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

Approve Amendment 002 to the Snipes-Dye Associates Contract - SBVC

Mr. Alexander moved, Mr. Futch seconded, and the Board members voted as follows to approve Amendment 002 to the Snipes-Dye Associates, Inc. Professional Services Agreement for surveying of sewer lines, SBVC, in the amount of \$12,600.00:

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

Approve Amendment 08 to the Tilden-Coil Constructors Contract - CHC

Ms. Ferracone moved, Mr. Alexander seconded, and the Board members voted as follows to approve Amendment 08 to the Tilden-Coil Constructors contract for extended General Conditions additional services, CHC, in the amount of \$62,641.00:

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

NOES: None

ABSENT: Ramos, Singer

ABSTENTION: None

Approve Contract Amendment 09 to the Tilden-Coil Constructors Contract - SBVC

Ms. Ferracone moved, Mr. Alexander seconded, and the Board members voted as follows to approve Amendment 09 to the Tilden-Coil Constructors contract for extended General Conditions additional services, SBVC, in the amount of \$41,200.00:

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

NOES: None

ABSENT: Ramos, Singer

ABSTENTION: None

Approve Contract Amendment 01 to the ASR Constructors, Inc. Contract - CHC

Ms. Ferracone moved, Mr. Alexander seconded, and the Board members voted as follows to approve Amendment 01 to the ASR Constructors, Inc. contract, CHC, in the amount of \$402,801.00 and 30 additional calendar days:

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

NOES: None

ABSENT: Ramos, Singer

ABSTENTION: None

Approve Change Orders Over 10% from Prime Painting

Mr. Longville moved, Mr. Futch seconded, and the Board members voted as follows to approve a change order for the Prime Painting contract for the Learning Resource Center at CHC. This change order brings the total percentage for this contract to 13.64%; however, 8.35% of this total represents work done to correct damages caused by other trade contractors which has been charged back to those contractors. The resulting net total of change orders for this contract is 5.29%:

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

Approve Reduction in Retention to 5%

Mr. Longville moved, Ms. Ferracone seconded, and the Board members voted as follows to approve the reduction of retention from 10% to 5% for Arrowhead Mechanical, Inc. North Hall Replacement Building, SBVC;

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

Approve Agreement with Omnitrans

Mr. Longville praised the student government for their help getting this program started.

Mr. Longville moved, Mr. Shedd seconded, and the Board members voted as follows to approve an agreement with Omnitrans for the implementation of the "Go Smart" Free Pass Pilot Program for fiscal year 2011-2012, in the amount of \$55,000.00:

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

Approve Board Policy 3720 Computer and Network Use

Ms. Ferracone moved, Mr. Vizcaino seconded, and the Board members voted as follows to approve Board Policy 3720 Computer and Network Use:

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

Accept Board Policy 7420 Authorized Drivers for First Reading

The Board accepted Board Policy 7420 Authorized Drivers for First Reading.

Approve Amendment to the Terms of the Loan to KVCR

Mr. Longville moved, Mr. Vizcaino seconded, and the Board members voted as follows to extend the loan made to KVCR, first amended on June 14, 2007, in the amount of \$1,815,000.00, for an additional one year at zero percent interest, with the first payment due in May 2012 to allow for additional annual operations funds to relieve District General Fund allocations:

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

NOES: None

ABSENT: Ramos, Singer

ABSTENTION: None

Reduce the Budget of the Board of Trustees in Fiscal Year 2011-2012

Ms. Ferracone recommended that the trustees reduce the board's budget to show that they have an interest in helping to reduce the overall budget. "Even a small amount will show we are willing to take a cut as well," she said.

Ms. Ferracone moved, Mr. Shedd seconded, and the Board members voted as follows to reduce the overall budget of the Board of Trustees by ten percent (10%) in 2011-2012:

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

NOES: None

ABSENT: Ramos, Singer

ABSTENTION: None

13. 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. Quarterly Investment Report
- E. CCFS-320 Apportionment Attendance Report for FY 2010 P2
- F. Administrative Procedure 7420 Authorized Drivers
- G. Applause Cards

14. STAFF REPORTS

- A. CHC President

- A written report was submitted to the Board.
- B. CHC Academic Senate
 - Absent.
- C. CHC Classified Senate
 - Absent.
- D. CHC ASB
 - Students are planning a summer retreat for new officers. A delegate will be attending the Region 9 meeting on May 20.
- E. SBVC President
 - A written report was submitted to the Board.
- F. SBVC Academic Senate
 - Absent.
- G. SBVC Classified Senate
 - Cassandra Thomas announced activities for classified staff week. Two \$250 scholarships will be awarded to students who have exhibited great leadership skills.
- H. SBVC ASB
 - Damaris Castillo-Torres announced the new officers for 2011-2012. She thanked the board for approving the Omnitrans agreement.
- I. KVCR
 - A written report was submitted to the Board.
- J. CTA
 - Absent.
- K. CSEA
 - Colleen Gamboa reported the union will be voting on the tentative agreement on benefits. She believes the district and CSEA have a good relationship which makes it easier to negotiate issues. She suggested there be more meetings with managers on contract administration.

15. ADJOURN

Mr. Lockwood adjourned the meeting at 6:55 p.m.

John M. Futch, Clerk
San Bernardino Community College District
Board of Trustees

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Dr. Debra S. Daniels, President, SBVC
PREPARED BY: Dr. Larry Buckley, Vice President, Instruction SBVC
DATE: June 16, 2011
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, certificates and degrees have been approved by the Curriculum Committee of the Academic Senate and will be included in the 2012-2013 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
June 16, 2011

NEW COURSES

Department: Diesel
Course ID: DIESEL 038
Course Title: Heavy-Duty Diesel Emissions
Units: 2
Lecture: 1.5 contact hour(s) per week
24 - 27 contact hours per semester
Laboratory: 1.5 contact hour(s) per week
24 - 27 contact hours per semester
Prerequisite: DIESEL 026x3
Catalog Description: This is an advanced course in heavy-duty diesel emissions with emphasis on exhaust aftertreatment and related equipment.
Schedule Description: This is an advanced course in heavy-duty diesel emissions with emphasis on exhaust aftertreatment and related equipment.
Effective Date: FA12
Stand-Alone Course: Approved
Rationale: This course will help the technicians get certified to repair and troubleshoot the heavy-duty diesel engine and equipment.

Department: English
Course ID: ENGL 222
Course Title: Independent Study in English
Units: 1 - 3
Prerequisite: None
Catalog Description: Students with previous course work in English may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of English. Prior to registration, a written contract must be prepared jointly by the instructor and the student.
Schedule Description: Students with previous course work in English may do assigned projects involving research and analysis of selected topics. Prior to registration, a written contract must be prepared jointly by the instructor and the student.
Effective Date: FA12
Rationale: The college and department must maintain flexibility in insuring transfer opportunities for our students despite challenging budget constraints.

MODIFY COURSES

COURSE ID	COURSE TITLE
ACAD 600Ex4	SUPERVISED TUTORING – LIBRARY, LEARNING RESOURCES AND COMMUNICATION MEDIA

Course Title: Supervised Tutoring – Library and Learning Support Services

Effective Date: SP12

Rationale: Division name changed to Library and Learning Support Services.

COURSE ID	COURSE TITLE
ARCH 145	HISTORY OF ARCHITECTURE: EARLY DESIGN TO GOTHIC

Course Title: History of Architecture: Early Design Through Gothic

Corequisite: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process

Catalog Description: This course is a survey of Western architectural history from the early Egyptians through the Gothic period, including a comparative study of architecture and architects with emphasis on the people, locations, structures, materials, and methods of construction and additional influences on the built environment.

Schedule Description: This course is a survey of Western architectural history from the early Egyptians through the Gothic period, including a comparative study of architecture and architects with emphasis on the people, locations, structures, materials, and methods of construction and additional influences on the built environment.

Effective Date: FA12

Rationale: Content Review

COURSE ID	COURSE TITLE
BIOL 109	HISTORY OF LIFE

Prerequisites: ENGL 015 or eligibility for ENGL 101 as determined through the SBVC assessment process and MATH 942 or eligibility for MATH 952 as determined through the SBVC assessment process

Effective Date: FA12

Rationale: Content Review

COURSE ID	COURSE TITLE
BIOL 109H	HISTORY OF LIFE - HONORS

Prerequisites: ENGL 015 or eligibility for ENGL 101 as determined by the SBVC assessment process and MATH 942 or eligibility for MATH 952 as determined by the SBVC assessment process.

Effective Date: FA12

Rationale: Content Review

Curriculum Meetings: 05-02-11; 05-16-11

Conjoint Meeting: 05-23-11

Board of Trustees Meeting: June 16, 2011

MODIFY COURSES

COURSE ID	COURSE TITLE
BUSAD 013	MARKETING PRINCIPLES

Catalog Description: This course covers the basic principles and methods of marketing as practiced by all successfully managed business firms. This course is management-oriented, covering demand analysis, forecasting, product development, price determination, distribution channels, material handling, advertising and personal selling.

Schedule Description: This course covers the marketing concepts with emphasis on marketing strategy. It includes a study of the customer, market institutions and functions.

Effective Date: FA12

Rationale: Content Review

COURSE ID	COURSE TITLE
BUSAD 015	SMALL BUSINESS MANAGEMENT / ENTREPRENEURSHIP

Catalog Description: This course is designed for business majors and non-business majors who desire a greater knowledge of the fundamentals specifically related to the opening and operation of a small business. The course is designed to provide a working knowledge of the pitfalls associated with small business operations and how to recognize, prevent and solve problems.

Schedule Description: This course is designed for business majors and non-business majors who desire a greater knowledge of the fundamentals specifically related to the opening and operation of a small business.

Effective Date: FA12

Rationale: Content Review

COURSE ID	COURSE TITLE
CULART 161	QUANTITY FOOD PREPARATION

Departmental Advisory: CULART 160

Catalog Description: This course details the basic principles, standards, procedures, and techniques necessary to prepare food for quantity production.

Schedule Description: This course details the basic principles, standards, procedures, and techniques necessary to prepare food for quantity production.

Effective Date: FA12

Rationale: Content Review

Curriculum Meetings: 05-02-11; 05-16-11

Conjoint Meeting: 05-23-11

Board of Trustees Meeting: June 16, 2011

MODIFY COURSES

COURSE ID	COURSE TITLE
CULART 225	SANITATION AND SAFETY

Departmental Advisory: CULART 160

Catalog Description: This course focuses on the sanitation and safety issues involved with handling food through the food service process. Topics include the prevention of food borne illnesses; responsibilities of the food service manager and employees; the characteristics of a food-safe facility; food safety guidelines; and Hazard Analysis and Critical Control Point (HACCP) system and Serve Safe.

Schedule Description: This course focuses on the sanitation and safety issues involved with handling food through the food service process. Topics include the prevention of food borne illnesses; responsibilities of the food service manager and employees; the characteristics of a food-safe facility; food safety guidelines; and Hazard Analysis and Critical Control Point (HACCP) system and Serve Safe.

Effective Date: FA12

Rationale: Content Review

COURSE ID	COURSE TITLE
CULART 240	PROCUREMENT, PURCHASING AND SELECTION

Departmental Advisories: CULART 160 and CULART 235

Catalog Description: This course includes purchasing policies, specifications, procedures and controls and their implementation in the procurement of quantity foods, merchandise and supplies.

Schedule Description: This course includes purchasing policies, specifications, procedures and controls and their implementation in the procurement of quantity foods, merchandise and supplies.

Effective Date: FA12

Rationale: Content Review

COURSE ID	COURSE TITLE
ENGR 100	ENGINEERING CAREER EXPLORATION

Catalog Description: This course introduces students to the major fields of specialization within engineering and engineering technology professions. This course gives students a broad understanding of various career opportunities and the specialized demands and rewards of each field.

Schedule Description: This course introduces students to the major fields of specialization within engineering and engineering technology professions. This course gives students a broad understanding of various career opportunities and the specialized demands and rewards of each field.

Effective Date: FA12

Rationale: Content Review

Curriculum Meetings: 05-02-11; 05-16-11

Conjoint Meeting: 05-23-11

Board of Trustees Meeting: June 16, 2011

MODIFY COURSES

COURSE ID	COURSE TITLE
ENGR 265	ENGINEERING MECHANICS - STATICS

Course Title: Engineering Mechanics

Catalog Description: This is a foundation course in engineering and a pre-requisite to many subsequent courses. Some of the topics covered are two and three dimensional equilibrium of particles and rigid bodies, analysis of frames, machines, trusses, non-coplanar force systems, and the principle of friction.

Schedule Description: This is a foundation course in engineering and a pre-requisite to many subsequent courses. Some of the topics covered are two and three dimensional equilibrium of particles and rigid bodies, analysis of frames, machines, trusses, non-coplanar force systems, and the principle of friction.

Effective Date: FA12

Rationale: Content Review

COURSE ID	COURSE TITLE
MATH 103	PLANE TRIGONOMETRY

Prerequisite: MATH 095 or eligibility for MATH 103 as determined through the SBVC assessment process

Departmental Advisory: MATH 093

Catalog Description: This course provides a study of trigonometric functions, identities, trigonometric equations, periodicity, graphs of trigonometric functions, inverse trigonometric functions, and the solutions of triangles.

Schedule Description: This course provides a study of trigonometric functions, identities, trigonometric equations, periodicity, graphs of trigonometric functions, inverse trigonometric functions, and the solutions of triangles.

Effective Date: FA12

Rationale: Content Review

COURSE ID	COURSE TITLE
MATH 151	PRECALCULUS

Prerequisites: MATH 102 and MATH 103 or eligibility for MATH 151 as determined through the SBVC assessment process

Catalog Description: This course provides foundational skills to facilitate success in calculus. The course includes polynomials and rational functions, exponential and logarithmic functions, systems of nonlinear equations and inequalities, parametric and polar equations, trigonometric functions, and limits.

Schedule Description: This course provides foundational skills to facilitate success in calculus. The course includes polynomials and rational functions, exponential and logarithmic functions, systems of nonlinear equations and inequalities, parametric and polar equations, trigonometric functions, and limits.

Effective Date: FA12

Rationale: Content Review

Curriculum Meetings: 05-02-11; 05-16-11

Conjoint Meeting: 05-23-11

Board of Trustees Meeting: June 16, 2011

MODIFY COURSES

COURSE ID	COURSE TITLE
SPEECH 100	ELEMENTS OF PUBLIC SPEAKING

Course ID: COMMST 100

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

Catalog Description: This course focuses on training in the application of the concepts, principles, and skills of effective public speaking. Concepts such as structure, adapting messages to culturally diverse audiences, research principles, and critical evaluation of evidence and arguments are explored. Delivery, listening, and feedback skills are also discussed and practiced in a variety of presentations. *(Formerly SPEECH 100)*

Schedule Description: This course focuses on training in the application of the concepts, principles, and skills of effective public speaking. Concepts such as structure, adapting messages to culturally diverse audiences, research principles, and critical evaluation of evidence and arguments are explored. Delivery, listening, and feedback skills are also discussed and practiced in a variety of presentations. *(Formerly SPEECH 100)*

Effective Date: FA12

Rationale: Content Review

COURSE ID	COURSE TITLE
SPEECH 100H	ELEMENTS OF PUBLIC SPEAKING - HONORS

Course ID: COMMST 100H

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

Catalog Description: This course focuses on training in the application of the concepts, principles, and skills of effective public speaking. Concepts such as structure, adapting messages to culturally diverse audiences, research principles, and critical evaluation of evidence and arguments are explored. Delivery, listening, and feedback skills are also discussed and practiced in a variety of presentations. **This course is intended for students in the Honors Program, but is open to all students who desire more challenging course work.** *(Formerly SPEECH 100H)*

Schedule Description: This course focuses on training in the application of the concepts, principles, and skills of effective public speaking. Concepts such as structure, adapting messages to culturally diverse audiences, research principles, and critical evaluation of evidence and arguments are explored. Delivery, listening, and feedback skills are also discussed and practiced in a variety of presentations. **This course is intended for students in the Honors Program, but is open to all students who desire more challenging course work.** *(Formerly SPEECH 100H)*

Effective Date: FA12

Rationale: Content Review

Curriculum Meetings: 05-02-11; 05-16-11

Conjoint Meeting: 05-23-11

Board of Trustees Meeting: June 16, 2011

MODIFY COURSES

COURSE ID	COURSE TITLE
SPEECH 111	INTERPERSONAL COMMUNICATION

Course ID: COMMST 111

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

Catalog Description: Interpersonal communication examines the dynamics of the communication process within the context of interpersonal relationships (those with friends, families, romantic partners, and co-workers). Influences of self-concept, perception, listening, verbal and non-verbal communication, and emotional expression are explored. Principles of relationship development, communication climate, self-disclosure, and conflict management are also discussed. Rhetorical principles are also practiced and faculty supervised/evaluated in a variety of ways. *(Formerly SPEECH 111)*

Schedule Description: Interpersonal communication examines the dynamics of the communication process within the context of interpersonal relationships (those with friends, families, romantic partners, and co-workers). *(Formerly SPEECH 111)*

Effective Date: FA12

Rationale: Content Review

COURSE ID	COURSE TITLE
SPEECH 125	CRITICAL THINKING THROUGH ARGUMENTATION AND DEBATE

Course ID: COMMST 125

Departmental Advisories: ENGL 015 or COMMST 100 and COMMST 100H or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process

Catalog Description: This course is designed to provide an oral approach to critical thinking skills which includes individual and group debates. It also provides instruction in language, argument structure, types of reasoning, evaluation of evidence, fallacies in reasoning, and case development strategies. *(Formerly SPEECH 125)*

Schedule Description: This course is designed to provide an oral approach to critical thinking skills which includes individual and group debates. *(Formerly SPEECH 125)*

Effective Date: FA12

Rationale: Content Review

Curriculum Meetings: 05-02-11; 05-16-11

Conjoint Meeting: 05-23-11

Board of Trustees Meeting: June 16, 2011

MODIFY COURSES

COURSE ID	COURSE TITLE
SPEECH 135	MASS MEDIA AND SOCIETY

Course ID: COMMST 135

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

Catalog Description: This course explores the history, effects, and role of the mass media in the U.S. The major forms of mass communication are studied (television, radio, film, newspapers and magazines). There is also a focus on critical analysis of media messages, effects of media on individual and society, and theories of communication. Students move beyond being "consumers" of media to "analysts" of media. *(Formerly SPEECH 135)*

Schedule Description: This course explores the history, effects, and role of the mass media in the U.S. The major forms of mass communication are studied (television, radio, film, newspapers and magazines). There is also a focus on critical analysis of media messages, effects of media on individual and society, and theories of communication. *(Formerly SPEECH 135)*

Effective Date: FA12

Rationale: Content Review

COURSE ID	COURSE TITLE
SPEECH 174	INTERCULTURAL COMMUNICATION

Course ID: COMMST 174

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

Catalog Description: This course focuses on the communication behaviors and values common to all cultures and ethnic groups and on the differences that insulate and divide people. Students will examine influences on the communication process, including aspects such as stereotyping, perception, prejudice, values and expectations. Students will learn to overcome the communication problems that can result when members of other cultures communicate by evaluating their own intercultural communication patterns and learning skills to increase their effectiveness. Students will also acquire a greater appreciation for others. *(Formerly SPEECH 174)*

Schedule Description: This course focuses on the communication behaviors and values common to all cultures and ethnic groups and on the differences that insulate and divide people. *(Formerly SPEECH 174)*

Effective Date: FA12

Rationale: Content Review

Curriculum Meetings: 05-02-11; 05-16-11

Conjoint Meeting: 05-23-11

Board of Trustees Meeting: June 16, 2011

MODIFY COURSES

COURSE ID	COURSE TITLE
SPEECH 176	GENDER DIFFERENCES IN COMMUNICATION

Course ID: COMMST 176

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

Catalog Description: This course explores the gender differences evident in communication. Students will examine the theories concerning gender differences, issues of gender in a variety of contexts (families, relationships, the workplace, the media, school), and the differences in the communication patterns resulting from gender. *(Formerly SPEECH 176)*

Schedule Description: This course explores the gender differences evident in communication. Students will examine the theories concerning gender differences, issues of gender in a variety of contexts (families, relationships, the workplace, the media, school), and the differences in the communication patterns resulting from gender. *(Formerly SPEECH 176)*

Effective Date: FA12

Rationale: Content Review

DELETE COURSES

SPEECH 130
SPEECH 910

Effective Date: FA12

Rationale: These courses are no longer offered.

DISTRIBUTED EDUCATION

ARCH 145	100% ONLINE
BUSAD 013	100% ONLINE
BUSAD 015	100% ONLINE
BUSAD 039	100% ONLINE
BUSAD 100	100% ONLINE
COMMST 100	HYBRID
COMMST 100H	HYBRID
COMMST 135	100% ONLINE
COMMST 174	100% ONLINE
COMMST 176	100% ONLINE
MATH 103	100% ONLINE
MATH 151	100% ONLINE

Effective Date: FA12

Rationale: One of the planning themes of San Bernardino Valley College (SBVC) is access. For career technical courses, the issue of scheduling is crucial. Students working the night shift can only take class in the morning while those working traditional day schedules can only take evening classes. Given these variables and difficult schedules, students need the flexibility of time that an online class affords. An asynchronous online class allows students to study when their schedules allow and where they have the space and materials to do so effectively. The online delivery method of these courses supports the mission of SBVC by providing access to education to a diverse community of learners who find themselves in a community with complicated lives and difficult and demanding schedules and responsibilities.

Curriculum Meetings: 05-02-11; 05-16-11

Conjoint Meeting: 05-23-11

Board of Trustees Meeting: June 16, 2011

Computer Numerical Control: CAD/CAM A.S. Degree Major

To graduate with a specialization in Computer Numerical Control: CAD/CAM, students must complete the following required courses for the certificate plus the general breadth requirements for the Associate of Science Degree (minimum total = 60 units).

REQUIRED MACHINE TECHNOLOGY CORE COURSES:

		Units
MACH 021	Machine Shop I	4
MACH 022	Machine Shop II	4
MACH 090	Mechanical Print Reading, Geometric Dimensioning and Tolerancing	3
MACH 120	Machine Shop Theory	2
MACH 123	Machine Shop III	4
MACH 124	Machine Shop IV	4

REQUIRED SPECIALIZED COURSES:

		Units
MACH 070	Computer Numerical Control Machining I	3
MACH 071	Computer Numerical Control Machining II	3
MACH 072	Computer Aided Design and Manufacturing I	3
MACH 073	Computer Aided Design and Manufacturing II	3
MACH 074	Set-up and Operation of CNC Machines	3
MACH 129	Manufacturing Processes	3

Total Units		39
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Effective Date: FA12

Rationale: Content Review

Machinist Standard A.S. Degree Major

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

REQUIRED MACHINE TECHNOLOGY CORE COURSES:

		Units
MACH 021	Machine Shop I	4
MACH 022	Machine Shop II	4
MACH 090	Mechanical Print Reading, Geometric Dimensioning and Tolerancing	3
MACH 120	Machine Shop Theory	2
MACH 123	Machine Shop III	4
MACH 124	Machine Shop IV	4

REQUIRED SPECIALIZED COURSES:

		Units
MACH 070	Computer Numerical Control Machining I	3
MACH 129	Manufacturing Processes	3

Total Units

27

Effective Date: FA12

Rationale: Content Review

Tool and Die A.S. Degree Major

To graduate with a specialization in Tool and Die, students must complete the following required courses for the certificate plus the general breadth requirements for the Associate of Science Degree (minimum total = 60 units).

REQUIRED MACHINE TECHNOLOGY CORE COURSES:

		Units
MACH 021	Machine Shop I	4
MACH 022	Machine Shop II	4
MACH 090	Mechanical Print Reading, Geometric Dimensioning and Tolerancing	3
MACH 120	Machine Shop Theory	2
MACH 123	Machine Shop III	4
MACH 124	Machine Shop IV	4

REQUIRED SPECIALIZED COURSES:

		Units
MACH 061	Jig and Fixture Machining	4
MACH 129	Manufacturing Processes	3
MACH 160	Tool and Die	4

Total Units	32
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Effective Date: FA12

Rationale: Content Review

Water Technology A.S. Degree Major

The Water Supply Technology Program is designed to serve students who are employed or interested in employment in water/wastewater occupations. The program provides technical classes in water distribution, water treatment, wastewater collection, and wastewater treatment. The courses prepare students to upgrade their skills and/or prepare them for licensing examinations and certifications from the California Department of Public Health, the California State Water Resource Control Board, the American Water Works Association, and the California Water Environment Association.

The certificate program is designed to prepare students for entry level jobs in water treatment, water distribution, and wastewater reclamation industries. The associate of science degree graduates often work in city, county, or state agencies in positions such as plant operator, engineering technician, surface water manager, environmental laboratory coordinator, and industrial pre-treatment coordinator.

To graduate with a specialization in Water Technology, students must complete the following required courses in addition to the general breadth requirements for Associate of Science degree (total = 60 units).

Required Courses

		Units
CHEM 101	Introductory Chemistry	4
	or	
CHEM 110	Environmental and Consumer Chemistry	3

18 units from the following Water Supply Technology courses

		Units
WST 031	Water Use Efficiency Practitioner I	3
WST 045	Backflow Prevention Devices	3
WST 048	Cross-Connection Control	3
WST 061	Water Distribution I	3
WST 062	Water Distribution II	3
WST 063	Water Distribution III	3
WST 071	Water Treatment I	3
WST 072	Water Treatment II	3
WST 073	Water Treatment III	3
WST 074	Water/Wastewater Analysis	2
WST 081	Wastewater Collection I	3
WST 082	Wastewater Collection II	3
WST 091	Wastewater Treatment I	3
WST 092	Wastewater Treatment II	3
WST 093	Wastewater Treatment III	3

One course from this list of RECOMMENDED courses

		Units
CIT 101	Introduction to Computer Literacy	3
GIS 130	Introduction to Geographic Information Systems (GIS)	3

Total Units

24 - 25

Effective Date: FA12

Rationale: The degree has been updated to give students more flexibility to fulfill the graduation requirements in a timely manner.

Curriculum Meetings: 05-02-11; 05-16-11

Conjoint Meeting: 05-23-11

Board of Trustees Meeting: June 16, 2011

DELETE DEGREE

MACHINIST TECHNOLOGY

Effective Date: FA12

Rationale: The same core of courses is required in several of the certificates within the Machine Technology program. Students may earn a degree upon completion of the certificate requirements and their general education courses.

NEW CERTIFICATES

California State University General Education-Breadth Certificate

Students must complete a minimum of 39 units total as specified in Areas A, B, C, D, and E of the CSU GE-Breadth requirements as stated in the SBVC catalog. Students must receive full certification and all courses used for this certificate must be grades of C or better.

Total Units**39****Effective Date: FA12**

Rationale: The CCC Chancellor's Office has encouraged community colleges to develop a certificate of completion for CSU GE-Breadth as an option for students who want to transfer, but do not desire an associate degree. Offering a certificate of completion for CSU GE-Breadth helps track students who are transfer ready.

Intersegmental General Education Transfer Curriculum (IGETC) Certificate

Students must complete a minimum of 34 units as specified in the SBVC Intersegmental General Education Transfer Curriculum (IGETC). Students must complete all of IGETC in Areas 1 through 5 for either the UC or CSU. All courses must be completed with grades of C or better.

Total Units**34****Effective Date: FA12**

Rationale: The CCC Chancellor's Office has encouraged community colleges to develop a certificate of completion for the IGETC as an option for students who want to transfer, but do not desire an associate degree. Offering a certificate of completion for the IGETC helps track students who are transfer ready.

Basic Machine Operator Certificate

Students working for certificates 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 with basic entry-level machine operator skills, safety knowledge, theory, and quality control skills in manufacturing processes. Students obtaining this certificate will qualify for the first level certification in National Industry Metal Skills (NIMS).

REQUIRED COURSES:

		Units
MACH 021	Machine Shop I	4
MACH 075	Introduction to Computer Aided Design/SolidWorks	3
MACH 090	Mechanical Print Reading, Geometric Dimensioning and Tolerancing	3
MACH 120	Machine Shop Theory	2

Total Units **12**

Effective Date: FA12

Rationale: Content Review

Basic Operation Computerized Numerical Control (CNC) Certificate

Students working for certificates 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 provide entry-level skills to operate a Computer Numerical Control (CNC) lathe or milling type machine tool.

REQUIRED COURSES:

		Units
MACH 021	Machine Shop I	4
MACH 070	Computer Numerical Control Machining I	3
MACH 074	Set-up and Operation of CNC Machines	3
MACH 075	Introduction to Computer Aided Design/SolidWorks	3
MACH 090	Mechanical Print Reading, Geometric Dimensioning and Tolerancing	3

Total Units **16**

Effective Date: FA12

Rationale: Content Review

Computer Numerical Control: CAD/CAM Certificate

Students working for certificates 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 employment as production machinists working with complex Computer Numerical Control (CNC) cutting machines.

REQUIRED MACHINE TECHNOLOGY CORE COURSES:

		Units
MACH 021	Machine Shop I	4
MACH 022	Machine Shop II	4
MACH 090	Mechanical Print Reading, Geometric Dimensioning and Tolerancing	3
MACH 120	Machine Shop Theory	2
MACH 123	Machine Shop III	4
MACH 124	Machine Shop IV	4
TECALC 087	Technical Calculations	4

REQUIRED SPECIALIZED COURSES:

		Units
MACH 070	Computer Numerical Control Machining I	3
MACH 071	Computer Numerical Control Machining II	3
MACH 072	Computer Aided Design and Manufacturing I	3
MACH 073	Computer Aided Design and Manufacturing II	3
MACH 074	Set-up and Operation of CNC Machines	3
MACH 129	Manufacturing Processes	3

Total Units

43

Effective Date: FA12

Rationale: Content Review

Curriculum Meetings: 05-02-11; 05-16-11

Conjoint Meeting: 05-23-11

Board of Trustees Meeting: June 16, 2011

Machine Technology Certificate

This certificate is designed to prepare students for entry-level employment in manufacturing using machine tools such as lathes, milling machines, and spindles to produce precision metal parts.

REQUIRED COURSES:

		Units
MACH 021	Machine Shop I	4
MACH 022	Machine Shop II	4
MACH 090	Mechanical Print Reading, Geometric Dimensioning and Tolerancing	3
MACH 120	Machine Shop Theory	2
MACH 123	Machine Shop III	4
MACH 124	Machine Shop IV	4
TECALC 087	Technical Calculations	4

Total Units

25

Effective Date: FA12

Rationale: Content Review

Machinist Standard Certificate

This certificate is designed to prepare students for entry-level employment in manufacturing producing precision metal parts using machine tools such as lathes, milling machines, and spindles, or in the maintenance and manufacture of new parts for existing machinery.

REQUIRED MACHINE TECHNOLOGY CORE COURSES:

		Units
MACH 021	Machine Shop I	4
MACH 022	Machine Shop II	4
MACH 090	Mechanical Print Reading, Geometric Dimensioning and Tolerancing	3
MACH 120	Machine Shop Theory	2
MACH 123	Machine Shop III	4
MACH 124	Machine Shop IV	4
TECALC 087	Technical Calculations	4

REQUIRED SPECIALIZED COURSES:

		Units
MACH 070	Computer Numerical Control Machining I	3
MACH 129	Manufacturing Processes	3

Total Units

31

Effective Date: FA12

Rationale: Content Review

Curriculum Meetings: 05-02-11; 05-16-11

Conjoint Meeting: 05-23-11

Board of Trustees Meeting: June 16, 2011

Tool and Die Certificate

This certificate is designed to prepare students for entry-level employment in producing tools, dies, and special guiding and holding devices that enable machines to manufacture a variety of products used daily - from clothing and furniture to heavy equipment and parts for aircraft.

REQUIRED MACHINE TECHNOLOGY CORE COURSES:

		Units
MACH 021	Machine Shop I	4
MACH 022	Machine Shop II	4
MACH 090	Mechanical Print Reading, Geometric Dimensioning and Tolerancing	3
MACH 120	Machine Shop Theory	2
MACH 123	Machine Shop III	4
MACH 124	Machine Shop IV	4
TECALC 087	Technical Calculations	4

REQUIRED SPECIALIZED COURSES:

		Units
MACH 061	Jig and Fixture Machining	4
MACH 129	Manufacturing Processes	3
MACH 160	Tool and Die	4

Total Units

36

Effective Date: FA12

Rationale: Content Review

Water Supply Technology Certificate

This certificate is designed to prepare students with the necessary knowledge and skills to obtain entry-level employment in the water supply technology field. [Note: the Water Supply Technology Certificate is not equivalent to the State License in Water Distribution, Water Treatment or Wastewater Treatment]. Work Experience course, WST 098, is highly recommended for students not currently employed in the field.

REQUIRED COURSES:

		Units
CHEM 101	Introductory Chemistry	4
	or	
CHEM 110	Environmental and Consumer Chemistry	3
CIT 031	Business English	3
	or	
ENGL 015	Preparation for College Writing	4
	or	
<small>Eligibility for ENG 101 as determined by the SBVC assessment process</small>		
WST 052	Water Technology Math	3
	or	
WST 052A	Water Technology Math I	1
	and	
WST 052B	Water Technology Math II	1
	and	
WST 052C	Water Technology Math III	1
	or	

Eligibility for MATH 952 as determined by the SBVC assessment process

18 units from the following Water Supply Technology Courses:

		Units
WST 031	Water Use Efficiency Practitioner I	3
WST 045	Backflow Prevention Devices	3
WST 048	Cross-Connection Control	3
WST 061	Water Distribution I	3
WST 062	Water Distribution II	3
WST 063	Water Distribution III	3
WST 071	Water Treatment I	3
WST 072	Water Treatment II	3
WST 073	Water Treatment III	3
WST 074	Water/Wastewater Analysis	2
WST 081	Wastewater Collection I	3
WST 082	Wastewater Collection II	3
WST 091	Wastewater Treatment I	3
WST 092	Wastewater Treatment II	3
WST 093	Wastewater Treatment III	3

One course from this list of RECOMMENDED COURSES:

		Units
CIT 101	Introduction to Computer Literacy	3
GIS 098	GIS Work Experience	1 - 4
WST 098	Water Supply Technology Work Experience	1 - 4

Total Units

22 - 33

Effective Date: FA12

Rationale: The certificate has been updated to give students more flexibility to fulfill the graduation requirements in a timely manner.

Curriculum Meetings: 05-02-11; 05-16-11

Conjoint Meeting: 05-23-11

Board of Trustees Meeting: June 16, 2011

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Dr. Debra S. Daniels, President, SBVC
PREPARED BY: Dr. Larry Buckley, Vice President, Instruction, SBVC
DATE: June 16, 2011
SUBJECT: Consideration of Approval of Advisory Committees

RECOMMENDATION

It is recommended that the Board of Trustees approve the Advisory Committee Members who serve the various academic programs throughout our campus.

OVERVIEW

According to Title 5, all vocational programs must have an Advisory Committee. These committees must be presented and approved by the institution's Board of Trustees.

ANALYSIS

Title 5 of the California Code of Regulations explicitly states that vocational programs serving higher educational facilities must have Advisory Committee's. These Advisory Committees are comprised of professionals with extensive knowledge, and/or education, of the subject matter in which they are serving as committee members of. These committee members offer the most up to date knowledge, expertise and guidance through up and coming trends within their chosen field and discipline at hand.

BOARD IMPERATIVE

I. Institutional Effectiveness

FINANCIAL IMPLICATIONS

None.

Division

Advisory Committee

Advisory Member

Applied Technology,
Transportation & Culinary
Arts

Aeronautics

Alvarado, Sally
Buttermore, Jan
Collins, Mark
DeMartz, Nick
Dokocil, Arlene
Douthit, Norm
Essel, George
Goldenbaum, Joh
Hall, Dean
Hesseltine, Robert
Hilbrands, Ron
Hoyt, James
Lewis, Erich
Lyon, John D.
Martin, Livio
McCall, Bruce
McKenzie, Kevin
Peterson, Art
Picke, Martin
Scarcella, Joseph
Swift, Kathleen
Testerman, Jim

Auto Technician

Alvarez, Kit
Cruz, Curt
Ferguson, Ed
Ferguson, Jim
Forte, John
Gallo, Johan
Gregory, Pat
Latta, Mike
Lucas, Steve
Moreno, Myron
Negron, Rafael
Owens, Doug
Turner, John
Velinonara, Mike

Auto Collision

Chapdelaine, Tim
Cruz, Curtis
Gonzalez, Chris
Hancock, Bill
Hill, Rob
Marquez, Eric
Oliver, Sean
Reid, Paul
Scheurer, Mark
Sievers, Jerry
Spears, Matt

	Wilson, Randall
Culinary Arts, Food & Nutrition	Aguilar, Ann Brewster, Kimberly Geurds, Michael Hammond, Brian Jaimes, Miguel Kellenberger, James Martinez, Luis Moghaddam, Bobby
Electronics/Electricity	Alesafar, Sean Arendt, Douglas K. Brithinee, Donald P. Cooper, Andy Cuthbertson, Ian Davis, Julia Ebarra, David Finch, Neal Graham, Glen Hilliard, Jerry Hotchkiss, Danny Meeks, Margie Monin, Craig Montgomery, William Scherneck, Dan Tshako, Jim Velitis, Mike
Machine Trades	Aguirre, David Bickett, Brion Canipe, Phillip Clark, Jim Gallo, Michael Gardenor, Angela Gartenlaub, Marshall Gonzalez, Gilberto Levesque, Robert Lyons, Mark Mitchell, Andrea Pennington, Glynn Pittman, Steve Salem, Matt D Sladek, Gary
Refrigeration	Abdelmessih, Nagieb Abdo, Bajis Al Nemry, Fadi Allision, Don Beaman, Johnnie Benson, Jimmy

Bernardez, Victor
Bird, Beverly
Birdwell, Robert
Bosowski, Linda
Brown, Bob
Buffum, Ben
Busselle, Carlos
Camacho, Jesus
Contreras, Roland
Cuneo, Pete J.
Davidson, Richard
Davis, Gaylon
Deitz, Richard
De Vires, Melinda
Dominguez, Ron
Dora, Ryan
Drossel, Jerome
Duran, Shelly
Fanning, William
Fernandez, George
Galland, Mike
Garcia, Ernest
Garcia, Jesus
Gross, Sean
Harrison, Bodunrin
Hirsh, Richard
Huntsinger, Ryan W.
Karcher, Les
Kemp, William
Keyer, Ralph
King, Jim
Langeveld, Max
Lee, John
LeMay, Jeremy
Lightsey, Sheila
Lindeman, Dave
Little, Roger
Logan, Stan
Machado, Sylvia
Martinez, Efrain
Massie, John
Melton, Dennis
Miller, Rick
Mitchell, Tom
Patterson, Bill
Pavlevsky, Bryan
Pham, Nam
Prudhomme, Jeff
Ramirez, Mark
Rogers, Doug
Salmon, Daryl

Salvail, Oscar
Sherman, Bob
Sigala, Edgar
Teed, Roland
Tenorio, David
Thompson, Al
Trujillo, Jr., Salvador
Winegar, Mike
Worley, Ed
Zuniga, Kenan

Transporation

Alvarez, Kit
Anderson, Kevin
Arzinger, Richard
Averill, Don
Barron, Dave
Beck, Rex
Cothran, Phil
De La Mora, Jenny
De Martz, Nick
Debiasi, Ron
Devlin, Carl
Farmer, Tim
Gallo, Michael
Garcia, Chris
Harmsen, Sandy
Hazelton, Phil
Hernandez, Aaron
Houston, Stephanie
Klenske, Terry
McLeish, Jessica
Namhie, Kim
Ostlie, John
Ramos, Mike
Ribotto, Joe
Schmitz, Bryan
Siebert, Mike
Teece, Wayne
Wu, Chen

Welding/Inspection

Bogner, Ed
Campbell, Alan
Garcia, Jose
Hadley, Kyle
Hernandez, Junior
Joris, Ken
Leland, Jennifer
Morehouse, Cheryle
Poston, Jerry
Richenberger, Harold
Schacht, Jim

Arts and Humanities

Graphic Design/Multimedia

Simmons, Avante
Turner, Carmen
Tuttle, Brent

Alpert, Bill
Assumma, Michael
Batalo, Mandi
Bourbeau, Ron
Butterfield, John
Caughman, Rick
Hernandez, Al
Kates, Phyllis
Kawa, Jon
Kawa, Karlie
Li, Jiong
Mc Grew, Christine
Mc Govern, Tom
Martinez, Bill
Mesa, Ben
Petinak, Craig
Sforza, Rick
Steffel, Beth
Seitz, Victoria
Williams, Sue
Zerovnik, Greg

Radio, TV & Flim

Arellano, Fernando
Audet, Anthony
Bahk, Mo
Berkabile, Meta
Bruns, Bill
Ciecalone, Larry
Coates, John
Couch, Ken
Felton, Gabriel
Gondos, Al
Hooker, Estelle
Kalanui, Kamuela
Layon, Klyde
Ouellette, Terri
Perry, Angela
Rippetoe, James
Roseen, Robert
Sousa, Nicholas
Stephens, Patrick
Story, Bomani
Ward, Steve
Williams, Cheryl
Whitehill, James

Criminal Justice

Criminal Justice

Arifuku, Mark

		Boatwright, Horace Buckley, Patrick Dickey, Stephen Dorsey, Steve Fisher, Gloria Hernandez, John Klug, Jeff Massey, John Recatto, Peter Stuart, Doris Wickum, Robert
Mathematics, Business and Computer Technology	Computer Information Technology	Baylus, Vicki Diggs, Timothy Dunn, Lesley Hart, Ron Haynes, March Leonard, Mollie Powell, Jeremy Pile, Ymonne Tillman, Roger Yip, Sam
	Accounting and Bookkeeping	Alexander, Todd Bowlby, Barbara Brooks, Robert Chemkhi, Ali Escobar, Ron Kritzberg, Joan Litel, Scott Rangel, Francisco
	Retail Management	Ingoglia, Joe Kelly, Jan Kester-Phipps, Cherie Van Dine, Barbara Zubiate, Jennifer
	Real Estate/Escrow	Epstern, Janet Lopez, Maria Nagy, John Simp, Alan
	Business Administration	Alexander, Todd Austin, Robert Collins, Rodney Galindo, Michael Magness, John
Science	Architecture	Anton, Michael Armontrout, Leon

Atzet, Ray
Beckham, Joel
Burch, Shawn
Davis, Scott
Dominguez, Maria
Donovan, Terance
Hagstrom, Florence
Hardyman, Kevin
McGavin, Gary
Miller, Gary W.
Moreno, Erick
Ruiz, Aaron
Sarana, Chris
Uribe, Ricardo
Watts, Peter M.
Wales, Todd

Nursing

Akers, Elaine
Alsip, Andee
Au, Algie
Backey, Joan
Bangasser, Susan
Bastedo, Dave
Buckley, Larry
Bunham, Lorrie
Duron, Sally
Fike, Cindy
Fisher, Gloria
Lamb, Debbie
Lim, Doreen
Mc Cain, Vickey
Micelli, Paula
Moore, Marion
Nolan, Roz
Puerto, Sofia
Sayre, Michelle
Stanskas, John
Wysocki, Gwen

Pharmacy

Amador, Brian
Chota, Doris
Furr, Yvonne
Gieirman, Joseph
Harrington, Gregory
Kesling, Susaniel
Moore, Monique
Nguyen, Long
Seraj, Majid
Seraj, Robyn

Water Supply Technology
& GIS

Taylor, Priscilla
Virtue, Mike

Adams, Peter
Benitez, Manuel
Brown, Ray
Castillo, George
Chatterjee, Achala
Claus, John
Coady, Andy
Cohen, Mike
Collins, Heather
Fisher, Gloria
Gates, James
Grajeda, Robert
Hagar, Deborah
Harris, Laura
Heibel, Todd
Hurst, Michael
Johnson, Ann
Korisa, Vijay
Kroeger, Bill
Kwai, Derek
Lindstrom, Zhenya
Livingstone, Mike
Longville, Susan Lien
Martinez, Javier
Montelongo, Ernie
Milroy, Patrick
Monroe, Clay
Nelson, Jack
Nimako, Solomon
Norton, Mark
Pendergraft, Nate
Ragan, Kay
Schwartz, Becky
Spik, Anthony
Tapia, Ed
Valldao, Gary
Verholtz, Gary
Warden, Todd
Wiley, Mark
Young, Ron

Social Sciences, Human
Development & Physical
Education

Human Services

Atkins, Gary
Lozano-Cox, Maria
Moneymaker, Melinda
War, Linda
Wilhite, Cynthia
Robinson, James

Child Development

Adams, Kathy
Angelo, Alma
Barnett, Kellie
Cook, Lu
Drew, Linda
Gregory, Leslie
Howard, Gina
Howard, Jeannette
Jones, Jo Ann
Kirby, Barb
Knight, Denise
Lara, Milly
Mason, Carole
McGinn, Kathleen
McLaren, Meridyth
Moore, Randi
Price, Brandi
Tubbs, Rosa
Wasbotten, Deborah

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron
Chancellor

REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant

PREPARED BY: Dr. Jack Miyamoto
Human Resources Consultant

DATE: June 16, 2011

SUBJECT: Consideration of Approval of Classified Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the employment of Jeff Baugher, Senior Technology Support Specialist and Richard Burke, Project Analyst.

OVERVIEW

Jeff Baugher, Senior Technology Support Specialist, District, 12-month position, Classified Salary Schedule Range 54, Step C at \$5,484 per month effective July 1, 2011. New Position. Funded from the ATPC Grant.

Richard Burke, Project Analyst, District, 12-month position, Classified Salary Schedule Range 44, Step E at \$4,723 per month effective July 1, 2011. New Position. Funded from the ATPC Grant.

ANALYSIS

All requirements for employment processing have been completed and Human Resources has cleared the individuals for employment.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Funding for these positions is contingent upon the availability of the funds and on the life of the ATPC Grant (five-year renewable).

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron
Chancellor

REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant

PREPARED BY: Dr. Jack Miyamoto
Human Resources Consultant

DATE: June 16, 2011

SUBJECT: Consideration of Approval of Classified Employee Promotion

RECOMMENDATION

It is recommended that the Board of Trustees approve the promotion of Patrice Hollis, Financial Aid Specialist, SBVC.

OVERVIEW

Patrice Hollis, Clerical Assistant II, \$2,956 per month, Financial Aid, SBVC, to the position of Financial Aid Specialist, SBVC, Classified Salary Schedule Range 38, Step A, \$3,350 per month effective June 20, 2011. Replacing Eva Alanis.

ANALYSIS

The classified employee went through the regular recruitment process and is being recommended for promotion to the position of Financial Aid Specialist.

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
Chancellor

REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant

PREPARED BY: Dr. Jack Miyamoto
Human Resources Consultant

DATE: June 16, 2011

SUBJECT: Consideration of Approval of Short-Term, Substitute & Professional
Expert Employees

RECOMMENDATION

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

OVERVIEW

The attached list of substitute and professional expert employees is submitted for approval.

ANALYSIS

Current law requires the Board of Trustees to act on recommendations to appoint 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 201-2012 budget

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
Short-Term Hourly Employees
June 16, 2011

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Arnold, Sean	Art	CHC	Model(undraped)	8/15/11	12/31/11	\$15.00
Arnott, Wendy	Art	CHC	Model(undraped)	8/15/11	12/31/11	\$15.00
Barras, Margaret	English	SBVC	Tutor III	7/1/11	8/10/11	\$13.00
Bond, Laura	English	SBVC	Tutor III	7/1/11	12/16/11	\$13.00
Carlin, Michael	STAR	SBVC	Tutor III	8/22/11	12/23/11	\$13.00
Carranza, Richard	STAR	SBVC	Tutor III	8/22/11	12/23/11	\$13.00
Ferguson, Prince	English	SBVC	Tutor III	7/1/11	8/10/11	\$13.00
Fry, Sara	Art	CHC	Model(undraped)	8/15/11	12/31/11	\$15.00
Lopez, Alma Guadalupe	English	SBVC	Tutor III	7/1/11	8/10/11	\$13.00
Maestre, Joanne	English	SBVC	Tutor III	7/1/11	8/10/11	\$13.00
Meses, Venesa	Art	CHC	Model(undraped)	8/15/11	12/31/11	\$15.00
Mitchell, Vashty	STAR	SBVC	Tutor III	8/22/11	12/23/11	\$13.00
Muongpruan, Manorah	Art	CHC	Model(undraped)	8/15/11	12/31/11	\$15.00
Nanneman, Kathryn	English	SBVC	Tutor III	7/1/11	8/10/11	\$13.00
Rajala, Dyanna	English	SBVC	Tutor III	7/1/11	8/10/11	\$13.00
Sabolick, Richard	English	SBVC	Tutor III	7/1/11	8/10/11	\$13.00
Sherman, Marilyn	DSPS	CHC	Project Assistant I	7/1/11	12/31/11	\$9.00
Wilson, Nancy	English	SBVC	Tutor III	7/1/11	8/10/11	\$13.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**Substitute Employees****June 16, 2011**

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Bellamy, Andrea	Child Development Center	SBVC	Child Development Teacher	5/22/11	6/30/11	\$17.76
Covarrubias, Martha	Child Development Center	SBVC	Child Development Assistant	5/11/11	6/30/11	\$12.35
Dominick, Jared	Police	Dist	College Security Officer	5/1/11	6/30/11	\$15.43
Fonzi, Nick	Police	Dist	College Security Officer	5/6/11	6/30/11	\$15.43
Griffin, Brenda	Child Development Center	SBVC	Child Development Teacher	4/18/11	6/18/11	\$17.76
Lara, Naomi	Printing Services	Annex	Secretary II	5/4/11	6/3/11	\$17.02
McPheron, James	Police	Dist	Dispatch Clerk	5/1/11	6/30/11	\$15.81
Medina, Miguel	Police	Dist	College Police Officer	5/1/11	6/30/11	\$22.33
Mulligan, Shirley	Police	Dist	College Security Officer/ Dispatch Clerk	5/27/11	6/30/11	15.43 / 15.81
Olive, John	Police	Dist	Police Officer	5/23/11	6/30/11	\$22.33
Ortiz, Brenda	Child Development Center	SBVC	Child Development Assistant	5/11/11	6/30/11	\$12.35
Ortiz, Rafael	Child Development Center	SBVC	Clerical Assistant I	5/8/11	6/30/11	\$12.65
Tafoya-Bryson, Patricia	Police	Dist	College Police Officer	5/1/11	6/30/11	\$22.33
Washington, Pat	Student Life	SBVC	Secretary II	4/14/11	6/30/11	\$17.02
Wu, William	Police	Dist	College Police Officer	5/1/11	6/30/11	\$22.33
Zapien, Lorena	Counseling	SBVC	Secretary I	4/17/11	4/21/11	\$15.43

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
Professional Expert Hourly Employees
June 16, 2011

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Abel, Ethan	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/\$30.00
Acevedo, Erica	DSPS	SBVC	Interpreting/Transliterating Level IV	7/1/11	12/31/11	\$15.00
Aguilar, Edward	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/\$30.00
Amaral, Dusti	Respiratory Care	CHC	Respiratory Care Clinical	7/1/11	12/31/11	\$40.00
Andrews, Breanna	DSPS	CHC	Interpreting/Transliterating Level I	7/1/11	12/31/11	\$24.00
Arifuku, Mark	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator/Tactical Officer	7/1/11	12/31/11	\$35.00/\$105.00/\$25.00/19.00
Asencio, Rony	Professional Development Center	DIST	Workforce Development/PDC Trainer	7/1/2011	12/31/2011	\$50.00
Aston, Dave	Professional Development Center	DIST	Workforce Development/PDC Trainer	7/1/2011	12/31/2011	\$45.00
Baker, Bill	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/\$30.00
Beaumont, Bill	Fire Technology Program	CHC	Fire Tech Specialist/Tactical Officer/Safety Officer	7/1/11	12/31/11	\$30.00/\$23.00/\$22.50
Berres, Mark	Respiratory Care	CHC	Respiratory Care Clinical	7/1/11	12/31/11	\$40.00
Berry, Donald	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/\$30.00
Blicke, Donald	Respiratory	CHC	Respiratory Care Clinical	7/1/11	12/31/11	\$40.00

	Care					
Blankenship, James	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Boassaert, Amy	Respiratory Care	CHC	Respiratory Care Clinical	7/1/11	12/31/11	\$40.00
Boatwright, Horace	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator/Tactical Officer	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00/19.00
Bolivar, Fernando	CalWorks	SBVC	Foster Parenting Education	8/1/11	12/31/11	\$45.00
Borchardt, Sharlene	Professional Development Center	DIST	Workforce Development/ PDC Trainer	7/1/2011	12/31/2011	\$45.00
Bose, Sherleen	Respiratory Care	CHC	Respiratory Care Clinical	7/1/11	12/31/11	\$40.00
Boswell, Ben	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Boucher, Nate	Fire Technology Program	CHC	Fire Tech Specialist/Tactical Officer/Safety Officer	7/1/11	12/31/11	\$30.00/\$23.00/ \$22.50
Bradley, Vernon	CalWorks	SBVC	Foster Parenting Education	8/1/11	12/31/11	\$45.00
Brady, Patricia	Professional Development Center	DIST	Workforce Development/ PDC Trainer	7/1/2011	12/31/2011	\$50.00
Brinker, Erin	Foundation	SBVC	Special Events Planner	7/1/11	10/30/11	\$35.00
Brown, Edward	Professional Development Center	DIST	Workforce Development/ PDC Trainer	7/1/2011	12/31/2011	\$50.00
Brown, Joshua	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Burgraff, Roger	Professional Development Center	DIST	Workforce Development/ PDC Trainer	7/1/2011	12/31/2011	\$75.00
Burris, Jeff	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Byerly, Ted	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Campa, Eric	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	6/17/11	6/30/11	\$35.00/\$105.00/ \$25.00

Campa, Eric	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Carnes, Mike	Fire Technology Program	CHC	Fire Tech Specialist/Tactical Officer/Safety Officer	7/1/11	12/31/11	\$30.00/\$23.00/ \$22.50
Cervantes, Charles	CalWorks	SBVC	Foster Parenting Education	8/1/11	12/31/11	\$45.00
Charbonneau, John	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Chencharick, John	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Clark, Lewis	Professional Development Center	DIST	Workforce Development/ PDC Trainer	7/1/2011	12/31/2011	\$75.00
Clayton, Janice	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Clements, Chuck	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Clements, Kristen	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Commander, John	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Cox, Gerry	Professional Development Center	DIST	Workforce Development/ PDC Trainer	7/1/2011	12/31/2011	\$45.00
Crain, Daniel	CalWorks	SBVC	Foster Parenting Education	8/1/11	12/31/11	\$45.00
Cuda, Julie	Respiratory Care	CHC	Respiratory Care Clinical	7/1/11	12/31/11	\$40.00
Dabney-Hammons, Delaney	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Datta, Meena	Professional Development Center	DIST	Workforce Development/ PDC Trainer	7/1/2011	12/31/2011	\$50.00

Day, Ruth	Professional Development Center	DIST	Workforce Development/ PDC Trainer	7/1/2011	12/31/2011	\$45.00
Dickey, Steve	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Drazin, Noelle	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Duarte, Cheryl	Professional Development Center	DIST	Workforce Development/ PDC Trainer	7/1/2011	12/31/2011	\$50.00
Edmonson, Kindra	Health Services	SBVC	Counseling Intern	8/15/11	12/30/11	\$12.00
Emon, Tiffany	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Espindola, Scott	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Estrada, Sandra	Health Services	CHC	Nurse Practitioner	7/1/11	12/31/11	\$50.00
Estrada, Sandra	Health Services	SBVC	Nurse Practitioner	8/15/11	12/30/11	\$50.00
Farooq, Imran	Professional Development Center	DIST	Workforce Development/ PDC Trainer	7/1/2011	12/31/2011	\$50.00
Faulkner, Mark	Fire Technology Program	CHC	Fire Tech Specialist/Tactical Officer/Safety Officer	7/1/11	12/31/11	\$30.00/\$23.00/ \$22.50
Federoff, Thomas	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Fernandez, Gil	Respiratory Care	CHC	Respiratory Care Clinical	7/1/11	12/31/11	\$40.00
Finch, Grace	Respiratory Care	CHC	Respiratory Care Clinical	7/1/11	12/31/11	\$40.00
Ford, Kevin	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Francis, Catherine	Professional Development Center	DIST	Workforce Development/ PDC Trainer	7/1/2011	12/31/2011	\$50.00
Frederick, Sue	Respiratory Care	CHC	Respiratory Care Clinical	7/1/11	12/31/11	\$40.00
Fugate, Stefanie	Respiratory Care	CHC	Respiratory Care Clinical	7/1/11	12/31/11	\$40.00

Galaviz, Jesse	Professional Development Center	DIST	Workforce Development/ PDC Trainer	7/1/2011	12/31/2011	\$43.00
Garcia, James	Professional Development Center	DIST	Workforce Development/ PDC Trainer	7/1/2011	12/31/2011	\$45.00
Gardner, Jennifer	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Gastel, Robert	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Gattuso, Katherine	Respiratory Care	CHC	Respiratory Care Clinical	7/1/11	12/31/11	\$40.00
Gaulke, Dawn	Respiratory Care	CHC	Respiratory Care Clinical	7/1/11	12/31/11	\$40.00
Glaze, Nicholas	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Godinez, Angel	Professional Development Center	DIST	Workforce Development/ PDC Trainer	6/17/2011	12/31/2011	\$48.00
Goeting, Raffaello	Respiratory Care	CHC	Respiratory Care Clinical	7/1/11	12/31/11	\$40.00
Golder, Dave	Fire Technology Program	CHC	Fire Tech Specialist/Tactical Officer/Safety Officer	7/1/11	12/31/11	\$30.00/\$23.00/ \$22.50
Gonzales, Julian	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Gradias, Ben	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Graham, Glen	Professional Development Center	DIST	Workforce Development/ PDC Trainer	7/1/2011	12/31/2011	\$65.00
Grainger, Michele	Respiratory Care	CHC	Respiratory Care Clinical	7/1/11	12/31/11	\$40.00
Green, Kenneth	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00

Griffith, George	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Griffith, Raymond	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	6/16/11	6/30/11	\$35.00/\$105.00/ \$25.00
Griffith, Raymond	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	6/17/11	6/30/11	\$35.00/\$105.00/ \$25.00
Griffith, Raymond	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Grindle, Gail	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Groff, Rick	Fire Technology Program	CHC	Fire Tech Specialist/Tactical Officer/Safety Officer	7/1/11	12/31/11	\$30.00/\$23.00/ \$22.50
Gustafson, Jared	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Hale, Stephen	Fire Technology Program	CHC	Fire Tech Specialist/Tactical Officer/Safety Officer	7/1/11	12/31/11	\$30.00/\$23.00/ \$22.50
Harvill-Washington, Gwendolyn	CalWorks	SBVC	Foster Parenting Education	8/1/11	12/31/11	\$45.00
Hauser, Bryan	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Hazard, Roland	Human Resources	DIST	Background Investigator	7/1/2011	12/31/2011	\$30.00
Helmkamp, Matt	Fire Technology Program	CHC	Fire Tech Specialist/Tactical Officer/Safety Officer	7/1/11	12/31/11	\$30.00/\$23.00/ \$22.50
Hendrix, Sarah	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Hilfer, Raymond	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Holman, Debra	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00

Hook, Daniel	Professional Development Center	DIST	Workforce Development/ PDC Trainer	7/1/2011	12/31/2011	\$45.00
Horton, Mike	Fire Technology Program	CHC	Fire Tech Specialist/Tactical Officer/Safety Officer	7/1/11	12/31/11	\$30.00/\$23.00/ \$22.50
Horton, William	Respiratory Care	CHC	Respiratory Care Clinical	7/1/11	12/31/11	\$40.00
Hosea, Keith	CalWorks	SBVC	Foster Parenting Education	8/1/11	12/31/11	\$45.00
Houser, Dennis	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Hubert, James	Respiratory Care	CHC	Respiratory Care Clinical	7/1/11	12/31/11	\$40.00
Hulse, Shayna	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Hutt, Sabrina	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Ilizaliturri, Chris	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Jabr, Alexandra	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Janssen, Josh	Fire Technology Program	CHC	Fire Tech Specialist/Tactical Officer/Safety Officer	7/1/11	12/31/11	\$30.00/\$23.00/ \$22.50
Jeffries, Nicole	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Jones, Blanche	Professional Development Center	DIST	Workforce Development/ PDC Trainer	7/1/2011	12/31/2011	\$ 50.00
Kendall, Holly	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Ketcherside, David	Fire Technology Program	CHC	Fire Tech Specialist/Tactical Officer/Safety Officer	7/1/11	12/31/11	\$30.00/\$23.00/ \$22.50

Kibbe, Mark	Respiratory Care	CHC	Respiratory Care Clinical	7/1/11	12/31/11	\$40.00
Kinne, Merrit	Professional Development Center	DIST	Workforce Development/ PDC Trainer	7/1/2011	12/31/2011	\$50.00
Langdon, Clay	Respiratory Care	CHC	Respiratory Care Clinical	7/1/11	12/31/11	\$40.00
Lapi, John	Fire Technology Program	CHC	Fire Tech Specialist/Tactical Officer/Safety Officer	7/1/11	12/31/11	\$30.00/\$23.00/ \$22.50
Li, Benson	Professional Development Center	DIST	Workforce Development/ PDC Trainer	7/1/2011	12/31/2011	\$45.00
Liebel, Michael	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Long, Brandie	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Longnecker, Ernest	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Lynch-Walters, Lea	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Macdonald, John	Fire Technology Program	CHC	Fire Tech Specialist/Tactical Officer/Safety Officer	7/1/11	12/31/11	\$30.00/\$23.00/ \$22.50
Marini, John	Fire Technology Program	CHC	Fire Tech Specialist/Tactical Officer/Safety Officer	7/1/11	12/31/11	\$30.00/\$23.00/ \$22.50
Martinez, Jessica	DSPS	SBVC	Interpreting/Transliterating Level IV	7/1/11	12/31/11	\$15.00
Martinez, Levi	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Martinez, Richard	Fire Technology Program	CHC	Fire Tech Specialist/Tactical Officer/Safety Officer	7/1/11	12/31/11	\$30.00/\$23.00/ \$22.50
Mathis, Bernard	CalWorks	SBVC	Foster Parenting Education	8/1/11	12/31/11	\$45.00
McCarty, Dennis	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00

McCoy, Kerry	Health Services	SBVC	Counseling Intern	8/15/11	12/12/11	\$12.00
McKee, Kyle	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Medina, Cris	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Mena, Alfonso	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Merrill-Henry, Jeannette	Respiratory Care	CHC	Respiratory Care Clinical	7/1/11	12/31/11	\$40.00
Miescher-Vandevrugt, Jennifer	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Monin, Craig	Professional Development Center	DIST	Workforce Development/ PDC Trainer	7/1/2011	12/31/2011	\$50.00
Moody, Joshua	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Moreno, Robert	Professional Development Center	DIST	Workforce Development/ PDC Trainer	6/17/2011	12/31/2011	\$50.00
Muela, Alyssa	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Nafzgar, Dan	Fire Technology Program	CHC	Fire Tech Specialist/Tactical Officer/Safety Officer	7/1/11	12/31/11	\$30.00/\$23.00/ \$22.50
Napoli, William	Professional Development Center	DIST	Workforce Development/ PDC Trainer	7/1/2011	12/31/2011	\$50.00
Nguyen, Phong	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Nielsen, Ben	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Nieto, Francisco	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00

Nollet, Karen	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Novotny, Tamara	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Nyirady, Laura	Health Services	SBVC	Nurse Practitioner	8/15/11	12/30/11	\$50.00
Oconnell, Jeffrey	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Olson, Henry	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
O'Neill, Nick	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Paladini, David	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Parks, Kevin	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Parrish, Stephen	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Pierson, John	Fire Technology Program	CHC	Fire Tech Specialist/Tactical Officer/Safety Officer	7/1/11	12/31/11	\$30.00/\$23.00/ \$22.50
Pleasant, Robert	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Pohren, Caleb	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Poston, Douglas	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Price, Robert	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Radney, Charles	Professional Development Center	DIST	Workforce Development/ PDC Trainer	7/1/2011	12/31/2011	\$50.00
Rafeedie, Nidal	Respiratory	CHC	Respiratory Care Clinical	7/1/11	12/31/11	\$40.00

	Care					
Rahn, Amy	Respiratory Care	CHC	Respiratory Care Clinical	7/1/11	12/31/11	\$40.00
Ramirez, Susana	Professional Development Center	DIST	Workforce Development/ PDC Trainer	7/1/2011	12/31/2011	\$45.00
Ratcliff, Joseph	Professional Development Center	DIST	Workforce Development/ PDC Trainer	7/1/2011	12/31/2011	\$50.00
Recatto, Peter	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Reese, Timm	Professional Development Center	DIST	Workforce Development/ PDC Trainer	7/1/2011	12/31/2011	\$50.00
Reppert, Phillip	Respiratory Care	CHC	Respiratory Care Clinical	7/1/11	12/31/11	\$40.00
Reynolds, Raymond	Criminal Justice	SBVC	Training Specialist	7/1/11	12/31/11	\$19.00
Reynoldson, Caleb	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Rinnander, Paul	Respiratory Care	CHC	Respiratory Care Clinical	7/1/11	12/31/11	\$40.00
Roberts, James	Respiratory Care	CHC	Respiratory Care Clinical	7/1/11	12/31/11	\$40.00
Rojas, Daniel	Respiratory Care	CHC	Respiratory Care Clinical	7/1/11	12/31/11	\$40.00
Salinas, Conrad	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Sanders, Ethan	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Sandez, Ann	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Sandles, James	Professional Development Center	DIST	Workforce Development/ PDC Trainer	7/1/2011	12/31/2011	\$55.00
Sandy, Hannah	Health Services	SBVC	Nurse Practitioner	8/15/11	12/30/11	\$50.00
Santiago, Hope	Health	SBVC	Nurse Practitioner	8/15/11	12/30/11	\$50.00

	Services					
Santos, Alexander	Respiratory Care	CHC	Respiratory Care Clinical	7/1/11	12/31/11	\$40.00
Santos, Tianna	DSPS	SBVC	Interpreting/Transliterating Level IV	7/1/2011	12/31/11	\$15.00
Scott, Judyth	CalWorks	SBVC	Foster Parenting Education	8/1/11	12/31/11	\$45.00
Seek, Gabriel	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Shulz, Terry	Fire Technology Program	CHC	Fire Tech Specialist/Tactical Officer/Safety Officer	7/1/11	12/31/11	\$30.00/\$23.00/ \$22.50
Simmons, Genevieve	Respiratory Care	CHC	Respiratory Care Clinical	7/1/11	12/31/11	\$40.00
Sipe, Britt	Fire Technology Program	CHC	Fire Tech Specialist/Tactical Officer/Safety Officer	7/1/11	12/31/11	\$30.00/\$23.00/ \$22.50
Skinner, Douglas	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Smerber, Matthew	Fire Technology Program	CHC	Fire Tech Specialist/Tactical Officer/Safety Officer	7/1/11	12/31/11	\$30.00/\$23.00/ \$22.50
Solberg, Lyle	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Solometo, Richard	Fire Technology Program	CHC	Fire Tech Specialist/Tactical Officer/Safety Officer	7/1/11	12/31/11	\$30.00/\$23.00/ \$22.50
Spellman, Ron	Fire Technology Program	CHC	Fire Tech Specialist/Tactical Officer/Safety Officer	7/1/11	12/31/11	\$30.00/\$23.00/ \$22.50
Stanzione, Charles	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Steens, Al	Fire Technology Program	CHC	Fire Tech Specialist/Tactical Officer/Safety Officer	7/1/11	12/31/11	\$30.00/\$23.00/ \$22.50
Stewart, Barry	Fire Technology Program	CHC	Fire Tech Specialist/Tactical Officer/Safety Officer	7/1/11	12/31/11	\$30.00/\$23.00/ \$22.50

Stinnet, Brian	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/\$30.00
Strain, Brian	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/\$30.00
Stuart, Doris	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/\$25.00
Stull, Dennis	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/\$30.00
Sungvornrajasabh, Phenpak	Professional Development Center	DIST	Workforce Development/PDC Trainer	7/1/2011	12/31/2011	\$20.00
Sutcliffe, James	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/\$25.00
Tarver, Brenda	Professional Development Center	DIST	Workforce Development/PDC Trainer	7/1/2011	12/31/2011	\$50.00
Teter, Cameron	Fire Technology Program	CHC	Fire Tech Specialist/Tactical Officer/Safety Officer	7/1/11	12/31/11	\$30.00/\$23.00/\$22.50
Thurston, Omyia "Nikki"	CalWorks	SBVC	Foster Parenting Education	8/1/11	12/31/11	\$45.00
Tovar, Ralph	Fire Technology Program	CHC	Fire Tech Specialist/Tactical Officer/Safety Officer	7/1/11	12/31/11	\$30.00/\$23.00/\$22.50
Trovato, Jonathan	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/\$30.00
Tyson, Bob	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/\$30.00
Valdez, Travis	Fire Technology Program	CHC	Fire Tech Specialist/Tactical Officer/Safety Officer	7/1/11	12/31/11	\$30.00/\$23.00/\$22.50

Vasquez, Henry	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Vega, Jennifer	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Vela, Monica	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Verosik, Eileen	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Wagner, Luke	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Walsh, Pashcal	Professional Development Center	DIST	Workforce Development/ PDC Trainer	7/1/2011	12/31/2011	\$45.00
Walton, Branden	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Ward, Amanda	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Ward, John	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Webster, Joseph	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Weiler, Mary	Criminal Justice	SBVC	Facilitator/Evaluator/Safety Facilitator	7/1/11	12/31/11	\$35.00/\$105.00/ \$25.00
Wolbert, Mitchell	Public Safety & Emergency Services	CHC	Lab Instructor/Primary Instructor/EMS Specialist	7/1/11	12/31/11	\$20.00/\$25.00/ \$30.00
Yamashiro, Mark	Respiratory Care	CHC	Respiratory Care Clinical	7/1/11	12/31/11	\$40.00
Yoshimoto, Glenn	Respiratory Care	CHC	Respiratory Care Clinical	7/1/11	12/31/11	\$40.00

On Site Supervisor

Belicki, Michael	Criminal Justice	SBVC	Sheriff's On-Site Supervisor	7/1/11	12/31/11	Zero Compensation contract
Federoff, Thomas	Criminal Justice	SBVC	Sheriff's On-Site Supervisor	7/1/11	12/31/11	Zero Compensation contract
Oconnell, Amanda	Criminal Justice	SBVC	Sheriff's On-Site Supervisor	7/1/11	12/31/11	Zero Compensation contract
Walker, Dan	Criminal Justice	SBVC	Sheriff's On-Site Supervisor	7/1/11	12/31/11	Zero Compensation contract
Williams, Shelisa	Criminal Justice	SBVC	Sheriff's On-Site Supervisor	7/1/11	12/31/11	Zero Compensation contract
Yost, Matthew	Criminal Justice	SBVC	Sheriff's On-Site Supervisor	7/1/11	12/31/11	Zero Compensation contract

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron
Chancellor

REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant

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

DATE: June 16, 2011

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 & 2011-2012 academic years.

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 & 2011-2012 academic years.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2010-2011 & 2011-2012 budgets.

CHC**Adjunct Hourly & Substitute Academic Employees
Summer 2011**

Abad, Jeremy J.	English
Adams, Matthew	Physics
Antone, Letitia	Counselor
Bedoya, Rosemary	Counselor
Bell, Judith	Campus Nurse
Bell, Reynaldo	Respiratory Care
Bishop, Robin	Emergency Medical Services
Boebinger, Kelly	Chemistry
Brinkhouse, Loida	Nurse Practitioner
Brown, Robert	College Life
Bryson, Kenneth R.	Respiratory Care
Camp, Brad	Counselor
Chase, Kristina	Campus Nurse
Chavira, Rejoice	Counselor
Colvey, Kirsten	Counselor
Contreras, Amber	Respiratory Care
Craw, Hillary	Counselor
Crow, Kathryn	Emergency Medical Services
Cummings, Lou'Rie	Counselor, Personal Career Development
Davis, Joyce	Librarian
Donnhauser, Marc	Counselor
Elliott, Verlingia	Librarian
Estrada, Laura	Campus Nurse
Faraclas, Sarah	Campus Nurse
Franklin, Bradley	Respiratory Care
Fry, Maureen	Counselor, Learning Disabilities Specialist
Garcia, Claudia	Counselor
Garcia, Eddie	Counselor
Griffith, Barbara	Counselor
Guhl, Heather	Campus Nurse
Gumangan, Valerie	Campus Nurse
Hall, Tina	Campus Nurse
Hamlett, Cynthia	English
Hansen, Sandra	Campus Nurse
Hawkins, John	Counselor
Hellerman, Steven	Political Science
Hooker, Marie	Campus Nurse
Johns, Karl	Librarian
Kalendar, Volkan	Political Science
Kapoor, Anil	Microbiology
Kibbe, Mark	Respiratory Care
Knudsen, Arin	Counselor
Lakatos, Catherine	Counselor
Ledoux, Janine	Physical Education
Licerio, Marty	Counselor
Lieser, Josh	History
Linfield, Leon	Philosophy

Lockridge, Henry V.	Respiratory Care
Madrigal, Javier	Counselor
Matthews, Damaris L.	Learning Resources
McConnell, Mark	Music
Molino, Gloria	Counselor
Mondragon, Luis	Mathematics
Moreno, Mariana	Counselor
Newson, Helen	Campus Nurse
Peeke, Sandra	Campus Nurse
Pfahler, Diane	Psychology
Ramirez, Stephen	Mathematics
Ruiz, Sabrina	Librarian
Saldana, Katherine	Counselor
Sanchez, Paul	Librarian
Schoenfeld, Racquel	Counselor
Schwartz, Christine	Librarian
Sheahan, Michael	Respiratory Care
Shelton II, Stephen A.	Speech Communication
Shum, Cindy	Counselor
Singh, Manika	Counselor
Stafford, Kathy	Campus Nurse
Sternard, Evan	Counselor
Swanson, William E.	English
Tarcon, Sue	Campus Nurse
Thorsheim, JoAnn	Campus Nurse
Thurston, Omyia	Counselor
Troutman, Lucy	Campus Nurse
Truong, Sam	Anatomy
Washburn, Ben	Counselor
Wilson, Debbie	Counselor

San Bernardino Valley College
Adjunct Hourly & Substitute Academic Employees
Academic Year 2010-2011
June 16, 2011

Becker, Paul

Psychiatric Technology

San Bernardino Valley College
Adjunct Hourly & Substitute Academic Employees
Academic Year 2011-2012
June 16, 2011

Aamot, Elizabeth	English
Aboud, Ibrahim	English
Alexander, Todd A.	Accounting
Alfano, Jay	Computer Information Technology
Allen, Rebecca	Anatomy
Alvarado, Katherine	Child Development
Alvarez, Alexis	Sociology
Alvarez, Rebecca	Sociology
Anton, Michael	Architecture & Environmental Design
Ariza, Ernest	Water Supply Technology
Ashford, Wesley	Physical Education
Ashton, Judith	English
Ashton, Patricia	Reading & Study Skills
Aston, David	Machine Technology
Atkins, Gary	Human Services
Avila, Diana	Mathematics
Awunganyi, John	Mathematics
Ayala, Richard	Diesel
Aziz, Husein	Refrigeration/Air Conditioning
Bachman, Bruce	Art
Badibanga, Maurice	Mathematics
Bahk, Sarah	Mathematics
Ballardo, Jose	Administration of Justice
Barras, Margaret A.	Reading & Study Skills
Barron, Jennifer	Art
Bartholow, Todd	Welding Technology
Bednarczyk, Denise	Physical Education
Berglas, Ron	Theater Arts
Berkebile, Meta	Radio, Television & Film
Berry, Robert	Music
Beuche, William	Music
Blalock, Ashley	Art
Boboye, Jackie	Counseling
Bocumini, Paul E.	Psychology

Bonilla, Pamela	Child Development
Bray, Linda L.	Computer Information Technology
Brooks, Robert C.	Accounting
Brown, Jason	Physical Education
Brown, Joshua	Physical Education
Bruno, Frank J.	Psychology
Buchanan, Donald	Geology
Buchanan, Jamie	Psychology
Buchholz, James	Physics/Astronomy
Busselle, Carlos M.	Electricity/Electronics
Butterfield, John	Art
Carman, Gary	Mathematics
Carreon-Bailey, Rebecca	Child Development
Carroll, Marian	Speech Communication
Casas, Andrews	Architecture & Environmental Design
Casillas, Doris	Speech
Cass, Russell W.	Anthropology
Catalano, Roberto	Music
Chase, Gerald	Electricity/Electronics
Chase, Richard	Welding Technology
Chavez, Dolores	Mathematics
Chavoushi, Maria C	Modern Languages
Chemkhi, Ali	Accounting
Chen, Hsu-Chia	Mathematics
Chitrathorn, Puttachart	Nursing
Christman, Carl	Speech Communication
Clearman, Alice	Psychology
Clift, Andrew	Art
Colern-Mulz, Leslie	English
Collette, Richard	Computer Information Technology
Conrad, Robert	Geographic Information Systems
Contreras, Rene	Welding Technology
Cook, Carol A.	Biology
Cooper, Brian	Art
Cowan, Joey	Biology
Cox, Maria	Human Services
Curasi, Gina	Counseling
Davis, Penny	Child Development
Davis, Stacey	Welding
Day, Ruth	Academic Advancement
Delmonte, Orlando	Machine Technology
Diaz, Maria Elena	Speech Communication
Diehl-Hope, Saovaros	Child Development
Ding, Guizhi	Physical Education
Disalvio, Nicole	Physical Education
Diskin, Les	Diesel
Dormady, Kelly	History
Downey, Jennifer R.	Psychology
Dullas, Dante	Psychiatric Technology
Ellison, Amy	Academic Advancement
Escobar, Ronald	Accounting

Estrada, Gilbert	Inspection Technology
Feliciano, Geraldino	Psychiatric Technology
Fell, Devon	Psychology
Ferguson, Prince	English
Fierro, Benjamin	Anthropology
Fisher, Linda	Art
Flowers, Sandra	History
Fossum, Louis	Theater Arts
Fozouni, Daihim	English
Frasier, Pat	Anthropology
Furr, Yvonne J.	Pharmacy Technology
Gamboa, Darlene	Biology
Garcia, David	Philosophy/Religious Studies
Garcia, Robert	Diesel
Gelenchi, Fantahun	Mathematics
George, Timothy	Mathematics
Ghaffari, Mithra	Biology
Gibbons, Rosaleen	Chemistry
Gideon, Angelita	Library
Glatfelter, Angela	Speech
Gordillo, Anita	Biology
Gordon, Aleida	Family & Consumer Science
Haider, Mourshad	Mathematics
Hannon, Robert	Biology
Harter-Speer, Joan E.	Human Services
Henry, Mark	English
Hernandez, John M.	Administration of Justice
Hesseltine, Robert	Aeronautics
Hickerson, Mark	History
Higgin, Tanner	English
Hinckley, David	English
Hoage, Scott	Human Services
Hoang, Dung	Mathematics
Hoang, Khanh	Mathematics
Holley, John	Mathematics
Holstrom, Geoffrey	Physics/Astronomy
Hooker, Richard	Human Services
Hope, Allen	Family & Consumer Science
Hotchkiss, Daniel H.	Electricity/Electronics
Houts, Robert	Inspection Technology
Hoyt, James	Aeronautics
Hughes, Ronald	Sociology
Hungate, Adam	History
Irby, Carl	Human Services
Jacques, Paul	Theater Arts
Jakpor, Riase	Political Science
Jenkins, Theodore	Mathematics
Johnsen, Torgeir	Anatomy
Johnson, David L.	Physics/Astronomy
Johnson, Steven	Chemistry
Johnson, Terry	English

Kadow, Eugene	Mathematics
Kalanui, Anthony	Radio, Television & Film
Kawa, Jon	Art
Kawa, Karlie	Art
Kellmer, Randall	Computer Information Technology
Kellogg, Elena	English
Kelly-Silagy, Dena	Counseling
Kent, Michael	English
Kerr, Randell	Human Services
Kesling, Susaniel	Pharmacy Technology
Kiefer-Newman, Katherine	Philosophy/Religious Studies
King, Melissa	Anthropology
Kinne, Merrit	Diesel
Knight, Tammy	Nursing
Kounas, Jason P.	Physical Education
Krizek, Jeffrey	Geographic Information Systems
Kuntz, John	English
Kupecz, Kirklen J.	Chemistry
Lakatos, Catherine	Student Development
Lakatos, Catherine	Counseling
Lavruk, Alexander	Music
Lawson, Katherine	Sociology
Lawton, Phillip	Refrigeration/Air Conditioning
Le, Tom	Mathematics
Lee, Steven	Business Administration
Leighton, Nita	Electricity/Electronics
Lessard, George	Chemistry
Liu, Pancoo	Mathematics
Loh Myers, Susan	English
Long, Richard	Counseling
Lopez, Alma G.	English
Loya-Gonzalez, Mary	Nursing
Luke, Sr., Dr. Craig	STAR Program
Maestre, Joanne	English
Mahoney, Ann W.	English
Mai, Hao	Mathematics
Martel, Matthew	Corrections
Martin, Desiree	Counseling
Massey, John W.	Administration of Justice
Matin, Mohammed	Mathematics
Mazur-Stommen, Susan	Anthropology
McCarthy, Patrick	Welding Technology
McCrary, Denise	Counseling
McGowan, Michael	Philosophy/Religious Studies
McPeck, Christina	Child Development
Medina, William	History
Mendoza, Maria	Mathematics
Merrick, Howard	Culinary Arts
Mierzwik, William A.	Physical Education
Millar, Alma	Speech
Miller, Brenda	Human Services

Miller, Frank J.	Mathematics
Miller, Gregory	Mathematics
Milroy, Patrick	Water Supply Technology
Mizwicki, Mathew	Chemistry
Monin, Craig	Electricity/Electronics
Moran, Omar	English
Moreno, Robert	Welding Technology
Morin, Donna	Art
Mukudan, Ramaa	Geography
Mulchandani, Priti	Biology
Murillo, Charles	English
Murphy, Joel	English
Nanneman, Kathryn	English
Ngobi, Said	Mathematics
Nguyen, Bang	Machine Technology
Nguyen, Tung	Mathematics
Niehus, Gerald	English
Nimako, Solomon	Geographic Information Systems
Norris, Windy	Speech
Nunez, Ida	Psychiatric Technology
Obien, Lorna M.	Mathematics
O'Connell, Michael	Administration of Justice
Ogbuchiekwe, Edmund	Geography
Ortiz, Dolores	Sociology
Ortiz, Grace	Nursing
Ortiz, Miguel	Machine Technology
Orton, Renee	Speech
Paine, Kristy K.	Administration of Justice
Pal, Anasuya	English
Palacios, Levy	Computer Information Technology
Pastuschek, Susanne	Administration of Justice
Perkins, Leo	Political Science
Philp, Michael	Biology
Pielke, Janet	Sociology
Pieper, Dean	History
Pratt, Deborah	Art
Price, Brandi	Child Development
Quezada, Dr. Reyes	STAR Program
Rafei, Zeina	Academic Advancement
Rahman, Mustafizur	Mathematics
Rajala, Dyanna	English
Ramirez, Richard	Automotive
Rangel, Francisco	Accounting
Ratcliff, Joseph	Machine Technology
Ravanzo, Hudell J.	Psychiatric Technology
Riddell, Jeannette	English
Rigby, Laura	Chemistry
Rihan, Basemeh	Speech
Rippetoe, James	Radio, Television & Film
Rivas, Karla	Mathematics
Robb, Scott	Automotive

Robinson, James	Political Science
Rounds, Michael	History
Ruiz-Rodriguez, Maria	Nursing
Rulien Kennedy, Lisa	Political Science
Sabolick, Richard	English
Sandlin, Stephen H.	Geography
Sanker, Eddie	Welding Technology
Scalisi, Carlos R.	Political Science
Schall, Donald A.	Business Administration
Schmidt, Lisa	Physical Science
Schmitt, Christopher	Sociology
Schrader, Michelle	Philosophy/Religious Studies
Seraj, Majid	Pharmacy Technology
Seraj, Robyn	Pharmacy Technology
Serrano, Alisha	Speech
Shearer, William	Human Services
Shweikeh, Eman	Chemistry
Smith, Gerald	Inspection Technology
Smith, Joyce	Counseling
Smith-Trafzer, Lee Ann	History
Snow, Stephen	History
Sola, Michael E.	Physical Education
Solorio, Carlos	Counseling
Stauble, Vernon R.	Business Administration
Strine, Mary	Academic Advancement
Strom, Ann	Modern Languages
Strom, Brian	Modern Languages
Sullivan, John	English
Swanson, Holly	Human Services
Teeguarden, Thomas	Aeronautics
Thompson, Richard	Aeronautics
Thompson, Ross	Art
Ting, Lycretia	Mathematics
Tolstova, Anna	Mathematics
Tondro, Jason	English
Toutant, Dennis	Human Services
Udupa, Srikrishna K.	Mathematics
Uminski, Kelly A.	Academic Advancement
Uminski, Roger A.	Academic Advancement
Uribe, Ricardo	Architecture & Environmental Design
Valcarcel, David	Music
Valdez, Maria	Psychiatric Technology
Valdez-Flynn, Veronica	Counseling
Valladao, Gary	Water Supply Technology
Valle, Samuel	Electricity/Electronics
Vanella, Frank J.	Administration of Justice
Vasquez, Leo	Business Administration
Vazquez-Celaya, Sandra	Mathematics
Verholtz, Gary	Water Supply Technology
Victoria Ramon, Jose	Welding Technology
Vinciullo, Frances	Psychology

Wallick, Amber D.	Child Development
Walters, Sandi	Child Development
Weber, Michele	Speech Communication
White, Charles	Art
White, Stuart	Administration of Justice
Whittman Kober, Danna	English
Wiley, Mark	Water Supply Technology
Wilhite, Charles	Administration of Justice
Wilson, Nancy	English
Wolcott, Bruce	English
Worley, Edward	Refrigeration/Air Conditioning
Wright, Maria	Nursing
Yarnelle, E.	Psychology
Yoon, Choon	Music
Zaharopoulos, George	Political Science
Zhu, Zhiqiang	Chemistry

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron,
Chancellor

REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant

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

DATE: June 16, 2011

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

RECOMMENDATION

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

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 2011-2012 budget.

San Bernardino Valley College
Non-Instructional Pay
Academic Year 2011-2012

Donnhausier, Marc, Valley Bound Commitment program, 7/01/11-6/30/12, not to exceed 422 hours per semester, at \$43.16 per hour.

Figueroa, Leticia, Student Health Services, 7/01/11-6/29/12, not to exceed 342 hours per semester, at \$43.16 per hour.

Hunter, JoAlice, EOP&S and CARE program, 7/01/11-6/30/12, not to exceed 422 hours per semester, at \$43.16 per hour.

McCrary, Denise, Valley Bound Commitment program, 7/01/11-6/30/12, not to exceed 422 hours per semester, at \$43.16 per hour.

Rodriguez, Maria, Valley Bound Commitment program, 7/01/11-6/30/12, not to exceed 180 hours per semester, at \$43.16 per hour.

Gifford, Mercedes, Adjunct Librarian, 7/01/11-6/30/12, not to exceed 145 hours per semester, at \$43.16 per hour.

Hernandez, John, substitute Academy Coordinator, 07-01-11 to 06-30-12 not to exceed 20 hours per week, at \$43.16 per hour.

Jackson, Dennis, Director for the Psychiatric Technology Program, 07-01-11 to 06-30-12 not to exceed 168 hours, at \$43.16 per hour.

Klug, Jeffrey, Academy Coordinator, 07-01-11 to 06-30-12 not to exceed 20 hours per week, at \$43.16 per hour.

Recinos, Jose, translating SBVC brochures to Spanish, 07-01-11 to 06-30-12 not to exceed 80 hours, at \$43.16 per hour.

Swartz, Christine, Adjunct Librarian, 7/01/11-6/30/12, not to exceed 145 hours per semester, at \$43.16 per hour.

Taylor, Priscilla, 20 per diem days at \$548.63 to complete duties as Director of the Nursing Program, 07-25-11 to 06-12-12 not to exceed \$10,972.60.

Wall, Patricia, Adjunct Librarian, 7/01/11-6/30/12, not to exceed 145 hours per semester, at \$43.16 per hour.

Wilhite, Charles, substitute Academy Coordinator, 07-01-11 to 06-30-12 not to exceed 20 hours per week, at \$43.16 per hour.

Zapata, Lydia, translating SBVC brochures to Spanish, 07-01-11 to 06-30-12 not to exceed 80 hours, at \$43.16 per hour.

Crafton Hills College
Non Instructional Pay

Allen, Denise, Integration of Computer Information Systems and Visual Arts to better prepare communication design professionals, \$3,683.41, 06/27/11. Funded by BESAC Mini-Grant (Business/Computer Information Systems Educational Statewide Advisory Committee)

Crow, Kathryn, Coordinate American Heart Association CPR Training, \$1,863.00, 07/01/11 – 08/10/11.

McCambly, Jessica, Integration of Computer Information Systems and Visual Arts to better prepare communication design professionals, \$3,683.41, 06/27/11. Funded by BESAC Mini-Grant (Business/Computer Information Systems Educational Statewide Advisory Committee)

Sullivan, Daniel, Assistant Coordinator of Redlands Emergency Services Academy, \$1,100.00, 07/06/11 to 07/19/11.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron
Chancellor

REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant

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

DATE: June 16, 2011

SUBJECT: Consideration of Approval of Coordinator Stipends

RECOMMENDATION

It is recommended that the Board of Trustees approve Coordinator Stipends for the 2011-2012 academic year.

OVERVIEW

Robert Brown, CHC	Learning Center	\$240.00
Judy Giacona, CHC	Health & Wellness Center	\$120.00
Elaine Akers, SBVC	Health Services	\$1,320
Sherry Courtney Hunter, SBVC	Professional Development	\$1,200
Kathy Kafela, SBVC	Transfer & Career Services	\$1,440
Deanne Rabon, SBVC	STAR Program	\$1,320

ANALYSIS

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

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

Included in the 2011-2012 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron
Chancellor

REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant

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

DATE: June 16, 2011

SUBJECT: Consideration of Approval of Faculty Chair Stipends

RECOMMENDATION

It is recommended that the Board of Trustees approve the Faculty Chair Stipends for the 2011-2011 academic year.

OVERVIEW

The academic employees on the attached list will serve as Faculty Chairs.

ANALYSIS

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

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

Included in the 2011-2012 budget.

SBVC**Faculty Chair Stipends-Academic Year 2011-2012**

Adams, Kathy	Child Development	\$3,000
Aguilar-Kitibutr, Ailsa	Counseling	\$8,000
Assumma, Michael	Acct/Bus Ad/Bus Calc/Real Est/Paralegal	\$6,000
Batalo, Mandi	Art	\$7,000
Buckley, Patrick	Administration of Justice//Corrections	\$5,000
Calderon, Colleen	History	\$6,000
Chatfield, Walt	Economics	\$5,000
Chatterjee, Achala	Engineering/Water Supply Tech.	\$6,000
Crebbin, Sue	Health/PE	\$7,000
Ferri-Milligan, Paula	Reading	\$6,000
Galaviz, Jesse	Inspection/Machine Trades/Welding	\$6,000
Gilbert, Jeremiah	Math	\$14,000
Hector, Leticia	RTVF/Speech	\$7,000
Heibel, Todd	Environ Sci/Geog/GIS/Geol/Ocean	\$6,000
Hunter, Diane	English/ESL	\$14,000
Ikeda, Mark	Biology	\$9,000
Jackson, Jack	Philosophy/Religious Studies	\$5,000
Jaramillo, Richard	Automotives	\$6,000
Kammer, Kevin	Aeronautics/Transportation/Warehouse	\$6,000
Knight, Denise	Child Development	\$3,000
Lysak, Michael	Astronomy/Physics	\$5,000
Meyer, Stacy	Culinary Arts/Foods & Nutrition	\$5,000
Millican, Ed	Political Science	\$5,000
Moore, Sandra	Psychology	\$6,000
Pires, Romana	Anthropology/ Sociology	\$5,000
Powell, Roger	CIT/Computer Science	\$7,000
Robinson, James	Human Services	\$6,000
Scully, Matie	Dance/Music/Theater Arts	\$6,000
Stankas, John	Architecture/ Chemistry/Physical Science	\$8,000
Szumski, Ed	Electricity/Electronics/Refrigeration/Tecalc	\$6,000
Wall, Patricia	Academic Advancement/Library	\$5,000
Zapata, Lydia	Modern Languages	\$7,000

CHC**Faculty Chair Stipends-Academic Year 2011-2012**

Allen, Denise	Business, Economics and Information Technology	\$6,000
Boebinger, Kelly	Biological and Physical Science	\$8,000
Franklin, Brad	Allied Health Services	\$6,000
Gibson, Kathy, Co-Chair	Mathematics	\$4,500
Jones, JoAnn	Human Development	\$6,000
Koeper, John T.	Public Safety and Services	\$8,000
Langenfeld, Elizabeth	English and Reading	\$14,000
Ledoux, Janine, Co-Chair	Health and Physical Education	\$3,000
McConnell, Mark	Fine Arts	\$7,000
McKee, Julie	Social Science	\$7,000
Rabago, Ralph, Co-Chair	Health and Physical Education	\$3,000
Schmidt, Jeff	Communication and Language	\$7,000
Wilson, Sherri, Co-Chair	Mathematics	\$4,500

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron
Chancellor

REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant

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

DATE: June 16, 2011

SUBJECT: Consideration of Approval of Reduced Workload for Academic Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the reduced workload for Lisa Shimeld, Instructor, Microbiology, CHC and Daniel Hood, Instructor, Diesel, SBVC.

OVERVIEW

Lisa Shimeld, Instructor, Microbiology, CHC, is requesting a reduced workload of .92 FTE for the Fall 2011 and Spring 2012 semesters.

Daniel Hood, Instructor, Diesel, SBVC has submitted a request to participate in the pre-retirement reduced workload plan per Article 22 of the CTA Agreement. Mr. Hook will work .53 FTE beginning with the 2011-2012 academic year.

ANALYSIS

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

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

Included in the 2011-2012 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron
Chancellor

REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant

PREPARED BY: Dr. Jack Miyamoto
Human Resources Consultant

DATE: June 16, 2011

SUBJECT: Consideration of Approval of Management Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the employment of Michael Bastine, Director, Alternative Text Production Center, and Sandra Greenberg, Braille Production Manager.

OVERVIEW

Michael Bastine, Director, Alternative Text Production Center, District, 12-month position, Management Salary Schedule Range 17, Step E at \$9,219 per month effective July 1, 2011. New Position. Funded from the ATPC Grant.

Sandra Greenberg, Braille Production Manager, District, 12-month position, Management Salary Schedule Range 9, Step E at \$6,240 per month effective July 1, 2011. New Position. Funded from the ATPC Grant.

ANALYSIS

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

Funding for these positions is contingent upon the availability of the funds and on the life of the ATPC Grant (five-year renewable).

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron
Chancellor

REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant

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

DATE: June 16, 2011

SUBJECT: Consideration of Approval of Extension of Interim Management Appointment

RECOMMENDATION

It is recommended that the Board of Trustees approve the interim management extension of Kay Ragan, Interim Dean, Applied Technology, Transportation, Culinary Arts, SBVC.

OVERVIEW

Kay Ragan, Interim Dean, Applied Technology, Transportation & Culinary Arts, August 1, 2011 through December 23, 2011. Management Salary Schedule, Range 19, Step E, \$10,164 per month.

ANALYSIS

Due to the retirement of the previous dean, Dr. Ragan was appointed as interim dean until the position is filled permanently. The recruitment process is currently underway and it is anticipated that the new dean will be employed by January 2012. Therefore, it is necessary to request an extension of Dr. Ragan's assignment until the end of the Fall Semester.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

Included in the 2011-2012 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron
Chancellor

REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant

PREPARED BY: Dr. Jack Miyamoto
Human Resources Consultant

DATE: June 16, 2011

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, Alternate Text Production Center, E-Text Production Manager and Braille Production Manager.

OVERVIEW

The purpose of this grant is to fund the ATPC for California Community Colleges. The funds will be used to provide assistance to all California Community Colleges by assisting in the timely production and delivery of textbooks and other instructional materials in alternate formats required by students with disabilities who are enrolled in one of the 112 California Community Colleges.

ANALYSIS

It is necessary to develop job descriptions to meet the needs of the Alternative Text Production Center Grant.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

There are full-time categorically funded positions and are contingent upon the availability of funds and "life of the grants".

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

DIRECTOR, ALTERNATE TEXT PRODUCTION CENTER

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

SUMMARY DESCRIPTION

Under the direction of Executive Director of Distributed Education and Technology Services, the Director serves as the contact point for all information regarding the operation of the Alternate Text Production Center; consults with and advises the State Chancellor's Office; plans, develops, implements, and evaluates all aspects relating to the acquisition and production of alternate media products (electronic text, Braille, and Large Print) for community college students requiring educational accommodations.

REPRESENTATIVE DUTIES

The following duties are typical for this classification.

1. Establish the objectives and goals of the Alternate Text Production Center.
2. Prepare and maintain strategic plan; administer policies and procedures.
3. Develop the methods and techniques for accomplishing all functions related to the receipt of alternate media requests, the preparation of work orders, the assignment of work to appropriate staff, monitoring of work orders, establishment of quality checks, and resolution of problems.
4. Ensure that all work orders meet the quality, timeliness, and format required; monitor work order progress throughout the production process or acquisition cycle to ensure efficient completion.
5. Maximize the use of resources allocated to the production process and ensure efficient processes and procedures are in place.
6. Initiate equipment and process changes to improve or enhance the production process.
7. Develop partnerships and contract agreements with educational and business organizations to enhance production efforts.
8. Deliver professional presentations and participate in special workgroups, task forces, and advisory boards.
9. Work with California Community College staff and the High Tech Center Training Unit staff to develop the best plan for the production of alternate media consistent with the direction of the State Chancellor's Office.
10. Coordinate with California Community College staff and the High Tech Center Training Unit staff to ensure best practices for the production of alternative media consistent with the direction

of the State Chancellor's Office; make recommendations for improvement or change to meet present or future needs.

11. Develop detailed documentation on the acquisition and production process.
12. Review acquisition and production results to ensure that products meet specifications and processing timelines are satisfactory; make adjustments, as needed, to improve quality of production.
13. Provide direction in the recruitment, selection, training, and evaluation of ATPC staff.
14. Develop, manage, and monitor program budgets to include all expenditures and income generating activities.
15. Implement Fee for Service pay schedules for textbooks produced outside of the California Community College system.
16. Pursue and initiate new collaborations and funding sources to expand production capacities and capabilities.
17. Establish and maintain cooperative relations with industry organizations, and federal, state, and local agencies; establish and maintain cooperative working relations with the State Chancellor's Office and other programs funded through the State Chancellor's Office.
18. Evaluate existing practices and make recommendations for improvement or change to meet present or future needs.
19. Oversee the design and maintenance of an accessible ATPC website.
20. Participate on advisory committees.
21. Prepare reports and maintain production & financial records.
22. Perform related duties as assigned.

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 program used to acquire or produce alternate formats for use by individuals with disabilities

Principles and practices of program development and administration.

Principles and practices of budget preparation and administration.

Principles of supervision, training, and performance evaluation.

Policies, procedures, funding, programs, and services of the disabled students programs and services.

Pertinent federal, state, and local laws, codes, and regulations relating to disabled students programs and services

Techniques for preparing, producing and disseminating information

Materials and equipment used in the acquisition and production of alternate media

Ability to:

Organize and direct a statewide program of alternate media production

Communicate clearly and concisely, both orally and in writing.

Stimulate interest in the statewide alternate media production program and secure the cooperation of diverse groups in operating the program

Understand and effectively carry out the State Chancellor's Office policies

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

Gain the confidence and respect of persons contacted in the completion of the work

Estimate time and material necessary to acquire or produce alternate media

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 functions and operations.

Maintain an awareness of the trends and technology in alternate media and the publishing industry

MINIMUM REQUIREMENTS

Education/Training:

A Bachelor's Degree in Business Administration or equivalent.

Experience:

Five years of progressively responsible administrative experience in alternate media production for the visually impaired and print disabled populations.

Preferred Experience

Experience in and familiarity with public higher education and/or serving individuals with disabilities that involve setting goals, formulating procedures, and developing plans for the implementation of a program desired.

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: June 16, 2011

Range: 17

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

E-TEXT PRODUCTION MANAGER

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

SUMMARY DESCRIPTION

Under the direction of the Director, Alternate Text Production Center (ATPC), the E-Text Production Manager is responsible for getting books and other materials produced into digital formats; assigning and overseeing contracts with E-Text production specialists, and arranging, coordinating, and overseeing the archiving and timely distribution of E-Text books for customers in the California Community College system; recruits qualified independent contractors, volunteers, and others in producing E-Text products.

REPRESENTATIVE DUTIES

The following duties are typical for this classification.

1. Serve as the ATPC focal point for E-Text production, providing detailed information and technical assistance to internal and external staff and customers.
2. Receive, evaluate, and oversee filling of book orders/requests; may assign book orders/requests to one or more contract transcribers; oversee timely completion of work.
3. Implement E-Text work plans to meet established ATPC goals and objectives; achieve performance standards in alignment with program objectives and available resources; develop outcome measures, success indicators, and evaluation mechanisms for the center's E-Text services and quality.
4. Assist with the development of a E-Text database to capture comprehensive client and service data; cataloging of all completed E-Text production for future use
5. Advise/consult with California Community Colleges and "fee for service" customers on how best to serve their visually impaired students
6. Work statewide with campus faculty, academic senates and committees, and community organizations; provide information regarding access guidelines and alternate media, and technology requirements for persons with disabilities
7. Coordinate State Prison E-Text production units and interact with several additional prison units, included paroled inmates.
8. Provide work direction, guidance and training to appropriate independent contractors, volunteers, and student workers.
9. Manage money allocations to contractors to maximize the number of E-Text books provided.
10. Develop and periodically modify a rate schedule for E-Text production contractors.
11. Manage a fee for service operation to generate supplemental funding to serve additional California community college students.
12. Consult with and provide input and recommendations to ATPC Director on various ATPC matters

13. Assist in generating reports and surveys for E-Text production
14. Represent ATPC at or in several E-Text related/visually impaired organizations,
15. Represent ATPC at various conferences to stay abreast of new industry developments.
16. Coordinate facility design and layout of E-Text equipment; support E-Text maintenance/procurement plan for new and replacement equipment; order E-Text equipment.
17. Perform related duties as assigned.

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 business elements involved in creating a tangible product for a customer.
Principles and practices of program development and administration.
Principles and practices of budget preparation and administration.
Principles of supervision, training, and performance management.
Pertinent federal, state, and local laws, codes, and regulations relating to disabled students programs and services

Ability to:

Oversee and participate in the management of a comprehensive production process consisting of multiple components and numerous contractors.
Coordinate various aspects to complete an entire product in a manner that meets deadlines.
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.
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 functions and operations.
Communicate clearly and concisely, both orally and in writing.
Establish and maintain effective working relationships with those contacted in the course of work.

MINIMUM REQUIREMENTS

Education/Training:

A Bachelor's degree from an accredited college or university

Required Experience:

Five years of service-related experience with alternate media production for the visually impaired and print disabled populations.

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: June 16, 2011

Range: 9

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

BRAILLE PRODUCTION MANAGER

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

SUMMARY DESCRIPTION

Under the direction of the Director, Alternate Text Production Center (ATPC), the Braille Production Manager is responsible for getting books and other materials transcribed and produced into Braille format; handling and coordinating requests/orders from community colleges throughout California; assigning and overseeing contracts with transcribers, tactile graphic specialists, proofreading, editing and production specialists, and others.

REPRESENTATIVE DUTIES

The following duties are typical for this classification.

1. Serve as the ATPC focal point for Braille production, providing detailed information and technical assistance to internal and external staff and customers.
2. Receive, evaluate, and oversee filling of book orders/requests; may assign book orders/requests to one or more contract transcribers; oversee timely completion of work.
3. Implement Braille work plans to meet established ATPC goals and objectives; achieve performance standards in alignment with program objectives and available resources; develop outcome measures, success indicators, and evaluation mechanisms for center's Braille services and quality.
4. Assist with the development of a Braille database to capture comprehensive client and service data; cataloging of all completed Braille production for future use.
5. Advise/consult with California Community Colleges and "fee for service" customers on how best to serve their visually impaired students
6. Work statewide with campus faculty, academic senates and committees, and community organizations; provide information regarding access guidelines and alternate media, and technology requirements for persons with disabilities.
7. Coordinate State Prison Braille production units and interact with several additional prison units, including paroled inmates.
8. Operate a variety of printing, bindery and related equipment in the production of Braille and tactile diagrams; produce tactile graphics for Braille textbooks; operate computer image enhancement software.
9. Provide work direction, guidance and training to appropriate independent contractors, volunteers, and student workers.
10. Manage money allocations to contractors to maximize the number of books provided.
11. Develop and periodically modify a rate schedule for Braille production contractors
12. Manage a fee for service operation to generate supplemental funding to serve additional California community college students

13. Consult with and provide input and recommendations to ATPC Director on various ATPC matters
14. Assist in generating reports and surveys for Braille production
15. Represent ATPC at or in several Braille related/visually impaired organizations,
16. Represent ATPC at various conferences to stay abreast of new industry developments.
17. Coordinate facility design and layout of Braille equipment; support Braille maintenance/procurement plan for new and replacement equipment; order Braille equipment.
18. Perform related duties as assigned.

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 business elements involved in creating a tangible product for a customer.
- Principles and practices of program development and administration.
- Principles and practices of budget preparation and administration.
- Principles of supervision, training, and performance management.
- Pertinent federal, state, and local laws, codes, and regulations relating to disabled students programs and services

Ability to:

- Oversee and participate in the management of a comprehensive production process consisting of multiple components and numerous contractors.
- Coordinate various aspects to complete an entire product in a manner that meets deadlines.
- 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.
- 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 functions and operations.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work.

MINIMUM REQUIREMENTS

Education/Training:

A Bachelor's degree from an accredited college or university

Required Experience:

Five years of service-related experience with alternate media production for the visually impaired and print disabled populations.

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: June 16, 2011

Range: 9

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron
Chancellor

REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant

PREPARED BY: Dr. Jack Miyamoto
Human Resources Consultant

DATE: June 16, 2011

SUBJECT: Consideration of Approval of Management Contracts

RECOMMENDATION

It is recommended that the Board of Trustees approve one-year and two-year employment contracts for academic and classified managers.

OVERVIEW

The attached list of academic and classified management employees will receive either one or two year employment contracts effective July 1, 2011.

ANALYSIS

It is recommended that the District issue employment contracts to each manager, director, and supervisor in the District. The issuance of contracts places the District in accordance with proper employment practices as well as documenting for both the employee and the employer the specific conditions of their employment.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

Included in the 2011-2012 budget.

ONE-YEAR EMPLOYMENT CONTRACTS EFFECTIVE JULY 1, 2011 THROUGH JUNE 30, 2012

BARDOWELL, CHERYL	DIRECTOR, RESOURCE DEVELOPMENT	CHC	ACADEMIC MANAGEMENT
CABRALES, JOSE	DEAN, STUDENT SERVICES, STUDENT DEVELOPMENT	CHC	ACADEMIC MANAGEMENT
CHAVIRA, REJOICE	DIRECTOR, EOPS	CHC	ACADEMIC MANAGEMENT
COLVEY, KIRSTEN	DEAN,STUDENT SVCS/COUNS & MATR	CHC	ACADEMIC MANAGEMENT
HEGDE, BHARADWAJ	DEAN, MATH, ENGLISH, READING & INSTRUCTIONAL SUPPORT	CHC	ACADEMIC MANAGEMENT
HOGREFE JR, RICHARD	DEAN, INSTRUCTION	CHC	ACADEMIC MANAGEMENT
PADDOCK, ERICKA	DIRECTOR, STUDENT LIFE	CHC	ACADEMIC MANAGEMENT
WURTZ, KEITH	DIRECTOR,RESEARCH & PLANNING	CHC	ACADEMIC MANAGEMENT
YAMAMOTO, JUNE	DEAN, CAREER & TECHNICAL EDUC	CHC	ACADEMIC MANAGEMENT
KUCK, GLEN	EXECUTIVE DIR,DISTRIBUTED ED & TECH SERV	ANNEX	ACADEMIC MANAGEMENT
ISAAC, MATTHEW	EXECUTIVE DIR, ECON DEV & CORP	DIST	ACADEMIC MANAGEMENT
SUTORUS, STEVEN	BUSINESS MANAGER	DIST	ACADEMIC MANAGEMENT
ANGELO, DANIEL	ASSOCIATE DEAN, ENROLLMENT MANAGEMENT	SBVC	ACADEMIC MANAGEMENT
BANGASSER, SUSAN	DEAN, SCIENCE	SBVC	ACADEMIC MANAGEMENT
BUCKLEY, LAWRENCE	VICE PRESIDENT, INSTRUCTION	SBVC	ACADEMIC MANAGEMENT
COTA, MARCO A	DEAN, COUNSELING & MATRICULATION	SBVC	ACADEMIC MANAGEMENT
ENGLISH, HERBERT	DIRECTOR, EOPS/CARE	SBVC	ACADEMIC MANAGEMENT
FISHER, GLORIA	DEAN, POLICE SCIENCE	SBVC	ACADEMIC MANAGEMENT
KINDE, HARAGEWEN	DEAN, MATHEMATICS, BUSINESS, & COMPUTER TECHNOLOGY	SBVC	ACADEMIC MANAGEMENT
MESTAS, MARIE	DEAN, LEARNING RESOURCES	SBVC	ACADEMIC MANAGEMENT

POVEDA, FERNANDO	DIRECTOR, STUDENT LIFE	SBVC	ACADEMIC MANAGEMENT
PRYOR, KATHLEEN	DIRECTOR, DSP&S	SBVC	ACADEMIC MANAGEMENT
RUBIO, DAVID	DIRECTOR OF ATHLETICS	SBVC	ACADEMIC MANAGEMENT
RUSS, ZELMA	DEAN, CAREER COLLEGE, CALWORKS	SBVC	ACADEMIC MANAGEMENT
SCHWARTZ, CORENE	DEAN, SOCIAL SCIENCES	SBVC	ACADEMIC MANAGEMENT
SMITH, JAMES	DIRECTOR, RESEARCH & PLANNING	SBVC	ACADEMIC MANAGEMENT
WEISS, KATHRYN	DEAN, HUMANITIES	SBVC	ACADEMIC MANAGEMENT
BOGH, WAYNE	COLLEGE DIRECTOR TECHNOLOGY SERV	CHC	CLASSIFIED MANAGEMENT
CHILDERS, KAREN	DIRECTOR, GRANT MANAGEMENT & DEVELOPMENT	CHC	CLASSIFIED MANAGEMENT
COOK, LAWRENCE	MAINTENANCE & GROUNDS SUPERVISOR	CHC	CLASSIFIED MANAGEMENT
GARCIA, DONNA	CUSTODIAL SUPERVISOR	CHC	CLASSIFIED MANAGEMENT
MOORE, ALISA	DISTRICT DIRECTOR, MARKETING & PUBLIC RELATIONS	CHC	CLASSIFIED MANAGEMENT
MUSKAVITCH, JOHN	DIRECTOR, FINANCIAL AID	CHC	CLASSIFIED MANAGEMENT
PURPER, CAMMY	DIRECTOR, CHILD DEVELOPMENT CE	CHC	CLASSIFIED MANAGEMENT
REA, MARICELA	CAFETERIA/SNACK BAR MANAGER	CHC	CLASSIFIED MANAGEMENT
CHAVIRA, LOUIS	PRINTING OPERATIONS SUPERVISOR	ANNEX	CLASSIFIED MANAGEMENT
GARNICK, EVERETT	DIRECTOR, DISTRICT COMPUTING SERV	ANNEX	CLASSIFIED MANAGEMENT
SIMS, JEREMY	DIRECTOR, TECHNOLOGY SERVICES	ANNEX	CLASSIFIED MANAGEMENT
BRAGGINS, ALAN	LOGISTICS TECHNOLOGY MANAGER	DIST	CLASSIFIED MANAGEMENT
CARTER, JAMAIL	ASSISTANT DIRECTOR, APPLIED TECH	DIST	CLASSIFIED MANAGEMENT
COUCH, KENNETH	STATION MANAGER - KVCR-TV	DIST	CLASSIFIED MANAGEMENT

FOX, CHARLES	EXECUTIVE DIRECTOR, KVCR TV	DIST	CLASSIFIED MANAGEMENT
GALVEZ, PIERRE	POLICE LIEUTENANT	DIST	CLASSIFIED MANAGEMENT
LANIER, LAURA	DEVELOP & PLANNING SUPERVISOR	DIST	CLASSIFIED MANAGEMENT
LEVESQUE, ROBERT	WORKFORCE DEVELOPMENT MANAGER	DIST	CLASSIFIED MANAGEMENT
LINDSTROM, EVGENIYA	DIRECTOR, CTR FOR BUSINESS EXC	DIST	CLASSIFIED MANAGEMENT
MANIAOL, ALBERT	DIRECTOR, APPLIED TECHNOLOGIES	DIST	CLASSIFIED MANAGEMENT
MCCURRY, PATRICK	CHIEF OF POLICE	DIST	CLASSIFIED MANAGEMENT
ONGOCO, CRISPINA	DIRECTOR OF FISCAL SERVICES	DIST	CLASSIFIED MANAGEMENT
ONTIVEROS, ANGIE	SUPERVISING SENIOR ACCOUNTANT	DIST	CLASSIFIED MANAGEMENT
RATHBUN, JERALD	DIRECTOR, ENGINEERING & TECHNO	DIST	CLASSIFIED MANAGEMENT
ROGERS, TANYA	DIRECTOR, INTERNAL AUDITS	DIST	CLASSIFIED MANAGEMENT
SANCHEZ, LORI	MGR, ENVIRONMENTAL SCANNING SERV	DIST	CLASSIFIED MANAGEMENT
SIFFORD, ELOISE	SUPERVISING SENIOR ACCOUNTANT	DIST	CLASSIFIED MANAGEMENT
TAMAYO, CHRIS	POLICE SERGEANT	DIST	CLASSIFIED MANAGEMENT
ZINN, WENDY	MANAGER, CTE COMMUNITY COLLABORATIVE	DIST	CLASSIFIED MANAGEMENT
CHAVEZ, GLORIANN	DIRECTOR, BOOKSTORE	SBVC	CLASSIFIED MANAGEMENT
GIDEON, ANGELITA	CIRCULATION SUPERVISOR	SBVC	CLASSIFIED MANAGEMENT
HOFFMANN, DONNA	DIRECTOR, RESOURCE DEVELOPMENT	SBVC	CLASSIFIED MANAGEMENT
HOLMAN, GARY	TOOL ROOM SUPERVISOR	SBVC	CLASSIFIED MANAGEMENT
HRDLICKA, RICKY	COLLEGE DIRECTOR, TECHNOLOGY SERV	SBVC	CLASSIFIED MANAGEMENT
KATES, JR, JOHNNY	CUSTODIAL SUPERVISOR	SBVC	CLASSIFIED MANAGEMENT
MARTINEZ, FERNANDO	MAINTENANCE & OPERATIONS COORD	SBVC	CLASSIFIED MANAGEMENT
MERJIL, MARK	DIRECTOR - CHILD DEV. CENTER	SBVC	CLASSIFIED MANAGEMENT

MORRISON, TRACY	CAFETERIA/SNACK BAR MANAGER	SBVC	CLASSIFIED MANAGEMENT
NGUYEN, THANG	DIRECTOR, FINANCIAL AID	SBVC	CLASSIFIED MANAGEMENT
PARRA JR, GUILLERMO	MAINTENANCE & GROUNDS SUPV.	SBVC	CLASSIFIED MANAGEMENT
PETINAK, CRAIG	DIRECTOR, MARKET/PUBLIC RELATIONS	SBVC	CLASSIFIED MANAGEMENT
ROWLEY, KATHLEEN	DIRECTOR, GRANT MANAGEMENT & DEVELOPMENT	SBVC	CLASSIFIED MANAGEMENT
TILLMAN, SHALITA	SUPERVISOR, JOB DEVELOPMENT	SBVC	CLASSIFIED MANAGEMENT

TWO-YEAR EMPLOYMENT CONTRACT EFFECTIVE JULY 1, 2011 THROUGH JUNE 30, 2013

CIECALONE, LARRY	PRESIDENT & GENERAL MGR, KVCR	DIST	CLASSIFIED MANAGEMENT
HANSEN, JAMES	VICE PRESIDENT - ADMIN. SVCS	SBVC	CLASSIFIED MANAGEMENT

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron
Chancellor

REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant

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

DATE: June 16, 2011

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
Volunteers
Academic Year 2010-2011
June 16, 2011**

<u>Name</u>	<u>Assignment</u>	<u>Date</u>
Garcia, Andy	Criminal Justice	6/17/2011-6/30/2011
Jenkins, Ralph G.	Criminal Justice	6/17/2011-6/30/2011
Rodriguez, Daniel	Marketing & Public Relations and Resource Development	6/17/2011-6/30/2011
Tapper, Nathan	Criminal Justice	6/17/2011-6/30/2011
Wisegarver, Lindsey	Resource Development	6/20/2011-6/30/2011

**San Bernardino Valley College
Volunteers
Academic Year 2011-2012
June 16, 2011**

<u>Name</u>	<u>Assignment</u>	<u>Date</u>
Alfaro, Glen	Criminal Justice	7/01/2011-06/30/2012
Belicki, Michael A.	Criminal Justice	7/01/2011-06/30/2012
Cisneros, Maribel	Counseling	7/01/2011-12/30/2011
Federoff, Thomas	Criminal Justice	7/01/2011-06/30/2012
Garcia, Juan	Culinary Arts	8/15/2011-06/30/2012
Hall, Suzan K.	Resource Development	7/01/2011-06/30/2012
Hardesty, Saban	Criminal Justice	7/01/2011-06/30/2012
Hughes, Kevin	Welding	7/01/2011-06/30/2012
Jacobson, Courtney	Marketing & Public Relations	7/05/2011-06/30/2012
Maulid, Ismail	Automotive	7/01/2011-06/30/2012
Moreira, Kimberly	Counseling	7/01/2011-12/30/2011
O'Connell, Amanda	Criminal Justice	7/01/2011-06/30/2012
Paine, Kristy	Criminal Justice	7/01/2011-06/30/2012
Rodriguez, Daniel	Marketing & Public Relations and Resource Development	7/01/2011-06/30/2012
Skinner, Doug	Criminal Justice	7/01/2011-06/30/2012
Tinoco, Michelle	Counseling	7/01/2011-12/30/2011
Walker, Dan	Criminal Justice	7/01/2011-06/30/2012
Williams, Shelisa	Criminal Justice	7/01/2011-06/30/2012
Wisegarver, Lindsey	Resource Development	7/01/2011-07/29/2011
Yost, Matthew	Criminal Justice	7/01/2011-06/30/2012

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services
PREPARED BY: Steven Sutorus, Business Manager
DATE: June 16, 2011
SUBJECT: Consideration of Approval of Routine Contracts/Agreements and Memorandums of Understanding

RECOMMENDATION

It is recommended that the Board of Trustees 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 new grants via budget adjustments.

Routine Contracts and Agreements***Scheduled Board Date 6/16/2011***

Contract Type

<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>EduStream</u>				
Santa Clarita CCD	(7346) EduStream institutional license agreement Term: 7/1/2011 - 6/30/2016 Funding Source: N/A	DETS/SBCCD	No Charge	SSutorus

SubTotal for EduStream: 1

General

Athletic Turfs, Inc	(7378) Service - Soccer Field Renovation at SBVC Term: 6/1/2011 - 6/30/2011 01-36-15-9520-0000-6120.00-7100 Note - This is an acceptable use of categorical/grant/bond funds Funding Source: Other Non-General	Maintenance/SBVC	\$19,400.00	SSutorus
Brewster Electric, Inc	(7372) Services - Rewiring of Crafton Center/Crafton Room for conversion into office space Term: 5/31/2011 - 6/30/2011 01-00-02-9002-0157-6220.00-6199 Note - This is an acceptable use of categorical/grant/bond funds Funding Source: Federal Grant	Administrative Services/CHC	\$19,800.00	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>				
Burgess Moving & Storage	(7396) Relocation of the Transportation Center programs; services include relocation of all furniture, equipment, tools, materials and boxes from the old Norton site to new SBVC site Term: 6/8/2011 - 6/30/2011 41-29-15-9508-0231-5120.00-6770 41-83-15-9508-0000-5120.00-6770 01-29-15-9508-0231-5120.00-7100 Funding Source: State Grant	Maintenance/SBVC	\$11,772.00	SSutorus
Burgess Moving & Storage	(7310) Service - Move industrial wood shop machinery and tools from PS Building to Art Building; Amendment 1 - Three additional pieces of machinery need to be moved that were not indicated on the original contract for an additional cost of \$350 Term: 5/6/2011 - 6/30/2011 41-83-15-9508-0000-5120.00-6770 41-29-15-9508-0231-5120.00-6770 Note - This is an acceptable use of categorical/grant funds Funding Source: State Grant	Maintenance/SBVC	\$834.00 Revised	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>				
CenTen Consulting, LLC	(7386) Services - Develop and write grant proposals for Federal grants Term: 7/1/2011 - 9/30/2011 01-00-15-9016-0155-5120.00-6600 Note - This is an acceptable use of categorical/grant/bond funds Funding Source: Federal Grant	Grant Dev/SBVC	\$15,000.00	SSutorus
ComputerLand of Silicon Valley	(7357) Software License - Adobe Acrobat Pro 10 Site License Term: 6/1/2011 - 6/1/2012 01-00-03-9010-0000-5830.00-6780 Funding Source: General Funds	DETS/SBCCD	\$8,299.80	SSutorus
Credentials Solutions	(6702) Service - Online Service for the purchase of parking decals: Cost to District is \$2.75 to \$4.50 per parking decal purchased for all District sites; fees are collected by contractor from purchaser, then contractor pays District remaining balance Term: 7/1/2010 - 6/30/2015 Funding Source: N/A	Administrative Services/CHC Per Rate Schedule		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>				
Dalke & Sons Construction, Inc	(7373) Services - Renovation of Crafton Center/Crafton Room for conversion into office space Term: 5/31/2011 - 6/30/2011 01-00-02-9002-0157-6220.00-6199 Note - This is an acceptable use of categorical/grant/bond funds Funding Source: Federal Grant	Administrative Services/CHC	\$21,100.00	SSutorus
Dell Computer Company	(7337) Service - Installation of Fortinet hardware Term: 3/30/2011 - 6/30/2011 01-00-03-9010-0000-5120.00-6780 Funding Source: General Funds	DETS/SBCCD	\$8,684.60	SSutorus
Dewey Pest Control	(7336) Service - Emergency Treatment for Bees in the PDC Building Term: 5/17/2011 - 5/20/2011 01-00-03-9514-0000-5560.00-6510 Funding Source: General Funds	Business Services/SBCCD	\$275.00	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>					
	Employment Matters Counseling & Consulting LLP	(7356) Service - Conduct witness interviews, draft independent investigation reports and conduct telephone conference regarding investigation status Term: 12/17/2010 - 12/31/2010 01-00-03-9004-0000-5120.00-6730 Funding Source: General Funds	Human Resources/SBCCD	\$4,520.00	Ssutorus
	Judy Lemm Consulting	(7392) Interactive process accommodations assessment services Term: 11/1/2011 - 6/30/2011 01-00-03-9004-0000-5113.00-6730 Funding Source: General Funds	Human Resources/SBCCD	\$825.00	SSutorus
	LabWest, Inc	(7363) Services - Medical laboratory testing services for the CHC Health Center Term: 12/1/2010 - 6/30/2011 01-14-02-8210-0000-5120.00-6440 01-38-02-8210-0000-5120.00-6440 Note - This is an acceptable use of categorical/grant/bond funds Funding Source: Other Non-General	Health Services/CHC	\$2,343.25 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</u>				
Liebert Cassidy Whitmore	(7359) Speaker for harassment training workshop Term: 6/8/2011 - 6/8/2011 01-00-03-9004-0000-5120.00-6730 Funding Source: General Funds	Human Resources/SBCCD	\$1,800.00	SSutorus
McSherry, Lauren	(7385) Services - Grant writer for pursuit of governmental grants Term: 7/1/2011 - 9/30/2011 01-00-15-9016-0155-5113.00-6600 Note - This is an acceptable use of categorical/grant/bond funds Funding Source: Federal Grant	Grants Dev/SBVC	\$5,000.00	SSutorus
Mike's Custom Flooring	(7355) Service - Furnish and Install six rooms of carpet as part of the Crafton room remodel at CHC Term: 6/1/2011 - 6/30/2011 01-00-02-9002-0157-6220.00-6199 Note - This is an acceptable use of categorical/grant funds Funding Source: Federal Grant	Administrative Services/CHC	\$4,230.00	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>				
Mobile Mini, Inc	(7361) Service - Relocation of storage unit from M&O building to construction area Term: 6/1/2011 - 6/30/2011 41-23-15-9508-5023-1512.00-0677 41-83-15-9508-0000-5170.00-6770 Note - This is an acceptable use of categorical/grant/bond funds Funding Source: State Grant	Maintenance/SBVC	\$207.10	SSutorus
Mowbray's Tree Service	(7369) Service - Tree Trimming Services for all Trees on SBVC Campus Term: 4/12/2011 - 6/30/2012 01-29-15-9508-0000-5120.00-7100 Note - This is an acceptable use of categorical/grant/bond funds Funding Source: Other Non-General	Maintenance/SBVC	\$23,310.00	SSutorus
NextUp Technologies, LLC	(7353) Software License - TextAloud 3 plus AT&T Natural Voices with Master CD Term: 6/1/2011 - 6/1/2012 01-11-02-8204-0202-5830.00-6420 Note - This is an acceptable use of categorical/grant funds Funding Source: State Grant	DSP&S/CHC	\$400.00	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>				
Nexus, Inc	(7341) Software - OfficeWatch 1500 renewal license Term: 2/2/2011 - 2/1/2012 01-00-03-9010-0000-5639.00-6780 Funding Source: General Funds	DETS/SBCCD	\$1,835.00	SSutorus
Nexus, Inc	(7338) Software - Singlewire Renewal of one year software maintenance agreement Term: 3/31/2011 - 3/31/2012 01-00-03-9010-0000-5639.00-6780 Funding Source: General Funds	DETS/SBCCD	\$8,345.00	SSutorus
NTD Stichler Architecture	(7368) Service - Architectural Services for New Overhead Door for M & O Term: 5/31/2011 - 6/30/2011 41-29-15-9508-0231-6220.00-6770 41-83-15-9508-0000-6220.00-6770 Note - This is an acceptable use of categorical/grant/bond funds Funding Source: State Grant	Maintenance/SBVC	\$1,820.00	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>				
Nuance Communications, Inc	(7360) Software License for Dragon Naturally Speaking Professional V11 with support Term: 6/1/2011 - 6/1/2012 01-11-02-8204-0202-5830.00-6420 Note - This is an acceptable use of categorical/grant funds Funding Source: State Grant	DSP&S/CHC	\$947.94	SSutorus
Overhead Door Co.	(7358) Service - Furnish and Install overhead door for new M & O location Term: 6/1/2011 - 6/30/2011 41-29-15-9508-0231-6220.00-6770 41-83-15-9508-0000-6220.00-6770 Note - This is an acceptable use of categorical/grant funds Funding Source: State Grant	Maintenance/SBVC	\$4,485.00	SSutorus
Pinnacle Window Coverings, Inc	(7343) Service - Window washing for all outside windows on the buildings of SBVC campus Term: 5/27/2011 - 6/30/2011 01-29-15-9508-0231-5120.00-7100 Note - This is an acceptable use of categorical/grant/bond funds Funding Source: Other Non-General	Maintenance/SBVC	\$6,500.00	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>					
	Posit Science	(7362) Software License - Brain Fitness Program Classic and Insight with one year of support Term: 6/1/2011 - 6/30/2012 01-00-02-8204-0202-5830.00-6420 Note - This is an acceptable use of categorical/grant/bond funds Funding Source: State Grant	DSP&S/CHC	\$1,984.69	SSutorus
	SimplexGrinnell	(7352) Service - Fire Alarm upgrade for CHC's Buildings LRC/CRF and Old Library Term: 6/1/2011 - 6/30/2011 42-37-32-5225-0000-6120.50-7100 Note - This is an acceptable use of categorical/grant/bond funds Funding Source: Bond Funded	Administrative Services/CHC	\$9,892.00	SSutorus
	SimplexGrinnell	(7350) Service - Repair of Fire Alarm System in CHC Buildings SSB, OE1, OE2, BC, And Bookstore Term: 5/27/2011 - 6/30/2011 41-36-25-9520-0000-5640.00-7100 Note - This is an acceptable use of categorical/grant/bond funds Funding Source: State Grant	Administrative Services/CHC	\$14,989.00	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>				
Small Manufacturers' Institute (SMI)	(7376) Service - provide grant applications, federal compliance and workforce coordination in logistics, warehousing and transportation in San Bernardino, Los Angeles, and Riverside Counties Term: 7/1/2011 - 6/30/2012 01-00-35-8115-0476-5120.00-6840 Note - This is an acceptable use of categorical/grant/bond funds Funding Source: Federal Grant	PDC/SBCCD	\$84,000.00	SSutorus
Texthelp Systems Inc	(7351) Software License - Read & Write V10 Gold with one year maintenance support Term: 6/1/2011 - 6/1/2012 01-11-02-8204-0202-5830.00-6420 Note - This is an acceptable use of categorical/grant/bond funds Funding Source: State Grant	DSP&S/CHC	\$5,770.00	SSutorus
Three Peaks Corp	(7333) Service - Installation of Dust Collector System Term: 5/16/2011 - 6/30/2011 01-29-15-9508-0231-6220.00-7100 Note - This is an acceptable use of categorical/grant/bond funds Funding Source: State Grant	Maintenance/SBVC	\$3,095.00	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>					
	Three Peaks Corp	(7344) Service - Restriping of SBVC's parking lots Term: 5/27/2011 - 6/30/2011 01-00-15-9511-0304-5120.00-7100 Note - This is an acceptable use of categorical/grant/bond funds Funding Source: Other Non-General	Maintenance/SBVC	\$15,587.00	SSutorus
	Union Bank	(7379) Service - Contract for deposit of funds for the Workers Compensation Trust account Term: 7/1/2011 - 6/30/2016 Funding Source: N/A	Human Resources/SBCCD	No Cost to District	CNg
<i>SubTotal for General: 33</i>					
<u>General - Ratified</u>					
	American Fidelity Assurance Company	(5898) Employee Benefit Program - Flexible Benefit Plan 502, Plan 503, and Plan 504: Employee Reimbursement Program for Pre-Tax Payroll Deductions: Amendment 1 - clarification of language as required by federal and/or state laws: Amendment 2- Language update to comply with Health Care Reform Law restrictions Term: 7/1/2010 - 6/30/2015 Funding Source: N/A	Human Resources/SBCCD	No Cost to District	SSutorus
<i>SubTotal for General - Ratified: 1</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 FY 2011/2012</u>				
CODESP - Employee Selection Procedures	(7382) Joint Powers Agreement for Employee Selection Procedures - Pre-Employment Testing Services Term: 7/1/2011 - 6/30/2012 01-18-35-9004-0302-5310.00-6760 Note - This is an acceptable use of categorical/grant funds Funding Source: Other Non-General	Human Resources/SBCCD	\$1,850.00	SSutorus
E. G. Brennan	(7367) Service - Maintenance Agreement for District Shredder Formax 8600 Term: 7/1/2011 - 6/30/2012 01-00-03-9014-0000-5637.00-6600 Funding Source: General Funds	Fiscal Services/SBCCD	\$225.00	SSutorus
Kater-Crafts Bookbinders	(7377) Service - Periodical binding service during FY 2011-2012 Term: 7/1/2011 - 6/30/2012 01-00-01-8106-0000-5120.00-6120 Funding Source: General Funds	Library/SBVC	\$2,000.00	SSutorus
Keenan & Associates	(7380) Service - Property and causality claims administrative services Term: 7/1/2011 - 6/30/2014 78-00-03-9011-0000-5120.00-6770 Note - This is an acceptable use of categorical/grant funds Funding Source: Other Non-General	Business Services/SBCCD	Per Rate Schedule	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 FY 2011/2012</u>					
	Ram Plumbing Heating & Air	(7387) Service - On Demand Plumbing Repair Service for District, PDC, ATTC and Annex Sites: Rate Schedule from \$134 Per Hour to \$350 Per Hour Term: 7/1/2011 - 6/30/2012 01-00-03-9514-0000-5640.00-6510 Funding Source: General Funds	Facilities Planning/SBCCD	\$2,500.00 Not to Exceed	SSutorus
	Rialto Unified School District	(7348) MOU - Continuation of Eisenhower College Academy co-operative education program with Eisenhower High School Term: 8/1/2011 - 6/30/2012 Funding Source: N/A	President/SBVC	No Charge	SSutorus
	School Services of CA, Inc	(7365) Service - Legislative Advocacy Services for FY 2011-2012 Term: 7/1/2011 - 6/30/2012 01-00-03-9508-0000-5120.00-6770 Funding Source: General Funds	Chancellor/SBCCD	\$24,000.00 Plus \$2,000 Expenses	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 FY 2011/2012</u>					
TypeCare - Office Machine Service	(7331) Service - On Demand Repair and Maintenance Service of Typewriters Within the District's Campuses: SBVC, CHC, Annex, Transportation Center, ATTC, PDC and District Sites - Each Site and/or Department to Cover their Own Cost of Services Term: 7/1/2011 - 6/30/2012 Note - This is an acceptable use of categorical/grant funds Funding Source: Grant & General Fund	Business Services/SBCCD	\$60.00	SSutorus	Per hour plus parts
<u>SubTotal for General FY 2011/2012: 8</u>					
<u>Income - Facilities Use</u>					
Dance Dreams Studio	(7390) Use of Performing Arts Center for dance recital Term: 6/7/2011 - 6/11/2011 Funding Source: N/A	Administrative Services/CHC	\$1,919.00	SSutorus	
Keys to a Brighter Future	(7391) Use of MAC-NH for piano recital Term: 6/14/2011 - 6/16/2011 Funding Source: N/A	Maintenance/SBVC	\$267.54	SSutorus	
San Bernardino City Unified School District	(7389) Use of Greek Theater for San Andreas High School graduation Term: 6/1/2011 - 6/1/2011 Funding Source: N/A	Maintenance/SBVC	\$1,226.78	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 - Facilities Use</u>				
San Bernardino City Unified School District	(7388) Use of Greek Theater for Youth Services Graduation Term: 7/28/2011 - 7/28/2011 Funding Source: N/A	Maintenance/SBVC	\$1,493.79	SSutorus
<u>SubTotal for Income - Facilities Use: 4</u>				
<u>Income - General</u>				
CCC Chancellor's Office	(7083) Grant - Responsive Training Program - PDC/SBCCD Program Title "Applying the Principles of Lean/5-S and Lean Green to the Manufacturing and Distribution Sectors" Amendment 1 - Time extention only Term: 7/1/2010 - 3/31/2012 01-00-03-8115-0471-8629.00-0000 Funding Source: N/A		\$275,323.00	BBaron
Riverside Unified School District	(7381) Cisco networking academy program local academy agreement for Riverside Virtual School campus Term: 7/1/2010 - 6/30/2011 01-59-02-4633-0000-8839.00-0000 Funding Source: N/A	Arts & Science/CHC	\$1,900.00	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>					
	TLC Auctions - The Liquidation Company	(7364) Service - Auctioneer services for disposal of District wide surplus assets Term: 7/1/2011 - 6/30/2012 01-00-03-9007-0000-8912.00-0000 Funding Source: N/A	Business Services/SBCCD	87% of Gross Sale Price	SSutorus
<u>SubTotal for Income - General: 3</u>					
<u>Income - Grant</u>					
	California Department of Education	(6802) Grant CSPP-0443 - State Preschool Grant for FY 2010-2011; Amendment 1 - Grant was reduced by \$212,701; Amendment 2 - Grant was reduced by \$147,654 Term: 7/1/2010 - 6/30/2011 72-00-01-8306-0205-8624.00-0000 Funding Source: N/A	Child Care Center/SBVC	\$868,372.00 Revised Grant Amount	SSutorus
	CCC Chancellor's Office	(7330) Grant - Alternative Text Production Center Grant Term: 7/1/2011 - 6/30/2012 01-00-03-8103-0261-8629.00-0000 Funding Source: N/A	DETS/SBCCD	\$1,000,000.00	BBaron

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Income - Grant</u>					
	CCC Chancellor's Office	(7384) Grant - Economic & Workforce Development - Center of Excellence Grant Term: 7/1/2011 - 6/30/2012 01-12-03-8115-0448-8629.00-0000 Funding Source: N/A	PDC/SBCCD	\$205,000.00	SSutorus
	CCC Chancellor's Office	(6614) Grant - Economic & Workforce Development - Center of Excellence Grant; Amendment 1 - time extention only Term: 7/1/2010 - 12/31/2011 01-00-03-8112-0448-8629.00-0000 Funding Source: N/A	PDC/SBCCD	\$205,000.00	SSutorus
	CCC Chancellor's Office	(7383) Grant - Economic & Workforce Development Program; Statewide Strategic Hubs to provide support to COE Directors and COE leaders with regional and statewide research regarding emerging industries and workforce trends Term: 7/1/2011 - 6/30/2012 01-00-03-8115-0466-8629.00-0000 Funding Source: N/A	PDC/SBCCD	\$50,000.00	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 - Grant</u>					
	CCC Chancellor's Office	(6750) Grant - Economic & Workforce Development Program; Statewide Strategic Hubs to provide support to COE Directors and COE leaders with regional and statewide research regarding emerging industries and workforce trends; Amendment 1 - time extension only Term: 7/1/2010 - 12/31/2011 01-00-03-8115-0466-8629.00-0000 Funding Source: N/A	PDC/SBCCD	\$50,000.00	SSutorus
	Employment Training Panel	(7342) Grant - Training for incumbent workers Term: 5/2/2011 - 5/1/2013 01-00-03-8115-0432-8658.00-0000 Note - This is an acceptable use of categorical/grant/bond funds Funding Source: N/A	PDC/SBCCD	\$399,432.00	SSutorus
	Santa Clarita CCD	(7354) Grant - Subgrantee for Distance Education Captioning And Transcription Grant Funding - Distance Education is to receive captioning and transcription services for applicable course at no cost to the District; Granting College will be billed directly for these services Term: 7/1/2011 - 6/30/2012 Funding Source: N/A	DETS/SBCCD	\$17,010.00	SSutorus

Contract Type

<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
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Income - Grant

Southern California Edison Company	(7371) Grant - Energy Management Solutions Incentive Grant: Data center server virtualization Term: 4/27/2011 - 4/26/2016 Funding Source: N/A	DETS/SBCCD	\$25,105.06	SSutorus
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SubTotal for Income - Grant: 9

Leases

Konica Minolta Bus Solutions USA, Inc	(7077) Lease of copiers through District sites - service covering maintenance of copiers and toner supply for printers: Each site covers its own costs of this contract: Amendment 1 - Substitution of equipment switch print controller (creo) for print controller (fiery) no addition cost Term: 7/1/2010 - 6/30/2015 Funding Source: General Funds	DETS/SBCCD	\$1,786,806.00	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>
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Leases

Suerte Associates, LLC	(7395) Lease of general office space and Braille production center for media, electronic text, Braille files, books and documents and related uses: cost is equal to \$3,300 per month for 24 months plus \$3,300 security deposit Term: 7/1/2010 - 6/30/2013 01-00-03-8103-0261-5620.00-6150 Note - This is an acceptable use of categorical/grant/bond funds Funding Source: State Grant	DETS/SBCCD	\$82,500.00	SSutorus	Total contract value
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SubTotal for Leases: 2

Legal for Approval

Atkinson, Andelson, Loya, Ruud & Romo	(7393) Professional Services - Legal services for the District for one year: fee schedule is based on per hour rates - Senior Partners \$255, Partners and Senior Associates \$245, Associates \$205, Senior Paralegals \$135 and Paralegals \$130 Term: 7/1/2011 - 6/30/2012 Funding Source: General Funds	Business Services/SBCCD	Per Rate Schedule	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>Legal for Approval</u>					
	Dow Lohnes PLLC	(7370) Legal services for KVCR in connection with educational broadband services (EBS) matters: Rate schedule \$130 to \$550 per hour Term: 7/1/2011 - 6/30/2013 74-00-03-8110-0113-5711.00-7099 Note - This is an acceptable use of categorical/grant/bond funds Funding Source: Federal Grant	KVCR/SBCCD	Per Rate Schedule	SSutorus
	Fletcher, Heald & Hildreth, PLC	(7056) Legal Services for KVCR Term: 1/1/2011 - 12/31/2011 74-00-03-8110-0109-5711.00-7099 Note - This is an acceptable use of categorical/grant/bond funds Funding Source: Federal Grant	KVCR/SBCCD	\$42,000.00	SSutorus
<i>SubTotal for Legal for Approval: 3</i>					
<u>Maintenance Agreement</u>					
	Facilities Protection Systems	(7394) Service - Maintenance on clean air system for data building Term: 7/1/2011 - 6/30/2012 01-00-03-9010-0000-5639.00-6780 Funding Source: General Funds	DETS/SBCCD	\$1,734.00	SSutorus
<i>SubTotal for Maintenance Agreement: 1</i>					

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Maintenance Agreement FY11-12</u>					
	Abtech Support	(7349) Software support for Abtech for one year Term: 7/1/2011 - 6/30/2012 01-00-03-9010-0000-5637.00-6780 Funding Source: General Funds	DETS/SBCCD	\$2,288.00	SSutorus
	E. G. Brennan	(7366) Maintenance Agreement - General Maintenance on Hedman 2300 Check Printer Term: 7/1/2011 - 6/30/2012 01-00-03-9014-0000-5637.00-6600 Funding Source: General Funds	Fiscal Services/SBCCD	\$170.50	SSutorus
	Harland Technology Services	(7345) Onsite Maintenance for OP6 MDL36 Dul RFLT read head serial number 0604176 for one year Term: 7/1/2011 - 6/30/2012 01-00-03-9010-0000-5637.00-6780 Funding Source: General Funds	DETS/SBCCD	\$1,234.00	SSutorus
	San Bernardino County Fire Protection District	(7347) Service - Fire Engine Repair Services: Rate Schedule Labor is \$103 per hour plus parts Term: 9/1/2011 - 8/31/2016 01-12-02-6691-0457-5640.00-2133 Note - This is an acceptable use of categorical/grant/bond funds Funding Source: State Grant	Program Development/CHC	Per rate Schedule	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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Maintenance Agreement FY11-12

TypeCare - Office Machine Service	(7332) Maintenance Agreement - CHC Typewriter Maintenance for FY 2011-2012 Term: 7/1/2011 - 6/30/2012 01-00-02-9520-0000-5637.00-6770	Administrative Services/CHC	\$1,940.50	SSutorus
Funding Source: General Funds				

SubTotal for Maintenance Agreement FY11-12: 5

Rescinded

Employment Matters Counseling & Consulting LLP	(7252) Service - Professional personnel investigations for employee matters: Contract Rescinded by department - These services were not needed during this time period Term: 1/22/2011 - 6/30/2011 01-00-03-9004-0000-5120.00-6730	Human Resources/SBCCD	\$5,000.00 Not to exceed	SSutorus
Funding Source: General Funds				

SubTotal for Rescinded: 1

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u><i>Subgrantee</i></u>				
CalCerts, Inc	(6609) SubGrantee - Provide Home Energy Rating System (HERS) raters training and certification to 60 unemployed San Bernardino County residents: Amendment 1 - CalCerts to Provide 5 Cohorts of instruction instead of 4 Cohorts Term: 5/14/2010 - 6/30/2011 01-00-03-8115-0474-5120.00-6840 Note - This is an acceptable use of categorical/grant funds Funding Source: Grant Funded	PDC/SBCCD	\$151,625.00 Revised Amount	SSutorus
Long Beach Community College District	(7375) Subgrantee to develop Southern California Logistics Technology Collaborative in the Long Beach area Term: 7/1/2011 - 6/30/2012 01-00-35-8115-0476-5120.00-6840 Note - This is an acceptable use of categorical/grant/bond funds Funding Source: Federal Grant	PDC/SBCCD	\$276,259.00	SSutorus
Los Angeles Community College District	(7374) Subgrantee to develop Southern California Logistics Technology Collaborative in the Los Angeles County area Term: 7/1/2011 - 6/30/2012 01-00-35-8115-0476-5120.00-6840 Note - This is an acceptable use of categorical/grant/bond funds Funding Source: Federal Grant	PDC/SBCCD	\$250,000.00	SSutorus

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

SubTotal for Subgrantee: 3

Grand Total Contracts for Board Date 6/16/2011: 74

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Bruce Baron, Chancellor
DATE: June 16, 2011
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

TRELISA GLAZATOV to Las Vegas, Nevada, July 11-14, 2011, to attend Blackboard World, with time and expenses. Ms. Glazatov will be attending workshops and participating in sessions on Blackboard efficiencies to better enable her to be the District Blackboard Administrator. All expenses will be paid from the Distributed Education general fund.

LAURA LANIER to Pittsburgh, Pennsylvania, July 14-16, 2011 to attend the Public Media Development and Marketing Conference, for time only. It is DEI's signature event and the largest annual meeting in public radio to learn skills and discuss issues related to revenue generation and marketing for public media. Expenses will be paid by the KVCR Educational Foundation Inc.

LARRY CIECALONE and CHARLES FOX to Winnipeg, Canada, June 20-23, 2011 to meet with Aboriginal Peoples TV Network (APTN), with time only. This meeting will allow FNX (First Nation Experience) to discuss and preview programs for the channel. This network is the first and only Aboriginal broadcaster in the world. Visiting this station will allow us to view programming that no other station outside of Canada broadcasts. Expenses will be paid for by the KVCR Educational Foundation Inc.

MICHAEL BASTINE and SANDRA GREENBERG to Seattle, Washington, July 8-16, 2011, to attend the 2011 AHEAD Annual Conference, with time and expenses. Mr. Bastine and Ms. Greenberg will be presenting information on the Alternative Text Production Center and exhibiting the braille material. All expenses will be paid from the Alternative Text Production Center grant.

SBVC

JEREMIAH A. GILBERT to Barcelona, Spain, July 4-6, 2011, to attend the 3rd Annual International EDULEARN1 conference sponsored by International Conference on Education and New Learning Technologies with time and expense. This conference will be held at international level. This is a virtual presentation that he will be making remotely. The attendance of more than 700 delegates from 70 different countries is expected. EDULEARN11 is an International Forum for those who wish to present their projects and discuss the latest innovations and results in the field of New Technologies in Education. E-learning and methodologies applied to Education and Research. Funding source is Professional Development fund account.

LETICIA HECTOR AND JOHN STANSKAS to San Diego, California, July 13-16, 2011, to attend the Student Learning Outcomes (SLO) & Curriculum Institute conference and workshop sponsored by the Academic Senate for California Community Colleges (ASCCC) with time and expense. Leticia Hector as the new Curriculum Chair and John Stanskas, Academic Senate President will be able to inform the campus of recent Title 5 changes, state Chancellor's Office guidelines, and accreditation standards in the areas of SLO and Curriculum. Funding source is Academic Senate general fund account.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Bruce Baron, Chancellor
DATE: June 16, 2011
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: Call to Action Meeting
Date: June 15, 2011
Amount: Not to Exceed \$346.00
Item: Continental Breakfast This is a follow up to the April 21, 2011 "Call to Action" dialogue between the district and the community to develop a plan to improve the ethnic achievement gap. This is ratification. Expenses paid from the General Fund.

SBVC

Event: Child Development Center Promotional Event
Date: June 21 and June 27, 2011
Amount: \$300.00
Item: Refreshments
The SBVC Child Development Center Parent Advisory Committee has decided to hold a promotional event for this year's graduates. Funding source is the Parent Advisory Committee trust fund.

Event: Gear-Up (Rialto High School Seniors)
Date: April 22, 2011
Amount: \$1,427.90
Item: Refreshments
Sponsored by Outreach and Recruitment, this event was held for Rialto High School Seniors for Gear-Up. Anticipated attendance is approximately 150 faculty and staff. This item is submitted as a ratification. Funding source is the Financial Aid Assistance Program categorical fund and Associated Student Government trust account.

Event: SBVC Art Gallery Reception for Annual Student Art Exhibition
Date: May 9, 2011
Amount: \$275.00
Item: Refreshments and decorations
Sponsored by Art Club, this event was held to celebrate and honor all of the students chosen to display their artwork as well as present awards to distinguish students in the Art Department. Anticipated attendance is approximately 150 faculty, staff, students and general public. This item is submitted as a ratification. Funding source is the Art Club trust account.

CHC

Event: Inland Empire Economic Partnership – Inland Empire State of the Region
Date: May 19, 2011
Amount: \$700.00
Item: Table Sponsor

June Yamamoto is a member of the California Community Colleges Desert Region Consortium. A table was purchased for the Desert Regional Consortium to attend the “Rebuilding the Inland Empire” event featuring Dr. John Husing. The Desert Regional Consortium will reimburse the district for expenses.

Event: CHC CARE Workshop
Date: August 11, 2011
Amount: \$500
Item: Refreshments

The CARE Program will host a workshop for new and continuing students in the CARE program. Expenses to be paid from the EOPS categorical fund.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Bruce Baron, Chancellor
DATE: June 16, 2011
SUBJECT: Consideration of Approval of Individual Memberships

RECOMMENDATION

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

OVERVIEW

ANALYSIS

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

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

Included in the 2010-2011 budget.

DISTRICT

Employee: Debra Smith and Dan Kelly

Membership: Automobile Club of Southern California

Amount: \$60 each

This AAA membership provides for contingency roadside assistance and towing for the drivers of the District's courier vehicle.

SBVC

Employee: Donna Hoffmann

Membership: Network for California Community College Foundation (NCCCF)

Amount: \$450

NCCCF helps members gain knowledge to be more effective in their jobs, collect information to enhance their work and to assist each other by sharing ideas and actions which succeed. Funding source is the resource development general fund account.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services
PREPARED BY: Steven Sutorus, Business Manager
DATE: June 16, 2011
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. A majority of the equipment and materials are from the decommissioning of the Physical Science building at SBVC.

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.

Retired Fixed Assets

June 16, 2011

Asset Number	Date Retired	Location	Description	Date In Service	Initial Value	Current Value
0010784	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/1996	\$1,700.00	\$0.00
0010793	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/1999	\$4,690.00	\$0.00
0014135	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,599.00	\$0.00
0014161	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/1999	\$2,313.00	\$0.00
0014162	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/1999	\$2,313.00	\$0.00
0014171	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/1999	\$2,313.00	\$0.00
0014396	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/1999	\$2,313.00	\$0.00
0014402	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/1999	\$2,313.00	\$0.00
0014404	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/1999	\$2,313.00	\$0.00
0014408	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/1999	\$2,313.00	\$0.00
0014412	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/1999	\$2,313.00	\$0.00
0014424	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	COMPUTER PERSONAL DESKTOP	7/1/1999	\$1,299.00	\$0.00
0014598	5/24/2011	PRINT SHOP	CPU W/MONITOR	7/1/2000	\$1,599.00	\$0.00
0014765	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/1999	\$1,500.00	\$0.00
0014774	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/1999	\$1,500.00	\$0.00
0014953	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/1998	\$2,100.00	\$0.00
0014988	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	COMPUTER PERSONAL DESKTOP	7/1/1992	\$1,700.00	\$0.00
0015241	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,299.00	\$0.00
0015445	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/1998	\$2,313.00	\$0.00
0015677	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,299.00	\$0.00
0015678	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,299.00	\$0.00
0015681	5/24/2011	DISTRICT OFFICE	CPU W/MONITOR	7/1/2000	\$1,299.00	\$0.00
0015682	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,299.00	\$0.00
0015684	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,299.00	\$0.00
0015685	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,299.00	\$0.00
0015687	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,299.00	\$0.00
0015760	5/24/2011	PRINT SHOP	COMPUTER	8/25/2000	\$3,149.00	\$0.00
0018135	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	READER PRINTER MICROFILM	7/1/1985	\$6,800.00	\$0.00
0018136	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	READER PRINTER MICROFILM	7/1/1985	\$6,800.00	\$0.00
0018304	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,599.00	\$0.00
0018306	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,599.00	\$0.00
0018307	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,599.00	\$0.00
0018308	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,599.00	\$0.00
0018309	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,599.00	\$0.00
0018311	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,599.00	\$0.00

Retired Fixed Assets

June 16, 2011

Asset Number	Date Retired	Location	Description	Date In Service	Initial Value	Current Value
0018312	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,599.00	\$0.00
0018475	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	COMPUTER	11/1/2000	\$1,393.00	\$0.00
0018817	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,599.00	\$0.00
0018823	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,599.00	\$0.00
0018824	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,599.00	\$0.00
0018826	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,599.00	\$0.00
0018828	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,599.00	\$0.00
0018829	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,599.00	\$0.00
0018833	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,599.00	\$0.00
0018834	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,599.00	\$0.00
0018836	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,599.00	\$0.00
0018837	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,599.00	\$0.00
0018854	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,599.00	\$0.00
0021151	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	COMPUTER	6/4/2001	\$1,288.00	\$0.00
0021329	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	PLANER	5/15/2001	\$1,149.00	\$0.00
0021330	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	JIONTER	5/15/2001	\$1,429.00	\$0.00
0021395	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	PC, desktop	7/1/2003	\$1.00	\$0.00
0021481	5/27/2011	SAN BERNARDINO VALLEY COLLEGE	PC, desktop	7/1/2003	\$1.00	\$0.00
0021495	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	PC, desktop	7/1/2003	\$1.00	\$0.00
0021503	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	PC, desktop	7/1/2003	\$1.00	\$0.00
0021509	5/27/2011	SAN BERNARDINO VALLEY COLLEGE	PC, desktop	7/1/2003	\$1.00	\$0.00
0021606	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	PC, desktop	7/1/2003	\$1.00	\$0.00
0021616	5/27/2011	SAN BERNARDINO VALLEY COLLEGE	PC, desktop	7/1/2003	\$1.00	\$0.00
0023507	5/27/2011	DISTRICT OFFICE	Computer tower	1/6/2003	\$2,027.00	\$0.00
0023571	5/27/2011	SAN BERNARDINO VALLEY COLLEGE	Computer, minitower	5/1/2003	\$1,883.00	\$0.00
0023572	5/27/2011	SAN BERNARDINO VALLEY COLLEGE	Desktop computer w/monitor	5/1/2003	\$2,072.00	\$0.00
0023679	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,599.00	\$0.00
0023680	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,599.00	\$0.00
0023683	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,599.00	\$0.00
0023686	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,599.00	\$0.00
0023687	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,599.00	\$0.00
0023688	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,599.00	\$0.00
0023690	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	CPU W/MONITOR	7/1/2000	\$1,599.00	\$0.00
0024132	5/27/2011	SAN BERNARDINO VALLEY COLLEGE	PC, desktop	7/1/2003	\$1.00	\$0.00
0024230	5/27/2011	SAN BERNARDINO VALLEY COLLEGE	Computer, desktop	9/2/2003	\$1,569.00	\$0.00

Retired Fixed Assets

June 16, 2011

Asset Number	Date Retired	Location	Description	Date In Service	Initial Value	Current Value
0024285	5/27/2011	SAN BERNARDINO VALLEY COLLEGE	PC with Monitor	10/23/2003	\$1,387.00	\$0.00
0024493	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	PC desktop	1/1/2004	\$1,363.00	\$0.00
0024496	5/27/2011	SAN BERNARDINO VALLEY COLLEGE	PC desktop	1/1/2004	\$1,821.00	\$0.00
0024497	5/27/2011	SAN BERNARDINO VALLEY COLLEGE	PC desktop	12/1/2003	\$1,907.00	\$0.00
0024624	5/27/2011	DISTRICT OFFICE	PC Desktop	2/1/2004	\$1,290.00	\$0.00
0024774	5/27/2011	SAN BERNARDINO VALLEY COLLEGE	PC w/monitor	4/1/2004	\$1,150.00	\$0.00
0024857	5/27/2011	SAN BERNARDINO VALLEY COLLEGE	PC, Desktop	5/1/2004	\$1,535.00	\$0.00
0024858	5/27/2011	SAN BERNARDINO VALLEY COLLEGE	PC, Desktop	5/1/2004	\$1,535.00	\$0.00
0024860	5/27/2011	SAN BERNARDINO VALLEY COLLEGE	PC, Desktop	5/1/2004	\$1,781.00	\$0.00
0025092	5/27/2011	SAN BERNARDINO VALLEY COLLEGE	PC Desktop	10/12/2004	\$1,742.00	\$0.00
0025108	5/24/2011	SAN BERNARDINO VALLEY COLLEGE	Workstation, L	8/1/2004	\$1,742.00	\$0.00
0025565	5/27/2011	SAN BERNARDINO VALLEY COLLEGE	Workstation L, 96x66 complete Dell Intel GBX 280, Pentium 4	1/1/2005	\$2,392.00	\$0.00
0025888	5/27/2011	SAN BERNARDINO VALLEY COLLEGE	E-quote: E006711373	10/25/2005	\$1,935.01	\$0.00
0026043	5/27/2011	SAN BERNARDINO VALLEY COLLEGE	Small Mini-Tower	5/23/2005	\$1,656.22	\$0.00
0026306	5/27/2011	SAN BERNARDINO VALLEY COLLEGE	PC, desktop	7/1/2006	\$1.00	\$0.00
Total Initial Value:					\$141,675.23	

Non-Fixed Assets Surplus List
June 16, 2011

Fax machine	2 ea.
Typewriter	2 ea.
Shredder	1 ea.
Band saw	1 ea.
Planer	1 ea.
Metal cart	1 ea.
Power mate table saw	1 ea.
Bookshelf	1 ea.
Work desk	1 ea.
File cabinets	2 ea.
Large cabinets	2 ea.
Refrigerator	1 ea.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Dr. Debra S. Daniels, President, SBVC
PREPARED BY: Dr. Larry Buckley, Vice President, Instruction, SBVC
DATE: June 16, 2011
SUBJECT: Consideration of Approval of Donations - SBVC

RECOMMENDATION

It is recommended that the Board of Trustees accept the donation of steel remnants to the Welding program in the SBVC Technical Division for the 2010/2011 and 2011/2012 school years.

OVERVIEW

Contributors can support SBVC programs through various donations to be used in the education of students in our programs. Such donations will enhance services by these departments to the campus as a whole.

ANALYSIS

Jimco Inc. has donated Steel Remnants to our Welding Department for the current school year (2010/2011) as well as the coming school year (2011/2012).

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, Chancellor

REVIEWED BY: Bruce Baron, Chancellor

PREPARED BY: Matthew Isaac, Executive Director, Economic Development and Corporate Training Division

DATE: June 16, 2011

SUBJECT: Consideration of Approval of Food and Supplies for PDC and ATTC Grants Sponsored Events

RECOMMENDATION

It is recommended that the Board of Trustees approve event/outreach food and supplies expense for non-employees with an amount not to exceed \$25,000 for the Career Technical Education, \$10,000 for the Logistics Technology Collaborative, \$15,000 for the Nanotechnology Training and \$15,000 for the Economic and Workforce Development programs for the period of July 1, 2011 to June 30, 2012.

OVERVIEW

The Economic Development & Corporate Training Division will host several events to introduce the community to different training programs offered through the ATTC, PDC, NanoCenter, and the COE. These events will include, but are not limited to, Science, Technology, Engineering and Mathematics Workshops; Nanotechnology training and seminars; Green Technology job training; and, other workshops, seminars and meetings. These programs will be funded through the following grants: Career Technical Education, the US DOL Logistics Technology Collaborative, Responsive Training Fund, Economic and Workforce Development, and the US Department of Labor Nanotechnology grant.

ANALYSIS

These programs under the grant requirements are to hold event, training workshops, and science-based summer camps. These programs will provide refreshments and lunches for program activities attended by the community and target participants. Due to available space and time constraints the overall approval of these expenses save time and allows for the smooth operations of grant- required activities of these programs.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Funded and included in the 2011-2012 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services
PREPARED BY: Penny Ongoco, Director, Fiscal Services
DATE: June 16, 2011
SUBJECT: Consideration of Approval of Authorized Signature List

RECOMMENDATION

It is recommended that the Board of Trustees approve the 2011-2012 Authorized Signature List.

OVERVIEW

The 2011-12 Authorized Signature List is attached.

ANALYSIS

The authorized signature list must be approved before July 1, 2011, since 2010-2011 delegation expires June 30, 2011.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications connected with the approval of this item.

DISTRICT SIGNATURE - OFFICIAL DOCUMENTS

Bruce Baron, Chancellor OR
Charlie Ng, Interim Vice Chancellor, Fiscal Services OR
Steve Sutorus, Business Manager

CERTIFICATION OF BOARD MINUTES

Bruce Baron, Chancellor OR
John M. Futch, Board Clerk

SAN BERNARDINO COMMUNITY COLLEGE BOOKSTORE FUND

Charlie Ng, Interim Vice Chancellor, Fiscal Services OR
Crispina R. Ongoco, Director of Fiscal Services OR
Steve Sutorus, Business Manager

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT CAFETERIA FUND

Charlie Ng, Interim Vice Chancellor, Fiscal Services OR
Crispina R. Ongoco, Director of Fiscal Services OR
Steve Sutorus, Business Manager

ASSOCIATED STUDENT BODY, SBVC

Requisitions: Three signatures
ASB Officer AND
ASB Adviser AND
Damon Bell, Vice President Student Services OR
Deb Daniels, College President

Checks: One Signature
Charlie Ng, Interim Vice Chancellor, Fiscal Services OR
Crispina R. Ongoco, Director of Fiscal Services OR
Steve Sutorus, Business Manager

ASSOCIATED STUDENT BODY, CHC

Requisitions: Three signatures
ASB Officer AND
ASB Adviser AND
Rebecca Warren-Marlatt, Vice President of Student Services OR
Gloria Harrison, College President

Checks: One signature
Charlie Ng, Interim Vice Chancellor, Fiscal Services OR
Crispina R. Ongoco, Director of Fiscal Services OR
Steve Sutorus, Business Manager

EMERGENCY LOANS & SCHOLARSHIPS, SBVC/CHC
Charlie Ng, Interim Vice Chancellor, Fiscal Services OR
Crispina R. Ongoco, Director of Fiscal Services OR
Steve Sutorus, Business Manager

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT REVOLVING CASH FUND
Charlie Ng, Interim Vice Chancellor, Fiscal Services OR
Crispina R. Ongoco, Director of Fiscal Services OR
Steve Sutorus, Business Manager

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT MISCELLANEOUS COUNTY
REVENUE CLEARING ACCOUNTS
Bruce Baron, Chancellor OR
Charlie Ng, Interim Vice Chancellor, Fiscal Services OR
Crispina R. Ongoco, Director of Fiscal Services OR
Steve Sutorus, Business Manager

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT SPECIAL ACCOUNTS
Bruce Baron, Chancellor OR
Charlie Ng, Interim Vice Chancellor, Fiscal Services OR
Crispina R. Ongoco, Director of Fiscal Services OR
Steve Sutorus, Business Manager

NATIONAL DIRECT STUDENT LOAN FUNDS
Bruce Baron, Chancellor OR
Charlie Ng, Interim Vice Chancellor, Fiscal Services OR
Crispina R. Ongoco, Director of Fiscal Services OR
Steve Sutorus, Business Manager

FINANCIAL AID
Bruce Baron, Chancellor OR
Charlie Ng, Interim Vice Chancellor, Fiscal Services OR
Crispina R. Ongoco, Director of Fiscal Services OR
Steve Sutorus, Business Manager

PERKINS (mailbox)
Charlie Ng, Interim Vice Chancellor, Fiscal Services OR
Crispina R. Ongoco, Director of Fiscal Services OR
Steve Sutorus, Business Manager

SAFE DEPOSIT BOX

Charlie Ng, Interim Vice Chancellor, Fiscal Services OR
Crispina R. Ongoco, Director of Fiscal Services OR
Steve Sutorus, Business Manager

DISTRICT ORDERS FOR COMMERCIAL WARRANTS

Charlie Ng, Interim Vice Chancellor, Fiscal Services OR
Crispina R. Ongoco, Director of Fiscal Services OR
Steve Sutorus, Business Manager

DISTRICT ORDERS FOR PAYROLL WARRANTS

Charlie Ng, Interim Vice Chancellor, Fiscal Services OR
Crispina R. Ongoco, Director of Fiscal Services OR
Steve Sutorus, Business Manager

COUNTY NOTICES OF EMPLOYMENT

Bruce Baron, Chancellor OR
~~Vacant, Vice Chancellor, Human Resources OR~~
Charlie Ng, Interim Vice Chancellor, Fiscal Services

BUDGET/EXPENDITURE TRANSFERS

Charlie Ng, Interim Vice Chancellor, Fiscal Services OR
Crispina R. Ongoco, Director of Fiscal Services OR
Steve Sutorus, Business Manager

AUTHORIZATION FOR ADVANCE TRAVEL PAY

Bruce Baron, Chancellor OR
Charlie Ng, Interim Vice Chancellor, Fiscal Services

DISTRICT CONTRACTS/AGREEMENTS/MOUs

Bruce Baron, Chancellor OR
Charlie Ng, Interim Vice Chancellor, Fiscal Services OR
Crispina R. Ongoco, Director of Fiscal Services OR
Steve Sutorus, Business Manager

PURCHASE ORDERS

Charlie Ng, Interim Vice Chancellor, Fiscal Services OR
Crispina R. Ongoco, Director of Fiscal Services OR
Steve Sutorus, Business Manager

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services
PREPARED BY: Steven Sutorus, Business Manager
DATE: June 16, 2011
SUBJECT: Consideration of Approval to Pay Liability Claim 445078-Ray

RECOMMENDATION

It is recommended that the Board of Trustees approve claim settlement number 445078-Ray in the amount of \$2,963.28.

OVERVIEW

The claimant's car sustained damage while parked in an SBVC parking lot. The damage was caused by a large branch that fell from a dead tree during a wind storm. The District's insurance claims adjustor has reviewed this claim and it is the recommendation of SWACC, the District's liability joint powers authority, to pay claim. Claim number 445078-Ray is a covered liability claim under the District's SWACC Memorandum of Coverage.

ANALYSIS

It has been determined by risk management that there is a valid claim. It is in the best interest of the District to settle this claim.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

Funded through campus General fund.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Bruce Baron, Chancellor
DATE: June 16, 2011
SUBJECT: Consideration of Approval to Provide Compensation to Board Members for Absence from a Board Meeting

RECOMMENDATION

It is recommended that the Board of Trustees approve the absence of Trustees Ramos and Singer at the regular board meeting on May 19, 2011 and that they be compensated.

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

Trustees Ramos and Singer missed the May 19, 2011 meeting.

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, Chancellor
REVIEWED BY: Dr. Debra S. Daniels, President, SBVC
PREPARED BY: Dr. Debra S. Daniels, President, SBVC
DATE: June 16, 2011
SUBJECT: Consideration of Approval to Discontinue the Paralegal Program - SBVC

RECOMMENDATION

It is recommended that the Board of Trustees approve the discontinuance of the SBVC Paralegal Program.

OVERVIEW

According to Board Policy #4020, all program deletions shall be approved by the board. The program discontinuance committee called by the Academic Senate met on March 17, 2011 to review the discontinuance of the paralegal program. The committee was comprised of a collegial body including administrators, faculty appointed by CTA, faculty appointed by Academic Senate, classified staff, and a student.

ANALYSIS

The discontinuance committee determined that students are not well served by a program that is not certified by the American Bar Association (ABA) and becoming certified is expensive and time consuming. As there are competing, certified programs at Riverside Community College and California State University San Bernardino there is no need for another certified program in our region. The committee unanimously determined that the Paralegal Program should be discontinued. On April 13, 2011 College Council reviewed the recommendation from the Academic Senate and added their support to the recommendation.

BOARD IMPERATIVE

I. Institutional Effectiveness

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron
Chancellor

REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant

PREPARED BY: Dr. Jack Miyamoto
Human Resources Consultant

DATE: June 16, 2011

SUBJECT: Consideration of Approval of SBCCD EEO Plan

RECOMMENDATION

It is recommended that the Board of Trustees approve the SBCCD EEO (Equal Employment Opportunity) Plan.

OVERVIEW

The attached SBCCD Equal Employment Opportunity Plan has gone through the collegial consultation process and is recommended for approval.

ANALYSIS

The SBCCD is constantly reviewing its Board Policies and Administrative Procedures to ensure compliance with Title 5, CA Education Code and current District/College needs.

BOARD IMPERATIVE

Institutional Effectiveness.

FINANCIAL IMPLICATIONS

No financial impact.

**SAN BERNARDINO
COMMUNITY COLLEGE
DISTRICT**

**EQUAL EMPLOYMENT
OPPORTUNITY PLAN**

Contents

1. Introduction	1
2. Definitions	2-3
3. Policy Statement	4
4. Delegation of Responsibility, Authority and Compliance	5
5. Advisory Committee	6
6. Complaints	7
7. Notification to District Employees	8
8. Training for Screening/Selection Committees	9
9. Annual Written Notice to Community Organizations	10
10. Analysis of District Workforce and Applicant Pool	11-17
11. Other Measures Necessary to Further Equal Employment Opportunity	18-19
12. Graduate Assumption Program of Loans for Education	20
13. Goals for Hiring Persons with Disabilities	21

Appendix A SBCCD Unlawful Discrimination and Sexual Harassment Complaint

Appendix B SBCCD Community Organizations and Contact Information

Appendix C SBCCD EEO Training Program

1. Introduction

The **San Bernardino Community College District** Equal Employment Opportunity Plan reflects the District's commitment to equal employment opportunity. It is the District's belief that taking active and vigorous steps to ensure equal employment opportunity and creating a working and academic environment, which is welcoming to all, will foster diversity and promote excellence.

The *Plan's* immediate focus is equal employment opportunity in its recruitment and hiring policies and practices pursuant to the applicable Title 5 regulations (section 53000 et seq.) and the steps the District shall take in the event of underrepresentation of monitored groups. The *Plan* contains an analysis of the demographic makeup of the District's workforce population and an analysis of whether underrepresentation of monitored groups exists. The *Plan* also includes the requirements for a complaint procedure for noncompliance with the Title 5 provisions relating to equal employment opportunity programs; complaint procedures in instances of unlawful discrimination; establishment of an *Equal Employment Opportunity Advisory Committee*; methods to support equal employment opportunity and an environment which is welcoming to all; and procedures for dissemination of the *Plan*. To properly serve a growing diverse population, the District will endeavor to hire and retain faculty and staff who are sensitive to, and knowledgeable of, the needs of the continually changing student body it serves.

Chancellor, San Bernardino Community College District

2. Definitions

- a) *Adverse Impact*: a statistical measure (such as those outlined in the EEO Commission's *Uniform Guidelines on Employee Selection Procedures*) that is applied to the effects of a selection procedure and demonstrates a disproportionate negative impact on any group defined in terms of ethnic group identification, gender, or disability. A disparity identified in a given selection process will not be considered to constitute adverse impact if the numbers involved are too small to permit a meaningful comparison.
- b) *Business Necessity*: circumstances which justify an exception to the requirements of section 53021(b)(1) because compliance with that section would result in substantial additional financial cost to the District or pose a significant threat to human life or safety. Business necessity requires greater financial cost than mere business convenience. Business necessity does not exist where there is an alternative that will serve business needs equally well.
- c) *Cultural Proficiency*: involves successful teaching and other interactions with both students and colleagues from a variety of cultures. It requires contextual understanding that numerous social and institutional dynamics, including the effects of inequities, affect how students have been taught and treated, and translates that understanding to the removal of barriers to student success. "Culture" refers to those things that are shared within a group or society (shared knowledge and beliefs, shared values, shared behavioral expectations, and principles that are widely used or recognized).
- d) *Diversity*: means a condition of broad inclusion in an employment environment that offers equality and respect for all persons. A diverse educational community recognizes the educational benefits that flow from employee populations that are varied by race, gender, disability status, belief, age, national origin, cultural background, life experience and other enriching characteristics.
- e) *Equal Employment Opportunity*: means that all qualified individuals have a full and fair opportunity to compete for hiring and promotion and to enjoy the benefits of employment with the District. Equal employment opportunity should exist at all levels and in all job categories listed in section 53004(a). Ensuring equal employment opportunity also involves creating an environment that fosters cooperation, acceptance, democracy, and free expression of ideas and that is welcoming to men and women, persons with disabilities, and individuals from all ethnic and other groups protected from discrimination by Title 5, section 53000 et seq.
- f) *Equal Employment Opportunity Plan*: a written document in which a District's workforce is analyzed and specific plans and procedures are set forth for ensuring equal employment opportunity.
- g) *Equal Employment Opportunity Programs*: all the various methods by which equal employment opportunity is ensured. Such methods include, but are not limited to, using nondiscriminatory employment practices, actively recruiting, monitoring and taking additional steps consistent with the requirements of section 53006.
- h) *Ethnic Minorities*: American Indians or Alaskan natives, Asians or Pacific Islanders, Blacks/African-Americans, and Hispanics/Latinos.
- i) *Ethnic Group Identification*: means an individual's identification in one or more of the ethnic groups reported to the Chancellor pursuant to section 53004. These groups shall be more specifically defined by the Chancellor consistent with state and federal law.

- j) *Goals for Persons with Disabilities:* a statement that the District will strive to attract and hire additional qualified persons with a disability in order to achieve the level of projected representation for that group by a target date established by taking into account the expected turnover in the workforce and the availability of persons with disabilities who are qualified to perform a particular job. Goals are not “quotas” or rigid proportions.
- k) *In-house or Promotional Only Hiring:* means that only existing District employees are allowed to apply for a position.
- l) *Monitored Group:* means those groups identified in section 53004(b) for which monitoring and reporting is required pursuant to section 53004(a).
- m) *Person with a Disability:* any person who (1) has a physical or mental impairment as defined in Government Code, section 12926 which limits one or more of such person’s major life activities, (2) has a record of such an impairment, or (3) is regarded as having such an impairment. A person with a disability is “limited” if the condition makes the achievement of the major life activity difficult.
- n) *Projected Representation:* the percentage of persons from a monitored group determined by the Chancellor to be available and qualified to perform the work in question.
- o) *Reasonable Accommodation:* the efforts made on the part of the District to remove artificial or real barriers, which prevent or limit the employment and upward mobility of persons with disabilities. “Reasonable accommodations” may include the items designated in section 53025.
- p) *Screening or Selection Procedures:* any measure, combination of measures, or procedures used as a basis for any employment decision. Selection procedures include the full range of assessment techniques, including but not limited to traditional paper and pencil tests, performance tests, and physical, educational, and work experience requirements, interviews, and review of application forms.
- q) *Significantly Underrepresented Group:* any monitored group for which the percentage of persons from that group employed by the District in any job category listed in section 53004(a) is below eighty percent (80%) of the projected representation for that group in the job category in question.
- r) *Target Date:* a point in time by which the District plans to meet an established goal for persons with disabilities and thereby achieve projected representation in a particular job category.
- s) *Timetable:* a set of specific annual hiring objectives that will lead to meeting a goal for persons with a disability by a projected target date.

3. Policy Statement

The **San Bernardino Community College District (SBCCD)** is committed to the principles of equal employment opportunity and will implement a comprehensive program to put those principles into practice. It is the District's policy to ensure that all qualified applicants for employment and employees have full and equal access to employment opportunity, and are not subjected to discrimination in any program or activity of the District on the basis of **ethnic group identification, race, color, national origin, religion, age, sex, physical disability, mental disability, ancestry, sexual orientation**, language, accent, citizenship status, transgender status, parental status, marital status, economic status, veteran status, medical condition, **or on the basis of these perceived characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics.** The District will strive to achieve a workforce that is welcoming to men, women, persons with disabilities and individuals from all ethnic and other groups to ensure the District provides an inclusive educational and employment environment. Such an environment fosters cooperation, acceptance, democracy and free expression of ideas. An Equal Employment Opportunity Plan will be maintained to ensure the implementation of equal employment opportunity principles that conform to federal and state laws.

4. Delegation of Responsibility, Authority and Compliance

It is the goal of the **San Bernardino Community College District** that all employees promote and support equal employment opportunity because equal employment opportunity requires a commitment and a contribution from every segment of the District. The general responsibilities for the prompt and effective implementation of this *Plan* are set forth below.

1. *Board of Trustees*

The Board of Trustees is ultimately responsible for proper implementation of the District's *Plan* at all levels of District and college operation, and for ensuring equal employment opportunity as described in the *Plan*.

2. *Chancellor*

The Board of Trustees delegates to the Chancellor the responsibility for ongoing implementation of the *Plan* and for providing leadership in supporting the District's equal employment opportunity policies and procedures. The Chancellor shall advise the governing board concerning statewide policy emanating from the Board of Governors of the California Community Colleges and direct the publication of an annual report on *Plan* implementation. The Chancellor shall evaluate the performance of all administrative staff who report directly to him/her on their ability to follow and implement the *Plan*.

3. *Equal Employment Opportunity Officer*

The District has designated the Vice Chancellor of Human Resources and Employee Relations as its Equal Employment Opportunity Officer who is responsible for the day-to-day implementation of the *Plan*. If the designation of the Equal Employment Opportunity Officer changes before this *Plan* is next revised, the District will notify employees and applicants for employment of the new designee. The Equal Employment Opportunity Officer is responsible for administering, implementing and monitoring the *Plan* and for assuring compliance with the requirements of Title 5, sections 53000 et seq. The Equal Employment Opportunity Officer is also responsible for receiving complaints and for ensuring that applicant pools and selection procedures are properly monitored.

4. *Equal Employment Opportunity Advisory Committee*

Each college will establish an Equal Employment Opportunity Advisory Committee to act as an advisory body to the Equal Employment Opportunity Officer and the District as a whole to promote understanding and support of equal employment opportunity policies and procedures. The Equal Employment Opportunity Advisory Committees shall assist in the implementation of the *Plan* in conformance with state and federal regulations and guidelines, monitor equal employment opportunity progress, and provide suggestions for *Plan* revisions as appropriate.

5. *Agents of the District*

Any organization or individual, whether or not an employee of the District, who acts on behalf of the Board of Trustees with regard to the recruitment and screening of personnel, is an agent of the District and is subject to all the requirements of this *Plan*.

6. *Good Faith Effort*

The District shall make a continuous good faith effort to comply with all the requirements of its *Plan*.

5. SBCCD EEO Advisory Committee or SBCCD Diversity Committee

The District will establish a *SBCCD Equal Employment Opportunity Advisory Committee* to assist the District in implementing its *Plan*. The committee may also assist in promoting an understanding and support of equal opportunity and nondiscrimination policies and procedures. The committee may sponsor events, training, or other activities that promote equal employment opportunity, nondiscrimination, retention and diversity. The Equal Employment Opportunity Officer shall train the advisory committee on equal employment compliance and the *Plan* itself. The committee shall include a diverse membership whenever possible. A substantial good faith effort to maintain a diverse membership is expected. If the District has been unable to meet this requirement, it will document that efforts were made to recruit advisory committee members who are members of monitored groups.

The committee will be composed of two (2) faculty members 1 appointed by the Academic Senate President and 1 appointed by the CTA President; two (2) classified members 1 appointed by the CSEA President and 1 appointed by the Classified Senate President; two (2) managers one from each college; two (2) students one from each college; and two (2) community representatives appointed by the Chancellor. Ex officio member shall include the Vice Chancellor Human Resources.

The *SBCCD Equal Employment Opportunity Advisory Committee* shall hold a minimum of four (4) meetings per academic year, with additional meetings if needed to review EEO and diversity efforts, programs, policies, and progress. When appropriate, the advisory committee shall make recommendations to the Board of Trustees, the Chancellor, and the District Equal Employment Opportunity Officer.

6. Complaints

- 1) *Complaints Alleging Violation of the Equal Employment Opportunity Regulations (Title 5 Section 53026).* The District has established the following process permitting any person to file a complaint alleging that the requirements of the equal employment opportunity regulations have been violated. Any person who believes that the equal employment opportunity regulations have been violated may file a written complaint describing in detail the alleged violation.

All complaints shall be signed and dated by the complainant and shall contain, to the best of the complainant's ability, the names of the individuals involved, the date(s) of the event(s) at issue, and a detailed description of the actions constituting the alleged violation. Complaints involving current hiring processes must be filed as soon as possible after the occurrence of an alleged violation and not later than sixty (60) days after such occurrence unless the complainant can verify a compelling reason for the District to waive the sixty (60) day limitation.

Complaints alleging violations of the *Plan* that do not involve current hiring processes must be filed as soon as possible after the occurrence of an alleged violation and not later than ninety (90) days after such occurrence unless the violation is ongoing.

As directed by the California Community Colleges Chancellor's Office, the decision of the District in complaints pursuant to Section 53026 is final.

<http://www.cccco.edu/divisions/legal/guidelines/Guidelines%20for%20Minimum%20Conditions%20Complaints.htm>.

The District may return without action any complaints that are inadequate because they do not state a clear violation of the EEO regulations. All returned complaints must include a District statement of the reason for returning the complaint without action.

The complaint shall be filed with the SBCCD Equal Employment Opportunity Officer. If the complaint involves the EEO Officer, the complaint may be filed with the Chancellor. A written determination on all accepted written complaints will be issued to the complainant within ninety (90) days of the filing of the complaint. If the timeline for filing is not reasonable, a written notification will be provided to the complainant identifying the reasons for the extension and estimated date of completion. The EEO Officer will forward copies of all written complaints to the California Community Colleges Chancellor's Office upon receipt.

In the event that a complaint filed under section 53026 alleges unlawful discrimination, it will be processed according to the requirements of section 59300 et seq.

- 2) *Complaints Alleging Unlawful Discrimination or Harassment (Section 59300 et seq.)* The District has adopted procedures for complaints alleging unlawful discrimination or harassment. The **Vice Chancellor of Human Resources and Employee Relations** is responsible for receiving such complaints and for coordinating their investigation. The District's discrimination and sexual harassment complaint procedures are attached to this *Plan (Appendix A)*.

7. Notification to District Employees

The commitment of the Board of Trustees and the Chancellor to equal employment opportunity is emphasized through the broad dissemination of its Equal Employment Opportunity Policy Statement and the *Plan*. The policy statement will be printed in the college catalogs and class schedules. The *Plan* and subsequent revisions will be distributed to the District's Board of Trustees, the Chancellor, Administrators/Managers, the Academic Senate and Classified Senate leadership, Bargaining Unit representatives, and members of the *SBCCD Equal Employment Opportunity Advisory Committees*.

The *Plan* will be available on the District's website, and when appropriate, may be distributed by e-mail. The Human Resources Department will provide all new employees with a copy of the Board of Trustees' Equal Employment Opportunity Policy Statement.

The Human Resources Department will distribute an annual written notice summarizing the provisions of the District's Equal Employment Opportunity Plan and emphasize the importance of the employee's participation and responsibility in ensuring the *Plan's* implementation along with where locations of copies of the *Plan* are available.

8. Training for Screening/Selection Committees

Any organization or individual, whether or not an employee of the District, who is involved in the recruitment and screening/selection of personnel shall receive appropriate training on the requirements of the Title 5 regulations on equal employment opportunity (section 53000 et. seq.); the requirements of federal and state nondiscrimination laws; the requirements of the District's Equal Employment Opportunity Plan; the District's policies on nondiscrimination, recruitment, and hiring; principles of diversity and cultural proficiency; the value of a diverse workforce; and recognizing bias.

Persons serving in the above capacities will be required to receive training prior to service. This training is mandatory; individuals who have not received this training will not be allowed to serve on screening/selection committees. The Equal Employment Opportunity Officer or designee is responsible for providing the required training (*Appendix C*).

9. Annual Written Notice to Community Organizations

The EEO Officer or designee will provide annual written notice to appropriate community-based and professional organizations concerning the *Plan*. The notice will inform these organizations that they may obtain a copy of the *Plan*, and shall solicit their assistance in identifying diverse qualified candidates. The notice will include a summary of the *Plan*. The notice will also include the internet address where the District advertises its job openings and the names, departments and phone numbers of individuals to call in order to obtain employment information. The District will actively seek to reach those institutions, organizations, and agencies that may be recruitment sources, especially for underrepresented populations. A list of organizations, which will receive this notice, is attached to this *Plan* (*Appendix B*). This list may be revised from time to time as necessary.

10. Analysis of District Workforce and Applicant Pool

The Human Resources Department will annually survey the District's workforce composition and shall monitor applicants for employment on an ongoing basis to evaluate the District's progress in implementing the *Plan*, to provide data needed for the reports required by this *Plan* and to determine whether any monitored group is underrepresented. Monitored groups are men, women, American Indians/Alaskan Natives, Asians or Pacific Islanders, Blacks/African-Americans, Hispanics/Latinos, Caucasians, and persons with disabilities.

For purposes of the survey and report each applicant or employee will be afforded the opportunity to voluntarily identify her or his gender, ethnic group identification and, if applicable, her or his disability. Persons may designate as many ethnicities as they identify with, but shall be counted in only one ethnic group for reporting purposes. This information will be kept confidential and will be separated from the applications that are forwarded to the screening/selection committee and hiring administrator(s). This survey will be done for each college in the District. The District will annually report to the Chancellor the results of its annual survey of employees. At least every three years the *Plan* will be reviewed and, if necessary, revised based on an analysis of the ethnic group identification, gender, and disability composition of existing staff and of those who have applied for employment in each of the following identified job categories:

- 1) Executive/Administrative/Managerial
- 2) Faculty and other Instructional Staff:
 - Adult Education
 - Career Education
 - English
 - Health and Physical Education
 - Humanities
 - Instructional and Support Services
 - Mathematics
 - Natural Sciences
 - Social Sciences
 - Part-Time
- 3) Professional Non-faculty
- 4) Secretarial/Clerical
- 5) Technical and Paraprofessional
- 6) Skilled Crafts
- 7) Service and Maintenance

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11. Other Measures Necessary to Further Equal Employment Opportunity

The District recognizes that multiple approaches are appropriate to fulfill its mission of ensuring equal employment opportunity and the creation of a diverse workforce. Equal employment opportunity means that all qualified individuals have a full and fair opportunity to compete for hiring and in-house/promotion and to enjoy the benefits of employment with the District. Equal employment opportunity should exist at all levels and in all job categories. Ensuring equal employment opportunity also involves creating an environment that fosters cooperation, acceptance, democracy, and free expression of ideas and is welcoming to men and women, persons with disabilities, and individuals from all ethnic and other groups protected from discrimination. To that end, in addition to the steps to address underrepresentation and/or significant underrepresentation, the District will implement a diversity program. Having a campus that has accepted principles of diversity and multiculturalism can make implementation and maintenance of an effective equal employment opportunity program much easier. For that reason, institutionalizing a diversity program that is well planned out, well funded, and supported by the leadership of the District can be of great value. The District will sponsor cultural events and speakers on issues dealing with diversity, and explore how to infuse diversity into the classroom and curriculum. The District will promote the concept of cultural proficiency, learning opportunities and personal growth in the area of diversity and evaluate how the physical environment can be responsive to its diverse employee and student populations. In implementing a diversity program, the District shall do the following:

- 1) *Commit to a formal Office of Diversity and diversity program that is part of the structure of the District and that will be adequately funded and supported by the District and campus leadership.*
- 2) *Conduct campus climate studies to identify hidden barriers.*
- 3) *Highlight the District's equal employment opportunity and diversity policies in job announcements and in its recruitment, marketing, and other publications. Include in job announcements language indicating that candidates are required to demonstrate that they can infuse diversity into their major job duties.*
- 4) *Review and revise college/District publications and other marketing tools to reflect diversity in pictures, graphics, and text to project an inclusive image.*
- 5) *Offer a series of EEO/diversity workshops in conjunction with staff development programs.*
- 6) *Evaluate administrators yearly on their ability and efforts to meet the District's equal employment opportunity and diversity efforts.*
- 7) *Establish an "Equal Employment Opportunity and Diversity" online presence by highlighting the District's diversity and equal employment opportunity, ADA, sexual harassment and nondiscrimination policies, procedures and programs on the District's website. The website will also list contact persons for further information on all of these topics.*
- 8) *Promote various cultural celebrations on campus.*
- 9) *Recognize multilingualism and knowledge of multiculturalism as a desired, and when appropriate, required skill and qualification for community college employees.*

- 10) *Have a formal diversity program on campus that is visible, valued and adequately funded.*
- 11) *Involve community-based organizations in the recruitment and other equal employment opportunity efforts of the college. Recommended membership will include representatives from local business and industry as well as from diverse community groups such as Mexican American Legal Defense and Education Fund (MALDEF), Nation Association for the Advancement of Colored People (NAACP), Chamber of Commerce, and City Council(s).*
- 12) *Ensure that top administrative staff support diversity objectives and that the diversity and/or Equal Employment Opportunity Officer position is maintained as a cabinet or other high-level administrative position.*
- 13) *Seek direct contact with student, professional, community and other organizations that represent the diverse community we serve. These organizations can serve as resources for referring potential candidates.*

12. Graduate Assumption Program of Loans for Education

The District will encourage community college students to become qualified for, and seek employment as, community college employees. The District shall research and inform students about programs that may assist them to complete their graduate studies and become community college employees. The District will post informational flyers on the campuses concerning such programs, and make information available in student newspapers, the course catalog, and in locations accessible to students, including but not limited to, Counseling, Financial Aid, Admissions and Records, the Bookstore, and the Student Center. Efforts will be made to inform graduate students in local colleges and universities about the benefits of employment at a San Bernardino Community College District.

13. Goals for Hiring Persons with Disabilities

Goals for hiring persons with disabilities and associated requirements for analysis and action will be completed upon receipt of legally valid availability data from the California Community College Chancellor's Office.

Applicants and employees with disabilities shall receive reasonable accommodations consistent with the requirements of Government Code, sections 11135 et seq. and 12940(m); section 504 of the Rehabilitation Act of 1973; and the Americans with Disabilities Act.

Appendix A SBCCD Unlawful Discrimination and Sexual Harassment Complaint

Appendix B SBCCD Community Organizations and Contact Information

Appendix C SBCCD EEO Training Program

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services
PREPARED BY: Diana Johnson, Acting Bond Program Manager, Kitchell/BRj/Seville
DATE: June 16, 2011
SUBJECT: Consideration of Approval of Proposal for LPA, Inc.

RECOMMENDATION

It is recommended that the Board of Trustees approve a proposal from LPA, Inc. in the amount of \$65,000 for architectural services for the ADA Assessment - Campus Wide project at San Bernardino Valley College.

OVERVIEW

In September 2009 an updated Professional Services Screening & Recommendation Process for Measure M Projects was presented to the Board. The goals of that process are to 1) reach out to the professional services community twice a year through publications, professional organizations, and other means, and 2) establish Screening Advisory Committees comprised of District and College stakeholders to develop evaluation and rating criteria, interview and recommend firms for appointment by the Board of Trustees.

As a result of this process, LPA, Inc. is being recommended to perform architectural services for the ADA Assessment - Campus Wide project at San Bernardino Valley College.

ANALYSIS

For construction projects under consideration for Measure M, this contract with LPA would entail that the entire campus site access plan conforms to ADA regulations. LPA will incorporate site and master plan documents, coordinate paths with all upcoming construction projects, and correct all areas in need of remediation. The proposal provides assessment services for gathering data to all building entries and grades involving path of travel.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in the 2010-2011 Measure M budget.

Kitchell/BRj/Seville

701 South Mount Vernon, San Bernardino, CA 92410

Project Memo

(909) 593-3160 / FAX (909) 889-9952

DATE: May 25, 2011

No. VC 016 ADA

TO: Charlie Ng
Interim Vice Chancellor, SBCCD

FROM: Brooke Duncan, Project Manager, Kitchell/BRj/Seville

RE: San Bernardino Valley College (SBVC)
PROJECT: Various Measure M Projects
Architects proposal approval for ADA assessment of Valley College, campus-wide

SCOPE:

SBCCD approval to provide a contract to LPA for ADA assessments in order for the campus to comply and conform to current accessibility regulations and safety issues for Measure M at SBVC.

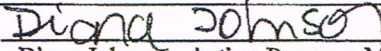
NARRATIVE:

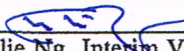
For construction projects under consideration for Measure M, areas of campus have been identified as non-conforming to ADA regulations. This contract would entail that the entire campus site access plan would conform to ADA regulations. LPA will incorporate site and master plan documents, coordinate paths with all upcoming construction projects and correct all areas in need of remediation.

LPA has submitted a proposal for the campus-wide ADA project that will provide assessment services for gathering data; existing, new, and relevant to all building entries and grades involving path of travel. Provide access to public transportation stops and crosswalks, verify and document routes of travel, project administration, discipline coordination, agency approvals, perform surveys campus-wide that would verify all level changes that exceed a ¼" to ½" grade change with a smart level. LPA will work with the campus in the development and reflection of a true path of travel and meet with DSA to ensure coordination with upcoming construction projects.

RECOMMENDATION:

Kitchell/BRj/Seville recommends that SBCCD grant approval for LPA proposal in the amount of \$65,000.00.

<input checked="" type="radio"/> I concur with this recommendation	 Diana Johnson, Acting Program Manager, KBS
<input type="radio"/> I do not concur with this recommendation	

<input checked="" type="radio"/> I concur with this recommendation	 Charlie Ng, Interim Vice Chancellor, SBCCD
<input type="radio"/> I do not concur with this recommendation	

Attachments: LPA Proposal

Cc: Diana Johnson, Sheila Nelson, File



Date: May 24, 2011

Project: San Bernardino Valley College (SBVC)
Existing Campus ADA Assessment Plan

Location: San Bernardino, CA

Architect: LPA

Contact: Rich Bienvenu / Wendy Robison

PROJECT ASSUMPTIONS

The project consists of evaluating existing construction for the purposes of ensuring that the campus site access conforms to current accessibility regulations. LPA will review access to all building entrances and exterior ground floor exits, access to normal routes and where necessary recommend pedestrian ramps and/or curb ramps to maintain unrestricted access to all portions of the campus. Access plans will include an accessible route of travel between all buildings and accessible site facilities. The accessible route of travel will be the most practical direct route between building entrances, accessible site facilities and the accessible entrances to the campus and will utilize existing pathways wherever possible. The project will review existing on-site parking, passenger drop off, and loading zones.

GENERAL SERVICES

During the project various general activities occur in each phase. These include activities such as Project Administration, Discipline Coordination, Project Scheduling and Agency Approvals they are non-sequential and may not be applicable to all phases of the project.

PROGRAM CONFIRMATION

In the Program confirmation Phase, LPA will gather existing site & master plan documents, collect relevant data necessary to perform a compliance survey and confirm with the District the exact limits of work to be performed.

ACCESS ASSESSMENT PLAN

LPA will develop and review with the District the necessary documents needed to develop a cohesive access plan to be reviewed by DSA, including:

- 1. Meetings with District Facilities Director
- Total (3) meetings

2. Meetings with campus accessibility coordinator
Total (3) meetings
3. Meetings with DSA
4. Evaluate site conditions for slope and level changes
5. Evaluate relationship of all building entrances and exits to existing site grades.
6. Verify & document that routes of travel serve pedestrians and provide access to public transportation stops and cross walks.
7. Verify & document that routes of travel between buildings and/or site facilities meet minimum width provisions and do not exceed maximum slope requirements.
8. Verify & document that routes of travel to accessible parking and site entrances connect, meet minimum width provisions and do not exceed maximum slope requirements.
9. Verify & document all finish surface materials along and adjacent to accessible route of travel.
10. Verify & document all level changes which exceed ¼" vertical or ½" beveled (1:2 ratio) with smart level.
11. Verify & document necessary warning curbs and/or tactile visual indicators where required.

ASSUMPTIONS

1. **SURVEY:** Client to retain their own civil engineer to create a digital survey base sheet/historical record drawing to assist in this product.
2. **APPROVAL:** Verbal request to commence each task constitutes approval of prior work. Changes in subsequent work will be considered additional services, documented and billed on an hourly basis.
3. **CONSULTANTS:** Consultants/ disciplines are not a part of this scope of services except those listed herein this document. Should the Owner require LPA to enlist the services of other consultants/disciplines, these additional consultants/disciplines shall be considered in addition to the contract and will be billed at a factor of 1.25.
4. **REPRODUCTION RESPONSIBILITIES:**
 - a. Printing will be billed at 1.10 times cost.
5. **UTILITY COMPLIANCE:** The coordination and review of designs with outside agencies for compliance with code requirements and obtaining any necessary approvals shall be by client/owner.
6. **BUILDING PERMITS:** Submittals and coordination for permits shall be by the owner.
7. **BILLING/PAYMENT:** LPA shall invoice monthly for a percentage of the work completed under the terms of the Contract. Payment is due thirty (30) days from the date of the invoice. LPA shall stop all current work, and notify the client if payment is not received within thirty (30) days.
8. **RATE SCHEDULE:** The attached LPA hourly rate schedule became effective January 1, 2008, and however, is subject to change without notification.
9. **ADDITIONAL SERVICES:** Tasks either not included or in addition to this Scope of Services, but requested by the Client shall be identified as such and billed at an hourly rate, unless a detailed scope is requested. This includes but is not limited to additional meetings, site visits, and design services.
10. **FEES:** The Client shall pay all government fees, permits, assessments, etc.

CONSTRUCTION DOCUMENTS SERVICES

Given that the results of and or quantity of required construction is unknown until the completion of the Existing Campus ADA Assessment this proposal does not include the preparation and/or processing of construction or bidding documentation. Based on the Existing Campus ADA Assessment an additional proposal can be submitted for any necessary implementation as required by DSA in the future.

CONSULTANTS

No consultants are currently anticipated, LPA will attempt to utilize existing campus topography information to prepare the Access Plan document(s). Any additional site elevations required will need to be supplied by a civil engineer and billed to the district as an additional expense.



- 11. SPECIAL MEETINGS: Necessary preparation time and attendance at public hearings or agency meetings by LPA are not within this Scope of Services.
- 12. PHASING: Plans shall be considered as one construction phase unless otherwise directed by the Client. Should the drawings be phased after the acceptance of this document, the additional work will be identified as additional services and be billed at an hourly rate, unless a detailed scope is requested.

LPA BASIC HOURLY RATE SCHEDULE

Principal	\$ 195.00
Senior Project Director	\$ 175.00
Project Director	\$ 155.00
Senior Project Manager	\$ 145.00
Managing Professional	\$ 135.00
Senior Professional	\$ 120.00
Professional	\$ 110.00
Professional Staff	\$ 100.00
Intermediate Staff	\$ 90.00
Staff	\$ 80.00
Support Specialist	\$ 70.00
Clerical Staff	\$ 65.00
Intern	\$ 55.00

NOTE: These rates became effective January 1, 2008 and are subject to change annually.

FEE PROPOSAL

Existing Campus ADA Assessment Plan \$ 65,000

QUALIFICATIONS

LPA reserves the right to discuss the services and items described below which are specifically not included in the Architect's Fee.

- a. ALTA site topographic and/or aerial survey.
- b. Site boundary survey.
- c. Off-site engineering design.
- d. Geotechnical engineering.

EXPENSES

In addition to compensation for basic services, SBVC shall reimburse LPA at cost (without additional fee or mark-up) on a monthly basis for costs related to expenses incurred as described below.

Expenses such as the following are included in the fee for services:

- a. Telephone charges.
- b. Expenses for reproductions of drawings, plans and construction documents, including CAD plotting for the exclusive in-house use by design team and as described in the following deliverables made at each approval phase:
 1. One CD of electronic submittal.
 2. One half size copy of submittal.
 3. One full size copy of submittal.
- c. Typical in-house expenses such as facsimile and photocopies.
- d. Travel expenses including mileage or travel to and within the project area.

Expenses such as the following are excluded from the fee for Design services:

- a. Charges for materials relating to professionally prepared models or renderings of the project.
- b. Expenses for CAD plotting and reproduction of drawings, plans, construction documents and specifications beyond those outlined above.
- c. Delivery of and/or reproduction of submittals during Construction Phase.
- d. Photographs, Photostats and other special reproductions required for the project.
- e. Travel expenses including mileage or travel outside the Southern California area (Orange and San Bernardino Counties).
- f. Miscellaneous items such as film, presentation photos, photo development, etc.
- g. Agency and Plan Check submittal fee
- h. Permit or construction fees

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services
PREPARED BY: Diana Johnson, Acting Bond Program Manager, Kitchell/BRj/Seville
DATE: June 16, 2011
SUBJECT: Consideration of Approval of Proposal for LPA, Inc.

RECOMMENDATION

It is recommended that the Board of Trustees approve a proposal from LPA, Inc. in the amount of \$8,235.00 for architectural services for the Tree Relocation project at San Bernardino Valley College.

OVERVIEW

In September 2009 an updated Professional Services Screening & Recommendation Process for Measure M Projects was presented to the Board. The goals of that process are to 1) reach out to the professional services community twice a year through publications, professional organizations, and other means, and 2) establish Screening Advisory Committees comprised of District and College stakeholders to develop evaluation and rating criteria, and interview and recommend firms for appointment by the Board of Trustees.

As a result of this process, LPA, Inc. is being recommended to perform architectural services for the San Bernardino Valley College Campus for Tree Relocation project.

ANALYSIS

For construction projects under consideration for Measure M, this contract with LPA would entail a specific tree relocation plan campus wide. Services for this proposal will include harvesting and relocating existing trees within the limits of work that would impede upon construction activity and would relocate identified trees to an area designated by the Campus. Services include coordinating the efforts to identify, dig, box, relocate, and potentially store trees on campus.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in the 2010-2011 Measure M budget.

Kitchell/BRj/Seville

701 South Mount Vernon, San Bernardino, CA 92410


Project Memo

(909) 593-3160 / FAX (909) 889-9952

DATE: May 18, 2011

No. VC 013 Tree Relocation

TO: Charlie Ng
Interim Vice Chancellor, SBCCD

FROM: Brooke Duncan, Project Manager, Kitchell/BRj/Seville 

RE: San Bernardino Valley College (SBVC)
PROJECT: Sitework/Signage/ADA
Architects proposal approval for Tree Relocation Project, campus wide

SCOPE:

SBCCD approval to provide a contract to LPA for landscape development for relocating existing trees associated with upcoming construction projects.

NARRATIVE:

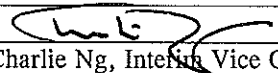
For construction projects under consideration for Measure M, this contract to LPA would entail a specific tree relocation plan campus-wide. Services included for this proposal will include harvesting and relocating existing trees within the limits of work that would impede upon construction activity and would relocate identified trees to an area designated by Campus. Services include coordinating the efforts to identify, dig, box, relocate, and potentially store trees on campus. Also included is topographic site survey, base preparation, design layout with details, coordination, reviews and field observation during work activities.

Kitchell/BRj/Seville has obtained a proposal from LPA to provide landscape development and field observation. The proposal totals \$8,235.00, which is within current acceptable industry standards for landscape architectural services associated with this type of construction.

RECOMMENDATION:

Kitchell/BRj/Seville recommends that SBCCD grant approval for LPA Proposal in the amount of \$8,235.00 for the SBVC Tree Relocation Plan.

<input checked="" type="radio"/> I concur with this recommendation	 Diana Johnson, Acting Program Manager, KBS
<input type="radio"/> I do not concur with this recommendation	

<input checked="" type="radio"/> I concur with this recommendation	 Charlie Ng, Interim Vice Chancellor, SBCCD
<input type="radio"/> I do not concur with this recommendation	

Attachments: LPA scope of services proposal dated April 20, 2011

Cc: Diana Johnson, Sheila Nelson, File

Date: April 20, 2011

Project: San Bernardino Valley College (SBVC)
Tree Relocation Plan

Location: San Bernardino, CA

Architect: LPA

Contact: Rich Bienvenu/Wendy Robison

Project Assumptions:

The following elements are listed as a clarification to the Scope of Services described on the following pages. All assumptions are based on information known at the time, as provided by Patricia Nguyen and Cad McMullin Kitchell/BRJ/Seville.

Clarifications and assumptions include the following:

1. The project scope is a tree relocation plan for SBVC campus in the City of San Bernardino, California. LPA services will include Tree Relocation Plans, identifying the harvesting and relocation of existing Oak, Sycamore and Magnolia Trees that exist currently on the campus, in the areas to be affected by the future Parking Structure, and/or Building demolition. Services include coordinating the efforts to identify, dig, box, relocate and potentially store said trees on campus. Services exclude any topographic site survey, and base preparation and actual physical relocation (see attached site plan identifying project area(s)).
2. The following consultants are included within the Scope of Services:
 - None
3. The following consultants are NOT included within the Architects basic scope of services but can be added as required, including, but are not limited to:
 - Specification Writer
 - Civil Engineer
 - Structural Engineer
 - Electrical Engineer
 - Cost Estimator
 - Irrigation



4. **CONSULTANTS:** Should the Owner require LPA to enlist the services of consultants, these additional consultants shall be considered in addition to the contract and will be billed at a factor of 1.25.
5. **SOIL SUITABILITY & FERTILITY TEST:** The Contractor shall provide an agronomic suitability and chemical fertility soils test and analysis with recommendations for soil amendment by a soils testing laboratory at the time finish grades are established, prior to the commencement of planting.
6. **REPRODUCTION RESPONSIBILITIES:**
 - a. Printing will be billed at 1.10 times cost.
7. **UTILITY COMPLIANCE:** The coordination and review of landscape designs with outside agencies for compliance with code requirements and obtaining any necessary approvals shall be by LPA.
8. **BUILDING PERMITS:** Submittals and coordination for permits shall be by the Owner.
9. **BILLING/PAYMENT:** LPA shall invoice monthly for a percentage of the work completed under the terms of the Contract. Payment is due thirty (30) days from the date of the invoice. LPA shall stop all current work, and notify the client if payment is not received within thirty (30) days.
10. **RATE SCHEDULE:** The attached LPA hourly rate schedule became effective April 1, 2008, and however, is subject to change without notification.
11. **ADDITIONAL SERVICES:** Tasks either not included or in addition to this Scope of Services, but requested by the Client shall be identified as such and billed at an hourly rate, unless a detailed scope is requested. This includes but is not limited to additional meetings, site visits, and design services.
12. **FEES:** The Client shall pay all government fees, permits, assessments, etc.
13. **SPECIAL MEETINGS:** Necessary preparation time and attendance at public hearings or agency meetings by LPA are not within this Scope of Services.
14. **PHASING:** Landscape/Grading Plans shall be considered as one construction phase unless otherwise directed by the Client. Should the drawings be phased after the acceptance of this document, the additional work will be identified as additional services and be billed at an hourly rate, unless a detailed scope is requested.

HOURLY RATE SCHEDULE

Principal	\$ 195.00
Senior Project Director	\$ 175.00
Project Director	\$ 155.00
Senior Project Manager	\$ 145.00
Managing Professional	\$ 135.00
Senior Professional	\$ 120.00
Professional	\$ 110.00
Professional Staff	\$ 100.00
Intermediate Staff	\$ 90.00
Staff	\$ 80.00
Support Specialist	\$ 70.00
Clerical Staff	\$ 65.00
Intern	\$ 55.00

NOTE: These rates became effective January 1, 2008 and are subject to change annually.

FEE PROPOSAL

Task 3 Tree Relocation Plan	\$8,235
TOTAL FEE	\$8,235

Reimbursables for the following are not included in the fee and shall be reimbursed to the Architect at 1.10 times the invoice amount estimated not to exceed total is \$2,500.00.

- Mileage/travel outside Orange & San Bernardino County.
- Reproduction.
- CADD plotting.
- Telephone/Facsimile Services.
- Renderings.
- Models.



LANDSCAPE DEVELOPMENT

TASK 1 - CONSTRUCTION DOCUMENTS

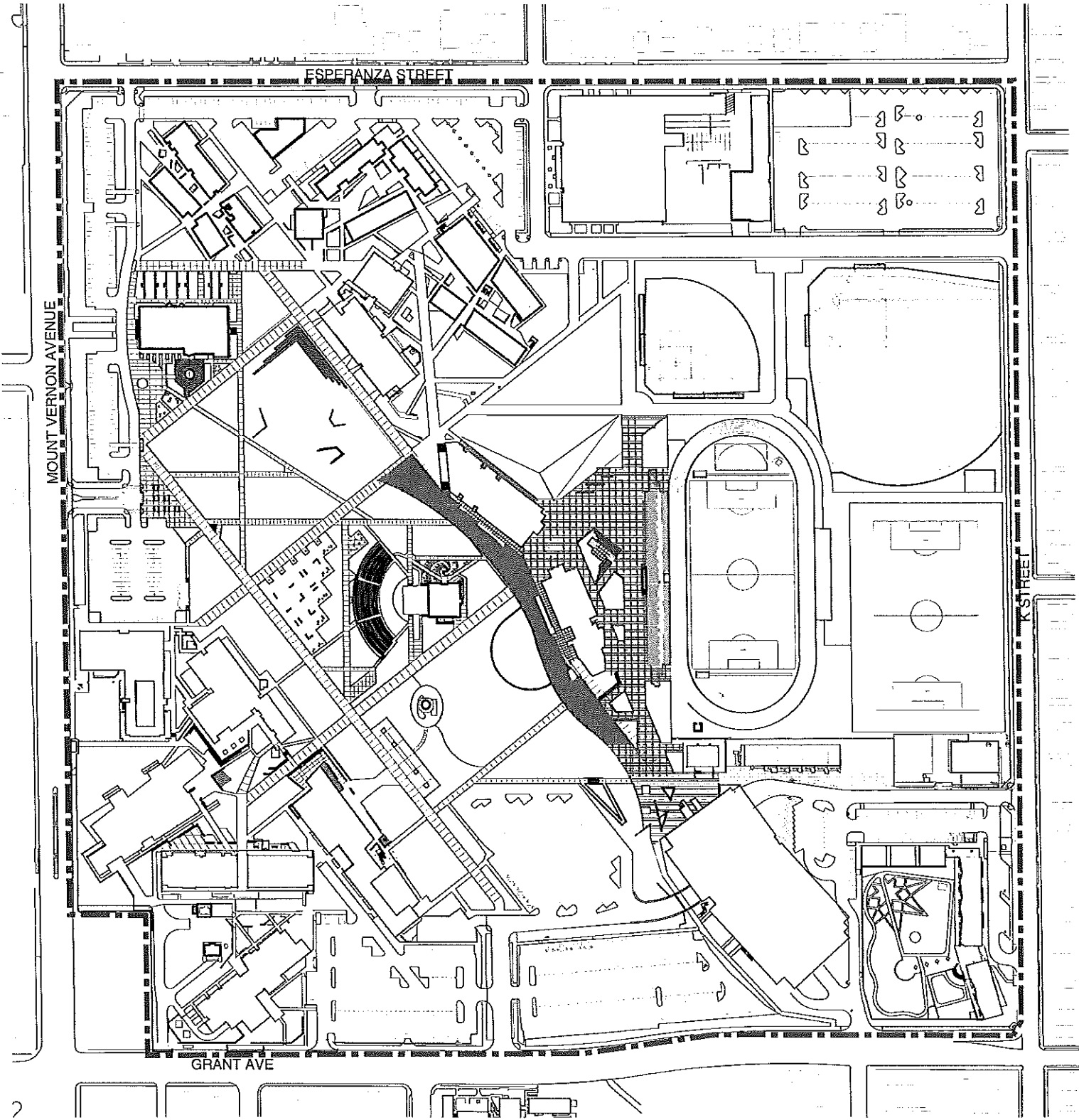
- A. PROGRAM - Upon the approval by the client of the approach and studies per the Parking Structure Construction Documents and the Conceptual Landscape studies completed to date, LPA will prepare the necessary drawings to facilitate the elements of the tree relocation/storage program.
- B. FINAL BASES - Minor revisions to bases by others.
- C. LAYOUT - Prepare labeled and dimensioned Material and Layout plans which identify trees and clearly indicate ultimate locations and treatments.
- D. PLANTING - Prepare labeled planting plan with legend and call-outs.
- E. DETAILS - prepare construction and installation details of hardscape elements, necessary for tree relocation & planting.
- F. IN-HOUSE REVIEW - Provide coordination, plan check and revisions.
- G. COORDINATION - Coordinate landscape drawings with those of other consultants/disciplines.
- H. REVIEW MEETINGS - Meet with Client and Tree service to resolve issues that affect the progress of Tree/landscape work.
1. Meeting Attendance - 3 total.
- K. SUMMARY -
1. Meetings
 - (2) Client
 - (1) Coordination
 2. Deliverables
 - Precise Tree relocation Plan
 - Layout and Materials Plan
 - Construction Details
 - Planting Plans
 - Planting Details

TASK 2 - FIELD OBSERVATION

- A. PROGRAM - LPA will make periodic visits to the site to become familiar with the progress and quality of construction to determine the construction of the work is proceeding in accordance with the intent and construction documents. During such visits on the basis of observations at the site, LPA will keep the Client informed of the progress of construction and may recommend rejection of work to the Client as failing to conform to the construction documents.
- B. SCHEDULED SITE VISITS -
1. Landscape Architect Recommended Site Visits:
 - a. Pre-construction Conference
 - b. Tree review and tagging
 - c. Plant Material/Layout Review
 2. Each Site Visit may include a written "Field Report" indicating the status of construction for visits performed.
 3. Field Observation fees denoted below are an allowance. Field Observation visits are an estimate and will be billed hourly against the allowance, not to exceed allowance fee without written authorization from the Owner.
- C. SUMMARY -
1. Meetings/site Visits
 - (4) maximum
 -
 2. Deliverables
 - Field Reports
 - Punch List(s)

ASSUMPTIONS

1. SURVEY: Client to retain their own civil engineer to create a digital survey base sheet/historical record drawing to assist in this product.
2. GEOTECHNICAL SOILS REPORT: Client to provide a current Geotechnical Soils Report.
3. APPROVAL: Verbal request to commence each task constitutes approval of prior work. Changes in subsequent work will be considered additional services, documented and billed on an hourly basis.



2

--- LIMIT OF WORK
Tree Relocation Plan



SBVC EXHIBIT
LPA INC.
04.14.11

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
 FROM: Bruce Baron, Chancellor
 REVIEWED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services
 PREPARED BY: Diana Johnson, Acting Bond Program Manager, Kitchell/BRj/Seville
 DATE: June 16, 2011
 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 the Bond Measure P construction change orders and amendments. These changes are required and necessary, benefit the District, and reflect the most favorable negotiated costs.

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>
Caston Plastering	CO-06	1,985,585	-74,004	-2,720	1,908,861	-3.95
Couts Heating & Cooling.	CO-07	3,347,000	233,377	2,458	3,582,835	6.66
Prime Painting	CO-02	143,750	917	-1,008	143,659	-0.06
Marina Landscaping	CO-03	299,000	3,307	-1,362	300,945	0.65
RDM Electric	CO-09	2,311,800	300,060	1,564	2,613,424	8.74
Total Proposed Changes				-1,068		

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

Construction contract amendments and change orders submitted for approval this month total -\$1,068. The percentage for this month's change orders is -0.001% of the total Measure P construction contracts of \$106,224,913.

The overall impact of amendments and change orders increases the Bond Measure P CIP construction contracts by \$6,263,625. The new overall Measure P change order percentage is 5.90%. 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

Included in the 2010-2011 Budget for Measure P.



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: Caston Plastering Amount: \$ -2,720

Campus: San Bernardino Valley College Project: Chemistry/Physical Science Bldg.

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: Delete vertical metal paneling at stairs; revise details at display cabinets for better finish at edges - adding finish trim; change studs to 6" depth at electrical panels.

Accountability

This change was not part of the original design scope because: District recommendation to delete vertical metal paneling at stairs; revision to details at display cabinets; and the changing of studs to 6" depth at electrical panels.

- 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 \$ 1,985,585

The current base contract amount with approved amendments equals \$ 1,987,290

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 \$ 1,908,861

This change order is subject to the 10% rule. It results in a -0.14% change to the contract.

The cumulative amount of change orders for this contract equals \$ -78,429
or -3.95% of the contract amount.

Signatures

	<u>Name</u>	<u>Signature</u>	<u>Date</u>
Acting Bond Program Manager	Diana Johnson		05-23-11



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: Couts Heating & Cooling Amount: \$ 2,458
 Campus: San Bernardino Valley College Project: Chemistry/Physical Science Bldg.

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: Revise laboratory casework & storage per campus request.

Accountability

This change was not part of the original design scope because: District recommended a revision to laboratory casework & storage.

- 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 \$ 3,347,000
 The current base contract amount with approved amendments equals \$ 3,358,979
 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 \$ 3,582,835
 This change order is subject to the 10% rule. It results in a 0.07% change to the contract.
 The cumulative amount of change orders for this contract equals \$ 223,856
 or 6.66% of the contract amount.

Signatures

	<u>Name</u>	<u>Signature</u>	<u>Date</u>
Acting Bond Program Manager	Diana Johnson	<u>Diana Johnson</u>	<u>05-23-11</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 Contractors Amount: \$ -1,008

Campus: San Bernardino Valley College Project: Chemistry/Physical Science Bldg.

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: Delete vertical metal paneling at stairs.

Accountability

This change was not part of the original design scope because: District recommended a deletion of the vertical metal paneling at stairs.

- 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 \$ 143,750

The current base contract amount with approved amendments equals \$ 143,750

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 \$ 143,659

This change order is subject to the 10% rule. It results in a -0.70% change to the contract.

The cumulative amount of change orders for this contract equals \$ -91

or -0.06% of the contract amount.

Signatures

	<u>Name</u>	<u>Signature</u>	<u>Date</u>
Acting Bond Program Manager	Diana Johnson		<u>05-23-11</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: Marina Landscape Amount: \$ -1,362

Campus: San Bernardino Valley College Project: Chemistry/Physical Science Bldg.

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: Revise walkway material from decomposed granite to concrete per District request; add concrete retaining/seat wall, including drains for wall to contain existing redwood trees to north of building as the existing grade was higher than indicated on the survey.

Accountability

This change was not part of the original design scope because: District requested revision of walkway material; added concrete retaining/seat wall, including drains for walls to contain existing redwood trees, as the existing grade was higher than indicated on the survey.

- 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 \$ 299,000

The current base contract amount with approved amendments equals \$ 299,000

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 \$ 300,945

This change order is subject to the 10% rule. It results in a -0.46% change to the contract.

The cumulative amount of change orders for this contract equals \$ 1,945

or 0.65% of the contract amount.

Signatures

	<u>Name</u>	<u>Signature</u>	<u>Date</u>
Acting Bond Program Manager	Diana Johnson		<u>05-23-11</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, Co. Amount: \$ 1,564

Campus: San Bernardino Valley College Project: Chemistry/Physical Science Bldg.

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: Change two 8' light fixtures to 4' light fixtures; add a power relay for lighting controls in Room CP148.

Accountability

This change was not part of the original design scope because: Per Campus recommendation two 8' light fixtures needed to be changed out to 4' light fixtures; the additional power relay were not shown on the drawings.

- 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 \$ 2,403,334

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 \$ 2,613,424

This change order is subject to the 10% rule. It results in a 0.07% change to the contract.

The cumulative amount of change orders for this contract equals \$ 210,090

or 8.74% of the contract amount.

Signatures

	<u>Name</u>	<u>Signature</u>	<u>Date</u>
Acting Bond Program Manager	Diana Johnson		<u>05-23-11</u>

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
Capital Facilities Program Management

3347A4
Project Number

CS-BC10-CO6

CHANGE ORDER

Original Contract Amount: \$1,985,585.00
Amount of Previous Contract Amendments: \$1,705.00
Amount of Previous Change Orders: (\$75,709.00)

DSA No.:
CS-BC10-CO6

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>18-May-11</u>
Project Description:	<u>New Chemistry & Physical Science Building</u>	Contract No.:	<u>Bld Category 10</u>
To (Contractor):	<u>Caston Plastering</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 5/18/11 for
Change Order No. CS-BC10-CO6 Item(s): 6.1 to 6.3

TOTAL COST OF CHANGE ORDER CS-BC10-CO6 (\$2,720.00)

Reason for Change:

Refer to attached Change Order No. CS-BC10-CO6 summary dated 5/18/11

Initiator of Change:

Refer to attached Change Order No. CS-BC10-CO6 summary dated 5/18/11

The original Base Contract Sum was:	\$1,985,585.00
Net change by previous authorized Contract Amendment (s):	\$1,705.00
The revised BASE Contract Sum:	\$1,987,290.00
Net change by previous authorized Change Order(s):	(\$75,709.00)
The Contract Sum including previous authorized Change Orders:	\$1,911,581.00
The contract AMOUNT due to C.O. No. CS-BC10-CO6 will be decreased by:	(\$2,720.00)
The revised Contract Amount, including this Change Order is, therefore:	\$1,908,861.00
The contract TIME due to C.O. No. CS-BC10-CO6 will be unchanged by:	0 calendar days.

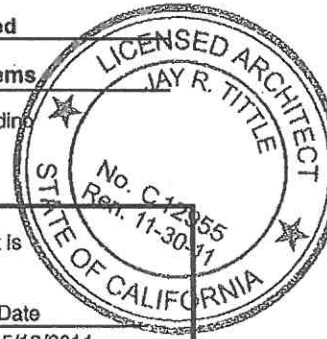
The revised Contract Completion Date, including this Change Order is, therefore unchanged
SBCCD Change Order # CS-BC10-CO6 includes Item Number(s): Three (3) items

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

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

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

Architect:	<u>Jay R. Title</u>	Name (printed)	Jay R. Title, C-12955	Date	5/18/2011
Constr. Mgr.:	<u>Jimmy Jordan</u>	Name (printed)	JIMMY JORDAN, PM	Date	05/23/11
District:	<u>Mr. Charle Ng</u>	Name (printed)	Mr. Charle Ng, Interim Vice Chancellor Fiscal Services		
Contractor:	<u>Greg Makachonshi</u>	Name (printed)	Greg Makachonshi		



CHANGE ORDER NO.

CS-BC10-CO6

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
Item 6.1	Delete vertical metal paneling at stairs. PD87, PC99	H3			(\$2,361.00)	(\$2,361.00)
Item 6.2	Revise details at display cabinets for better finish at edges - adding finish trim PD99, PC 100	H3			(\$1,669.00)	(\$1,669.00)
Item 6.3	Change studs to 6" depth at electrical panels PC 103	H3			\$1,310.00	\$1,310.00
	Subtotal					(\$2,720.00)
	TOTAL CHANGE ORDER #				CS-BC10-CO6	(\$2,720.00)

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

CS-BC18-CO7

CHANGE ORDER

Original Contract Amount: \$3,347,000.00
 Amount of Previous Contract Amendments: \$11,979.00
 Amount of Previous Change Orders: \$221,398.00

DSA No.:
CS-BC18-CO7

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>18-May-11</u>
Project Description:	<u>New Chemistry & Physical Science Building</u>	Contract No.:	<u>Bid Category 18</u>
To (Contractor):	<u>Couts Heating & Cooling</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 5/18/11 for
 Change Order No. CS-BC18-CO7 Item(s) 7.1

TOTAL COST OF CHANGE ORDER CS-BC18-CO7 \$2,458.00

Reason for Change:

Refer to attached Change Order No. CS-BC18-CO7 summary dated 5/18/11

Initiator of Change:

Refer to attached Change Order No. CS-BC18-CO7 summary dated 05/18/11

The original Base Contract Sum was:	\$3,347,000.00
Net change by previous authorized Contract Amendment (s):	\$11,979.00
The revised BASE Contract Sum:	\$3,358,979.00
Net change by previous authorized Change Order(s):	\$221,398.00
The Contract Sum including previous authorized Change Orders:	\$3,580,377.00
The contract AMOUNT due to C.O. No. CS-BC18-CO7 will be increased by:	\$2,458.00
The revised Contract Amount, including this change order is, therefore:	\$3,582,835.00

The contract TIME due to C.O. No. CS-BC18-CO7 will be unchanged by: 0 calendar days

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

SBCCD Change Order # CS-BC18-CO7 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>(SEE WET SIGNED STAMP)</u>	Name (printed)	<u>Jay R. Tittle, C-12955</u>	Date	<u>5/18/2011</u>
Constr. Mgr.:	<u>[Signature]</u>		<u>JIMMY RIORDAN, PM</u>		<u>05/23/11</u>
District:			<u>Mr. Charlie Ng, Interim Vice Chancellor Fiscal Services</u>		
Contractor:	<u>[Signature]</u>		<u>CORY MILLER, PM</u>		<u>5/18/11</u>
			Printed Name/Title		date



State of California - Division of the State Architect DSA Application No. 04-109148 File No. 36-C2

Approved _____ per Principal Structural Engineer: _____

CHANGE ORDER NO.

CS-BC18-CO7

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
Item 7.1	Revise laboratory casework & storage per campus request PD103, PC104	H4			\$2,458.00	\$2,458.00
	Subtotal					\$2,458.00
	TOTAL CHANGE ORDER #				CS-BC18-CO7	\$2,458.00

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

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
Capital Facilities Program Management

CS-BC13-CO2

CHANGE ORDER

DSA No.:
CS-BC13-CO2

Original Contract Amount: \$143,750.00
Amount of Previous Contract Amendments: \$0.00
Amount of Previous Change Orders: \$917.00

School Name: San Bernardino Valley College Date: 18-May-11
Project Description: New Chemistry & Physical Science Building Contract No.: Bid Category 13
To (Contractor): Prime Painting Contractors 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

Table with 4 columns: Description of Work, Change Order No., Item(s), and Date. Includes 'TOTAL COST OF CHANGE ORDER' and 'Reason for Change'.

Summary table with 2 columns: Description and Amount. Rows include 'The original Base Contract Sum was', 'Net change by previous authorized Contract Amendment (s)', 'The revised BASE Contract Sum', 'Net change by previous authorized Change Order(s)', 'The Contract Sum including previous authorized Change Orders', 'The contract AMOUNT due to C.O. No. CS-BC13-CO2 will be decreased by', and 'The revised Contract Amount, including this Change Order is, therefore'.

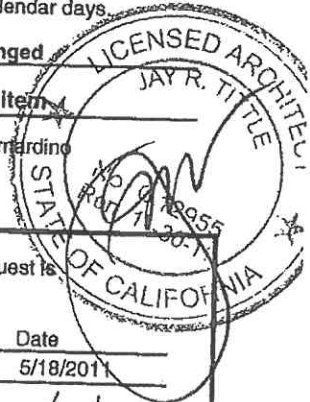
The contract TIME due to C.O. No. CS-BC13-CO2 will be unchanged by: 0 calendar days
The revised Contract Completion Date, including this Change Order is, therefore unchanged
SBCCD Change Order # CS-BC13-CO2 includes Item Number(s): One (1) item

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

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

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

Signature and Name fields for Architect (Jay R. Tittle), Constr. Mgr. (Jimmy R. Jordan), District (Mr. Charlie Ng), and Contractor (Bobby Sankar).



DSA No.:
CS-BC13-CO2

CHANGE ORDER NO.

CS-BC13-CO2

REF.	DESCRIPTION OF ITEM	CODE	% CREDIT	COST	BALANCE
Item 1.1	Delete vertical metal paneling at stairs. PD87, PC99	H3		(\$1,008.00)	(\$1,008.00)
	Subtotal				(\$1,008.00)
	TOTAL CHANGE ORDER #			CS-BC13-CO2	(\$1,008.00)

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

CS-BC20-CO3

CHANGE ORDER

Original Contract Amount: \$299,000.00
Amount of Previous Contract Amendments: \$0.00
Amount of Previous Change Orders: \$3,307.00

DSA No.:
CS-BC20-CO3

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>11-Apr-11</u>
Project Description:	<u>New Chemistry & Physical Science Building</u>	Contract No.:	<u>Bld Category 20</u>
To (Contractor):	<u>Marina Landscape, Inc.</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 4/11/11 for
Change Order No. CS-BC20-CO3 Item(s): 3.1 to 3.2**

TOTAL COST OF CHANGE ORDER CS-BC20-CO3 (\$1,362.00)

Reason for Change:

Refer to attached Change Order No. CS-BC20-CO3 summary dated 4/11/11

Initiator of Change:

Refer to attached Change Order No. CS-BC20-CO3 summary dated 04/11/11

The original Base Contract Sum was:	\$299,000.00
Net change by previous authorized Contract Amendment (s):	\$0.00
The revised BASE Contract Sum:	\$299,000.00
Net change by previous authorized Change Order(s):	\$3,307.00
The Contract Sum including previous authorized Change Orders:	\$302,307.00
The contract AMOUNT due to C.O. No. CS-BC20-CO3 will be decreased by:	(\$1,362.00)
The revised Contract Amount, including this change order is, therefore:	\$300,945.00
The contract TIME due to C.O. No. CS-BC20-CO3 will be unchanged by:	0 calendar days.

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

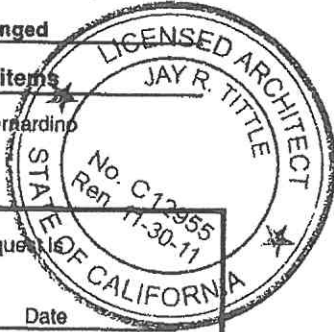
SBCCD Change Order # CS-BC20-CO3 includes Item Number(s): Two (2) items

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>Jay R. Tittle</u>	Name (printed)	Jay R. Tittle, C-12955	Date	4/11/2011
Constr. Mgr.:	<u>JIMMY P. ...</u>		JIMMY P. ... PM		05/04/11
District:	<u>Mr. Charlie Ng</u>		Mr. Charlie Ng, Interim Vice Chancellor Fiscal Services		
Contractor:	<u>ALI TAVAKOLI</u>		ALI TAVAKOLI		5/3/2011



State of California - Division of the State Architect

DSA Application No. 04-109148

File No. 38-C2

Approved _____

per Principal Structural Engineer: _____

CHANGE ORDER NO.

CS-BC20-CO2

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
Item 3.1	Revise walkway material from decomposed granite to concrete per District request. PD110, PC92	C4			(\$4,973.00)	(\$4,973.00)
Item 3.2	Add concrete retaining / seat wall, including drains for walls, to contain existing redwood trees to north of building as the existing grade was higher than indicated on the survey. PD 109, PC93	A3			\$3,611.00	\$3,611.00
Subtotal						(\$1,362.00)
TOTAL CHANGE ORDER #		CS-BC20-CO2				(\$1,362.00)

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

CS-BC19-CO9

CHANGE ORDER

Original Contract Amount: \$2,311,800.00
Amount of Previous Contract Amendments: \$91,534.00
Amount of Previous Change Orders: \$208,526.00

DSA No.:
CS-BC19-CO9

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>18-May-11</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.:	<u>Refer to attachments</u>	Reference RFP No.:	<u>N/A</u>
Description of Work:	<u>Refer to attached Change Order summary dated 5/18/11 for Change Order No. CS-BC19-CO9 Item(s): 9.1 to 9.2</u>		
TOTAL COST OF CHANGE ORDER	<u>CS-BC19-CO9</u>		<u>\$1,564.00</u>
Reason for Change:	<u>Refer to attached Change Order No. CS-BC19-CO9 summary dated 5/18/11</u>		
Initiator of Change:	<u>Refer to attached Change Order No. CS-BC19-CO9 summary dated 05/18/11</u>		

The original Base Contract Sum was:	<u>\$2,311,800.00</u>
Net change by previous authorized Contract Amendment (s):	<u>\$91,534.00</u>
The revised BASE Contract Sum:	<u>\$2,403,334.00</u>
Net change by previous authorized Change Order(s):	<u>\$208,526.00</u>
The Contract Sum including previous authorized Change Orders:	<u>\$2,611,860.00</u>
The contract AMOUNT due to C.O. No. <u>CS-BC19-CO9</u> will be increased by:	<u>\$1,564.00</u>
The revised Contract Amount, including this change order is, therefore:	<u>\$2,613,424.00</u>
The contract TIME due to C.O. No. <u>CS-BC19-CO9</u> will be unchanged by: <u>0</u> calendar days.	
The revised Contract Completion Date, including this Change Order is, therefore	<u>unchanged</u>

SBCCD Change Order # CS-BC19-CO9 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>(SEE WET SIGNED STAMP)</u>	Name (printed):	<u>Jay R. Tittle, C-12955</u>	Date:	<u>5/18/2011</u>
Constr. Mgr.:	<u>[Signature]</u>		<u>JIMMY R. RORDAN, PM</u>		<u>05/23/11</u>
District:			<u>Mr. Charlie Ng, Interim Vice Chancellor Fiscal Services</u>		
Contractor:	<u>[Signature]</u>		<u>SAMUEL JORDAN / PM</u>		
			<u>Printed Name/Title</u>		



State of California - Division of the State Architect
Approved _____

DSA Application No. 04-109148
per Principal Structural Engineer: _____

File No. 36-C2

CHANGE ORDER NO.

CS-BC19-CO9

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
Item 8.1	Change two 8' light fixtures to 4' light fixtures PD100, PC106	H3			\$632.00	\$632.00
Item 8.2	Add a power relay for lighting controls in Room CP148 PD 101, PC107	G3			\$932.00	\$932.00
	PD98, PC87R1					
	Subtotal					\$1,564.00
	TOTAL CHANGE ORDER #	CS-BC19-CO9				\$1,564.00



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

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

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services 
PREPARED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services 
DATE: June 16, 2011
SUBJECT: Consideration of Approval of Amendment 005 to the
Kitchell Bond Measure P Program Management Agreement

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment 005 to the Kitchell Bond Measure P Program Management Agreement for the redistribution of some of the remaining contract funds as indicated below:

	<u>Current</u>	<u>Amended</u>
Labor	23, 278.06	\$277,700.36
Authorization to Expend Funds	131,373.62	7,262.64
Additional Services	130,311.32	0.00
Total Redistribution of Funds	284,963.00	284,963.00

There are no additional fees associated with this amendment.

OVERVIEW

This amendment will allow for the payment of fees under the Measure P agreement during the completion of the Measure P program. This amendment will not have any additional fees associated with it and is a redistribution of some of the remaining contract funds.

ANALYSIS

This amendment will not change the approved contract amount of \$9,370,184.00.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

The approval of this item will not impact the budget.

Kitchell/BRj/Seville

Project Memo

701 South Mount Vernon, San Bernardino, CA 92410

Phone (909) 693-3160 | FAX (909) 889-9952

DATE: May 23, 2010 N° - SBCCD - 023
TO: Charlie Ng
Interim Vice Chancellor, Fiscal Services, SBCCD
FROM: Diana Johnson *DJ*
Acting Program Manager, Kitchell/BRj
PROJECT: Kitchell Amendment 5
Redistribution of Funds within Existing Agreement

Scope

An agreement for services is requested to redistribute funds within the existing Kitchell/BRj agreement for the completion of Measure P.

Narrative

This amendment will not have any additional fee associated with it and is a redistribution of the balance of the following contract funds:

	<u>CURRENT</u>	<u>REQUESTED</u>
Labor Remaining Funds	\$ 23,278.06	\$277,700.36
ATEF (Authorization to Expend Funds)	\$131,373.62	\$ 7,262.64
Additional Services	\$130,311.32	\$ 0.00
TOTAL Redistribution of funds	\$284,963.00	\$284,963.00

The effect of this amendment will be the redistribution of funds and, at this time, no additional cost to the approved contract amount of \$9,370,184.00. There is no change to the contract schedule.

Recommendation

It is recommended that the Board of Trustees approve Amendment #005 to the Kitchell CEM, Inc. Agreement for Program Management Services, Measure P, for the San Bernardino Community College District - Crafton Hills College and Valley College.

I concur with this recommendation
 I do not concur with this recommendation
Diana Johnson
Diana Johnson, Acting Program Manager, KBS

I concur with this recommendation
 I do not concur with this recommendation
Charlie Ng
Charlie Ng, Interim Vice Chancellor, Fiscal Services

**AGREEMENT BETWEEN THE San Bernardino COMMUNITY COLLEGE DISTRICT AND
KITCHELL CEM, INC. FOR PROGRAM MANAGEMENT SERVICES
Amendment No. 5**

This AMENDMENT is made and entered into the 16th day of June in the year 2011 by and between San Bernardino Community College District and Kitchell CEM, Inc.

All articles in the original agreement dated September 24, 2006 shall remain in effect including (AMENDMENT 1, Exhibit B; AMENDMENT 2, Exhibit A; AMENDMENT 3, Exhibit A; AMENDMENT 4, Exhibit A.

Exhibit B, Article 1 Basic Services:

District and Program Manager agree to the redistribution of funds on the following line items:

	<u>CURRENT</u>	<u>REQUESTED</u>
Labor Remaining Funds	\$ 23,278.06	\$277,700.36
ATEF (Authorization to Expend Funds)	\$131,373.62	\$ 7,262.64
Additional Services	<u>\$130,311.32</u>	<u>\$ 0.00</u>
Total Redistribution of funds	\$284,963.00	\$284,963.00

For the completion of the remaining portion of the Kitchell CEM contract. The contract between Kitchell CEM, Inc. and the San Bernardino Community College District will remain at Nine Million Three Hundred Seventy Thousand One Hundred Eighty Four (\$9,370,184).

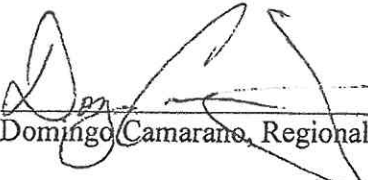
This AMENDMENT No. 5 entered into as of the day and year first written above.

Authorized:

San Bernardino community College District

Kitchell, CEM, Inc.

Charlie Ng, Interim Vice Chancellor



Domingo Camarano, Regional Executive

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services
PREPARED BY: Diana Johnson, Acting Bond Program Manager, Kitchell/BRj/Seville
DATE: June 16, 2011
SUBJECT: Consideration of Approval to Reduce Retention to 5%

RECOMMENDATION

It is recommended that the Board of Trustees approve the reduction of retention from 10% to 5% for the Empire Floor Covering, Inc. Chemistry/Physical Science contract at San Bernardino Valley College.

OVERVIEW

Empire Floor Covering is requesting a reduction of the retention on their contract from 10% to 5%. In compliance with California Public Contract Code section 9203, when 50% of the work on a contract has been completed, the retention for that contract can be reduced to 5%.

ANALYSIS

This Empire Flooring, Inc. contract work is in the 95% completion range and 5% retention is sufficient.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

This board action will not impact the budget.

Kitchell/BRj/Seville

Project Memo

701 S Mount Vernon, San Bernardino, CA 92410

Phone (909) 693-3160 - FAX (909) 889-9952

DATE: 5/25/11

No - VC 179

TO: Charlie Ng
Interim Vice Chancellor, Fiscal Services, SBCCD

FROM: Cade McMullin
Project Manager, Kitchell/BRj

RE: **SBVC Chem/Sci Building**
Recommendation to approve Empire Floor Covering, Inc. retention reduction to 5%

Scope:

SBCCD's approval to reduce Empire Floor Covering, Inc. retention to 5%

Narrative:

Empire Floor Covering, Inc. is requesting a reduction of their retention to 5%. Tilden-Coil Constructors has recommended allowing for the retention for Empire Floor Covering, Inc. (Chem/Sci Bid Category 11) to be reduced to 5%.

In compliance with California Contract Public Code section 9203, the Owner is allowed to reduce the retention amount to 5% after the Contractor has successfully completed 50% of the contracted work. The work is substantially complete, has been inspected and final punch listed.

Recommendation:

Kitchell/BRj recommends SBCCD approve reduction of retention to 5% for Empire Floor Covering, Inc. for Bid Category 11 -Flooring on the Chem/Sci Building project at San Bernardino Valley College. The board package will be prepared by Kitchell/BRj to be submitted on the June 11 board agenda for SBCCD Board of Trustees approval.

<input checked="" type="checkbox"/> I concur with this recommendation	
<input type="checkbox"/> I do not concur with this recommendation	Diana Johnson, Acting Program Manager

<input checked="" type="checkbox"/> I concur with this recommendation	
<input type="checkbox"/> I do not concur with this recommendation	Charlie Ng, Interim Vice Chancellor, Fiscal Services

Attachments: Tilden-Coil Constructors retention reduction letter dated May 24, 2011

Cc: Diana Johnson; Sheila Nelson (Kitchell/BRj)
File

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services
PREPARED BY: Steven Sutorus, Business Manager
DATE: June 16, 2011
SUBJECT: Consideration of Approval of Uniform Construction Cost Accounting Procedures,
UCCAP, Agreements

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached list of UCCAP contracts and agreements.

OVERVIEW

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

ANALYSIS

As part of adopting the UCCAP, the District maintains a pre-qualified list of contractors according to trade category. Qualified contractors from the list are solicited on informal bids for public works projects valued between \$30,000 and \$125,000. Contracts for projects are issued to the contractor submitting the lowest cost, responsible proposal. Adoption of the UCCAP allows the District to more efficiently and effectively manage small to medium sized projects.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

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

UCCAP - Uniform Construction Cost Accounting Procedures

Scheduled Board Date 6/16/2011

<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
Couts Heating and Cooling, Inc	(7335) Service - Upgrade of HVAC for LRC building control room; Funding Source - Bond Funded Term: 6/16/2011 - 6/30/2011 42-56-32-8104-0000-6210.50-7100 Note - This is an acceptable use of categorical/grant/bond funds	Kitchell/CHC	\$56,150.00	SSutorus
Tony Painting	(7334) Service - Exterior Painting of LA and Tech Buildings; Funding Source - State grant for scheduled maintenance Term: 6/16/2011 - 6/30/2011 41-29-15-9506-0231-6620.00-7100 Note - This is an acceptable use of categorical/grant/bond funds	Maintenance/SBVC	\$56,400.00	SSutorus

Grand Total Contracts for Board Date 6/16/2011: 2

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services
PREPARED BY: Steven Sutorus, Business Manager
DATE: June 16, 2011
SUBJECT: Consideration of Approval of Claim Reimbursement to District Students not Receiving Grant Payments under the Springbok Debit Card Program

RECOMMENDATION

It is recommended that the Board of Trustees approve the claim reimbursement to District students in the total amount of \$11,441.

OVERVIEW

In August 2009, the District engaged the services of Springbok Services, Inc. to administer the distribution of grants to District students via pre-paid debit cards. Springbok processed grant disbursements for both Fall 2009 and Spring 2010. On June 18, 2010, Springbok Services, Inc. filed for Chapter 11 bankruptcy in Federal bankruptcy court. Due to this filing, all of Springbok's assets were frozen. As a result, students had their funds frozen in the amount of \$11,441. This, added with the previous claim reimbursements of \$51,117, brings the year to date total to \$62,558.

ANALYSIS

The District is in the process of filing a claim in federal bankruptcy court against Springbok Services, Inc. to recover these PELL Grant awarded funds. During the court proceedings, it is the best interest of the students and the District to cover this loss incurred by the students.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

Included in the 2010-2011 Budget.

Name	Campus	Source Grant	Amount
Barragan, Daisy	SBVC	Pell	\$5,350.00
Do, Christopher	SBVC	Pell	\$1,337.00
Elizondo, Cassandra	SBVC	Pell	\$1,500.00
Gonzalez, Carmin	SBVC	Pell	\$400.00
Kruse, Heather	SBVC	Pell	\$334.00
Parra, Samantha	SBVC	Pell	1,050.00
Saha, Arnold	SBVC	Pell	\$1,002
Shoulders, April	SBVC	Pell	\$468.00

\$11,441.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Bruce Baron, Chancellor
DATE: June 16, 2011
SUBJECT: Consideration of Approval of Board Policy 7420 Authorized Drivers

RECOMMENDATION

It is recommended that the Board of Trustees approve Board Policy 7420 Authorized Drivers.

OVERVIEW

This policy was submitted to the Board for first reading on May 19, 2011.

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
- II. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

None.

3
4
5 AUTHORIZED DRIVERS
6
7

8 The San Bernardino Community College District is enrolled in the California Department of Motor Vehicle
9 (Ca DMV) Government Employer Pull Notice (EPN). This was established as a means of promoting
10 driver safety through an ongoing review of driver records and minimizing the District's liability.

11
12 Employees who possess the appropriate valid driver's license issued by the State of California and fulfill
13 the District's specific requirements as outlined in the administrative procedures will be authorized drivers.

14
15 All employees, who drive (1) District owned or rented/leased vehicles, and/or (2) their personal vehicle for
16 any purpose related to events, functions or attendance at meetings, conferences or workshops, must be
17 on the District's Approved Driver's List under the terms and conditions as outlined in the administrative
18 procedures.

19
20 Student Workers and District approved Volunteers who meet the specific requirements and conditions as
21 outlined in the administrative procedures shall be authorized to drive.

22
23 Exceptions to this policy are authorized on a case-by-case basis and upon authorization of the
24 Chancellor.
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Board Approved:

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services
PREPARED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services
DATE: June 16, 2011
SUBJECT: Consideration of Approval of Five Year Construction Plan

RECOMMENDATION

It is recommended that the Board of Trustees approve the 2013-17 Five Year Construction Plan and the Crafton Hills College Emergency Services Final Project Proposal.

OVERVIEW

Each year the District is required to submit a Five Year Construction Plan to the California Community Colleges Chancellor's Office. The Plan provides a list of proposed capital construction projects, including those supported by local funds like Measure M, and those supported with a combination of State and local funds. The Plan summary is attached.

In addition, to apply for State capital outlay funds for fiscal year 2013-14 projects, the District is required to submit a Final Project Proposal (FPP) containing the scope, schedule and cost of such projects. Local funds would be committed to cover a portion of any approved project and a State General Obligation Bond would need to be placed on the ballot and approved by voters to provide State funding. An FPP for the Emergency Services project at Crafton Hills is attached.

ANALYSIS

The Five-Year Construction Program addresses the highest priority capital construction needs throughout the District. These needs were identified through planning and development activities with each college and the District office. Notable projects for SBVC include new gymnasiums and fields, a new central plant, and renovations to the Business building. Notable projects for CHC include a new science building, a new emergency services building, and renovations to the Lab/Administration and Chemistry buildings.

The FPP for the new Emergency Services Building for CHC plans for sufficient instructional space for the present and future Emergency Services and related Health Occupation programs offered by CHC. The existing facility, which will be demolished as part of the project, was constructed to house vocational/occupational programs of 1975. The facility is undersized, can no longer be remodeled to meet the needs of the current emergency services and health occupation programs, and is limiting the growth of these programs.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Approval of the Five Year Construction Plan will not directly impact the budget.

District Projects Priority Order

San Bernardino CCD

No.	Project	Occupancy	Source	Schedule of Funds							
				2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	
1	North Hall Seismic Replacement										
0		2010/2011									
		\$14,433,000	State								
		\$7,274,000	NonState								
2	North Hall-Media Communications, Sei										
		2009/2010									
		\$7,689,000	State								
		\$2,410,000	NonState								
3	Chemistry/Physical Science Seismic Re										
	-10,310	2011/2012									
		\$24,486,000	State								
		\$3,095,000	NonState								
4	Learning Resource/Technology Center										
		2010/2011									
		\$15,545,000	State								
		\$12,043,000	NonState								
5	Physical Education Wellness Pool										
		2011/2012									
		\$2,500,000	NonState								
							(C)(E)				\$2,200,000
6	Campus Wide Site Lighting/Parking/AD										
		2011/2012									
		\$13,900,000	NonState								
7	Library Demolition										
		2011/2012									
		\$500,000	NonState								
							(C)				\$435,000
8	Health/Life Science & Campus Center										
		2011/2012									
		\$1,400,000	NonState								
							(C)				\$1,218,000
9	Parking Structure #1										
		2012/2013									
		\$30,600,000	NonState								
							(C)				\$26,928,000
10	Energy/Central Plant										
		2012/2013									
		\$21,200,000	NonState								
							(C)				\$18,656,000
11	Campus-wide Site Work/Signage/ADA-										
		2012/2013									
		\$8,000,000	NonState								
							(C)				\$7,040,000
12	Parking Structure I										
		2012/2013									
		\$43,100,000	NonState								
							(C)				\$37,928,000
13	Business Building Renovation										
		2012/2013									
		\$15,600,000	NonState								
							(C)				\$13,003,000
							(E)				\$725,000

District Projects Priority Order

San Bernardino CCD

No.	Project	Occupancy	Source	Schedule of Funds						
				ASF	Total Cost	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016
14	Auditorium Renovation					San Bernardino Valley College				
		2012/2013		(C)	(E)					
		\$3,200,000	NonState	\$2,671,000	\$145,000					
15	Energy/Infrastructure			Crafton Hills College						
		2013/2014			(C)					
		\$4,200,000	NonState		\$3,696,000					
16	Lab./Admin. Renovation (Third Floor)			Crafton Hills College						
		2013/2014			(P)(W)	(C)(E)				
		\$1,600,000	NonState		\$208,000	\$1,392,000				
17	Replace Gym/Pool			San Bernardino Valley College						
		2013/2014			(C)	(E)				
		\$64,700,000	NonState		\$54,592,000	\$2,344,000				
18	Stadium/Field Improvements-Phase I			San Bernardino Valley College						
		2013/2014			(C)	(E)				
		\$4,700,000	NonState		\$4,047,000	\$89,000				
19	Humanities (General Education) Buildi 16,920			Crafton Hills College						
		2014/2015			(C)(E)(P)(W)					
		\$8,492,000	State		\$8,492,000					
		\$8,984,000	NonState		\$8,984,000					
20	Technical Building			San Bernardino Valley College						
		2014/2015			(C)	(E)				
		\$49,900,000	NonState		\$41,637,000	\$2,275,000				
21	District Building			San Bernardino District Office*						
		2014/2015			(P)(W)	(C)	(E)			
		\$22,000,000	NonState	\$2,611,000		\$19,147,000	\$242,000			
22	Maintenance and Operations			Crafton Hills College						
		2014/2015			(P)(W)	(C)(E)				
		\$4,400,000	NonState		\$528,000	\$3,872,000				
23	New Student Center 25,915			Crafton Hills College						
		2014/2015			(W)	(C)	(E)			
		\$30,300,000	NonState	\$1,766,000		\$25,244,000	\$1,420,000			
24	Student Services Renovation			Crafton Hills College						
		2014/2015			(P)	(W)	(C)	(E)		
		\$14,500,000	NonState	\$900,000	\$840,000	\$11,790,000	\$970,000			
25	Replace Liberal Arts Building -24,049			San Bernardino Valley College						
		2015/2016				(C)(E)(P)(W)				
		\$8,389,000	State			\$8,389,000				
		\$8,389,000	NonState			\$8,389,000				
26	New Science 29,540			Crafton Hills College						
		2015/2016			(W)	(C)	(E)			
		\$34,199,000	NonState	\$2,161,000		\$28,400,000	\$1,600,000			
27	College Center Renovation			Crafton Hills College						
		2015/2016			(P)	(W)	(C)	(E)		
		\$7,700,000	NonState		\$500,000	\$424,000	\$6,403,000	\$373,000		

District Projects Priority Order

San Bernardino CCD

No.	Project	Occupancy	Source	Schedule of Funds						
				2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018
28	New Emergency Services (OE-2)									
	9,873	2015/2016				(P)(W)	(C)(E)			
		\$6,617,000	State			\$465,000	\$6,152,000			
		\$6,617,000	NonState			\$465,000	\$6,152,000			
29	Chemistry Renovation									
	-1,480	2016/2017					(P)(W)	(C)(E)		
		\$3,813,000	State				\$335,000	\$3,478,000		
		\$4,338,000	NonState				\$335,000	\$4,003,000		
30	Occupational Education I Renovation									
		2016/2017			(P)	(W)		(C)	(E)	
		\$9,600,000	NonState		\$550,000	\$602,000		\$7,996,000	\$452,000	
31	Lab./Admin. Renovation									
		2016/2017					(P)(W)	(C)	(E)	
		\$36,800,000	NonState				\$4,416,000	\$30,656,000	\$1,728,000	
32	New Humanities II									
	14,850	2019/2020						(C)(E)(P)(W)		
		\$10,657,500	State					\$10,657,500		
		\$10,657,500	NonState					\$10,657,500		

Final Project Proposal

Budget Year 2013-2014

Community College Construction Act of 1980
Capital Outlay Budget Change Proposal

New Emergency Services (OE-2) Building

Proposal Name

San Bernardino Community College District

Community College District

Crafton Hills College

College or Center

July 1, 2011

Date

A ___ P X W X C X E X

FINAL PROJECT PROPOSAL CHECK LIST

District: San Bernardino Community College District

College: Crafton Hills College

Project Name: New Emergency Services (OE-2)

Prepared by: Maas Companies

Data Prepared: 1-Jul-11

	<i>Description</i>	<i>Completed</i>
1.1	Title Page	yes
2.1	Final Project Proposal Checklist	yes
3.1	Approval Page - FPP Proposal (original signatures)	yes
3.2	Project Terms and Conditions	yes
4.1	Analysis of Building Space--JCAF 31	yes
4.1A	Quantities & Unit Cost for JCAF-32	yes
5.1	Cost Estimate Summary - JCAF 32	yes
5.2	Energy Calculator	yes
6.1	California Energy Commission Audit	yes
7.1	State Administrative Manual Requirements	yes
8.1	CEQA Compliance	yes
9.1	Outline of Specifications	yes
10.1	Federal Funds Detail	yes
11.1	Analysis of Future Costs	yes
12.1	Campus Plot Plans	yes
13.1	Diagrams of Building Area	yes
13.2	Site Plans	yes
13.3	Floor Plans	yes
13.4	Exterior Elevations	yes
13.5	Electrical Plans (as needed)	NA
13.6	Mechanical Plans (as needed)	NA
13.7	Building Cross-Sections (as needed)	NA
14.1	Guideline-Based Group 2 Equipment	yes
15.1	Justification of Additional Costs Exceeding Guidelines	yes
16.1	Detailed Equipment List	yes

APPROVAL PAGE
Final Project Proposal
Budget Year 2013-2014

District: San Bernardino Community College District

Project Location: Crafton Hills College
(College, campus, or center)

Project Name: Emergency Services (OE-2)

The district proposes funds for inclusion in the State capital outlay budget (check items):

site acquisition , preliminary plans , working drawings , construction , equipment

District Certification

Contact Person: Charlie Ng
(Vice-President, Fiscal Services)

Telephone: (909) 382 – 4021

E-Mail Address: chnng@sbccd.org

Fax: (909) 382 - 0144

Approved for submission: _____
(Chancellor)

Date: _____

District Board of Trustees Certification

The Governing Board of the District approves the submission of this application to the Board of Governors of the California Community Colleges and promises to fulfill the succeeding list of Project Terms and Conditions.

(President of the Board of Trustees Signature and Date)

(Secretary of the Board of Trustees Signature and Date)

Attach a copy of the Board Resolution which substantiates approval of the application and promises to fulfill the Project Terms and Conditions.

Submit proposal to:
Facilities Planning and Utilization
Chancellor's Office
California Community Colleges
1107 Ninth Street, Suite 500
Sacramento, CA 95814-3607

Chancellor's Office Certification

Reviewed by: _____

Date Completed: _____

PROJECT TERMS AND CONDITIONS

District: San Bernardino Community College District

College: Crafton Hills College

Project: Emergency Services (OE-2)

Budget Year: 2013-2014

1. The applicant hereby requests State funds in the amount prescribed by law for the project named herein. All parts and exhibits contained in or referred to in this application are submitted with and made part of this application.
2. The applicant hereby certifies to the Board of Governors of the California Community Colleges that:
 - a. Pursuant to the provisions of Section 57001.5 of Title 5 of the *California Code of Regulations* no part of this application includes a request for funding the planning or construction of dormitories, stadia, the improvement of sites for student or staff parking, single-purpose auditoriums or student centers other than cafeterias. The facilities included in the proposed project will be used for one or more of the purposes authorized in Section 57001.5.
 - b. Any State funds received pursuant to this application shall be used solely for defraying the development costs of the proposed project.

If the application is approved, the construction covered by the application shall be undertaken in an economical manner and will not be of elaborate or extravagant design or materials.
 - c. Pursuant to the provisions of Section 81837 of the *Education Code*, approval of the final plans and specifications for construction will be obtained from the Board of Governors of the California Community Colleges before any contract is let for the construction.
 - d. No changes in construction plans or specifications made after approval of final plans which would alter the scope of work, function assignable and/or gross areas, utilities, or safety of the facility will be made without prior approval of the Chancellor's Office of the California Community Colleges and the Department of General Services, Division of the State Architect.
 - e. Pursuant to the provisions of Section 57001 of Title 5 of the *California Code of Regulations*, an adequate and separate accounting and fiscal records and accounts of all funds received from any source to pay the cost of the proposed construction will be maintained, and audit of such records and accounts will be permitted at any reasonable time, during the project, at the completion of the project, or both.
 - f. Architectural or engineering supervision and inspection will be provided at the construction site to ensure that the work was completed in compliance with the provisions of Section 81130 of the *Education Code* and that it conforms with the approved plans and specifications.
 - g. Pursuant to the provisions of State law, no State-funded construction contract shall be awarded prior to approval of the project by the State Public Works Board and release of funds by the State Department of Finance.
3. It is understood by the applicant that:
 - a. No claim against any funds awarded on this application shall be approved which is for work or materials not a part of the project presented and approved by the State Public Works Board.

Project Terms and Conditions (Continued)

- b. The failure to abide by each of the assurances made herein entitles the Board of Governors of the California Community Colleges to withhold all or some portion of any funds awarded on this application.
 - c. Any fraudulent statement which materially affects any substantial portion of the project presented in this application, as it may be finally approved, entitles the Board of Governors of the California Community Colleges to terminate this agreement or payment of any funds awarded on the project presented in this application.
4. It is further understood that:
- a. The appropriation which may be made for the project presented in this application does not make an absolute grant of that amount to the applicant.
 - b. The appropriation is made only to fund the project presented in this application, as it is finally approved, regardless of whether the actual cost is less than or equals the appropriation.
 - c. A change in the scope of the project or assignable areas shall only be granted with the approval of legislature or its designated agent.

ANALYSIS OF BUILDING SPACE USE AND WSCH - JCAF 31

District: San Bernardino Community College District
College: Crafton Hills College

Project: Emergency Services (OE-2)
Prepared by: Maas Companies

Date: 1-Jul-11

Room Type	TOPS Code	DescriptionDepartment	Project Space ASF	Existing Space ASF	Increase in Space ASF	ASF Change Prior Submittal	WSCH Capacity	Cost/ASF	Total Allowable Cost
50	99	Inactive-General Assignment		891	-891		0	0	0
110	1201	Classroom-General Assignment	6,290	3,863	2,427		5,657	\$446	2,805,340
210	1200	Laboratory-Health Occupations	1,350		1,350		631	\$530	715,500
210	2100	Laboratory-Public & Protective Services	4,050		4,050		1,892	\$446	1,806,300
215	2100	Lab. Serv.-Public & Protective Services	830	465	365		0	\$446	370,180
215	4900	Lab. Serv. Interdisciplinary Studies	400		400		0	\$464	185,600
220	2100	Special Class Lab.-Public/Protect. Serv.	1,200	1,208	-8		561	\$446	535,200
230	4900	Ind. Studies Lab.-Interdis. Studies	1,488		1,488		579	\$464	690,432
310	99	Office-General Assignment (Faculty)	1,080	1,332	-252		0	\$471	508,680
310	6000	Office-Instructional Administration	160		160		0	\$452	72,320
315	99	Office-Service	210		210		0	\$471	98,910
680	99	Meeting Room	990		990		0	\$444	439,560
740	2100	Vehicle Storage-Public/Protective Serv.	4,120	4,536	-416		0	\$127	523,240
Total ASF			22,168	12,295	9,873				
Total GSF			33,100	15,730	17,370	NA	9,320	\$394.77	\$8,751,262

CCI: 5394
EPI: 3016

QUANTITIES AND UNIT COSTS SUPPORTING THE JCAF 32

The District utilized two approaches for developing the cost estimate for the proposed OE-2 Replacement project. One approach utilized the CCI Index 5394 as provided by the Chancellor's Office to determine construction costs and the second approach was the preparation of an independent cost estimate for the project from a private cost estimating firm. The first approach utilized the CCI Index 5394 as provided by the Chancellor's Office to determine the construction cost. The second approach was to obtain an independent cost estimate from a local cost-estimating firm. The two estimates, are within 10% (approx) of each other.

As justification and additional background data, the detailed analysis prepared by Cumming has been included in the FPP in support of this cost estimate. The District will fund any project costs that exceed the total proposed budget of \$13,233,887.



**Crafton Hills College - OE2 Replacement
San Bernardino Community College District
Yucaipa, California**

Rough Order of Magnitude Statement of Probable Cost
May 5, 2011
Cumming Project No. 11-00227.00

Prepared for Steinberg

TABLE OF CONTENTS

	<u>Page Number</u>
1. Project Introduction / Qualifications	
Introduction	3
2. Cost Summaries	
Construction Cost Summary	8
Overall Component Cost Summary	9
3. Construction Cost Back Up	
Schedule of Areas & Control Quantities.....	10
Utility Service.....	11
Site Development Service.....	12
Site Development General Construction.....	13
New Construction Detail.....	14

INTRODUCTION

1. Basis Of Estimate

This statement is based on the Rough Order of Magnitude package as prepared by Steinberg (dated 3/16/11), received on 4/19/11, along with verbal direction from the architect and engineer.

Drawings: Existing site plan
Proposed site plan
Utility plan
Proposed site plan marked up for landscape and hardscape
Building plan

Specifications / Project Manual: Space Needs Matrix

Consultant Reports: MEP Basis of Design (Rough draft dated April 28th, 2011)

Costs provided by others: N/A

Project Delivery Schedule: As indicated in the IPP

2. Consultant Team

<u>Company Name</u>	<u>Contact</u>	<u>Email Address</u>	<u>Telephone</u>
Steinberg	John Wirfs	jwirfs@steinberg.us.com	213 542 1320

3. Scope of Estimate

The project comprises the construction of a new Emergency Services (OE 2) building that comprises teaching labs, classrooms, offices and vehicle storage totaling 33,087 square feet.

4. Items Affecting the Estimate

A Specific Inclusions

Items which are detailed in the backup to this estimate include the following:

- 1 Main building and site

INTRODUCTION

B Specific Exclusions

Items which are not detailed in the backup to this estimate include the following:

- 1 Professional design and consulting fees.
- 2 General building permit.
- 3 Testing fees.
- 4 Owner's field inspection costs.
- 5 Construction / project manager's fees.
- 6 Plan check fees and building permit fees.
- 7 Furnishings, fixtures and equipment (FF&E) / Group II.
- 8 Owner-furnished items.
- 9 Telephone equipment and cabling.
- 10 Building signage beyond code-required signage.
- 11 Artwork and interior plants.
- 12 Construction contingency.
- 13 Move-in costs or maintenance costs after move-in.
- 14 Financing and carry costs.
- 15 Hazardous material abatement (if required).
- 16 4 story tower
- 17 Escalation
- 18 Photovoltaic panels

C Items Affecting the Cost Estimate

Items which may change the estimated construction cost include, but are not limited to:

- 1 Modifications to the scope of work included in this estimate.
- 2 Restrictive technical specifications or excessive contract conditions.
- 3 Any specified item of equipment, material, or product that cannot be obtained from at least three (3) different sources.
- 4 Any other non-competitive bid situations.
- 5 Bids delayed beyond the projected schedule.
- 6 Unit prices for commodities such as aggregate base, fill soils, and soils export can vary greatly from those presented herein, depending upon the demand for such materials (or lack thereof) within the dirt market at the time of actual construction.
- 7 Note: Given the current instabilities in the world market, the cost of many products (including, but not limited to, asphalt, Portland Cement concrete, lumber, sewer, water, and drain pipe, and steel) may differ significantly at the time material orders are actually placed from what is shown herein (beyond that accounted for by reasonable escalation rates).

INTRODUCTION

D Assumptions made in the Cost Estimate

This estimate was prepared under the following assumptions:

- 1 The site will be fully accessible during normal working hours.
- 2 No phasing will be required.
- 3 Construction contract procurement method is competitive, public G.C. bid.
- 4 Prevailing wage labor rate structure.
- 5 This project will be subject to DSA review and inspection.
- 6 This project is aiming to achieve LEED Certification.
- 7 The owner/owners representative will add escalation as they deem appropriate

5. Notes

Statement of Probable Cost

Cumming has no control over the cost of labor and materials, the general contractor's or any subcontractor's method of determining prices, or competitive bidding and market conditions.

This opinion of the probable cost of construction is made on the basis of the experience, qualifications, and best judgment of a professional consultant familiar with the construction industry. However, Cumming cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from this or subsequent cost estimates.

The statement reflects probable construction costs obtainable in a competitive and stable bidding market. This estimate is based upon a minimum of four (4) competitive bids from qualified general contractors, with bids from a minimum of three (3) subcontractors per trade. This statement is a determination of fair market value for the construction of the project and is not intended to be a prediction of low bid. Experience indicates that a fewer number of bidders may result in a higher bid amount, and more bidders may result in a lower bid result.

In accordance with industry analyses, it has been determined that the number of competitive bids obtained may have the following effect:

1 bid	add	15% to 40%
2 to 3 bids	add	8% to 12%
4 to 5 bids		-4% to +4%
6 to 8 bids	deduct	5% to 7%
9 or more bids	deduct	8% to 25%

Caveat emptor! The bid price is not necessarily the final cost. Please be advised that opening up the bid process to all comers invites bid-day errors and "lowball" bids from potentially less-than-qualified bidders who will seek to make their profit on the job via an unending stream of change order requests.

The Cumming staff of professional cost consultants has prepared this estimate in accordance with generally accepted principles and practices. This staff is available to discuss its contents with any interested party.

INTRODUCTION

Recommendations for Cost Control

Cumming recommends that the Owner and the Architect carefully review this entire document to ensure that it reflects their design intent.

Requests for modifications of any apparent errors or omissions to this document must be made within ten (10) working days of the date of this estimate. Otherwise, it will be understood that the contents have been concurred with and accepted. If the project is over budget, or there are unresolved budgeting issues, alternate systems / schemes should be evaluated before proceeding.

Basis for Quantities

Wherever possible and practical, this estimate has been based upon the actual measurement of different items of work. For the remaining items, parametric measurements were used in conjunction with references from other projects of a similar nature.

The gross floor area (GFA) quantities utilized herein were provided by the architect.

Basis for Unit Costs

The unit costs enumerated herein are based on current bid prices in the Yucaipa, California area.

Subcontractor's overhead and profit is included in each line item unit cost. This overhead and profit covers each subcontractor's cost for labor burden, materials and equipment sales taxes, field overhead, home office overhead, and profit. The general contractor's overhead and profit is shown separately on the Summary.

Sources for Pricing

This estimate was prepared by a team of qualified cost consultants experienced in estimating construction costs at all stages of design.

These consultants have used pricing data from the Cumming database for construction, updated to reflect current market conditions in the Yucaipa, California area at the time the estimate was prepared. In some cases, quotes were solicited from outside sources to substantiate in-house pricing data.

Subcontractor's Mark-ups

As stated earlier, subcontractor's mark-ups have been included in each line item unit cost. Depending on the trade, these mark-ups can range from 15% to 20% of the raw cost for that particular item of work.

INTRODUCTION

6. Prorates

General Conditions

A reasonable allowance based on 6% of the construction cost subtotal has been included for the contractor's general conditions.

Contractor's Bonds

A reasonable allowance based on 1% of the construction cost subtotal has been included for the contractor's payment and performance bonds (if required).

Contractor's General Liability Insurance

A reasonable allowance based on 1% of the construction cost subtotal has been included for the contractor's general liability insurance.

Contractor's Fee

A reasonable allowance based on 4% of the construction cost subtotal has been included for the general contractor's home office over head and profit. Site overhead is included in the general conditions.

Design / Estimating Allowance

None

Escalation

Escalation is excluded from this report.

Construction Start:	10/01/14
Construction Completion:	11/01/15
Construction Midpoint:	04/17/15
Construction Duration:	13 Months

Phasing Allowance

No phasing is required for this project.

Construction Management Fee

Not applicable.

Construction Contingency

This is a part of the Soft Costs which have been excluded from this estimate but it is prudent for all program budgets to include an allowance for change orders which occur during construction. These change orders normally increase the cost of the project. It is recommended that the owner, in their program budget, carry a percentage of anywhere from 5% - 10% of the construction cost for this construction contingency.

COST ESTIMATE SUMMARY - JCAF 32

Section	
4. Construction	(Budget CCI: 5394)
A. Utility Service	\$180,899
B. Site Development, Service	\$349,900
C. Site Development, General	\$537,032
D. Other Site Development	N/A
E. Reconstruction	N/A
F. New Construction	\$9,882,857
G. Other (Energy Initiatives)	N/A
<u>\$10,950,688</u>	

OVERALL COMPONENT SUMMARY

Element	Subtotal	Total	Cost / SF	Cost / SF
A) Shell (1-5)		\$4,252,509		\$125.86
1 Foundations	\$334,683		\$9.91	
2 Vertical Structure	\$453,896		\$13.43	
3 Floor & Roof Structures	\$1,336,917		\$39.57	
4 Exterior Cladding	\$1,638,288		\$48.49	
5 Roofing and Waterproofing	\$488,725		\$14.46	
B) Interiors (6-7)		\$1,198,660		\$35.48
6 Interior Partitions, Doors and Glazing	\$682,308		\$20.19	
7 Floor, Wall and Ceiling Finishes	\$516,353		\$15.28	
C) Equipment and Vertical Transportation (8-9)		\$401,886		\$11.89
8 Function Equipment and Specialties	\$401,886		\$11.89	
9 Stairs and Vertical Transportation	\$0		\$0.00	
D) Mechanical and Electrical (10-13)		\$4,029,803		\$119.27
10 Plumbing Systems	\$460,647		\$13.63	
11 Heating, Ventilation and Air Conditioning	\$1,431,228		\$42.36	
12 Electrical Lighting, Power and Communications	\$1,914,660		\$56.67	
13 Fire Protection Systems	\$223,268		\$6.61	
E) Site Work (14-17)		\$1,067,831		\$31.60
14 Utilities Service	\$180,899		\$5.35	
15 Site Development	\$349,900		\$10.36	
16 Site Development General	\$537,032		\$15.89	
17 Other Site Development	\$0		\$0.00	
TOTAL ESTIMATED CONSTRUCTION COST		<u>\$10,950,688</u>		\$324.11

Total Area: 33,787 SF

Schedule of Areas & Control Quantities

Schedule of Areas	SF	SF
Enclosed Areas		
First Floor	33,087	
Subtotal, Enclosed Areas		<u>33,087</u>
Covered Areas		
First Floor (Entrance canopies (x2))	1,400	
Subtotal, Covered Areas	<u>1,400</u>	
Covered Areas @ 50%		<u>700</u>
Total Gross Floor Area		<u>33,787</u>

Control Quantities	Qty		Ratio to Gross Area
Number of Levels	1	EA	0.03
Gross Area	33,787	GSF	1.000
Assignable Floor Area			
Classrooms	3,440	SF	0.102
Lecture	2,850	SF	0.084
Class laboratory	5,400	SF	0.160
Class Laboratory Services	1,230	SF	0.036
Spec Class Laboratory	1,200	SF	0.036
Individual Study Laboratory	1,488	SF	0.044
Office & Meeting Rooms	2,440	SF	0.072
Vehicular storage	4,120	SF	0.122
Total Assignable Floor Area	22,168	SF	0.656
Enclosed Area	33,087	SF	0.979
Covered Area	1,400	SF	0.041
Footprint Area	33,087	SF	0.979
Footprint Perimeter	950	LF	
Volume (gross)	586,805	CF	17.368
Gross Wall Area (skin)	19,996	SF	0.592
Retaining Wall Area (building)	-	SF	0.000
Finished Wall Area (skin)	19,996	SF	0.592
Windows or Glazing Area (skin)	25.00% 4,999	SF	0.148
Roof Area (flat)	33,087	SF	0.979
Roof Area (curved)	-	SF	0.000
Total Roof Area	33,087	SF	0.979
Interior Partitions	1,757	LF	0.052
Interior Doors	47 LF/ door 37	EA	0.001
Plumbing Fixtures	40	EA	0.001

Crafton Hills College - OE2 Replacement
San Bernardino Community College District
 Yucaipa, California
 Rough Order of Magnitude Statement of Probable Cost

May 5, 2011

A. Utility Service Construction Component Detail

Element	Quantity	Unit	Unit Cost	Total
<u>A Utility Service</u>				
Fire Water				
Water line, 8" pvc C900 cl 200, incl t & bf	190	LF	\$103.46	\$19,657
Fire hydrants	2	EA	\$5,172.97	\$10,346
Post indicator valves	2	EA	\$3,621.08	\$7,242
Gate valve, 6"	1	EA	\$840.61	\$841
Fire department connection	2	EA	\$2,198.51	\$4,397
Domestic Water				
PVC, 4" pipe, incl t & bf	160	LF	\$60.78	\$9,725
Water meter, 4"	1	EA	\$16,294.85	\$16,295
Sanitary Sewer				
6" Sanitary sewer line, incl t & bf	160	LF	\$80.18	\$12,829
Manholes	1	EA	\$5,172.97	\$5,173
Sewer cleanouts	1	EA	\$1,034.59	\$1,035
Storm Drainage				
12" PVC pipe, incl t & bf	500	LF	\$93.11	\$46,557
Grate Inlet, 12" x 12"	2	EA	\$711.28	\$1,423
Storm drain cleanout	2	EA	\$750.08	\$1,500
Junction structure	1	EA	\$1,163.92	\$1,164
Gas Piping				
Medium pressure gas system, 4", plastic, incl t & bf	90	LF	\$60.78	\$5,470
Gas meter	1	EA	\$5,431.62	\$5,432
Hot/chilled water				
Piping, inc trench & backfill:	90	LF	\$116.39	\$10,475
Electrical				
Extend electrical mains and connect to building	150	LF	\$142.26	\$21,338
				<u>\$180,899</u>

**Crafton Hills College - OE2 Replacement
San Bernardino Community College District**

Yucaipa, California

Rough Order of Magnitude Statement of Probable Cost

May 5, 2011

B. Site Development, Service Construction Component Detail

Element	Quantity	Unit	Unit Cost	Total
<u>B Site Development Services</u>				
Demolition of building and structures Demolish existing single story buildings (x2)	15,000	SF	\$10.35	\$155,189
Site protective construction Erosion control	1	LS	\$10,345.94	\$10,346
Site clearing and grading Strip and remove existing paving, site walls, landscape, etc.	72,000	SF	\$1.16	\$83,802
Rough grading, cut and fill, based on balanced site	72,000	SF	\$1.03	\$74,491
Fine grading	72,000	SF	\$0.36	\$26,072
				<u>\$349,900</u>

**Crafton Hills College - OE2 Replacement
San Bernardino Community College District**

Yucaipa, California

Rough Order of Magnitude Statement of Probable Cost

May 5, 2011

C. Site Development, General Construction Component Detail

Element	Quantity	Unit	Unit Cost	Total
<i>C Site Development General</i>				
Vehicular paving Heavy traffic, 3" AC over 12" AB	12,000	SF	\$7.76	\$93,113
Pedestrian paving Concrete paving, 4" thick, including sub base, reinforcement, and integral color finish	18,000	SF	\$12.93	\$232,784
Concrete curbs Concrete curbs	500	LF	\$19.40	\$9,699
Parking Lot Striping/Signage	1	LS	\$6,466.21	\$6,466
Landscape Grass, shrubs, trees, etc.	8,913	SF	\$7.76	\$69,160
Miscellaneous Site walls, planters, etc.	38,913	SF	\$3.23	\$125,810
				<u>\$537,032</u>

**Crafton Hills College - OE2 Replacement
San Bernardino Community College District**

Yucaipa, California

Rough Order of Magnitude Statement of Probable Cost

May 5, 2011

F. New Construction Construction Component Detail

Element	Quantity	Unit	Unit Cost	Total
<u>1 Foundations</u>				
Excavation				
Over excavation and recompaction of building footprint and 5' around perimeter of building, depth of excavation is 5'	7,009	CY	\$10.35	\$72,515
Reinforced concrete including excavation				
Reinforced concrete grade beams, column and wall footings; top of footing assumed to be 18" below grade with depth of footing not exceeding 3'	33,787	SF	\$7.76	\$262,169
				<u>\$334,683</u>
<u>2 Vertical Structure</u>				
Columns and pilasters	-			
HSS steel tube columns, assume an allowance of 6lbs/gsf for vertical steel members, standard steel sizes and detail connections incorporating brace frame system with wide flange columns and HSS tube braces	101	T	\$4,138.37	\$417,976
Fireproofing steelwork				
Sprayed fireproofing	101	T	\$355.64	\$35,920
				<u>\$453,896</u>
<u>3 Floor & Roof Structures</u>				
Floor at lowest level				
Reinforced concrete slab on grade, 5" thick				
Formwork	2,000	SF	\$7.76	\$15,519
Vapor barrier	33,087	SF	\$0.19	\$6,418
Sand cushion	33,087	SF	\$0.39	\$12,837
Gravel sub base - 6"	33,087	SF	\$1.55	\$51,347
Reinforcement, assume 1.65lbs/sf	33,314	LB	\$0.97	\$32,312
Concrete, 4000psi	648	CY	\$245.72	\$159,224
Finish and cure concrete surface	33,087	SF	\$1.62	\$53,487
Premium for additional thickness at vehicle storage	4,125	SF	\$6.47	\$26,673

**Crafton Hills College - OE2 Replacement
San Bernardino Community College District**

Yucaipa, California

Rough Order of Magnitude Statement of Probable Cost

May 5, 2011

F. New Construction Construction Component Detail

Element	Quantity	Unit	Unit Cost	Total
Flat roofs				
Structural steel wide flange girders and joists, assume 7lbs/sf	116	T	\$4,138.37	\$480,051
Verco W3 3" metal deck, 20 gauge	33,087	SF	\$5.17	\$171,158
Reinforced light weight concrete including mesh reinforcement with steel bar reinforcement as required	33,087	SF	\$6.47	\$213,947
Finish and cure concrete surface	33,087	SF	\$1.62	\$53,487
Miscellaneous				
Mechanical equipment pads located on roof	864	SF	\$19.40	\$16,760
Miscellaneous metals, support framing and wood blocking	33,787	SF	\$1.29	\$43,695
				<u>\$1,336,917</u>

4 Exterior Cladding

Block work				
Reinforced CMU with burnished finish	19,996	SF	\$28.45	\$568,913
Windows, glazing and louvers				
Glazed aluminum framed windows with 1" insulated low "e" glazing	4,999	SF	\$109.93	\$549,518
Exterior door frames and hardware				
Single	3	EA	\$3,879.73	\$11,639
Double	3	EA	\$7,759.45	\$23,278
Motorized, glazed roll up	4	EA	\$32,331.05	\$129,324
Fascias, bands, screens and trim				
Shading devices and trim	19,996	SF	\$6.47	\$129,298
Signage	1	LS	\$7,759.45	\$7,759
Canopy				
Entrance canopies	1,400	SF	\$84.06	\$117,685
Balustrades, parapets and roof screens				
Pre-finished metal mechanical screen including galvanized structural steel supports	1,200	SF	\$84.06	\$100,873
				<u>\$1,638,288</u>

**Crafton Hills College - OE2 Replacement
San Bernardino Community College District**

Yucaipa, California

Rough Order of Magnitude Statement of Probable Cost

May 5, 2011

F. New Construction Construction Component Detail

Element	Quantity	Unit	Unit Cost	Total
<u>5 Roofing and Waterproofing</u>				
Insulation				
Rigid board insulation, R-30, polyisocyanurate	33,087	SF	\$4.53	\$149,763
Roofing				
PVC membrane system	33,087	SF	\$7.76	\$256,737
Roof deck or traffic surfaces				
Walkway pads at roof mechanical bay area	600	SF	\$7.76	\$4,656
Roofing upstands and sheet metal				
Parapet coping and wall flashings and miscellaneous flashings	33,087	SF	\$1.29	\$42,789
Skylights	100	SF	\$84.06	\$8,406
Roof access and ventilation				
Roof access hatch and stair/ladder	1	EA	\$4,526.35	\$4,526
Caulking and sealing				
Miscellaneous caulking and sealing	33,787	SF	\$0.65	\$21,847
				<u>\$488,725</u>

6 Interior Partitions, Doors and Glazing

Partition framing and core				
CMU partition walls	2,800	SF	\$20.69	\$57,937
Metal stud framing forming shaft walls, chase walls, 1 hour fire walls and non rated walls	25,350	SF	\$10.35	\$262,269
Partition surfacing				
Gypsum board, taped and sanded, 5/8"	49,350	SF	\$2.72	\$134,025
Paint gypsum board surfaces and cmu	54,950	SF	\$0.91	\$49,745
Sound insulation				
Batt insulation, R-14	25,350	SF	\$1.03	\$26,227
Sound caulking/acoustic sealants	33,787	SF	\$0.52	\$17,478
Window walls and borrowed lights				
Pass thru window	1	EA	\$4,526.35	\$4,526
Interior glazing	520	SF	\$58.20	\$30,262

**Crafton Hills College - OE2 Replacement
San Bernardino Community College District**

Yucaipa, California

Rough Order of Magnitude Statement of Probable Cost

May 5, 2011

F. New Construction Construction Component Detail

Element	Quantity	Unit	Unit Cost	Total
Interior doors, frames and hardware				
Solid core doors in hollow metal frames, including hardware and paint finish				
Single	35	EA	\$2,586.48	\$90,527
Double	2	EA	\$4,655.67	\$9,311
				<u>\$682,308</u>

7 Floor, Wall and Ceiling Finishes

Floors				
Sheet vinyl	17,987	SF	\$7.76	\$139,569
Ceramic tile	1,500	SF	\$17.46	\$26,188
Sealed concrete	6,100	SF	\$1.94	\$11,833
Sealed and polished concrete	4,500	SF	\$6.47	\$29,098
Carpet	3,000	SF	\$5.17	\$15,519
Bases				
Rubber, tile, etc.	33,087	SF	\$0.65	\$21,395
Walls				
Ceramic tile at restrooms, 48" height	1,000	SF	\$18.11	\$18,105
Ceilings				
Suspended gypsum board, including framing and paint finish	12,100	SF	\$12.93	\$156,482
Acoustical ceiling tile, 2'x2'	21,687	SF	\$4.53	\$98,163
				<u>\$516,353</u>

8 Function Equipment and Specialties

Prefabricated compartments and accessories				
Toilet cubicles				
Standard, solid phenolic	12	EA	\$1,422.57	\$17,071
ADA, solid phenolic	4	EA	\$1,681.21	\$6,725
Urinal screens	6	EA	\$581.96	\$3,492
Restroom accessories	1	LS	\$12,932.42	\$12,932
Shelving and millwork				
Fixed storage shelving	1	LS	\$15,518.90	\$15,519
Display cabinets, bulletin boards, etc.	1	LS	\$19,398.63	\$19,399
Janitors shelf and mop rack	1	EA	\$840.61	\$841

**Crafton Hills College - OE2 Replacement
San Bernardino Community College District**

Yucaipa, California

Rough Order of Magnitude Statement of Probable Cost

May 5, 2011

F. New Construction Construction Component Detail

Element	Quantity	Unit	Unit Cost	Total
Cabinets and countertops				
Fixed reception desk	16	LF	\$840.61	\$13,450
Vanity units, plastic laminate countertop	12	LF	\$206.92	\$2,483
Laboratory casework (teaching labs)	6,705	SF	\$19.40	\$130,068
Markerboards, signage, etc.				
Marker boards, seminars / classrooms, porcelain enamel, 3 ply backing including chalk rail, 16'-0" x 4'-0"	2	EA	\$3,362.43	\$6,725
Markerboards, 4' x 3'	9	EA	\$387.97	\$3,492
Markerboards, 10' x 4'	8	EA	\$775.95	\$6,208
Room identification and code signage	33,787	SF	\$0.78	\$26,217
Light control and vision equipment				
Motorized projection screens, allowance, 6'-0" x 8'-0", electrically operated	11	EA	\$5,560.94	\$61,170
Projector mounting bracket	11	EA	\$969.93	\$10,669
TV brackets	11	EA	\$517.30	\$5,690
Mechoshade, manual	4,999	SF	\$11.64	\$58,184
Amenities and convenience items				
Fire extinguisher and cabinet	3	EA	\$517.30	\$1,552
				<u>\$401,886</u>

9 Stairs and Vertical Transportation

10 Plumbing Systems

Sanitary fixtures	33	FX		
Waterclosets	15	EA	\$1,681.21	\$25,218
Urinals	5	EA	\$1,163.92	\$5,820
Lavatories	10	EA	\$1,551.89	\$15,519
Service sinks	1	EA	\$1,939.86	\$1,940
Classroom sinks	2	EA	\$1,551.89	\$3,104
Sanitary waste, vent and domestic service				
Including floor drains, hosebibbs, cleanouts, water hammer arrestors, sanitary waste/vent, domestic hot/cold water, valves and specialties, insulation, backflow preventors	33	EA	\$6,466.21	\$213,385

**Crafton Hills College - OE2 Replacement
San Bernardino Community College District**

Yucaipa, California

Rough Order of Magnitude Statement of Probable Cost

May 5, 2011

F. New Construction Construction Component Detail

Element	Quantity	Unit	Unit Cost	Total
Water treatment and storage Gas fired storage type domestic hot water heater, expansion tanks, circulation pumps	1	LS	\$19,398.63	\$19,399
Laboratory equipment Standalone vacuum pumps, bottle racks, turret outlets, medical piping, compressed air system, valves and specialties	1	LS	\$51,729.68	\$51,730
Gas distribution Including gas piping, valves and specialties, seismic shutoff valve	33,787	SF	\$0.86	\$29,057
Surface water drainage Including roof/overflow drains and drainage piping	33,787	SF	\$1.55	\$52,434
Miscellaneous Fire stopping/core drilling	1	LS	\$4,176.04	\$4,176
LEED commissioning assistance	1	LS	\$12,528.13	\$12,528
Miscellaneous Plumbing	1	LS	\$1,282.29	\$1,282
Project requirements	1	LS	\$25,056.26	\$25,056
				<u>\$460,647</u>

11 Heating, Ventilation and Air Conditioning

Heat and cooling generation Connection to existing chilled water system	1	EA	\$6,466.21	\$6,466
Connection to existing heated hot water system	1	LS	\$646.62	\$647
Thermal storage and circulation Air separator				Not Required
Expansion tank				Not Required
Heated hot water pumps				Not Required
Condensate pump				Not Required
Variable frequency drives				Not Required
Vibration isolation				Not Required
Piping, valves and insulation Including heating hot water, chilled water, refrigerant piping, insulation, valves and specialties	33,787	SF	\$4.53	\$152,932
Air handling equipment Air handling units, including hc, cc, filters, sf, rf, vfd AHU-1,2) 9,500 cfm	2	EA	\$61,428.99	\$122,858

**Crafton Hills College - OE2 Replacement
San Bernardino Community College District**

Yucaipa, California

Rough Order of Magnitude Statement of Probable Cost

May 5, 2011

F. New Construction Construction Component Detail

Element	Quantity	Unit	Unit Cost	Total
AHU-3) 5,000 cfm	1	EA	\$32,331.05	\$32,331
Terminal boxes, w/reheat coils	2	EA	\$3,879.73	\$7,759
AHU-4) Split DX fan coil system, 2 1/2 tons	1	EA	\$16,165.52	\$16,166
Sound attenuation				Not Required
Air distribution and return				
Galvanized sheetmetal ductwork, supply and return	32,000	LBS	\$13.64	\$436,598
Flexible ductwork	1,500	LF	\$16.81	\$25,218
Volume dampers	300	EA	\$64.66	\$19,399
Combination fire/smoke dampers	1	LS	\$45,263.47	\$45,263
Duct insulation	24,615	SF	\$3.23	\$79,584
Acoustical lining				Not Required
Diffusers, registers and grilles				
Including thermafusers, exhaust grilles, sound boots	33,787	SF	\$2.59	\$87,390
Controls and instrumentation				
Including direct digital controls, CO2 monitoring, LEED monitoring points, BACNET	33,787	SF	\$6.47	\$218,474
Testing and balancing	33,787	SF	\$1.55	\$52,434
Unit ventilation				
Including galvanized sheetmetal ductwork	500	LB	\$13.64	\$6,822
General rooftop exhaust fans, 5,300 cfm	1	EA	\$6,466.21	\$6,466
Vehicle exhaust	1	LS	\$77,594.52	\$77,595
Miscellaneous				
Fire stopping/core drilling	1	LS	\$13,944.01	\$13,944
LEED commissioning assistance	1	LS	\$7,511.08	\$7,511
Miscellaneous HVAC	1	LS	\$3,755.54	\$3,756
Project requirements	1	LS	\$11,615.90	\$11,616
				<u>\$1,431,228</u>

**Crafton Hills College - OE2 Replacement
San Bernardino Community College District**

Yucaipa, California

Rough Order of Magnitude Statement of Probable Cost

May 5, 2011

F. New Construction Construction Component Detail

Element	Quantity	Unit	Unit Cost	Total
<u>12 Electrical Lighting, Power and Communications</u>				
Main normal power				
Connection to existing manhole EMH-30 in parking lot G	1	EA	\$6,466.21	\$6,466
15.5kV, 4way, SF6 gas selector switch	1	EA	\$19,398.63	\$19,399
4.16KV-480/27&V transformer substation, 300kVA				Existing
Main distribution switchboard, 480/277V, 600A	1	EA	\$21,726.47	\$21,726
Digital metering	1	LS	\$7,759.45	\$7,759
Transformer, 480V-120/208V, 150KVA	1	EA	\$14,548.97	\$14,549
Distribution panel, 120/208V, 225A	1	EA	\$8,147.42	\$8,147
Panelboards, 480/277V, 100A	1	EA	\$4,526.35	\$4,526
Panelboards,120/208V, 100A dedicated to lab	5	EA	\$4,526.35	\$22,632
Panelboards,120/208V, 100A	2	EA	\$4,526.35	\$9,053
Feeder conduit and cable	450	LF	\$129.32	\$58,196
Emergency power - central lighting inverter	1	LS	\$15,518.90	\$15,519
Machine and equipment power				
Including HVAC equipment connections, elevator connections, automatic doors, VAV terminals, kitchen equipment, miscellaneous, feeder conduit and wire	33,787	SF	\$2.59	\$87,390
User convenience power				
Including receptacles, j-boxes, floor boxes, GFI, switches, feeder conduit and wire	33,787	SF	\$7.76	\$262,169
Lighting				
Including fixtures, emergency and exit lighting, exterior wall mounted lighting, switches, occupancy sensors, photocells, feeder conduit and wire	33,787	SF	\$15.52	\$524,337
Power specialties				
Including grounding, lighting control panels, etc	33,787	SF	\$0.84	\$28,402
Telecommunications				
Including telephone/data outlets - conduit and cable, terminal backboards IDF/MDF, conduit backbone, wireless access terminals, cable tray	33,787	SF	\$10.35	\$349,558
GPS clock system	33,787	SF	\$0.45	\$15,293
Audio/visual - conduit only	33,787	SF	\$0.65	\$21,847

**Crafton Hills College - OE2 Replacement
San Bernardino Community College District**

Yucaipa, California

Rough Order of Magnitude Statement of Probable Cost

May 5, 2011

F. New Construction Construction Component Detail

Element	Quantity	Unit	Unit Cost	Total
Fire alarm system Including main fire alarm panel, annunciator, smoke detectors, heat detectors, horns, strobes, horn/strobes, manual pull stations, tamper switches, power supply, feeder conduit and wire	33,787	SF	\$4.53	\$152,932
Security including access control, intrusion detection, CCTV monitoring, command center, conduit and wire	33,787	SF	\$3.23	\$109,237
Miscellaneous				
Fire stopping/core drilling	1	LS	\$17,391.37	\$17,391
LEED commissioning assistance	1	LS	\$52,174.11	\$52,174
Miscellaneous Electrical	1	LS	\$1,609.80	\$1,610
Project requirements	1	LS	\$104,348.22	\$104,348
				<u>\$1,914,660</u>
<u>13 Fire Protection Systems</u>				
Automatic wet sprinkler system	33,787	SF	\$5.82	\$223,268
				<u>\$223,268</u>

COST ESTIMATE SUMMARY AND ANTICIPATED TIME SCHEDULE - JCAF 32

District: San Bernardino Community College District College: Crafton Hills College CFIS Ref. No.: _____
 Project Name: New Emergency Services (OE-2) Date Prepared: 7/1/2011 CCCI: 5394 Budget Ref. No.: _____
 Request for: A P W C E EPI: 3016 Prepared by: Maas Companies

	Locally Funded		State Funded		Total
	Non-State Supportable	State-Supportable			(Locally Funded State-Supportable + State Funded only)
1. Site Acquisition Acres:					
A. Purchase Price of Property					
B. Appraisals					
C. Costs Incurred in Escrow					
D. Surveys					
E. Other Costs		\$ -	\$ -		\$ -
2. Plans and Working Drawings (Total may not exceed 13% of construction costs)					
A. Architectural Fee for Preliminary Plans		\$ 145,029	\$ 145,028		\$290,057
B. Architectural Fee for Working Drawings		\$ 186,465	\$ 186,466		\$372,931
C. Project Management		\$ 51,796	\$ 51,796		\$103,592
D. Div of the State Architect Plan Check fee		\$ 30,234	\$ 30,234		\$60,468
E. Community College Plan Check fee		\$ 14,814	\$ 14,813		\$29,627
F. Preliminary Tests (soil tests)		\$ 15,974	\$ 15,975		\$31,949
G. Other Costs		\$ 21,299	\$ 21,299		\$42,598
		465,611	465,611		\$931,222
3. Construction					
A. Utility Service		\$ 90,500	\$ 90,500		\$181,000
B. Site Development, Service		\$ 175,000	\$ 175,000		\$350,000
C. Site Development, General		\$ 269,000	\$ 268,000		537,000
D. Other Site Development (Re-Landscaping)		\$ -	\$ -		\$0
E. Reconstruction		\$ -	\$ -		\$0
F. New Construction (Bldg.) (w/Group I equip)		\$ 4,375,631	\$ 4,375,631		\$8,751,262
G. Other (Energy Program)		\$ 4,909,631	\$ 4,909,631		\$539,933
H. Temporary Facilities ("Swing Space")	\$1,672,000				
4. Tests		\$ 51,796	\$ 51,796		103,592
4a. Inspections		\$ 76,853	\$ 76,853		\$153,706
5. Contingency		\$ 258,980	\$ 258,980		517,960
6. Construction Management (if justified)		\$ 103,592	\$ 103,592		\$207,184
7. Architectural and Engineering Oversight		\$ 82,873	\$ 82,874		\$165,747
8. Total Construction Costs (items 3 through 7)		\$ 5,753,692	\$ 5,753,692		\$11,507,384
9. Furniture and Group II Equipment		\$ 397,641	\$ 397,640		\$795,281
10. Total Project Cost (items 1, 2, 8, and 9)	\$ 1,672,000	\$ 6,616,944	\$ 6,616,944		\$ 13,233,887

11. Project Data	Outside Gross Square Feet	Assignable Square Feet	Ratio ASF/GSF	Cost Per ASF	Cost Per GSF		District Funded	State Funded
Construction	33,100	22,168	67%	\$ 395	\$ 264	Acquisition	NA	NA
Reconstruction						Preliminary Plans	\$ 223,449	\$ 223,448
						Working Drawings	\$ 242,162	\$ 242,162
12. Anticipated Time Schedule						Construction	\$ 5,753,692	\$ 5,753,692
Start Preliminary Plans		9/1/2013	Advertise Bid for Construction		9/1/2014	Equipment	\$ 397,640	\$ 397,641
Start Working Drawings		12/1/2013	Award Construction Contract		10/1/2014	Total Costs	\$ 6,616,943	\$ 6,616,944
Complete Working Drawings		3/1/2014	Advertise Bid for Equipment		4/1/2015	% of Project Costs	50%	50%
State Architect (DSA) Final Approval		8/1/2014	Complete Project		11/1/2015			

Energy Use Calculator

District: San Bernardino Community College
College: Crafton Hills College

Fiscal Year	Ann. Electrical KWH Usage	Electricity to BTU Conversion	Annual Natural Gas Therm. Usage	Total Annual BTU's Consummed	Gross Square Feet from Space Inv.	Weeks of Academic. Ops.	Total Weeks of Operation	Percent Reduction of Baseline Year Average BTU's Per GSF Per Week	
2001-2002	3,704,018	12,641,813,434	99,402	22,582,013,434	\$208,172	\$	44	51	2284 Baseline Year
2002-2003	3,495,729	11,930,923,077	99,813	21,912,223,077	208,172	\$	44	51	2216 -2.97%
2003-2004	3,363,566	11,479,850,758	84,941	19,973,950,758	219,212	\$	44	51	1918 -16.00%
2004-2005	2,696,955	9,204,707,415	67,826	15,987,307,415	\$224,787	\$	44	51	1497 -34.44%
2005-2006	3,098,490	10,575,146,370	73,353	17,910,446,370	\$224,787	\$	44	51	1677 -26.55%
2006-2007	3,362,580	11,476,485,540	75,406	19,017,085,540	\$224,787	\$	44	51	1781 -22.01%
2007-2008	3,302,037	11,269,852,281	84,446	19,714,452,281	\$224,787	\$	44	51	1846 -19.15%
2008-2009	3,222,798	10,999,409,574	66,406	17,640,009,574	\$224,787	\$	44	51	1652 -27.66%
2009-2010	3,496,058	11,932,045,954	87,148	20,646,845,954	\$224,787	\$	44	51	1934 -15.33%

Instructions Used for Completion of Calculations:

1. Enter your electric and gas usage for 2001-02 and subsequent years. The spreadsheet will calculate your annual Btu use.
2. Enter your campus gross square footage from Space Inventory. Remove square footage that does not use electricity or gas.
3. Enter your normal weeks of Academic Operation.
4. Enter your total weeks of operation (add the Non-Academic Weeks of Operation to the Academic Weeks of Operation = 52 or less).
5. You are done. Save, print and send in with your 5YP & FPP. Since this is being submitted with your 5YP, your energy use data will be from the previous FY. Other data should correspond as closely to this previous FY as possible.

This chart was created to allow campuses to add academic weeks without being penalized for the additional energy those weeks would add to the normal calculation of the Energy Utilization Index (EUI); which is the Btu/sq. ft./year. In the normal calculation, the energy use would increase, but the square footage would remain constant, thus resulting in a higher EUI. By factoring in the weeks of operation, the increase to the EUI is diluted.

There is the presumption that a Non-Academic Week uses about 50% of the energy of an Academic Week, therefore only half of the difference between the number of Academic Weeks and the Total Weeks is added to the Academic Weeks to determine the 'total weeks' of operation for the calculation of the Average Btu/GSF/Week.

CALIFORNIA ENERGY COMMISSION APPROVED AUDIT

The District has a current, on-going Energy Management Program in place. The program has been in place since 1992 and is reviewed annually. With the passage of two local bond measures, the district has upgraded the existing campus infrastructure to meet the energy needs for all new facilities included in the campus master plan. This project is included in the master plan and will be integrated into the existing campus-wide Energy Management System.

**RESPONSES TO SPECIFIC REQUIREMENTS OF THE
STATE ADMINISTRATIVE MANUAL**

**STATE OF CALIFORNIA
CAPITAL OUTLAY
BUDGET CHANGE PROPOSAL (COBCP)
BUDGET YEAR 2013-2014**

**DEPARTMENT OF FINANCE
915 L. Street
Sacramento, CA 95814
IMS Mail Code: A15**

ORG CODE: _____ COBCP NO: _____ PRIORITY: _____ PROJECT ID: _____

A.1 EXECUTIVE SUMMARY

In accordance with the college's 2008 *Educational Master Plan*, and as updated as part of the College's 2010 Accreditation Self-Study, this project, a new Emergency Services Building, creates a new, or replacement, facility as proposed as part of the current Facilities Master Plan for the campus. Previously approved, and included in the Master Plan, are the Learning Resource Center (LRC), Humanities Building and Science Building. The proposed scope of this project is a 22,168 asf/33,100 gsf Emergency Services (OE-2) building comprised of primarily laboratory space for instructional programs in the 2100 and 1200 TOP Codes, Public Services and Health instructional areas. This project replaces all existing space (15,730 asf) in the current OE-2 Building (Space Inventory Building # 7). In addition, the project includes space for related instructional programs currently housed in classrooms throughout other buildings on the campus. The proposed Emergency Services (OE-2) building will provide a central location on the campus for all Public Service programs and related health occupational programs associated with emergency services and general education classes in the current space occupied by these two programs. This facility is the first new facility for occupational education for the campus in over 35 years. It will be the central instructional facility for public services, emergency services and related health occupation programs for the Redlands-Yucaipa service area. The proposed funding for the project is 50% local funds and 50% state funds.

A.2. PROBLEM STATEMENT:

The problem to be addressed by this project is to provide sufficient instructional space for the present and future Emergency Services and related Health Occupation programs offered by the College. The existing facility, which will be demolished as part of this project, was constructed to house vocational/occupational programs in 1975. It has been remodeled and modified over the past 30 years to adapt to changing curriculum and program growth. The facility is undersized in terms of space and can no longer be remodeled to meet the ever-increasing student enrollment in the Public Service programs. As a result, the presence of an inadequate facility is affecting the curriculum of the College. Crafton Hills College is located in Yucaipa, California, a very high growth area of San Bernardino County. While other areas throughout the surrounding area have shown a decline in population, the College's service area continues to consistently have an annual growth rate of over 8%. According to the District's 2010 Long Range Enrollment and WSCH Forecast prepared by the California Community College Chancellor's Office, Student enrollment and Weekly Student Contact Hours (WSCH) for the

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College is expected to increase by more than 47% from 80,380 WSCH in 2010 to 118,031 WSCH in 2017. The college has maximized its current facilities and cannot offer additional classes to meet this ever-increasing demand from residents of the service area. Even with limitations on funding, the college has expanded its instructional program into the late afternoon, evening and weekends to address this unmet need. The long-term growth in student enrollment for the District will be at Crafton Hills College. This project will assist in addressing the need for additional facilities to accommodate this growth. The table below depicts the space array for the proposed new facility and its associated capacity-load ratios.

SPACE ANALYSIS (ASF) FOR THE Emergency Services (OE-2) PROJECT

Type	Lecture	Lab	Office	Library	AV/TV	Other	Total
Primary	6,290	9,318	1,450	0	0	5,110	22,168
Secondary	-3,863	-1,673	-1,332	0	0	-5,427	-12,295
Net	2,427	7,645	118	0	0	-317	9,873
Beg. Cap/Load Ratios (2013)	79%	54%	99%	164%	84%	N/A	91
End. Cap/Load Ratios (2017)	115%	90%	102%	139%	89%	N/A	109

A.3. SOLUTION CRITERIA

This project will provide the following benefits to the academic program:

- Assists in addressing the shortage of campus-wide instructional lecture and laboratory space at the college and specifically in the areas of Emergency Services, Public Services and Health.
- Assists in addressing the instructional space needs associated with enrollment growth of the college.
- Provides modern, up-to-date facilities which are more adaptable for new instructional strategies.
- Provides facilities to support the joint educational programs between the college and public agencies in the College's service area.

In analyzing the possible solutions to the problem of inadequate instructional space for the Emergency Services and related Health and Public Service programs, the following strategies or options were considered as the basis for development of the project alternatives:

- Limit the number of instructional offerings in these instructional areas based on the existing instructional space. This solution will have the outcome of limiting the enrollment of the College and not addressing the demand for additional classes or meeting the employment needs of public agencies in the College's service area

**STATE OF CALIFORNIA
CAPITAL OUTLAY
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**DEPARTMENT OF FINANCE
915 L. Street
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IMS Mail Code: A15**

ORG CODE: _____ COBCP NO: _____ PRIORITY: _____ PROJECT ID: _____

- Maximize the extended day and weekend instructional offerings. This solution has the outcome of meeting the short-term needs of the program but has a finite limit based on the current capacity and quality of the existing facilities.
- Identify off-campus locations that could be used for additional instructional offerings. Include in this assessment the potential of establishing a joint-venture with other public or a private nonprofit agency to provide affordable space at off-campus locations. This solution has the outcome of providing the needed additional space at an off-site location but has a corresponding negative outcome of discouraging students to become full-time students due to the inconvenience of attending multiple locations.
- Reduce the instructional offerings in other areas of the curriculum and assign the space obtained from the reduction to the Public Services programs. This solution is viable for the Public Services programs but, at the same time, creates an outcome that skews the overall instructional program. It is an outcome that would require the College to address the issue of what is the balance in curriculum appropriate for the College and residents of the service area.
- Consider adding temporary (Portable) facilities on the campus to address the short-term need for additional space. The addition of temporary facilities is a short term solution. The outcome is that you have the necessary space but has not addressed the original problem of insufficient, permanent space for the Public Services instructional programs.

A. RELATIONSHIP TO THE STRATEGIC PLAN:

Crafton Hills College completed its initial College Master Plan in 1992. This initial Master Plan has been regularly updated by the faculty, staff and consultants with the latest update occurring during the 2010-11 academic year. The current Master Plan was prepared as part of the recently completed Accreditation Self-Study and is an integral part of the decision-making process at the College. It is the basis for the prioritization of capital construction projects.

The Master Plan addresses the long-term enrollment projection for the college and the corresponding projection of the instructional program to meet the needs of the proposed enrollment. The Emergency Services (OE-2) project is the first, new, instructional project that is proposed to address the need for additional occupational/technical space based on the

**STATE OF CALIFORNIA
CAPITAL OUTLAY
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campus. The College's continued growth in enrollment validates the projections proposed in the Master Plan and the Final Project Proposal (FPP) presented for this project.

The Solution Criteria lists options the College addressed in developing the Educational/Facilities Master Plan and the accompanying requests for funding of the proposed project. If the proposed project is funded, then the College will have taken the next step in implementing the Educational/Facility Master Plan recommendations.

This facility will address the recommendation to integrate the use of technology into all elements of the College's instructional and support service programs. The desired outcome is that this building will serve as a key facility for the continued growth and expansion of the Public Services instructional program for residents of the College's service area. It is a critical element in the joint development of Public Service programs for all public entities in the greater Redlands/ Yucaipa area of the District.

Without it, the college will be restricted in its effort to accommodate student growth, will not be following the recommendations in the Master Plan and will not be able to provide the necessary instructional programs required to be a viable institution of higher learning in one of the fastest growing region in California.

B. ALTERNATIVES:

As part of the preliminary planning for this project, the College considered a number of potentially viable alternatives. Non-viable alternatives, such as limiting the number of instructional offerings and reducing the number of instructional offerings in other areas of the curriculum to allow the Public Services programs to expand were not pursued following the initial assessment of options.

Further complicating the problem is that the existing campus buildings are more than 35-years old and were constructed in a manner that makes it fiscally and physically very difficult to modify/remodel the existing size or re-configure the interior spaces in the existing buildings. This inflexibility of the current facilities has a significant impact on the capacity load ratios for the College and creates a false expectation that there is space available that is not being used in the lecture and laboratory categories. A visual inspection of the buildings confirms the problem with many of the current classrooms and laboratories in that they are inappropriately sized to accommodate the larger class sizes needed to efficiently offer the College's instructional programs and/or the implementation of technology to support today's learning systems.

**STATE OF CALIFORNIA
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BUDGET CHANGE PROPOSAL (COBCP)
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The project alternatives that may be viable are as follows:

1. Construct a new Emergency Services (OE-2) Building in accordance with the Educational & Facilities Master Plan.
2. Lease or jointly develop with other public agencies an off-campus facility for additional instructional space for the Emergency Services and related instructional programs.
3. Use a temporary or portable facility to house the Emergency Services and related instructional programs.
4. Remodel an existing building to accommodate the proposed Emergency Services and related instructional programs.

The detailed analysis of these alternatives is as follows:

1. Construct a new Emergency Services (OE-2) Building in accordance with the Educational & Facilities Master Plan

As shown on the Facilities Master Plan for the campus, the ideal location for the new, proposed building is the current location of the present Emergency Services (OE-2) facility (Space Inventory Building #7). This location requires the College to provide interim or "Swing Space" as may be necessary to house the instructional programs during the construction of the demolition and construction of the new building. In recognition of this additional cost, the District is proposing that the cost of the "Swing Space" which is anticipated to be as many as seven (7) temporary structures @ 960 gsf per modular, be paid solely by the District as a non-state supported expense. The cost is estimated at \$1,671,500 and will be implemented, if needed, prior to the commencement of this project. Under this alternative, the proposed new Emergency Services building is designed as part of the new, vocational education core of the campus with convenient access to the LRC and student service areas.. This alternative is the most cost-effective solution for providing a new, permanent facility for the Emergency Services (OE-2) instructional program.

Scope of the Alternative: The scope of this alternative is to construct a new, 22,168 asf building to house the Emergency Services and related health and public service programs. The existing OE-2 facility will be demolished. This project will anchor the College's commitment to a new, vocational education complex located at the Southeast entrance to the campus. It will have the capacity to house all Public Service programs in

STATE OF CALIFORNIA
CAPITAL OUTLAY
BUDGET CHANGE PROPOSAL (COBCP)
BUDGET YEAR 2013-2014

DEPARTMENT OF FINANCE
915 L. Street
Sacramento, CA 95814
IMS Mail Code: A15

ORG CODE: _____ COBCP NO: _____ PRIORITY: _____ PROJECT ID: _____

a central, highly visible location and will highlight the changes the College is making to attract and accommodate new students and for the campus and to be a more viable part of the community. It will address the space needs for the Public Services and related Health and Emergency Services instructional programs through the year 2025 as outlined in the Educational and Facilities Master Plan for the College.

Academic Program Impact: The proposed facility will help the college meet the instructional space needs for the campus through the year 2025. No additional space will be required for the Public Services and Health/Emergency Services programs. It will allow the College to offer the curriculum, as designed and projected as part of the master planning process, through 2025.

Facility Management Benefits: The upkeep and maintenance of the new facility may require the College to slightly increase the level of staffing for custodial and maintenance staff but this may be off-set by the design elements of the new facility and its infrastructure. Since this is a new facility, the costs for major repairs and renovation will not have a significant impact for the next 7-10 years. This option is consistent with the Facilities Master Plan for the revitalization of the campus.

Source of Financing: The new facility is proposed as a 50% state and 50% local bond funded.

2. *Lease or jointly develop with other public agencies an off-campus facility for additional instructional space for the Emergency Services and related Public Services programs.*

This alternative is an option in term of economics, but one that does not seem to be viable in terms of the instructional program for a comprehensive community college. The Public Services instructional programs need to be an integral part of the campus learning environment and are proposed as the central link to the majority of all vocational programs offered by the College. As such, the facility must be strategically placed at a highly visible, readily accessible location on the campus. There are significant ramifications of locating the program off-campus not the least of which is the disintegration of a comprehensive community college curriculum. However, if an off-site location became necessary the following information would serve as the basis for planning such a facility

Scope of the Alternative: The scope of the project is to develop a joint-venture with another entity a 22,168 asf/33,100 gsf facility off-campus. The facility would be identical to the proposed on-campus facility except that it would be at an off-campus

**STATE OF CALIFORNIA
CAPITAL OUTLAY
BUDGET CHANGE PROPOSAL (COBCP)
BUDGET YEAR 2013-2014**

**DEPARTMENT OF FINANCE
915 L. Street
Sacramento, CA 95814
IMS Mail Code: A15**

ORG CODE: _____ COBCP NO: _____ PRIORITY: _____ PROJECT ID: _____

location. A joint venture, public services partner such as a County or a City, who has a building site for the proposed facility, would need to be included as the joint venture partner.

Academic Program Impact: Locating the facility off-site will allow the college to expand the course offerings pursuant to the Educational & Facilities Master Plan. However, it would have the impact of requiring students to attend core curriculum classes at more than one location. This would create scheduling problems for students and increase the probability of students taking fewer classes in a given semester thus reducing the WSCH/FTES ratio for the College.

Facility Management Benefits: The benefits listed in Alternative One would also be appropriate for this option. However, since it is an off-campus location, the logistics of maintenance and support services will have an additional impact on the operating budget.

Source of Financing: The funding for the project would have to be from sources other than the state and operating fund of the College. Subject to available funding, options could involve the lease-purchase of the site and the building from a private partner.

3. *Use a temporary or portable facility to house the Emergency Services (OE-2) Instructional program.*

This alternative has merit if one is willing to accept a short-term, rather than a long-term, solution to the problem. It is cost-effective in that the temporary facility could be acquired on a lease/purchase basis utilizing operating funds and/or local bond funds of the District.

Scope of Alternative: The proposed facility would be a 33,100 gsf temporary building. Contained in the facility would be the same number of instructional spaces as proposed for a permanent facility.

Academic Program Impact: If located on-campus, the impact would be that the College has space to immediately expand the curriculum offering in Emergency Services and related programs such as Health and Public Services. The long-term impact would be that the programs housed in the facility will never be considered an integral part of the campus. Students will have that perception typically associated with temporary facilities of being on-campus but not quite equal to a permanent facility. This could lead to a lower than expected enrollment in classes scheduled in the temporary facilities. Another negative impact is that temporary facilities are also inconsistent with the master planning of the campus.

STATE OF CALIFORNIA
CAPITAL OUTLAY
BUDGET CHANGE PROPOSAL (COBCP)
BUDGET YEAR 2013-2014

DEPARTMENT OF FINANCE
915 L. Street
Sacramento, CA 95814
IMS Mail Code: A15

ORG CODE: _____ COBCP NO: _____ PRIORITY: _____ PROJECT ID: _____

Facility Maintenance Benefits: Initially, the upkeep and maintenance will be minimal. As the facility ages, there will be a need to upgrade and maintain the facility which will have a greater than normal impact on the operating budget of the college. Temporary or portable facilities do not provide a long-term solution for projects listed in the Facilities Master Plan. They provide a short-term solution that is not eligible for state funding.

Source of Financing: The purchase of the facilities would require using operating funds. Given the current level of funding from the state, it is not possible for the District to fund the project from its general operating fund.

4. *Remodel an existing building to accommodate the proposed Emergency Services (OE-2) program.*

This Alternative proposes to use space in an existing facility on campus. All existing buildings on the campus have on-going instructional programs housed in them that would need to be relocated or eliminated if this alternative were selected.

Scope of Alternative: Locate 22,168 asf of space in an existing, on-campus facility. This may not be viable but it is an alternative that needs preliminary assessment. There are no vacant buildings on campus. To move the Emergency Services program into a building would result in the displacement of the current instructional programs housed in that facility. A review of the capacity load ratios for space on the campus indicates the College has no excess lecture or laboratory space. Therefore, the capacity load ratios for the College would be projected to an even lower level than what currently exists.

Academic Program Impact: Eliminating instructional classes in another facility to make room for Emergency Service programs will result in a net reduction in the number of class offerings and a corresponding decrease in student WSCH.

Facility Management Benefits: Since this option would result in a remodeled facility, major repair and maintenance costs would not have a significant impact for the next 7-10 years.

Source of Financing: The remodel of an existing building could be accomplished using a combination of local funds and state funds similar to the 50%/50% formula proposed for the new facility.

**STATE OF CALIFORNIA
CAPITAL OUTLAY
BUDGET CHANGE PROPOSAL (COBCP)
BUDGET YEAR 2013-2014**

**DEPARTMENT OF FINANCE
915 L. Street
Sacramento, CA 95814
IMS Mail Code: A15**

ORG CODE: _____ COBCP NO: _____ PRIORITY: _____ PROJECT ID: _____

SUMMARY OF ALTERNATIVES –CRITERIA ANALYSIS

Criteria	Alt. #1	Alt. #2	Alt. #3	Alt. #4
Permanent Facility	Yes	Yes	No	Yes
Consistent with Master Plan	Yes	No	No	No
Benefits Inst. And Support Services	Yes	No	No	No
Minimizes Increase in Op. Budget	Yes	No	No	No
Programs/Services in one location	Yes	No	No	Yes
Access Compliant	Yes	Yes	Yes	Yes
Improves Capacity Load Ratio	Yes	No	No	Yes

SUMMARY OF ALTERNATIVES -- ECONOMIC ANALYSIS

Category	Alt. #1 (Replace- Expand)	Alt. #2 (40 yr. (Lease)	Alt. #3 (Lease/Purchase Temp. Units)	Alt. #4 (Remodel Other Space)
Utility Services	\$181,000	\$0	\$88,000	\$375,000
Site Development, Service	\$350,000	\$0	\$45,000	\$323,000
Site Development, General	\$537,000	\$0	\$148,000	\$475,000
Site Development, Other: Grading, Temp. Footings, Anchors, Permits etc.	\$0	\$0 (Included in Lease)	\$50,000 (Grading, materials Footings)	\$420,000
Soft/Support Costs: A/E, Tests, Insp., Mgt Allow, etc.	\$2,620,000	\$500,000	\$220,000	\$5,380,000
Reconstruction	\$0	\$0	\$0	\$6,125,000
New Construction**	\$8,751,000	\$0	\$0	\$9,000,000
Parking (200 Spaces) Plus—Ground lease for parking area and facility site	\$0	\$1,050,000 (Initial Construction Cost @ \$1,700/space + Grd. Lease	\$0	\$0
Group II Equipment	\$795,000	\$795,000	\$795,000	\$795,000
Facilities Lease or Lease-Own, Delivery, Install/const.	\$0	\$23,800,000 40-Yr. Lease	\$1,035,000	\$0
Total Project Cost @ CCCI 5065 & EPI 2894	\$13,234,000	\$26,145,000	\$2,381,000	\$22,893,000

**STATE OF CALIFORNIA
CAPITAL OUTLAY
BUDGET CHANGE PROPOSAL (COBCP)
BUDGET YEAR 2013-2014**

**DEPARTMENT OF FINANCE
915 L. Street
Sacramento, CA 95814
IMS Mail Code: A15**

ORG CODE: _____ COBCP NO: _____ PRIORITY: _____ PROJECT ID: _____

Notes:

The Cost analysis for Option 1 is the proposed JCAF-32 for the project

The cost analysis for Options 2-4 are as follows:

A. Option 2: Off-campus, Joint-venture, Leased Facility:

1. Assume a 40-Year lease including building and parking to accommodate 200 students, faculty and staff.
2. Construct the building in accordance with the JCAF-31 proposed for the project (22,168 asf/33,100 gsf) with all tenant improvements included.
3. Assume the parking formula will be 125 Vehicles/acre. Therefore, 1.6 acres will be needed for parking. The cost of land for parking will be included in the lease payments. The capital cost for parking improvements will be \$1,700/space or \$340,000.
4. The 22,168 asf/33,100 gsf facility will require 0.9 acres of property.
5. The total site acreage will be 2.5 acres.
6. The facility will be built to DSA/CBC standards
7. The lease payment schedule will be a 40-year schedule with 3-year incremental adjustments of 10% in the lease rate.
8. The lease will not include the on-going cost of utilities or the cost of equipment. These costs will be paid by the College.
9. The baseline factors for the lease are as follows:
 - a. The basic ground rent will be 8.0%/year of the land cost of \$80,000/acre = \$6,400/acre or \$12,800/year for the 2.0 acre site or \$38,400 for the first three years of the lease period. The ground rent for the 2.0 acre site for the 40-year lease period, assuming the 3-year escalation factor, would be \$712,000.
 - b. The basic cost for parking improvements will be \$1,700/space or \$340,000 for 200 spaces.
 - c. The base lease rate for the building will be $(\$1.30/\text{gsf}/\text{month})(33,100 \text{ gsf}) = \$43,000/\text{month}$ or \$516,400/year for the first three years of the lease.
 - d. The total lease cost for the initial 3-year lease (Building & Parking) = \$1,664,300.
 - e. If the lease payment is adjusted by 8.0% every three years for the 40-years of the lease, then the total lease payment over the 40-year life of the lease would be

**STATE OF CALIFORNIA
CAPITAL OUTLAY
BUDGET CHANGE PROPOSAL (COBCP)
BUDGET YEAR 2013-2014**

**DEPARTMENT OF FINANCE
915 L. Street
Sacramento, CA 95814
IMS Mail Code: A15**

ORG CODE: _____ COBCP NO: _____ PRIORITY: _____ PROJECT ID: _____

\$23,800,000 plus equipment costs of \$795,000 and “soft costs” of \$500,000 for the 40-year lease period for a total project cost of \$26,145,000.

(Note: This cost estimate does not include potential renegotiation of lease terms, remodel costs or equipment replacement costs over the 40-year period)

10. **Total Project Cost = \$25,095,000**

B. Option 3-Temporary/Modular Facility

- a. Cost of a 960 gsf temporary/modular building is \$45,000/unit.
(Based on a cost estimate from GE Capital Corporation. 23 Modular Units would be required to construct the amount of square footage (asf) proposed for the project.
The cost of the 23 modular units is: (23 units)(45,000/unit) = \$1,035,000
- b. Delivery and setup on prepared site on temporary foundations is (23 Units)(13,500/unit) = \$310,500
- c. The cost for site improvements including utilities, pedestrian access, drainage, etc. = \$331,000
- d. Soft costs including permits, architectural fees, engineering fees and management fees is = \$220,000
- e. The cost for equipment is in accordance with the JCAF-33 for the project = \$795,000.
- f. **Total Project Cost: \$2,381,000.**

Note: The Total Project Cost is for initial construction only and has not been projected for a typical 40-Year life cycle for a capital construction project.

C. Option 4:-Remodel another Existing Facility on the campus—(Note: Renovating other space on campus will displace the programs currently in that space and require a 1:1 replacement ratio for new construction. Therefore, 22,168 asf of new space will need to be constructed for the displaced instructional programs.)

- a. Site improvement costs for this alternative are slightly greater than the costs for constructing only a new facility as this alternative requires renovation/demolition of an existing building plus the construction of a new 22,168 asf facility to accommodate the programs displaced by the relocation of the Emergency Services programs. Total site improvement costs for this option are estimated at \$975,000.

STATE OF CALIFORNIA
CAPITAL OUTLAY
BUDGET CHANGE PROPOSAL (COBCP)
BUDGET YEAR 2013-2014

DEPARTMENT OF FINANCE
915 L. Street
Sacramento, CA 95814
IMS Mail Code: A15

ORG CODE: _____ COBCP NO: _____ PRIORITY: _____ PROJECT ID: _____

- b. The cost of renovating the existing space is estimated at 70% of the cost of new construction or \$6,125,000 assuming similar classroom, laboratory and office configurations and as based on the CCI 5394 Table of Costs.
- c. The cost for replacing 22,168 asf of space in the existing building with new space is essentially the cost of constructing the proposed project. However, due to differences in the existing space in terms of disciplines and room use, the cost is slightly more than the proposed new building. Based on CCI 5394 guidelines, the construction cost for the new, replacement building is estimated at \$9,000,000 or \$406/asf. (Construction costs only).
- d. The equipment costs for this option are the same as for all options proposed for this project with a cost of \$795,000 as calculated from the JCAF-33 for the project. No new equipment is budgeted for the programs that would be relocated.
- e. The total time line for the option of a new facility plus the renovation project will be approximately 14 months longer than if only a new facility were constructed as the new facility would need to be built and occupied before the existing building could be renovated. As an option, the concept of using temporary facilities to house the programs that are to be relocated is presented. The cost for the temporary facilities is estimated at \$2,700,000. This cost would be off-set by the additional management, supervision, general conditions and inspections associated with the longer construction period. Using temporary facilities will reduce the overall timeline for the project back to approximately a 12 month schedule saving the additional costs associated with the extended construction period and the disruption to the educational program at the College.

** All construction calculations based on CCI 5394 and EPI 3016.

- f. **Total Project Cost: \$22,893,000**

C. RECOMMENDED SOLUTION:

1. Which alternative and why?

The recommended solution is Alternative 1--to construct a new Emergency Services (OE-2) Building. The reasons for selecting this alternative are as follows:

- a. It is the most cost effective alternative for a permanent facility that is consistent with the College Educational & Facilities Master Plan.

**STATE OF CALIFORNIA
CAPITAL OUTLAY
BUDGET CHANGE PROPOSAL (COBCP)
BUDGET YEAR 2013-2014**

**DEPARTMENT OF FINANCE
915 L. Street
Sacramento, CA 95814
IMS Mail Code: A15**

ORG CODE: _____ COBCP NO: _____ PRIORITY: _____ PROJECT ID: _____

- b. In the long-term, it is the most cost-effective solution because the cost of renovating an existing facility to Title 5/Title 24 standards, plus the secondary effects (new facility), is greater than the cost of just constructing a new facility for the proposed programs.
- c. It provides the best solution for the delivery of the Emergency Services and related Public Services curriculum.
- d. It provides the physical space necessary to support the efforts of the college to respond to the increase in student enrollment and will have limited impact on the students and faculty in terms of day-to-day activities on the campus.
- e. A temporary unit provides a short-term solution but is not compatible with the long-term *Educational & Facility Master Plan* for the College.
- f. A new facility will result in only a limited increase in the operational budget for the College and these costs will be covered by the increase in FTES generated by the instructional programs.

A. Detail Scope Description.

This project will construct a new, 22,168 asf on the site of the present OE -2 facility near the Southeast entrance to the Campus. The project will be designed to be compatible with other new facilities being developed as part of the facilities master plan. This building will be part of the focal point of the new instructional spine for the campus. The detailed breakdown of the building spaces is as follows:

**STATE OF CALIFORNIA
CAPITAL OUTLAY
BUDGET CHANGE PROPOSAL (COBCP)
BUDGET YEAR 2013-2014**

**DEPARTMENT OF FINANCE
915 L. Street
Sacramento, CA 95814
IMS Mail Code: A15**

ORG CODE: _____ COBCP NO: _____ PRIORITY: _____ PROJECT ID: _____

Building Space Allocation

<i>Type</i>	<i>TOPS Code</i>	<i>Description/Department</i>	<i>Project Space ASF</i>
50	99	Inactive-General Assignment	
110	1201	Classroom-General Assignment	6,290
210	1200	Laboratory-Health Occupations	1,350
210	2100	Laboratory-Public & Protective Services	4,050
215	2100	Lab. Serv.-Public & Protective Services	830
215	4900	Lab. Serv. Interdisciplinary Studies	400
220	2100	Special Class Lab.-Public/Protect. Serv.	1,200
230	4900	Ind. Studies Lab.-Interdisciplinary Studies	1,488
310	99	Office-General Assignment (Faculty)	1,080
310	6000	Office-Instructional Administration	160
315	99	Office-Service	210
680	99	Meeting Room	990
740	2100	Vehicle Storage-Public/Protective Serv.	4,120
Total ASF			22,168
Total GSF			33,100

B. Basis for cost information.

- a. Cost estimates were developed by engineering and construction management professionals currently working on projects in the Inland Empire area and also using recently completed community college projects. Costs for temporary facilities were obtained from the manufacturer. Site preparation costs were obtained from similar, recently completed community college projects. The cost for leasing was obtained from the local Board of Realtors.
- b. The District will use the energy incentive allowance to design the proposed to a minimum of LEED “Silver” rating. The 2% energy incentive for this project will be used to assist in reaching this goal through funding of energy efficiency measures. Energy efficiency measures to be considered include:
 - Design, installation and operation of efficient HVAC systems
 - Conformity of windows and doors to LEED standards
 - Building envelope design that facilitates energy conservation

**STATE OF CALIFORNIA
CAPITAL OUTLAY
BUDGET CHANGE PROPOSAL (COBCP)
BUDGET YEAR 2013-2014**

**DEPARTMENT OF FINANCE
915 L. Street
Sacramento, CA 95814
IMS Mail Code: A15**

ORG CODE: _____ COBCP NO: _____ PRIORITY: _____ PROJECT ID: _____

- Orientation of building and design of exterior design to reinforce energy conservation guidelines.
- Installation of landscaping that reduces water and energy operational costs.
- Use of renewable energy systems such as solar where possible to reduce the energy requirements for the facility.

Factors/Benefits for Recommending Project Other Than the Least Expensive Alternative. As noted previously, the recommended alternative is the only alternative that is consistent with the Facilities Master Plan for the college, is the best facility solution to meet the needs of the instructional and support services of the College, and is the best solution to meet the long-term instructional and technology needs of the College.

As discussed in Section C—A Alternatives, the least expensive economical solution is not always the best long-term decision. In this case, the use of temporary, portable facilities is the least expensive alternative. Unfortunately, it is not a viable solution because it does not address the long-term facility needs for a modern, technology-based, vocational education facility. It also does not address the operational costs, aesthetic impact, or the political ramifications of building a temporary structure rather than permanent facilities.

c. Complete description of impact on support budget.

The proposed project does not increase the number of certificated staff assigned to the programs and services proposed for this building. Staff will, however, have efficient and ergonomically sound work spaces, which should result in better overall efficiency. Therefore, there will be no additional costs directly attributable to this project.

d. With respect to maintenance and operations, this project will add 9,873 assignable square feet of space to the college inventory. Historical data indicates that this new facility will not impact the deferred maintenance program until 2021. Because this is a new facility, the design and construction will be in accordance with modern, energy efficient systems and materials. This design should minimize the day-to-day operating costs of the building.

**STATE OF CALIFORNIA
CAPITAL OUTLAY
BUDGET CHANGE PROPOSAL (COBCP)
BUDGET YEAR 2013-2014**

**DEPARTMENT OF FINANCE
915 L. Street
Sacramento, CA 95814
IMS Mail Code: A15**

ORG CODE: _____ COBCP NO: _____ PRIORITY: _____ PROJECT ID: _____

- e. Identify and explain any project risks.

The only risk associated with the project would be unknown underground conditions that exist on the proposed building site.

- f. List requested interdepartmental coordination and/or special project approval (including mandatory reviews and approvals, e.g. technology proposals).

1. Division of State Architect (DSA)
2. CALFire and Local Fire Offices
3. Public Works Board

E. Consistency with Chapter 1016, Statutes of 2002 – AB 857

1. Does the recommended solution (project) promote infill development by rehabilitating existing infrastructure and how?
2. Does the project improve the protection of environmental and agricultural resources by protecting and preserving the state's most valuable natural resources?
3. Does the project encourage efficient development patterns by ensuring that infrastructure associated with development, other than infill, support efficient use of land and is appropriately planned for growth?

Response: Consistent with the provisions of AB 857, Chapter 1016, Statutes of 2002, the California Community Colleges are exempt from these specific provisions of this legislation.

CALIFORNIA ENVIRONMENTAL QUALITY ACT
ENVIRONMENTAL IMPACT REPORT

An update to the original campus master plan was completed in 2006 and also the Environmental Impact Report for the Plan has been completed. This update to the Master Plan included the proposed Emergency Services (OE-2) Replacement project. The State Clearinghouse Number is 2006011080 and the Notice of Determination was filed on December 15, 2006.

OUTLINE OF SPECIFICATIONS

District: San Bernardino Community College District College: Crafton Hills College

Project: New Emergency Services (OE-2)

DIVISION 1 - GENERAL REQUIREMENTS

01010 - Summary of Work

The Project Scope includes the construction of an approximate 33,000 gross square footage Occupational Education #2 building for Crafton Hills College located in Yucaipa, CA. Interior spaces include:

1. Public and Protective Services Classrooms, Public and Protective Services Labs, EMT/Res. Care Classroom and Lab and Support spaces.
2. Vehicular Storage
3. Tutorial/Individualized Study Room
4. Staff Offices
5. Lecture Rooms

01040 - Coordination

Requirements for coordination of Work of the Contract.

01450 - Quality Control

Requirements for quality assurance and control of installation, field samples, manufacturer's field services and reports, and identification of reference standards.

01405 - Testing and Inspection

Provide testing and inspection services to meet requirements of the California Building Code (CBC), Title 24, Parts 1 and 2 - current edition.

01500 - Temporary Construction Facilities

Contractor to provide temporary construction facilities such as: temporary utilities, Owner's inspector's office, sanitary facilities for workmen, construction aids, tree & plant protection, access road, parking area, dust control, erosion & sediment control, security and project identification sign.

01600 – Product Requirements

Requirements regarding products, transportation and handling, storage and protection, options, substitutions and owner-furnished products.

01700 – Execution Requirements

Requirements and limitations regarding cutting and patching for work, cleaning, project record documents, closeout procedures, adjusting, operation and maintenance data, warranty and guarantee, spare parts and maintenance materials, instruction to Owner's personnel.

01725 - Field Engineering

Contractor is required to make provisions of survey and field engineering services for the project. Establish a minimum of two permanent bench marks on site, referenced to established control points.

DIVISION 2 - SITE WORK

02230 - Site Clearing

The existing site will be graded to a rough grade condition ready for grading to construct buildings and other improvements. Locate existing utilities to be connected to, capped or relocated. Protect existing facilities to remain. Work Includes: Removal of vegetation, grass, grass roots, shrubs, tree stumps, trees, upturned stumps, weed growth, tree roots, brush, masonry, concrete, rubbish, debris and other objectionable materials, within limits of

construction. Removal of concrete and bituminous surfaces. Remove materials and debris and dispose of legally off-site.

02300 - Earthwork

Excavation for building and retaining foundations. Over excavation and re-compaction per soils report recommendation. Preconstruction removal and stock piling of topsoil. Rough grading and contouring of site in preparation for building excavation including cutting, filling and compacting. Import of fill material if required. Excavation for building and retaining foundations. Backfilling required for building and retaining wall perimeters up to subgrade elevations. Import or export of material if required.

02315 - Trenching

Excavation, backfilling and compaction of trenches for utilities to within 5 feet of building lines. Requirements for excavation, backfilling and compaction of concrete filled utility trenches in sidewalk areas; as provided under other sections.

02362 - Termite Control

Furnish five year written warranty certifying that applied soil treatment prevents infestation of subterranean termites and that if subterranean termite activity is discovered during warranty period, soil will be retreated and damage caused by termite infestation will be repaired or replaced at no additional cost to Owner.

Termite Control: Emulsified concentrate insecticide for dilution with water specially formulated to prevent infestation by termites and not injurious to vegetation.

02515 - Unit Pavers

Precast concrete unit pavers with dry mortared joints installed over aggregate bed over compacted soil base.

02520 - Portland Cement Concrete Paving

Install new natural concrete sidewalks, driveways, curbs and gutters. Integral color sidewalks and paving with scored decorative patterns at indicated areas.

02575 - Pavement Repair

Bituminous Surfacing Repair: Areas removed for utility trenches, heaved by tree roots, cracked areas, protruding areas where pavement meets hard surfaces, depressed areas, holes and areas around new structures, and raveled bituminous pavement.

Concrete Pavement Repair: Areas heaved by tree roots, cracked areas, holes and trenches, and areas around new structures.

02577 - Pavement Striping

Painting parking stalls, divider striping, traffic symbols, accessibility symbols, lettering and curb demarcations on asphaltic concrete paving and Portland cement concrete curbs and wheel stops. Provide painting of loading and fire lane areas where indicated.

02620 - Subdrainage

Subsoil Drainage Piping: Polyethylene: Perforated corrugated polyethylene tubing, ASTM F405 and F667, complete with fittings, couplings, filter fabric wrap, and joint materials. PVC: Polyvinyl chloride pipe, ASTM D2729 or D3034, with three rows of 3/8 inch diameter holes spaced on 5 inch centers at 60 degrees apart.

Filter Fabric: Non-woven, geotextile fabric of polypropylene or polyester fibers. Water Flow Rate: 230 GPM/SF minimum.

Subsurface Drainage Mat: Vertical grade drainage mat, polyester or polypropylene geotextile fabric bonded to compression-resistant three-dimensional, non-biodegradable, single-sided, sheet polymeric core construction designed to effectively conduct water to foundation drainage system.

02711 - Gas Distribution Systems

Coordination of installation of natural gas piping and appurtenances.

02713 - Water Distribution System

Water service lines including connection to the existing City of Yucaipa potable water distribution system. Testing and sterilization.

Fire service lines with reduced pressure backflow, fire department connections, and post indicator valves connected to the City of Yucaipa Water Department potable water distribution system.

02721 - Storm Drain System

Surface drainage receptors, area drains, catch basins, foundation drainage system and under ground piping to within 5 feet of building lines including connections of building storm drain system to existing campus drainage system.

02722 - Sanitary Sewage Systems

Sanitary sewer piping with fittings, manholes, and accessories to within 5 feet of building lines including connections to the campus sanitary sewer system.

02780 - Electrical and Communication Utilities

Electrical and communications duct and structures for main runs to transformers and main panels including duct piping, manholes, pullboxes, transformer pads, stub-outs for buildings and connection to existing CHC system.

02810 - Landscape Irrigation System

Work included: Irrigation Work includes but is not limited to the following:

Replacement of existing irrigation mains, points of connection, valves, control wires, electrical boxes, controllers, sprinkler heads and caps for future connections.

02840 - Walk, Road, and Parking Appurtenances

Traffic and parking control signage complete with excavation for post bases and concrete post footings. Signage to be compliant with campus standards.

02870 - Site and Street Furnishings

Concrete benches, trash receptacles, tree grates, and specified site furnishings.

02871 - Bicycle Racks

Metal Bicycle Rack: Undulating steel pipe, set in ground. Quantity and location as indicated on the Drawings.

02900 - Planting

Preparation of sub-grade including placement of topsoil, soil amendments, fertilizers, and final grading.

Planting of trees, palms, plants, ground covers, meadows and lawns with temporary support, mulching and fertilizing.

DIVISION 3 - CONCRETE

03100 - Concrete Formwork

Formwork for cast-in-place concrete with shoring, bracing and anchorage including form accessories and stripping forms. Forming materials consist of but are not limited to panel forms, board forms, chamfer strips, wood framing, form ties and spreaders, expansion joint filler, form sealer, release agent also included.

03200 - Concrete Reinforcement

Reinforcing, supports and accessories for cast-in-place concrete: Bars, welded wire fabric, tie wires, welding electrodes and bar supports.

03300 - Cast-In-Place Concrete

Cast-in-place concrete for building footings, walls, columns, floor slabs on grade and wearing slabs at stairs and balconies. Concrete Mixes: Wearing Slabs at Stairs and Balconies: Minimum 3000 psi compressive strength; 115 lbs/cu ft air dry; 4 inch slump. Other Concrete: Minimum 3000 psi compressive strength after 28 days; 145 lbs/cu ft air dry; 3-1/2 inch slump. Interior Slab: Steel troweled. Exterior Concrete: Smooth finish. Slabs to receive Setting Bed for Tile or Terrazzo: Scratch finish.

03350 - Sealed Concrete Finishing

Applied Finishes include floor sealers, water based acrylic sealing compounds, that are compatible with subsequent coatings and toppings.

03450 - Precast Architectural Concrete

Architectural Precast Concrete: Wind Loading, Engineer typical exterior envelope to withstand 40 PSF positive and negative wind load acting normal to plane of walls or building code requirements, whichever is greater.

Engineer corner within 10 feet and parapet areas of exterior envelope to withstand plus 40 PSF and minus 60 PSF wind load acting normal to plane of walls or building code requirements, whichever is greater.

Testing Laboratory Mock-up: Provide architectural precast concrete units as necessary to make full size mock-up at testing laboratory. Finish: Match Architect's sample.

Structural Requirements: Employ professional structural engineer registered in State of California to engineer each component of exterior wall system and to prepare and supervise preparation of engineering data for architectural precast concrete system. Included are drawings, development of testing program, interpretation of test results, and comprehensive engineering analysis showing compliance with performance and other Specification requirements.

DIVISION 4 - MASONRY

04200 - Masonry Units

Concrete masonry, mortar, grout, reinforcement, anchorage and accessories for 6", 8" and 12" concrete masonry units.

Mortar: ASTM C270 Proportion Method, portland cement/hydrated lime mix; use Type S, 1800 PSI for load bearing walls; ASTM C270, Type N, 750 PSI for non-load bearing walls. Use of masonry cement not allowed.

Masonry Grout: 3000 PSI at 28 days, 9-1/2 inch slump.

Horizontal Joint Reinforcing: ASTM A82 hot dip galvanized, truss for single wythe; ladder design for cavity walls.

Concrete Masonry Units: ASTM C90, Type II non-moisture controlled, Grade N, lightweight or normal weight aggregate at Contractor's option.

DIVISION 5 - METALS

05120 - Structural Steel

Structural steel elements including temporary and permanent bracing in accordance with AISC "Specifications and Code of Standard Practice."

05300 - Metal Decking

Metal Decking roll-formed sheets conforming to ASTM A 653, with G90 zinc coating. Refer to Drawings for metal decking requirements. Requirements of Regulatory Agencies be responsible for obtaining DSA and Underwriters Laboratories Inc. (UL) approval for the decking when used as a part of an assembly indicated on Drawings in which fire resistive construction ratings are required. Work of the Regulatory Agencies shall be in accordance with CBC Chapter 22A.

05500 - Metal Fabrications

Shop fabricated miscellaneous non-structural metal items and associated manufactured items.

- A. Miscellaneous Items: ASTM A36.
- B. Rolled Steel Bars, Plates, and Shapes: ASTM A6/A6M
- C. Steel Tubing: Cold-formed, ASTM A500.
- D. Structural Steel Sheet: Hot-rolled, ASTM A570/A570M, Class 1; of grade required for design loading.
- E. Galvanized Structural Steel Sheet: ASTM A653/A653M, Quality SQ, of Grade required for design loading.
- F. Cold-Rolled Steel Sheet, Commercial Quality: ASTM A366.
- G. Steel Pipe: ASTM A53
- H. Pipe Bollards: Galvanized steel pipe filled with concrete with formed dome top.
- I. Lateral Supports for Storefronts

- J. Toilet Partition Supports
- K. Vanities and Countertops: Provide framing to support countertops.
- L. Miscellaneous Items: ASTM A36
- M. Provide galvanized steel for all steel items exposed to exterior and built into exterior walls.
- N. Fasteners: Provide zinc-coated fasteners for exterior use or where built into exterior walls. Select fasteners for the type, grade and class required.
- O. Furnish bent or custom fabricated bolts, plates, anchors, hangers, dowels and miscellaneous steel and iron shapes required for framing, supporting, anchoring or securing fixtures, accessories, and furnishings.

05515 - Ladders

Vertical Ladders: Provide at elevator pit and roof access hatches. Structural Requirements: Comply with applicable provisions of ANSI A14.3 for design, materials, fabrication and installation of component parts, and with ANSI/ASME A17.1 ladder requirements at elevator pits. Stair treads: capable of withstanding concentrated 1000 lb load without deformation.

05520 - Handrails and Railings

Handrails and Guardrails: Capable of Withstanding specified loads: Concentrated load of 200 pounds applied at any point in any direction. Uniform load of 50 PLF applied in any direction. Concentrated and uniform loads above need not be applied simultaneously. Round Structural Tubing System: ASTM A500, seamless, Grade A. Size: 1-1/2 inches, outside diameter.

05585 - Column Covers

Metal Column Covers: Aluminum fabricated to shapes indicated.

Finished Work: Straight and true without scratches, scars, creases, buckles, ripples or chatter marks. Do not use exposed fasteners.

05700 - Ornamental Metalwork

Architecturally exposed structural steel: Provide architecturally exposed metals free from surface blemishes in finished unit. Exposed-to-view surfaces exhibiting pitting, seam marks, roller marks, stains, discolorations, or other imperfections on finished units are not acceptable. Provide architectural grade steel where exposed to view.

05720 - Ornamental Metal Railings

Manufactured Ornamental Stainless Steel Handrails and Railings: Capable of withstanding following loads applied: Concentrated load of 200 pounds applied at any point in any direction, uniform load of 50 PLF applied in any direction, concentrated and uniform loads above need not be applied simultaneously.

DIVISION 6 - WOOD AND PLASTICS

06100 - Rough Carpentry

Wood framing auxiliary to building structure, miscellaneous blocking and curbing, concealed wood framing, furring, sheathing, fire and preservative treated.

Lumber: Structural grade I Air or kiln dried prior to arrival on site to maximum 19 percent moisture content, except for 2 inch lumber which may be maximum 15 percent at time of surfacing. Surfaced four sides, resawn finish at heavy timber construction.

06200 - Finish Carpentry

Fabrication and installation of exposed, site finished, non-structural wood items, other than casework and paneling, complete with blocking, grounds, and nailers.

Standards: Woodwork Institute of California (W.I.C.), latest edition for exterior and interior trim, miscellaneous millwork and laminated plastic covered casework and countertops. Hardwood: WIC Custom Grade Walnut, Transparent Finish. Cedar Siding: Western Red Cedar, WIC, Section 3, Custom Grade, transparent finish, 1 x 6, T & G with beveled edges, smooth surfaced. No edge knots. Laminated Plastic Paneling: Wilsonart Wall Panel System No. 210, standard, with manufacturer's recommended moldings. Fiberglass Reinforced Panels. (FRP):

Kemlite Corp. "Glasboard", Marlite Brand "FPR", 1/8" thick, with manufacturer's standard molding in color matching panels.

06400 - Architectural Woodwork

Architectural woodwork shall include, casework, trim, hardware, countertops and shelving. Comply with Woodwork Institute of California (W.I.C.) Manual of Millwork guideline as a minimum requirement. Standards: WIC, latest edition for exterior and interior trim, miscellaneous millwork and laminated plastic covered casework and countertops.

06650 - Solid Polymer Fabrications

Solid Polymer Sheets: ANSI Z124. Fabricate solid polymer to follow thicknesses; unless indicated otherwise:
Solid Polymer Countertop: 3/4 inch minimum
Solid Polymer Splash: 3/4 inch minimum

DIVISION 7 - THERMAL AND MOISTURE PROTECTION

07130 - Sheet Waterproofing

Sheet Waterproofing: Materials: Rubberized asphaltic sheet laminated to a polypropylene film, 60 mil minimum total thickness.

Locations:

- a. Vertical surfaces of two sided formed foundation walls.
- b. Horizontal surfaces of plaza decks with occupied space below.
- c. Planters.
- d. Sandwich slabs.
- e. Elevator pits.

Protection Board: Asphaltic, preformed sheet or board, 1/8 inch thick. Fan-Fold Protection Board (Vertical Applications): Extruded polystyrene sandwiched between non-perforated film laminates designed for use in commercial foundation waterproofing applications; 15 PSI compressive strength. Thickness: 1/4 inch.

07141 - Hot Rubberized Asphalt Waterproofing

Hot Rubberized Asphalt Membrane: Rubberized asphalt membrane compound for thick-coat application, fast setting, self-bonding to substrate, non-shrinking, thermosetting.

Physical Properties: Solids: 100 percent, Pouring Temperature: 400 degrees F.

Thickness: 225 mils minimum, reinforced. Insulation, Plaza Deck Drainage Mat and Architectural Pavers.

07160 - Cementitious Waterproofing

Crystalline (Cementitious) Waterproofing: Non-shrinking, cementitious mixture producing capillary penetration into substrate, manufacturer's standard colors. Trowel or dry-shake applied waterproofing, designed for negative side waterproofing, manufacturer's required thickness.

07190 - Water Repellents

Penetrating Water Repellent Sealer: Water based silane/siloxane based composition; non-staining, breathable solution. Locations: Architectural Precast Concrete. Penetrating non-film forming type which does not alter natural surface appearance. Field Sample: 100 SQ FT sample of coating for Architect's review.

07210 - Building Insulation

Maximum use of recycled material with minimum of 20 percent post consumer and 5 percent post industrial recycled glass cullet. Use formaldehyde free materials where available.

Batt (Blanket) Insulation

Fiberglass Batt Insulation - Unfaced: Glass fiber composition, friction fit type, unfaced. Location: Exterior walls including return air plenums and underside of roof decks.

Fiberglass Batt Insulation - Vapor Retarder: Glass fiber composition with integral fire retardant foil reinforced kraft laminate vapor retarder.

Spandrel Glass Insulation: Inorganic glass or mineral fiber semi-rigid board insulation. Location: Applied to curtain wall spandrel glass.

Schedule: Provide minimum thermal resistance (R Values) for insulation in locations as follows:

1. Exterior Walls: Thermal resistance R Value of 19.
2. Roof Decks: Thermal resistance R Value of 30.

07260 - Vapor Retarders

Class A Vapor Retarder (10 mil): Virgin waterproof polyolefin film; recycled materials not allowed. Comply with ASTM E1745, Class A minimum. Tensile Strength: 45 pound/inch minimum, ASTM E154, Section 9. Permeance: ASTM E96, Procedure A; 0.05 perms maximum. Puncture Resistance: 2200 grams minimum, ASTM D1709, Method B. Location: Under slabs on grade.

Joint Tape: Manufacturer's recommended, pressure sensitive type, self adhering, and of perm rating not less than vapor retarder.

Pipe Boots: Construct pipe boots from vapor barrier material and pressure sensitive tape per manufacturer's instructions.

07270 - Spray-on Air Barrier

Fluid Applied Air Barriers: One component, liquid emulsion, breathable fluid applied material. Color: Manufacturer's standard. Transition Membrane: Self-adhering membrane consisting of an SBS rubberized asphalt compound, integrally laminated to polyethylene film. Compatible with spray applied air/vapor barrier. Provide compatible transition sheet between differing substrates and for terminating at penetrations.

07412 - Preformed Metal Wall Panels

Insulated Core Panels: Interlocking male/female edges, consisting of interior and exterior metal skin laminated to foam insulating core.

Metal: Prefinished galvanized sheet steel, ASTM A446/A446M, Grade A, with ASTM A653, G90 zinc coating, 22 gage minimum. Insulation: FS HH-I-530, 95 percent minimum closed cell structure, poured in place polyisocyanurate foam. Fabricated for joint orientation indicated on Drawings. 24 inch widths, 2 inch overall thickness. Corners: Factory fabricated formed corner panels. Stucco-embossed pattern. Flashing, Copings, Trim, Closure Pieces, Drips, and Accessories: Same material, thickness, and finish as adjacent metal panels, brake formed to required profiles.

07525 - PVC Thermoplastic Membrane Roofing

Install an adhered roofing membrane with flashings and other components to comprise a roofing system.

Reinforced Thermoplastic (PVC) Membranes: Flashing Materials: PVC-coated, heat-weldable sheet metal capable of being formed into a variety of shapes and profiles, Fasteners: corrosion resistant, miscellaneous accessories, including walk pads as recommended by roofing manufacturer, and Polyisocyanurate Insulation.

07600 - Flashing and Sheet Metal

Sheet Metal Flashing and Trim: Galvanized Steel Sheet: Zinc coating, hot dip galvanized, flattened sheets, chemically treated. Finish: Mill phosphatized. Coordinate with PVC coated materials required for roofing membrane terminations.

Fabrication Items: Flashing, gutters, downspouts, coping, fascia/gravel stop, scuppers, and conductor heads.

Standard: Sheet Metal and Air Conditioning Contractor's National Association, Inc., (SMACNA): Architectural Sheet Metal Manual.

07700 - Roof Specialties and Accessories

Curbs and Supports: Factory formed roof curb framing with 18 gage minimum galvanized steel construction, internal steel reinforcing, factory insulated, and pressure treated wood nailers. Minimum height of 8 inches above finished roof.

Pipe Portals: Manufacturer's standard ABS and EPDM rubber boots to accommodate 3/8 through 6 inch diameter pipe.

Roof Hatch: Single leaf. Provide primed galvanized steel or aluminum body and door, liner insulation for door, rigid insulation around body and hardware. Ladder Safety Post: Provide telescoping tubular safety post fabricated from hot-dipped galvanized steel.

07810 - Applied Fireproofing

Sprayed Fireproofing: Factory formulated mixture of asbestos-free cementitious materials with aggregates. Testing: Perform thickness and density tests on installed fireproofing in accordance with ASTM E605.

07840 - Firestopping

Make firestop and smoke seal assembly selections that comply with UL Fire Resistance Directory, authority having jurisdiction, and applicable codes for: Materials, fabrication, and installation of firestops and smoke seals. Fire containment. Fire resistant construction joints. Dynamic partition head details. Edge of slab and curtain wall conditions. Penetrations through fire-rated floors, walls, and shafts. Duct and damper firestops.

Firestop voids and openings in applicable locations. Select appropriate systems with UL ratings for conditions encountered, obtain approval from authorities having jurisdiction, and place identification label at each location indication materials, rating, and UL assembly number.

07920 - Joint Sealants

Warranty: Five year warranty covering installed sealants and accessories which fail to achieve air tight and watertight seal, exhibit loss of adhesion, exhibit loss of cohesion, and do not cure.

- A. Acrylic Latex: ASTM C834; non-sag; non-staining; non-bleeding.
- B. Silicone—General Purpose: ASTM C920; Type S; Grade NS; Class 25; Uses NT, G, A, O.
- C. Silicone—Sanitary: ASTM C920; Type S; Grade NS; Class 25; Uses NT, M, G, A, O.
- D. Urethane—Traffic-Bearing (Designation U-TB): ASTM C920; Type M; Grade P or NS; Class 12-1/2; Uses T, M, O.
- E. Provide necessary sealant backing bond breaker rods and tape, and elastomeric tubing joint fillers.

DIVISION 8 - DOORS AND WINDOWS

08110 - Steel Doors and Frames

Custom fabricated hollow steel doors, door frames and glazed light frames with accessories and anchors complying with HMMA 861 "Guide Specifications for Commercial Hollow Metal Doors and Frames."

Doors: Flush Doors: HMMA Type A; flush with continuous welded edge seams; full flush and flush with vision panels. Stile and Rail: HMMA Type D; tubular stiles and rails with no edge seams; full glazed configuration.

Door Construction: Exterior: Minimum 16 gauge cold rolled steel conforming to ASTM A366 with hot-dipped zinc coating per ASTM A526 G60. Interior: Minimum 18 gauge cold rolled steel conforming to ASTM A366.

Frames: Exterior: Minimum 14 gauge cold rolled steel conforming to ASTM A366 with hot-dipped zinc coating per ASTM A526 G60; corners continuously welded full depth of frame. Interior: Cold rolled steel cold rolled steel conforming to ASTM A366; corners continuously welded full depth of frame. Openings to 4 Feet Wide: Minimum 16 gauge. Openings Over 4 Feet Wide: Minimum 14 gauge.

08210 - Wood Doors

Factory finished solid core interior flush wood doors meeting WIC requirements for paint grade. Fire rating label as required. Doors: Thickness: 1-3/4 inch. Finish: WI System Number 4 – Conversion Varnish.

08310 - Access Doors

Doors for access to utilities in walls and ceilings. Fire rating label as required.

Access Doors in Gypsum Plaster and Cement Plaster Ceilings:

Non-Rated Ceilings in Utility Spaces: Flush steel door; one piece frame with exposed flange; screw driver operated steel cam lock; prime painted finish.

Non-Rated Ceilings in Occupied Spaces: Recessed steel door to receive drywall panel; integral drywall bead at frame; flush screwdriver operated cam lock; prime painted finish.

Rated Ceilings: Flush insulated steel door; self-closing and self-latching; bolt type latch operated by ring turn or direct action knurled knob; interior latch release; one piece frame with exposed flange; 3-hour WHI label; prime painted finish.

Access Doors in Gypsum Board Partitions:

Non-Rated Partitions in Utility Spaces: Flush steel door; one piece frame with exposed flange; key operated steel cam lock; prime painted finish.

Sound Transmission Classification (STC): Provide sound retardant doors capable of achieving STC rating selected, when tested in accordance with ASTM E90-75. Units are to be complete with doors, frames, seals, anchors and hardware. Supply composite felt/elastomer sound seals, adjustable seal retainer, cover plates, threaded fastener and appropriate door bottom sound seal.

08520 - Steel Windows

Steel windows with fixed and operable awning sash complete with screens, glass and glazing, operating hardware; anchorage and attachments, paper flashing and perimeter sealant.

Awning Windows: Steel; single web and tubular construction; 1-1/8 inch deep perimeter frame; 1 inch deep vent frame; integral nail-on fin; square profile extruded steel glazing beads for 5/8 inch glass; Projected and Casement Windows.

Glass and Glazing Materials:

Glass: Clear and tinted insulated acoustic clear float glass units; 5/8 inch overall.

08710 – Finish Hardware

Template hardware throughout.

Fasteners as required or recommended by manufacturer, furnished with all hardware.

Finish: US 10B.

Finish hardware material per Hardware Schedule.

Door Hinges: All doors with door closers to have ball bearing hinges. Outswing exterior doors to have non-removable pins.

Exterior: Match campus standard.

Interior: Match campus standard.

Stops and Holders: Match campus standard, generally floor type with three connections to the floor.

Seals and Weatherstrip: Aluminum extrusions with neoprene seals.

Thresholds: Maximum 1/2" height, and in compliance with the most restrictive accessibility requirements.

08712 - Door Hardware

Operating Door Hardware and trim, gasketing and thresholds complying with state accessibility codes and applicable fire codes.

Locksets:

Doors: Schlage L Series Heavy Duty Mortise Locks.

Exit Devices: Von Duprin Exit Devices.

Keying: Grand master, master keyed to SBCCD standards alike and keyed different.

08800 - Glazing

Glass and glazing for wood doors, steel doors, wood windows, and steel glazed light frames. Requirements for glass specified in other sections.

Flat Glass:

Clear Float Glass: ASTM C1036, Type I, Class 1, Quality q3; clear; 1/8 and 1/4 inch thicknesses.

Clear Tempered Glass: ASTM C1048, Kind FT, Condition A, Type I, Class 1, Quality q3; fully tempered clear; 1/4 inch thick.

Heat Absorbing Tinted Glass: ASTM C1048, Type 1, Class 3, Quality Q3, Float Type, tempered, light reducing in gray color; light transmittance of 42 percent, shading coefficient of .51; 1/4 inch thick.

Security Glazing; Laminated glass with poly carbon core & clear glass on outer faces.

Spandrel Glass: Float, ASTM C1036, Type 1, Class 1, Quality q5. Coating ceramic frit on No. 2 surface.

08830 - Mirrors

Unframed Mirror Glass: ASTM C1036, Type I transparent flat, Class 1 clear, Quality q2 mirror. Type: Annealed.
Thickness: 1/4 inch
Edges: Square and polished
Reflective Coating: Manufacturer's standard silver coating followed by electrolytic deposited copper coating and separate coat of protective paint. Fasten with mirror adhesive.

08920 - Glazed Aluminum Curtain Walls

Structural Requirements: Provide system engineered by registered professional engineer licensed to practice structural engineering in jurisdiction where Project is located. Design anchors, fasteners and braces to be structurally stressed not more than 50 percent of allowable stress when maximum loads are applied. Solar Shades: Custom design for attachment to curtain wall.

Design Requirements: Metal stick framed systems with interior and exterior exposed metal framing. Fabricate glazing systems for exterior glazing. Solar shades: Design solar shades as integral part of curtain wall system.

Framing Materials and Accessories: Aluminum: ASTM B221, alloy 6063-T5 for extrusions; ASTM B209, alloy 5005-H16 for sheets; or other alloys and temper recommended by manufacturer appropriate for specified finish. Thermal Break: Manufacturer's standard non-metallic urethane insulating core, isolator spacers, or clip system to provide thermal separation between exterior and interior components. Internal Reinforcing: ASTM A36/A36M for carbon steel; or ASTM B308/B308M for structural aluminum. Inserts and Anchorage Devices: Manufacturer's standard formed or fabricated assemblies, steel or aluminum, of shapes, plates, bars or tubes. Glazing Gaskets: Compression type design, replaceable, molded or extruded neoprene, polyvinyl chloride (PVC), or ethylene propylene diene monomer (EPDM), ASTM C509 or C864 to maintain uniform pressure for watertight seal; black color; factory molded corners required at exterior.

Solar Shades: Fabricate assemblies of extruded aluminum except where specifically noted otherwise. Provide steel outriggers finished to match curtain wall. Isolate aluminum from steel surfaces to prevent electrolytic action. Field bolt connections between frame members where necessary by solar shade size. Dress exposed welds smooth and flush with adjacent surfaces. Fabricate fascia/nosing to match profiles indicated. Finish solar shade to match curtain wall.

DIVISION 9 - FINISHES

09110 – Non-Load Bearing Metal Studs

Formed metal stud framing at interior partitions and non-bearing exterior walls. Studs: ASTM A446, Grade A, minimum yield 33 ksi, hot-dip galvanized or ASTM A591 minimum yield 33 ksi electro galvanized sheet steel, DW Type, punched web, 20 gage minimum thickness, sizes as required to conform to details and scheduled wall thickness.

09200 – Lath and Plaster

Supply and install lath and Portland cement plaster exterior and interior as indicated.

09210 - Gypsum Plaster

Gypsum plaster wall and ceiling finishes complete with acoustic insulation, acoustic sealant, metal lath and trim accessories. Comply with ML/SFA "Guide Specifications for metal lath and furring.

Base Coat Materials: Gypsum neat plaster, ASTM C 28, sand aggregate, ASTM C 35, 5/8 inch thicknesses.

Finish Coat Plaster Materials: ASTM C28, Finishing Hydrated Lime ASTM C 206, Type N or S, sand aggregate ASTM C 35, 3/8 inch thickness.

09220 – Portland Cement Plaster

Portland Cement plaster for exterior wall, ceiling, and soffit locations. Provide complete lath and trim accessories. Plaster materials: Portland cement, ASTM C 150, Type I or III, Lime, ASTM C 206, Type S, aggregate, manufactured or natural colored sand and mica flakes, ASTM C 897, potable water, color, texture, and appearance to match a referee sample provided by the Architect. Fill voids in existing plaster over 3/8 inch deep with a plaster coat prior to applying finish coat.

09250 – Gypsum Wallboard

Metal Accessories: Manufacture's standard galvanized steel trim accessories.

Joint Treatment: ASTM C-474 and C-475.

Finish: Provide textured finish on all gypsum wallboard surfaces except omit texture finish where gypsum wallboard is concealed in structure or by other finish material (except paint). Omit texture finish in mechanical, electrical, storage and custodial rooms.

09260 - Gypsum Board Systems

Gypsum board wall and ceiling finishes complete with acoustic insulation, acoustic sealant, resilient channels and joint treatment.

Standard Gypsum Board: 5/8 inch thickness.

Fire Rated Gypsum Board: ASTM C36; UL rated with Type X - fire resistant core; 5/8 inch thickness.

Gypsum Backer Board: ASTM C442; standard and UL rated with Type X core; 1/2 and 5/8 inch thickness.

Gypsum Board to Resilient Channels: Type "S" bugle head; length to prevent penetration into framing.

09300 - Tile Work

Quarry and ceramic tile with related sound isolation sheets, mortar beds, membranes, expansion joints, grout and grout sealer. Materials and manufacturers per campus standards.

Waterproofing Membrane: Heavy duty non-plasticized chlorinated polyethylene synthetic elastomeric sheet membrane; 40 mil thickness

Ceramic Wall Tile in Showers: Install glazed ceramic wall tile over reinforced mortar bed over membrane in accordance with TCA B414.

Ceramic Wall Tile in Other Locations: Install glazed ceramic wall tile over reinforced mortar bed over membrane over solid backing in accordance with TCA W222.

09500 - Acoustical Cement Fiber Panel

The cement fiber acoustic unit material shall be uniformly thick, per the drawing, with tolerance not to exceed plus or minus 1/8 inch. Planks shall be sufficient length for a two span condition, except end filler, to accommodate stagger joint installation. Spans over 7 inches shall be single span condition.

09510 – Acoustical Tile ceiling

Acoustical panel sizes as indicated in the Drawings.

Thickness 1.125 inch minimum

NRC Range 0.85

Suspension System, ASTM C635, intermediate duty, interlocking components to resist seismic lateral pullout. Accessories include hangers, edge moldings and supports for light fixtures and mechanical outlets. Provide reveal edge trim where ceiling meets vertical surfaces.

09541 - Fiber Reinforced Plastic Paneling

Adhesive/mechanically fastened fiber reinforced plastic paneling with matching molding and accessories.

Panels: Fiberglass reinforced plastic; hard non-porous surface resistant to stains, odor, mildew and mold; meeting USDA and FDA requirements for use in food processing areas; embossed pebble texture one face; 0.090 inches thick.

09545 – Special Ceiling Surfaces

Prefabricated Acoustical Ceiling Cloud System: Core: 6 to 7 PCF density semi-rigid glass fiber. Thickness: 1-1/8 inch. Colors: Colors as selected. NRC: 0.85. Light Reflectance: 90 percent. Fire classification: Class A, ASTM E84. Edges: Fabric wrapped; concealed aluminum frame rigidly attached to core. Installed Panel Deflection: 0.27 percent maximum.

09650 - Resilient Flooring

Vinyl Composition Tile by Armstrong or equal. ASTM F 1066 Class 2, ASTM E662 Smoke Developed 450 or less, Static Load Limit: ASTM F 970 125PSI, minimum 12 inches x 12 inches x 1/8 inches thick (nominal)

Resilient sheet flooring with integral cove base and resilient base for glue down carpeting with accessories.
Linoleum Sheet: ASTM F2034, Type 1. Homogeneous sheet linoleum of primarily natural materials consisting of linseed oil, wood flour, and rosin binders, mixed and calendered onto natural jute backing. Thickness: 0.120 inch, minimum overall. Heat Welding Rod: Color-matched welding rod.

Resilient Base: ASTM F1861, Type TP. Straight, toe-less type for carpet areas; set-on type with standard toe for other areas. Thickness: 0.125 inch minimum, height as indicated in the Drawings. Corners field fabricated.

09680 - Carpeting

Yarn: Minimum 3 ply 100% continuous filament nylon with static control.
Meet Federal flammability Standard BOCFF1-70 and ASTM D 2859-70T.
Direct Glue-down with integral cushion and related accessories.

09820 - Acoustical Insulation and Sealants

Thermafiber Sound Insulation Blankets by US Gypsum or equal.

09832 - Elastomeric Deck Coating

Elastomeric urethane waterproof deck coating: Liquid materials used in traffic-bearing deck coating shall be non-combustible and shall not emit solvents, or other recognized pollutants, into the atmosphere. Elastomeric deck coating shall not be applied during freezing or inclement weather. Do not apply elastomeric deck coating over surfaces that contain more than 7 percent moisture content.

Provide primer, flashings, sealants, etc. as required to provide a complete system as shown on the drawings and per manufacturer's recommendations.

09840 - Acoustical Wall Treatment

Fabric Covered Acoustical Wall Panels: 7 PCF minimum density fiberglass with 1/8 inch thick high density fiberglass laminated to core for impact resistance.
Assembly Flame Spread and Smoke Generation: Class A, ASTM E84.

09900 - Painting

Surface preparation and application of 3 coat finish system to exposed interior and exterior surfaces.

Exterior Surfaces:

- Uncoated Ferrous Metals: Semi-gloss acrylic enamel; one coat alkyd metal primer; two coats semi-gloss exterior latex house paint.
- Shop Primed Ferrous Metals: Semi-gloss acrylic enamel; touch-up of shop primer with alkyd metal primer; one coat alkyd metal primer; two coats semi-gloss exterior latex house paint.
- Galvanized Metals: Semi-gloss acrylic enamel; acid etch and rinse surfaces; one coat alkyd metal primer; two coats semi-gloss exterior latex house paint.
- Hardwood and Plank siding: Semi-gloss acrylic enamel; two coats alkyd wood primer; two coats interior/exterior latex semi-gloss enamel.

Interior Surfaces Gypsum Board:

- Semi-gloss Acrylic Latex Stipple Finish: One coat gypsum board pretreatment; one coat stipple; one coat interior latex semi-gloss enamel.
- Satin Two-Component Epoxy Finish: One coat gypsum board pretreatment; 2 coats interior waterbourne satin mixture epoxy.
- Uncoated Ferrous Metals: Semi-gloss acrylic enamel; one coat alkyd metal primer; two coats interior acrylic latex semi-gloss enamel.
- Shop Primed Ferrous Metals: Semi-gloss acrylic enamel; touch-up of shop primer; one coat alkyd metal primer; two coats interior acrylic latex semi-gloss enamel.
- Galvanized Metals: Semi-gloss acrylic enamel; acid etch and rinse surfaces; one coat alkyd metal primer; two coats interior acrylic latex semi-gloss enamel.
- Prefinished Metals: Semi-gloss acrylic enamel; acid etch and rinse surfaces; one coat alkyd metal primer; one coat interior alkyd enamel undercoat; two coats interior acrylic latex semi-gloss enamel.

- Wood: Semi-gloss acrylic enamel; one coat interior alkyd enamel undercoat; two coats interior/exterior latex semi-gloss enamel.

09962 – Fabric Covered Tack Panels

Vinyl coated fabric complying with Federal Specification CCC-W-408A, Type II, maximum 24 oz per lineal yard, color and pattern as selected by Architect from manufacturer’s standard list, flame spread less than 25, smoke density less than 450, ASTM E84, NFPA 255. Substraight filler as recommended by adhesive and wall covering manufacturer as compatible.

DIVISION 10 - SPECIALTIES

10100 - Visual Display Boards

Porcelain Steel Markerboard: Porcelain finish on 24 gage enameling sheet steel. ¼ inch thick hardboard of 3/8 inch particleboard. Backing sheet 0.015 inch aluminum foil.

Linoleum Resilient Homogeneous Tackable Surface Material: Natural materials consisting of linseed oil, granulated cork, rosin binders and dry pigments, mixed and calendered onto a natural burlap backing. Uni-color shall extend throughout thickness of material. Contains no harmful by-products or carcinogens. Thickness ¼ inch.

10155 –Toilet Compartments

Material: HDPE or solid phenolic partitions and screens as indicated in the Drawings.

Hardware: Institutional type, satin finish stainless steel. Chrome plate zamac not acceptable.

Compartments: Ceiling hung design complete with attachments and hardware.

Urinal Screens: Wall hung-flange supported complete with attachments and hardware.

10210 - Metal Wall Louvers

Stationary blade steel wall louvers with insect screens. Louvers: Fabricated from minimum 18 gauge galvanized sheet steel; fixed blades; channel shaped frame with welded corners; shop primed finish.

10400 - Identifying Devices

Code mandated accessibility signage, stair signage and room occupancy signage complying with CBC requirements and campus standards.

Project building, permanent room identification signage and building directories complying with CBC and ADA requirements.

10522 - Fire Extinguishers, Cabinets and Accessories

Fire extinguishers, cabinets and brackets with mounting hardware.

Cabinets: Fire rated; double wall 18 gauge cold rolled steel box lined with 5/8 inch thick fire barrier material; certified and listed by Warnock-Hersey for one and two hour combustible and non-combustible wall systems to meet requirements of UBC Standard No. 43-6; semi-recessed with 4 inch deep rolled edge return trim; tubular steel door with full clear acrylic; flush pull handle with self-adjusting roller latch; continuous piano hinge; maximum 4 inch overall projection from wall.

10675 – Metal Storage Shelving

Steel “Clip” type shelving manufactured by Republic steel or equal.

10800 - Toilet Accessories

Toilet and custodial accessories for common areas and bath accessories for living units complete with rough-in frames and attachment hardware. Bobrick or equal.

Manufacturer: Bobrick, American Specialties, Bradley, McKinney/Parker or approved equal.

Recommended Schedule of Toilet Accessories is based on Bobrick Model #s:

Paper Towel Dispenser	Semi-recessed	No. B-3994
Sanitary Napkin Vendor	25-cent coin operated, recessed	No. B-3500
Sanitary Napkin Disposal	Recessed	No. B-353
Sanitary Napkin Disposal	Partition Mounted	No. B-354

Seat Cover Dispenser	Recessed	No. B-3013
Toilet Tissue Dispenser	Recessed, Multi-roll	No. B-3888
Toilet Tissue Dispenser	Partition Mounted, Multi-roll	No. B386 (serves 2 compartments)
Soap Dispenser		No. B822
Stainless Steel Framed Mirror & Shelf		No. B-292
Grab Bar		No. B-5806 series
Utility Shelf with Mop and Broom Holder – 36” long with (4) mop holders		No. B-224
Warm Air Hand Dryer	Recessed	No. B-750

DIVISION 11 - EQUIPMENT

11132 – Projection Screens

Electrically Operated Screen: Recessed in ceiling with mounted automatic ceiling closure.

Screen: Matte white, flame and mildew resistant.

Size: As indicated on drawings.

DIVISION 12 – FURNISHINGS

12300 – Manufactured Casework

Laminated plastic-faced casework complying with Woodwork Institute of California (WIC) Manual of Millwork, Section 15:

Open Cabinets and Cabinets with Glass Doors:	Premium Grade
All other Casework:	Custom Grade
Casework Design:	Flush Overlay
Construction Style:	
Style A, frameless	
Construction Type:	Type I, multiple self-supporting units fastened together to form a larger unit

Countertops:

Standard Laminate Plastic:	WIC Section 16, Custom Grade
Acid Resistant Laminated Plastic:	WIC Section 17
Epoxy Resin:	WIC Section 17C

- Hardware: Satin stainless steel finish. Keying: Grandmaster key system.
- Mechanical Service Fixtures: Provide for air, gas, vacuum, cold water, and hot water
- Casework Accessories: drawer number plates, apparatus rods, metal tube legs.
- Accessory Cabinets: flammable liquids storage cabinet, vented; corrosive liquids storage cabinet.

12481 - Floor Mats and Frames

Frames: Fabricate manufacturer's standard frame profiles to fit size and style of grille for permanent installation in shallow, level bottom recess in subfloor without drain pan.

Stainless Steel Grates: Fabricate tread rails from stainless steel wire; minimum .071 by 0.156 inch triangular profile. Provide 4 hidden lock-down devices near corners of each grille section.

12493 - Rolling Shades

Motor operated rolling shades. Shade Materials: Decorative fabric or black-out fabric as selected by Architect.

DIVISION 13 – SPECIAL CONSTRUCTION

13700 - Security System

The Work includes the supply and installation of all components, specified or not, for a complete and working security systems. This includes, but is not limited to, the supply and installation of:

1. Access Control and Alarm Monitoring System (ACAMS)
2. CCTV Cameras, housing and lenses
3. Intercom System

DIVISION 14 - CONVEYING DEVICES

No specifications for this section.

DIVISION 15 - MECHANICAL

15011 – General Requirements for Equipment

Principal Items to be Included:

- Air handling units with chilled & heating hot water coils, exhaust fans for laboratory, exhaust fans for restrooms, supply air valves or VAV boxes with hot water reheat coils and exhaust air valves or VAV exhaust boxes.

General System Description:

- The air handlers serving the building shall be variable air volume (VAV) with single-supply air duct system and VAV terminal boxes with hot water reheat coils for each zone.
- The exhaust system serving the building shall incorporate multiple fans in a centralized exhaust system on the roof and serve all the exhaust needs of the laboratory areas. The exhaust fans shall be sized to provide the required number of air changes per hour for the laboratories being served.
- Separate exhaust fans shall be specified for restrooms.
- Chilled and heating hot water shall be supplied to the building from the Central Plant.
- The telecommunications building distribution frame shall be provided with a dedicated DX cooling only split system to provide air conditioning 24/7.

15060 – Piping

Piping Material:

- Chilled water and heating hot water piping: 3” and larger, Schedule 40 black steel pipe ASTM A53, type ERW, grade B with thermal insulation to minimize heat gain or loss and prevent condensation.
- Chilled water and heating hot water piping: 2 ½” and smaller Type “L”, hard drawn copper tube. Insulation shall be the same as the larger piping systems.
- Chilled water piping (below grade): pre-insulated PVC pipe (AWWA C900) with high density polyethylene (HDPE) jacket and restrained joints. Insulation shall be factory applied 2” thick void free polyurethane foam.
- Heating hot water piping (below grade): pre-insulated type K copper iron pipe with high density polyethylene (HDPE) jacket and brazed/soldered joints. Insulation shall be factory applied 2” thick void free polyurethane foam. Expansion control shall be provided by expansion control loops..
- HVAC Condensate Drain: Type “L” copper, insulated. Seamless copper tube. ASTM B88-96.

15140 – Domestic Water Piping Materials

Type L with wrought copper fittings and brazed or soldered joints. Seamless water copper tube: ASTM B88-96

15150 – Sanitary Waste and Vent Piping Materials

Heavy duty cast iron hubless pipe and fittings. ASTM A888 or CISPI 301 with hubless coupling gaskets: ASTM C-564

15201 – Natural Gas Piping Materials

Schedule 40 black steel with malleable iron fittings.

15250/15290 – Mechanical Insulation

Insulation Material:

- Ductwork: All concealed supply air ducts shall be insulated with 1.5” thick foil-faced fiberglass insulation. All exposed supply air ducts in duct shaft shall be lined with 1” thick 1.5 pound density fiberglass lining. All main supply air and return air duct shall be lined with fiberglass lining as indicated on the drawings from each air handling unit.
- Piping: Chilled water and hot water piping shall be insulated with 1.5” thick, heavy density fiberglass with

vapor barrier jacket. Insulation for all outdoor piping shall be covered with aluminum jacket.

15245 – Seismic Isolators

Vibration Isolators: Midland-Ross Superstrut or Pipe Shields, installed to prevent transmission of vibration to structure, including seismic restraints

15310 – Fire Protection System

Riser and cross mains shall be ASTM A 795 Steel Piping schedule 40 black steel pipe. All other sprinkler piping shall be ASTM A 795 schedule 40 black steel pipe, or ASTM B 88 Type K copper tube Connections or fittings shall be threaded, flanged, grooved or welded.

15440 – Plumbing Fixtures

Water Closets: Wall hung, vitreous china as manufactured by American Standard, Kohler or equal: “Afwall” Model No. 3355.160.

Urinals: Wall hung, vitreous china as manufactured by American Standard, Kohler or equal: similar to “Falcon” No. F-5000.

Sinks: Counter mounted 18 gauge stainless steel as manufactured by Elkay, Just or equal.

Lavatories: Wall hung, vitreous china as manufactured by American Standard, Kohler or equal: “Wheelchair Users Lavatory” No. 9141.011.

Service Sinks: Corner type precast terrazzo one piece by American Standard, Kohler or equal: Kohler Model No. K-6710.

Drinking Fountains: Wall mounted, projecting type made of stainless steel manufactured by Haws or equal, model 1011HPS “Hi-Lo”.

15441 – Domestic Water Pump

Close Coupled, In-Line, Seal less Centrifugal Pumps: Factory-assembled and -tested, single-stage, close-coupled, in-line, seal less centrifugal pumps.

15450 – Domestic Water Heater

Low Nox Commercial Gas Tank Type Water Heaters: ANSI Z21.10.3, ASHRAE/IES Glass lined tank equipped with integrated control system.

15500 - Heating, Ventilating, and Air Conditioning

Heating, ventilating and air conditioning equipment with related controls, piping and ductwork complying with SBCCD Design Guideline and Requirements (not yet provided).

Definitions:

HVAC: Heating, ventilating and air-conditioning.

EMS: Energy Management System.

Since the heating and air conditioning system is critically related to the function, industrial hygiene, capital cost, operating cost and maintenance cost, it is important that the type of system be determined at the preliminary planning stage. The selection of the type of heating and air conditioning system will require discussion between the Architect, their Mechanical Engineer, the Facilities Engineer and Facilities Maintenance Director.

Energy Management Control System:

- Existing start/stop contacts are available for some pieces of existing equipment. Contacts will be reused to the extent possible. Expansion of the system is not anticipated.
- Design all equipment to allow for future connection to an energy management control system.

Sound Levels:

- Design of air handling and other mechanical systems shall be such that sound levels in all occupied spaces fall within the NC levels tabulated in the ASHRAE Guide for the occupancies involved.

General Design Considerations:

- All duct and piping systems will be insulated according to Title 24 Energy Compliance requirements.
- Duct lining will be allowed in exposed gymnasium ductwork, but lining will not be allowed in other locations.

Vibration Isolation:

- All rotating or reciprocating equipment (e.g. fan, motors, compressors, etc.) shall be furnished with vibration isolation as dictated by program requirements.
- All vibration isolation devices shall be designed for seismic resistance in accordance with SMACNA Guidelines for Seismic Restraint of Mechanical Systems.
- Ductwork, piping, electrical conduit, etc. shall be suspended with vibration isolating hangers if required to control vibration in adjacent spaces as determined by program requirements.
-

15521 – Laboratory Compressed Air Equipments

Packaged Air Compressors and Receivers: Factory-assembled, wired, piped and –tested; electric motor driven; air cooled; continuous duty; automatic control station; steel receiver tank; combination inlet filter silencer; refrigerant type air dryer; air cooled, fixed bundle, tubular separators; ASME labeled safety valve; automatic drain valve; bronze body pressure regulators; coalescing type compressed air filters.

15855 – Air Handling Units

Equipment and Materials:

Air Handling Units: Energy Labs or Alliance Air Products shall be located on the roof. They shall have a draw thru configuration. Units are composed of filters section, cooling coils, supply fans, return fans, economizer sections, sound traps and variable frequency drives. Units are variable air volume, providing minimum 3” external static pressure and operating on 460V – 3ph – 60Hz

AHU-1: 9500 CFM, 430 MBH cooling, MERV 13 filters, 100% OSA economizer, VFD

AHU-2: 9500 CFM, 430 MBH cooling, MERV 13 filters, 100% OSA economizer, VFD

AHU-3: 5000 CFM, 250 MBH cooling, MERV 8 filters, 100% OSA, VFD

15870 – Power Ventilators

The restrooms shall have common, single rooftop exhaust fan. The fans shall have the following characteristics and approximate capacity: 5300 CFM, .75 in.w.c. TSP, spun aluminum housing, down blast roof ventilator, direct drive fan with speed controller, factory curb and backdraft dampers. Exhaust fans for restrooms: Greenheck or Cook, roof exhauster, belt-driven with centrifugal backward inclined wheel.

15890 – Ductwork

Supply Air Ductwork: Supply air duct system shall be galvanized steel of minimum 4-inch water gauge pressure class for mains. Branch ducts shall be minimum 2-inch class. Sealing, reinforcing and supporting shall be according to SMACNA standards. Ductwork shall have thermal insulation to minimize heat gain, and prevent condensation.

General Exhaust Ductwork: General exhaust duct system shall be galvanized steel of minimum 2-inch water gauge pressure class. There shall be no insulation provided for exhaust ductwork.

15856 – AC Split Systems

BDF Split System: The ductless wall mounted split system serving the BDF shall be Carrier or Trane. It is a 2 1/2 Ton unit and the fan coil shall be mounted within the wall space of the BDF and the condensing unit shall be located on the roof. A low ambient control system shall be provided on the condensing unit to accommodate low ambient conditions.

15910 – Ductwork Accessories

Sound Traps: Vibro-Acoustics or IAC, at suction and discharge of each exhaust fan.

15930 – Air Terminal Devices

Variable Air Volume Boxes: The size and number of VAV terminal boxes to serve each area is based on the load, ventilation requirement, and functionality. All supply VAV boxes are furnished with a two-row reheat coil. All VAV boxes shall be pressure independent with closed-loop feedback controller.

15936 – Air Inlets and Outlets

Diffusers and Exhaust air grilles: Anemostat, Krueger, Titus or Tuttle & Bailey, flush with ceiling and furnished in Factory-finished enamel of color to match ceiling tiles. Provide low-velocity hemispherical pattern diffusers in laboratories housing fume hoods. Such diffusers are designed to handle a large volume of air in confined spaces with low room velocity. Conventional ceiling diffusers of square face panel type shall be provided in laboratories free of fume hoods, offices, classrooms and other non-laboratory areas. The exhaust grilles shall be steel or aluminum, perforated face panel with back pan and duct connection collar.

15950 – Testing, Adjusting and Balancing

All systems to be fully tested, adjusted and balanced.
Contractor shall be AABC certified. NEBB will not be accepted.

15975 – Direct Digital Control System

Direct Digital Controls: The building automation/energy management system shall be compatible with the existing energy management system resident. The building controllers shall integrate with central utilities and the laboratory control systems. The system shall be able to integrate multiple building functions, including equipment supervision and control, alarm management, energy management, historical data management and archiving, and monitoring of laboratory controls.

All control panels shall be stand-alone in memory, networking, and control operations. The design of the controls shall be in a modular format, permitting future expansion capabilities. The system shall monitor and control equipment according to the sequence of operation, as well as additional input and output points. The building control system shall operate to ensure operation safety, regulatory compliance and to satisfy process constraints as well as occupant comfort.

Conventional VAV boxes with direct digital control shall be provided in laboratories free of fume hoods, offices, classrooms, and other non-laboratory areas.

DIVISION 16 - ELECTRICAL

16010 – General Requirements

Concrete housekeeping pads are required for all floor-mounted electrical equipment, both interior and exterior. All equipment enclosures are required to have adequate working space without including areas impacted by door swings.

All electrical equipment doors are required to have concealed hinges and flush locks. All doors must swing in the direction of egress.

16050 – Basic Materials

All wiring devices (receptacles, GFIC devices and wall switches) shall be gray in color with satin stainless steel wall plates.

Receptacles and Switches: 20A Heavy duty. Manufacturers: Cooper, Hubbell, Leviton and P&S.

All surface mounted boxes are required to be plumb and square in all three dimensions – floor, walls and ceilings. Skewed boxes are unacceptable. Floor boxes are preferred to be Walker RFB4 Series with power fittings and accessories. Cover is preferred to be Walker S36CCTCAL cover “Floor Port” Flanged Activation Kits with insert areas to allow carpet and tile cutouts to match the finished floor.

Above ground: Rigid conduit, IMC or EMT are acceptable. Rigid conduit is required in all outdoor locations, and where conduit is exposed to physical damage.

All EMT conduit fittings shall be compression type. Screw type fittings are not allowed.

All power and fire alarm cables shall run in conduits. MC cables except for lighting whips (limited to 4 feet only) are not allowed.

All electrical equipment including receptacles and switches shall be labeled.

16122 – Medium Voltage Cable

5 kV feeders shall have 133 percent insulation, MV105 type, single-conductor; solid-dielectric Ethylene Propylene Rubber (EPR) insulated, shielded and jacketed rated for 105C for continuous service Manufacturers: Kerite, Okonite, Pirelli or Rome.

16321 – Pad Mounted Transformer

R-temp/ FM listed transformer with copper winding is preferred. Manufacturers: Square-D, G.E., Cutler Hammer and ABB transformers.

16363 – Selector Switch- 15 KV

Pad mounted 15 KV, SF6, (4) ways gas selector switch. Manufacturers: S&C, G&W Electric Company and Canada Power Products Corporation

16460 – Dry Type Transformer -600V or less

Transformers are required to have copper winding and 150°C class insulation. Manufacturers: Carol, Okonite, Rome, Southwire, Triangle or Pirelli.

16470 – Panels Boards

All panels shall have copper busses, bolt on type and equipped with main breakers. Manufacturers: General Electric, Square-D., Cuttler Hammer.

16471 – Distribution Boards

Switchboards and distribution boards shall have copper busses and are required to be dead front with all terminations front accessible. Manufacturers: Cuttler Hammer, General Electric, Square-D.

16510 – Lighting

Exit signs with LED type lamps are required.

Light fixtures: As shown on drawings or as indicated in fixture Schedule.

Lighting Controls: Douglas Lighting Control or Lighting Control and Design.

Day Lighting Controls: Step dimming ballast and photo sensors for automatic controls.

16620 – Emergency Power Distribution

Each automatic transfer switch will be 4-pole and provided with the bypass isolation feature. The bypass isolation switch will provide a safe and convenient means of manually bypassing and isolating the automatic transfer switch regardless of the condition or position of the switch. Manufacturers: Asco, Zenith and Russell Electric.

16675 – Transient Voltage Surge Suppression

Transient voltage surge suppression: Current Technology

16721 – Fire Alarm

Microprocessor-based direct wired, multi-priority peer-to-peer networked system. Manufacturer: GE Security: EST Fire & Life Safety – EST3.

END OF OUTLINE SPECIFICATIONS

FEDERAL FUNDS DETAIL

No Federal Funds are available for this project

ANALYSIS OF FUTURE COSTS

Personnel Costs

Certificated:

The proposed project may increase the number of certificated staff assigned to the programs and services proposed for this building. The funding for these positions will occur as a result of the additional revenue from FTES generated by the instructional program. It is anticipated the revenue will offset the expenditures. Administrative staffing will remain the same.

Classified:

The proposed project may increase the number of classified or support staff assigned to the programs and services proposed for this building. The funding for the support staff positions will be offset by the additional FTES funding generated by the increase in enrollment. The revenue will offset the expenditures.

Depreciation, Maintenance, and Operation:

Community colleges are not required to depreciate the value of their buildings. With respect to maintenance and operations, this project will add approximately 22,168 ASF/33,100 GSF of space to the college inventory. The college has developed a long-term funding program for additional support staff positions and operational costs that will occur as a result of the capital construction program. It is anticipated the costs associated with the on-going maintenance and operation of the building will be absorbed within the annual operating budget of the college.

Because this is a new facility, the design and construction will be in accordance with modern, energy efficient systems and materials. This design should minimize the day-to-day operating costs of the building.

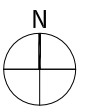
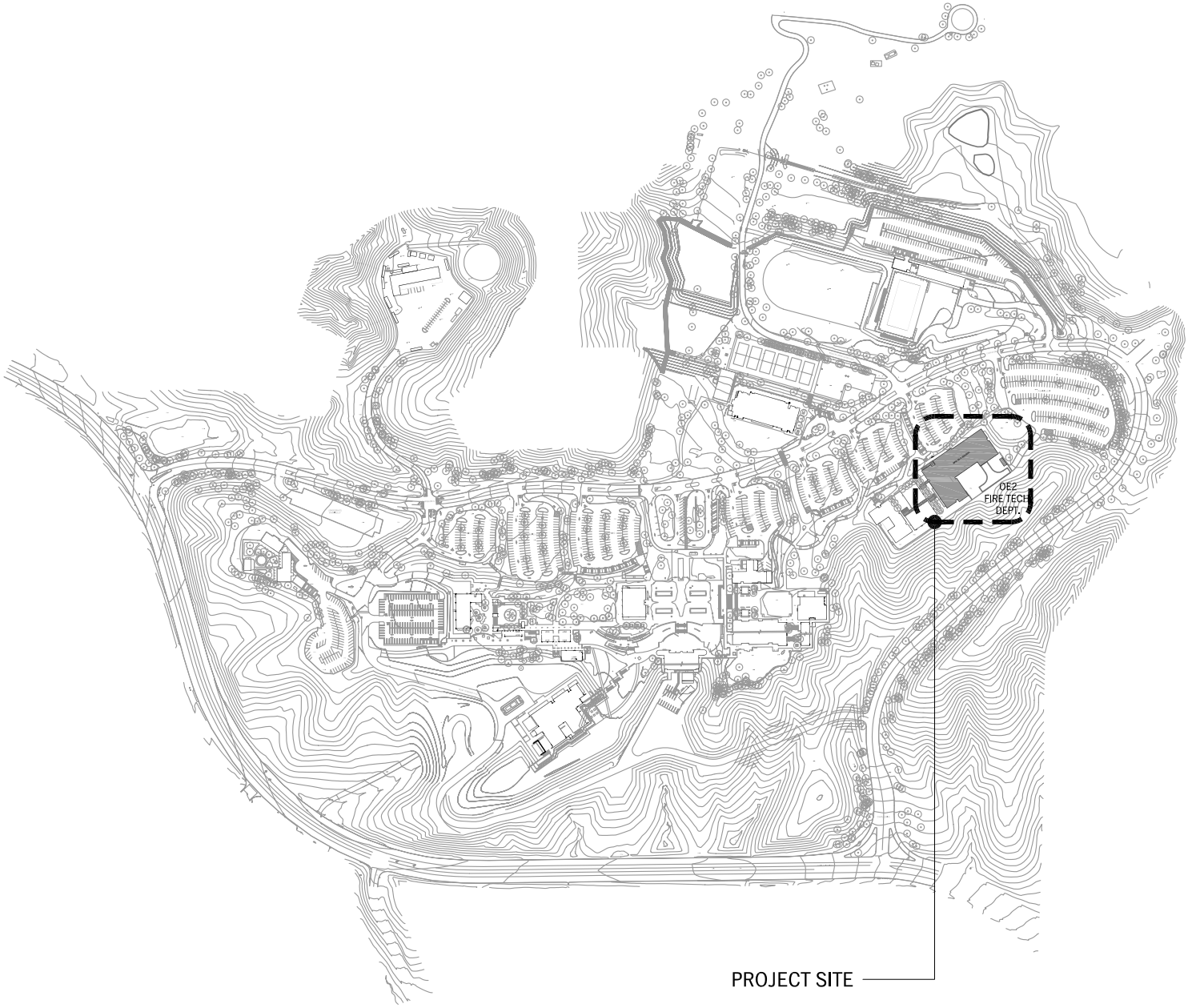
Analysis of Future Costs (Continued)

Program/Course/Services Approvals

List all new programs/courses/services to be housed in this project or its secondary effects and give the date of approval. If there are no new programs/courses/services for which approval is required, please so state. This is not required for “equipment-only” projects.

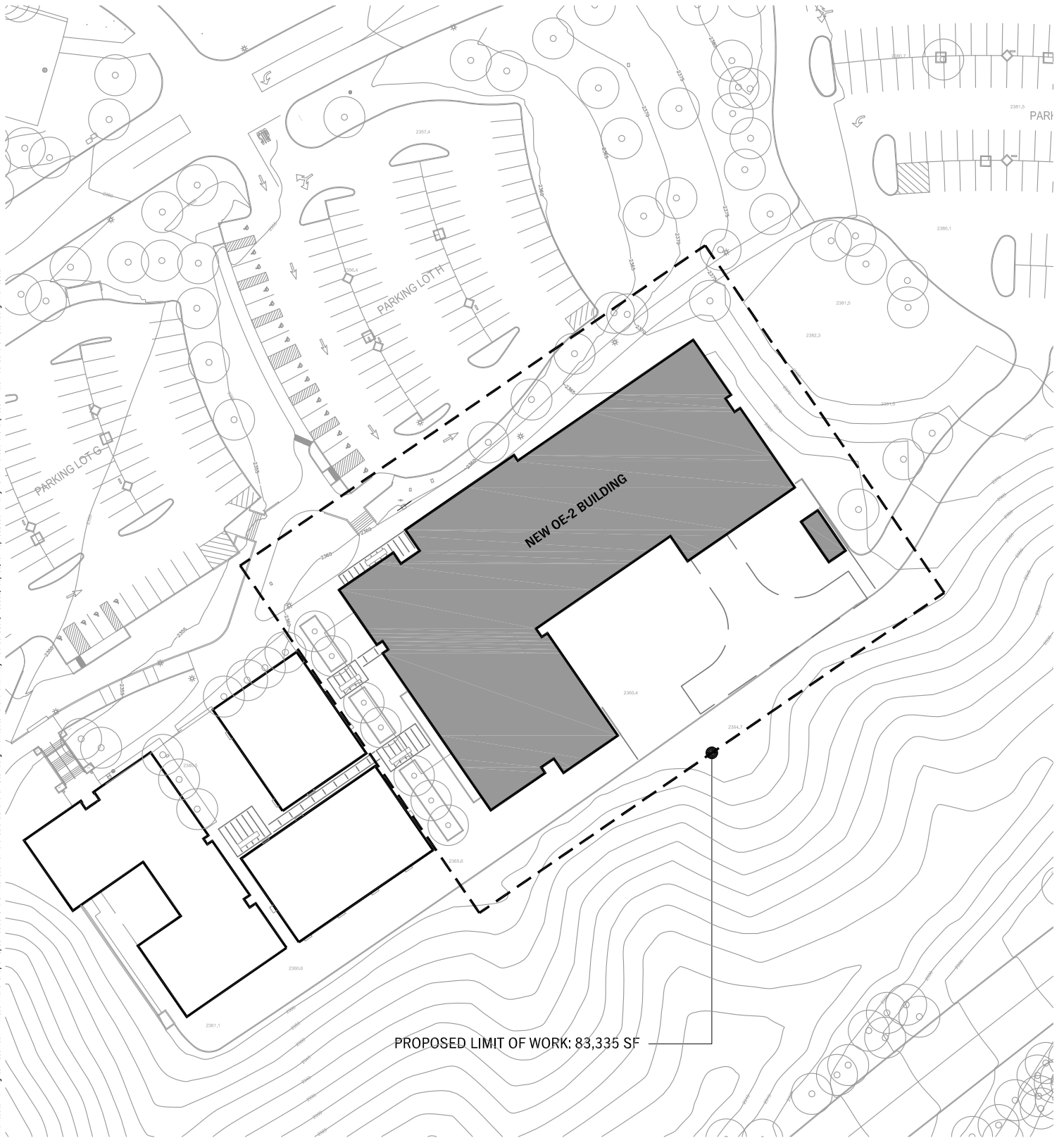
Name of New Program/Course/Service	Date of Approval
None	

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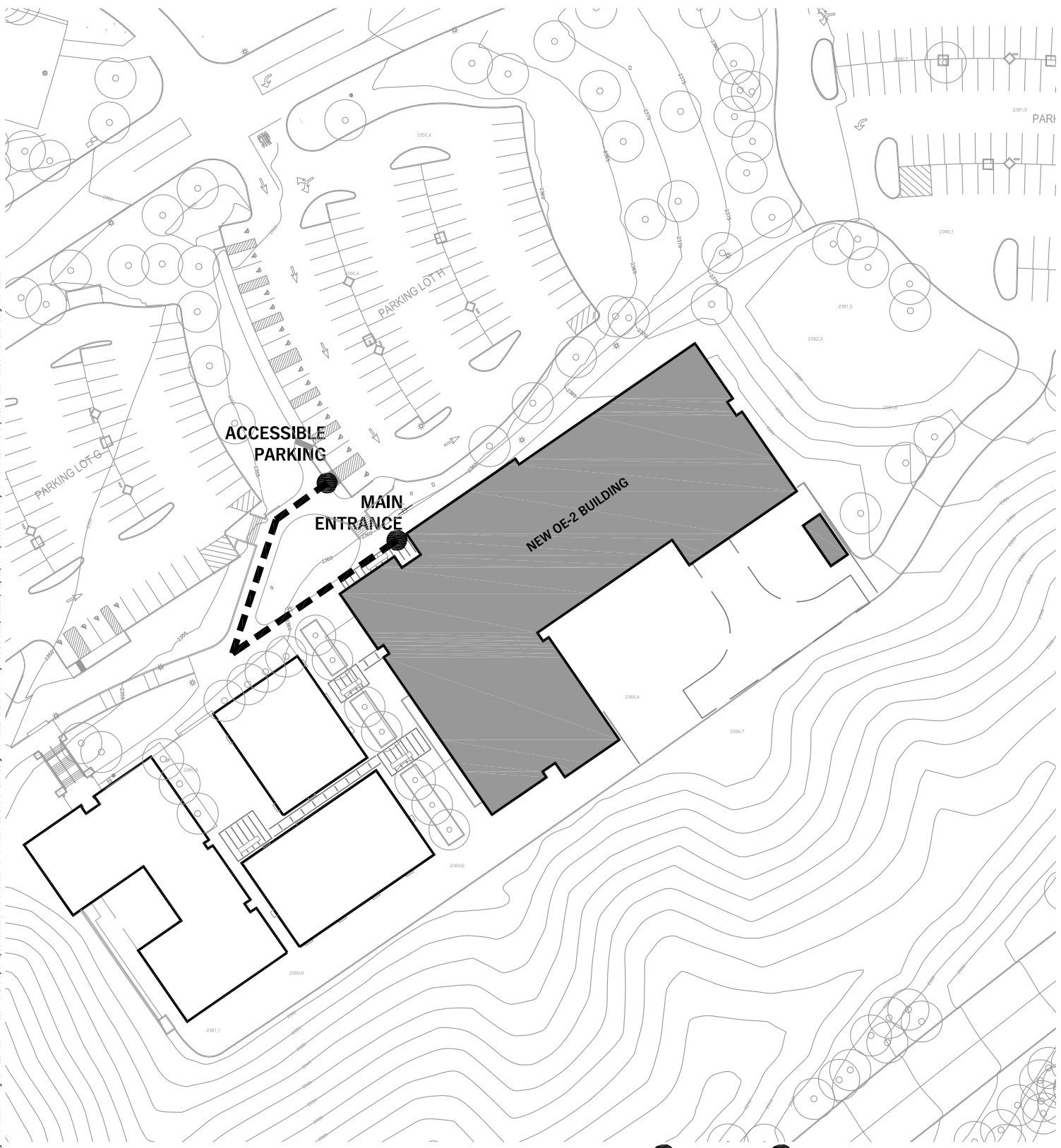
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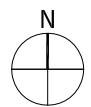


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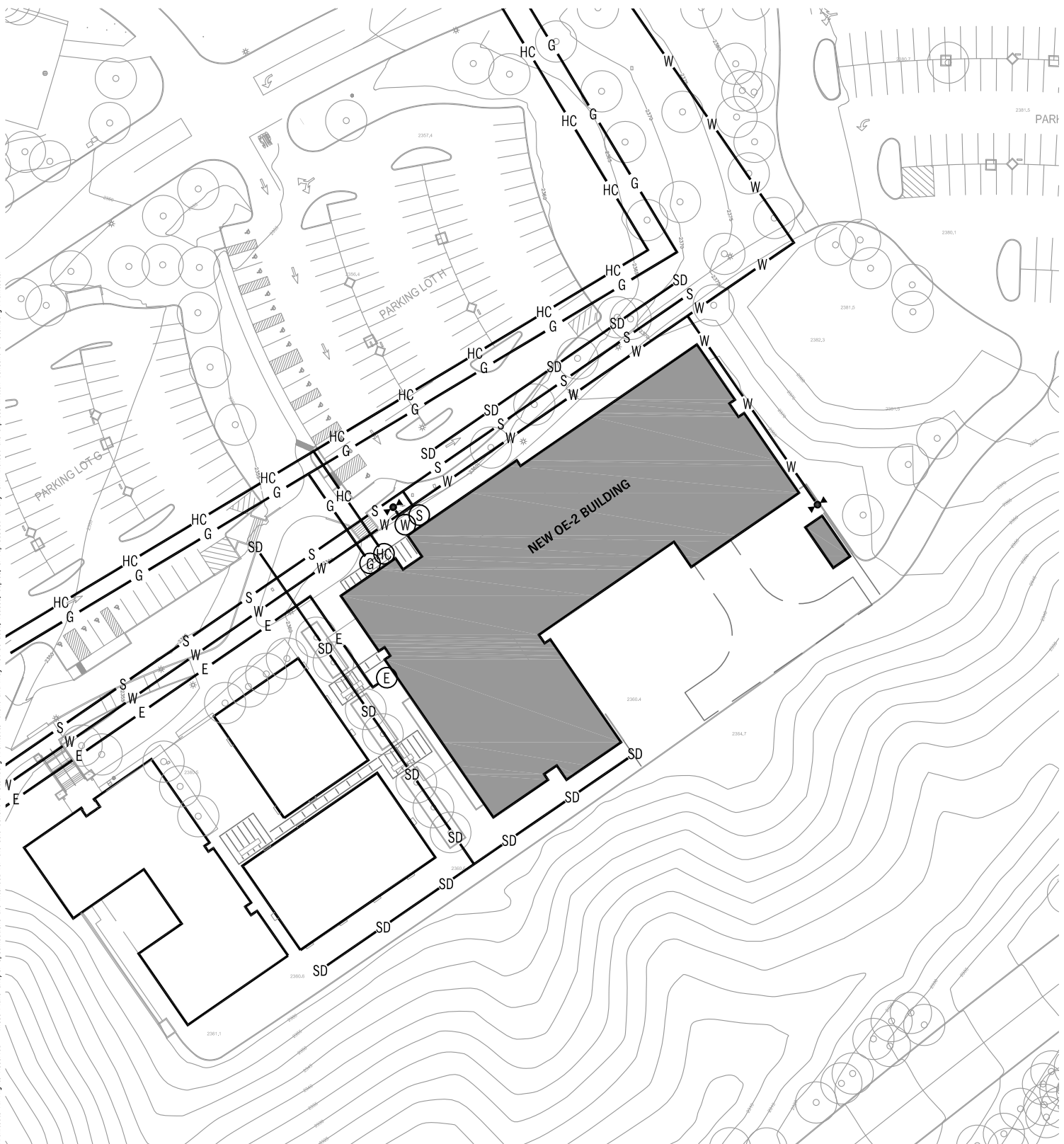


● - - - - ● ACCESSIBLE PATH

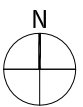


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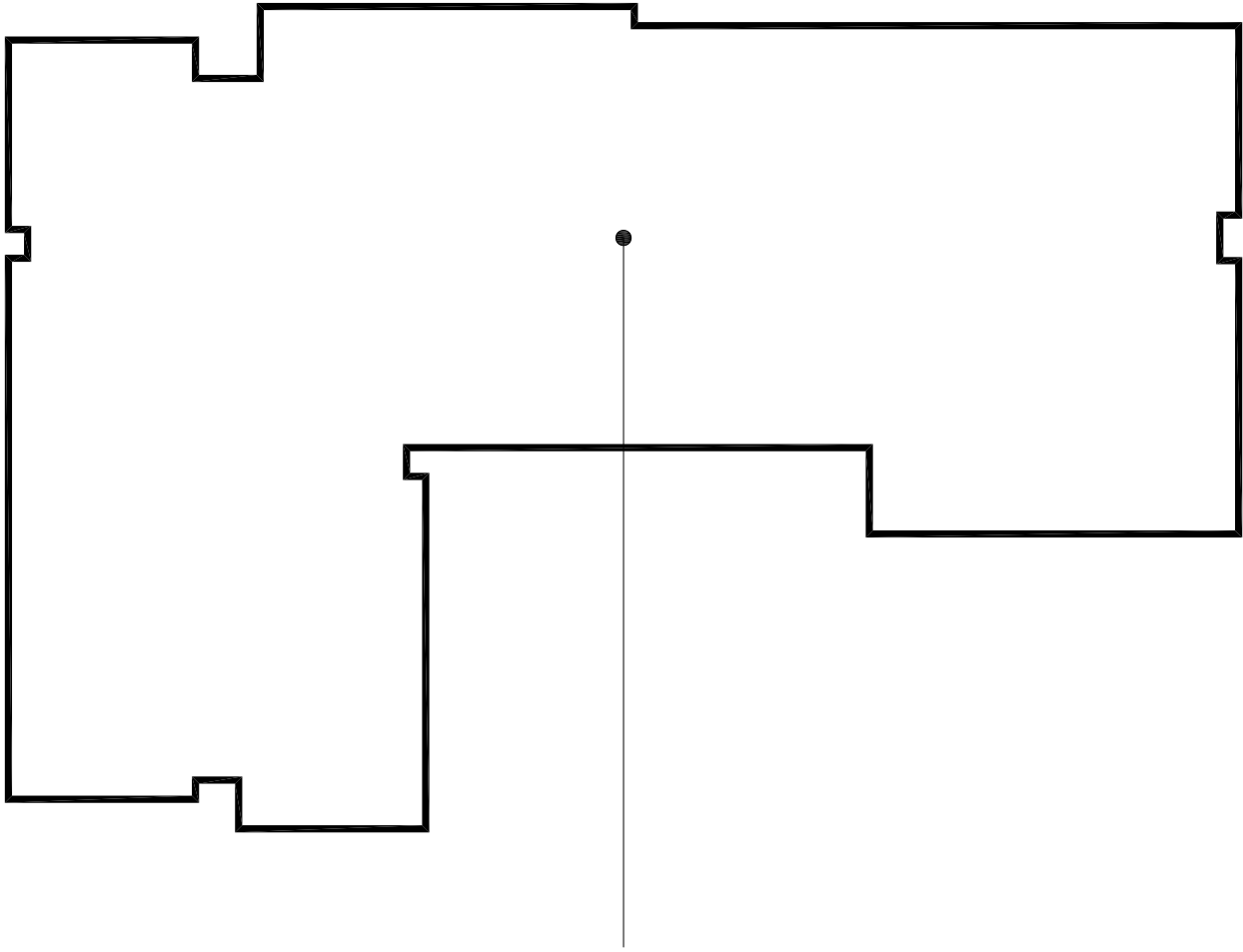
— E —	— (E) —	ELECTRICAL	— S —	— (S) —	SEWER
— G —	— (G) —	GAS	— SD —	— (SD) —	STORM DRAIN
— HC —	— (HC) —	HOT/CHILLED WATER	— W —	— (W) —	WATER
			— FH —		FIRE HYDRANT



03.May.2011

SQUARE FOOTAGE TOTAL:

<u>FIRST LEVEL</u>	<u>30,750 GSF</u>
TOTAL	30,750 GSF



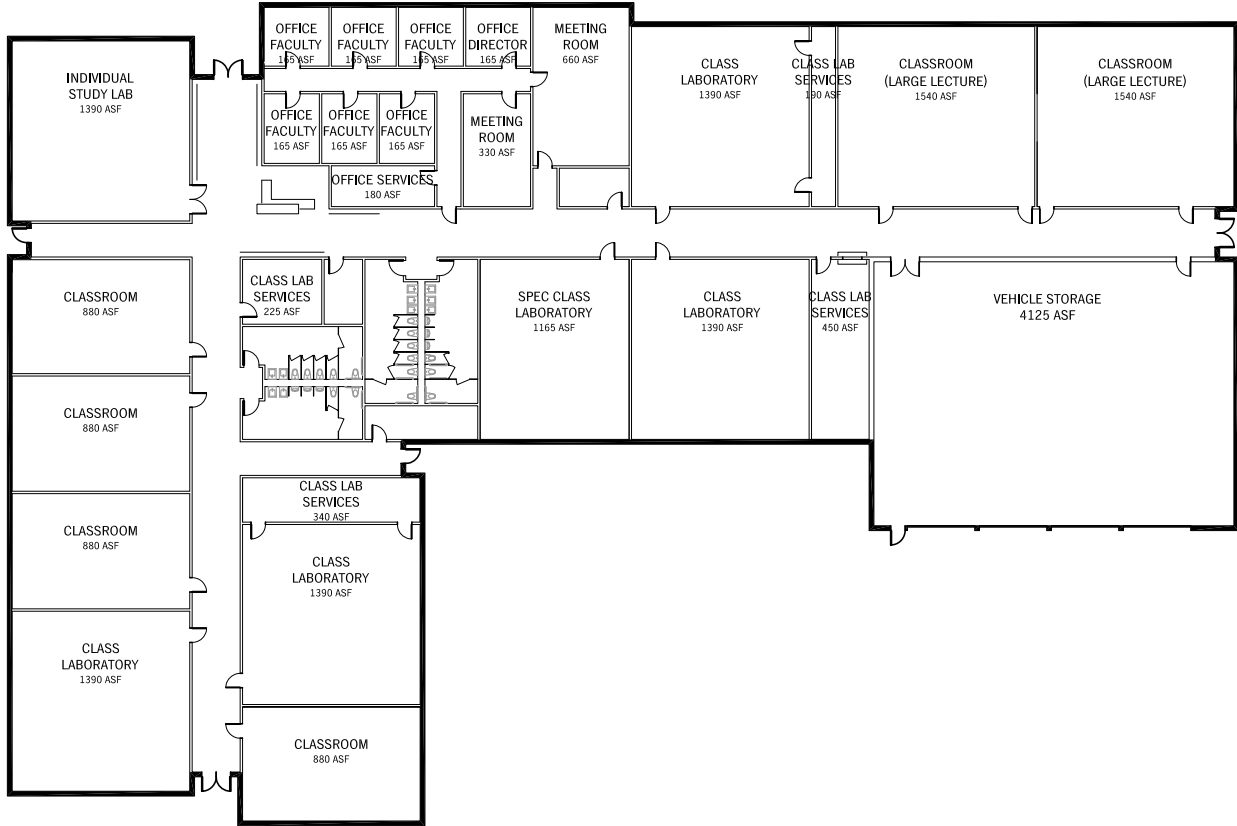
30,750 GSF

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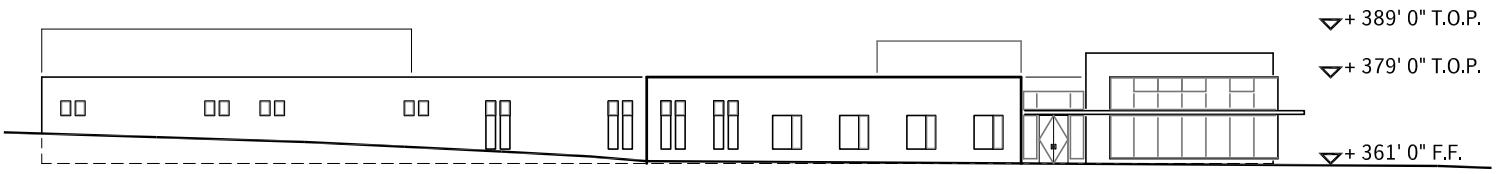
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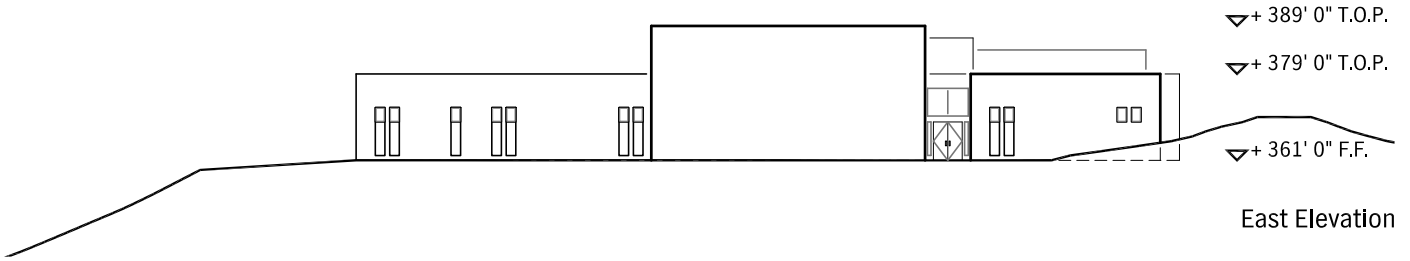


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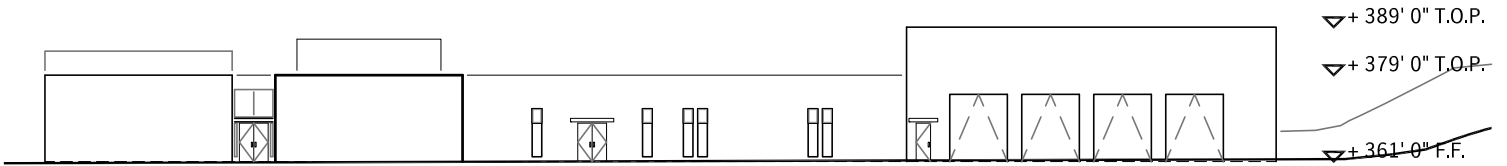
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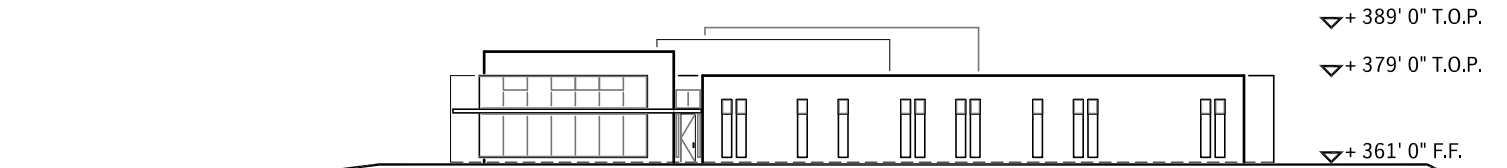
North Elevation



East Elevation



South Elevation



West Elevation

03.May.2011

GUIDELINE-BASED GROUP II EQUIPMENT COST ESTIMATE-JCAF 33

District: San Bernardino Community College District Project: New Emergency Services (OE-2)

College: Crafton Hills College Prepared by: Maas Companies

Date: 1-Jul-11

New Construction Reconstruction* Replacement Project*

Room Type	# Rms	4 Digit Tops Code #/Name	Project Space ASF	Existing Space ASF	Increase in Space (ASF)	Cost/ASF per Guidelines	Gross Allowable Cost	Equipment Useable in New Space/Program	Total Allowable Cost
110	8	0099-Classroom	6,290	3,863	2,427	\$14.10	34,221	\$3,600.00	30,621
210	1	1200-Laboratory-Health Occ.	1,350		1,350	\$51.60	69,660	\$7,200.00	62,460
210	4	2100-Laboratory-Public Serv.	4,050		4,050	\$71.68	290,304	\$19,500.00	270,804
215	2	2100-Lab. Serv.-Public Serv.	830	465	365	\$71.68	26,163	\$3,600.00	22,563
215	1	4900-Lab. Serv. -Ind. Studies	400		400	\$205.02	82,008	2,200	79,808
220	1	2100-Special Class Lab.	1,200	1,208	-8	\$71.68	-573	0	-573
230	1	4900-Ind. Studies Lab.	1,488		1,488	\$205.02	305,070	0	305,070
310	6	0099-Office-Faculty	1,080	1,332	-252	\$22.05	-5,557	0	-5,557
310	1	6000-Office-Inst. Adm.	160		160	\$25.15	4,024	0	4,024
315	1	0099-Office-Service	210		210	\$22.05	4,631	0	4,631
680	2	0099-Meeting Room	990		990	\$22.86	22,631	1,200	21,431
740	1	2100-Veh. Storage-Pub. Ser.	4,120	4,536	-416	\$0.00	0	0	0
99	1	0050-Inactive	0	891	-891	\$0.00	0	0	0
	29	Total ASF	22,168	12,295	9,873				
		Total GSF	33,100	15,730	17,370		832,582	37,300	\$795,281

Total Equipment Allowance (This sum should equal the "Total Amount Needed" Column on Form B-25)

Equipment Price Index: 3016

JUSTIFICATION FOR ADDITIONAL COSTS EXCEEDING GUIDELINES

New Construction (Including Group I Equipment) Reconstruction Equipment (Group II and Furniture)

District: San Bernardino Community College District

College: Crafton Hills College

Project: New Emergency Services (OE-2)

Based on current construction costs (CCI 5394 and EPI 3016), it is anticipated that costs will not exceed the state guidelines for new construction or equipment for this project.

Emergency Services (OE-2) --Equipment List

Location	Qty.	Item Description	Unit Price	Ext. Price
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A detailed Equipment List with a value of \$795,281 will be included upon initial approval of the Final Project Proposal

FINAL PROJECT PROPOSAL CHECK LIST

District: San Bernardino Community College District

College: Crafton Hills College

Project Name: Chemistry-Renovation

Prepared by: Maas Companies

Data Prepared: 30-Aug-10

	<i>Description</i>	<i>Completed</i>	<i>Date</i>	<i>Excel</i>	<i>Embedded Word</i>
1.1	Title Page	yes	30-Aug-10		Document
2.1	Final Project Proposal Checklist	yes	30-Aug-10	Wksht # 1	
3.1	Approval Page - FPP Proposal (original signatures)	yes	30-Aug-10		Document
3.2	Project Terms and Conditions	yes	30-Aug-10		Document
4.1	Analysis of Building Space--JCAF 31	yes	30-Aug-10	Wksht # 3	
4.1A	Building Space Analysis Support	yes	30-Aug-10	Wksht # 5	
5.1	Cost Estimate Summary - JCAF 32	yes	30-Aug-10		Adobe Acrobat Document
5.2	Quantities/Unit Costs for JCAF 32	yes	30-Aug-10	Adobe Acrobat Document	
6.1	California Energy Commission Audit	yes	30-Aug-10		Document
7.1	State Administrative Manual Requirements	yes	30-Aug-10		Document
8.1	CEQA Compliance	yes	30-Aug-10		Document
9.1	Outline of Specifications	yes	30-Aug-10		Document
10.1	Federal Funds Detail	yes	30-Aug-10		Document
11.1	Analysis of Future Costs	yes	30-Aug-10		Document
12.1	Campus Plot Plans	yes	30-Aug-10		Document
13.1	Diagrams of Building Area	yes	30-Aug-10		Reference 12.1
13.2	Site Plans	yes	30-Aug-10		Reference 12.1
13.3	Floor Plans	yes	30-Aug-10		Reference 12.1
13.4	Exterior Elevations	yes	30-Aug-10		Reference 12.1
13.5	Electrical Plans (as needed)	NA	30-Aug-10		NA
13.6	Mechanical Plans (as needed)	NA	30-Aug-10		NA
13.7	Building Cross-Sections (as needed)	yes	30-Aug-10		NA
14.1	Guideline-Based Group 2 Equipment	yes	30-Aug-10	Wksht # 4	
15.1	Justification of Add. Costs Exceeding Guidelines	yes	30-Aug-10		Document
16.1	Detailed Equipment List	yes	30-Aug-10	Wksht # 7	

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services
PREPARED BY: Charlie Ng, Vice Chancellor, Fiscal Services
DATE: June 16, 2011
SUBJECT: Consideration of Adoption of Tentative Budget for 2011-2012

RECOMMENDATION

It is recommended that the Board of Trustees approve the adoption of the Tentative Budget for 2011-2012.

OVERVIEW

The Tentative Budget is adopted prior to July 1, so that the District can make expenditures after June 30, 2011.

ANALYSIS

The Tentative Budget is a very preliminary projection of income and expenditures based on the current information available. The final budget will be adopted in September per the budget calendar approved January 13, 2011.

There will be many changes between now and then based on our year end activity and the final budget approved by the State.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

The proposed tentative budget complies with the Board Budget Directions approved February 17, 2011.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services
PREPARED BY: Diana Johnson, Acting Bond Program Manager, Kitchell/BRj/Seville
DATE: June 16, 2011
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 and San Bernardino Valley Colleges, including those on today's Board agenda.

ANALYSIS

Current submitted construction contract amendments and change orders for all Measure P projects total -\$1,068 which is a - 0.001% change of 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 \$6,263,625 which is only 5.90% of the project cost of \$106,224,913.

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

Since this item is for information only, there are no financial implications.

Measure P Projects
CHANGE SUMMARY by PROJECT

June 16, 2011

(Including any contract amendments and change orders on the 06/16/11 agenda)

CONTRACT AMENDMENTS

PROJECTS	Original Contract Amount	Contract Amendments		Base Contract Amount	Cumulative Contract Amendments
		Previous	Pending		
CHC-Crafton Hills College	\$ 46,072,919.00	\$ 168,520.00	\$ -	\$ 46,241,439.00	0.37%
SBVC-San Bernardino Valley College	\$ 60,151,994.39	\$ 1,230,304.00	\$ -	\$ 61,382,298.39	2.05%
TOTAL for CONTRACT AMENDMENTS	\$ 106,224,913.39	\$ 1,398,824.00	\$ -	\$ 107,623,737.39	1.32%

CHANGE ORDERS

PROJECTS	Base Contract Amount	Change Orders		New Contract Amount	Cumulative Change Orders
		Previous	Pending		
CHC-Crafton Hills College	\$ 46,241,439.00	\$ 1,911,582.00	\$ -	\$ 48,153,021.00	4.13%
SBVC-San Bernardino Valley College	\$ 61,382,298.39	\$ 2,954,287.25	\$ (1,068.00)	\$ 64,335,517.64	4.81%
TOTAL for CHANGE ORDERS	\$ 107,623,737.39	\$ 4,865,869.25	\$ (1,068.00)	\$ 112,488,538.64	4.52%

CHANGE SUMMARY by PROJECT

(Including any contract amendments and change orders on the 06/16/11 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)	\$ -	\$ 503,915.00	\$ -	\$ 15,186,783.00	3.43%
CRF / INFRA PKG #5	\$ 8,115,081.00	\$ 70,942.00	\$ -	\$ 469,332.00	\$ -	\$ 8,655,355.00	5.73%
LEARNING RESOURCE CENTER	\$ 22,810,387.00	\$ 141,161.00	\$ -	\$ 942,612.00	\$ -	\$ 23,894,160.00	4.11%
TOTAL	\$ 46,072,919.00	\$ 168,520.00	\$ -	\$ 1,911,582.00	\$ -	\$ 48,153,021.00	4.13%

Crafton Hills College
CHANGE SUMMARY by PROJECT
INFRASTRUCTURE #1

June 16, 2011

(Including any contract amendments and change orders on the 06/16/11 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

Crafton Hills College
CHANGE SUMMARY by PROJECT
INFRASTRUCTURE PACKAGE # 2/3/4

June 16, 2011

(Including any contract amendments and change orders on the 06/16/11 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	\$ -	\$ 112,308.00	\$ -	\$ 1,301,302.00	9.45%
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	\$ -	\$ -	\$ 97,153.00	\$ -	\$ 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	\$ -	\$ -	\$ 37,192.00	\$ -	\$ 1,660,792.00	2.29%
INFRA234-07: Inland Building Companies	\$ 526,900.00	\$ -	\$ -	\$ 26,871.00	\$ -	\$ 553,771.00	5.10%
TOTAL	\$ 14,726,451.00	\$ (43,583.00)	\$ -	\$ 503,915.00	\$ -	\$ 15,186,783.00	3.43%

NO NEW CHANGE ORDERS

Crafton Hills College
CHANGE SUMMARY by PROJECT
INFRASTRUCTURE #2

June 16, 2011

(Including any contract amendments and change orders on the 06/16/2011 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	0.00%
INFRA2-02: Coutts Heating & Cooling	\$ 2,100,490.00					\$ 2,100,490.00	0.00%
INFRA2-03: Fischer, Inc.	\$ 501,000.00			\$ 2,412.00		\$ 503,412.00	0.48%
INFRA2-04: RIS Electric	\$ 438,000.00			\$ 47,127.00		\$ 485,127.00	10.76%
INFRA2-05: Tidwell Concrete	\$ 444,537.00					\$ 444,537.00	0.00%
INFRA2-06: Sierra Landscape	\$ 202,000.00					\$ 202,000.00	0.00%
INFRA2-07: Inland Building Companies	\$ 107,600.00					\$ 107,600.00	0.00%
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

June 16, 2011

(Including any contract amendments and change orders on the 06/16/2011 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		\$ 77,587.00		\$ 492,164.00	18.71%
INFRA3-02: Coutts Heating & Cooling	\$ 3,576,510.00	\$ (141,161.00)		\$ 756.00		\$ 3,436,105.00	0.02%
INFRA3-03: Fischer, Inc.	\$ 935,000.00			\$ 94,741.00		\$ 1,029,741.00	10.13%
INFRA3-04: RIS Electric	\$ 1,222,000.00	\$ 53,731.00		\$ 155,366.00		\$ 1,431,097.00	12.18%
INFRA3-05: Tidwell Concrete	\$ 252,979.00					\$ 252,979.00	0.00%
INFRA3-06: Sierra Landscape	\$ 1,131,000.00			\$ 5,612.00		\$ 1,136,612.00	0.50%
INFRA3-07: Inland Building Companies	\$ 45,200.00					\$ 45,200.00	0.00%
TOTAL	\$ 7,533,419.00	\$ (43,583.00)	\$ -	\$ 334,062.00	\$ -	\$ 7,823,898.00	

NO NEW CHANGE ORDERS

Crafton Hills College
CHANGE SUMMARY by PROJECT
INFRASTRUCTURE #4

June 16, 2011

(Including any contract amendments and change orders on the 06/16/2011 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			\$ 34,721.00		\$ 592,871.00	6.22%
INFRA4-03: Fischer, Inc.	\$ 55,000.00					\$ 55,000.00	0.00%
INFRA4-04: RIS Electric	\$ 313,000.00					\$ 313,000.00	0.00%
INFRA4-05: Tidwell Concrete	\$ 1,592,289.00			\$ 27,142.00		\$ 1,619,431.00	1.70%
INFRA4-06: Sierra Landscape	\$ 290,600.00			\$ 31,580.00		\$ 322,180.00	10.87%
INFRA4-07: Inland Building Companies	\$ 374,100.00			\$ 26,871.00		\$ 400,971.00	7.18%
TOTAL	\$ 3,183,139.00	\$ -	\$ -	\$ 120,314.00	\$ -	\$ 3,303,453.00	

NO NEW CHANGE ORDERS

Crafton Hills College
CHANGE SUMMARY by PROJECT
CRF / INFRA PKG # 5

June 16, 2011

(including any contract amendments and change orders on the 06/16//2011 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	\$ -	\$ -	\$ 43,601.00	\$ -	\$ 775,601.00	5.96%
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	\$ -	\$ -	\$ 57,280.00	\$ -	\$ 632,379.00	9.96%
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	\$ 25,696.00	\$ -	\$ 11,594.00	\$ -	\$ 155,345.00	8.07%
CCRF-08: West Coast Painting & Drywall	\$ 32,331.00	\$ -	\$ -	\$ -	\$ -	\$ 32,331.00	0.00%
CCRF-09: J. Kel Painting & Wallcovering, Inc.	\$ 63,020.00	\$ -	\$ -	\$ (5,548.00)	\$ -	\$ 57,472.00	-8.80%
CCRF-10: Lawrence W. Rosine Co.	\$ 19,990.00	\$ -	\$ -	\$ (10,000.00)	\$ -	\$ 9,990.00	-50.03%
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	\$ 45,246.00	\$ -	\$ 75,614.00	\$ -	\$ 980,860.00	8.35%
CCRF-14: Arrowhead Mechanical., Inc.	\$ 112,500.00	\$ -	\$ -	\$ 7,194.00	\$ -	\$ 119,694.00	6.39%
CCRF-15: Champion Electric, Inc.	\$ 749,000.00	\$ -	\$ -	\$ 45,275.00	\$ -	\$ 794,275.00	6.04%
CCRF-16: America West Landscape, Inc.	\$ 604,980.00	\$ -	\$ -	\$ 16,610.00	\$ -	\$ 621,590.00	2.75%
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	\$ 70,942.00	\$ -	\$ 469,332.00	\$ -	\$ 8,655,355.00	5.73%

Crafton Hills College
CHANGE SUMMARY by PROJECT
INFRASTRUCTURE #5/CRF SITE PREP

June 16, 2011

(Including any contract amendments and change orders on the 06/16/2011 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			\$ 6,058.00		\$ 386,308.00	
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		\$ 5,468.00		\$ 448,948.00	
INFRA5-16: America West Landscape, Inc.	\$ 37,581.00			\$ 21,238.00		\$ 58,819.00	
TOTAL	\$ 1,380,513.00	\$ 18,480.00	\$ -	\$ 37,793.00	\$ -	\$ 1,436,786.00	

NO NEW CHANGE ORDERS

**CHANGE SUMMARY by PROJECT
COMMUNITY RECREATION FACILITY**

(Including any contract amendments and change orders on the 06/16/2011 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	10.67%
CCRF-03: Calcoast Concrete Const., Inc.	\$ 684,433.00			\$ 9,311.00		\$ 693,744.00	1.36%
CCRF-04: Nuway, Inc.	\$ 803,860.00			\$ 58,172.00		\$ 862,032.00	7.24%
CCRF-05: ACSS	\$ 575,099.00			\$ 57,280.00		\$ 632,379.00	9.96%
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	\$ 25,696.00		\$ 11,594.00		\$ 155,345.00	8.07%
CCRF-08: West Coast Painting & Drywall	\$ 32,331.00					\$ 32,331.00	0.00%
CCRF-09: J. Kel Painting & Wallcovering, Inc.	\$ 63,020.00			\$ (5,548.00)		\$ 57,472.00	-8.80%
CCRF-10: Lawrence W. Rosine Co.	\$ 19,990.00			\$ (10,000.00)		\$ 9,990.00	-50.03%
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.	\$ 435,000.00	\$ 26,766.00		\$ 70,146.00		\$ 531,912.00	15.19%
CCRF-14: Arrowhead Mechanical., Inc.	\$ 112,500.00			\$ 7,194.00		\$ 119,694.00	6.39%
CCRF-15: Champion Electric, Inc.	\$ 749,000.00			\$ 45,275.00		\$ 794,275.00	6.04%
CCRF-16: America West Landscape, Inc.	\$ 567,399.00			\$ (4,628.00)		\$ 562,771.00	-0.82%
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%
Knorr Systems	\$ 168,416.00					\$ 168,416.00	0.00%
TOTAL	\$ 6,734,568.00	\$ 52,462.00	\$ -	\$ 431,539.00	\$ -	\$ 7,218,569.00	

Crafton Hills College
CHANGE SUMMARY by PROJECT
LEARNING RESOURCE CENTER

June 16, 2011

(Including any contract amendments and change orders on the 06/16/2011 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			\$ 133,356.00		\$ 3,554,656.00	3.90%
CLRC-05: Lozano Caseworks, Inc.	\$ 509,300.00			\$ 6,333.00		\$ 515,633.00	1.24%
CLRC-06: Western Bay Sheet Metal	\$ 1,349,000.00			\$ 73,176.00		\$ 1,422,176.00	5.42%
CLRC-07: RGSLA	\$ 236,252.00			\$ 16,659.00		\$ 252,911.00	7.05%
CLRC-08: E J Enterprises	\$ 293,175.00			\$ 8,988.00		\$ 302,163.00	3.07%
CLRC-09: Padua Glass Enterprise, Inc.	\$ 1,940,700.00			\$ 26,586.00		\$ 1,967,286.00	1.37%
CLRC-10: Caston Plastering & Drywall	\$ 1,415,585.00			\$ 79,318.00		\$ 1,494,903.00	5.60%
CLRC-11: Mike's Custom Flooring	\$ 248,200.00			\$ 11,963.00		\$ 260,163.00	4.82%
CLRC-12: Southcoast Acoustical Inters.	\$ 461,350.00			\$ 16,929.00		\$ 478,279.00	3.67%
CLRC-13: Prime Painting Con.	\$ 192,000.00			\$ 26,192.00		\$ 218,192.00	13.64%
CLRC-14: Inland Pacific Tile, Inc.	\$ 282,000.00			\$ 2,402.00		\$ 284,402.00	0.85%
CLRC-15: RVH Construction	\$ 731,000.00			\$ 9,171.00		\$ 740,171.00	1.25%
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		\$ 105,122.00		\$ 2,283,283.00	4.83%
CLRC-19: Shanks Electric Corporation	\$ 2,850,000.00			\$ 258,315.00		\$ 3,108,315.00	9.06%
CLRC-20: Marina Landscaping	\$ 247,300.00					\$ 247,300.00	0.00%
CLRC-21: Inland Building Companies	\$ 648,000.00			\$ 42,823.00		\$ 690,823.00	6.61%
CLRC-22: AVDB Group	\$ 518,979.00			\$ 6,215.00		\$ 525,194.00	1.20%
TOTAL	\$ 22,810,387.00	\$ 141,161.00	\$ -	\$ 942,612.00	\$ -	\$ 23,894,160.00	4.11%

CHANGE SUMMARY by PROJECT

(Including any contract amendments and change orders on the 06/16/2011 agenda)

PROJECTS	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
North Hall Replacement	\$ 18,197,653.00	\$ 323,731.00	\$ -	\$ 974,590.00	\$ -	\$ 19,495,974.00	5.26%
Maintenance and Operations	\$ 4,041,000.00	\$ 471,180.00	\$ -	\$ 75,319.00	\$ -	\$ 4,587,499.00	1.67%
Media / Communications	\$ 11,389,074.00	\$ 75,667.00	\$ -	\$ 629,951.80	\$ -	\$ 12,094,692.80	5.49%
Chemistry / Science	\$ 25,476,300.39	\$ 359,726.00	\$ -	\$ 1,248,439.45	\$ (1,068.00)	\$ 27,083,397.84	4.83%
Student Health Services	\$ 1,047,967.00	\$ -	\$ -	\$ 25,987.00	\$ -	\$ 1,073,954.00	2.48%
TOTAL	\$ 60,151,994.39	\$ 1,230,304.00	\$ -	\$ 2,954,287.25	\$ (1,068.00)	\$ 64,335,517.64	4.81%

San Bernardino Valley College
CHANGE SUMMARY by PROJECT
NORTH HALL REPLAC

June 16, 2011

(Including any contract amendments and change orders on the 06/16/2011 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	\$ 46,410.00	\$ -	\$ 221,664.00		\$ 2,702,469.00	8.94%
#4 - Blazing Industrial Steel	\$ 4,105,282.00			\$ 107,639.00		\$ 4,212,921.00	2.62%
#5 - Stolo Cabinets	\$ 99,000.00			\$ 5,543.00		\$ 104,543.00	5.60%
#6 - Best Contracting Services	\$ 372,835.00			\$ 30,395.00		\$ 403,230.00	8.15%
#7 - Bell Roof Company	\$ 198,000.00			\$ 19,723.00		\$ 217,723.00	9.96%
#8 - Montgomery Hardware	\$ 411,740.00			\$ 5,985.00		\$ 417,725.00	1.45%
#9 - Queen City Glass Co.	\$ 454,994.00			\$ 9,785.00		\$ 464,779.00	2.15%
#10 - Caston Plastering & Drywall	\$ 1,945,585.00			\$ 22,476.00		\$ 1,968,061.00	1.16%
#11 - New Image Commercial Flooring	\$ 80,000.00	\$ 8,550.00	\$ -	\$ 7,773.00		\$ 96,323.00	8.78%
#12 - Southcoast Acoustical Interiors	\$ 287,100.00	\$ 27,758.00	\$ -	\$ 22,820.00		\$ 337,678.00	7.25%
#13 - J. Kel Painting & Wallcovering	\$ 142,755.00			\$ 4,251.00		\$ 147,006.00	2.98%
#14 - Inland Building Companies	\$ 1,264,000.00			\$ 8,370.00		\$ 1,272,370.00	0.66%
#15 - Inland Building Companies	\$ 293,300.00			\$ 12,841.00		\$ 306,141.00	4.38%
#16 - Daart Engineering Co.	\$ 208,535.00			\$ 1,902.00		\$ 210,437.00	0.91%
#17 - Pro Tec Mechanical	\$ 763,288.00	\$ 120,365.00	\$ -	\$ 18,284.00		\$ 901,937.00	2.07%
#18 - Arrowhead Mechanical	\$ 1,247,000.00			\$ 112,736.00		\$ 1,359,736.00	9.04%
#19 - BEC Inc.	\$ 2,125,000.00	\$ 42,892.00	\$ -	\$ 312,106.00		\$ 2,479,998.00	14.40%
#20 - Sierra Landscape	\$ 185,900.00	\$ 64,756.00	\$ -	\$ 7,487.00		\$ 258,143.00	2.99%
AV - Spinitar	\$ 1,399,294.00			\$ 25,798.00		\$ 1,425,092.00	1.84%
Misc Bid Package - RVH Contractors	\$ 5,750.00					\$ 5,750.00	0.00%
TOTAL	\$ 18,197,653.00	\$ 323,731.00	\$ -	\$ 974,590.00	\$ -	\$ 19,495,974.00	5.26%

San Bernardino Valley College
CHANGE SUMMARY by PROJECT
MAINTENANCE and OPERATIONS
 (Including any contract amendments and change orders on the 06/16/2011 agenda)

June 16, 2011

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 / COMMUNICAT

June 16, 2011

(Including any contract amendments and change orders on the 06/16/2011 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		\$ 18,495.00		\$ 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			\$ 21,653.00		\$ 239,353.00	9.95%
#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		\$ 45.00		\$ 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			\$ 200,510.00		\$ 2,207,404.00	9.99%
CT - WTS Western Tech Services / Vislink	\$ 774,384.00			\$ 63,527.00		\$ 837,911.00	8.20%
Misc Bid Package - RVH Contractors	\$ 7,828.00					\$ 7,828.00	0.00%
TOTAL	\$ 11,389,074.00	\$ 75,667.00	\$ -	\$ 629,951.80	\$ -	\$ 12,094,692.80	5.49%

San Bernardino Valley College
CHANGE SUMMARY by PROJECT
CHEMISTRY / SCIENCE

June 16, 2011

(Including any contract amendments and change orders on the 06/16/2011 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	\$ 35,244.00		\$ 128,192.00		\$ 2,572,436.00	5.24%
#4 - ACSS, Inc.	\$ 3,398,000.00			\$ 138,738.00		\$ 3,536,738.00	4.08%
#5 - Advanced Lab Concepts	\$ 1,130,171.00			\$ 3,206.00		\$ 1,133,377.00	0.28%
#6 - Crowner Sheet Metal	\$ 386,300.00			\$ 1,828.00		\$ 388,128.00	0.47%
#7 - Stone Roofing Co.	\$ 251,600.00			\$ 17,127.00		\$ 268,727.00	6.81%
#8 - Montgomery Hardware	\$ 293,970.00			\$ 6,118.00		\$ 300,088.00	2.08%
#9 - Perfection Glass	\$ 443,600.00			\$ 5,520.00		\$ 449,120.00	1.24%
#10 - Caston Plastering & Drywall	\$ 1,985,585.00	\$ 1,705.00		\$ (75,709.00)	\$ (2,720.00)	\$ 1,908,861.00	-3.95%
#11 - Empire Floor Covering	\$ 305,750.00					\$ 305,750.00	0.00%
#12 - Southcoast Acoustical Interiors	\$ 336,870.00			\$ 7,786.00		\$ 344,656.00	2.31%
#13 - Prime Painting Contractors	\$ 143,750.00			\$ 917.00	\$ (1,008.00)	\$ 143,659.00	-0.06%
#14 - Inland Building Construction	\$ 683,000.00			\$ 4,567.00		\$ 687,567.00	0.67%
#15 - RVH Constructors	\$ 311,000.00			\$ 77,500.00		\$ 388,500.00	24.92%
#16 - Fisher, Inc.	\$ 199,000.00			\$ 1,915.00		\$ 200,915.00	0.96%
#17 - Fisher, Inc.	\$ 1,546,235.00	\$ 24,669.00		\$ 63,152.00		\$ 1,634,056.00	4.02%
#18 - Coutts Heating & Cooling	\$ 3,347,000.00	\$ 11,979.00		\$ 221,398.00	\$ 2,458.00	\$ 3,582,835.00	6.66%
#19 - RDM Electrical	\$ 2,311,800.00	\$ 91,534.00		\$ 208,526.00	\$ 1,564.00	\$ 2,613,424.00	8.74%
#20 - Marina Landscaping	\$ 299,000.00			\$ 3,307.00	\$ (1,362.00)	\$ 300,945.00	0.65%
#21A - Miller Environmental	\$ 381,000.00					\$ 381,000.00	0.00%
#21B - AMPCO Contracting	\$ 364,000.00					\$ 364,000.00	0.00%
Western Audio Visual	\$ 818,310.39			\$ 16,683.33		\$ 834,993.72	2.04%
Misc Bid Package - RVH Contractors	\$ 61,422.00					\$ 61,422.00	0.00%
American Wrecking	\$ 354,770.00					\$ 354,770.00	0.00%
Graebel Relocation Services	\$ 23,974.00					\$ 23,974.00	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	\$ 25,476,300.39	\$ 359,726.00	\$ -	\$ 1,248,439.45	\$ (1,068.00)	\$ 27,083,397.84	4.83%

San Bernardino Valley College
CHANGE SUMMARY by PROJECT
STUDENT HEALTH SERVICES

June 16, 2011

(Including any contract amendments and change orders on the 06/16/2011 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, Chancellor
REVIEWED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services
PREPARED BY: Diana Johnson, Acting Bond Program Manager, Kitchell/BRj/Seville
DATE: June 16, 2011
SUBJECT: Summary of Bond Measure M 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 and San Bernardino Valley Colleges, including those on today's Board agenda.

ANALYSIS

No current construction contract amendments and change orders for all Measure M projects are being submitted.

The analysis shows that construction contract change orders and amendments for all Measure M projects have been held to a minimal amount of \$402,801 which is only 4.19% of the project cost of \$9,617,950.

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

Since this item is for information only, there are no financial implications.

**Measure M Projects
CHANGE SUMMARY by PROJECT**

June 16, 2011

(Including any contract amendments and change orders on the 06/16/11 agenda)

CONTRACT AMENDMENTS

PROJECTS	Original Contract Amount	Contract Amendments		Base Contract Amount	Cumulative Contract Amendments
		Previous	Pending		
CHC-Crafton Hills College	\$ 8,944,650.00	\$ 402,801.00	\$ -	\$ 9,347,451.00	4.50%
SBVC-San Bernardino Valley College	\$ 673,300.00	\$ -	\$ -	\$ 673,300.00	0.00%
TOTAL for CONTRACT AMENDMENTS	\$ 9,617,950.00	\$ 402,801.00	\$ -	\$ 10,020,751.00	4.19%

CHANGE ORDERS

PROJECTS	Base Contract Amount	Change Orders		New Contract Amount	Cumulative Change Orders
		Previous	Pending		
CHC-Crafton Hills College	\$ 9,347,451.00	\$ -	\$ -	\$ 9,347,451.00	0.00%
SBVC-San Bernardino Valley College	\$ 673,300.00	\$ -	\$ -	\$ 673,300.00	0.00%
TOTAL for CHANGE ORDERS	\$ 10,020,751.00	\$ -	\$ -	\$ 10,020,751.00	0.00%

CHANGE SUMMARY by PROJECT

(Including any contract amendments and change orders on the 06/16/11 agenda)

PROJECTS	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
PARKING LOT/ADA/LIGHTING IMPRVMENTS.	\$ 6,146,450.00	\$ 402,801.00	\$ -	\$ -	\$ -	\$ 6,549,251.00	0.00%
MATH AND SCIENCE ANNEX	\$ 2,270,500.00	\$ -	\$ -	\$ -		\$ 2,270,500.00	0.00%
MPOE/DATA RELOCATION	\$ 527,700.00	\$ -	\$ -	\$ -	\$ -	\$ 527,700.00	0.00%
TOTAL	\$ 8,944,650.00	\$ 402,801.00	\$ -	\$ -	\$ -	\$ 9,347,451.00	0.00%

NO NEW CHANGE ORDERS

**CHANGE SUMMARY by PROJECT
PARKING LOT/ADA/LIGHTING IMPRVMNTS**

(Including any contract amendments and change orders on the 06/16/11 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
PAL-01: ASR Constructors, Inc.	\$ 3,058,000.00	\$ 402,801.00	\$ -	\$ -	\$ -	\$ 3,460,801.00	0.00%
PAL-02: Pierre Sprinkler & Landscape	\$ 569,450.00	\$ -	\$ -	\$ -	\$ -	\$ 569,450.00	0.00%
PAL-03: RDM Electric Company, Inc.	\$ 2,519,000.00	\$ -	\$ -	\$ -	\$ -	\$ 2,519,000.00	0.00%
TOTAL	\$ 6,146,450.00	\$ 402,801.00	\$ -	\$ -	\$ -	\$ 6,549,251.00	0.00%

NO NEW CHANGE ORDERS

Crafton Hills College
CHANGE SUMMARY by PROJECT
MATH AND SCIENCE ANNEX

June 16, 2011

(Including any contract amendments and change orders on the 06/16/11 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
MODS-01: Conengr Corporation	\$ 539,500.00	\$ -	\$ -	\$ -	\$ -	\$ 539,500.00	0.00%
MODS-02: Global Modular, Inc.	\$ 1,731,000.00	\$ -	\$ -	\$ -	\$ -	\$ 1,731,000.00	0.00%
TOTAL	\$ 2,270,500.00	\$ -	\$ -	\$ -	\$ -	\$ 2,270,500.00	0.00%

NO NEW CHANGE ORDERS

Crafton Hills College
CHANGE SUMMARY by PROJECT
MPOE/DATA RELOCATION

June 16, 2011

(Including any contract amendments and change orders on the 06/16/2011 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
MPOE/DATA-01: Shanks Electric Corporation	\$ 527,700.00	\$ -	\$ -	\$ -	\$ -	\$ 527,700.00	0.00%
TOTAL	\$ 527,700.00	\$ -	\$ -	\$ -	\$ -	\$ 527,700.00	0.00%

NO NEW CHANGE ORDERS

CHANGE SUMMARY by PROJECT

(Including any contract amendments and change orders on the 06/16/2011 agenda)

PROJECTS	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Central Plant / Infrastructure	\$ 348,300.00	\$ -	\$ -	\$ -	\$ -	\$ 348,300.00	0.00%
HVAC Cafeteria & Health Science	\$ 325,000.00	\$ -	\$ -	\$ -	\$ -	\$ 325,000.00	0.00%
TOTAL	\$ 673,300.00	\$ -	\$ -	\$ -	\$ -	\$ 673,300.00	0.00%

San Bernardino Valley College
CHANGE SUMMARY by PROJECT
CENTRAL PLANT / INFRASTRUCTURE

June 16, 2011

(Including any contract amendments and change orders on the 06/16/2011 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Infrastructure Sewer Improvements							
Kirtley Construction dba TK Construction	\$ 348,300.00	\$ -	\$ -	\$ -	\$ -	\$ 348,300.00	0.00%
Central Plant							
TOTAL	\$ 348,300.00	\$ -	\$ -	\$ -	\$ -	\$ 348,300.00	0.00%

NO NEW CHANGE ORDERS

San Bernardino Valley College
CHANGE SUMMARY by PROJECT
HVAC Cafeteria/Health Science

June 16, 2011

(Including any contract amendments and change orders on the 06/16/2011 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
BP 1: Arrowhead Mechanical	\$ 183,000.00	\$ -	\$ -	\$ -	\$ -	\$ 183,000.00	0.00%
BP 2: Arrowhead Mechanical	\$ 142,000.00	\$ -	\$ -	\$ -	\$ -	\$ 142,000.00	0.00%
TOTAL	\$ 325,000.00	\$ -	\$ -	\$ -	\$ -	\$ 325,000.00	0.00%

NO NEW CHANGE ORDERS

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services
PREPARED BY: Crispina Ongoco, Director of Fiscal Services
DATE: June 16, 2011
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 May 3, 2011 through June 1, 2011. It reflects summary information for all District funds, grouped by category within each fund.

As of June 1, 2011, we have spent and encumbered about 80.5% of our budgeted general funds and are 92.1% through the fiscal year. This indicates that we are spending at a slower rate than anticipated, mainly due to under-spending in salaries, benefits, consultant services, and equipment purchases.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Since this an information item, there are no financial implications.



Budget Revenue & Expenditure Summary Year to Date 06/1/11

Revenues – All Funds	Budget	YTD Revenues	% Received	% of Year
01 General Fund*	95,673,195	71,971,811	75.2%	92.1
21 Bond Interest & Redemption	17,460,000	23,264,443	133.2%	92.1
41 Capital Outlay Projects Fund	18,118,531	15,422,970	85.1%	92.1
42 Bond Construction Fund	5,395,000	1,241,478	23.0%	92.1
68 Retiree Benefit Fund	1,529,948	1,504,139	98.3%	92.1
69 Employee Load Banking Trust Fund	1,200	633	52.7%	92.1
72 Child Development Fund	2,244,360	1,633,716	72.8%	92.1
73 Student Body Center Fee Fund	245,500	240,124	97.8%	92.1
74 KVCR Fund	2,850,649	2,801,853	98.3%	92.1
76 Investment Trust Fund – San Manuel	1,430,681	501,293	35.0%	92.1
78 Self Insurance-Liability Fund	553,500	553,306	100.0%	92.1
84 Workers Compensation Fund*	1,290,000	907,545	70.4%	92.1

Expenses – All Funds	Budget	YTD Expenses & Encumbrances	Expensed & Encumbered	of Year
01 General Fund*	97,916,774	78,815,716	80.5%	92.1
21 Bond Interest & Redemption	21,961,172	21,961,171	100.0%	92.1
41 Capital Outlay Projects Fund	22,856,202	17,886,638	78.3%	92.1
42 Bond Construction Fund	91,152,948	70,381,560	24.2%	92.1
68 Retiree Benefit Fund	2,188,672	2,107,360	96.3%	92.1
69 Employee Load Banking Trust Fund	1,200	-	0.0%	92.1
72 Child Development Fund*	2,230,786	1,819,690	81.6%	92.1
73 Student Body Center Fee Fund	350,762	177,230	50.5%	92.1
74 KVCR Fund*	2,847,049	2,493,587	87.6%	92.1
76 Investment Trust Fund – San Manuel	1,430,681	121,316	8.5%	92.1
78 Self Insurance-Liability Fund	760,000	637,444	83.9%	92.1
84 Workers Compensation Fund*	1,560,000	696,277	44.6%	92.1

*Regular patterns of activity throughout the year.

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	8,968,112.28	249,194.50	2,752,938.17	30.6	0.00	6,215,174.11	69.3
8600.00 STATE REVENUES	65,186,831.99	5,146,380.49	50,672,982.13	77.7	0.00	14,513,849.86	22.2
8800.00 LOCAL REVENUES	21,491,152.28	150,242.26	18,517,720.62	86.1	0.00	2,973,431.66	13.8
8900.00 OTHER FINANCING SOURCES	27,097.99	18,938.31	28,170.26	100.0	0.00	1,072.27-	.0
TOTAL: 8000	95,673,194.54	5,564,755.56	71,971,811.18	75.2	0.00	23,701,383.36	24.7
1100.00 CONTRACT CLASSROOM INST.	15,389,966.00	1,526,113.65	14,822,779.91	96.3	0.00	567,186.09	3.6
1200.00 CONTRACT CERT. ADMINISTRATORS	8,342,960.22	644,108.20	7,338,987.62	87.9	0.00	1,003,972.60	12.0
1300.00 INSTRUCTORS DAY/HOURLY	7,387,677.80	757,947.13	7,285,346.11	98.6	202,218.37	99,886.68-	.0
1400.00 NON-INSTRUCTION HOURLY CERT.	1,122,737.84	75,938.68	762,933.47	67.9	0.00	359,804.37	32.0
TOTAL: 1000	32,243,341.86	3,004,107.66	30,210,047.11	93.6	202,218.37	1,831,076.38	5.6
2100.00 CONTRACT CLASSIFIED NON-INSTR.	16,729,458.25	1,306,501.56	14,394,426.34	86.0	0.00	2,335,031.91	13.9
2200.00 INSTRUCTIONAL AIDS	1,329,970.75	103,746.08	1,151,495.59	86.5	0.00	178,475.16	13.4
2300.00 NON-INSTRUCTION HOURLY CLASS.	2,267,232.69	157,664.97	1,323,496.82	58.3	0.00	943,735.87	41.6
2400.00 INST AIDES-HOURLY- DIR.INSTRUC	1,044,785.24	87,427.50	686,599.53	65.7	0.00	358,185.71	34.2
TOTAL: 2000	21,371,446.93	1,655,340.11	17,556,018.28	82.1	0.00	3,815,428.65	17.8
3100.00 CERTIFICATED RETIREMENT	2,248,772.38	213,501.96	2,165,964.13	96.3	0.00	82,808.25	3.6
3200.00 CLASSIFIED RETIREMENT	2,303,684.74	173,369.03	1,796,804.49	77.9	0.00	506,880.25	22.0
3300.00 OASDHI/FICA	2,137,279.67	167,832.90	1,775,553.03	83.0	0.00	361,726.64	16.9
3400.00 HEALTH AND WELFARE BENEFITS	6,002,101.95	472,187.66	5,026,215.60	83.7	0.00	975,886.35	16.2
3500.00 STATE UNEMPLOYMENT INSURANCE	439,098.16	41,162.91	392,099.31	89.2	0.00	46,998.85	10.7
3600.00 WORKERS COMPENSATION INSURANCE	777,012.76	63,750.00	683,762.99	87.9	0.00	93,249.77	12.0
3900.00 OTHER BENEFITS	183,418.04	15,199.00	183,666.07	100.0	0.00	248.03-	.0
TOTAL: 3000	14,091,367.70	1,147,003.46	12,024,065.62	85.3	0.00	2,067,302.08	14.6
4100.00 TEXTBOOKS	73,769.70	2,562.34	36,419.69	49.3	12,242.00	25,108.01	34.0
4200.00 BOOK,MAGAZINE&PERIOD-DIST.USE	109,557.59	3,282.74	72,963.05	66.5	2,230.16	34,364.38	31.3
4300.00 INSTRUCTIONAL SUPPLIES	416,193.44	27,022.48	265,184.20	63.7	57,537.24	93,472.00	22.4
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	87,563.31	3,298.88	40,755.30	46.5	11,805.59	35,002.42	39.9
4500.00 NONINSTRUCTIONAL SUPPLIES	1,274,538.47	101,045.73	744,527.16	58.4	221,405.91	308,605.40	24.2
4700.00 FOOD SUPPLIES	39,455.45	2,772.31	34,262.78	86.8	5,192.67	0.00	.0
TOTAL: 4000	2,001,077.96	139,984.48	1,194,112.18	59.6	310,413.57	496,552.21	24.8
5100.00 PERSON&CONSULTANT SVC-DIST USE	7,093,502.49	157,937.09	2,680,954.94	37.7	1,817,179.63	2,595,367.92	36.5
5200.00 TRAVEL & CONFERENCE EXPENSES	623,735.77	37,011.68	324,045.99	51.9	49,702.88	249,986.90	40.0
5300.00 POST/DUES/MEMBERSHIPS-DIST.USE	394,265.40	1,347.01	220,708.35	55.9	11,896.18	161,660.87	41.0
5400.00 INSURANCES - DISTRICT USE	98,568.00	0.00	97,316.00	98.7	0.00	1,252.00	1.2
5500.00 UTILITIES & HOUSEKEEP-DIST.USE	3,290,223.47	193,019.34	2,624,295.76	79.7	322,797.82	343,129.89	10.4
5600.00 RENTS,LEASES&REPAIRS-DIST.USE	2,265,405.32	92,726.50	1,258,308.81	55.5	669,720.24	337,376.27	14.8
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	829,898.72	28,569.97	512,586.14	61.7	227,295.58	90,017.00	10.8
5800.00 OTHER OPERATING EXP-DIST. USE	5,253,581.93	121,688.43	1,016,135.46	19.3	232,715.19	4,004,731.28	76.2
5900.00 INTERPROGRAM CHARGES-DIST.USE	30.00	0.00	0.00	.0	0.00	30.00	100.0
TOTAL: 5000	19,849,211.10	632,300.02	8,734,351.45	44.0	3,331,307.52	7,783,552.13	39.2

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL: 1000-5999	89,556,445.55	6,578,735.73	69,718,594.64	77.8	3,843,939.46	15,993,911.45	17.8
6100.00 SITES & IMPROVEMENTS-DIST. USE	146,613.00	0.00	0.00	.0	4,300.00	142,313.00	97.0
6200.00 BUILDINGS&IMPROVEMENT-DIST.USE	249,459.72	0.00	17,536.00	7.0	21,902.10	210,021.62	84.1
6300.00 LIBRARY BOOKS - EXPANSION	115,651.90	25,992.34	83,732.57	72.4	19,487.63	12,431.70	10.7
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	1,556,230.96	250,327.23	759,285.35	48.7	248,681.97	548,263.64	35.2
TOTAL: 6000	2,067,955.58	276,319.57	860,553.92	41.6	294,371.70	913,029.96	44.1
TOTAL: 1000-6999	91,624,401.13	6,855,055.30	70,579,148.56	77.0	4,138,311.16	16,906,941.41	18.4
7300.00 INTERFUND TRANSFERS	3,567,930.00	57,830.00	3,567,930.00	100.0	0.00	0.00	.0
7500.00 OTHER OUTGO-STUDENT FIN AID	49,100.00	7,992.00	35,683.00	72.6	0.00	13,417.00	27.3
7600.00 OTHER STUDENT AID	515,776.47	142,103.20	431,480.07	83.6	63,163.50	21,132.90	4.0
7900.00 RESERVE FOR CONTINGENCIES	2,159,566.00	0.00	0.00	.0	0.00	2,159,566.00	100.0
TOTAL: 7000	6,292,372.47	207,925.20	4,035,093.07	64.1	63,163.50	2,194,115.90	34.8
TOTAL: 1000-7999	97,916,773.60	7,062,980.50	74,614,241.63	76.2	4,201,474.66	19,101,057.31	19.5

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 05/03/2011 TO 06/01/2011

#J3073

06/02/2011

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)	95,673,194.54	5,564,755.56	71,971,811.18	75.2	0.00	23,701,383.36	24.7
TOTAL:	1000-5999	89,556,445.55	6,578,735.73	69,718,594.64	77.8	3,843,939.46	15,993,911.45	17.8
TOTAL:	1000-6999	91,624,401.13	6,855,055.30	70,579,148.56	77.0	4,138,311.16	16,906,941.41	18.4
TOTAL:	1000-7999	97,916,773.60	7,062,980.50	74,614,241.63	76.2	4,201,474.66	19,101,057.31	19.5
TOTAL EXPENSES	(1000 - 7999)	97,916,773.60	7,062,980.50	74,614,241.63	76.2	4,201,474.66	19,101,057.31	19.5

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 05/03/2011 TO 06/01/2011

#J3073

06/02/2011

PAGE 4

Fund: 21 BOND INTEREST AND REDEMPTION

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8600.00 STATE REVENUES	175,000.00	0.00	146,113.16	83.4	0.00	28,886.84	16.5
8800.00 LOCAL REVENUES	17,285,000.00	0.00	23,118,329.94	100.0	0.00	5,833,329.94-	.0
TOTAL: 8000	17,460,000.00	0.00	23,264,443.10	100.0	0.00	5,804,443.10-	.0
7100.00 DEBT RETIREMENT	21,961,172.00	0.00	21,961,170.72	99.9	0.00	1.28	.0
TOTAL: 7000	21,961,172.00	0.00	21,961,170.72	99.9	0.00	1.28	.0
TOTAL: 1000-7999	21,961,172.00	0.00	21,961,170.72	99.9	0.00	1.28	.0

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 05/03/2011 TO 06/01/2011

#J3073

06/02/2011

PAGE 5

Fund: 21 BOND INTEREST AND REDEMPTION SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	17,460,000.00	0.00	23,264,443.10	100.0	0.00	5,804,443.10-	.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	21,961,170.72	99.9	0.00	1.28	.0
TOTAL EXPENSES	(1000 - 7999)	21,961,172.00	0.00	21,961,170.72	99.9	0.00	1.28	.0

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 05/03/2011 TO 06/01/2011

#J3073

06/02/2011

PAGE 6

Fund: 39 *** NOT ON FILE ***

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	263.47	100.0	0.00	0.00	.0
TOTAL: 7000	263.47	0.00	263.47	100.0	0.00	0.00	.0
TOTAL: 1000-7999	263.47	0.00	263.47	100.0	0.00	0.00	.0

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 05/03/2011 TO 06/01/2011

#J3073

06/02/2011

PAGE 7

Fund: 39 *** NOT ON FILE *** 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	263.47	100.0	0.00	0.00	.0
TOTAL EXPENSES	(1000 - 7999)	263.47	0.00	263.47	100.0	0.00	0.00	.0

Fund: 41 CAPITAL OUTLAY PROJECTS FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
		CURRENT	YEAR TO DATE				
8600.00 STATE REVENUES	17,404,877.05	2,308,857.85	14,731,602.31	84.6	0.00	2,673,274.74	15.3
8800.00 LOCAL REVENUES	713,654.40	39,989.45	691,367.21	96.8	0.00	22,287.19	3.1
TOTAL: 8000	18,118,531.45	2,348,847.30	15,422,969.52	85.1	0.00	2,695,561.93	14.8
4500.00 NONINSTRUCTIONAL SUPPLIES	1,500.00	0.00	1,353.78	90.2	146.22	0.00	.0
TOTAL: 4000	1,500.00	0.00	1,353.78	90.2	146.22	0.00	.0
5100.00 PERSON&CONSULTANT SVC-DIST USE	121,674.21	29,635.27	73,763.91	60.6	47,117.40	792.90	.6
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	3,000.00	0.00	1,329.20	44.3	1,670.80	0.00	.0
5600.00 RENTS,LEASES&REPAIRS-DIST. USE	613,572.93	4,812.00	36,194.89	5.8	66,899.06	510,478.98	83.1
5800.00 OTHER OPERATING EXP-DIST. USE	46,737.40	0.00	9,350.00	20.0	0.00	37,387.40	79.9
TOTAL: 5000	784,984.54	34,447.27	120,638.00	15.3	115,687.26	548,659.28	69.8
TOTAL: 1000-5999	786,484.54	34,447.27	121,991.78	15.5	115,833.48	548,659.28	69.7
6100.00 SITES & IMPROVEMENTS-DIST. USE	82,075.00	0.00	6,364.65	.0	19,400.00	69,039.65	100.0
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	20,088,724.76	388,232.89	14,709,844.74	73.2	1,527,439.47	3,851,440.55	19.1
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	1,398,917.50	54,970.20	1,353,763.99	96.7	25,791.32	19,362.19	1.3
TOTAL: 6000	21,569,717.26	443,203.09	16,057,244.08	74.4	1,572,630.79	3,939,842.39	18.2
TOTAL: 1000-6999	22,356,201.80	477,650.36	16,179,235.86	72.3	1,688,464.27	4,488,501.67	20.0
7300.00 INTERFUND TRANSFERS	18,938.31	18,938.31	18,938.31	100.0	0.00	0.00	.0
7900.00 RESERVE FOR CONTINGENCIES	481,061.69	0.00	0.00	.0	0.00	481,061.69	100.0
TOTAL: 7000	500,000.00	18,938.31	18,938.31	3.7	0.00	481,061.69	96.2
TOTAL: 1000-7999	22,856,201.80	496,588.67	16,198,174.17	70.8	1,688,464.27	4,969,563.36	21.7

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 05/03/2011 TO 06/01/2011

#J3073

06/02/2011

PAGE 9

Fund: 41 CAPITAL OUTLAY PROJECTS FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	18,118,531.45	2,348,847.30	15,422,969.52	85.1	0.00	2,695,561.93	14.8
TOTAL:	1000-5999	786,484.54	34,447.27	121,991.78	15.5	115,833.48	548,659.28	69.7
TOTAL:	1000-6999	22,356,201.80	477,650.36	16,179,235.86	72.3	1,688,464.27	4,488,501.67	20.0
TOTAL:	1000-7999	22,856,201.80	496,588.67	16,198,174.17	70.8	1,688,464.27	4,969,563.36	21.7
TOTAL EXPENSES	(1000 - 7999)	22,856,201.80	496,588.67	16,198,174.17	70.8	1,688,464.27	4,969,563.36	21.7

Fund: 42 REVENUE BOND CONSTRUCTION FU

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	5,395,000.00	13,620.60	1,241,478.36	23.0	0.00	4,153,521.64	76.9
TOTAL: 8000	5,395,000.00	13,620.60	1,241,478.36	23.0	0.00	4,153,521.64	76.9
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	1,097,519.00	15,216.00	160,231.48	14.5	230,586.51	706,701.01	64.3
5400.00 INSURANCES - DISTRICT USE	68,555.00	3,143.00	17,951.00	26.1	0.00	50,604.00	73.8
5600.00 RENTS,LEASES&REPAIRS-DIST.USE	585,000.00	11,392.01	135,416.10	23.1	364,543.96	85,039.94	14.5
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	150,000.00	0.00	57,383.15	38.2	90,676.45	1,940.40	1.2
5800.00 OTHER OPERATING EXP-DIST. USE	28,000.00	0.00	9,100.00	32.5	1,400.00	17,500.00	62.5
TOTAL: 5000	1,929,074.00	29,751.01	380,081.73	19.7	687,206.92	861,785.35	44.6
TOTAL: 1000-5999	1,994,994.00	29,751.01	380,081.73	19.0	687,206.92	927,705.35	46.5
6100.00 SITES & IMPROVEMENTS-DIST. USE	32,903,690.55	699,752.60	3,717,090.77	11.2	7,970,629.34	21,215,970.44	64.4
6200.00 BUILDINGS&IMPROVEMENT-DIST.USE	247,433,532.60	2,257,027.95	17,026,375.73	6.8	36,877,778.33	193,529,378.54	78.2
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	8,820,731.00	201,305.24	2,687,118.13	30.4	1,035,278.93	5,098,333.94	57.7
TOTAL: 6000	289,157,954.15	3,158,085.79	23,430,584.63	8.1	45,883,686.60	219,843,682.92	76.0
TOTAL: 1000-6999	291,152,948.15	3,187,836.80	23,810,666.36	8.1	46,570,893.52	220,771,388.27	75.8

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 05/03/2011 TO 06/01/2011

#J3073

06/02/2011

PAGE 11

Fund: 42 REVENUE BOND CONSTRUCTION FU SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	5,395,000.00	13,620.60	1,241,478.36	23.0	0.00	4,153,521.64	76.9
TOTAL:	1000-5999	1,994,994.00	29,751.01	380,081.73	19.0	687,206.92	927,705.35	46.5
TOTAL:	1000-6999	291,152,948.15	3,187,836.80	23,810,666.36	8.1	46,570,893.52	220,771,388.27	75.8
TOTAL:	1000-7999	291,152,948.15	3,187,836.80	23,810,666.36	8.1	46,570,893.52	220,771,388.27	75.8
TOTAL EXPENSES	(1000 - 7999)	291,152,948.15	3,187,836.80	23,810,666.36	8.1	46,570,893.52	220,771,388.27	75.8

BDX110
ALL FUNDS
72 San Bernardino Community Col

BEST NET CONSORTIUM
BUDGET SUMMARY REPORT
05/03/2011 TO 06/01/2011

#J3073
06/02/2011
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	735.37	100.0	0.00	735.37-	.0
TOTAL: 8000	0.00	0.00	735.37	100.0	0.00	735.37-	.0

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 05/03/2011 TO 06/01/2011

#J3073

06/02/2011

PAGE 13

Fund: 51 BOOKSTORE 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	735.37	100.0	0.00	735.37-	.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
 05/03/2011 TO 06/01/2011

#J3073

06/02/2011

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	16,190.92	38.5	0.00	25,809.08	61.4
8900.00 OTHER FINANCING SOURCES	1,487,948.00	0.00	1,487,948.00	100.0	0.00	0.00	.0
TOTAL: 8000	1,529,948.00	0.00	1,504,138.92	98.3	0.00	25,809.08	1.6
3300.00 OASDHI/FICA	65.28	7.26	36.27	55.5	0.00	29.01	44.4
3400.00 HEALTH AND WELFARE BENEFITS	461,064.55	35,188.79	383,924.56	83.2	0.00	77,139.99	16.7
3500.00 STATE UNEMPLOYMENT INSURANCE	52.20	5.40	27.00	51.7	0.00	25.20	48.2
3600.00 WORKERS COMPENSATION INSURANCE	158.72	0.00	158.72	100.0	0.00	0.00	.0
3900.00 OTHER BENEFITS	1,727,331.25	750.00	1,723,213.00	99.7	0.00	4,118.25	.2
TOTAL: 3000	2,188,672.00	35,951.45	2,107,359.55	96.2	0.00	81,312.45	3.7
TOTAL: 1000-5999	2,188,672.00	35,951.45	2,107,359.55	96.2	0.00	81,312.45	3.7

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 05/03/2011 TO 06/01/2011

#J3073

06/02/2011

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	1,504,138.92	98.3	0.00	25,809.08	1.6
TOTAL:	1000-5999	2,188,672.00	35,951.45	2,107,359.55	96.2	0.00	81,312.45	3.7
TOTAL:	1000-6999	2,188,672.00	35,951.45	2,107,359.55	96.2	0.00	81,312.45	3.7
TOTAL:	1000-7999	2,188,672.00	35,951.45	2,107,359.55	96.2	0.00	81,312.45	3.7
TOTAL EXPENSES	(1000 - 7999)	2,188,672.00	35,951.45	2,107,359.55	96.2	0.00	81,312.45	3.7

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 05/03/2011 TO 06/01/2011

#J3073

06/02/2011

PAGE 16

Fund: 69 EMPL LOAD BANKING TRUST FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	1,200.00	0.00	632.88	52.7	0.00	567.12	47.2
TOTAL: 8000	1,200.00	0.00	632.88	52.7	0.00	567.12	47.2
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
 05/03/2011 TO 06/01/2011

#J3073

06/02/2011

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	632.88	52.7	0.00	567.12	47.2
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/RECEIVED		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
		CURRENT	YEAR TO DATE				
8100.00 FEDERAL HEA REVENUES	142,220.00	13,450.56	106,153.93	74.6	0.00	36,066.07	25.3
8600.00 STATE REVENUES	1,851,224.00	59,661.49	1,333,733.51	72.0	0.00	517,490.49	27.9
8800.00 LOCAL REVENUES	250,916.00	19,748.04	193,828.49	77.2	0.00	57,087.51	22.7
TOTAL: 8000	2,244,360.00	92,860.09	1,633,715.93	72.7	0.00	610,644.07	27.2
2100.00 CONTRACT CLASSIFIED NON-INSTR.	1,067,081.00	90,092.83	964,166.10	90.3	0.00	102,914.90	9.6
2300.00 NON-INSTRUCTION HOURLY CLASS.	213,766.06	11,340.45	141,802.73	66.3	0.00	71,963.33	33.6
TOTAL: 2000	1,280,847.06	101,433.28	1,105,968.83	86.3	0.00	174,878.23	13.6
3100.00 CERTIFICATED RETIREMENT	17,326.00	1,350.21	15,170.56	87.5	0.00	2,155.44	12.4
3200.00 CLASSIFIED RETIREMENT	90,828.63	7,622.86	82,006.32	90.2	0.00	8,822.31	9.7
3300.00 OASDHI/FICA	76,021.72	5,705.30	62,433.94	82.1	0.00	13,587.78	17.8
3400.00 HEALTH AND WELFARE BENEFITS	285,490.00	24,785.70	264,114.30	92.5	0.00	21,375.70	7.4
3500.00 STATE UNEMPLOYMENT INSURANCE	9,041.00	670.14	7,346.18	81.2	0.00	1,694.82	18.7
3600.00 WORKERS COMPENSATION INSURANCE	43,500.00	3,800.00	41,600.00	95.6	0.00	1,900.00	4.3
3900.00 OTHER BENEFITS	5,106.74	432.70	4,698.80	92.0	0.00	407.94	7.9
TOTAL: 3000	527,314.09	44,366.91	477,370.10	90.5	0.00	49,943.99	9.4
4200.00 BOOK,MAGAZINE&PERIOD-DIST.USE	100.00	0.00	0.00	.0	0.00	100.00	100.0
4300.00 INSTRUCTIONAL SUPPLIES	45,807.00	13,571.31	40,378.89	88.1	3,579.43	1,848.68	4.0
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	500.00	0.00	0.00	.0	0.00	500.00	100.0
4500.00 NONINSTRUCTIONAL SUPPLIES	61,952.92	8,748.05	42,121.55	67.9	15,310.73	4,520.64	7.2
4700.00 FOOD SUPPLIES	148,963.00	9,630.85	76,362.12	51.2	42,626.96	29,973.92	20.1
TOTAL: 4000	257,322.92	31,950.21	158,862.56	61.7	61,517.12	36,943.24	14.3
5100.00 PERSON&CONSULTANT SVC-DIST USE	4,100.00	0.00	0.00	.0	700.00	3,400.00	82.9
5200.00 TRAVEL & CONFERENCE EXPENSES	1,500.00	0.00	100.00	6.6	0.00	1,400.00	93.3
5300.00 POST/DUES/MEMBERSHIPS-DIST.USE	500.00	0.00	0.00	.0	0.00	500.00	100.0
5600.00 RENTS,LEASES&REPAIRS-DIST.USE	9,805.00	4,371.64	6,651.64	67.8	0.00	3,153.36	32.1
5800.00 OTHER OPERATING EXP-DIST. USE	142,710.37	0.00	2,687.03	1.8	0.00	140,023.34	98.1
TOTAL: 5000	158,615.37	4,371.64	9,438.67	5.9	700.00	148,476.70	93.6
TOTAL: 1000-5999	2,224,099.44	182,122.04	1,751,640.16	78.7	62,217.12	410,242.16	18.4
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	6,686.56	1,341.76	5,832.89	87.2	0.00	853.67	12.7
TOTAL: 6000	6,686.56	1,341.76	5,832.89	87.2	0.00	853.67	12.7
TOTAL: 1000-6999	2,230,786.00	183,463.80	1,757,473.05	78.7	62,217.12	411,095.83	18.4

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 05/03/2011 TO 06/01/2011

#J3073

06/02/2011

PAGE 19

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)	2,244,360.00	92,860.09	1,633,715.93	72.7	0.00	610,644.07	27.2
TOTAL:	1000-5999	2,224,099.44	182,122.04	1,751,640.16	78.7	62,217.12	410,242.16	18.4
TOTAL:	1000-6999	2,230,786.00	183,463.80	1,757,473.05	78.7	62,217.12	411,095.83	18.4
TOTAL:	1000-7999	2,230,786.00	183,463.80	1,757,473.05	78.7	62,217.12	411,095.83	18.4
TOTAL EXPENSES	(1000 - 7999)	2,230,786.00	183,463.80	1,757,473.05	78.7	62,217.12	411,095.83	18.4

Fund: 73 STUDENT BODY CENTER FEE FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	245,500.00	234.50	240,124.41	97.8	0.00	5,375.59	2.1
TOTAL: 8000	245,500.00	234.50	240,124.41	97.8	0.00	5,375.59	2.1
2100.00 CONTRACT CLASSIFIED NON-INSTR.	88,560.00	3,263.00	76,827.93	86.7	0.00	11,732.07	13.2
2300.00 NON-INSTRUCTION HOURLY CLASS.	55,100.00	6,733.16	36,146.04	65.6	0.00	18,953.96	34.3
TOTAL: 2000	143,660.00	9,996.16	112,973.97	78.6	0.00	30,686.03	21.3
3200.00 CLASSIFIED RETIREMENT	9,482.00	349.37	7,989.40	84.2	0.00	1,492.60	15.7
3300.00 OASDHI/FICA	6,890.00	339.41	6,002.63	87.1	0.00	887.37	12.8
3400.00 HEALTH AND WELFARE BENEFITS	20,468.00	852.84	17,909.64	87.5	0.00	2,558.36	12.4
3500.00 STATE UNEMPLOYMENT INSURANCE	649.00	48.63	595.94	91.8	0.00	53.06	8.1
3600.00 WORKERS COMPENSATION INSURANCE	2,400.00	100.00	2,100.00	87.5	0.00	300.00	12.5
3900.00 OTHER BENEFITS	146.00	6.09	127.89	87.5	0.00	18.11	12.4
TOTAL: 3000	40,035.00	1,696.34	34,725.50	86.7	0.00	5,309.50	13.2
4200.00 BOOK,MAGAZINE&PERIOD-DIST.USE	500.00	0.00	0.00	.0	0.00	500.00	100.0
4500.00 NONINSTRUCTIONAL SUPPLIES	7,515.00	26.44	3,227.25	42.9	1,186.44	3,101.31	41.2
TOTAL: 4000	8,015.00	26.44	3,227.25	40.2	1,186.44	3,601.31	44.9
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	11,112.00	0.00	1,600.13	14.4	3,701.60	5,810.27	52.2
5800.00 OTHER OPERATING EXP-DIST. USE	7,361.00	0.00	0.00	.0	200.00	7,161.00	97.2
TOTAL: 5000	23,383.00	0.00	2,548.01	10.8	3,901.60	16,933.39	72.4
TOTAL: 1000-5999	215,093.00	11,718.94	153,474.73	71.3	5,088.04	56,530.23	26.2
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	32,229.00	10,156.16	15,412.11	47.8	3,254.64	13,562.25	42.0
TOTAL: 6000	32,229.00	10,156.16	15,412.11	47.8	3,254.64	13,562.25	42.0
TOTAL: 1000-6999	247,322.00	21,875.10	168,886.84	68.2	8,342.68	70,092.48	28.3
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	21,875.10	168,886.84	48.1	8,342.68	173,532.48	49.4

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 05/03/2011 TO 06/01/2011

#J3073

06/02/2011

PAGE 21

Fund: 73 STUDENT BODY CENTER FEE FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	245,500.00	234.50	240,124.41	97.8	0.00	5,375.59	2.1
TOTAL:	1000-5999	215,093.00	11,718.94	153,474.73	71.3	5,088.04	56,530.23	26.2
TOTAL:	1000-6999	247,322.00	21,875.10	168,886.84	68.2	8,342.68	70,092.48	28.3
TOTAL:	1000-7999	350,762.00	21,875.10	168,886.84	48.1	8,342.68	173,532.48	49.4
TOTAL EXPENSES	(1000 - 7999)	350,762.00	21,875.10	168,886.84	48.1	8,342.68	173,532.48	49.4

Fund: 74 KVCR FUND

SUMMARY BY OBJECT	WORKING	EXPENDED/RECEIVED		%	PENED/	UNENCUMBERED	
	BUDGET	CURRENT	YEAR TO DATE		ENCUMBERED	BALANCE	%
8800.00 LOCAL REVENUES	1,378,496.78	397.84	1,271,870.96	92.2	0.00	106,625.82	7.7
8900.00 OTHER FINANCING SOURCES	1,472,152.00	57,830.00	1,529,982.00	100.0	0.00	57,830.00-	.0
TOTAL: 8000	2,850,648.78	58,227.84	2,801,852.96	98.2	0.00	48,795.82	1.7
2100.00 CONTRACT CLASSIFIED NON-INSTR.	1,320,861.00	104,044.48	1,155,458.33	87.4	0.00	165,402.67	12.5
2300.00 NON-INSTRUCTION HOURLY CLASS.	65,861.00	0.00	48,208.73	73.1	0.00	17,652.27	26.8
TOTAL: 2000	1,386,722.00	104,044.48	1,203,667.06	86.7	0.00	183,054.94	13.2
3200.00 CLASSIFIED RETIREMENT	145,707.00	11,140.05	124,998.00	85.7	0.00	20,709.00	14.2
3300.00 OASDHI/FICA	105,023.00	7,879.85	87,983.90	83.7	0.00	17,039.10	16.2
3400.00 HEALTH AND WELFARE BENEFITS	172,090.00	16,306.13	175,103.23	100.0	0.00	3,013.23-	.0
3500.00 STATE UNEMPLOYMENT INSURANCE	9,885.00	741.63	8,826.88	89.2	0.00	1,058.12	10.7
3600.00 WORKERS COMPENSATION INSURANCE	23,100.00	2,000.00	21,800.00	94.3	0.00	1,300.00	5.6
3900.00 OTHER BENEFITS	4,407.00	371.80	4,059.35	92.1	0.00	347.65	7.8
TOTAL: 3000	460,212.00	38,439.46	422,771.36	91.8	0.00	37,440.64	8.1
4500.00 NONINSTRUCTIONAL SUPPLIES	6,865.16	415.64	3,178.45	46.2	2,196.55	1,490.16	21.7
TOTAL: 4000	6,865.16	415.64	3,178.45	46.2	2,196.55	1,490.16	21.7
5100.00 PERSON&CONSULTANT SVC-DIST USE	12,000.00	0.00	5,000.00	41.6	7,000.00	0.00	.0
5300.00 POST/DUES/MEMBERSHIPS-DIST USE	35,426.97	357.96	23,862.84	67.3	5,351.16	6,212.97	17.5
5400.00 INSURANCES - DISTRICT USE	6,485.00	0.00	6,485.00	100.0	0.00	0.00	.0
5500.00 UTILITIES & HOUSEKEEP-DIST USE	220,582.74	13,105.62	143,499.93	65.0	24,210.07	52,872.74	23.9
5600.00 RENTS,LEASES&REPAIRS-DIST USE	54,962.25	11,035.71	41,263.02	75.0	6,314.91	7,384.32	13.4
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	98,499.45	6,821.42	49,686.89	50.4	29,313.11	19,499.45	19.7
5800.00 OTHER OPERATING EXP-DIST. USE	565,293.21	108,305.00	494,868.46	87.5	24,918.00	45,506.75	8.0
TOTAL: 5000	993,249.62	139,625.71	764,666.14	76.9	97,107.25	131,476.23	13.2
TOTAL: 1000-5999	2,847,048.78	282,525.29	2,394,283.01	84.0	99,303.80	353,461.97	12.4

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 05/03/2011 TO 06/01/2011

#J3073

06/02/2011

PAGE 23

Fund: 74 KVCR FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	2,850,648.78	58,227.84	2,801,852.96	98.2	0.00	48,795.82	1.7
TOTAL:	1000-5999	2,847,048.78	282,525.29	2,394,283.01	84.0	99,303.80	353,461.97	12.4
TOTAL:	1000-6999	2,847,048.78	282,525.29	2,394,283.01	84.0	99,303.80	353,461.97	12.4
TOTAL:	1000-7999	2,847,048.78	282,525.29	2,394,283.01	84.0	99,303.80	353,461.97	12.4
TOTAL EXPENSES	(1000 - 7999)	2,847,048.78	282,525.29	2,394,283.01	84.0	99,303.80	353,461.97	12.4

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 05/03/2011 TO 06/01/2011

#J3073
 06/02/2011
 PAGE 24

Fund: 76 INVSTMT TRUST FUND-SAN MANUE

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	1,430,681.00	0.00	501,293.18	35.0	0.00	929,387.82	64.9
TOTAL: 8000	1,430,681.00	0.00	501,293.18	35.0	0.00	929,387.82	64.9
2100.00 CONTRACT CLASSIFIED NON-INSTR.	1,051,640.00	28,330.20	92,619.40	8.8	0.00	959,020.60	91.1
2300.00 NON-INSTRUCTION HOURLY CLASS.	32,000.00	0.00	0.00	.0	0.00	32,000.00	100.0
TOTAL: 2000	1,083,640.00	28,330.20	92,619.40	8.5	0.00	991,020.60	91.4
3200.00 CLASSIFIED RETIREMENT	117,357.00	3,033.31	9,916.76	8.4	0.00	107,440.24	91.5
3300.00 OASDHI/FICA	80,437.00	2,163.53	7,066.72	8.7	0.00	73,370.28	91.2
3400.00 HEALTH AND WELFARE BENEFITS	126,547.00	3,411.36	9,381.24	7.4	0.00	117,165.76	92.5
3500.00 STATE UNEMPLOYMENT INSURANCE	7,100.00	203.63	665.13	9.3	0.00	6,434.87	90.6
3600.00 WORKERS COMPENSATION INSURANCE	14,400.00	500.00	1,600.00	11.1	0.00	12,800.00	88.8
3900.00 OTHER BENEFITS	1,200.00	24.36	66.99	5.5	0.00	1,133.01	94.4
TOTAL: 3000	347,041.00	9,336.19	28,696.84	8.2	0.00	318,344.16	91.7
TOTAL: 1000-5999	1,430,681.00	37,666.39	121,316.24	8.4	0.00	1,309,364.76	91.5

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 05/03/2011 TO 06/01/2011

#J3073

06/02/2011

PAGE 25

Fund: 76 INVSTMT TRUST FUND-SAN MANUE SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	1,430,681.00	0.00	501,293.18	35.0	0.00	929,387.82	64.9
TOTAL:	1000-5999	1,430,681.00	37,666.39	121,316.24	8.4	0.00	1,309,364.76	91.5
TOTAL:	1000-6999	1,430,681.00	37,666.39	121,316.24	8.4	0.00	1,309,364.76	91.5
TOTAL:	1000-7999	1,430,681.00	37,666.39	121,316.24	8.4	0.00	1,309,364.76	91.5
TOTAL EXPENSES	(1000 - 7999)	1,430,681.00	37,666.39	121,316.24	8.4	0.00	1,309,364.76	91.5

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 05/03/2011 TO 06/01/2011

#J3073
 06/02/2011
 PAGE 26

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	3,306.12	94.4	0.00	193.88	5.5
8900.00 OTHER FINANCING SOURCES	550,000.00	0.00	550,000.00	100.0	0.00	0.00	.0
TOTAL: 8000	553,500.00	0.00	553,306.12	99.9	0.00	193.88	.0
5100.00 PERSON&CONSULTANT SVC-DIST USE	85,000.00	13,467.84-	10,899.79	12.8	9,100.21	65,000.00	76.4
5400.00 INSURANCES - DISTRICT USE	500,000.00	0.00	479,236.00	95.8	0.00	20,764.00	4.1
5800.00 OTHER OPERATING EXP-DIST. USE	150,000.00	21,675.18	95,833.31	63.8	42,375.12	11,791.57	7.8
TOTAL: 5000	735,000.00	8,207.34	585,969.10	79.7	51,475.33	97,555.57	13.2
TOTAL: 1000-5999	735,000.00	8,207.34	585,969.10	79.7	51,475.33	97,555.57	13.2
7900.00 RESERVE FOR CONTINGENCIES	25,000.00	0.00	0.00	.0	0.00	25,000.00	100.0
TOTAL: 7000	25,000.00	0.00	0.00	.0	0.00	25,000.00	100.0
TOTAL: 1000-7999	760,000.00	8,207.34	585,969.10	77.1	51,475.33	122,555.57	16.1

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 05/03/2011 TO 06/01/2011

#J3073

06/02/2011

PAGE 27

Fund: 78 SELF INSURANCE-LIABILITY&PRO SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	553,500.00	0.00	553,306.12	99.9	0.00	193.88	.0
TOTAL:	1000-5999	735,000.00	8,207.34	585,969.10	79.7	51,475.33	97,555.57	13.2
TOTAL:	1000-6999	735,000.00	8,207.34	585,969.10	79.7	51,475.33	97,555.57	13.2
TOTAL:	1000-7999	760,000.00	8,207.34	585,969.10	77.1	51,475.33	122,555.57	16.1
TOTAL EXPENSES	(1000 - 7999)	760,000.00	8,207.34	585,969.10	77.1	51,475.33	122,555.57	16.1

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	70,500.00	907,544.97	70.3	0.00	382,455.03	29.6
TOTAL: 8000	1,290,000.00	70,500.00	907,544.97	70.3	0.00	382,455.03	29.6
5100.00 PERSON&CONSULTANT SVC-DIST USE	130,000.00	0.00	144,160.00	100.0	13,280.00	27,440.00-	.0
5400.00 INSURANCES - DISTRICT USE	120,000.00	0.00	105,076.00	87.5	0.00	14,924.00	12.4
5800.00 OTHER OPERATING EXP-DIST. USE	810,000.00	25,123.43	432,763.54	53.4	997.03	376,239.43	46.4
TOTAL: 5000	1,060,000.00	25,123.43	681,999.54	64.3	14,277.03	363,723.43	34.3
TOTAL: 1000-5999	1,060,000.00	25,123.43	681,999.54	64.3	14,277.03	363,723.43	34.3
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	25,123.43	681,999.54	43.7	14,277.03	863,723.43	55.3

BDX110
 ALL FUNDS
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 05/03/2011 TO 06/01/2011

#J3073

06/02/2011

PAGE 29

Fund: 84 WORKERS COMPENSATION FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	1,290,000.00	70,500.00	907,544.97	70.3	0.00	382,455.03	29.6
TOTAL:	1000-5999	1,060,000.00	25,123.43	681,999.54	64.3	14,277.03	363,723.43	34.3
TOTAL:	1000-6999	1,060,000.00	25,123.43	681,999.54	64.3	14,277.03	363,723.43	34.3
TOTAL:	1000-7999	1,560,000.00	25,123.43	681,999.54	43.7	14,277.03	863,723.43	55.3
TOTAL EXPENSES	(1000 - 7999)	1,560,000.00	25,123.43	681,999.54	43.7	14,277.03	863,723.43	55.3

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	3,143.00	0.00	3,143.00	100.0	0.00	0.00	.0
8600.00 STATE REVENUES	273,014.00	78,183.00	264,778.00	96.9	0.00	8,236.00	3.0
8800.00 LOCAL REVENUES	793,286.59	60,531.72	703,704.34	88.7	0.00	89,582.25	11.2
TOTAL: 8000	1,069,443.59	138,714.72	971,625.34	90.8	0.00	97,818.25	9.1
1100.00 CONTRACT CLASSROOM INST.	10,750,284.00	1,048,696.84	10,252,483.40	95.3	0.00	497,800.60	4.6
1200.00 CONTRACT CERT. ADMINISTRATORS	3,454,933.30	268,050.81	3,103,904.27	89.8	0.00	351,029.03	10.1
1300.00 INSTRUCTORS DAY/HOURLY	5,342,340.80	550,355.99	5,243,987.93	98.1	0.00	98,352.87	1.8
1400.00 NON-INSTRUCTION HOURLY CERT.	315,434.00	23,673.26	219,103.40	69.4	0.00	96,330.60	30.5
TOTAL: 1000	19,862,992.10	1,890,776.90	18,819,479.00	94.7	0.00	1,043,513.10	5.2
2100.00 CONTRACT CLASSIFIED NON-INSTR.	6,176,442.06	463,331.68	5,115,305.23	82.8	0.00	1,061,136.83	17.1
2200.00 INSTRUCTIONAL AIDS	802,798.25	66,282.00	697,171.01	86.8	0.00	105,627.24	13.1
2300.00 NON-INSTRUCTION HOURLY CLASS.	203,737.69	16,413.26	99,503.27	48.8	0.00	104,234.42	51.1
2400.00 INST AIDES-HOURLY- DIR.INSTRUC	402,099.66	25,811.25	226,779.53	56.3	0.00	175,320.13	43.6
TOTAL: 2000	7,585,077.66	571,838.19	6,138,759.04	80.9	0.00	1,446,318.62	19.0
3100.00 CERTIFICATED RETIREMENT	1,370,250.03	134,326.54	1,354,165.00	98.8	0.00	16,085.03	1.1
3200.00 CLASSIFIED RETIREMENT	850,917.70	65,541.29	639,542.42	75.1	0.00	211,375.28	24.8
3300.00 OASDHI/FICA	924,916.57	74,747.19	765,364.04	82.7	0.00	159,552.53	17.2
3400.00 HEALTH AND WELFARE BENEFITS	2,859,885.14	222,981.55	2,421,211.73	84.6	0.00	438,673.41	15.3
3500.00 STATE UNEMPLOYMENT INSURANCE	204,758.62	17,532.32	178,096.21	86.9	0.00	26,662.41	13.0
3600.00 WORKERS COMPENSATION INSURANCE	383,960.00	30,402.00	330,059.32	85.9	0.00	53,900.68	14.0
3900.00 OTHER BENEFITS	96,946.28	9,296.66	98,226.72	100.0	0.00	1,280.44	.0
TOTAL: 3000	6,691,634.34	554,827.55	5,786,665.44	86.4	0.00	904,968.90	13.5
4100.00 TEXTBOOKS	6,500.00	0.00	5,403.33	83.1	886.34	210.33	3.2
4200.00 BOOK,MAGAZINE&PERIOD-DIST.USE	49,586.27	801.21	44,520.51	89.7	803.28	4,262.48	8.5
4300.00 INSTRUCTIONAL SUPPLIES	185,187.11	16,069.15	146,784.29	79.2	20,648.08	17,754.74	9.5
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	10,309.81	890.38	4,331.94	42.0	1,153.98	4,823.89	46.7
4500.00 NONINSTRUCTIONAL SUPPLIES	411,596.95	33,082.02	258,699.28	62.8	84,316.82	68,580.85	16.6
4700.00 FOOD SUPPLIES	32,505.45	2,772.31	27,320.76	84.0	5,184.69	0.00	.0
TOTAL: 4000	695,685.59	53,615.07	487,060.11	70.0	112,993.19	95,632.29	13.7
5100.00 PERSON&CONSULTANT SVC-DIST USE	736,771.40	3,749.72	160,966.81	21.8	480,825.83	94,978.76	12.8
5200.00 TRAVEL & CONFERENCE EXPENSES	70,982.57	4,056.22	35,622.33	50.1	9,170.91	26,189.33	36.8
5300.00 POST/DUES/MEMBERSHIPS-DIST.USE	99,613.50	488.77	32,645.91	32.7	2,532.27	64,435.32	64.6
5400.00 INSURANCES - DISTRICT USE	600.00	0.00	0.00	.0	0.00	600.00	100.0
5500.00 UTILITIES & HOUSEKEEP-DIST.USE	1,677,854.20	64,711.24	1,504,005.72	89.6	101,766.34	72,082.14	4.2
5600.00 RENTS,LEASES&REPAIRS-DIST.USE	624,720.44	46,695.09	289,245.98	46.3	299,164.36	36,310.10	5.8
5800.00 OTHER OPERATING EXP-DIST. USE	350,747.05	11,493.38	90,771.88	25.8	6,805.22	253,169.95	72.1
5900.00 INTERPROGRAM CHARGES-DIST.USE	30.00	0.00	0.00	.0	0.00	30.00	100.0
TOTAL: 5000	3,561,319.16	131,194.42	2,113,258.63	59.3	900,264.93	547,795.60	15.3
TOTAL: 1000-5999	38,396,708.85	3,202,252.13	33,345,222.22	86.8	1,013,258.12	4,038,228.51	10.5

BDX110
 SBVC UNRESTRICTED
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 05/03/2011 TO 06/01/2011

#J3076

06/02/2011

PAGE 2

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
		CURRENT	YEAR TO DATE				
6300.00 LIBRARY BOOKS - EXPANSION	71,426.36	4,253.66	52,836.20	73.9	8,582.19	10,007.97	14.0
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	152,277.44	17,198.72	59,246.09	38.9	53,445.88	39,585.47	25.9
TOTAL: 6000	223,703.80	21,452.38	112,082.29	50.1	62,028.07	49,593.44	22.1
TOTAL: 1000-6999	38,620,412.65	3,223,704.51	33,457,304.51	86.6	1,075,286.19	4,087,821.95	10.5
7600.00 OTHER STUDENT AID	2,137.14	0.00	81.00	3.7	0.00	2,056.14	96.2
TOTAL: 7000	2,137.14	0.00	81.00	3.7	0.00	2,056.14	96.2
TOTAL: 1000-7999	38,622,549.79	3,223,704.51	33,457,385.51	86.6	1,075,286.19	4,089,878.09	10.5

BDX110
 SBVC UNRESTRICTED
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 05/03/2011 TO 06/01/2011

#J3076

06/02/2011

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)	1,069,443.59	138,714.72	971,625.34	90.8	0.00	97,818.25	9.1
TOTAL:	1000-5999	38,396,708.85	3,202,252.13	33,345,222.22	86.8	1,013,258.12	4,038,228.51	10.5
TOTAL:	1000-6999	38,620,412.65	3,223,704.51	33,457,304.51	86.6	1,075,286.19	4,087,821.95	10.5
TOTAL:	1000-7999	38,622,549.79	3,223,704.51	33,457,385.51	86.6	1,075,286.19	4,089,878.09	10.5
TOTAL EXPENSES	(1000 - 7999)	38,622,549.79	3,223,704.51	33,457,385.51	86.6	1,075,286.19	4,089,878.09	10.5

BDX110
 SBVC UNRESTRICTED
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 05/03/2011 TO 06/01/2011

#J3076

06/02/2011

PAGE 4

Fund: 41 CAPITAL OUTLAY PROJECTS FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
5100.00 PERSON&CONSULTANT SVC-DIST USE	19,296.04	12,451.02	12,451.02	64.5	6,845.02	0.00	.0
TOTAL: 5000	19,296.04	12,451.02	12,451.02	64.5	6,845.02	0.00	.0
TOTAL: 1000-5999	19,296.04	12,451.02	12,451.02	64.5	6,845.02	0.00	.0

BDX110
 SBVC UNRESTRICTED
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 05/03/2011 TO 06/01/2011

#J3076

06/02/2011

PAGE 5

Fund: 41 CAPITAL OUTLAY PROJECTS FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-5999	19,296.04	12,451.02	12,451.02	64.5	6,845.02	0.00	.0
TOTAL:	1000-6999	19,296.04	12,451.02	12,451.02	64.5	6,845.02	0.00	.0
TOTAL:	1000-7999	19,296.04	12,451.02	12,451.02	64.5	6,845.02	0.00	.0
TOTAL EXPENSES	(1000 - 7999)	19,296.04	12,451.02	12,451.02	64.5	6,845.02	0.00	.0

Fund: 72 CHILD DEVELOPMENT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	30,630.00	1,196.97	14,939.14	48.7	0.00	15,690.86	51.2
TOTAL: 8000	30,630.00	1,196.97	14,939.14	48.7	0.00	15,690.86	51.2
2300.00 NON-INSTRUCTION HOURLY CLASS.	21,130.00	0.00	10,125.00	47.9	0.00	11,005.00	52.0
TOTAL: 2000	21,130.00	0.00	10,125.00	47.9	0.00	11,005.00	52.0
3300.00 OASDHI/FICA	1,616.00	0.00	525.72	32.5	0.00	1,090.28	67.4
3500.00 STATE UNEMPLOYMENT INSURANCE	152.00	0.00	71.10	46.7	0.00	80.90	53.2
TOTAL: 3000	1,768.00	0.00	596.82	33.7	0.00	1,171.18	66.2
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	10,721.82	43.0	0.00	14,176.18	56.9
7900.00 RESERVE FOR CONTINGENCIES	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL: 7000	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL: 1000-7999	24,898.00	0.00	10,721.82	43.0	0.00	14,176.18	56.9

BDX110
 SBVC UNRESTRICTED
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 05/03/2011 TO 06/01/2011

#J3076

06/02/2011

PAGE 7

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)	30,630.00	1,196.97	14,939.14	48.7	0.00	15,690.86	51.2
TOTAL:	1000-5999	24,898.00	0.00	10,721.82	43.0	0.00	14,176.18	56.9
TOTAL:	1000-6999	24,898.00	0.00	10,721.82	43.0	0.00	14,176.18	56.9
TOTAL:	1000-7999	24,898.00	0.00	10,721.82	43.0	0.00	14,176.18	56.9
TOTAL EXPENSES	(1000 - 7999)	24,898.00	0.00	10,721.82	43.0	0.00	14,176.18	56.9

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	1,484.00	0.00	1,484.00	100.0	0.00	0.00	.0
8600.00 STATE REVENUES	328,514.00	92,721.00	328,514.00	100.0	0.00	0.00	.0
8800.00 LOCAL REVENUES	554,035.00	10,648.29	438,601.60	79.1	0.00	115,433.40	20.8
8900.00 OTHER FINANCING SOURCES	1,896.21	0.00	4,187.02	100.0	0.00	2,290.81-	.0
TOTAL: 8000	885,929.21	103,369.29	772,786.62	87.2	0.00	113,142.59	12.7
1100.00 CONTRACT CLASSROOM INST.	4,437,430.00	456,834.23	4,385,133.42	98.8	0.00	52,296.58	1.1
1200.00 CONTRACT CERT. ADMINISTRATORS	2,682,608.00	199,632.32	2,310,295.19	86.1	0.00	372,312.81	13.8
1300.00 INSTRUCTORS DAY/HOURLY	2,045,337.00	207,591.14	2,041,358.18	99.8	202,218.37	198,239.55-	.0
1400.00 NON-INSTRUCTION HOURLY CERT.	150,477.00	10,141.26	132,408.56	87.9	0.00	18,068.44	12.0
TOTAL: 1000	9,315,852.00	874,198.95	8,869,195.35	95.2	202,218.37	244,438.28	2.6
2100.00 CONTRACT CLASSIFIED NON-INSTR.	3,140,605.76	263,939.69	2,884,140.70	91.8	0.00	256,465.06	8.1
2200.00 INSTRUCTIONAL AIDS	527,172.50	37,464.08	454,324.58	86.1	0.00	72,847.92	13.8
2300.00 NON-INSTRUCTION HOURLY CLASS.	140,929.50	3,061.44	20,232.08	14.3	0.00	120,697.42	85.6
2400.00 INST AIDES-HOURLY- DIR.INSTRUC	328,042.50	31,866.00	245,109.25	74.7	0.00	82,933.25	25.2
TOTAL: 2000	4,136,750.26	336,331.21	3,603,806.61	87.1	0.00	532,943.65	12.8
3100.00 CERTIFICATED RETIREMENT	700,028.00	64,676.81	656,224.77	93.7	0.00	43,803.23	6.2
3200.00 CLASSIFIED RETIREMENT	506,496.00	37,498.02	404,413.93	79.8	0.00	102,082.07	20.1
3300.00 OASDHI/FICA	456,410.00	38,606.35	408,046.91	89.4	0.00	48,363.09	10.5
3400.00 HEALTH AND WELFARE BENEFITS	1,429,136.00	115,868.33	1,248,174.96	87.3	0.00	180,961.04	12.6
3500.00 STATE UNEMPLOYMENT INSURANCE	95,293.00	8,599.07	89,204.54	93.6	0.00	6,088.46	6.3
3600.00 WORKERS COMPENSATION INSURANCE	187,664.00	16,106.50	173,200.20	92.2	0.00	14,463.80	7.7
3900.00 OTHER BENEFITS	53,134.00	4,420.02	48,829.58	91.8	0.00	4,304.42	8.1
TOTAL: 3000	3,428,161.00	285,775.10	3,028,094.89	88.3	0.00	400,066.11	11.6
4100.00 TEXTBOOKS	198.03	199.56	199.56	100.0	0.00	1.53-	.0
4200.00 BOOK,MAGAZINE&PERIOD-DIST.USE	34,404.37	0.00	17,555.51	51.0	0.00	16,848.86	48.9
4300.00 INSTRUCTIONAL SUPPLIES	48,903.97	7,151.06	44,235.24	90.4	3,427.15	1,241.58	2.5
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	1,423.90	0.00	923.17	64.8	0.00	500.73	35.1
4500.00 NONINSTRUCTIONAL SUPPLIES	186,277.80	14,670.29	125,224.83	67.2	31,035.50	30,017.47	16.1
TOTAL: 4000	271,208.07	22,020.91	188,138.31	69.3	34,462.65	48,607.11	17.9
5100.00 PERSON&CONSULTANT SVC-DIST USE	91,867.00	25,617.54	72,286.96	78.6	10,340.19	9,239.85	10.0
5200.00 TRAVEL & CONFERENCE EXPENSES	34,153.04	2,000.00	23,984.53	70.2	2,352.55	7,815.96	22.8
5300.00 POST/DUES/MEMBERSHIPS-DIST.USE	50,655.00	304.82	33,886.19	66.8	3,474.91	13,293.90	26.2
5500.00 UTILITIES & HOUSEKEEP-DIST.USE	1,024,694.00	79,371.48	840,401.16	82.0	166,162.29	18,130.55	1.7
5600.00 RENTS,LEASES&REPAIRS-DIST.USE	402,115.66	11,911.91	202,987.74	50.4	167,850.84	31,277.08	7.7
5800.00 OTHER OPERATING EXP-DIST. USE	376,507.40	6,323.43	43,245.44	11.4	9,592.31	323,669.65	85.9
TOTAL: 5000	1,979,992.10	125,529.18	1,216,792.02	61.4	359,773.09	403,426.99	20.3
TOTAL: 1000-5999	19,131,963.43	1,643,855.35	16,906,027.18	88.3	596,454.11	1,629,482.14	8.5
6100.00 SITES & IMPROVEMENTS-DIST. USE	1,750.00	0.00	0.00	.0	1,750.00	0.00	.0

BDX110
 CHC UNRESTRICTED
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 05/03/2011 TO 06/01/2011

#J3077

06/02/2011

PAGE 2

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
6200.00 BUILDINGS&IMPROVEMENT-DIST.USE	2,000.00	0.00	1,360.00	68.0	0.00	640.00	32.0
6300.00 LIBRARY BOOKS - EXPANSION	19,365.00	0.00	7,421.61	38.3	10,112.29	1,831.10	9.4
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	14,718.78	1,235.46	7,262.46	49.3	0.00	7,456.32	50.6
TOTAL: 6000	37,833.78	1,235.46	16,044.07	42.4	11,862.29	9,927.42	26.2
TOTAL: 1000-6999	19,169,797.21	1,645,090.81	16,922,071.25	88.2	608,316.40	1,639,409.56	8.5

BDX110
 CHC UNRESTRICTED
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 05/03/2011 TO 06/01/2011

#J3077

06/02/2011

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)	885,929.21	103,369.29	772,786.62	87.2	0.00	113,142.59	12.7
TOTAL:	1000-5999	19,131,963.43	1,643,855.35	16,906,027.18	88.3	596,454.11	1,629,482.14	8.5
TOTAL:	1000-6999	19,169,797.21	1,645,090.81	16,922,071.25	88.2	608,316.40	1,639,409.56	8.5
TOTAL:	1000-7999	19,169,797.21	1,645,090.81	16,922,071.25	88.2	608,316.40	1,639,409.56	8.5
TOTAL EXPENSES	(1000 - 7999)	19,169,797.21	1,645,090.81	16,922,071.25	88.2	608,316.40	1,639,409.56	8.5

BDX110
 CHC UNRESTRICTED
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 05/03/2011 TO 06/01/2011

#J3077

06/02/2011

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	9,502.79	91.6	0.00	864.21	8.3
TOTAL: 8000	10,367.00	863.89	9,502.79	91.6	0.00	864.21	8.3
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
 05/03/2011 TO 06/01/2011

#J3077
 06/02/2011
 PAGE 5

Fund: 41 CAPITAL OUTLAY PROJECTS FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	10,367.00	863.89	9,502.79	91.6	0.00	864.21	8.3
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
 05/03/2011 TO 06/01/2011

#J3077

06/02/2011

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	223.19	735.37	100.0	0.00	735.37-	.0
TOTAL: 8000	0.00	223.19	735.37	100.0	0.00	735.37-	.0

BDX110
 CHC UNRESTRICTED
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 05/03/2011 TO 06/01/2011

#J3077

06/02/2011

PAGE 7

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	223.19	735.37	100.0	0.00	735.37-	.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
 05/03/2011 TO 06/01/2011

#J3077

06/02/2011

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	133.00	3,104.41	53.5	0.00	2,695.59	46.4
TOTAL: 8000	5,800.00	133.00	3,104.41	53.5	0.00	2,695.59	46.4
2300.00 NON-INSTRUCTION HOURLY CLASS.	4,500.00	0.00	2,475.00	55.0	0.00	2,025.00	45.0
TOTAL: 2000	4,500.00	0.00	2,475.00	55.0	0.00	2,025.00	45.0
3300.00 OASDHI/FICA	344.00	0.00	187.07	54.3	0.00	156.93	45.6
3500.00 STATE UNEMPLOYMENT INSURANCE	32.00	0.00	17.61	55.0	0.00	14.39	44.9
TOTAL: 3000	376.00	0.00	204.68	54.4	0.00	171.32	45.5
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	2,679.68	49.8	0.00	2,696.32	50.1

BDX110
 CHC UNRESTRICTED
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 05/03/2011 TO 06/01/2011

#J3077

06/02/2011

PAGE 9

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)	5,800.00	133.00	3,104.41	53.5	0.00	2,695.59	46.4
TOTAL:	1000-5999	5,376.00	0.00	2,679.68	49.8	0.00	2,696.32	50.1
TOTAL:	1000-6999	5,376.00	0.00	2,679.68	49.8	0.00	2,696.32	50.1
TOTAL:	1000-7999	5,376.00	0.00	2,679.68	49.8	0.00	2,696.32	50.1
TOTAL EXPENSES	(1000 - 7999)	5,376.00	0.00	2,679.68	49.8	0.00	2,696.32	50.1

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Charlie Ng, Interim Vice Chancellor, Fiscal Services
PREPARED BY: Steven Sutorus, Business Manager
DATE: June 16, 2011
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 May 2, 2011 to May 31, 2011 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

As an information item, there are no financial implications.

Purchase Order Board Report

June 16, 2011

PO#	Vendor#	Vendor Name	Purchase Order Description	Amount
113495	034595	SHAW HR CONSULTING INC	Independent Contractor	\$ 10,000.00
113535	005701	SBCCD PRINTING SERVICES	Printing, SBCCD	\$ 221.64
113536	018329	MUSKAVITCH, JOHN	Conference	\$ 80.00
113537	013898	SOUSA, JUANITA	Conference	\$ 130.00
113538	018656	BANGASSER,SUSAN	Non-instructional Supplies	\$ 850.06
113539	000423	SBVC FOOD SERVICES	Other Expenses & Fees	\$ 1,183.20
113540	034599	TRUE COLORS INTERNATIONAL	Conference	\$ 1,095.00
113541	034594	ST BERNARDINE MEDICAL CENTER	Self Insurance Claims	\$ 473.19
113542	005701	SBCCD PRINTING SERVICES	Printing, SBCCD	\$ 452.00
113543	016309	ROBERTS, SANDRA	Conference	\$ 75.00
113544	032060	CROWN AWARDS	Other Expenses & Fees	\$ 474.61
113545	034333	TACO VILLAGE	Other Expenses & Fees	\$ 1,395.26
113546	017591	NATIONAL RESOURCE CENTER FOR	Reference Books	\$ 220.74
113547	030101	SVM LP	Other Student Aid	\$ 3,890.20
113548	034583	PRO CE	Capital Equipment	\$ 31,080.39
113549	033212	EDITS	Non-instructional Supplies	\$ 1,467.65
113550	032740	DISPLAYS2GO	Equipment	\$ 558.82
113551	033318	GENUINE AUTO PARTS	Instructional Supplies	\$ 2,821.59
113552	032780	BOUND TREE MEDICAL	Equipment	\$ 540.55
113553	032780	BOUND TREE MEDICAL	Instructional Supplies	\$ 470.63
113554	030185	STAPLES	Non-instructional Supplies	\$ 333.78
113555	015767	RFB&D/CUSTOMER SERVICE	Equipment	\$ 889.12
113556	020171	THE COLLEGE BOARD	Non-instructional Supplies	\$ 17,515.00
113557	034551	CYNOSURE NEW MEDIA INC	Contract Services	\$ 11,085.00
113558	031814	LABWEST INC	Outside Services	\$ 2,343.25
113559	034600	LEHMAN, VERONICA	Conference	\$ 75.00
113560	032740	DISPLAYS2GO	Non-instructional Supplies	\$ 279.15
113561	000517	CHC FOOD SERVICES	Other Expenses & Fees	\$ 208.12
113562	033733	EL POLLO LOCO	Other Expenses & Fees	\$ 438.70
113563	033733	EL POLLO LOCO	Other Expenses & Fees	\$ 438.70
113564	032328	TWO GUYS	Other Expenses & Fees	\$ 559.06
113565	033212	EDITS	Software	\$ 929.81
113566	012491	CM SCHOOL SUPPLY CO	Instructional Supplies	\$ 3,838.42
113567	002090	LAKESHORE LEARNING MATERIALS	Instructional Supplies	\$ 4,707.60
113568	012793	DISCOUNT SCHOOL SUPPLY	Instructional Supplies	\$ 1,667.31
113569	012793	DISCOUNT SCHOOL SUPPLY	Instructional Supplies	\$ 790.23
113570	013013	DELL COMPUTER COMPANY	Capital Equipment	\$ 4,701.26
113571	013633	KAPLAN SCHOOL SUPPLY CORP	Instructional Supplies	\$ 2,541.59
113572	005701	SBCCD PRINTING SERVICES	Non-instructional Supplies	\$ 230.00
113573	034601	SOUTHERN CALIFORNIA LOW VISION	Capital Equipment	\$ 2,306.32
113574	034602	VERSA PRODUCTS INC	Equipment	\$ 1,353.94
113575	034603	ANTHRO CORP TECH FURNITURE	Equipment	\$ 1,478.62
113576	011999	MOBILE MINI STORAGE	Outside Services	\$ 207.10
113577	030447	LEVESQUE, ROBERT	Conference	\$ 613.49
113578	000119	CHC BOOKSTORE	Other Student Aid	\$ 958.03
113579	034592	C2ER	Conference	\$ 770.00
113580	032346	LINDSTROM, EVGENIYA	Conference	\$ 1,587.52

Purchase Order Board Report

June 16, 2011

PO#	Vendor#	Vendor Name	Purchase Order Description	Amount
113581	032013	NEXTUP	Contract Services	\$ 435.00
113582	034503	NUANCE COMMUNICATIONS INC	Contract Services	\$ 947.90
113583	021236	WORD, DANIEL	Conference	\$ 644.00
113584	032028	IEEP	Conference	\$ 700.00
113585	000296	SBVC BOOKSTORE	Non-instructional Supplies	\$ 1,422.61
113586	033637	PARADA, OSMAN	Mileage Reimbursement	\$ 49.02
113587	034501	POSIT SCIENCE	Contract Services	\$ 1,984.69
113588	034598	IP PHONE WAREHOUSE	Capital Equipment	\$ 18,798.13
113589	033669	WELDING CONSULTANTS INC	Equipment	\$ 1,914.90
113590	030185	STAPLES	Non-instructional Supplies	\$ 1,119.72
113591	034483	THREE PEAKS CORP	Capital Equipment	\$ 13,772.00
113592	033657	STUDICA INC	Software	\$ 4,320.00
113593	018252	CDW GOVERNMENT INC	Equipment	\$ 2,215.17
113594	034504	METROPLEX VOICE COMPUTING INC	Software	\$ 672.50
113595	032780	BOUND TREE MEDICAL	Equipment	\$ 1,231.01
113596	030185	STAPLES	Non-instructional Supplies	\$ 558.86
113597	032780	BOUND TREE MEDICAL	Instructional Supplies	\$ 1,185.78
113598	030841	BROWN, CAROL	Mileage Reimbursement	\$ 21.42
113599	033819	DELGADO, ARLENE	Mileage Reimbursement	\$ 21.42
113600	034560	INLAND COMPUTER SYSTEMS	Repairs & Maintenance	\$ 974.23
113601	032132	SULLIVAN, DANIEL	Conference	\$ 828.86
113602	034056	ACCORDENT TECHNOLOGIES	Contract Services	\$ 3,375.00
113603	034591	JOSEPH R SMITH & ASSOC INC	Capital Equipment	\$ 1,472.13
113604	000764	SCANTRON CORPORATION	Capital Equipment	\$ 5,347.85
113605	000170	CHEVRON & TEXACO CARD SERVICES	Non-instructional Supplies	\$ 121.01
113606	034601	SOUTHERN CALIFORNIA LOW VISION	Equipment	\$ 550.00
113607	012491	CM SCHOOL SUPPLY CO	Capital Equipment	\$ 1,341.76
113608	012491	CM SCHOOL SUPPLY CO	Non-instructional Supplies	\$ 4,480.77
113609	034605	LAB COMPUTERS INC	Capital Equipment	\$ 1,679.94
113610	030185	STAPLES	Non-instructional Supplies	\$ 266.93
113611	034604	RITZ CAMERA	Equipment	\$ 821.01
113612	034606	GRANTSTATION	Dues & Memberships	\$ 399.00
113613	034608	TEXHELP	Contract Services	\$ 6,272.24
113614	032517	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 625.00
113615	032229	FAST SIGNS	New Buildings	\$ 2,718.75
113616	032517	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 375.00
113617	032517	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 835.00
113618	032517	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 840.00
113619	020837	ARROWHEAD MECHANICAL INC	Building Improvements	\$ 127,800.00
113620	033136	SECURITY BANK OF CALIFORNIA	Building Improvements	\$ 14,200.00
113621	020837	ARROWHEAD MECHANICAL INC	Building Improvements	\$ 164,700.00
113622	033136	SECURITY BANK OF CALIFORNIA	Building Improvements	\$ 18,300.00
113623	034266	MILLER ENVIROMENTAL	New Buildings	\$ 517,118.85
113624	033217	AMERICAN BUSINESS BANK	New Buildings	\$ 57,457.65
113625	019279	INLAND INSPECTIONS/CONSULTING	Building Improvements	\$ 31,570.00
113626	032517	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 345.00
113627	034610	VIEWPLUS TECHNOLOGIES	Capital Equipment	\$ 5,492.06

Purchase Order Board Report
June 16, 2011

PO#	Vendor#	Vendor Name	Purchase Order Description	Amount
113628	034607	DUXBURY SYSTEMS INC	Software	\$ 439.56
113629	034503	NUANCE COMMUNICATIONS INC	Software	\$ 472.13
113630	034611	MDI	Non-instructional Supplies	\$ 839.73
113631	002451	SBACC	Advertising	\$ 500.00
113632	033752	SIMS, JEREMY	Conference	\$ 51.00
113633	034613	KIRTLEY CONSTRUCTION	New Buildings	\$ 348,300.00
113634	034615	AMERICAN FENCE COMPANY	New Buildings	\$ 4,504.47
113635	033425	FUTCH, JOHN M	Conference	\$ 35.70
113636	031186	WEATHERPROOFING TECH INC	Repairs & Maintenance	\$ 4,616.44
113637	034617	DALTON TRUCKING	Outside Services	\$ 5,000.00
113638	000261	REVOLVING CASH	Conference	\$ 159.43
113639	034612	COMPASS MICRO INC	Non-instructional Supplies	\$ 25.51
113640	013131	SEHI COMPUTER PRODUCTS INC	Capital Equipment	\$ 883.82
113641	012303	APPLE COMPUTER INC	Equipment	\$ 1,533.37
113642	034616	HIGH TECH FURNISHINGS	Capital Equipment	\$ 1,816.12
113643	030807	STANDARD & POOR'S REFERENCE MK	Library Books Expansion	\$ 1,325.58
113644	000683	SAN BERNARDINO CITY USD	Bus/Car Rentals	\$ 2,905.00
113645	034483	THREE PEAKS CORP	Building Improvements	\$ 3,095.00
113646	000119	CHC BOOKSTORE	Other Student Aid	\$ 777.35
113647	032517	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 199.00
113648	010282	VERIZON CALIFORNIA	Phone Utilities	\$ 800.00
113649	030376	BOGH, DEBRA	Conference	\$ 96.00
113650	030376	BOGH, DEBRA	Conference	\$ 145.00
113651	000423	SBVC FOOD SERVICES	Refreshments	\$ 473.61
113652	032517	US BANK CORPORATE PMT SYSTEMS	Contract Services	\$ 468.00
113653	002899	ZEE MEDICAL SERVICE INC	Outside Services	\$ 1,800.00
113654	034483	THREE PEAKS CORP	Repairs & Maintenance	\$ 1,095.12
113655	014748	SWRCB	Site Improvements	\$ 375.00
113656	033832	HAWORTH	Capital Equipment	\$ 26,733.99
113657	033832	HAWORTH	Capital Equipment	\$ 313.20
113658	021253	INTERIOR OFFICE SOLUTIONS	Capital Equipment	\$ 19,709.36
113659	018620	KI INCORPORATED	Capital Equipment	\$ 4,117.54
113660	019516	SIMPLEX GRINNELL	Site Improvements	\$ 6,288.27
113661	013110	TECHNICAL ASSOCIATED SERVICE	Capital Equipment	\$ 12,954.81
113662	034618	TEMECULA PIPE AND SUPPLY	Capital Equipment	\$ 11,468.50
113663	030185	STAPLES	Non-instructional Supplies	\$ 162.13
113664	012303	APPLE COMPUTER INC	Capital Equipment	\$ 20,221.90
113665	031093	4IMPRINT	Other Student Aid	\$ 348.35
113666	031093	4IMPRINT	Other Student Aid	\$ 705.74
113667	034620	MCLIN, TAMMERA	Mileage Reimbursement	\$ 650.00
113668	034609	GABRIEL-MILLETTE, CHRISTIE	Mileage Reimbursement	\$ 179.52
113669	034622	H T T DRYWALL INC	Building Improvements	\$ 2,804.00
113670	001805	GRAINGER INC, W W	Building Improvements	\$ 3,002.80
113671	034234	MATHESON TRI-GAS INC	Instruction Supplies	\$ 6,875.99
113672	032271	LEMAY CONSTRUCTION	Repairs & Maintenance	\$ 5,547.00
113673	018768	RAM PLUMBING	Repairs & Maintenance	\$ 5,650.00
113674	034614	ATHLETIC FIELD SPECIALISTS	Site Improvements	\$ 19,400.00

Purchase Order Board Report

June 16, 2011

PO#	Vendor#	Vendor Name	Purchase Order Description	Amount
113675	034614	ATHLETIC FIELD SPECIALISTS	Repairs & Maintenance	\$ 1,200.00
113676	034621	CLARIDGE	New Buildings	\$ 15,466.45
113677	013013	DELL COMPUTER COMPANY	Capital Equipment	\$ 5,093.28
113678	033482	CABLE LINKS CONSULTING	Capital Equipment	\$ 2,871.00
113679	013013	DELL COMPUTER COMPANY	Equipment	\$ 2,016.43
113680	031151	FUJIFILM GRAPHIC SYSTEMS USA	Non-instructional Supplies	\$ 622.18
113681	034623	AAA CASH REGISTER	Capital Equipment	\$ 6,171.49
113682	017798	CHEM-PAK	Equipment	\$ 2,976.49
113683	033281	INDUSTRIAL HYGIENE MGMT INC	New Buildings	\$ 5,000.00
113684	004544	ARROWHEAD REGIONAL MEDICAL CTR	Instructional Supplies	\$ 2,000.00
113685	000592	DEWEY PEST CONTROL	Repairs & Maintenance	\$ 275.00
113686	033050	CSS/RANCHO JANITORIAL SUPPLIES	Custodial Supplies	\$ 6,000.00
113687	013013	DELL COMPUTER COMPANY	Equipment	\$ 6,198.12
113688	030287	COUTS HEATING AND COOLING INC	New Buildings	\$ 56,150.00
113689	017098	MAURIZI, TAMARA	Conference	\$ 100.00
113690	033367	SPAHN, MICHELLE	Conference	\$ 100.00
113691	031534	OBRA, VIOLETA	Conference	\$ 100.00
113692	034629	MACK, GAIL	Conference	\$ 100.00
113693	007251	SINGER, DONALD L	Conference	\$ 242.95
113694	031148	GALLAGHER'S FINISHING	Other Expenses & Fees	\$ 734.06
113695	034626	HARRIS CORP	New Buildings	\$ 50,585.06
113696	034627	HARMONIC INC	New Buildings	\$ 3,000.00
113697	031914	AVID TECHNOLOGY INC	New Buildings	\$ 13,485.00
113698	034628	BURST COMMUNICATIONS	New Buildings	\$ 8,000.00
113699	034624	MASSTECH AMERICAS INC	New Buildings	\$ 3,806.25
113700	005196	LOMA LINDA UNIVERSITY	Physicals & Fingerprinting	\$ 280.00
113701	031658	CYNMAR CORPORATION	Instructional Supplies	\$ 18,256.97
113702	031264	KEMTECH AMERICA INC	Instructional Supplies	\$ 11,519.71
113703	002619	INMARK	Non-instructional Supplies	\$ 43.72
113704	018274	BTS	Equipment	\$ 206.62
113705	030342	GREGORY, LESLIE	Conference	\$ 144.97
113706	034631	COLORADO TIME SYSTEMS	New Buildings	\$ 24,306.71
113707	033669	WELDING CONSULTANTS INC	Equipment	\$ 5,570.69
113708	013013	DELL COMPUTER COMPANY	Capital Equipment	\$ 4,969.57
113709	013013	DELL COMPUTER COMPANY	Capital Equipment	\$ 1,234.43
113710	007617	LIEBERT CASSIDY WHITMORE	Outside Services	\$ 1,800.00
113711	034632	ENGSTROM, VANESSA	Conference	\$ 423.98
113712	030801	HEIBEL, TODD	Conference	\$ 582.45
113713	000423	SBVC FOOD SERVICES	Conference	\$ 346.46
113714	021214	DIVISION OF STATE ARCHITECT	New Buildings	\$ 52,000.00
113715	032517	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 199.00
113716	000423	SBVC FOOD SERVICES	Refreshments	\$ 405.89
Total Number of Purchase Orders: 183			Total Encumbrances:	\$ 1,982,098.79

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Bruce Baron, Chancellor
DATE: June 16, 2011
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

Jason Brady
Jennine Enriquez
Anselmo Escobedo
Sandra Estrada
Rick Hrdlicka
Haragewen Kinde
Arlene McGowan
Craig Petinak
Girija Raghavan
Kathleen Rowley
James Smith
Cassandra Thomas

CHC

Michelle Cole
Ericka Paddock