

San Bernardino Community College District  
Regular Meeting of the Board of Trustees  
114 S. Del Rosa Drive, San Bernardino, CA 92408  
Thursday, October 20, 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. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE  
Government Code 54956.9
3. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS
4. CONVENE CLOSED SESSION
5. RECONVENE PUBLIC MEETING
6. REPORT OF ACTION IN CLOSED SESSION
7. APPROVAL OF MINUTES
  - A. September 15, 2011 (p.1)
  - B. September 29, 2011 (p.11)
8. REPORTS
  - A. Board Members
  - B. Student Trustees
  - C. Chancellor

9. INSTITUTIONAL PRESENTATIONS

- A. District Program Review
- B. Solar Farm Project – CHC

10. CONSIDERATION OF APPROVAL TO APPOINT TRUSTEE TO ACCT  
2012 ASSOCIATE COMMITTEE (p.13)

11. 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.

12. 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.15)

B. HUMAN RESOURCES

- 1. Consideration of Approval of Classified Employees (p.25)
- 2. Consideration of Approval to Accept Classified Resignations (p.27)
- 3. Consideration of Approval of Classified Promotions (p.28)
- 4. Consideration of Approval of Placement of Classified Employee on 39-Month Re-employment List (p.29)
- 5. Consideration of Approval of Short-Term, Substitute and Professional Expert Employees (p.30)
- 6. Consideration of Approval of Adjunct and Substitute Academic Employees (p.36)
- 7. Consideration of Approval of Non-Instructional Pay (p.38)
- 8. Consideration of Approval to Accept Academic Resignation (p.41)
- 9. Consideration of Approval to Grant Tenure to Academic Employee (p.42)
- 10. Consideration of Approval of Head and Assistant Coach Stipends (p.43)

11. Consideration of Approval of Interim Management Assignment (p.44)
12. Consideration of Approval of Doctoral Stipend for Interim Management Employee (p.45)
13. Consideration of Approval of District Volunteers (p.46)

C. FISCAL SERVICES

1. Consideration of Approval of Routine Contracts and Agreements (p.53)
2. Consideration of Approval of Professional Services Contracts and Agreements (p.74)
3. Consideration of Approval of Budget Adjustments (p.77)
4. Consideration of Approval of Conference Attendance (p.84)
5. Consideration of Approval of District/College Expenses (p.89)
6. Consideration of Approval of Individual Memberships (p.93)
7. Consideration of Approval of Surplus Property and Authorize Disposal or Private Sale (p.95)
8. Consideration of Approval to Accept Donations – SBVC (p.98)
9. Consideration of Approval of a Facility Use Fee Waiver – SBVC (p.100)
10. Consideration of Approval to Provide Compensation for Board Members for Absence from a Board Meeting (p.101)

13. ACTION AGENDA

A. INSTRUCTIONAL/STUDENT SERVICES

1. Consideration of Approval of Registration Priority for Middle College High School Students to Priority D – SBVC (p.102)

B. HUMAN RESOURCES

1. Consideration of Approval to Accept Classified Retirements (p.103)

C. FISCAL SERVICES

1. Consideration of Approval of Bond Measure P Construction Change Orders and Contract Amendments (p.104)
2. Consideration of Approval of Bond Measure M Construction Change Orders and Contract Amendments (p.115)
3. Consideration of Approval of Amendment 001 to the NTD Architecture Contract – SBVC (p.126)
4. Consideration of Approval of Amendment 003 to the P2S Engineering, Inc. Contract – SBVC (p.129)
5. Consideration of Approval of Award Bid and Approve Contract with Westminster Press, Inc.- CHC (p.132)
6. Consideration of Approval to Award Bid and Approve Contract with E. Avico, Inc. - SBVC (p.133)
7. Consideration of Approval of Proposal with Kishimoto Architecture – CHC (p.137)

8. Consideration of Approval of Proposal for NTD  
Architecture – CHC (p.144)
9. Consideration of Approval to Reduce Retention (p.150)
10. Consideration of Approval of Members of the Citizens' Bond  
Oversight Committee (p.151)
11. Consideration of Approval to Adopt Resolution - San  
Bernardino County Superintendent of Schools – School  
Bonds Construction Fast Track Program (p.152)

14. INFORMATION ITEMS

- A. Summary of Bond Measure M Capital Improvement Program Change  
Orders and Amendments for Construction Contracts (p.155)
- B. Summary of Bond Measure P Capital Improvement Program Change  
Orders and Amendments for Construction Contracts (p.165)
- C. Budget Report (p.183)
- D. Purchase Order Report (p.226)
- E. Tentative Agreements CSEA Article 14 Leaves and  
Article 16 Personnel (p.234)
- F. AP 2045 – Policies and Administrative Procedures (p.237)
- G. AP 3720 – Computer and Network Use (p.242)
- H. AP 5030 – Fees (p.250)
- I. Applause Cards (p.254)

15. STAFF REPORTS

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



D. CTA

E. CSEA

16. ADJOURN – The next regular meeting of the Board of Trustees will be on November 17, 2011 4:00 p.m. in the District Office Board Room.

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

Minutes of the Regular Meeting of the Board of Trustees  
Thursday, September 15, 2011 - 4:00 p.m. – Assembly Room

1. CALL TO ORDER - PLEDGE OF ALLEGIANCE

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

Members Present:

Carleton W. Lockwood, Jr., President  
John Futch, Clerk  
Donna Ferracone  
John Longville  
James C. Ramos  
Jess C. Vizcaino, Jr.  
Jaime Sanchez, Student Trustee, SBVC  
Christopher Walsh, Student Trustee, CHC

Members Absent:

Dr. Donald L. Singer, Vice President

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 Ciecalone, President, KVCR-TV-FM

Pledge of Allegiance

Trustee 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 Employees

B. CONFERENCE WITH LEGAL COUNSEL  
EXISTING LITIGATION  
Government Code Section 54956.9(a)  
Claim #1654-06-0004  
Claim #1655-06-0001

C. EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE  
Government Code Section 54957

3. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS

None.

4. CONVENE CLOSED SESSION

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

5. RECONVENE PUBLIC MEETING

Mr. Lockwood reconvened the public meeting at 5:03 p.m.

6. REPORT OF ACTION IN CLOSED SESSION

Ms. Ferracone moved, Mr. Futch seconded, and the Board members voted as follows to approve the Settlement Authority of Claim #1654-06-004 and Claim #1655-06-0001 by way of Stipulation with Request of Award for 41% in the amount of \$45,760.00 plus 15% (\$6,352.14) add on for no offer to return to work, with provision for future medical care. Total amount is \$52,112.14. Permanent disability advancement of \$33,932.46 has already been paid out, leaving an amount due of \$18,179.68:

AYES: Ferracone, Futch, Lockwood, Longville, Ramos, Vizcaino  
NOES: None  
ABSENT: Singer  
ABSTENTIONS: Walsh, Sanchez

7. APPROVAL OF MINUTES

Mr. Longville moved, Mr. Futch seconded and the Board members voted as follows to approve the minutes of August 11, 2011:

AYES: Ferracone, Futch, Lockwood, Longville, Ramos, Vizcaino  
Sanchez (advisory), Walsh (advisory)

NOES: None

ABSENT: Singer

ABSTENTIONS: None

Mr. Futch moved, Ms. Ferracone seconded and the Board members voted as follows to approve the minutes of August 25, 2011:

AYES: Ferracone, Futch, Lockwood, Longville, Ramos, Vizcaino  
Sanchez (advisory), Walsh (advisory)

NOES: None

ABSENT: Singer

ABSTENTIONS: None

8. REPORTS

A. Board Members

- Mr. Longville mentioned that he had recently attended a meeting of the ASB at Craifton Hills and was very impressed by the manner in which their president, Student Trustee Chris Walsh, chaired the meeting. He complimented Mr. Walsh's ability to move the agenda quickly, while still spending adequate time on the issues.
- Mr. Lockwood complimented Craifton Hills College on the kickoff to their 40<sup>th</sup> anniversary year, saying it was a perfect day and that he was looking forward to a year of celebration.

B. Student Trustees

- Mr. Sanchez advised that he has received positive feedback from students about parking for free at the Pro Swap Meet, and he thanked Dr. Daniels for that. He has also received positive comments about the women's soccer team whose current record is 5 and 1. He went on to thank Mr. Felix Cortez-Littlefield for enabling students to acquire replacement ID cards at the bookstore. Mr. Sanchez also advised the Board of student concerns surrounding the cancellation of an ASG meeting, the removal of the M.E.Ch.A Club from the student conference room, and the possible dismissal of Mr. Felix Cortez-Littlefield without due process. He stated that the Board would hear from students regarding these matters during public comment.
- Mr. Walsh reported that he felt the trustee conference he and Trustee Sanchez attended last month was helpful in learning to manage his dual roles as ASG president and student trustee. He

thanked President Harrison for her continued support of himself and the Student Senate.

C. Chancellor

- Mr. Baron presented two articles from The San Bernardino Sun. These articles are part of a new monthly column on education which will afford SBCCD an opportunity to join together with the San Bernardino Unified School District and Cal State San Bernardino to jointly address educational issues relative to our community. Mr. Baron went on to express his pride in the District's role as host of an Early Assessment Program conference. This program is a tool to assess K-12 students' grasp of Math and English in order to better prepare them for college while they are still in high school. He thanked Dr. John Stankas for working with the Math and English Chairs to pilot use of the Early Assessment Program for two years.. Finally, he congratulated President Gloria Harrison on the start of the 40<sup>th</sup> anniversary of Crafton Hills College.

9. PUBLIC COMMENT

Mr. Scott Peattie from Amonix spoke to the Board about the Solar Farm Request for Proposal (RFP). He advised that a consortium featuring Amonix was denied consideration because their submission was eight minutes late. He requested their submission be reconsidered and presented a short video to the Board. Mr. Lockwood advised Mr. Peattie that this item would be considered later in the agenda.

Ms. Monique Magana, Finance Director, Ms. Cadelia James, Student Center Affairs Director, Mr. Christian Jacobs, Public Relations Director, and Mr. Anthony Victoria, Student Organizations Director, of the SBVC ASG addressed the Board regarding their ongoing concerns about the ASG president and requested that the ASG Board of Directors be allowed to do its job even if it meant impeachment of the current president.

Leobardo Rubio, Co-Chair of M.E.Ch.A at SBVC advised the Board that he was not speaking on behalf of the entire club, but rather with the support of some of its members. He expressed feelings that Mr. Felix Littlefield has been a strong supporter of their club and should be granted due process.

Mr. Lockwood thanked the students for coming forward. Mr. Ramos asked if there was a way to request clarification of the issues presented. Mr. Baron advised that this has been a highly complex and volatile situation for the past several months. He advised the Board that he will meet with the parties and will prepare a report that describes the situation and remedies.

Ms. Mary Valdemar, SBVC Classified Senate Vice President spoke to the Board as a former ASG member. She felt that previously the ASG received independent and unbiased support from tenured faculty whose goal was to bring the ASG together when they disagreed over various issues. Now, however,

since the administration is over the ASG, the ASG no longer receives strong and independent advice.

Mr. Richard Bellis of Calimesa advised the Board that he was concerned about the pool being shut down. He also mentioned that some of the showers in the gym do not work, and felt that perhaps there was not enough custodial staff to support the facility. Mr. Bellis also mentioned having incurred a problem receiving technical support.

Ms. Joan Harder-Speers, a part-time faculty member at SBVC spoke about the need to foster a can-do attitude. She was searching for a more supportive approach.

10. PUBLIC HEARING AND ADOPTION OF THE 2011-2012 BUDGET

Mr. Lockwood opened the public hearing on the proposed 2011-2012 budget. Hearing no comments, Mr. Lockwood closed the budget hearing.

Mr. Charlie Ng delivered a presentation to the Board on the budget. Mr. Ramos felt it was important to highlight the fact that the campuses were able to save 103 sections while maintaining support services for those sections.

Mr. Walsh moved, Mr. Ramos seconded, and the Board members voted as follows to adopt the 2011-2012 budget:

AYES: Ferracone, Futch, Lockwood, Longville, Ramos, Vizcaino  
Sanchez (advisory), Walsh (advisory)

NOES: None

ABSENT: Singer

ABSTENTIONS: None

CONSENT AGENDA

Mr. Ramos moved, Ms. Ferracone seconded, and the Board members voted as follows to approve the Consent Agenda:

AYES: Ferracone, Futch, Lockwood, Longville, Ramos, Vizcaino  
Sanchez (advisory), Walsh (advisory)

NOES: None

ABSENT: Singer

ABSTENTIONS: None

11. ACTION AGENDA

**Approve Midterm Accreditation Report - SBVC**

Dr. Larry Buckley presented a report to the Board.

Mr. Futch moved, Ms. Ferracone seconded, and the Board members voted as follows to approve SBVC's Midterm Accreditation Report:

AYES: Ferracone, Futch, Lockwood, Longville, Ramos, Vizcaino  
Sanchez (advisory), Walsh (advisory)  
NOES: None  
ABSENT: Singer  
ABSTENTIONS: None

Mr. Lockwood recessed the meeting at 6:40 p.m. for a short break and reconvened at 6:45 p.m.

**Approve Midterm Accreditation Report - CHC**

Dr. Cheryl Marshall made a presentation to the Board.

Mr. Ramos moved, Mr. Vizcaino seconded, and the Board members voted as follows to approve CHC's Midterm Accreditation Report:

AYES: Ferracone, Futch, Lockwood, Longville, Ramos, Vizcaino  
Sanchez (advisory), Walsh (advisory)  
NOES: None  
ABSENT: Singer  
ABSTENTIONS: None

**Accept Classified Retirement**

Ms. Ferracone moved, Mr. Walsh seconded, and the Board members voted as follows to accept the retirement of Rickey Chatman, Custodian, SBVC, effective July 28, 2011:

AYES: Ferracone, Futch, Lockwood, Longville, Ramos, Vizcaino  
Sanchez (advisory), Walsh (advisory)  
NOES: None  
ABSENT: Singer  
ABSTENTIONS: None

**Approve Bond Measure P Construction Change Orders and Contract Amendments**

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

**Chemistry/Physical Science - SBVC**

Arrowhead Mechanical, CO-03, in the amount of (-\$7,758.00)

AYES: Ferracone, Futch, Lockwood, Longville, Ramos, Vizcaino  
Sanchez (advisory), Walsh (advisory)  
NOES: None  
ABSENT: Singer  
ABSTENTIONS: None

**Approve Amendment 001 to the C.H.J. Inc. Contract – SBVC**

Mr. Ramos moved, Mr. Futch seconded, and the Board members voted as follows to approve Amendment 001 to the C.H.J. Inc. contract, SBVC, in the amount of \$285,255.00:

AYES: Ferracone, Futch, Lockwood, Longville, Ramos, Vizcaino  
Sanchez (advisory), Walsh (advisory)  
NOES: None  
ABSENT: Singer  
ABSTENTIONS: None

**Approve Amendment 001 to the LPA Inc. Contract - SBVC**

Mr. Ramos moved, Mr. Futch seconded, and the Board members voted as follows to approve Amendment 001 to the LPA, Inc. contract for the cancellation of their contract, SBVC, in the amount of -\$3,290,817.71:

AYES: Ferracone, Futch, Lockwood, Longville, Ramos, Vizcaino  
Sanchez (advisory), Walsh (advisory)  
NOES: None  
ABSENT: Singer  
ABSTENTIONS: None

**Approve Amendment 003 to the DLR/WWCOT Group Contract - SBVC**

Mr. Ramos moved, Mr. Futch seconded, and the Board members voted as follows to approve Amendment 003 to the DLR/WWCOT Group contract, SBVC, in the amount of \$34,880.00:

AYES: Ferracone, Futch, Lockwood, Longville, Ramos, Vizcaino  
Sanchez (advisory), Walsh (advisory)  
NOES: None  
ABSENT: Singer  
ABSTENTIONS: None

**Approve Amendment 003 to Snipes-Dye Contract - SBVC**

Mr. Ramos moved, Mr. Futch seconded, and the Board members voted as follows to approve Amendment 003 to the Snipes-Dye contract, SBVC, in the amount of \$50,000.00:

AYES: Ferracone, Futch, Lockwood, Longville, Ramos, Vizcaino  
Sanchez (advisory), Walsh (advisory)  
NOES: None  
ABSENT: Singer  
ABSTENTIONS: None



**Award Request for Proposal and Approve Contract Negotiations for Sol Focus/Rosendin Design Build Team - CHC**

Mr. Lockwood asked Mr. Ng to respond to the public comment by Mr. Scott Peattie from Amonix. Mr. Ng advised the Board that Amonix's response to the District's RFP was procedurally late.

Ms. Ferracone moved, Mr. Walsh seconded, and the Board members voted as follows to award the Request for Proposal for the Solar Farm project, CHC, to Sol Focus/Rosendin Design Build Team and approved contract negotiations:

AYES: Ferracone, Futch, Lockwood, Longville, Ramos, Vizcaino  
Sanchez (advisory), Walsh (advisory)

NOES: None

ABSENT: Singer

ABSTENTIONS: None

**Approve Budget Adjustments**

Mr. Baron advised the Board that this adjustment to the budget was necessary to establish a fund for capital improvements and projects.

Mr. Ramos moved, Mr. Sanchez seconded, and the Board members voted as follows to approve budget adjustments:

AYES: Ferracone, Futch, Lockwood, Longville, Ramos, Vizcaino  
Sanchez (advisory), Walsh (advisory)

NOES: None

ABSENT: Singer

ABSTENTIONS: None

Mr. Lockwood requested that a presentation be made to the Board about the Solar Farm project at CHC and Ms. Harrison advised that this could be done.

12. INFORMATION ITEMS

- A. Summary of Bond Measure P Capital Improvement Program Change Orders and Amendments for Construction Projects
- B. Budget Report
- C. Purchase Order Report
- D. Applause Cards

13. STAFF REPORTS

- A. CHC President
  - A written report was submitted to the Board.

- B. CHC Academic Senate
- Mr. Scott Rippy reported that in August the Senate members held a retreat and reviewed the 10 + 1 items from Title V. They have developed some priorities for the year and have already started on that list. He thanked the Board for the infusion of funds for student success.
- C. CHC Classified Senate
- Absent
- D. CHC ASB
- Mr. Kyle Hundley, Vice President of External Affairs for the CHC ASB, advised the Board of some upcoming events, including Constitution Day on September 16, and Club Rush on September 28. He also reported that they are working hard to better their recycling program.
- E. SBVC President
- A written report was submitted to the Board.
- F. SBVC Academic Senate
- Dr. John Stankas advised that he had attended last Friday's Early Assessment Program (EAP) conference, which dealt with sustained community change to improve education in the region. This is very exciting to the faculty. He mentioned that the accreditation reports heard at tonight's meeting were the culmination of the District's collegial consultation processes, which work well and can effect change.
- G. SBVC Classified Senate
- Ms. Cassandra Thomas reported that Senate members were concerned about the parking fee increases and Vice Chancellor Ng will be addressing those concerns at an upcoming meeting.
  - Ms. Mary Valdemar reported that she had attended her first Legislative Advisory Committee meeting for the California Community College League. One topic of concern at that meeting was the possibility of Pell Grant cuts.
- H. SBVC ASB
- A written report was submitted to the Board by SBVC ASG President Joyce Green. Ms. Green also mentioned her concern about an October 20 Board item for an October 21 event. Mr. Longville responded, asking that the item be presented at the upcoming Board study session on September 29 instead. Chancellor Baron advised that Ms. Green could work with Mr. Herb English and Dean Cota to accomplish this. Mr. Longville went on to say that historically, student government has been underappreciated, and he would like to see a follow up to this discussion.
- I. KVCR
- A written report was submitted to the Board.

J. CTA

- Absent.

K. CSEA

- Ms. Sarah Miller, Appointed Safety Representative for the CSEA, addressed the Board regarding the District's compliance with the Clery Act. Ms. Miller referenced an incident in which student Stanley Roring was arrested for allegedly posting on Facebook that he was planning a "Virginia Tech-style" shooting at Crafton Hills. On September 1, a CSEA member asked about the details of the incident and questioned why no warning was issued to the campus. Ms. Miller reported that to date there has been no response. She mentioned that she appeared before the Board on May 5, 2011 expressing concern about the District's failure to comply with the Clery Act, and advised that she is again requesting that the Board seek an investigation and report regarding the District's compliance with the Clery Act.
- Mr. Ben Gamboa, State Communications Chair for CSEA, also spoke to the Board regarding the District's handling of the Stanley Roring incident, citing the Clery Act's Timely Warning and Emergency Notifications requirements. He asked that the Board direct the District to comply with the Clery Act immediately. Mr. Gamboa also mentioned District's Board Policy 7250, regarding the evaluation of managers and administrators. He recommended that the Board direct the District to review its managers and administrators, in order to hold them accountable.

Mr. Lockwood requested that Mr. Gamboa submit to the Chancellor the information presented to the Board.

14. ADJOURN

Mr. Lockwood adjourned the meeting at 8:10 pm.

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

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

Minutes of the Study Session of the Board of Trustees  
Thursday, September 29, 2011 – 4:00 p.m. – Board Room

1. CALL TO ORDER - PLEDGE OF ALLEGIANCE

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

Members Present:

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

Members Absent

Jess C. Vizcaino, Jr.  
Jaime Sanchez, Student Trustee, SBVC  
Christopher Walsh, Student Trustee, CHC

Administrators Present:

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

Administrators Absent:

Dr. Jack Miyamoto, Consultant, HR

Pledge of Allegiance

Mr. Lockwood led the Pledge of Allegiance.

2. PUBLIC COMMENT

A number of public comments were received to the Board, including those from an elected official, various contractors, union members, students and others regarding the proposed Community Benefit Agreement.

The Board took a break from 5:45 p.m. to 6:00 p.m.

3. CONSENT AGENDA

**Approve Classified Employee**

Dr. Singer moved, Mr. Futch seconded, and the Board members voted as follows to approve the employment of Justine J. Plemons, Student Activities and Campus Center Specialist, SBVC, Classified Salary Schedule, Range 38, Step A, \$3,350.00 per month, effective October 17, 2011:

AYES: Ferracone, Futch, Lockwood, Longville, Ramos, Singer

NOES: None.

ABSENT: Vizcaino, Sanchez (advisory), Walsh (advisory)

ABSTENTIONS: None

**Approve Conference Attendance**

Dr. Singer moved, Mr. Futch seconded, and the Board members voted as follows to approve conference attendance requests:

AYES: Ferracone, Futch, Lockwood, Longville, Ramos, Singer

NOES: None.

ABSENT: Vizcaino, Sanchez (advisory), Walsh (advisory)

ABSTENTIONS: None

4. COMMUNITY BENEFITS AGREEMENT STUDY PRESENTATION

Vice Chancellor Charlie Ng provided a slide presentation on the proposed Community Benefit Agreement. He explained the purpose of a CBA and talked about the various pros and cons associated with such an agreement. Highlights of the presentation included the findings from his research, a scenario applying the research and an alternative, "hybrid" model based on the policies, procedures and practices of other public agencies.

The trustees had an opportunity to ask questions and comment.

Board President, Lockwood, with the agreement of the Board, asked the Chancellor to prepare a recommendation for the Board to consider at the November 17, 2011 meeting.

5. ADJOURN

Mr. Lockwood adjourned the meeting at 6:50 p.m.

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John M. Futch, Clerk  
San Bernardino Community College District

## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Bruce Baron, Chancellor  
PREPARED BY: Bruce Baron, Chancellor  
DATE: October 20, 2011  
SUBJECT: Consideration of Approval to Appoint Trustee to 2012 ACCT Associate Committee

### RECOMMENDATION

Board consider appointment of trustee to 2012 ACCT Associate Committee.

### OVERVIEW

Trustees are annually invited to serve on ACCT Board committees. Committees will be formed before the first of the year.

### ANALYSIS

ACCT committees seeking volunteer members include ***Diversity, Finance and Audit, Governance and Bylaws, Member Communications and Education, and Public Policy.***

### BOARD IMPERATIVE

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

### FINANCIAL IMPLICATIONS

Costs associated with this committee assignment are included in the 2011-2012 budget.



## ACCT Board Committees Seek Associates for 2012

Inviting member trustees to serve on ACCT Board Committees has expanded membership participation in the governance of the Association, while bringing new ideas and expertise to committee deliberations.

Committees for 2012 will be formed before the first of the year. Member trustees are asked to indicate their interest in serving as an associate committee member for a one-year term by **November 1, 2011**. Those interested in serving should submit the *2012 Associate Committee Interest Form* indicating committee preferences (if only one choice is listed and you are not selected to serve on the committee of your choice, you may **not** be placed on another committee unless a second and third choice are stated). If you wish to include comments relating to your committee choices and areas of expertise, you may fill this in under the "Comments" section of the form. Each request **must** have a letter of nomination from the individual's board supporting the appointment to an ACCT Committee.

ACCT Committees seeking volunteer members are:

- **Diversity** — The Diversity Committee ensures leadership for the involvement of historically underrepresented diverse populations within the governance activities of ACCT. It promotes respect for and acceptance of diverse individuals and promotes awareness and educational opportunity for underrepresented populations. It advises the ACCT Board by strengthening the links with the minority membership, identifying issues that require member input, and recommending strategies to gather input.
- **Finance and Audit** — The Finance and Audit Committee is responsible for monitoring executive compliance with fiscally related Policies and Bylaws, reviewing the annual budget and financial audit, establishing procedures for the periodic audit of Association programs and services, and reporting to the Board of Directors.
- **Governance and Bylaws** — The Governance and Bylaws Committee is responsible to review resolutions related to the governance of the Association, amendments to the Bylaws, and Board Policies. In fulfilling this charge, the committee helps ensure that the Board of Directors is fulfilling its role to represent the member boards in determining and demanding appropriate organizational performance through its written governing policies.
- **Member Communications and Education Committee** — The Member Communications and Education Committee is responsible for evaluating and making recommendations to strengthen the Board's links with the membership; identifying issues that require member input; and recommending strategies to gather input. Additionally, they evaluate and make recommendations to strengthen current ACCT education programs and recommend additional programs that promote effective board governance through advocacy and education.
- **Public Policy** — The Public Policy Committee is charged with reviewing public policy issues and recommending positions to the Board of Directors.

ACCT Board Policy states that the ACCT Chair will appoint committees. In making appointments, the chair will consider regional representation, gender, and diversity. Each committee chair shall be a member of the board of directors.

Associate members may be appointed to a committee under the following conditions:

1. They shall be selected from voting members
2. They may serve three consecutive one-year terms
3. No more than one associate member from a college shall serve on any one board committee
4. All related expenses are to be the responsibility of their college
5. They have full voting rights
6. They shall have a letter of nomination from their board supporting the appointment to an ACCT Committee

**Please Note: Associate Committee Members currently serving in 2011 MUST re-apply if they are interested in serving in 2012.**

ACCT Committees will meet in 2012 just prior to the Community College National Legislative Summit scheduled February 13 – 16 at the Marriott Wardman Park Hotel in Washington, D.C., and a day or two before the Annual ACCT Leadership Congress in Boston, Massachusetts, October 10 – 13. Committee work may also be done through e-mail and postal mail.

If you are interested in serving and **your board will send a letter of nomination and financially support your attendance**, please submit the following:

1. 2012 Associate Committee Interest Form (see page 9)
2. A letter of nomination from your board supporting your appointment to an ACCT Committee

**These documents must be received by ACCT by November 1, 2011.** Send to the **ACCT Chair**, [assocmem@acct.org](mailto:assocmem@acct.org) (electronic mail preferred) or via standard mail to ACCT, 1233 20th Street, NW, Suite 301, Washington, D.C. 20036; FAX 866-904-ACCT (2228).

## 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: October 20, 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  
October 20, 2011

NEW COURSES

**Department:** Economics  
**Course ID:** ECON 201H  
**Course Title:** Principles of Microeconomics - **Honors**  
**Units:** 2  
**Lecture:** 3 contact hour(s) per week  
48 - 54 contact hours per semester  
**Prerequisite:** MATH 095 and ENGL 015 or eligibility for ENGL 101 or 101H as determined by SBVC assessment process

**Catalog Description:** This course provides an introduction to microeconomic theory, including economic development, international economics, and comparative economic systems with special emphasis on microeconomic problems such as the provisioning of public goods and environmental regulations. **This course is intended for students in the Honors Program but is open to all students who desire more challenging coursework.**

**Schedule Description:** This course provides an introduction to microeconomic theory, including economic development, international economics, and comparative economic systems with special emphasis on microeconomic problems such as the provisioning of public goods and environmental regulations. **This course is intended for students in the Honors Program but is open to all students who desire more challenging coursework.**

**Effective Date:** FA12

**Rationale:** This course provides another option for honors students. The UC offers priority admission to honors students. The addition of MATH 095 as a prerequisite will provide an opportunity for articulation with San Diego State University, CSU Long Beach and other CSUs where MATH 095 is a required prerequisite.

MODIFY COURSES

| COURSE ID | COURSE TITLE |
|-----------|--------------|
| ART 124x4 | DRAWING      |

**Catalog Description:** The course is a progressive study of form, space, and concept using a variety of materials such as charcoal, ink, pencil, tempera, collage, and mixed media. Topics include the theory and analysis of perspective in two- and three-dimensional compositions such as the various means of representing three-dimensional forms in space through aerial and linear perspective. Content and creativity are emphasized as student skills develop. This course may be taken four times.

**Schedule Description:** The course is a progressive study of form, space, and concept using a variety of materials such as charcoal, ink, pencil, tempera, collage, and mixed media. This course may be taken four times.

**Effective Date:** FA12

**Rationale:** Content Review

|                |
|----------------|
| MODIFY COURSES |
|----------------|

| COURSE ID | COURSE TITLE |
|-----------|--------------|
| ART 126x4 | PAINTING     |

**Catalog Description:** The course is a progressive study of the fundamentals of painting, including techniques of composition, color mixing, spatial relationships, and imagery. This course may be taken four times.

**Schedule Description:** The course is a progressive study of the fundamentals of painting, including techniques of composition, color mixing, spatial relationships, and imagery. This course may be taken four times.

**Effective Date:** FA12

**Rationale:** Content Review

| COURSE ID | COURSE TITLE |
|-----------|--------------|
| ART 132x4 | LIFE DRAWING |

**Catalog Description:** The course is a progressive study of anatomy in figure drawing and an examination of the creative uses of human figures in art. Topics include basic studies in contour, proportion, gesture, volume, and the functional qualities of the human form and the graphic interpretations of human figures with charcoal, pencil, pastel, colored pencil, paint, and mixed media. Drawings are based on a live nude model. This course may be taken four times.

**Schedule Description:** The course is a progressive study of anatomy in figure drawing and an examination of the creative uses of human figures in art, including basic studies in contour, proportion, gesture, volume, and the functional qualities of the human form. Drawings are based on a live nude model. This course may be taken four times.

**Effective Date:** FA12

**Rationale:** Content Review

| COURSE ID | COURSE TITLE                     |
|-----------|----------------------------------|
| BUSAD 108 | PERSONAL FINANCE AND INVESTMENTS |

**Course Title:** PERSONAL FINANCE, INVESTMENTS AND ESTATE PLANNING

**Catalog Description:** This course is an integrated approach to personal finance focusing on practical financial decision making as well as the social, psychological, and physiological contexts in which those decisions are made. The student will examine the preparation for managing one's personal finances, including financial planning, income and expense management, investment analysis, retirement planning, consumerism, long-term care, estate planning, credit management, home ownership, death and taxes.

**Schedule Description:** This course is an integrated approach to personal finance focusing on practical financial decision making as well as the social, psychological, and physiological contexts in which those decisions are made. The student will examine the preparation for managing one's personal finances, including financial planning, income and expense management, investment analysis, retirement planning, consumerism, long-term care, estate planning, credit management, home ownership, death and taxes.

**Effective Date:** FA12

**Rationale:** Content Review

Curriculum Meetings: 08-29-11; 09-19-11

Conjoint Meeting: 09-23-11

Board of Trustees Meeting: October 20, 2011

## MODIFY COURSES

| COURSE ID | COURSE TITLE                 |
|-----------|------------------------------|
| ECON 201  | PRINCIPLES OF MICROECONOMICS |

**Catalog Description:** This course provides an introduction to microeconomic theory, including economic development, international economics, and comparative economic systems with special emphasis on microeconomic problems such as the provisioning of public goods and environmental regulations.

**Schedule Description:** This course provides an introduction to microeconomic theory, including economic development, international economics, and comparative economic systems with special emphasis on microeconomic problems such as the provisioning of public goods and environmental regulations.

**Effective Date:** FA12

**Rationale:** Content Review

| COURSE ID  | COURSE TITLE |
|------------|--------------|
| PE/I 103x4 | BADMINTON    |

**Catalog Description:** This course will provide instruction in the skills, techniques, strategies, etiquette and rules of badminton at beginning, low intermediate, high intermediate, and advanced levels of performance. With the application of these techniques and practice, students will improve their overall fitness. This course may be taken four times.

**Schedule Description:** This course will provide instruction in the skills, techniques, strategies, etiquette and rules of badminton at beginning, low intermediate, high intermediate, and advanced levels of performance. With the application of these techniques and practice, students will improve their overall fitness. This course may be taken four times.

**Effective Date:** FA12

**Rationale:** Content Review

| COURSE ID  | COURSE TITLE     |
|------------|------------------|
| PE/I 132x4 | DISTANCE RUNNING |

**Catalog Description:** In this course, students will learn the various skills, techniques, and strategies of distance running. Instruction will focus on improving the student's running efficiency, cardiovascular fitness, and distance running knowledge. The course will include individual instruction, group instruction and practice. This course may be taken four times.

**Schedule Description:** In this course, students will learn the various skills, techniques, and strategies of distance running. Instruction will focus on improving the student's running efficiency, cardiovascular fitness, and distance running knowledge. The course will include individual instruction, group instruction and practice. This course may be taken four times.

**Effective Date:** FA12

**Rationale:** Content Review

Curriculum Meetings: 08-29-11; 09-19-11

Conjoint Meeting: 09-23-11

Board of Trustees Meeting: October 20, 2011

## MODIFY COURSES

| COURSE ID  | COURSE TITLE |
|------------|--------------|
| PE/I 164x4 | SWIMMING     |

**Catalog Description:** In this course, students will learn swimming skills, techniques, and strategies for various swim strokes. This course will also help students achieve increased cardiovascular endurance in swimming. This course may be taken four times.

**Schedule Description:** In this course, students will learn swimming skills, techniques, and strategies for various swim strokes. This course will also help students achieve increased cardiovascular endurance in swimming. This course may be taken four times.

**Effective Date: FA12**

**Rationale:** Content Review

| COURSE ID  | COURSE TITLE |
|------------|--------------|
| PE/I 168x4 | YOGA         |

**Catalog Description:** This is an activity course designed to introduce and practice Hatha Yoga. Improvement in balance, muscle strength and endurance, and flexibility will be emphasized. Meditation, breathing and relaxation techniques will be employed to assist in stress reduction. This course may be taken four times.

**Schedule Description:** This is an activity course designed to introduce and practice Hatha Yoga. Improvement in balance, muscle strength and endurance, and flexibility will be emphasized. Meditation, breathing and relaxation techniques will be employed to assist in stress reduction. This course may be taken four times.

**Effective Date: FA12**

**Rationale:** Content Review

| COURSE ID  | COURSE TITLE                         |
|------------|--------------------------------------|
| PE/I 184x4 | ADAPTED PHYSICAL EDUCATION: SWIMMING |

**Catalog Description:** This swimming course is designed for students with disabilities. This course provides activities which improve swimming skills, as well as increased muscle strength and cardiovascular endurance. A completed adapted P.E. physical form is required to participate in this class. This course may be taken four times.

**Schedule Description:** This swimming course is designed for students with disabilities. This course provides activities which improve swimming skills, as well as increased muscle strength and cardiovascular endurance. A completed adapted P.E. physical form is required to participate in this class. This course may be taken four times.

**Effective Date: FA12**

**Rationale:** Content Review

Curriculum Meetings: 08-29-11; 09-19-11

Conjoint Meeting: 09-23-11

Board of Trustees Meeting: October 20, 2011

## MODIFY COURSES

| COURSE ID  | COURSE TITLE  |
|------------|---|
| PE/I 188x4 | ADAPTED PHYSICAL EDUCATION: STRETCHING AND STRESS REDUCTION |

**Course Title:** ADAPTED PHYSICAL EDUCATION: FITNESS AND CONDITIONING

**Catalog Description:** This course is designed for students with disabilities to improve range of motion, muscular strength and cardiovascular endurance. A completed adapted physical education participation form may be required prior to participation in this class. This course may be taken four times.

**Schedule Description:** This course is designed for students with disabilities to improve range of motion, muscular strength and cardiovascular endurance. A completed adapted physical education participation form may be required to participation in this class. This course may be taken four times.

**Effective Date:** FA12

**Rationale:** Content Review

| COURSE ID  | COURSE TITLE                     |
|------------|----------------------------------|
| PE/T 120x4 | TEAM SPORTS ACTIVITIES: SOFTBALL |

**Catalog Description:** This course will provide instruction in the skills, techniques, strategies, etiquette and rules of softball at beginning, low intermediate, high intermediate, and advanced levels of performance. With the application of these techniques and practice, students will improve their overall fitness. This course may be taken four times.

**Schedule Description:** This course will provide instruction in the skills, techniques, strategies, etiquette and rules of softball at beginning, low intermediate, high intermediate, and advanced levels of performance. With the application of these techniques and practice, students will improve their overall fitness. This course may be taken four times.

**Effective Date:** FA12

**Rationale:** Content Review

## DELETE COURSES

**RAIL 050**

**RAIL 051**

**RAIL 052**

**RAIL 053**

**Effective Date:** FA11

**Rationale:** These courses are no longer offered.

Curriculum Meetings: 08-29-11; 09-19-11

Conjoint Meeting: 09-23-11

Board of Trustees Meeting: October 20, 2011

## DISTRIBUTED EDUCATION

**BUSAD 108**  
**ECON 200**  
**ECON 201H**

**100% ONLINE**  
**100% ONLINE**  
**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.

## DELETE CERTIFICATE

GENERAL RAILWAY OPERATIONS

**Effective Date: FA11**

**Rationale:** The courses to obtain this certificate are no longer offered

Curriculum Meetings: 08-29-11; 09-19-11

Conjoint Meeting: 09-23-11

Board of Trustees Meeting: October 20, 2011

## Liberal Arts A.A. Degree Major

The Associate Degree in Liberal Arts is designed for students who wish a broad knowledge of liberal arts and sciences plus additional coursework in an "Area of Emphasis". An area of emphasis is ideal for students planning to transfer to the California State University (CSU) or University of California (UC). Students can satisfy required general education requirements, plus focus on transferable course work that relates to majors at CSU or UC. Students are advised to consult with a counselor for specific information regarding choice of major and transfer university. Students may obtain an Associate of Arts Degree in Liberal Arts by completing a minimum of 60 semester units as outlined below.

It is recommended that students complete either the IGETC or the CSUGE for the general education pattern related to your educational goal. Students are also strongly advised to consult with a counselor relative to required courses for the selected option.

For either the IGETC or CSUGE option, 39-48 units of general education are required.

- Complete 18 units in one "Area of Emphasis" from those outlined below. For depth of study, a minimum of two courses in one discipline is required. (Note: Where appropriate, courses in the "Area of Emphasis" may also be counted for Associate Degree Option #1 or #2.)
- For ALL OPTIONS, complete necessary SBVC graduation and proficiency requirements (Refer to page 31 in the SBVC catalog).
- All classes listed below transfer to CSU. Courses in BOLD are transferable to UC. Refer to [www.assist.org](http://www.assist.org) for transfer details.
- Courses that include a symbol X in the number such as MUS 141X2 indicate the course may be taken four times for credit. Students may apply each course with a symbol x only one time toward graduation requirements.
- For students pursuing multiple areas of emphasis, each course can be counted in one area only.

### I. AREAS OF EMPHASIS

#### A. Biological and Physical Sciences

These courses emphasize the natural sciences which examine the physical universe, its life forms and natural phenomena. Courses in mathematics emphasize the development of mathematical and quantitative reasoning skills beyond the level of intermediate algebra. Students will be able to demonstrate an understanding of the methodologies of science as investigative tools. Students will also examine the influence that the acquisition of scientific knowledge has on the development of world civilization.

#### **Anthropology (ANTHRO)** **106, 106H**

#### **Astronomy (ASTRON)** **120, 125**

#### **Biology (BIOL)** **100, 104, 109, 109H, 123, 155, 201, 202, 204, 250, 251, 260, 261, 270**

#### **Chemistry (CHEM)** **101, 104, 104H, 110, 150, 150H, 151, 151H, 212, 212H, 213, 213H**

#### **Economics (ECON)** **208**

#### **Geography (GEOG)** **110, 111, 111H, 114**

Units

Curriculum Meetings: 08-29-11; 09-19-11

Conjoint Meeting: 09-23-11

Board of Trustees Meeting: October 20, 2011

**Geology (GEOL)**

101, 111, 112, 122, 200, 250, 251

**Mathematics (MATH)**

102, 103, 108, 115, 151, 250, 251, 252, 265, 266

**Oceanography (OCEAN)**

101, 111

**Physical Science (PS)**

101

**Physics (PHYSIC)**

101, 150A, 150B, 200, 201

**Psychology (PSYCH)**

105 (completed Fall 2009 or later)

**B. Social and Behavioral Sciences**

These courses emphasize the perspective, concepts, theories and methodologies of the disciplines typically found in the vast variety of disciplines that comprise study in the social and behavioral sciences. Topics and discussion to stimulate critical thinking about ways people have acted in response to their societies will allow students to evaluate how societies and social subgroups operate.

**Anthropology (ANTHRO)**

100, 102, 106, 106H, 107, 109, 110, 125

**Child Development (CD)**

105, 105H, 126

**Economics (ECON)**

100, 200, 200H, 201

**Geography (GEOG)**

102, 106, 120

**History (HIST)**

100, 101, 107, 110, 137, 138, 139, 140, 150, 170, 171

**Philosophy (PHIL)**

180

**Political Science (POLIT)**

100, 110, 110H, 204

**Psychology (PSYCH)**

100, 100H, 102, 103, 110, 111, 112, 118

**Radio/Television/Film (RTVF)**

RTVF 100

**Religious Studies (RELIG)**

110, 135, 180

**Sociology (SOC)**

100, 100H, 110, 120, 130, 135, 141, 145, 150

**Speech (SPEECH)**

135, 174, 176

Curriculum Meetings: 08-29-11; 09-19-11

Conjoint Meeting: 09-23-11

Board of Trustees Meeting: October 20, 2011



### C. Humanities and Fine Arts

These courses emphasize the study of cultural, literary, humanistic activities and artistic expression of human beings. Students will evaluate and interpret the ways in which people throughout the ages in different cultures have responded to themselves and the world around them in artistic and cultural creation. Students will also learn to value aesthetic understanding and incorporate these concepts when constructing value judgments.

#### American Sign Language (ASL)

109, 110, 111, 112

#### Anthropology (ANTHRO)

107, 109, 110

#### Arabic (ARAB)

101, 102

#### Architecture (ARCH)

145, 146

#### Art (ART)

100, 102, 103, 105, 107, 108, 110, 111, 120, 124x4, 126x4, 132x4, 145, 148, 161, 175x4, 180, 212x4, 240x4, 270x4, 285

#### Dance (DANCE)

200, 203

#### English (ENGL)

151, 153, 155, 161, 163, 165, 175, 232, 270, 271, 275, 280, 281

#### French (FRENCH)

101, 102

#### History (HIST)

100, 101, 107, 110, 137, 138, 139, 140, 150, 170, 171

#### Music (MUS)

100, 101, 101L, 102, 102L, 104, 105, 106, 107, 117x4, 121, 121H, 122, 122H, 123, 124, 130, 131, 133, 134x3, 135, 141x2, 150x4, 152x4, 153x4, 154x4, 156x4, 158x4, 159x4, 201, 201L, 202, 202L, 210, 241x2

#### Philosophy (PHIL)

101, 101H, 105, 112, 180

#### Physical Science (PS)

PS 112

#### Radio/Television/Film (RTVF)

RTVF 101, 132, 134

#### Religious Studies (RELIG)

100, 100H, 101, 110, 135, 150, 175, 176, 180

#### Spanish (SPAN)

101, 102, 103, 103H, 104, 157, 158

#### Theatre Arts (THART)

100, 114x4, 120, 121, 131, 132, 135, 136, 139, 147, 160x4, 165, 166

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### Total Units

**60**

#### Effective Date: FA11

Rationale: Content Review

Curriculum Meetings: 08-29-11; 09-19-11

Conjoint Meeting: 09-23-11

Board of Trustees Meeting: October 20, 2011

## **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:** October 20, 2011

**SUBJECT:** Consideration of Approval of Classified Employees

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve the employment of Ashley Tone, Human Resources Technician, District and Karla Ybarra, Clerical Assistant II-Financial Aid, SBVC

### **OVERVIEW**

The attached list of employees is submitted for approval.

### **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**

Included in the 2011-2012 budget.

**TONE, ASHLEY**, Human Resources Technician, District, 12-month position, full-time, Confidential Salary Schedule Range 1, Step A \$3,521 per month effective November 7, 2011. New Position. Funded from the General Fund with Hiring Freeze Waived.

**YBARRA, KARLA**, Clerical Assistant II-Financial Aid, SBVC, Classified Salary Schedule Range 25, Step A, \$2,431 per month effective November 7, 2011. Replacing Patrice Hollis. Funded from the General Fund with Hiring Freeze Waived.

## **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:** October 20, 2011

**SUBJECT:** Consideration of Acceptance of Classified Resignations

### **RECOMMENDATION**

It is recommended that the Board of Trustees accept the resignation of Sarah Gonzalez, Child Development Teacher, SBVC and Trelisa Glazatov, DE System Administrator, District.

### **OVERVIEW**

Ms. Gonzalez has submitted a letter of resignation effective at the end of the day on October 14, 2011.

Ms. Glazatov has submitted a letter of resignation effective at the end of the day on October 14, 2011.

### **ANALYSIS**

The Human Resources Department has provided Ms. Gonzalez and Ms. Glazatov acceptance of their resignation from employment.

### **BOARD IMPERATIVE**

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:** October 20, 2011

**SUBJECT:** Consideration of Approval of Classified Employee Promotion

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve the promotion of Richard Dulock, Program Manager, KVCR.

### **OVERVIEW**

Richard Dulock, Program Manager, KVCR, 12-month position, full-time, Classified Salary Range 48, Step A, \$4,290 per month effective October 21, 2011. Replacement for Carl Pogue. Funded from the General Fund with Hiring Freeze Waived.

### **ANALYSIS**

Mr. Dulock went through the regular recruitment process and is being recommended to the position of Program Manager, KVCR. He is currently employed as Development Associate, KVCR.

### **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:** October 20, 2011

**SUBJECT:** Consideration of Approval of Placement of Classified Employee  
on the 39-Month Reemployment List

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve the placement of June Wagner on the 39-month reemployment list.

### **OVERVIEW**

June Wagner, Admissions and Records Technician, CHC, effective September 19, 2011.

### **ANALYSIS**

The classified employee has exhausted all available leaves, therefore, it is necessary to place her on the 39-month reemployment list.

### **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:** Dr. Jack Miyamoto  
Human Resources Consultant

**PREPARED BY:** Dr. Jack Miyamoto  
Human Resources Consultant

**DATE:** October 20, 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 short-term, substitute & professional expert employees.

### **OVERVIEW**

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

### **ANALYSIS**

Current law requires the Board of Trustees to act on recommendations to appoint short-term, 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 2011-2012 budget

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**  
**Short-Term Hourly Employees**  
**October 20, 2011**

[illegible]



**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**  
**Substitute Employees**  
**October 20, 2011**

| <b>Name</b>               | <b>Department</b>        | <b>Site</b> | <b>Duties</b>                                   | <b>Start Date</b> | <b>End Date</b> | <b>Hourly Rate</b> |
|---------------------------|--------------------------|-------------|---|-------------------|-----------------|--------------------|
| Andrade, Veronica         | CalWorks                 | SBVC        | Job Developer                                   | 9/7/11            | 11/7/11         | \$18.33            |
| Beccacio, Jacqueline      | Biology                  | CHC         | Laboratory Technician                           | 9/6/11            | 11/1/11         | \$19.25            |
| Brown, Clemon             | Tool Room                | SBVC        | Tool Room Specialist                            | 9/7/11            | 11/7/11         | \$14.31            |
| Camacho, Albert           | Custodial                | SBVC        | Custodian                                       | 11/14/11          | 1/14/12         | \$14.68            |
| Cortez-Littlefield, Felix | Student Life             | SBVC        | Student Activities and Campus Center Specialist | 9/6/11            | 11/6/11         | \$19.25            |
| Covarrubias, Martha       | Child Development Center | SBVC        | Child Development Assistant                     | 9/15/11           | 11/11/11        | \$12.35            |
| Dominick, Jared           | Police                   | Dist        | College Security Officer                        | 9/1/11            | 11/1/11         | \$15.43            |
| Fellenz, Joshua           | Maintenance              | CHC         | Aquatic Center Pool Attendant                   | 10/1/11           | 12/1/11         | \$14.31            |
| Fierro, Dorothy           | Health Sciences          | SBVC        | Secretary II                                    | 10/3/11           | 11/29/11        | \$17.02            |
| Firek, Matthew            | Biology                  | CHC         | Laboratory Technician                           | 9/6/11            | 11/1/11         | \$19.25            |
| Fonzi, Nick               | Police                   | Dist        | College Security Officer                        | 9/1/11            | 11/1/11         | \$15.43            |
| Freeman, Christopher      | Tool Room                | SBVC        | Tool Room Specialist                            | 9/7/11            | 11/7/11         | \$14.31            |
| Galvez, Daniel            | Custodial                | SBVC        | Custodian                                       | 11/14/11          | 1/14/12         | \$14.68            |
| Garcia, Manuel            | Cafeteria                | CHC         | Food Service Worker                             | 9/14/11           | 11/14/11        | \$11.75            |
| Garcia, Noemi             | Cafeteria                | CHC         | Food Service Worker                             | 9/14/11           | 11/14/11        | \$11.75            |
| Griffin, Diana            | Child Development Center | SBVC        | Child Development Teacher                       | 9/15/11           | 11/11/11        | \$17.76            |
| Hall, Suzan               | Student Life             | SBVC        | Secretary II                                    | 10/3/11           | 12/3/11         | \$17.02            |
| Heard, David              | Police                   | Dist        | College Security Officer                        | 9/1/11            | 11/1/11         | \$15.43            |
| Hernandez, Anita          | CalWorks                 | SBVC        | Job Developer                                   | 9/12/11           | 11/10/11        | \$18.33            |

|                         |                          |      |   |         |          |         |
|-------------------------|--------------------------|------|---|---------|----------|---------|
| Hernandez, Wilber       | Police                   | Dist | College Security Officer                  | 8/31/11 | 10/31/11 | \$15.43 |
| Hoang, Thu              | Cafeteria                | SBVC | Food Service Worker                       | 9/15/11 | 11/15/11 | \$11.75 |
| Judd, Amber             | Payroll                  | Dist | Senior Payroll Accountant                 | 9/24/11 | 11/24/11 | \$21.78 |
| Judd, Amber             | Payroll                  | Dist | Payroll Accountant                        | 9/6/11  | 11/6/11  | \$18.78 |
| Marrujo, Monique        | EOPS                     | CHC  | Student Services Tech I                   | 9/23/11 | 11/23/11 | \$15.81 |
| McCrary, Danisha        | ETC                      | CHC  | Clerical Assistant II                     | 10/2/11 | 12/2/11  | \$13.97 |
| McPheron, James         | Police                   | Dist | Dispatch Clerk                            | 9/1/11  | 11/1/11  | \$15.81 |
| Medina, Miguel          | Police                   | Dist | College Police Officer                    | 9/1/11  | 11/1/11  | \$22.33 |
| Miller, Beth            | Administrative Services  | SBVC | Switchboard Operator                      | 11/8/11 | 1/8/12   | \$13.97 |
| Mills, Lawrence         | Tool Room                | SBVC | Tool Room Specialist                      | 10/3/11 | 12/3/11  | \$14.31 |
| Mulligan, Shirley       | Police                   | Dist | Dispatch Clerk                            | 9/1/11  | 11/1/11  | \$15.81 |
| Olive, John             | Police                   | Dist | Police Officer                            | 9/1/11  | 11/1/11  | \$22.33 |
| Solis, Marcelina        | Child Development Center | SBVC | Child Development Food Service Specialist | 9/2/11  | 11/2/11  | \$15.43 |
| Tafoya-Bryson, Patricia | Police                   | Dist | College Police Officer                    | 9/1/11  | 11/1/11  | \$22.33 |
| Vincent, Kenneth        | KVCR                     | KVCR | Senior Producer, Radio                    | 9/29/11 | 11/21/11 | \$22.33 |
| Ward, Steve             | KVCR                     | KVCR | Program Manager                           | 9/28/11 | 11/21/11 | \$29.97 |
| Wu, William             | Police                   | Dist | College Police Officer                    | 9/1/11  | 11/1/11  | \$22.33 |
| Yarbrough, KayDee       | Health Services          | SBVC | Clerical Assistant I                      | 9/2/11  | 10/2/11  | \$12.65 |
|                         |                          |      |   |         |          |         |
|                         |                          |      |   |         |          |         |

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**  
**Professional Expert Hourly Employees**  
**October 20, 2011**

| <b>Name</b>       | <b>Department</b>                  | <b>Site</b> | <b>Duties</b>   | <b>Start Date</b> | <b>End Date</b> | <b>Hourly Rate</b>         |
|-------------------|------------------------------------|-------------|---|-------------------|-----------------|----------------------------|
| Armilli, Lisa     | DSPS                               | SBVC        | Interpreting/Transliterating Level II                     | 10/21/11          | 12/23/11        | \$21.00                    |
| Boucher, Nate     | Public Safety & Emergency Services | CHC         | Lab Instructor/Primary Instructor/EMS Specialist          | 10/21/11          | 12/31/11        | \$20.00/\$25.00/\$30.00    |
| Bloomer, Todd     | Public Safety & Emergency Services | CHC         | Lab Instructor/Primary Instructor/EMS Specialist          | 10/21/11          | 12/31/11        | \$20.00/\$25.00/\$30.00    |
| Coffey, Patrick   | Public Safety & Emergency Services | CHC         | Lab Instructor/Primary Instructor/EMS Specialist          | 10/21/11          | 12/31/11        | \$20.00/\$25.00/\$30.00    |
| Danser, David     | Public Safety & Emergency Services | CHC         | Lab Instructor/Primary Instructor/EMS Specialist          | 10/21/11          | 12/31/11        | \$20.00/\$25.00/\$30.00    |
| DeLeon, Luis      | Professional Development Center    | Dist        | Workforce Development / PDC Trainer                       | 10/24/11          | 12/31/11        | \$50.00                    |
| Duggan, Alan      | Fire Technology Program            | CHC         | Fire Tech Specialist/ Tactical Officer/ Safety Officer    | 10/21/11          | 12/31/11        | \$30/\$23/\$22.50          |
| Hardesty, Saban   | Criminal Justice                   | SBVC        | Facilitator/Evaluator/Safety Facilitator/Tactical Officer | 10/21/11          | 12/31/11        | \$35.00/105.00/25.00/28.00 |
| Marini, John      | Public Safety & Emergency Services | CHC         | Lab Instructor/Primary Instructor/EMS Specialist          | 10/21/11          | 12/31/11        | \$20.00/\$25.00/\$30.00    |
| Medicus, Bryce    | Public Safety & Emergency Services | CHC         | Lab Instructor/Primary Instructor/EMS Specialist          | 10/21/11          | 12/31/11        | \$20.00/\$25.00/\$30.00    |
| Moledor, Kevin    | Public Safety & Emergency Services | CHC         | Lab Instructor/Primary Instructor/EMS Specialist          | 10/21/11          | 12/31/11        | \$20.00/\$25.00/\$30.00    |
| Phillips, Richard | Machine Technology                 | SBVC        | Assistant Instructor                                      | 10/21/11          | 12/16/11        | \$20.00                    |
| Pope, Nick        | Public Safety & Emergency Services | CHC         | Lab Instructor/Primary Instructor/EMS Specialist          | 10/21/11          | 12/31/11        | \$20.00/\$25.00/\$30.00    |
| Singer, Orrine    | Public Safety & Emergency Services | CHC         | Lab Instructor/Primary Instructor/EMS Specialist          | 10/21/11          | 12/31/11        | \$20.00/\$25.00/\$30.00    |

|   |                  |      |   |          |          |                                    |
|---|------------------|------|---|----------|----------|------------------------------------|
| Wilkes, Richard   | Welding          | SBVC | Assistant Instructor                                      | 10/21/11 | 12/16/11 | \$20.00                            |
|   |                  |      |   |          |          |                                    |
| <b>On Site Supervisor</b>   |                  |      |   |          |          |                                    |
| Ixco, Rafael  | Criminal Justice | SBVC | Sheriff's On-Site Supervisor                              | 9/16/11  | 6/30/12  | Zero Compensation contract         |
| Jacome, Paul  | Criminal Justice | SBVC | Sheriff's On-Site Supervisor                              | 10/21/11 | 6/30/12  | Zero Compensation contract         |
| Smith, Kaysie   | Criminal Justice | SBVC | Sheriff's On-Site Supervisor                              | 10/21/11 | 6/30/12  | Zero Compensation contract         |
|   |                  |      |   |          |          |                                    |
| <b>Amend board of June 16, 2011 to read as follows. Salary was submitted incorrectly.</b>               |                  |      |   |          |          |                                    |
| Boatwright, Horace  | Criminal Justice | SBVC | Facilitator/Evaluator/Safety Facilitator/Tactical Officer | 7/1/11   | 12/31/11 | \$35.00/\$105.00/<br>\$25.00/28.00 |
|   |                  |      |   |          |          |                                    |
| <b>Request for ratification of the following. DSPS allowed employee to work without board approval.</b> |                  |      |   |          |          |                                    |
| Lopez, Daniela  | DSPS             | SBVC | Interpreting/Transliterating level IV                     | 8/15/11  | 12/23/11 | \$15.00                            |

## **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:** October 20, 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 2011-2012 academic year.

### **OVERVIEW**

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

### **ANALYSIS**

Part-time academic employees selected from the established pool are offered individual contracts on a semester-by-semester basis. Adjunct employees not assigned will remain in the pool for future consideration during the 2011-2012 academic years.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness and Excellence.

### **FINANCIAL IMPLICATIONS**

Included in the 2011-2012 budget.

San Bernardino Valley College  
Part-Time Hourly & Substitute Faculty  
Academic Year 2011-2012  
October 20, 2011

NAME

DISCIPLINE

**Anderson, Elisabeth**

Biology

**Cescolini, Diana**

Accounting

**Griffin, Diana**

Child Development

**McMullen, Martin**

Automotives

## **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  
Gloria M. Harrison, President, CHC

**DATE:** October 20, 2011

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

### **RECOMMENDATION**

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

### **OVERVIEW**

The attached list of employees is submitted for approval.

### **ANALYSIS**

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

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness and Excellence.

### **FINANCIAL IMPLICATIONS**

Included in the 2011-2012 budget.

**CHC  
Non Instructional Pay  
October 20, 2011**

|                           |                                 |          |          |
|---------------------------|---------------------------------|----------|----------|
| <b>Amoui, Mehran</b>      | Title V Transfer Advocate       | \$600.00 | 09/14/11 |
| <b>Bartlett, Ryan</b>     | Title V Transfer Advocate Lead  | \$600.00 | 09/14/11 |
| <b>Beitscher, Jane</b>    | Title V Transfer Advocate Lead  | \$600.00 | 09/14/11 |
| <b>Cescolini, Diana</b>   | Title V Transfer Advocate       | \$600.00 | 09/14/11 |
| <b>Costello, Gerarda</b>  | Title V Transfer Advocate       | \$600.00 | 09/14/11 |
| <b>Cummings Lou'Rie</b>   | Title V Counselor Training      | \$200.00 | 09/16/11 |
| <b>Fry, Maureen</b>       | Title V Counselor Training      | \$200.00 | 09/16/11 |
| <b>Greyraven, Cynthia</b> | Title V Transfer Advocate Lead  | \$600.00 | 09/14/11 |
| <b>Kapoor, Anil</b>       | Title V Transfer Advocate       | \$600.00 | 09/14/11 |
| <b>McCambly, Jessica</b>  | Title V Transfer Advocate Lead  | \$600.00 | 09/14/11 |
| <b>McClurg, Bruce</b>     | Title V Transfer Advocate       | \$600.00 | 09/14/11 |
| <b>Nakamura, Aki</b>      | Title V Transfer Advocate       | \$600.00 | 09/14/11 |
| <b>Pfahler, Diane</b>     | Title V Transfer Advocate Lead  | \$600.00 | 09/14/11 |
| <b>Purves, Diane</b>      | Title V Transfer Advocate       | \$600.00 | 09/14/11 |
| <b>Schoenfeld, Raquel</b> | Title V Counselor Training      | \$200.00 | 09/16/11 |
| <b>Sternard, Evan</b>     | Title V Counselor Training      | \$200.00 | 09/16/11 |
| <b>Truong, Sam</b>        | Title V Transfer Advocate Lead  | \$600.00 | 09/14/11 |
| <b>Urbanovich, James</b>  | Title V Transfer Advocate Lead  | \$600.00 | 09/14/11 |
| <b>Walker, Laura</b>      | Title V Transfer Advocate       | \$600.00 | 09/14/11 |
| <b>Williams, Gary</b>     | Title V Transfer Advocate Lead  | \$600.00 | 09/14/11 |
| <b>Wilson, Debbie</b>     | Title V Counselor Training      | \$200.00 | 09/16/11 |
| <b>Wilson, Sherri</b>     | Title V Transfer Advocate Lead  | \$600.00 | 09/14/11 |
| <b>Winningham, Laura</b>  | Title V Transfer Advocate Lead  | \$600.00 | 09/14/11 |
| <b>Wise, Louise</b>       | Developing Learning Communities | \$600.00 | 08/15/11 |
| <b>Word, Daniel</b>       | Title V Transfer Advocate Lead  | \$600.00 | 09/14/11 |
| <b>Yau, Margaret</b>      | Title V Transfer Advocate Lead  | \$600.00 | 09/14/11 |



San Bernardino Valley College  
Part-Time Non-Instructional Hourly  
Academic Year 2011-2012  
October 20, 2011

**Gifford, Mercedes**, Library & Learning Support Services, 10/21/2011-12/23/2011, not to exceed 150 hours per semester, at \$43.16 per hour.

**Rodriguez, Maria**, Valley Bound Commitment, 10/21/2011 – 6/30/2012, not to exceed 147 hours per semester, at \$43.16 per hour.

**Chatterjee, Achala**, review sessions for students preparing to take the certification exams in Water Supply Technology, 10-24-11 to 12-20-11, not to exceed 30 hours at \$43.16.

**Carmen, Gary**, to oversee the extended hours of the Student Success Center, 10-21-11 to 12-16-11, not to exceed 21 hours per week at \$43.16.

**Hernandez, John**, Coordinator, SBVC Extended Law Enforcement Academy, 10-21-11 to 06-30-12, not to exceed 10 hours per week at \$43.16.

**Wilhite, Charles**, Coordinator, SBVC Extended Law Enforcement Academy, 10-21-11 to 06-30-12, not to exceed 10 hours per week at \$43.16.

**Ratification:**

**Gifford, Mercedes**, Library & Learning Support Services, 7/1/2011-6/30/2012, not to exceed 250 hours per semester, at \$43.16 per hour.

## **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:** October 20, 2011

**SUBJECT:** Consideration of Acceptance of Academic Resignation

### **RECOMMENDATION**

It is recommended that the Board of Trustees accept the resignation of Sherri Courtney Hunter, Professional Development Coordinator, SBVC.

### **OVERVIEW**

Ms. Hunter has submitted a letter of resignation effective at the end of the day on October 7, 2011.

### **ANALYSIS**

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

### **BOARD IMPERATIVE**

None.

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Barron  
Chancellor

**REVIEWED BY:** Dr. Jack Miyamoto  
Human Resources Consultant

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

**DATE:** October 20, 2011

**SUBJECT:** Consideration of Approval to Grant Tenure to Academic Employee

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve tenure for Andee Alsip, College Nurse, Student Health Services, SBVC.

### **OVERVIEW**

Andee Alsip, College Nurse, was omitted from the list of faculty members receiving tenure at the February 17, 2011 Board Meeting.

### **ANALYSIS**

The Tenure Review Committee at San Bernardino Valley College was convened as per Agreement between the San Bernardino Community College District and the San Bernardino Community College District Chapter CTA/NEA.

### **BOARD IMPERATIVE**

I. Institutional Effectiveness

### **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. Debra S. Daniels, President, SBVC

**DATE:** October 20, 2011

**SUBJECT:** Consideration of Approval of Head & Assistant Coach Stipends

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve Head & Assistant Coach Stipends, Athletics Department, SBVC.

### **OVERVIEW**

The following individuals will serve as Head Coaches for the Fall 2011 Season:

|                |                  |            |
|----------------|------------------|------------|
| Brewer, Quincy | Men's Basketball | \$6,764.00 |
| Crebbin, Susan | Women's          | \$6,764.00 |

The following individual will serve as Assistant Woman's Basketball Coach for the Fall 2011 Season:

|               |                    |            |
|---------------|--------------------|------------|
| Henry, Elisha | Woman's Basketball | \$4,162.00 |
|---------------|--------------------|------------|

### **ANALYSIS**

Coaches are routinely hired for sports teams.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness and Excellence

### **FINANCIAL IMPLICATIONS**

Included in the 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:** October 20, 2011

**SUBJECT:** Consideration of Approval of Interim Management Assignment

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve the interim management assignment of Esther Arciero, Interim Assistant Director, Financial Aid, SBVC.

### **OVERVIEW**

Esther Arciero, Interim Assistant Director-Financial Aid, SBVC, effective October 24, 2011. Salary is \$184.92 per diem. (Management Salary Schedule Range 4, Step A).

### **ANALYSIS**

The recruitment process for this position is currently underway. Ms. Arciero will serve as Interim Assistant Director until a permanent replacement is appointed.

### **BOARD IMPERATIVE**

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:** October 20, 2011

**SUBJECT:** Consideration of Approval of Doctorate Stipend for Interim Management Employee

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve doctorate stipend for Kay Ragan, Interim Dean, Applied Technology, Transportation & Culinary Arts, SBVC.

### **OVERVIEW**

Kay Ragan, Interim Dean, Applied Technology, Transportation & Culinary Arts, SBVC, \$95.00 per month doctorate stipend retroactive to August 1, 2011.

### **ANALYSIS**

On June 16, 2011, the Board approved Kay Ragan's appointment as Interim Dean. However, the doctorate stipend in the amount of \$95.00 per month was not included in her salary.

### **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. Debra S. Daniels, President, SBVC  
Gloria M. Harrison, President, CHC

**DATE:** October 20, 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.

**CRAFTON HILLS COLLEGE**

Volunteers

Board of Trustees Meeting: October 20, 2011

| <u>Name</u>               | <u>Assignment</u>                  | <u>Date</u>       |
|---------------------------|------------------------------------|-------------------|
| <b>Cabrales, Damien</b>   | Tutoring Center                    | 10/21/11-5/25/12  |
| <b>Coffin, Beverly</b>    | President's Office                 | 10/21/11-11/4/11  |
| <b>Curry, Emerald</b>     | Anatomy & Physiology               | 10/21/11-12/30/11 |
| <b>Del Valle, Anna</b>    | Anatomy & Physiology               | 10/21/11-12/30/11 |
| <b>Diab, Oula</b>         | Anatomy & Physiology               | 10/21/11-12/30/11 |
| <b>Dolemieux, Felicie</b> | Anatomy & Physiology               | 10/21/11-12/30/11 |
| <b>Guerrero, Justin</b>   | Public Safety & Emergency Services | 10/21/11-12/20/11 |
| <b>Herrick, Brett</b>     | Anatomy & Physiology               | 10/21/11-12/30/11 |
| <b>Horner, Jeff</b>       | Public Safety & Emergency Services | 12/21/11-12/20/11 |
| <b>Hosmanek, Ashley</b>   | Anatomy & Physiology               | 10/21/11-12/30/11 |
| <b>Laffey, Nicole</b>     | President's Office                 | 10/21/11-11/4/11  |
| <b>Lagger, Natalie</b>    | Anatomy & Physiology               | 10/21/11-12/30/11 |
| <b>Lemon, Jan</b>         | President's Office                 | 10/21/11-11/4/11  |
| <b>Lenz, Char</b>         | President's Office                 | 10/21/11-11/4/11  |
| <b>Maydulcro, Jorge</b>   | Anatomy & Physiology               | 10/21/11-12/30/11 |
| <b>Papp, Edward</b>       | Anatomy & Physiology               | 10/21/11-12/10/11 |
| <b>Phipps, Katelin</b>    | Anatomy & Physiology               | 10/21/11-12/30/11 |
| <b>Rippy, Bob</b>         | President's Office                 | 10/21/11-11/4/11  |
| <b>Roberts, Nick</b>      | Public Safety & Emergency Services | 10/21/11-6/30/12  |
| <b>Schmidt, Karie</b>     | Anatomy & Physiology               | 10/21/11-12/30/11 |
| <b>Smith, Alexandria</b>  | Title V/Transfer Center            | 10/21/11-6/30/12  |
| <b>Spitz, Courtney</b>    | Public Safety & Emergency Services | 10/21/11-6/3/12   |
| <b>Teeters, Claire</b>    | President's Office                 | 10/21/11-11/4/11  |
| <b>Valdovinos, Jason</b>  | Public Safety & Emergency Services | 10/21/11-12/30/11 |
| <b>Walden, Candice</b>    | Anatomy & Physiology               | 10/21/11-12/30/11 |
| <b>Wheeler, Judy</b>      | President's Office                 | 10/21/11-11/4/11  |
| <b>Ziech, Tom</b>         | President's Office                 | 10/21/11-11/4/11  |



San Bernardino Valley College  
Volunteers  
Academic Year 2011-2012  
October 20, 2011

| <u>Name</u>                    | <u>Assignment</u>                 | <u>Date</u>           |
|--------------------------------|-----------------------------------|-----------------------|
| <b>Acevedo, Maira</b>          | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Acevedo, Michelle</b>       | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Aguilar, Hermelinda</b>     | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Aguilar, Monique</b>        | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Alanis, Vivian</b>          | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Alarcon, Stephanie</b>      | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Aburto, Anna M.</b>         | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Alcala, Darling Y.</b>      | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Alvarez, Michelle</b>       | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Ang, Michelle</b>           | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Aquino, Teena</b>           | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Arces, Estela</b>           | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Bain, Jared</b>             | Athletics-Men's X-Country         | 10/21/2011-06/30/2012 |
| <b>Barrera, Clarissa</b>       | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Barron, Susana</b>          | Criminal Justice-Criminal Justice | 10/21/2011-12/31/2011 |
| <b>Benitez, Joel</b>           | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Bennett, Ashley</b>         | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Blackcloud, Brandi</b>      | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Boadway, Elida</b>          | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Brinton, Amber</b>          | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Bryson, Patricia Tafoya</b> | Criminal Justice-Criminal Justice | 10/21/2011-12/31/2011 |
| <b>Cabansag, Teresa</b>        | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Campbell, Julia</b>         | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Cardoso, Maria</b>          | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Casey, Sean</b>             | Criminal Justice-Criminal Justice | 10/21/2011-12/31/2011 |
| <b>Castillo, Coral</b>         | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Castro, Diana</b>           | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Castro, Nallely</b>         | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Celis, Yazmin</b>           | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Coffey, Desirea</b>         | Athletics-Athletics Tng Room      | 10/21/2011-06/30/2012 |
| <b>Colley, Tanya</b>           | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Colmenaros, Daniela</b>     | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Compton, Joel</b>           | Arts & Humanities-Art Department  | 10/21/2011-05/21/2012 |
| <b>Contreras, Jessica</b>      | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Cosner, Naomi</b>           | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Cunningham, Janet</b>       | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Davila, Karina</b>          | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Davis, Theresa</b>          | Math/Business-Math                | 10/21/2011-12/22/2011 |
| <b>De La Torre, Roxana</b>     | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Delgado, Betsabe A.</b>     | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Delgado, Laura</b>          | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Delgado, Teresa</b>         | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Delgado, Valerie</b>        | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| <b>Dial, Ashley</b>            | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |

|                       |                                 |                       |
|-----------------------|---------------------------------|-----------------------|
| Diaz, Karla           | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Diaz, Maria           | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Diaz, Marvellee       | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Duarte, Maria         | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Ellingson, Amber      | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Elliott, Elissa       | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Espino, Erik          | Athletics-Men's Soccer          | 10/21/2011-06/30/2012 |
| Espinoza, Victor      | Applied Tech-Automotive         | 10/21/2011-06/30/2012 |
| Evans, Gordon         | Math/Business-Stud Success Cntr | 10/21/2011-12/16/2011 |
| Fanning, Adam W.      | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Fayela, Bernadette    | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Fields, Shalonda      | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Flores, Lorena        | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Gallardo, Karla       | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Gamboa, Fabiola       | Student Services-DSP&S          | 10/24/2011-06/30/2012 |
| Garcia, Angela        | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Garcia, Eva           | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Garcia, Michelle      | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Garcia, Stephanie     | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Garcia-Zapata, Diana  | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Garza, Yolanda        | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Gastelum, Elizabeth   | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Gomez, Jenniffer      | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Gomez, Judy           | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Gonzalez, Cecilla     | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Gonzalez, Monica      | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Gonzalez, Siouxsie    | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Granado, Katrina      | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Granado, Rosalie      | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Gray, Monique         | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Grey, Torii           | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Guadalupe, Mo         | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Guillen, Eric         | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Hageman, Pamela       | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Hardiman, Zaut        | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Hare, Alisha          | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Harris, Michelle      | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Hernandez, Gabriela   | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Hernandez, Leanna     | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Hernandez, Maria      | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Hernandez, Susana     | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Herrera, Bonnie       | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Herrera, Rebecca      | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Herrera, Rosaura      | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Hillard, Ranieceshane | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Hughes, Kerstin       | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Huynh, Tuan           | Math/Business-Stud Success Cntr | 10/21/2011-12/16/2011 |
| Ibarra, Miguel        | Math/Business-Stud Success Cntr | 10/21/2011-12/16/2011 |
| Jaime, Maribel        | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Jimenez, Yadira       | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |
| Jones, Kiara          | Social Sciences-Child Dev Cntr  | 10/21/2011-06/30/2012 |

|                     |                                   |                       |
|---------------------|-----------------------------------|-----------------------|
| Kasner, Shawn       | Science-Chemistry                 | 10/21/2011-06/30/2012 |
| Knox, Neyda         | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Kotsay, Jasmine     | Student Services-DSP&S            | 10/21/2011-06/30/2012 |
| Kuck, Kathleen      | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| LaQue-Ogea, Valerie | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Leal, Olgarmelda    | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Leoria, Pricilia    | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Lockhart, Melody    | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Lopez, Alma         | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Lopez, Ana          | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Lopez, Karina       | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Lopez, Maria        | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Lopez, Myesha       | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Lopez, Petrie       | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Lopez, Stacy        | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Lopez, Stephanie    | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Lopez, Victoria     | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Lozano, Karina      | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Lucas, Monique      | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Lucero, Susan       | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Lujan, Hermelinda   | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Macias, Brandy      | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Maldonado, Araceli  | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Mandujano, Flora    | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Maniego, Samantha   | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Manuel, Carolina    | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Marcelin, Pierre    | Applied Tech-Learning Center      | 10/21/2011-06/30/2012 |
| Marquez, Guadalupe  | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Marrufo, Tina       | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Marrufo, Vivian     | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Martinez, Elizabeth | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Martinez, Jessica   | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Martinez, Johana    | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Martinez, Marcella  | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Matute, Leticia     | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Mayo, Sultanah      | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Medina, Jennifer    | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Medrano, Amelia     | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Meier, Logan        | Science-Chemistry                 | 10/21/2011-06/30/2012 |
| Millan, Gabriela    | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Miozza, Michelle    | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Mitchell, Taiesha   | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Molano, Jennifer    | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Morales, Orlando    | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Moreno, Maria       | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Moreno, Yolanda     | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Mota, Marcelina     | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Munoz, Kayli        | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Munoz, Maribel      | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Nava, Robert        | Criminal Justice-Criminal Justice | 10/21/2011-12/31/2011 |
| Nava, Yuriana       | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |

|                      |                                   |                       |
|----------------------|-----------------------------------|-----------------------|
| Noriega, Lizette     | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Nunez, David         | Applied Tech-Tool Room            | 10/21/2011-06/30/2012 |
| Ogom, Simon A.       | Math/Business-Stud Success Cntr   | 10/21/2011-12/16/2011 |
| Oliva, Elizabeth     | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Oliver, Laura        | President's Office-Marketing & PR | 10/21/2011-06/30/2012 |
| Olvera, Arturo       | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Ortega, Jennifer     | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Ortiz, Ana           | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Ortiz, Maria A.      | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Ortiz, Meagan N.     | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Paredes, Mariela     | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Pariott, Shoshana    | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Parson, Martha       | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Pasillas, Melissa    | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Peeters, Grant       | Arts & Humanities-Art Department  | 10/21/2011-05/21/2012 |
| Perez, Jessica       | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Perez, Rigoberto     | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Pidal, Matthew       | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Poynter, Wonder      | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Quiroz, Luvia        | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Ramirez, Ana         | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Ramirez, Lorena      | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Ramirez, Manuel      | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Razo, Jose           | Criminal Justice-Criminal Justice | 10/21/2011-12/31/2011 |
| Reyes, Anna          | Administrative Services-M&O       | 10/21/2011-06/30/2012 |
| Rodriguez, Janis     | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Rodriguez, Karla     | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Rodriguez, Priscilla | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Rogers, Chris        | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Rogers, Kimberly     | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Romero, Elizabeth    | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Romo, Leticia        | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Salinas, Rosa        | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Sampero, Vienna      | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Sanchez, Celia       | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Sanchez, Debbie      | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Sanchez, Ean         | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Sanchez, Maria       | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Sanchez, Yoselin     | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Sandoval, Antoinette | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Santander, Rosa      | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Schwartz, Kamryn     | Criminal Justice-Criminal Justice | 10/21/2011-12/31/2011 |
| Silva, Nohemi        | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Singer, Brian        | Criminal Justice-Criminal Justice | 10/21/2011-12/31/2011 |
| Smith, Clyde         | Arts & Humanities-Art Department  | 10/21/2011-05/21/2012 |
| Soriano, Omar        | Math/Business-Stud Success Cntr   | 10/21/2011-12/16/2011 |
| Spiller, Ilesiah     | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Stephani, Yunita     | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Stocker, Arlene      | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Tamayo, Marlene      | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Tapia, Diego         | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |

|                      |                                   |                       |
|----------------------|-----------------------------------|-----------------------|
| Tapia, Maria C.      | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Tapia, Yesenia       | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Tejada, Abigail      | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Torres, Lidia        | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Trujillo, Nallely M. | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Uzowuhu, Chineze G.  | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Valdez, Maria        | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Valdez, Wendy        | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Valencia, Laurie     | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Vallejo, Maritza     | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Vantine, August      | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Vara, Theresa        | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Vargas, Michael      | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Vazquez, Rosa        | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Velasquez, Beatriz   | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Ventura, Danny       | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Vera, Favian         | Criminal Justice-Criminal Justice | 10/21/2011-12/31/2011 |
| Villalobos, Alicia   | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Villegas, Anahi      | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Villegas, Norma      | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Ward, Tiana          | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Watanabe, Kanako     | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Wentworth, Katherine | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Yacob, Charity       | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |
| Yarber, Danai        | Social Sciences-Child Dev Cntr    | 10/21/2011-06/30/2012 |

#### **District**

|                |           |                     |
|----------------|-----------|---------------------|
| Eke, Roxanna   | DETS/ATPC | 10/21/11-10/30/2011 |
| Losey, Jill    | DETS/ATPC | 10/21/11-12/31/2011 |
| Prado, Viviana | DETS/ATPC | 10/21/11-12/31/2011 |
| Sweig, Chloe   | DETS/ATPC | 10/21/11-06/30/2012 |

## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services

PREPARED BY: Steven Sutorus, Business Manager

DATE: October 20, 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.

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## ***Routine Contracts and Agreements***

***Scheduled Board Date 10/20/2011***

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### ***Contract Type***

| <b><i>Firm</i></b>                 | <b><i>Purpose and Information</i></b>  | <b><i>Department / Location</i></b> | <b><i>Amount</i></b> | <b><i>Signed</i></b> |
|------------------------------------|--|-------------------------------------|----------------------|----------------------|
| <b><u>ASB Discount Program</u></b> |  |                                     |                      |                      |
| Totally Mathematic                 | (7681) ASB Discount Program - 10% discount on pricing plans<br>Term: 7/1/2011 - 6/30/2012<br><br>Funding Source: N/A | Student Life/SBVC                   | 10% Discount         | SSutorus             |

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***SubTotal for ASB Discount Program: 1***

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### **Clinicals**

|                                      |   |                         |         |          |
|--------------------------------------|---|-------------------------|---------|----------|
| Community Hospital of San Bernardino | (4019) Clinical Site Agreement - Clinical site for RN program participants for two years; Amendment 1 - Time extension to 06/30/2011 and language correction to meet with today's health regulations; Amendment 2 - Time extension to 06/30/2012 and language corrections to meet today's health regulations<br>Term: 7/1/2007 - 6/30/2012<br><br>Funding Source: N/A | Health Science/SBVC     | No Cost | SSutorus |
| Montclair, City of, Fire Department  | (7651) Clinical - Site Agreement for Clinicals for EMS Programs<br>Term: 7/1/2011 - 6/30/2016<br><br>Funding Source: N/A  | Program Development/CHC | No Cost | SSutorus |

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| <i><b>Contract Type</b></i>                   |   |                                     |                      |                      |
|---|---|-------------------------------------|----------------------|----------------------|
| <i><b>Firm</b></i>                            | <i><b>Purpose and Information</b></i>   | <i><b>Department / Location</b></i> | <i><b>Amount</b></i> | <i><b>Signed</b></i> |
| <i><b><u>Clinicals</u></b></i>                |   |                                     |                      |                      |
| Yucaipa-Calimesa Joint USD                    | (7652) Clinical Site - Child Development Programs Clinical Site<br>Term: 7/1/2011 - 6/30/2016<br><br>Funding Source: N/A  | Program Development/CHC             | No Cost              | SSutorus             |
| <i><b>SubTotal for Clinicals: 3</b></i>       |   |                                     |                      |                      |
| <i><b><u>EduStream</u></b></i>                |   |                                     |                      |                      |
| Grossmont-Cuyamaca Community College District | (7653) EduStream Institutional License Agreement<br>Term: 7/1/2011 - 6/30/2016<br><br>Funding Source: N/A   | DETS/SBCCCD                         | No Charge            | SSutorus             |
| <i><b>SubTotal for EduStream: 1</b></i>       |   |                                     |                      |                      |
| <i><b><u>General</u></b></i>                  |   |                                     |                      |                      |
| ACS Education Services Inc                    | (7642) Tax Credit Reporting Service for processing of 1098T Hope Scholarship/Lifetime Learning Tax Credits for all SBCCD Students<br>Term: 7/1/2011 - 6/30/2012<br>01-00-03-9006-0000-5120.00-6720<br><br>Funding Source: General Funds | Fiscal Services/SBCCCD              | \$22,000.00          | SSutorus             |



| <i>Contract Type</i>       |   |                              |                      |               |
|----------------------------|---|------------------------------|----------------------|---------------|
| <i>Firm</i>                | <i>Purpose and Information</i>  | <i>Department / Location</i> | <i>Amount</i>        | <i>Signed</i> |
| <b><u>General</u></b>      |   |                              |                      |               |
| ADT Security Services, Inc | (7643) Service - Alarm Service Renewal for Data/Computing Building on SBVC Campus for FY 2011-2012<br>Term: 8/18/2011 - 8/17/2012<br>01-00-03-9010-0000-5639.00-6780<br><br>Funding Source: General Funds   | DETS/ATPC/SBCCD              | \$50.00<br>Per Month | SSutorus      |
| Allegiance Software, Inc   | (7658) Software License renewal annual support for "Allegiance Main Fundraising" software with expanded premium model, electronic data transmission module, address automation (Satori), major gifts module, web membership module and ASNA graphical module<br>Term: 10/15/2011 - 10/14/2012<br>74-00-03-8110-0113-5830.00-7099<br>Note - This is an acceptable use of categorical/grant/bond funds<br>Funding Source: Federal Grant | KVCR/SBCCD                   | \$11,526.77          | SSutorus      |
| Bear Valley Unified SD     | (7677) Rental - Use of Big Bear High School for SBVC satellite campus for Fall 2011 and Spring 2012<br>Term: 7/1/2011 - 6/30/2012<br>01-00-01-8112-0000-5610.00-6010<br><br>Funding Source: General Funds   | Science/SBVC                 | \$7,000.00           | SSutorus      |

| <i>Contract Type</i>                         |  |                              |                              |               |
|--|--|------------------------------|------------------------------|---------------|
| <i>Firm</i>                                  | <i>Purpose and Information</i>   | <i>Department / Location</i> | <i>Amount</i>                | <i>Signed</i> |
| <b><u>General</u></b>                        |  |                              |                              |               |
| Build2Media                                  | (7645) Software License - Influx HTMLS plus<br>Influx Flash Player Manual Processing<br>Term: 9/13/2011 - 9/12/2012<br>01-00-35-8103-0236-5830.00-6150<br>Note - This is an acceptable use of<br>categorical/grant/bond funds<br>Funding Source: State Grant   | DETS/SBCCD                   | \$213.58                     | SSutorus      |
| California State University - San Bernardino | (7513) Coordinate and conduct two day<br>workshop for high school and middle school<br>teachers related to career technical<br>education: Amendment 1 - Scope of work<br>added deliverables; Term was extended to<br>09/16/2011<br>Term: 6/27/2011 - 9/16/2011<br>01-15-35-8115-0470-5120.00-6899<br>Notes - This is an acceptable use of<br>categorical/grant/bond funds<br>Funding Source: State Grant | PDC/SBCCD                    | \$6,600.00<br>Revised Amount | SSutorus      |
| Citadel Environmental Services, Inc          | (7641) Service - Industrial hygiene noise<br>monitoring services for grounds department<br>equipment<br>Term: 8/24/2011 - 10/31/2011<br>01-00-15-9508-0177-5120.00-6770<br><br>01-00-25-9520-0177-5120.00-6799<br>Note - This is an acceptable use of<br>categorical/grant/bond funds<br>Funding Source: General Funds   | Maintenance/CHC/SBVC         | \$1,471.50                   | SSutorus      |

| <i>Contract Type</i>  |   |                              |                                      |               |
|-----------------------|---|------------------------------|--------------------------------------|---------------|
| <i>Firm</i>           | <i>Purpose and Information</i>  | <i>Department / Location</i> | <i>Amount</i>                        | <i>Signed</i> |
| <b><u>General</u></b> |   |                              |                                      |               |
| CollegeSource Inc     | (7704) Service - Online Subscription to College Source for one year<br>Term: 7/1/2011 - 6/30/2012<br>01-00-01-8201-0000-5830.00-6200<br><br>Funding Source: General Funds   | Admissions & Records/SBVC    | \$1,387.00                           | SSutorus      |
| Datatel, Inc          | (7584) Software License and Services - Extended Services Contract for updates and custom software modifications services for Datatel educational management systems software; Amendment to include Partner annually maintenance renewal<br>Term: 7/1/2011 - 6/30/2016<br>01-00-03-9010-0000-5639.00-6780<br><br>Funding Source: General Funds | DETS/SBCCD                   | \$300,000.00<br>Annual not to exceed | SSutorus      |
| Dell Computer Company | (7654) Software Support - Acad UPG-Vmware and Vsphere<br>Term: 4/1/2012 - 3/31/2013<br>01-00-03-8103-0236-5639.00-6150<br>Note - This is an acceptable use of categorical/grant/bond funds<br>Funding Source: State Grant   | DETS/SBCCD                   | \$10,891.00                          | SSutorus      |

| <i><b>Contract Type</b></i>  |   |                                     |                      |                      |
|------------------------------|---|-------------------------------------|----------------------|----------------------|
| <i><b>Firm</b></i>           | <i><b>Purpose and Information</b></i>   | <i><b>Department / Location</b></i> | <i><b>Amount</b></i> | <i><b>Signed</b></i> |
| <i><b><u>General</u></b></i> |   |                                     |                      |                      |
| Dell Computer Company        | (7646) Software Support for Six licenses of F5 Software BIG-IP-STD L1-3 CAT HW53; Fee \$2,029.84 per license, price does not include taxes<br>Term: 8/25/2011 - 6/30/2012<br>01-00-03-8103-0236-5639.00-6150<br>Note - This is an acceptable use of categorical/grant/bond funds<br>Funding Source: State Grant | DETS/SBCCD                          | \$12,179.04          | SSutorus             |
| First Student Charter        | (7674) Bus Rental for field trip to Dana Point Harbor<br>Term: 11/5/2011 - 11/5/2011<br>01-00-02-4651-0000-5611.00-1914<br>Funding Source: General Funds  | Science/CHC                         | \$573.61             | SSutorus             |
| First Student Charter        | (7676) Bus Rental for field trip to Forest Falls Park<br>Term: 10/21/2011 - 10/21/2011<br>01-00-02-4651-0000-5611.00-1914<br>Funding Source: General Funds  | Science/CHC                         | \$443.29             | SSutorus             |
| First Student Charter        | (7675) Bus Rental for field trip to Gilman Springs<br>Term: 10/22/2011 - 10/22/2011<br>01-00-02-4651-0000-5611.00-1914<br>Funding Source: General Funds   | Science/CHC                         | \$508.45             | SSutorus             |

| <i>Contract Type</i>            |   |                              |               |               |
|---------------------------------|---|------------------------------|---------------|---------------|
| <i>Firm</i>                     | <i>Purpose and Information</i>  | <i>Department / Location</i> | <i>Amount</i> | <i>Signed</i> |
| <b><u>General</u></b>           |   |                              |               |               |
| First Student Charter           | (7673) Bus Rental for field trip to Mormon Rocks<br>Term: 11/18/2011 - 11/18/2011<br>01-00-02-4451-0000-5611.00-1914<br><br>Funding Source: General Funds   | Science/CHC                  | \$443.29      | SSutorus      |
| Industrial Fire Protection, Inc | (7644) Service - Annual testing of 22 fire hydrants, 16 fire sprinklers, and 3 fire department connections<br>Term: 7/1/2011 - 6/30/2012<br>01-00-02-9506-0000-5864.00-0651<br><br>Funding Source: General Funds  | Administrative Services/CHC  | \$1,760.00    | SSutorus      |
| Infogroup, Inc                  | (7679) Online service for data licensing assess to California Business Database for one year #01530813<br>Term: 10/17/2011 - 10/16/2012<br>01-00-35-8115-0478-5830.00-6840<br>Note - This is an acceptable use of categorical/grant/bond funds<br>Funding Source: State Grant | PDC/SBCCD                    | \$35,490.12   | SSutorus      |

| <i>Contract Type</i>  |   |                              |                                |               |
|-----------------------|---|------------------------------|--------------------------------|---------------|
| <i>Firm</i>           | <i>Purpose and Information</i>  | <i>Department / Location</i> | <i>Amount</i>                  | <i>Signed</i> |
| <b><u>General</u></b> |   |                              |                                |               |
| LeMay Construction    | (7713) Provide cleaning of coil in HVAC unit at the PDC Building; Cost includes all necessary labor and materials to open up all sides of unit, protect supply duct opening from water, cleaning of coil assemble unit and testing for proper operation<br>Term: 10/6/2011 - 11/30/2011<br>01-00-03-9514-0000-5640.00-6510<br><br>Funding Source: General Funds | Facilities Planning/SBCCD    | \$1,352.26                     | SSutorus      |
| LeMay Construction    | (7714) Provide removal and replacement of 2 ton Samsung mini split system for the server room of the annex building. Unit to meet or exceed existing units specs; cost to include all necessary labor and materials<br>Term: 10/6/2011 - 11/30/2011<br>01-00-03-9514-0000-5640.00-6510<br><br>Funding Source: General Funds                                     | Facilities Planning/SBCCD    | \$3,922.10                     | SSutorus      |
| Party Shoppe, The     | (7667) Rental - Rental of popcorn machine, hot dog machine, cotton candy machine, helium tank and two 10X20 canopies<br>Term: 9/28/2011 - 9/28/2011<br><br>Note - This is an acceptable use of categorical/grant/bond funds<br>Funding Source: Trust Account  | Student Life/CHC             | \$573.36<br>Trust Account 3455 | SSutorus      |

| <i>Contract Type</i>              |  |                              |               |               |
|-----------------------------------|--|------------------------------|---------------|---------------|
| <i>Firm</i>                       | <i>Purpose and Information</i>   | <i>Department / Location</i> | <i>Amount</i> | <i>Signed</i> |
| <b><u>General</u></b>             |  |                              |               |               |
| PBS - Public Broadcasting Service | (7659) Membership Certification; National Programming Service, Member Service, Member Service Assessment, Station Independence Program, Plus Assessment, Copyright Assessment<br>Term: 7/1/2011 - 6/30/2012<br>74-00-35-8110-0109-5831.00-7099<br><br>74-00-03-8110-0113-5831.00-7099<br>Note - This is an acceptable use of categorical/grant/bond funds<br>Funding Source: Federal Grant | KVCR/SBCCD                   | \$502,168.00  | SSutorus      |
| Perceptive Software, Inc          | (7639) Software - Annual software licensing of ImageNow to include upgrades for one year<br>Term: 8/24/2011 - 8/24/2012<br>01-00-03-9010-0000-5639.00-6780<br><br>Funding Source: General Funds  | DETS/SBCCD                   | \$52,677.01   | SSutorus      |

| <i>Contract Type</i>           |   |                              |                                |               |
|--------------------------------|---|------------------------------|--------------------------------|---------------|
| <i>Firm</i>                    | <i>Purpose and Information</i>  | <i>Department / Location</i> | <i>Amount</i>                  | <i>Signed</i> |
| <b><u>General</u></b>          |   |                              |                                |               |
| San Francisco, City College of | (7680) MOU - 2011-2012 Designation of coordinator agreement for "California Early Childhood Mentor Program"; coordinator is to be reimbursed directly by host college for travel and other expenses as deemed necessary by host college to manage campus program<br>Term: 7/1/2011 - 6/30/2012<br>Note - This is an acceptable use of categorical/grant/bond funds<br>Funding Source: State Grant | Child Development/SBVC       | Reimbursement                  | SSutorus      |
| Shalimar Tours & Charter       | (7670) Rental - Bus rental for field trip to Cal State Fullerton<br>Term: 9/30/2011 - 9/30/2011<br>01-00-01-8212-0000-5611.00-6199<br>Funding Source: General Funds   | Counseling/SBVC              | \$967.48                       | SSutorus      |
| Sias, Roxanne                  | (7657) Service - Seamstress services for Fall 2011 production of "Urinetown"<br>Term: 10/17/2011 - 11/30/2011<br>Note - This is an acceptable use of categorical/grant/bond funds<br>Funding Source: Trust Account  | Theater Arts/SBVC            | \$200.00<br>Trust Account 4201 | SSutorus      |



| <i>Contract Type</i>                   |  |                              |                                     |               |
|--|--|------------------------------|-------------------------------------|---------------|
| <i>Firm</i>                            | <i>Purpose and Information</i>   | <i>Department / Location</i> | <i>Amount</i>                       | <i>Signed</i> |
| <b><u>General</u></b>                  |  |                              |                                     |               |
| SimplexGrinnell                        | (7662) Service - Fire Life Safety Testing and Monitoring: Rate Schedule of \$16,410 annually<br>Term: 7/1/2011 - 6/30/2014<br>01-00-02-9506-0000-5634.00-6510<br><br>Funding Source: General Funds | Administrative Services/CHC  | \$49,230.00<br>Total contract value | SSutorus      |
| SimplexGrinnell                        | (7707) Service - repair of fiber communication to main FACP located at M&O building<br>Term: 9/28/2011 - 12/31/2011<br>41-36-25-9520-0000-5640.00-7100<br><br>Funding Source: State Grant          | Maintenance/CHC              | \$3,539.00                          | SSutorus      |
| <b><i>SubTotal for General: 27</i></b> |  |                              |                                     |               |
| <b><u>Income - Facilities Use</u></b>  |  |                              |                                     |               |
| Yucaipa-Calimesa Joint USD             | (7665) Use of Pool for Yucaipa High School's swim program practices and meets<br>Term: 9/13/2011 - 2/22/2012<br><br>Funding Source: N/A  | Administrative Services/CHC  | \$31,006.00                         | SSutorus      |
| Yucaipa-Calimesa Joint USD             | (7666) Use of Tennis Courts for Yucaipa High School's Tennis program<br>Term: 9/9/2011 - 10/18/2011<br><br>Funding Source: N/A   | Administrative Services/CHC  | Fee Waived                          | SSutorus      |

| <i>Contract Type</i>                                  |   |                              |               |               |
|---|---|------------------------------|---------------|---------------|
| <i>Firm</i>   | <i>Purpose and Information</i>  | <i>Department / Location</i> | <i>Amount</i> | <i>Signed</i> |
| <b><u>Income - Facilities Use</u></b>                 |   |                              |               |               |
| <b><i>SubTotal for Income - Facilities Use: 2</i></b> |   |                              |               |               |
| <b><u>Income - General</u></b>                        |   |                              |               |               |
| Chaffey Community College District                    | (7705) CISCO Networking Academy Program local academy<br>Term: 7/1/2011 - 6/30/2012<br>01-00-02-4633-0173-8839.00-0000<br><br>Funding Source: N/A   | Science/CHC                  | \$400.00      | SSutorus      |
| Chaffey Joint Union High SD                           | (7660) CISCO Networking Academy - program agreement for "Experienced CCA and IT Essentials Academy"<br>Term: 7/1/2011 - 6/30/2012<br>01-00-02-4633-0173-8839.00-0000<br><br>Funding Source: N/A | Science/CHC                  | \$500.00      | SSutorus      |
| Colton Redlands Yucaipa ROP                           | (7708) CISCO Networking Academy Program Agreement Local Academy<br>Term: 7/1/2011 - 6/30/2012<br>01-00-02-4633-0173-8839.00-0000<br><br>Funding Source: N/A                                     | Science/CHC                  | \$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> |
| <b><u>Income - General</u></b>             |   |                              |               |               |
| Mt. San Jacinto Community College District | (7671) MOU - Participation agreement include planning and facilitation of the Counselor's Conclave Conference<br>Term: 10/6/2011 - 12/6/2011<br>01-15-35-8115-0470-5120.00-6899<br><br>Funding Source: N/A  | PDC/SBCCD                    | \$2,125.00    | SSutorus      |
| Riverside County Office of Education       | (7655) MOU - Participation agreement to include planning and facilitation of the Counselor's Conclave Conference<br>Term: 10/6/2011 - 12/16/2011<br>01-15-35-8115-0470-5120.00-6899<br><br>Funding Source: N/A  | PDC/SBCCD                    | \$340.00      | SSutorus      |
| San Bernardino City USD                    | (7672) CISCO Networking Academy Program Agreement: Cajon High School \$400; San Bernardino High School \$400; and Pacific High School \$200 for Fiscal year 2011/2012<br>Term: 7/1/2011 - 6/30/2012<br>01-00-02-4633-0173-8839.00-0000<br><br>Funding Source: N/A | Science/CHC                  | \$1,000.00    | SSutorus      |

| <i>Contract Type</i>                           |  |                              |   |               |
|--|--|------------------------------|---|---------------|
| <i>Firm</i>                                    | <i>Purpose and Information</i>   | <i>Department / Location</i> | <i>Amount</i>                             | <i>Signed</i> |
| <b><u>Income - General</u></b>                 |  |                              |   |               |
| Victor Valley Community College District       | (7650) MOU - Participation agreement to include planning and facilitation of the Counselor's Conclave Conference<br>Term: 10/6/2011 - 12/6/2011<br>01-15-35-8115-0470-5120.00-6899<br><br>Funding Source: N/A  | PDC/SBCCD                    | \$850.00                                  | SSutorus      |
| <b><u>SubTotal for Income - General: 7</u></b> |  |                              |   |               |
| <b><u>Income - Grant</u></b>                   |  |                              |   |               |
| Foundation for California Community Colleges   | (7678) Grant - Youth Empowerment Strategies for Success - Independent Living Program (YESS-ILP)<br>Term: 7/1/2011 - 6/30/2012<br>01-00-01-8306-0201-8659.00-0000<br><br>Funding Source: N/A  | Calworks/SBVC                | \$22,500.00                               | SSutorus      |
| U.S. Department of Education                   | (7712) Grant - Creating a Science Technology Engineering and Mathematics (STEM) Pathway to Increase Hispanic Student Degrees and Transfer: funding for each Federal Fiscal Year is as follows: currently set at \$870,000 per year<br>Term: 10/1/2011 - 9/30/2016<br><br>Funding Source: N/A | President/CHC                | \$4,350,000.00<br>Over a five year period | BBaron        |

| <i><b>Contract Type</b></i>                  |  |                                     |   |                      |
|--|--|-------------------------------------|---|----------------------|
| <i><b>Firm</b></i>                           | <i><b>Purpose and Information</b></i>  | <i><b>Department / Location</b></i> | <i><b>Amount</b></i>                      | <i><b>Signed</b></i> |
| <b><u>Income - Grant</u></b>                 |  |                                     |   |                      |
| U.S. Department of Education                 | (7711) Grant - Hispanic-Serving Institutions Science Technology Engineering and Mathematics and Articulation program "PASS GO Cooperative Project": the funding for each Federal Fiscal Year is as follows: Year One \$951,456; Year Two \$1,031,408; Year Three \$1,085,985; Year Four \$1,102,903; Year Five \$1,099,738<br>Term: 10/1/2011 - 9/30/2016<br><br>Funding Source: N/A | President/SBVC                      | \$5,271,490.00<br>Over a five year period | BBaron               |
| <b><u>SubTotal for Income - Grant: 3</u></b> |  |                                     |   |                      |
| <b><u>Maintenance Agreement</u></b>          |  |                                     |   |                      |
| Advanced Copy Systems, Inc                   | (7649) Maintenance - Copy Machine in Library Sharp ARM 257 Serial # 75036404<br>Term: 7/1/2011 - 6/30/2012<br>01-00-02-8106-0000-5637.00-6120<br><br>Funding Source: General Funds   | Library/CHC                         | \$1,152.00<br>Plus tax and overages       | SSutorus             |
| Advanced Copy Systems, Inc                   | (7648) Maintenance - Copy Machine in Library Sharp ARM 257 Serial # 75046875<br>Term: 7/1/2011 - 6/30/2012<br>01-00-02-8106-0000-5637.00-6120<br><br>Funding Source: General Funds   | Library/CHC                         | \$1,152.00<br>Plus tax and overages       | SSutorus             |

| <i>Contract Type</i>                |  |                              |                        |               |
|-------------------------------------|--|------------------------------|------------------------|---------------|
| <i>Firm</i>                         | <i>Purpose and Information</i>   | <i>Department / Location</i> | <i>Amount</i>          | <i>Signed</i> |
| <b><u>Maintenance Agreement</u></b> |  |                              |                        |               |
| Advanced Copy Systems, Inc          | (7647) Maintenance - Copy Machine in Library Sharp MS-2300N Serial #85065842<br>Term: 7/1/2011 - 6/30/2012<br>01-00-02-8106-0000-5637.00-6120<br><br>Funding Source: General Funds   | Library/CHC                  | \$1,768.80<br>Plus Tax | SSutorus      |
| Blackbaud                           | (7656) Software Maintenance - Fundraising Solutions suite maintenance for one year<br>Term: 7/7/2011 - 7/6/2012<br>01-00-25-9016-0155-5637.00-6600<br><br>01-00-02-9016-0000-5639.00-6600<br><br>Funding Source: General Funds | Research & Planning/CHC      | \$7,044.64             | SSutorus      |
| Stanley Security Solutions          | (7690) Fire Alarm Monitoring and maintenance for SBVC Art Building<br>Term: 7/1/2011 - 6/30/2016<br>01-00-01-9508-0000-5630.00-6770<br><br>Funding Source: General Funds   | Maintenance/SBVC             | \$540.00<br>Annually   | SSutorus      |
| Stanley Security Solutions          | (7696) Fire Alarm Monitoring and maintenance for SBVC Auditorium<br>Term: 7/1/2011 - 6/30/2016<br>01-00-01-9508-0000-5630.00-6770<br><br>Funding Source: General Funds   | Maintenance/SBVC             | \$540.00<br>Annually   | SSutorus      |

| <i>Contract Type</i>                |  |                              |                      |               |
|-------------------------------------|--|------------------------------|----------------------|---------------|
| <i>Firm</i>                         | <i>Purpose and Information</i>   | <i>Department / Location</i> | <i>Amount</i>        | <i>Signed</i> |
| <b><u>Maintenance Agreement</u></b> |  |                              |                      |               |
| Stanley Security Solutions          | (7693) Fire Alarm Monitoring and maintenance for SBVC Child Development Building<br>Term: 7/1/2011 - 6/30/2016<br>01-00-01-9508-0000-5630.00-6770<br><br>Funding Source: General Funds | Maintenance/SBVC             | \$540.00<br>Annually | SSutorus      |
| Stanley Security Solutions          | (7697) Fire Alarm Monitoring and maintenance for SBVC Gym<br>Term: 7/1/2011 - 6/30/2016<br>01-00-01-9508-0000-5630.00-6770<br><br>Funding Source: General Funds                        | Maintenance/SBVC             | \$540.00<br>Annually | SSutorus      |
| Stanley Security Solutions          | (7691) Fire Alarm Monitoring and maintenance for SBVC Student Health Center<br>Term: 7/1/2011 - 6/30/2016<br>01-00-01-9508-0000-5630.00-6770<br><br>Funding Source: General Funds      | Maintenance/SBVC             | \$540.00<br>Annually | SSutorus      |
| Stanley Security Solutions          | (7695) Fire Alarm Monitoring and maintenance for SBVC Technical Building<br>Term: 7/1/2011 - 6/30/2016<br>01-00-01-9508-0000-5630.00-6770<br><br>Funding Source: General Funds         | Maintenance/SBVC             | \$540.00<br>Annually | SSutorus      |

| <i>Contract Type</i>                |  |                              |                        |               |
|-------------------------------------|--|------------------------------|------------------------|---------------|
| <i>Firm</i>                         | <i>Purpose and Information</i>   | <i>Department / Location</i> | <i>Amount</i>          | <i>Signed</i> |
| <b><u>Maintenance Agreement</u></b> |  |                              |                        |               |
| Stanley Security Solutions          | (7694) Fire Alarm Monitoring and maintenance for SBVC Technical Portables<br>Term: 7/1/2011 - 6/30/2016<br>01-00-01-9508-0000-5630.00-6770<br><br>Funding Source: General Funds  | Maintenance/SBVC             | \$1,200.00<br>Annually | SSutorus      |
| Stanley Security Solutions          | (7684) Intrusion Alarm Monitoring and maintenance for SBVC Art Gallery<br>Term: 7/1/2011 - 6/30/2016<br>01-00-01-9508-0000-5630.00-6770<br><br>Funding Source: General Funds   | Maintenance/SBVC             | \$1,428.00<br>Annually | SSutorus      |
| Stanley Security Solutions          | (7683) Intrusion Alarm Monitoring and maintenance for SBVC Auditorium<br>Term: 7/1/2011 - 6/30/2016<br>01-00-01-9508-0000-5630.00-6770<br><br>Funding Source: General Funds  | Maintenance/SBVC             | \$1,944.00<br>Annually | SSutorus      |
| Stanley Security Solutions          | (7685) Intrusion Alarm Monitoring and maintenance for SBVC Business Building Computer Labs rooms B202 A & B, B207, B209, B210 and B212<br>Term: 7/1/2011 - 6/30/2016<br>01-00-01-9508-0000-5630.00-6770<br><br>Funding Source: General Funds | Science/SBVC                 | \$2,964.00<br>Annually | SSutorus      |



| <i>Contract Type</i>                |   |                              |                        |               |
|-------------------------------------|---|------------------------------|------------------------|---------------|
| <i>Firm</i>                         | <i>Purpose and Information</i>  | <i>Department / Location</i> | <i>Amount</i>          | <i>Signed</i> |
| <b><u>Maintenance Agreement</u></b> |   |                              |                        |               |
| Stanley Security Solutions          | (7686) Intrusion Alarm Monitoring and maintenance for SBVC for Liberal Arts and Learning Center<br>Term: 7/1/2011 - 6/30/2016<br>01-00-01-8508-0000-5630.00-6770<br><br>Funding Source: General Funds | Maintenance/SBVC             | \$1,308.00<br>Annually | SSutorus      |
| Stanley Security Solutions          | (7687) Intrusion Alarm Monitoring and maintenance for SBVC Pool<br>Term: 7/1/2011 - 6/30/2016<br>01-00-01-9508-0000-5630.00-6770<br><br>Funding Source: General Funds                                 | Maintenance/SBVC             | \$804.00<br>Annually   | SSutorus      |
| Stanley Security Solutions          | (7688) Intrusion Alarm Monitoring and maintenance for SBVC Reading Lab<br>Term: 7/1/2011 - 6/30/2016<br>01-00-01-9508-0000-5630.00-6770<br><br>Funding Source: General Funds                          | Maintenance/SBVC             | \$972.00<br>Annually   | SSutorus      |
| Stanley Security Solutions          | (7692) Intrusion Alarm Monitoring and maintenance for SBVC Technical Building<br>Term: 7/1/2011 - 6/30/2016<br>01-00-01-9508-0000-5630.00-6770<br><br>Funding Source: General Funds                   | Maintenance/SBVC             | \$2,592.00<br>Annually | SSutorus      |

| <i>Contract Type</i>  |  |                              |                        |               |
|---|--|------------------------------|------------------------|---------------|
| <i>Firm</i>   | <i>Purpose and Information</i>   | <i>Department / Location</i> | <i>Amount</i>          | <i>Signed</i> |
| <b><u>Maintenance Agreement</u></b>                               |  |                              |                        |               |
| Stanley Security Solutions  | (7689) Intrusion Alarm Monitoring and maintenance for SBVC Women's Fitness Center<br>Term: 7/1/2011 - 6/30/2016<br>01-00-01-9508-0000-5630.00-6770<br><br>Funding Source: General Funds                    | Maintenance/SBVC             | \$1,236.00<br>Annually | SSutorus      |
| Stanley Security Solutions  | (7699) Video Surveillance and Admin CCTV Monitoring and maintenance for SBVC Administration Building<br>Term: 7/1/2011 - 6/30/2016<br>01-00-01-9508-0000-5630.00-6770<br><br>Funding Source: General Funds | Maintenance/SBVC             | \$1,572.00             | SSutorus      |
| <b><i>SubTotal for Maintenance Agreement: 20</i></b>              |  |                              |                        |               |
| <b><i>Grand Total Contracts for Board Date 10/20/2011: 64</i></b> |  |                              |                        |               |

## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services  
PREPARED BY: Steven Sutorus, Business Manager  
DATE: October 20, 2011  
SUBJECT: Consideration of Approval of Professional Services Contracts/Agreements

### RECOMMENDATION

It is recommended that the Board of Trustees approve the attached list of Professional Services contracts/agreements.

### OVERVIEW

In accordance with Board policy 6340, Section A, Sub-section 3, the attached list is submitted for approval.

The Alternative Text Production Center (ATPC) contracts, included in this list, are part of the new \$1 million annual grant commencing July 1, 2011. The ATPC grant provides alternative media products, such as Braille books, tactile graphics, and electronic text files. The ATPC creates these products for use by the entire California Community College System and for its students with print-related disabilities.

### ANALYSIS

The attached list of contracts and agreements are for fiscal audits, legal services and other professional services that are needed by the District.

### BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

### FINANCIAL IMPLICATIONS

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

## *Contracts for Approval*

*Scheduled Board Date 10/20/2011*

| <i>Firm</i>                    | <i>Purpose and Information</i>   | <i>Department / Location</i> | <i>Amount</i> | <i>Signed</i> |
|--------------------------------|--|------------------------------|---------------|---------------|
| Creative Performance Solutions | (7682) Professional services to provide consulting services in the implementation of SBCCD Clean Energy Workforce Training Program Grant<br>Term: 9/1/2011 - 4/30/2012<br>01-88-03-8115-0474-5120.00-6840<br>Notes - This is an acceptable use of categorical/grant/bond funds; Contract approved prior to Board meeting in order to meet grant requirements<br>Funding Source: State Grant  | PDC/SBCCD                    | \$40,000.00   | SSutorus      |
| Lucic, Roger                   | (7706) Tactile Graphic Artist III - Prepares tactile illustrations for textbooks, handouts, tests, and other learning materials. Computer illustrating software used; Tactile Graphic Production - advanced illustrating with experience & no supervision<br>Term: 7/1/2011 - 6/30/2012<br>01-00-03-9020-0000-5113.00-6199<br>Notes - This is an acceptable use of categorical/grant/bond funds; Contract approved prior to Board meeting in order to meet grant requirements<br>Funding Source: State Grant | DETS/ATPC/SBCCD              | \$15.00       | SSutorus      |

| <i><b>Firm</b></i> | <i><b>Purpose and Information</b></i>  | <i><b>Department / Location</b></i> | <i><b>Amount</b></i> | <i><b>Signed</b></i> |
|--------------------|--|-------------------------------------|----------------------|----------------------|
| Major, Minifred    | <p>(7661) E-Text Technical Assistant I -<br/> Reformatting books into user-ready files for<br/> software navigation/accessibility for students<br/> with print disabilities. Procedures include,<br/> chopping &amp; scanning books, Utilizing Optical<br/> Character Recognition (OCR) software;<br/> “tagging” headings, sub-headings, page<br/> numbers, etc.; And reviewing student-ready<br/> book files; Only reformatting Literary and<br/> Textbooks</p> <p>Term: 7/1/2011 - 6/30/2012<br/> 01-00-03-8103-0261-5113.00-6150</p> <p>Notes - This is an acceptable use of<br/> categorical/grant/bond funds; Contract<br/> approved prior to Board meeting in order to<br/> meet grant requirements</p> <p>Funding Source: State Grant</p> | DETS/ATPC/SBCCD                     | \$14.00              | SSutorus             |
|                    |  |                                     | Per Hour             |                      |

---

***Grand Total Contracts for Board Date 10/20/2011: 3***

## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services  
PREPARED BY: Crispina Ongoco, Director of Fiscal Services  
DATE: October 20, 2011  
SUBJECT: Consideration of Approval of Budget Adjustments

### RECOMMENDATION

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

### OVERVIEW

Budget Adjustments are submitted for Board review and approval.

### ANALYSIS

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

### BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

### FINANCIAL IMPLICATIONS

The various budgets are impacted as indicated on the attached adjustments.

| Date      | Location | Responsibility Center Manager | President      |
|-----------|----------|-------------------------------|----------------|
| 9/21/2011 | SBVC     | <i>Susan Bengass</i>          | <i>10/1/11</i> |

[illegible]

|    |    |    |      |      |         |      |                                  |          |
|----|----|----|------|------|---------|------|----------------------------------|----------|
| 01 | 00 | 01 | 9016 | 0434 | 1480.00 | 0403 | Non-instructional hourly         | \$9,074  |
| 01 | 00 | 01 | 9016 | 0434 | 3180.00 | 0403 | Strs Other Academic-N.I-Others   | \$749    |
| 01 | 00 | 01 | 9016 | 0434 | 3346.00 | 0403 | Medicare Non-Instructional       | \$132    |
| 01 | 00 | 01 | 9016 | 0434 | 3538.00 | 0403 | SUI Other Academic-N.I-Others    | \$146    |
| 01 | 00 | 01 | 9016 | 0434 | 4300.00 | 0403 | Instructional Supplies           | \$9,414  |
| 01 | 00 | 01 | 9016 | 0434 | 5610.00 | 0403 | Rentals                          | \$105    |
| 01 | 00 | 01 | 9016 | 0434 | 5120.00 | 0403 | Other Contracts/Outside Services | \$380    |
| 01 | 00 | 01 | 9016 | 0434 | 6410.00 | 0403 | Addl Equip-\$1000 or more        | \$4,900  |
|    |    |    |      |      |         |      |                                  |          |
|    |    |    |      |      |         |      |                                  | \$24,900 |

Sub-contract with CSUSB Universtiy Enterprises Corporation. Agreement No GT#10258. From 9/1/2011 to 8/31/2012.

Board Action Date

|  |  |  |
|--|--|--|
| <div style="display: flex; justify-content: space-between;"> <span>Batch Transfer No./Reference No.</span> <span>Posted By:</span> <span>Date:</span> </div> |  |  |
|  |  |  |

## Budget Adjustment 2011-2012

SEP 27 2011

SEP 21 2011

|                   |   |   |   |
|-------------------|---|---|---|
| Date<br>9/20/2011 | Location<br>San Bernardino Valley College | Responsibility Center Manager<br>Dr. Zelma Russ<br>Damon Bell | President Student Services<br>Dr. Debra Daniels 9/27/11 |
|-------------------|---|---|---|

*Damon Bell*  
INCOME

| Fund  | Lf Sp | Site | Program | Subpro | Object | Type | Account Name | Amount in \$'s |
|-------|-------|------|---------|--------|--------|------|--------------|----------------|
| 01    | 00    | 01   | 8306    | 0209   | 8659   | 0000 | FKCE         | \$ (9,922.00)  |
|       |       |      |         |        |        |      |              | \$ -           |
|       |       |      |         |        |        |      |              | \$ -           |
|       |       |      |         |        |        |      |              | \$ -           |
|       |       |      |         |        |        |      |              | \$ -           |
|       |       |      |         |        |        |      |              | \$ -           |
|       |       |      |         |        |        |      |              | \$ -           |
| TOTAL |       |      |         |        |        |      |              | \$ (9,922.00)  |

## EXPENSES

| Fund  | Lf Sp | Site | Program | Subpro | Object  | Type | Account Name          | Amount in \$'s |
|-------|-------|------|---------|--------|---------|------|-----------------------|----------------|
| 01    | 00    | 01   | 8360    | 0209   | 2101.00 | 6470 | Classified Supervisor | \$ (9,922.00)  |
|       |       |      |         |        |         |      |                       | \$ -           |
|       |       |      |         |        |         |      |                       | \$ -           |
|       |       |      |         |        |         |      |                       | \$ -           |
|       |       |      |         |        |         |      |                       | \$ -           |
|       |       |      |         |        |         |      |                       | \$ -           |
|       |       |      |         |        |         |      |                       | \$ -           |
|       |       |      |         |        |         |      |                       | \$ -           |
|       |       |      |         |        |         |      |                       | \$ -           |
|       |       |      |         |        |         |      |                       | \$ -           |
|       |       |      |         |        |         |      |                       | \$ -           |
| TOTAL |       |      |         |        |         |      |                       | \$ (9,922.00)  |

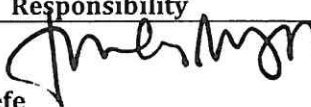
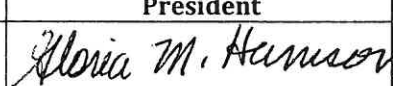
## JUSTIFICATION

Augmentation adjustment made to reflect decrease in FKCE Program budget for fiscal year 2011-2012.

|                                   |            |                   |
|-----------------------------------|------------|-------------------|
| Controller<br><i>Cunha</i>        | Chancellor | Board Action Date |
| Batch Transfer Number/Reference # | Posted By: | Date:             |



# SBCCD BUDGET ADJUSTMENT

| Date | Location | Responsibility   | President  |
|------|----------|--|--|
|      | CHC      | Richard Hogrefe  | <br>Gloria Harrison |

## INCOME


| Fund | Lf | Site | Program | Subpro | Object  | Type | Account Name            | Amount in \$'s |
|------|----|------|---------|--------|---------|------|-------------------------|----------------|
| 01   | 00 | 02   | 9002    | 0159   | 8123.00 | 0000 | HSI STEM Pathways Grant | 870,000.00     |
|      |    |      |         |        |         |      |                         |                |
|      |    |      |         |        |         |      |                         |                |
|      |    |      |         |        |         |      |                         |                |
|      |    |      |         |        |         |      |                         |                |
|      |    |      |         |        |         |      |                         | 870,000.00     |

## EXPENSE

| Fund | Lf | Site | Program | Subpro | Object  | Type | Account Name                  | Amount in \$'s |
|------|----|------|---------|--------|---------|------|-------------------------------|----------------|
| 01   | 00 | 02   | 9002    | 0159   | 1201.00 | 6199 | Certificated Managers         | 56,000         |
| 01   | 00 | 02   | 9002    | 0159   | 1283.00 | 6199 | Cert. Non-Mgmt Non Teach      | 150,000.00     |
| 01   | 00 | 02   | 9002    | 0159   | 1480.00 | 6199 | Non Instructional Hrly        | 30,000.00      |
| 01   | 00 | 02   | 9002    | 0159   | 2181.00 | 6199 | Class Unit Member             | 73,000.00      |
| 01   | 00 | 02   | 9002    | 0159   | 3XXX.XX | 6199 | Benefits (Academic\Class\Mgr) | 66,492.00      |
| 01   | 00 | 02   | 9002    | 0159   | 4300.00 | 6199 | Instructional Supplies        | 5,600.00       |
| 01   | 00 | 02   | 9002    | 0159   | 4430.00 | 6199 | Software                      | 26,363.00      |
| 01   | 00 | 02   | 9002    | 0159   | 4500.00 | 6199 | Non Instructional Supplies    | 5,000.00       |
| 01   | 00 | 02   | 9002    | 0159   | 5113.00 | 6199 | Independent Contractors       | 18,000.00      |
| 01   | 00 | 02   | 9002    | 0159   | 5120.00 | 6199 | Other Contracts/Outside Serv  | 30,000.00      |
| 01   | 00 | 02   | 9002    | 0159   | 5200.00 | 6199 | Travel & Conference           | 19,000.00      |
| 01   | 00 | 02   | 9002    | 0159   | 6400.00 | 6199 | Addl/Improved Equip           | 40,361.00      |
| 01   | 00 | 02   | 9002    | 0159   | 6410.00 | 6199 | Addl Equip>\$1,000 or more    | 350,184.00     |
|      |    |      |         |        |         |      |                               | 870,000.00     |


## JUSTIFICATION

To establish the income and expense accounts for the new 2011-2016 CHC institutional HSI STEM grant.

| Controller  | Chancellor | Board Action Date |
|---|------------|-------------------|
|  |            |                   |

| Batch Transfer #/Ref # | Posted By | Date |
|------------------------|-----------|------|
|                        |           |      |

## BUDGET ADJUSTMENT

| Date    | Location | Responsibility Center Manager   | President |
|---------|----------|---|-----------|
| 9/14/11 | ATTC     | <br>Matthew Isaac |           |

## ACCOUNT


[illegible]

## EXPENSE

[illegible]

## JUSTIFICATION


## BUDGET ADJUSTMENT TO CREATE BUDGET

|  |            |                   |
|--|------------|-------------------|
| Fiscal Services  |            | Board Action Date |
|  |            |                   |
| Batch Transfer Number/Reference #  | Posted By: | Date:             |
|  |            |                   |

|          |          |                               |           |
|----------|----------|-------------------------------|-----------|
| Date     | Location | Responsibility Center Manager | President |
| 9/2/2011 | District | Charlie Ng, Jr.               |           |


[illegible][illegible]

To cover the cost of Datatel Application Server License

|   |            |                   |
|---|------------|-------------------|
| Controller  | Chancellor | Board Action Date |
|  |            |                   |
| Batch Transfer Number/Reference #   | Posted By: | Date:             |
|   |            |                   |

JUN 23 2011

INCOME

|  |            |                   |
|--|------------|-------------------|
| Controller   | Chancellor | Board Action Date |
|  |            |                   |
| Batch Transfer Number/Reference #  | Posted By: | Date:             |
|  |            |                   |

## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Bruce Baron, Chancellor  
PREPARED BY: Bruce Baron, Chancellor  
DATE: October 20, 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 2011-2012 budget.

## **DISTRICT**

**BRUCE BARON** to Washington, D.C., February 16-18, 2012 to attend the Community College Leadership Forum Presidents' Roundtable, with time and expenses. This roundtable will focus on strategies for increasing enrollment within existing facilities, anticipating critical service needs of students, and improving capacity utilization and student success by supporting faster completion. Funded by the District Chancellor's General Fund.

**PAT McCURRY** to San Francisco, California, November 9-10, 2011 to attend the Global Conference on Disaster Management, with time and expenses. Mr. Fields will gain information and preparation on disaster preparedness. Funded by District Environmental Health and Safety budget.

**JAIME SANCHEZ and CHRISTOPHER WALSH** to San Antonio, Texas, October 28-31, 2011, to attend the Hispanic Association of Colleges and Universities 25<sup>th</sup> Annual Conference, with expenses. This conference provides a unique forum for the sharing of information and ideas for the best and most promising practices in the education of Hispanics. Funded by the District Chancellor's General Fund.

**ALBERT MANIAOL** to San Francisco, California, November 1-4, 2011, to attend the U.S. Department of Labor DOLETA Region 6 Technical Assistance Forum, with time and expenses. Mr. Maniaol will gain resources pertinent to the implementation of the nanotechnology grant to include requirements for fiscal and performance reporting. Funded with the Nanotechnology grant.

**LARRY CIECALONE and CHARLES FOX** to Portland, Oregon, October 30-November 4, 2011 to attend the NCA (National Conference of the American Indian) Convention, with time only. The FNX team will make a presentation and attend workshops at the convention. Attendance will be beneficial to communicate with other tribes and to bring attention to the First Nation Experience (FNX) Channel. Expenses will be paid by the KVCR Educational Foundation, Inc.

**LARRY CIECALONE and CHARLES FOX** to Washington, D.C, November 16-18, 2011 to attend a screening event at the National Museum of the American Indian, with time only. Participation by the FNX team at this special event was requested by the San Manuel Band of Mission Indians who are presenting to Congress a featured film "Older than America". Expenses will be paid by the KVCR Educational Foundation, Inc.

**DONALD L. SINGER and JOHN FUTCH** to San Jose, California, November 16-19, 2011 to attend the Community College League of California Annual Convention and Partnership Conferences, with time only. Dr. Singer will also be attending the CCLC Board of Directors meeting on November 19. This conference is the premier event for California's community college administrators, faculty, staff, trustees and business and industry-related organizations. Attendees will be provided with valuable tools and solutions to enhancing our mission. Funded by the District Chancellor's General Fund.

**GLEN KUCK and COLLEEN LEON** to Los Angeles, California, December 5-9, 2011, to attend the Project Management Masters Certification Program, with time and expenses. By attending this program, Dr. Kuck and Mrs. Leon will be learning to facilitate meeting expectations of the District Technology Strategic Plan. The Technology and Educational Support Services area are starting to implement Project Management methodologies. All expenses will be paid from the Distributed Education general fund.

### **SBVC**

**NORI SOGOMONIAN** to San Francisco, California, October 11-14, 2011 to attend the RP group conference (Research & Planning): Strengthening Student Success Conference, sponsored by The RP group conference (Research & Planning), with time and expenses. Ms. Sogomonian will be able to participate with a wide cross-section of people to gather and brainstorm ways to strengthen institutional effectiveness and student learning. This is submitted as a ratification. Funding source is professional development general fund account.

**DIANE M. DUSICK** to Orlando, Florida, October 12-15, 2011 to attend the Institute of Behavioral and Applied Management (IBAM) conference, sponsored by IBAM, with time and expenses. The IBAM is a professional association of college and university and students who are studying the field of management, and practitioners in business, not-for-profit organizations, and government who have a strong interest in the issues and concerns related to management. Ms. Dusick will present her paper at the conference: The Science and Art of Scholarly Writing. Because the RTVF program is specifically related to the entertainment business, this is a useful conference for her to attend. This is submitted as a ratification. Funding source is professional development general fund account.

**DAMON BELL, MARC DONNHAUSER, and DENISE MCCRARY** to Denver, Colorado, October 24-25, 2011 to attend the Hispanic Association of College and Universities (HACU) Wal-Mart Grant Meeting, sponsored by HACU, with time and expenses. This program is to include mentor/mentee sessions to developing an action for collaboration/project implementation. Funding source is HACU grant.

**JOHN STANSKAS** to San Diego, California, November 2-6, 2011 to attend the Academic Senate for California Community Colleges (ASCCC) Fall Plenary Session, sponsored by ASCCC, with time and expenses. Mr. Stanskas is the Academic Senate President and is the voting delegate representing the college for the state-wide Academic Senate. He will assure the voice of our faculty is heard. Funding source is Academic Senate general fund account.

**KATHLEEN ROWLEY** to Washington, DC, November 8-12, 2011 to attend the Council for Resource Development's (CRD'S) 45<sup>th</sup> Annual Conference, sponsored by CRD, with time and expenses. This conference includes workshops on grant funding opportunities, proposal development, budgets, and planning. It's an opportunity to meet with federal agency representatives and network with colleagues from other community colleges. Funding source is President's general fund account.

**DEBRA S. DANIELS** to Washington, DC, November 8-12, 2011 to attend the American Association of Community Colleges (AACC) Fall 2011 Commission meeting, with time and expenses. The Fall Meeting is comprised of the individual and joint meetings of three different groups. Dr. Daniels serves as a commissioner for International Education. Funding source is President's general fund account.

**CRAIG PETINAK** to San Jose, California, November 16-19, 2011 to attend the Community College League of California (CCLC) Annual Convention and Partner Conference, sponsored by CCLC, with time and expenses. Mr. Petinak will be able to gain valuable tools and solutions to enhance our mission, to meet with other college community leaders, and share accomplishments. Funding source is marketing and public relations general fund account.

**RENE A. CONTRERAS** to Los Angeles, California, December 4-9, 2011 to attend American Welding Society (AWS) D1.1 Seminar Package (CWI), sponsored by AWS, with time and expenses. Attendance will increase knowledge and ability to train new welders in the classroom and through hands-on training. Funding source is the Carl Perkins grant.

**PATRICE HOLLIS AND MARIE PEREZ-SANTANA** to Sacramento, California, December 11-13, 2011 to attend the Association of Student Financial Aid Administrators (CASFAA) Annual Conference –Mining The Future, sponsored by CASFAA, with time and expenses. Attendance will provide training and updates of federal and state policies, procedures and regulations. Funding source is financial aid categorical fund account.

**CRAIG PETINAK** to San Francisco, California, March 11-14, 2012 to attend the 2012 National Conference “Golden Connection”, sponsored by National Council for Marketing and Public Relations, with time and expenses. Mr. Petinak will be able to network with other marketing professionals and learn the latest in marketing and public relations trends. Funding source is marketing and public relations and professional development general fund accounts.

## **CHC**

**DANIEL BAHNER, RYAN BARTLETT, & JANE BEITSCHER** to Chicago, Illinois, November 3-5, 2011, to attend the 16<sup>th</sup> Annual National Learning Communities Conference, with time and expenses. This conference will provide strategies on best practices to enhance the CHC Learning Communities Initiative as part of Activity One in our Title V/HSI Transfer Prep grant. Expenses will be paid by the Title V grant.

**CHRISTOHPER GOMEZ** (Student) to San Jose, California, November 3-6, 2011, to attend the General Assembly of the Student Senate for California Community Colleges, with time and expenses. This conference will provide information on effective advocacy, shared governance, state and federal legislative updates.

**CHERI HUGHES, JUSTIN JONES, ALYSA ORGEGA, & CRIS WOODS** (Students) to Tampa, Florida, November 4-8, 2011, to attend the American Association for Respiratory Care 57<sup>th</sup> International Respiratory Convention, with time only. CHC Respiratory Care students will be competing in the National Sputum Bowl.

**SCOTT RIPPY** to San Francisco, CA, October 12-14, 2011, to attend the RP Group for California Community Colleges Strengthening Student Success Conference, with time and expenses. Mr. Rippy will receive training in student success strategies. Expenses will be paid by the District Chancellor's General Fund. (Ratification)



**SCOTT RIPPY** to San Diego, CA, November 2-5, 2011, to attend the Academic Senate Spring Plenary Session, with time and expenses. Mr. Rippy will attend breakout sessions regarding Academic Senate and professional issues and topics. Expenses will be paid by the Academic Senate's General Fund.

**MICHAEL SHEAHAN** to Tampa, Florida, November 4-8, 2011, to attend the American Association for Respiratory Care 57<sup>th</sup> International Respiratory Convention, with time and expenses. This conference will provide information on new technologies, procedures and developments in the respiratory care field in order to facilitate the best education for students. Mr. Sheahan will also act as advisor to the Sputum Bowl Team. Expenses will be paid by the Cal Perkins grant.

## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Bruce Baron, Chancellor  
PREPARED BY: Bruce Baron, Chancellor  
DATE: October 20, 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 2011-2012 budget.

## **DISTRICT**

**EVENT:** Health Fair 2011  
**DATE:** September 14, 2011 (Ratification)  
**AMOUNT:** \$640.55  
**ITEM:** Refreshments, water, promotional materials. Funding source is the Human Resources General Fund.

**EVENT:** Citizens Bond Oversight Committee Meeting  
**DATE::** November 10, 2011  
**AMOUNT:** \$75  
**ITEM:** Refreshments & Supplies funded by Controller General Fund

## **SBVC**

**EVENT:** Puente Transfer Motivational Conference  
**DATE:** September 30, 2011  
**AMOUNT:** \$967.48  
**ITEM:** Bus Rental  
Sponsored by the Puente Program, this event will promote university transfer and exposes SBVC Puente students to the transfer process through scheduled workshops and motivational speakers. Anticipated attendance is 31 Puente students and two faculty members. Laura Gomez and Mary Copeland will be chaperoning. This item is submitted as a ratification. Funding source is the Puente general fund account.

**EVENT:** CSUSB Feria Educativa  
**DATE:** October 1, 2011  
**AMOUNT:** \$300.00  
**ITEM:** Refreshments  
Sponsored by the HACU Grant, this event will promote an Outreach from SBVC as well as providing small workshops and presentations to first year and bridge programs offered for student success. Anticipated attendance is approximately 50 students. This item is submitted as a ratification. Funding source is the HACU grant.

**EVENT:** Empowering Men in Mathematics Field Day  
**DATE:** September 30, 2011  
**AMOUNT:** \$500.00  
**ITEM:** Refreshments, Handouts, and Memorabilia  
The SBVC Mathematics, Business and Computer Tech Division, along with Alliance for Education, are coordinating the "Empowering Men in Mathematics Field Day" for approximately 250 underrepresented young men. This item is submitted as a ratification. Funding source is the Pepsi fund account.

**EVENT:** CARE Mini-Conference "Values for a Lifetime"  
**DATE:** October 21, 2011  
**AMOUNT:** \$628.07  
**ITEM:** Refreshments and Decorations  
Sponsored by the EOP&S program, this event will provide approximately CARE students with resources for Financial Planning, (Budgeting, Credit Reports, Savings, etc.). Anticipated attendance is approximately 53 students and 7 faculty and staff members. Funding source is the EOP&S categorical fund account.

**EVENT:** 2011 Student Leadership Conference  
**DATE:** October 21-23, 2011  
**AMOUNT:** \$6,253.00  
**ITEM:** Registration, Airfare, and Hotel  
Sponsored by the Associated Student Government, this event will provide students with leadership skills to become effective student leaders. Anticipated attendance is 7 students and one faculty member. Herbert English, Jr. will be chaperoning. Funding source is the Associated Student Government trust account.

**EVENT:** Red Ribbon Week Activities  
**DATE:** October 23 – 28, 2011  
**AMOUNT:** \$1,400.00  
**ITEM:** Decorations, Prizes, Ribbons, Printing, and Supplies  
Sponsored by the Human Services Club, this event will provide the students with information about drug and alcohol abuse, addiction and recovery, and available resources for families and individuals in the community who may need assistance and support. Anticipated attendance is the entire student body, faculty and Administration. Funding source is the Associated Student Government trust account and the Human Services Club trust account.

**EVENT:** Spirit Week  
**DATE:** October 24-27, 2011  
**AMOUNT:** \$2,000.00  
**ITEM:** Refreshments and Giveaways  
Sponsored by the Associated Student Government, this event will recognize the athletic teams, clubs, student services programs and to celebrate students. Anticipated attendance is 500 students, faculty and staff. Funding source is the Associated Student Government trust account.

**EVENT:** Halloween Haunted House  
**DATE:** October 31, 2011  
**AMOUNT:** \$2,000.00  
**ITEM:** Refreshments, Giveaways, Props, Decorations, Security Officer and Theatre Tech Fee  
Sponsored by the Associated Student Government, this event will provide local youth and families a safe place to celebrate Halloween. Anticipated attendance is 250 students, faculty, staff, and the general public. Funding source is the Associated Student Government trust account.

**EVENT:** UMOJA VII Conference – INDABA: Students Teaching and Teachers Learning  
**DATE:** November 3 – 6, 2011  
**AMOUNT:** \$3,747.90  
**ITEM:** Airfare, Registration, Meals, Hotel, and Mileage  
Sponsored by the Tumaini Program, the Umoja Community will host a two day conference for faculty and students on developing intentional practices to accelerate the academic success of African American students as well as other students. Deliberate activities, courageous and bold discussions, intrusive counseling techniques, and culturally relevant pedagogical methods will be discussed. Three faculty and two students will attend. Willene Nelson, Sandra Flowers, and Alma Lopez will be chaperoning. Funding source is the Tumaini general fund account.

**EVENT:** Student Senate General Assembly Fall 2011  
**DATE:** November 4-6, 2011  
**AMOUNT:** \$19,000.00  
**ITEM:** Registration, Airfare, and Hotel  
Sponsored by the Associated Student Government, this event will provide important information about the procedures for resolutions, as well as resolutions proposed by the Senate Council. Anticipated attendance is 8 students and one staff member, and one faculty member. Erica Paddock will be chaperoning. Funding source is the Associated Student Government trust account.

**EVENT:** Reception for SBVC Art Department exhibition  
**DATE:** December 6, 2011  
**AMOUNT:** \$70.00  
**ITEM:** Refreshments and Decorations  
Sponsored by the SBVC Art Club, this event will provide an exhibit for artwork done by the students. Anticipated attendance is 75 students, faculty, staff, and the general public. Funding source is the Art Club trust account.

**EVENT:** Celebrating Women in Mathematics and Science Day  
**DATE:** February 24, 2012  
**AMOUNT:** \$500.00  
**ITEM:** Refreshments, handouts, and Memorabilia  
The SBVC Mathematics, Business and Computer Tech Division, along with the University of California, Riverside and Alliance for Education, are coordinating the "Celebrating Women in Mathematics and Science Day" for approximately 250 young women. Funding source is the Pepsi fund account.

### **CHC**

**EVENT:** CHC Spring 2011 CARE Workshop  
**DATE:** January 6, 2012  
**AMOUNT:** \$500.00  
**ITEM:** Refreshments  
The CARE Program will host a workshop for new and continuing students in the CARE program. Expenses to be funded by 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: October 20, 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 2011-2012 budget.

**CHC**

**Employee:** Cheryl Bardowell

**Dues:** Council for Resource Development

**Amount:** \$285.00

CRD is the only professional organization concerned exclusively with fundraising for community colleges. Through education, advocacy and mentoring, CRD supports professionals and leaders engaged in community college resource development.

## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services

PREPARED BY: Steven Sutorus, Business Manager

DATE: October 20, 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.

### 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.



| Asset Number | Date Retired | Location              | Description   | Date In Service | Initial Value | Current Value |
|--------------|--------------|-----------------------|---------------|-----------------|---------------|---------------|
| 0010779      | 8/30/2011    | CRAFTON HILLS COLLEGE | CPU W/MONITOR | 7/1/1999        | \$1,399.00    | \$0.00        |
| 0016132      | 8/29/2011    | CRAFTON HILLS COLLEGE | Printer       | 7/17/2011       | \$1.00        | \$1.00        |
| 0016713      | 8/29/2011    | CRAFTON HILLS COLLEGE | CRT           | 7/1/2011        | \$1.00        | \$1.00        |
| 0016913      | 8/30/2011    | CRAFTON HILLS COLLEGE | Laptop        | 4/15/2004       | \$1,713.00    | \$0.00        |
| 0016915      | 8/30/2011    | CRAFTON HILLS COLLEGE | Laptop        | 4/15/2004       | \$1,713.00    | \$0.00        |
| 0016917      | 8/30/2011    | CRAFTON HILLS COLLEGE | Laptop        | 4/15/2004       | \$1,713.00    | \$0.00        |
| 0017225      | 8/30/2011    | CRAFTON HILLS COLLEGE | Laptop        | 12/1/2005       | \$1,949.36    | \$0.00        |
| 0017658      | 8/30/2011    | CRAFTON HILLS COLLEGE | Latitude D620 | 5/30/2007       | \$1,521.60    | \$0.00        |
| Total:       |              |                       |               |                 | \$10,010.96   |               |

Non-Fixed Asset Surplus List  
October 20, 2011

|  |        |
|--|--------|
| Heater                                   | 2 ea.  |
| Shredder                                 | 2 ea.  |
| Vanguard XC ticket machine               | 3 ea.  |
| HP Laser Jet printer                     | 2 ea.  |
| Bookshelf                                | 3 ea.  |
| Brochure rack                            | 1 ea.  |
| Refrigerator (small)                     | 2 ea.  |
| Kid chair                                | 10 ea. |
| Table                                    | 2 ea.  |
| File cabinet                             | 30 ea. |
| Metal desk                               | 1 ea.  |
| Servel silent gas refrigerator           | 1 ea.  |
| Sentinal imagemaker electric white board | 1 ea.  |
| Gateway fpd1730 monitor                  | 88 ea. |
| View sonic VLCD s23585 monitor           | 6 ea.  |
| HP Office Jet printer                    | 6 ea.  |
| Aeronet bridge                           | 5 ea.  |
| APC smart up                             | 2 ea.  |
| Keyboard                                 | 18 ea. |
| Docking station                          | 4 ea.  |
| HP Scanjet                               | 5 ea.  |
| Powersure up                             | 8 ea.  |
| Speaker                                  | 7 ea.  |
| Wang calculator                          | 5 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:** October 20, 2011  
**SUBJECT:** Consideration of Approval of Donation - SBVC

### **RECOMMENDATION**

It is recommended that the Board of Trustees accept the donation of \$2,000.00 credit towards the purchase of parts for the Diesel Tech Program in the SBVC Applied Technology Division for the 2011/2012 school year.

### **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**

Colton Truck Terminal has donated \$2,000.00 credit to our Diesel Tech Program for the purchase of various parts, on an as needed basis, for the current (2011/2012) school year.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness and Excellence

### **FINANCIAL IMPLICATIONS**

None

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Dr. Debra S. Daniels, President, SBVC  
**PREPARED BY:** Dr. Larry Buckley, Vice President, Instruction, SBVC  
**DATE:** October 20, 2011  
**SUBJECT:** Consideration of Approval of Donation - SBVC

### **RECOMMENDATION**

It is recommended that the Board of Trustees accept the donation of a battery to the Automotive Department in the Applied Technology Division.

### **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**

Interstate Battery System has donated an automotive battery, valued at \$125.22-\$135.00, to our Automotive Department.

### **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:** Dr. Debra S. Daniels, President, SBVC  
**PREPARED BY:** James Hansen, Vice President of Administrative Services, SBVC  
**DATE:** October 20, 2011  
**SUBJECT:** Consideration of Approval of a Facility Use Fee Waiver - SBVC

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve a facility use fee waiver for the Community Partners In Action To Make A Difference event on Saturday, October 29, 2011. This event is sponsored by Damon A. Bell for Community Action Partnership of San Bernardino County.

### **OVERVIEW**

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

### **ANALYSIS**

### **BOARD IMPERATIVE**

IV. Enhanced and informed Governance and Leadership.

### **FINANCIAL IMPLICATIONS**

None.

## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Bruce Baron, Chancellor  
PREPARED BY: Bruce Baron, Chancellor  
DATE: October 20, 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 and compensation for Trustee Singer on September 15, 2011 and Trustee Vizcaino on September 29, 2011

### 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

Trustee Singer missed the September 15, 2011 meeting. Trustee Vizcaino missed the September 29, 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

Included in the 2011-2012 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:** October 20, 2011

**SUBJECT:** Consideration of Approval of Registration Priority for Middle College High School Students to Priority D - SBVC

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve the change in registration priority for Middle College High School students to Priority D.

### **OVERVIEW**

In July the governor signed into law AB230 that allows community colleges to grant priority registration to Middle College High School students.

### **ANALYSIS**

As an academic and professional matter the Academic Senate reviewed the priority registration placement of Middle College High School. After discussion with appropriate parties, the SBVC Academic Senate recommended that the priority level of Middle College High School students be changed to priority D. College Council supported the recommendation.

### **BOARD IMPERATIVE**

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

### **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:** October 20, 2011

**SUBJECT:** Consideration of Acceptance of Classified Retirements

### **RECOMMENDATION**

It is recommended that the Board of Trustees accept the retirement of Linda Collette, Lab Technician, Restaurant Management, SBVC and Frank Murphy, Maintenance Technician, SBVC.

### **OVERVIEW**

Ms. Collette has submitted her letter of intent to retire effective at the end of the day on October 3, 2011.

Mr. Murphy has submitted his letter of intent to retire effective at the end of the day on September 30, 2011.

### **ANALYSIS**

The Human Resources Department has provided Ms. Collette and Mr. Murphy acceptance of their retirement.

### **BOARD IMPERATIVE**

None.



## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services

PREPARED BY: Diana Johnson, Bond Program Manager, Kitchell/BRj/Seville

DATE: October 20, 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> |
| Western Audio Visual                                       | CO-02           | 818,310.19               | 16,683                  | -69,774                 | 765,219             | -6.49%            |
| Total Proposed Changes                                     |                 |                          |                         | -69,774                 |                     |                   |

| Crafton Hills Community College – Learning Resource Center |                 |                          |                         |                         |                     |                   |
|--|-----------------|--------------------------|-------------------------|-------------------------|---------------------|-------------------|
|  | <u>Change #</u> | <u>Original Contract</u> | <u>Previous Changes</u> | <u>Proposed Changes</u> | <u>New Contract</u> | <u>Total CO %</u> |
| RVH Constructors, Inc.                                     | CO-04           | 731,000                  | 9,171                   | 4,000                   | 744,171             | 1.80%             |
| Western Bay Sheet Metal                                    | CO-06           | 1,349,000                | 73,176                  | -4,000                  | 1,418,176           | 5.13%             |
| Total Proposed Changes                                     |                 |                          |                         | -0.00                   |                     |                   |

### 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 -\$69,744. The percentage for this month's change orders is -0.065% of the total Measure P construction contracts of \$106,550,029.

The overall impact of amendments and change orders increases the Bond Measure P CIP construction contracts by \$6,249,661. The new overall Measure P change order percentage is 5.87%. 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 2011-2012 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: Western Audio Visual Amount \$ (69,774.02)

Campus: San Bernardino Valley Community College Project: New Chemistry & Physical Building

This Change is a(n):

☐ Amendment (not subject to 10% limitation) ☒ Change Order (subject to 10% limitation)

### Reason for Change

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

Explanation of Change: Changes to the A/V equipment at the new Chem/Sci building including touch panel configurations, ceiling microphones, and additional speakers.

### Accountability

This Change was not part of the original design scope because: Campus requested changes which resulted in a total cost of \$5,939.35, which will be deducted from the \$80,000 allowance included in their contract - also a deduction in the allowance of \$4,286.62 for additional changes to the A/V equipment and touch panel configurations that were not included in the previous allowance disbursement.

☒ 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 this project.

### Impact

|  |    |                   |
|--|----|-------------------|
| Original contract was Board approved on <u>01/13/11</u> in the amount of | \$ | <u>818,310.19</u> |
| Total Board approved amendments to date                                  | \$ | <u>-</u>          |
| Requested amendment amount   | \$ | <u>-</u>          |

☐ This request is an amendment and results in a revised contract amount of \$ 818,310.19  
(Note: This revised contract amount basis for 10% rule)

|  |    |                    |
|--|----|--------------------|
| Total Board approved change orders to date | \$ | <u>16,683.33</u>   |
| Requested Change Order amount              | \$ | <u>(69,774.02)</u> |

☒ This request is a change order and results in a revised contract amount of \$ 765,219.50

This change order is subject to the 10% rule. It results in a -8.53% % change to the contract

The cumulative amount of change orders for this contract equals \$ (53,090.69)

Or -6.49% % of the contract amount.

**TOTAL CONTRACT AMOUNT TO DATE INCL. CHANGE ORDERS** \$ 765,219.50

### Signatures

Bond Program Manager:

Diana Johnson

Diana Johnson  
(Signature)

9/29/11  
(Date)



## 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: RVH Constructors, Inc. Amount \$ 4,000  
Campus: Crafton Hills College Project: Learning Resource Center

This Change is a(n):

☐ Amendment (not subject to 10% limitation) ☒ Change Order (subject to 10% limitation)

### Reason for Change

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

Explanation of Change: Remobilization charge for elevator contractor to complete the finish work of the exterior elevator

### Accountability

This Change was not part of the original design scope because: Due to the delay of the installation of the metal panels this project change is being issued for remobilization for the elevator contractor to complete the finish work of the exterior elevator. No cost impact -- backcharge to metal panel contractor.

☒ 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 this project.

### Impact

Original contract was Board approved on 09/11/08 In the amount of \$ 731,000  
Total Board approved amendments to date \$ -  
Requested amendment amount \$ -  
☐ This request is an amendment and results in a revised contract amount of \$ 731,000  
(Note: This revised contract amount basis for 10% rule)

Total Board approved change orders to date \$ 9,171  
Requested Change Order amount \$ 4,000  
☒ This request is a change order and results in a revised contract amount of \$ 744,171

This change order is subject to the 10% rule. It results in a 0.55% % change to the contract

The cumulative amount of change orders for this contract equals \$ 13,171

Or 1.80% % of the contract amount.

**TOTAL CONTRACT AMOUNT TO DATE INCL. CHANGE ORDERS** \$ 744,171

### Signatures

Bond Program Manager:

Diana Johnson

Diana Johnson  
(Signature)

9/29/11  
(Date)



## 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: Western Bay Sheet Metal Amount \$ (4,000)

Campus: Crafton Hills Community College Project: Learning Resource Center

This Change is a(n):

☐ Amendment (not subject to 10% limitation) ☒ Change Order (subject to 10% limitation)

### Reason for Change

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

Explanation of Change: Deductive change for elevator contractor move in to complete finish work

### Accountability

This Change was not part of the original design scope because: Deduction due to contractor impact to another contractor.

☒ 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 this project.

### Impact

Original contract was Board approved on 09/11/08 in the amount of \$ 1,349,000  
Total Board approved amendments to date \$ -  
Requested amendment amount \$ -

☐ This request is an amendment and results in a revised contract amount of \$ 1,349,000  
(Note: This revised contract amount basis for 10% rule)

Total Board approved change orders to date \$ 73,176  
Requested Change Order amount \$ (4,000)

☒ This request is a change order and results in a revised contract amount of \$ 1,418,176

This change order is subject to the 10% rule. It results in a -0.30% % change to the contract

The cumulative amount of change orders for this contract equals \$ 69,176

Or 5.13% % of the contract amount.

**TOTAL CONTRACT AMOUNT TO DATE INCL. CHANGE ORDERS** \$ 1,418,176

### Signatures

Bond Program Manager:

Diana Johnson

Diana Johnson  
(Signature)

9/29/11  
(Date)

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
Capital Facilities Program Management

3347A4  
Project Number

CS-AV-CO2

CHANGE ORDER

Original Contract Amount: \$818,310.19  
Amount of Previous Contract Amendments: \$0.00  
Amount of Previous Change Orders: \$16,683.33

DSA No.:  
CS-AV-CO2

School Name: San Bernardino Valley College Date: 22-Sep-11  
Project Description: New Chemistry & Physical Science Building Contract No.: N/A  
To (Contractor): Western Audio Visual Attn: \_\_\_\_\_

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

Item No.: Refer to attachments

Reference RFP No.: N/A

Description of Work:

Refer to attached Change Order summary dated 9/22/2011 for:  
Change Order No. CS-AV-CO2 Item(s): 2.1 & 2.2

TOTAL COST OF CHANGE ORDER CS-AV-CO2 \$ (69,774.02)

Reason for Change:

Refer to attached Change Order No. CS-AV-CO2 summary dated 9/22/11

Initiator of Change:

Refer to attached Change Order No. CS-AV-CO2 summary dated 22-Sep-11

The original Base Contract Sum was: \$818,310.19  
Net change by previous authorized Contract Amendment (s): \$0.00  
The revised BASE Contract Sum: \$818,310.19  
Net change by previous authorized Change Order(s): \$16,683.33  
The Contract Sum including previous authorized Change Orders: \$834,993.52  
The contract AMOUNT due to C.O. No. CS-AV-CO2 will be increased by: (\$69,774.02)  
The revised Contract Amount, including this Change Order is, therefore: \$765,219.50  
The contract TIME due to C.O. No. CS-AV-CO2 will be unchanged by: 0 calendar days.  
The revised Contract Completion Date, including this Change Order is, therefore: unchanged

SBOCD Change Order # CS-AV-CO2 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: [Signature] Signature Name (printed) Jay R. Title, C-12955 Date 09/22/11  
Constr. Mgr.: [Signature] Date 9/27/11  
District: Mr. Charlie Ng, Interim Vice Chancellor Fiscal Services  
Contractor: [Signature] Printed Name/Title STEVE HOLLINGSWORTH - SILENT MOR

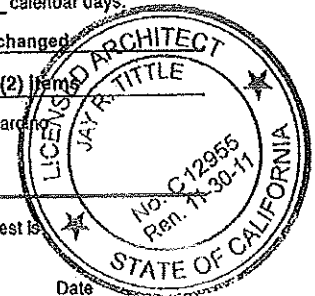
State of California - Division of the State Architect

DSA Application No. 04-109148

File No. 36-C2

Approved \_\_\_\_\_

per Principal Structural Engineer: \_\_\_\_\_



SBVC New Chemistry & Physical Science Building  
San Bernardino Community College District

09/28/11

DSA No.:  
CS-AV-CO2

**CHANGE ORDER NO.**

**CS-AV-CO2**

| REF.                 | DESCRIPTION OF ITEM                                      | CODE | % | CREDIT         | COST | BALANCE        |
|----------------------|--|------|---|----------------|------|----------------|
| Item 2.1             | Omit balance of construction allowance included in BCAF. |      |   | \$ (69,774.02) |      | \$ (69,774.02) |
| Subtotal             |  |      |   |                |      | \$ (69,774.02) |
| TOTAL CHANGE ORDER # |  |      |   |                |      | \$ (69,774.02) |
| CS-AV-CO2            |  |      |   |                |      | \$ (69,774.02) |

**CODE LEGEND**

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

\* Note: "I" CONTRACT ADMINISTRATIVE ISSUE

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

9623  
Project Number

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
Capital Facilities Program Management

RECEIVED  
KITCHELL/BRJ/SEVILLE  
SEP 11 2011  
CHC  
CO: 04  
DSA No.:

## CHANGE ORDER

Original Contract Amount: \$731,000.00  
Amount of Previous Contract Amendments: \$0.00  
Amount of Previous Change Orders: \$9,171.00

|                      |                          |               |                     |
|----------------------|--------------------------|---------------|---------------------|
| School Name:         | Crafton Hills College    | Date:         | 10-Aug-11           |
| Project Description: | Learning Resource Center | Contract No.: | CLRC01:15**         |
| To (Contractor):     | RVH Constructors, Inc.   | Attn:         | Rick Van Hensbergen |

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 8/10/11 for

Change Order No. 04 Item(s): PC 227

TOTAL COST OF CHANGE ORDER 04 \$4,000.00

Reason for Change:

Refer to attached Change Order No. 04 summary dated 08/10/11

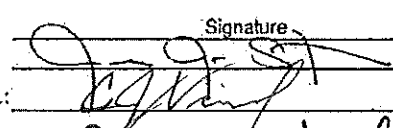
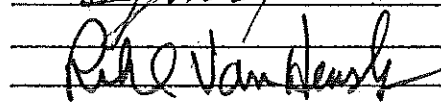
Initiator of Change:

Refer to attached Change Order No. 04 summary dated 08/10/11

|   |              |
|---|--------------|
| The original Base Contract Sum was:   | \$731,000.00 |
| Net change by previous authorized Contract Amendment (s):                       | \$0.00       |
| The revised BASE Contract Sum:  | \$731,000.00 |
| Net change by previous authorized Change Order(s):                              | \$9,171.00   |
| The Contract Sum including previous authorized Change Orders:                   | \$740,171.00 |
| The contract AMOUNT due to C.O. No. 04 will be increased by:                    | \$4,000.00   |
| The revised Contract Amount, including this Change Order is, therefore:         | \$744,171.00 |
| The contract TIME due to C.O. No. 04 will be unchanged by: 0 calendar days.     |              |
| The revised Contract Completion Date, including this Change Order is, therefore | unchanged    |
| SBCCD Change Order # 04 includes Item Number(s):                                | PC 227       |

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

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

|  |  |  |
|--|--|--|
| I have reviewed the figures submitted by the Contractor and they have been reviewed by the District. I believe this request is valid and recommend your approval for acceptance. |  |  |
| Architect:   | Signature:  | Name (printed): JUAN J. SANTANA                                  |
| Constr. Mgr.:  |  | Date: SEP 11 2011  |
| District:  |  |  |
| Contractor:  | Signature:  | Printed Name/Title: RICHARD VAN HENSBERGEN / President 8/17/2011 |

State of California - Division of the State Architect

DSA Application No. XX

File No. 36-C2

Approved

per Principal Structural Engineer:



Contract CLRC01:15 RVH Constructors, Inc.

## CHANGE ORDER NO. 04

| REF.                    | DESCRIPTION OF ITEM   | CODE | CREDIT | COST    | BALANCE |
|-------------------------|---|------|--------|---------|---------|
| PC227                   | Move in cost to finish elevator work due to delay in metal panel system | K1   |        | \$4,000 | \$4,000 |
| Subtotal                |   |      |        |         | \$4,000 |
| TOTAL CHANGE ORDER # 04 |   |      |        |         | \$4,000 |

### CODE LEGEND

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

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

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

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
Capital Facilities Program Management

9623  
Project Number

CO: 06

CHANGE ORDER

Original Contract Amount: \$1,349,000.00  
Amount of Previous Contract Amendments: \$0.00  
Amount of Previous Change Orders: \$52,887.00

DSA No.:

|                      |                          |               |             |
|----------------------|--------------------------|---------------|-------------|
| School Name:         | Crafton Hills College    | Date:         | 10-Aug-11   |
| Project Description: | Learning Resource Center | Contract No.: | CLRC01:06** |
| To (Contractor):     | Western Bay Sheet Metal  | Attn:         | Roy Lozano  |

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 8/10/11 for

Change Order No. 06 Item(s): PC 227

TOTAL COST OF CHANGE ORDER 06 (\$4,000.00)

Reason for Change:

Refer to attached Change Order No. 06 summary dated 08/10/11

Initiator of Change:

Refer to attached Change Order No. 06 summary dated 08/10/11

The original Base Contract Sum was:

\$1,349,000.00

Net change by previous authorized Contract Amendment (s):

\$0.00

The revised BASE Contract Sum:

\$1,349,000.00

Net change by previous authorized Change Order(s):

\$73,176.00

The Contract Sum including previous authorized Change Orders:

\$1,422,176.00

The contract AMOUNT due to C.O. No. 06 will be decreased by:

(\$4,000.00)

The revised Contract Amount, including this Change Order is, therefore:

\$1,418,176.00

The contract TIME due to C.O. No. 06 will be unchanged by: 0 calendar days.

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

unchanged

SBCCD Change Order # 06 includes Item Number(s): PC 227

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

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

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

|               | Signature | Name (printed)           | Date    |
|---------------|-----------|--------------------------|---------|
| Architect:    |           | TIMOTHY J. SHULTZ        | 9/9/11  |
| Constr. Mgr.: |           |                          |         |
| District:     |           |                          |         |
| Contractor:   |           | JAMES LOZANO / PRESIDENT | 8/25/11 |

State of California - Division of the State Architect

DSA Application No. XX

File No. 36-C2

Approved

per Principal Structural Engineer:

Contract CLRC01:06 Western Bay Sheet Metal

## CHANGE ORDER NO. 06

| REF.  | DESCRIPTION OF ITEM  | CODE | CREDIT   | COST             | BALANCE |
|-------|--|------|----------|------------------|---------|
| PC227 | Deductive change for elevator contractor move in to complete finish work | K1   | -\$4,000 | (\$4,000)        |         |
|       | <b>Subtotal</b>  |      |          |                  |         |
|       | <b>TOTAL CHANGE ORDER # 06</b>   |      |          | <b>(\$4,000)</b> |         |

### CODE LEGEND

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

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

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

# SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services

PREPARED BY: Diana Johnson, Bond Program Manager, Kitchell/BRj/Seville

DATE: October 20, 2011

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

## RECOMMENDATION

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

| <b>Crafton Hills College – Math and Science Annex</b>                |                 |                          |                         |                         |                     |                   |
|--|-----------------|--------------------------|-------------------------|-------------------------|---------------------|-------------------|
|  | <u>Change #</u> | <u>Original Contract</u> | <u>Previous Changes</u> | <u>Proposed Changes</u> | <u>New Contract</u> | <u>Total CO %</u> |
| Conengr Corporation.   | CO-01           | 539,500                  | 0.00                    | 22,504                  | 562,004             | 4.17%             |
| Total Proposed Changes   |                 |                          |                         | 22,504                  |                     |                   |
| <b>Crafton Hills College – Parking Lot/ADA/Lighting Improvements</b> |                 |                          |                         |                         |                     |                   |
|  | <u>Change #</u> | <u>Original Contract</u> | <u>Previous Changes</u> | <u>Proposed Changes</u> | <u>New Contract</u> | <u>Total CO %</u> |
| RDM Electric.  | CO-01           | 2,519,000                | 0.00                    | 46,607                  | 2,565,607           | 1.85%             |
| Total Proposed Changes   |                 |                          |                         | 46,607                  |                     |                   |
| <b>Crafton Hills College – MPOE-DATA</b>                             |                 |                          |                         |                         |                     |                   |
|  | <u>Change #</u> | <u>Original Contract</u> | <u>Previous Changes</u> | <u>Proposed Changes</u> | <u>New Contract</u> | <u>Total CO %</u> |
| Shanks Electric.   | CO-01           | 527,700                  | 0.00                    | 26,431                  | 554,131             | 5.01%             |
| Total Proposed Changes   |                 |                          |                         | 26,431                  |                     |                   |

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 \$95,542. The percentage for this month's change orders is 0.937% of the total Measure M construction contracts of \$10,192,526.50.

The overall impact of amendments and change orders increases the Bond Measure M CIP construction contracts by \$734,936. The new overall Measure M change order percentage is 7.21%. 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 2011-2012 Budget for Measure M.



## Bond Measure M 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: Conengr, Inc. Amount \$ 22,504  
Campus: Crafton Hills Community College Project: Science Labs and Classroom Modular Buildings

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: Revised site utility locations; installation of data cabling & path panels for electrical/data floor boxes to IDF room.

### Accountability

This Change was not part of the original design scope because: Revised site utility locations for future expansion of modular campus was an error and omission not included on the drawings; campus requested installation of data cabling and path panels for electrical/data floor boxes to IDF room.

☒ The cost of this change has been validated and is the best possible price available to the District.

☒ This change has been reviewed and is necessary to the completion this project.

### Impact

Original contract was Board approved on 01/13/11 in the amount of \$ 539,500  
Total Board approved amendments to date \$ -  
Requested amendment amount \$ -

☐ This request is an amendment and results in a revised contract amount of \$ 539,500  
(Note: This revised contract amount basis for 10% rule)

Total Board approved change orders to date \$ -  
Requested Change Order amount \$ 22,504

☒ This request is a change order and results in a revised contract amount of \$ 562,004

This change order is subject to the 10% rule. It results in a 4.17% % change to the contract

The cumulative amount of change orders for this contract equals \$ 22,504

Or 4.17% % of the contract amount.

**TOTAL CONTRACT AMOUNT TO DATE INCL. CHANGE ORDERS** \$ **562,004**

### Signatures

Bond Program Manager:

Diana Johnson

Diana Johnson  
(Signature)

9/29/11  
(Date)



## Bond Measure M 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 Amount \$ 46,607

Campus: Crafton Hills Community College Project: Parking Access & Lighting Improvements

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: Installation of the 12' pedestrian light pole concrete base; installation of an 8 X 10" slab box; installation of a revised light pole base footing; power provided to irrigation controllers; repair to MV conduit damaged; lowering of existing manhole at new turn lane; installation of transformer for connection between panels; installation of energy lighting controller system.

### Accountability

This Change was not part of the original design scope because: District generated installation of the 12' pedestrian light pole bases at a lower depth; slab box had to be larger due to equipment; revision of light pole base footing was an unforeseen field condition; power needed to be provided to irrigation controllers which was omitted on the plans; agency required lower existing manhole at new turn lane; installation of energy lighting controller system - an unforeseen condition.

☒ 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 this project.

### Impact

|  |                     |
|--|---------------------|
| Original contract was Board approved on <u>01/13/11</u> In the amount of | \$ <u>2,519,000</u> |
| Total Board approved amendments to date                                  | \$ <u>-</u>         |
| Requested amendment amount   | \$ <u>-</u>         |

☐ This request is an amendment and results in a revised contract amount of \$ 2,519,000  
(Note: This revised contract amount basis for 10% rule)

|  |                  |
|--|------------------|
| Total Board approved change orders to date | \$ <u>-</u>      |
| Requested Change Order amount              | \$ <u>46,607</u> |

☒ This request is a change order and results in a revised contract amount of \$ 2,565,607

This change order is subject to the 10% rule. It results in a 1.85% % change to the contract

The cumulative amount of change orders for this contract equals \$ 46,607

Or 1.85% % of the contract amount.

|   |                     |
|---|---------------------|
| TOTAL CONTRACT AMOUNT TO DATE INCL. CHANGE ORDERS | \$ <u>2,565,607</u> |
|---|---------------------|

### Signatures

Bond Program Manager:

Diana Johnson

Diana Johnson  
(Signature)

9/29/11  
(Date)



# Bond Measure M Construction Change Summary

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

Contractor: Shanks Electric Amount \$ 26,431  
Campus: Crafton Hills Community College Project: Data Relocation

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: Installation of (2) portable A/C units; existing fiber optic cable upgraded to 7 cell from CDC to Library Data Center; installation of required grounding components for UPS & new data/IT equipment racks; installation of fiber optic splice & splice case at Gym; installation of \*2) 3 ton split air conditioning system in lieu of 8 ton water cooled CRAC unit; installation of a generator quick connect switchboard/manual transfer switch.

### Accountability

This Change was not part of the original design scope because: Campus requested protection of IT/data equipment from heat exposure; existing 4 cell fiber optic cable needed to be upgraded to 7 cell; grounding was required for UPS & new data equipment; unforeseen obstruction within existing conduit raceway cause installation of fiber optic splice & splice case; campus requested installation of a generator quick connect switchboard/manual transfer switch.

☒ 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 this project.

### Impact

Original contract was Board approved on 04/21/11 in the amount of \$ 527,700  
Total Board approved amendments to date \$ -  
Requested amendment amount \$ -  
☐ This request is an amendment and results in a revised contract amount of \$ 527,700  
(Note: This revised contract amount basis for 10% rule)

Total Board approved change orders to date \$ -  
Requested Change Order amount \$ 26,431  
☒ This request is a change order and results in a revised contract amount of \$ 554,131

This change order is subject to the 10% rule. It results in a 5.01% % change to the contract

The cumulative amount of change orders for this contract equals \$ 26,431

Or 5.01% % of the contract amount.

**TOTAL CONTRACT AMOUNT TO DATE INCL. CHANGE ORDERS** \$ **554,131**

### Signatures

Bond Program Manager:

Diana Johnson

(Signature)

(Date)



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
Capital Facilities Program Management

3862C2  
Project Number

SCI-BC1-C01

# CHANGE ORDER

Original Contract Amount: \$539,500.00  
Amount of Previous Contract Amendments: \$0.00  
Amount of Previous Change Orders: \$0.00

|                      |   |               |                  |
|----------------------|---|---------------|------------------|
| School Name:         | Creston Hills College                         | Date:         | October 20, 2011 |
| Project Description: | Science Labs and Classrooms Modular Buildings | Contract No.: | Bid Category 1   |
| To (Contractor):     | Conengr, Inc.                                 | Att:          | John Kruse       |

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

Item No.: Refer to attachments

Reference RFP No.: Refer to attachments

Description of Work:

This change order includes additional scopes of work for the trade contractor generated from Campus Change Requests for facility added and/or deleted scope improvements and unforeseen field conditions encountered and identified during construction operations. These items were not included in the original contract documents and noted after the bid and execution of the trade contract.

Refer to attached Project Memo No. 22

Contract Change Order No. SCI-BC1-C01: Item 1.1 - 1.3

TOTAL COST of CONTRACT CHANGE ORDER SCI-BC1-C01:

\$22,504.00

Reason for Change:

- 1 Site Costs, Unforeseen Field Condition
- 2 Site Costs, District Added or Deleted/Reduced Scope
- 3 Building Costs, District Added or Deleted/Reduced Scope
- 4 Refer to attached Change Order SCI-BC1-C01 summary dated 10/20/2011

Initiator of Change:

- 1 Trade Contractor Request for Information

|   |                  |
|---|------------------|
| The original Base Contract Sum was:   | \$539,500.00     |
| Net change by previous authorized Contract Change Order(s):                               | \$0.00           |
| The contract AMOUNT due to C.O. No. SCI-BC1-C01 will be increased by:                     | \$22,504.00      |
| The revised BASE Contract Sum:  | \$562,004.00     |
| Net change by previous authorized Change Order(s):  | \$0.00           |
| The Contract Sum including previous authorized Change Orders:                             | \$562,004.00     |
| The revised Contract Amount, including this Contract Change Order is, therefore:          | \$562,004.00     |
| The contract TIME due to C.O. No. SCI-BC1-C01 will be unchanged by:                       | 0 calendar days. |
| The revised Contract Completion Date, including this Contract Change Order is, therefore: | 23-Aug-11        |
| SBCCD Contract Order No. SCI-BC1-C01 includes Item Number(s):                             | 1.1 through 1.3  |

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

Contractor's signature indicates agreement herewith, including any adjustment in the contract amount or contract time. Contractor waives any claim for further adjustments of the Contract Sum and the Contract Time related to the above described change in the Work.

|  |   |                      |
|--|---|----------------------|
| I have reviewed the figures submitted by the Contractor and they have been reviewed by the District. I believe this request is valid and recommend your approval for acceptance. |   |                      |
| Architect:   | Signature: <u>[Signature]</u><br>Name (printed): <u>RICHARD D. DUNCAN</u><br>Dana Carney, Project Architect     | Date: <u>9/19/11</u> |
| Constr. Mgr:   | Signature: <u>[Signature]</u><br>Name (printed): <u>Michael Villagas, Construction Manager</u>                  | Date: <u>9/27/11</u> |
| District:  | Signature: <u>[Signature]</u><br>Name (printed): <u>Mr. Charlie Ng, Interim Vice Chancellor Fiscal Services</u> | Date: <u>9/12/11</u> |
| Contractor:  | Signature: <u>[Signature]</u><br>Name (printed): <u>John Kruse, Project Manager</u>                             | Date: <u>9/12/11</u> |

State of California - Division of the State Architect

DSA Application No. 04-1143

File No. 36-C2

Approved

not Principal Structural Engineer:

## CHANGE ORDER NO. SCI-BC1-CO1

| REF.                                      | DESCRIPTION OF ITEM  | CODE | %   | CREDIT | COST     | BALANCE  |
|---|--|------|-----|--------|----------|----------|
| CO  |  |      |     |        |          |          |
| Item 1.1                                  | ASI No. 01 - Campus requested revisions to landscaping plant material. KBS PCO No. 02.   | C-4  | 100 | \$0    | \$0      | \$0      |
| Item 1.2                                  | ASI No. 03 - Revised site utility locations for future expansion of modular campus. KBS PCO NO. 10.                                  | B-2  | 100 | \$0    | \$9,118  | \$9,118  |
| Item 1.3                                  | ASI No. 09 (CCD NO. 03) - Installation of data cabling and patch panels for electronic data floor boxes in IDF room. KBS PCO No. 13. | H-4  | 100 | \$0    | \$13,386 | \$13,386 |
| Subtotal                                  |  |      |     |        |          | \$22,504 |
| TOTAL CONTRACT CHANGE ORDER # SCI-BC1-CO1 |  |      |     |        |          | \$22,504 |

### 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: "1" has been omitted out to be confused with "I"

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

3860C2  
Project Number

PAL-BC3-CO1

## CHANGE ORDER

Original Contract Amount: \$2,519,000.00  
Amount of Previous Contract Amendments: \$0.00  
Amount of Previous Change Orders: \$0.00

|                      |   |               |                  |
|----------------------|---|---------------|------------------|
| School Name:         | Crafton Hills College                     | Date:         | October 20, 2011 |
| Project Description: | Parking, Access and Lighting Improvements | Contract No.: | Bld Category 3   |
| To (Contractor):     | RDM Electric Co. Inc.                     | Attn:         | Sam Joanou       |

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

Item No.: Refer to attachments

Reference RFP No.: Refer to attachments

### Description of Work:

This change order includes additional scopes of work for the electrical trade contractor generated from Campus Change Requests for facility added and/or deleted scope improvements, unforeseen field conditions encountered and identified during construction operations and Agency requirements that were required to be installed within the project. These items were not included in the original contract documents and noted after the bid and execution of the trade contract.

Refer to attached Project Memo No. 19

Contract Change Order No. PAL-BC3-CO1: Item 1.1 - 1.8.

TOTAL COST of CONTRACT CHANGE ORDER PAL-BC3-CO1:

\$46,607.00

### Reason for Change:

- 1 Site Cost, Unforeseen Field Condition
- 2 Site Cost, Error And/or Omission
- 4 Building Cost, District Added or Deleted/Reduced Scope
- 5 Refer to attached Change Order PAL-BC3-CO1 summary dated 8/11/2011

### Initiator of Change:

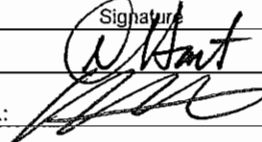

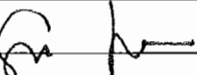
- 1 Trade Contractor Request for Information

|   |                  |
|---|------------------|
| The original Base Contract Sum was:   | \$2,519,000.00   |
| Net change by previous authorized Contract Amendment(s):                                  | \$0.00           |
| The contract AMOUNT due to C.O. No. PAL-BC3-CO1 will be increased by:                     | \$46,607.00      |
| The revised BASE Contract Sum:  | \$2,565,607.00   |
| Net change by previous authorized Change Order(s):  | \$0.00           |
| The Contract Sum including previous authorized Change Orders:                             | \$2,565,607.00   |
| The revised Contract Amount, including this Contract Change Order is, therefore:          | \$2,565,607.00   |
| The contract TIME due to C.O. No. PAL-BC3-CO1 will be unchanged by:                       | 0 calendar days. |
| The revised Contract Completion Date, including this Contract Change Order is, therefore: | 30-Nov-11        |
| SBCCD Change Order No. PAL-BC3-CO1 includes Item Number(s):                               | 1.1 through 1.8  |

This Contract 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. Contractor waives any claim for further adjustments of the Contract Sum and the Contract Time related to the above described change in the Work.

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

|   |   |         |
|---|---|---------|
| Signature   | Name (printed)  | Date    |
| Architect:     | DAVID HART, Project Architect                           | 9/20/11 |
| Constr. Mgr.:  | Michael Villegas, Construction Manager                  | 9/21/11 |
| District:   | Mr. Charlie Ng, Interim Vice Chancellor Fiscal Services |         |
| Contractor:    | Sam Joanou, Project Manager                             | 9.13.11 |
|   | Printed Name/Title                                      |         |

## CHANGE ORDER NO. PAL-BC3-CO1

| REF.                                      | DESCRIPTION OF ITEM   | CODE | %   | CREDIT    | COST     | BALANCE   |
|---|---|------|-----|-----------|----------|-----------|
| CO  |   |      |     |           |          |           |
| Item 1.1                                  | ASI No. 05 - Installation of the 12' pedestrian light pole concrete bases at a depth of 3'-6" in lieu of 8'-0" as shown per plan. KBS PCO NO. 05.                         | C-1  | 100 | (\$3,555) | \$0      | (\$3,555) |
| Item 1.2                                  | RFI No. 07 - The slab box for the HV Switch in Lot A was not large enough for the equipment. A 8'x10' slab box was installed in lieu of a 6'x8' slab box. KBS PCO NO. 09. | B-1  | 100 | \$0       | \$477    | \$477     |
| Item 1.3                                  | RFI No. 14 - Installation of revised light pole base footing located on the corner of Campus Dr and O&M Rd. KBS PCO No. 011.  | A-1  | 100 | \$0       | \$790    | \$790     |
| Item 1.4                                  | RFI No. 30/RFI No. 42 (CCD No. 03) - Power provided to Irrigation controllers located at the SE corner of Lot C near top of stairs. KBS PCO No. 13                        | B-2  | 100 | \$0       | \$8,148  | \$8,148   |
| Item 1.5                                  | CCD No. 05 - Repair to MV Conduit damaged due to lack of concrete encasement. KBS PCO No. 17.   | A-1  | 100 |           | \$3,456  | \$3,456   |
| Item 1.6                                  | SCE plan review and construction fees to lower existing manhole at new turn lane. KBS PCO No. 35.   | D-5  | 100 | \$0       | \$2,732  | \$2,732   |
| Item 1.7                                  | RFI No. 36 - Installation of transformer for connection between Panel HE and LE. KBS PCO No. 26.  | B-1  | 100 | \$0       | \$6,210  | \$6,210   |
| Item 1.8                                  | ASI No. 13/ ASI No. 14 (RFI 58) - Installation of Exergy lighting controller system. KBS PCO No. 27.  | A-1  | 100 | \$0       | \$28,349 | \$28,349  |
| Subtotal                                  |   |      |     |           |          | \$46,607  |
| TOTAL CONTRACT CHANGE ORDER # PAL-BC3-CO1 |   |      |     |           |          | \$46,607  |

### 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

3864C2  
Project Number

MPOE-BC1-C01

CHANGE ORDER

Original Contract Amount: \$527,700.00  
Amount of Previous Contract Amendments: \$0.00  
Amount of Previous Change Orders: \$0.00

|                      |                       |               |  |
|----------------------|-----------------------|---------------|--|
| School Name:         | Crafton Hills College | Date:         | October 20, 2011                       |
| Project Description: | MPOE Data Relocation  | Contract No.: | Bld Category 1                         |
| To (Contractor):     | Shanks Electric, Inc. | Attn:         | Julie Gilpin<br><del>Scott Ewing</del> |

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

Item No.: Refer to attachments

Reference RFP No.: Refer to attachments

Description of Work:

This change order includes additional scopes of work for the trade contractor generated from Campus Change Requests for facility added and/or deleted scope improvements and unforeseen field conditions encountered and identified during construction operations. These items were not included in the original contract documents and noted after the bid and execution of the trade contract.

Refer to attached Project Memo No. 20

Contract Change Order No. MPOE-BC1-C01: Item 1.1 - 1.7

TOTAL COST OF CONTRACT CHANGE ORDER MPOE-BC1-C01:

\$26,431.00

Reason for Change:

- 1 Site Costs, Unforeseen Field Condition
- 2 Site Costs, District Added or Deleted/Reduced Scope
- 3 Building Costs, District Added or Deleted/Reduced Scope
- 4 Refer to attached Change Order MPOE-BC2-C01 summary dated 10/20/2011

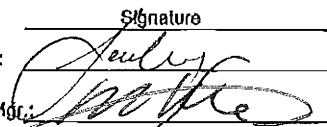
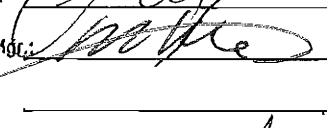
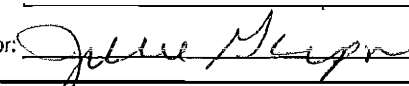
Initiator of Change:

- 1 Trade Contractor Request for Information

|   |                    |
|---|--------------------|
| The original Base Contract Sum was:   | \$527,700.00       |
| Net change by previous authorized Contract Change Order(s):                               | \$0.00             |
| The contract AMOUNT due to C.O. No. MPOE-BC1-C01 will be increased by:                    | \$26,431.00        |
| The revised BASE Contract Sum:  | \$554,131.00       |
| Net change by previous authorized Change Order(s):  | \$0.00             |
| The Contract Sum including previous authorized Change Orders:                             | \$554,131.00       |
| The revised Contract Amount, including this Contract Change Order is, therefore:          | \$554,131.00       |
| The contract TIME due to C.O. No. MPOE-BC1-C01 will be increased by:                      | 122 calendar days. |
| The revised Contract Completion Date, including this Contract Change Order is, therefore: | 30-Nov-11          |
| SBCCD Contract Order No. MPOE-BC1-C01 Includes Item Number(s):                            | 1.1 through 1.7    |

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

Contractor's signature indicates agreement herewith, including any adjustment in the contract amount or contract time. Contractor waives any claim for further adjustments of the Contract Sum and the Contract Time related to the above described change in the Work.

|  |   |      |
|--|---|------|
| I have reviewed the figures submitted by the Contractor and they have been reviewed by the District. I believe this request is valid and recommend your approval for acceptance. |   |      |
| Signature  | Name (printed)  | Date |
| Architect:    | Thea Van Loggerenberg, Project Architect                            |      |
| Constr. Mgr:    | Michael Villegas, Construction Manager                              |      |
| District:  | Mr. Charlie Ng, Interim Vice Chancellor Fiscal Services             |      |
| Contractor:   | Scott Ewing, Project Manager<br>Julie Gilpin, Project Administrator |      |

State of California - Division of the State Architect

DSA Application No. N/A

File No. 36-C2

Approved

per Principal Structural Engineer:

## CHANGE ORDER NO. MPOE-BC1-CO1

| REF.                                       | DESCRIPTION OF ITEM  | CODE | %   | CREDIT     | COST     | BALANCE    |
|--|--|------|-----|------------|----------|------------|
| CO   |  |      |     |            |          |            |
| Item 1.1                                   | CCD No. 02 - Campus requested installation of (2) portable A/C units at new IDF in LADM to protect IT/data equipment from heat exposure. KBS PCO NO. 02. | H-4  | 100 | \$0        | \$2,474  | \$2,474    |
| Item 1.2                                   | RFI No.07 - Existing 4 cell fiber optic cable upgraded to 7 cell from CDC to Library Data Center. KBS PCO NO. 03.  | A-1  | 100 | \$0        | \$215    | \$215      |
| Item 1.3                                   | CCD No. 01 (RFI No. 02) - Installation of required grounding components for UPS and new data/IT equipment racks. KBS PCO No. 04.                         | G-4  | 100 | \$0        | \$1,245  | \$1,245    |
| Item 1.4                                   | Installation of fiber optic splice and splice case at Gym due to unforeseen obstruction within existing conduit raceway. KBS PCO No. 06.                 | A-1  | 100 | \$0        | \$1,028  | \$1,028    |
| Item 1.5                                   | Bulletin No. 01 - Campus requested installation of stainless steel electrical receptacles in lieu of demolition of existing outlets. KBS PCO No. 01      | C-4  | 100 | \$0        | \$0      | \$0        |
| Item 1.6                                   | CCD No. 03 - Campus requested installation of (2) 3 ton split air conditioning system in lieu of 8 ton water cooled CRAC unit. KBS PCO No. 05            | H-4  | 100 | (\$11,291) | \$0      | (\$11,291) |
| Item 1.7                                   | CCD No. 04 - Campus requested installation of a generator quick connect switchboard/manual transfer switch at LADM IDF Room. KBS PCO No. 07              | H-4  | 100 | \$0        | \$32,760 | \$32,760   |
| Subtotal                                   |  |      |     |            |          | \$26,431   |
| TOTAL CONTRACT CHANGE ORDER # MPOE-BC1-CO1 |  |      |     |            |          | \$26,431   |

### CODE LEGEND

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

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

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

## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services  
PREPARED BY: Diana Johnson, Bond Program Manager, Kitchell/BRj/Seville  
DATE: October 20, 2011  
SUBJECT: Consideration of Approval of Amendment 001 to the NTD Architecture Contract at SBVC

### RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment 001 to the NTD Architecture contract for additional design work at SBVC in the amount of \$327,100.

### OVERVIEW

NTD Architecture has been asked to provide additional design services for the Auditorium Renovation project as identified in the programming phase by the Campus and Design Team. Increased scope includes but is not limited to:

- Theatrical equipment
- Landscape
- Acoustical/ Audio visual
- MEP
- Code upgrades

### ANALYSIS

The effect of this amendment will be an addition of \$327,100 to the NTD Architecture contract, resulting in a revised contract amount of \$785,500. There is no change to the project schedule.

### BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

### FINANCIAL IMPLICATIONS

Included in 2011-12 Measure M budget.

# Kitchell/BRJ/Seville

701 S Mount Vernon Ave, San Bernardino, CA 92410

# Project Memo

Ph: 909.693.3160 Fax: 909.889.9952

DATE: September 21, 2011

No. VC 039

TO: Charlie Ng  
Vice Chancellor, Fiscal Services  
San Bernardino Community College District (SBCCD)

FROM: Brooke Duncan  
Project Manager  
Kitchell/BRJ/Seville



RE: San Bernardino Valley College  
Measure M Auditorium  
Amendment to NTD Architecture for Auditorium Renovation increased scope

## SCOPE:

SBCCD approval to amendment contract to NTD Architecture for the Auditorium Renovation Project increased scope.

## NARRATIVE:

This amendment is for additional design services to the Auditorium Renovation project as identified in the programming phase by the Campus and Design Team. Increased scope includes but not limited to theatrical equipment, landscape, acoustical/audio visual, MEP and code upgrades, etc.

## RECOMMENDATION:

Kitchell/BRJ/Seville recommends that SBCCD approves the increased scope for the Auditorium Renovation Project and has been approved by the Campus.


## Budget Information:

|                                       |                |
|---------------------------------------|----------------|
| Project Original Budget Amount:       | \$3,200,000.00 |
| Project Current Spent to Date:        | \$134,541.80   |
| Project Current Estimate to Complete: | \$9,543,779.43 |
| Project Memo Forecast Cost:           | \$327,100.00   |
| Project Change Amount:                | \$0.00         |
| Budget Line Item: 6220.10             |                |

- ☒ I concur with this recommendation  
☐ I do not concur with this recommendation

 9/22/11  
Diana Johnson, Program Manager, KBS

- ☒ I concur with this recommendation  
☐ I do not concur with this recommendation

 9/27/11  
Charlie Ng, Vice Chancellor, Fiscal Services

Attachments: Proposal and email negotiation

Cc: File

 9/27/11



## ARCHITECT CONTRACT AMENDMENT 001

PROJECT: Auditorium Renovation  
Measure M  
San Bernardino Valley College (SBVC)  
701 S. Mount Vernon Avenue  
San Bernardino, CA 92410

OWNER: San Bernardino Community College District  
114 S. Del Rosa Avenue  
San Bernardino, CA 92408

TO: NTD Architecture  
955 Overland Court  
Ste 100  
San Dimas, CA 91773

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### Brief Description:

This contract amendment is for additional scope services for the Measure M Auditorium Project for San Bernardino Valley College. Additional services include increased scope identified in the Programming phase including but not limited to theatrical equipment, landscape, acoustic/audio visual, MEP and code upgrades, etc.

### Attachments:

Proposal and subsequent emails dated 9/21/2011 and 8/29/2011

### Costs:

**\$327,100.00** = Total of this requested Architect Contract Amendment: 001

---

|   |                 |
|---|-----------------|
| The original <b>Contract Sum</b>  | \$458,400.00    |
| Net change by previous Amendments                                       | \$0.00          |
| The <b>Contract Sum</b> prior to this Amendment                         | \$458,400.00    |
| The <b>Contract Sum</b> will be increased by this Amendment             | \$327,100.00    |
| The new <b>Contract Sum</b> including this Amendment                    | \$785,500.00    |
| The Contract Schedule as of this Amendment will be <b>increased by:</b> | 0 calendar days |

---

By signing this Amendment the San Bernardino Community College District (SBCCD) authorizes NTD Architecture. to perform the scope of work listed above. SBCCD also authorizes and acknowledges that the amount of this Amendment will be paid via an amendment to NTD Architecture contract with SBCCD for the Auditorium Project.

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

### **Authorized:**

ARCHITECT  
NTD Architecture

By:   
DATE: 9/22/2011

PROGRAM MANAGER  
Kitchell CEM

By:   
DATE: 9/30/11

OWNER  
SBCCD

By: \_\_\_\_\_  
DATE: \_\_\_\_\_

## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services  
PREPARED BY: Diana Johnson, Bond Program Manager, Kitchell/BRj/Seville  
DATE: October 20, 2011  
SUBJECT: Consideration of Approval of Amendment 003 to the P2S Engineering Inc. Contract at SBVC

### RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment 003 to the P2S Engineering Inc. contract for additional design work at SBVC in the amount of \$6,000.

### OVERVIEW

Additional service fees are presented for all work associated with revising the water line from K Street; the work was relocated and revised due to the cancelled Parking Structure project. The processing of the Rule 5 permit with the City of San Bernardino Water Department is necessary to provide the new water pipe and meter to the Central Plant Project. This portion of work was not included in Amendment 002 because information from the City was not available at that time.

### ANALYSIS

The effect of this amendment will be an addition of \$6,000 to the P2S Engineering Inc. contract, resulting in a revised contract amount of \$1,030,100. There is no change to the project schedule.

### BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

### FINANCIAL IMPLICATIONS

Included in 2011-12 Measure M budget.

# Kitchell/BRj/Seville

701 S Mount Vernon Ave, San Bernardino, CA 92410

# Project Memo

Ph: 909.693.3160 Fax: 909.889.9952

DATE: September 12, 2011

No. VC 034

TO: Charlie Ng  
Interim Vice Chancellor, Fiscal Services  
San Bernardino Community College District (SBCCD)

FROM: Brooke Duncan  
Project Manager  
Kitchell/BRj/Seville

RE: San Bernardino Valley College  
Measure M Central Plant  
Water service provision for Rule 5 Central Plant

## SCOPE:

SBCCD approval to provide an amendment to P2S Engineering for the revised water service. Water service from the Central Plant will not be available from the cancelled Parking Structure project.

## NARRATIVE:

Add service fees are presented for all work associated with revising the water line from K Street and processing Rule 5 permit with the City of San Bernardino Water Dept. This portion of work was not included in Amendment #2 because information from the City was not available at that time. This amendment would conclude utility re-route from the cancelled project of Parking Structure. The scope of services includes providing design for new water service, pipe, meter and all associated work for a complete design.

Current contract total for P2S – 1,024,100.00;

(2) Amendments processed to date: (1) HVAC project \$9,100.00 and (2) CP project \$12,500.00;

Revised contract total if approved – 1,030,100.00;

This item was identified when the Parking Structure was canceled.

## RECOMMENDATION:

Kitchell/BRJ/Seville recommends SBCCD approve the amendment to P2s for the proposed fee of \$6,000.00 to complete the scope of services.

## Budget Information:

### Central Plant

|                                 |  |
|---------------------------------|--|
| Original Project Budget amount: | \$16,114,670.34  |
| Spent to Date:                  | \$1,924,818.59   |
| Forecast cost:                  | \$6,000.00 (can be accounted for in overall soft cost contingency) |
| Change Amount:                  | \$6,000.00   |
| Budget Line Item:               | 5230.6210.10 Architectural Fee's                                   |

|  |                                     |
|--|-------------------------------------|
| <input checked="" type="radio"/> I concur with this recommendation | <u>Diana Johnson</u> 9/16/11        |
| <input type="radio"/> I do not concur with this recommendation     | Diana Johnson, Program Manager, KBS |

|  |  |
|--|--|
| <input checked="" type="radio"/> I concur with this recommendation | <u>Charlie Ng</u> 9/16/11                            |
| <input type="radio"/> I do not concur with this recommendation     | Charlie Ng, Interim Vice Chancellor, Fiscal Services |

Attachments: P2s Proposal with Snipes Dye back-up and email correspondence.

Cc: File

MA/13/11

**AGREEMENT FOR ENGINEERING SERVICES  
CONTRACT AMENDMENT: 003**

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

OWNER: San Bernardino Community College District  
114 S. Del Rosa Drive  
San Bernardino, CA 92408

TO: P2S Engineering Inc.  
5200 East Spring Street, 8<sup>th</sup> Floor  
Long Beach, CA 90815

---

**Brief Description:**

P2S Engineering Inc is to incorporate and redesign civil, electrical and mechanical utilities that were shown on the Parking Structure project drawings and to be incorporated into the Central Plant project drawings. New priorities list from SBVC campus dated 6/21/11 removes the Parking Structure from the priority list. This fee is for revised water service only.

**Attachments:**

Kitchell/BRJ/Seville Project Memo No. VC-034, P2S Engineering Inc. proposal letter dated 9/1/2011

**Costs:**

**\$6,000.00** = Grand Total of this requested Contract Amendment: 003

---

|  |                 |
|--|-----------------|
| The original Contract Sum  | \$1,002,500.00  |
| Net change by previous Amendments                                | \$21,600.00     |
| The Contract Sum prior to this Amendment                         | \$1,024,100.00  |
| The Contract Sum will be increased by this Amendment             | \$6,000.00      |
| The new Contract Sum including this Amendment                    | \$1,030,100.00  |
| The Contract Schedule as of this Amendment will be increased by: | 0 calendar days |

---

By signing this Amendment the San Bernardino Community College District (SBCCD) authorizes P2S Engineering Inc. to perform the scope of work listed above. SBCCD also authorizes and acknowledges that the amount of this Amendment will be paid via an amendment to P2S Engineering Inc. contract with SBCCD.

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

**Authorized:**

CONSULTANT  
P2S Engineering Inc.

PROGRAM MANAGER  
Kitchell/BRJ/Seville

OWNER  
SBCCD

By: Ivan Thomas

DATE: 09-22-11

IVAN THOMAS

By: Diana Johnson

DATE: 9/30/11

By: \_\_\_\_\_

DATE: \_\_\_\_\_

## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Interim Chancellor

REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services

PREPARED BY: Steve Sutorus, Business Manager

DATE: October 20, 2011

SUBJECT: Consideration of Approval to Award Bid and Approve Contract to Westminster Press, Inc.

### RECOMMENDATION

It is recommended that the Board of Trustees award Invitation for Bid 2012-01, Schedule & Catalog Printing: CHC, and approve contract to Westminster Press, Inc. not to exceed \$30,000.

### OVERVIEW

Crafton Hills College Instruction and Public Information departments have established a need to procure services for the printing of its schedules of classes and annual catalogs through Fall 2014.

### ANALYSIS

The District received four responsive bids to IFB 2012-01:

| <b>Vendor</b>                 | <b>Total Bid Cost</b> |
|-------------------------------|-----------------------|
| Ran Graphics, Inc.            | \$ 27,102.00          |
| Westminster Press, Inc.       | \$ 27,228.00          |
| San Dieguito Publishers, Inc. | \$ 40,341.00          |
| Advanced Web Offset, Inc.     | \$ 41,307.00          |

Three other bids were submitted by I Color Printing & Mailing, Inc., United Graphics, Inc., and Creasey Printing Services, Inc. and were determined to be non-responsive to bid requirements. After conducting an evaluation of the bids, reference checks, and analyzing the negligible price difference between the two low bids, the District recommends award to Westminster Press, Inc. The contract amount includes the total bid cost with applicable sales tax and fees.

### BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

### FINANCIAL IMPLICATIONS

Funded and included in the 2011-2012, 2012-2013 and 2013-2014 budgets.

## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services  
PREPARED BY: Diana Johnson, Program Manager, Kitchell/BRj/Seville  
DATE: October 20, 2011  
SUBJECT: Consideration of Approval to Award Bid and Approve Contract for  
E. Avico, Inc.

### RECOMMENDATION

It is recommended that the Board of Trustees approve to Award Bid and Approve Contract for E. Avico, Inc. for the Handball and Tennis Court Demolition portion of the Gym and Field Project at SBVC in the amount of \$253,071.

### OVERVIEW

The Handball and Tennis Court Demolition Package was bid as Bid Category No. 1 for the Gym and Field Project. Sealed bids were received by the District and opened on September 22, 2011 as prescribed by the Invitation to Bidders. The bids were reviewed by Kitchell/BRj/Seville.

### ANALYSIS

The District received three responsive proposals. The lowest, most responsive three were:

| <b>Vendor</b>              | <b>Total Bid Cost</b> |
|----------------------------|-----------------------|
| Moalej Builders, Inc.      | \$213,000 (withdrawn) |
| E. Avico, Inc.             | \$253,071             |
| Triangle Enterprises, Inc. | \$259,900             |

A letter was received dated September 23, 2011 from Moalej Builders, Inc. withdrawing their bid due to a clerical error. Therefore, the lowest, most responsive bid was received from E. Avico, Inc. in the amount of \$253,071.

### BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

### FINANCIAL IMPLICATIONS

Included in the 2011-12 budget for Measure M.

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT, SAN BERNARDINO VALLEY COLLEGE**  
**INFRASTRUCTURE SEWER IMPROVEMENTS**

Bid date: September 22, 2011



| DOCUMENT DESCRIPTION   | CONTRACTOR: | Moalej Builders, Inc. | E. Avico, Inc. | Triangle Enterprises, Inc. |
|--|-------------|-----------------------|----------------|----------------------------|
| All bid forms printed in blue ink or typewritten. (Document 00 30 01-1)                                  |             | Y                     | Y              | Y                          |
| Addenda (Acknowledged & dated)   |             | Y                     | Y              | Y                          |
| Bid Amounts (Number & Written Matches) (Doc. 00 30 01-2)   |             | Y                     | Y              | Y                          |
| Alternate Amounts  |             | N/A                   | N/A            | N/A                        |
| Names of Principals, Partners, Owners (Doc. 00 30 01-4)  |             | Y                     | Y              | Y                          |
| California Lic. #, Expiration, Name on Lic., Type of Lic. (Doc. 00 30 01-4)                              |             | Y                     | Y              | Y                          |
| Signature Lines Complete & Signed by Authorized Co. Officer, including Corporate Seal (Doc. 00 30 01-11) |             | Y                     | Y              | Y                          |
| Completed Bid Bond Amount Acknowledged (Doc. 00 30 03-1)   |             | Y                     | Y              | Y                          |
| Bid Bond (Attached, 10% Bid amount, Notarized) (Doc. 00 30 03-1)   |             | Y                     | Y              | Y                          |
| Check CA Admitted Surety (Doc. 00 30 03-3)   |             | Y                     | Y              | Y                          |
| Designation of Subcontractors (Doc. 00 30 04-2)  |             | Y                     | Y              | Y                          |
| Non-Collusion Affidavit (Doc. 00 30 05-1)  |             | Y                     | Y              | Y                          |
| References (Doc. 00 30 06-1)   |             | Y                     | Y              | Y                          |
| Contractor's Cert. Regarding Worker's Compensation (Doc. 00 30 07-1)                                     |             | Y                     | Y              | Y                          |
| Acknowledgement of Bidding Practices Regarding Indemnity (Doc. 00 30 08-1)                               |             | Y                     | Y              | Y                          |
| Bidders Acknowledgement of Project Schedule (Doc. 00 30 09-1)  |             | Y                     | Y              | Y                          |
| List of Current Projects (Doc. 00 30 10-1)   |             | Y                     | Y              | Y                          |
| List of Past Projects (Last 3 Years) (Doc. 00 30 11-1)   |             | Y                     | Y              | Y                          |
| Experience & Technical Questionnaire (Doc. 00 30 12-1)   |             | Y                     | Y              | Y                          |
| Site Visit Certification (Doc. 00 30 13-1)   |             | Y                     | Y              | Y                          |
| Total Bid Amount   |             | \$213,000.00          | \$253,071.00   | \$259,900.00               |

# Kitchell/BRJ/Seville

701 South Mount Vernon, San Bernardino, CA 92410

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

September 23, 2011

Diana Johnson  
Kitchell/BRJ/Seville  
701 South Mount Vernon  
San Bernardino, CA 92410

**RE: BID ANALYSIS AND RECOMMENDATION  
GYM/FIELD FACILITIES PROJECT  
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT - VALLEY COLLEGE  
HANDBALL/TENNIS COURT DEMOLITION BID**

Dear Ms. Johnson:

Kitchell/BRJ/Seville is pleased to provide this analysis of the bid results for the Handball and Tennis Court Demolition bid package for the Gym and Field Facilities project.

Bids were accepted until 2:00 PM on September 22, 2011. Upon closing of the bid period, the trade contractor proposals were opened and publicly read aloud at the San Bernardino Community College District Office, Board Room located at 114 S. Del Rosa Drive in San Bernardino, CA. Five (5) plan holders submitted bids for Bid Package #1 – Handball and Tennis Court Demolition. The responsive low bidder is E. Avico, Inc. with a total bid amount of \$253,071.

## **Bid Analysis**

The following items were considered in our bid analysis:

- I. Comparative Pricing
- II. Bond Review
- III. Company History
- IV. Bid Form Review
- V. Client Reference Check
- VI. Contractor License Check

### **I. Comparative Pricing**

|    |                    |           |
|----|--------------------|-----------|
| A. | Low bid            | \$213,000 |
| B. | Low responsive bid | \$253,071 |
| C. | Average bid        | \$299,182 |
| D. | High bid           | \$505,165 |
| E. | Number of Bidders  | 5         |

Please refer to the attached bid tally summary for a list of all the bidders. Bidder #1, Moalej Builders, Inc. submitted a completed bid and did verify they included the \$30,000 contract allowances. However, subsequent to the bid, Moalej Builders, Inc. provided the attached bid withdrawal letter dated September 23, 2011 citing a "clerical error."

### **II. Bond Review**

- A. Ullico Casualty Company is the surety for E. Avico, Inc. and is a surety company authorized to transact the business of insurance in the State of California.



- B. Contractor's License Board: All California contractors are required to file a bond or cash deposit with the State in the amount of 10%. The Contractor's has acknowledged the bond and it has been in place since September 21, 2011.

**III. Company History**

E. Avico, Inc. serves in Los Angeles, Southern California. They are a general contracting firm. Similar sample projects include

- \$750,000 – Demolition of MEP - SCRRA Building
- \$200,000 – Demolition of Concrete and MEP - Head Start Library
- \$800,000 – Demolition of Electrical - Replacement of MALSR Platform
- \$250,000 – Demolition, Carpet, Painting - El Toro Marin Facility
- \$600,000 – Demolition, Roofing, Electrical, Painting – GSA/Bureau of Census

**IV. Bid Form Review**

|    |  |                    |
|----|--|--------------------|
| A. | Contractor's Proposal Form                         | No exception taken |
| B. | License # and Classification                       | No exception taken |
| C. | Non-Collusion Affidavit                            | No exception taken |
| D. | List of Subcontractors                             | No exception taken |
| E. | Statement of Bidder's Qualifications/Questionnaire | No exception taken |
| F. | Statement of Compliance                            | No exception taken |
| G. | Bid Bond   | No exception taken |

**V. Client Reference Check**

Client references review and verified.

**VI. Contractor License Check**

|    |                         |   |
|----|-------------------------|---|
| A. | License # and Status:   | License #673967 <b>Current and Active</b> |
| B. | Type of company:        | Corporation                               |
| C. | Expiration date:        | 07/31/2013                                |
| D. | State of Incorporation: | California                                |
| E. | Claims Against License  | No Current Citations or Cases on Record   |
| F. | Type of license         | B – General Building                      |

Based on the information available at this time, Kitchell/BRJ/Seville confirms E. Avico, Inc. to be the apparent low bid proposal for this scope of work.

Sincerely,

Kitchell/BRJ/Seville



Cade McMullin  
Project Manager

cc: Job File

## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services  
PREPARED BY: Diana Johnson, Program Manager, Kitchell/BRj/Seville  
DATE: October 20, 2011  
SUBJECT: Consideration of Approval of Proposal for Kishimoto Architecture

### RECOMMENDATION

It is recommended that the Board of Trustees approve a proposal from Kishimoto Architecture in the amount of \$2,333,500 for architectural services for the New Crafton Center Building at Crafton Hills College.

### OVERVIEW

In late 2010, SBCCD and CHC went through the SBCCD board approved consultant procurement selection process for architectural services for the CHC New Crafton Center Building. Kishimoto Architecture, in partnership with TBP Architect, was chosen by the selection committee as the preferred architect.

As a result of this process, Kishimoto Architecture is being recommended to perform architectural services for the Measure M New Crafton Center Building project at Crafton Hills College.

### ANALYSIS

During contract negotiations the news of the Measure M bond not reaching the original level of funding surfaced and Kitchell/BRj/Seville was asked to stop contract negotiations until further notice. A decision was made that the CHC New Crafton Center Building would move forward and the direction was given to once again enter into contract negotiations with Kishimoto.

The negotiated fee for these services is \$2,333,500.

### BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

### FINANCIAL IMPLICATIONS

Included in the 2011-12 budget for Measure M.

# Kitchell/BRj/Seville

11711 Sand Canyon Road, Yucaipa, CA 92399

# Project Memo

Ph: 909.435.4159 – Fax: 909.794.8901

DATE: September 28, 2011 No – M CHC New Crafton Center Bldg. 001

TO: Charlie Ng  
*Vice Chancellor of Fiscal Services*  
San Bernardino Community College District (SBCCD)

FROM: Gary Weinstein  
*Project Manager*  
Kitchell/BRj/Seville

RE: Crafton Hills College (CHC)  
PROJECT #: New Crafton Center Building  
Kishimoto Architecture Architectural Contract

---

## SCOPE:

SBCCD approval of Kishimoto Architecture's architectural services contract for the CHC New Crafton Center Building.

## NARRATIVE:

In late 2010, SBCCD and CHC went through the SBCCD board approved consultant procurement selection process for architectural services for the CHC New Crafton Center Building. Kishimoto Architecture in partnership with TBP Architects was selected by the selection committee as the preferred architect and Kitchell/BRj/Seville began contract negotiations. During contract negotiations the news of the Measure M bond not reaching the original level of funding surfaced. Due to this information Kitchell/BRj/Seville was asked to stop contract negotiations until SBCCD and CHC went through the exercise of confirming what Measure M projects would move forward with the available Measure M bond funds. CHC has been engaged in these discussions for the past 6 months and the process is reaching its final stages. A decision that has been made through this process is that the CHC New Crafton Center Building will move forward with the available Measure M bond funds. Direction was received from SBCCD and CHC to once again enter contract negotiations with Kishimoto Architecture for architectural services for the CHC New Crafton Center Building.

Since this direction Kitchell/BRj/Seville and Kishimoto Architecture have had a series of meetings and discussions. Contract negotiations have been finalized and both parties are confident that a fair and reasonable contract and fee have been agreed upon. The final agreed upon fee is in the amount of \$2,333,500.00, which is 9.70% of the estimated construction budget of \$24,062,807.00 for the CHC New Crafton Center Building.

## RECOMMENDATION:

Kitchell/BRj/Seville recommends that SBCCD approve Kishimoto Architecture's architectural service contract for the CHC New Crafton Center Building in the amount of \$2,333,500.00.

With your concurrence with this recommendation Kishimoto Architecture's architectural services contract for the CHC New Crafton Center Building will be presented to the SBCCD board at the upcoming October 20, 2011 board meeting.

No - M CHC New Crafton Center Bldg. 001

**BUDGET INFORMATION/FISCAL IMPACT:**

*New Crafton Center Building Project - 8208*

*Info from Measure M Budget version 18*

Project Original Budget Amount: \$ 30,300,000.00  
Project Current Spent to date: \$ 289,277.20  
Project Current Estimate to Complete: \$ 34,479,199.31  
Project Memo Forecast Cost: \$ 2,333,500.00 (360k from soft cost contingency and 48,475.44 from testing)  
Project Change Amount: \$ 0.00

Budget Line Item will be 6210.10 - Architectural Fees

|  |  |
|--|--|
| <input checked="" type="radio"/> I concur with this recommendation | <u>Diana Johnson</u> <u>9/28/11</u>                  |
| <input type="radio"/> I do not concur with this recommendation     | Diana Johnson, Program Manager, Kitchell/BRj/Seville |

|  |   |
|--|---|
| <input checked="" type="radio"/> I concur with this recommendation | <u>Charlie Ng</u> <u>10/4/11</u>                      |
| <input type="radio"/> I do not concur with this recommendation     | Charlie Ng, Vice Chancellor of Fiscal Services, SBCCD |

Attachments: Kishimoto Architecture Proposal Details/Backup

Cc: Diana Johnson; Bruce McDonald - Kitchell/BRj/Seville  
Kaz Kishimoto - Kishimoto Architects  
File

9/28/11



## PROFESSIONAL SERVICE PROPOSAL / AGREEMENT For Fixed Sum Method

THE PROPOSAL DATED: Sept. 29, 2011 (Revised)

Via Fax or E-Mail to: gweinstein@kitchell.com  
KITCHELL/BRJ/SEVILLE  
Crafton Hills Community College  
11711 Sand Canyon road  
Yucaipa, CA 92399  
909.863.4103 (desk)

**BETWEEN THE CLIENT:**

San Bernardino Community College District,  
114 So. Del Rosa Dr.  
San Bernardino, CA 92408

**FOR THE FOLLOWING PROJECT:**

Student Center  
114 So. Del Rosa Dr.  
San Bernardino, CA 92408

**AND THE ARCHITECT:**

Kishimoto/TBP Architects.  
License # 11194

KA# 10079

---

### **I. General Project Physical Description:**

**A. Extent of project is limited to area as Student Services Cluster/Complex building and immediate surrounding site area.**

- Initial scope of work will be a "mini-master/cluster plan" for the Student Center & Student Services Cluster/Complex. The goal of the "mini-master/cluster plan" will be to re-confirm the overall vision of the Student Center & Student Services Cluster/Complex and establish initial programming for each building within the Student Center & Student Services Cluster/Complex. These buildings Bookstore/ Merchandise
- Convenience store/ Food Service
- Student life / Welcome center
- Administration
- Financial aid
- Admissions and records
- Counseling/ Careers/ Transfers/ Honors
- Health services
- Shared spaces
- Loading dock/ Deliveries
- Design of New aprox.40,000 square foot building
- Design will be expected to be designed to a minimum of LEED Silver certification criteria. Initial program for the building includes student center, dining and bookstore.

**B. The Owner's budget for the construction estimated magnitude**

- to be \$24 Million

### **II. Scope Of Service**

**A. The Architect's Basic Service:**

The Architect is to provide Basic Service associated with above project with following design disciplines:

- Programming support and Design
- Building architectural design
- DSA submission and approvals

KISHIMOTO ARCHITECTS, INC.

3002 Dow Avenue, Suite 106 Tustin, CA 92780 • Ph 714.669.1101 • Fax 714.669.1411

E-Mail [info@kisharch.com](mailto:info@kisharch.com), [www.kisharch.com](http://www.kisharch.com)

- Applicable codes
- Landscaping
- Civil engineering
- Structural engineering
- Mechanical engineering including EMS and integration into existing campus wide mechanical systems.
- Plumbing
- Electrical engineering
- Fire Alarm and fire sprinkler systems with integration into existing campus wide system.
- IT systems including phone, class room technology and any required wireless systems.
- LEED certification to a minimum of Silver

**B. The Architect's Basic Service includes following phases:**

Start-Up Phase  
Design Phase  
Design Development  
Construction Documents Phase  
DSA Approval  
Bid Phase & Award  
Construction Administration Phase  
Project Closeout

**III. The Client's Responsibilities:**

The Client or his/her designated representative shall provide or furnish followings items.

- A. Project Program:** Written program, schedule, constraints and criteria; Overall budget; the Construction Budget, the Client's other costs and contingencies; Client to render decisions in a timely manner.
- B. Title Reports and ALTA Report:** Written legal description of the site, legal limitations, boundaries, rights-of-way, restrictions, easements, encroachments, zoning, deed restrictions; existing condition, planning surveys;
- C. Existing Surveys:**
1. Geotechnical engineer's reports: test borings & pits, soil bearing values, percolation tests, evaluations of hazardous materials, ground corrosion and resistivity, subsoil conditions, with appropriate recommendations; site evaluations or comparative studies, inventories of material, valuations, equipment and labor of existing facilities.
  2. Utility locations: available services and lines;
  3. Grades and contour lines of site, streets, alleys, pavements, adjoining property, structures, adjacent drainage; dimensions of existing buildings, improvements and trees;
  4. Existing plan: Provide accurate and detailed plans and documents of existing building (as-built) condition that architect can rely as the design base.
- D. Special studies, tests or reports:** Tests for structural, mechanical, and chemical; air and water pollution, hazardous materials and other laboratory and environmental tests; Inspections and reports required by law or the Contract Documents; all legal, accounting and insurance services to meet the Client's needs and interests.
- E. CAD, Specification and accounting standards:** Submit CAD symbols, sheet layouts, title blocks, layer standards, specification, accounting format and all other electronic or hard-copy submittal requirements if required, prior to start of project. If the standards are not needed or not provided prior to start of project in such timely manner, architect will commence with his format choice; or reschedule the submittal dates; or adjusted as per Additional Service.
- F. Fees:** for securing agencies approval having jurisdiction over the Project;

#### **IV. Additional Service:**

Following services, not limited to are usually not part of the Architect's Basic Services and charged as Additional Service;

- A. Areas outside of the Limit of Work boundary;**
- B. Separate Projects:** Splitting an original project or joining projects with others due to change of phasing or master planning, permit processing, or other reasons different than the original scope indicated by the Client;
- C. Existing as-built document** of the subject building and site is not available or insufficient for architect and engineer to use, the task of creating or reproducing them;
- D. Special studies or reports:** Conditional or Special Use Permit, Variance Processing and studies required for agency approvals; services that are required due to circumstances beyond the architect's control;
- E. Consultants:** other than as listed as a part of Basic Services
- F. Documentations:** renderings, models, make measured drawings from existing condition, Verification of drawings or other information furnished by others, the method of bidding and project budget; code changes; Detailed estimates of Construction Cost other than project type unit cost or square-foot cost method;
- G. Construction phase:**
  - 1. Any change on Documents for alternates, separate or sequential bids or negotiation, after the completion of the Design Documents Phase;
  - 2. Coordination of a construction manager or separate consultants; coordination of the Client furnished items;
  - 3. Evaluating Contractor or the Client initiated substitutions, Change Orders, Change Directives; and mock-ups;
  - 4. Any unanticipated latent discovery or needed design changes due to the discovery conditions during excavation or construction;
  - 5. Work damaged by fire or other cause during construction;
  - 6. Additional testing, adjusting and balancing; preparation of operation and maintenance manuals not provided by the contractor;

#### **V. Professional Service Compensation**

##### **A. Compensation -**

The Client shall compensate the Architect the Fixed Sum method for the Basic Services as listed phases above: Total Fixed Fee of:

Two million three hundred thirty-three thousands five hundred dollars     \$ 2,333,500.

##### **B. Payment schedule as follows:**

The progress payments for the Basic Services in each phase shall total the following

|                                   |           |
|-----------------------------------|-----------|
| Start-Up Phase                    | 10%       |
| Design Phase                      | 18%       |
| Design Development                | 15%       |
| Construction Documents Phase      | 30%       |
| DSA Approval                      | 7%        |
| Bid Phase & Award                 | 3%        |
| Construction Administration Phase | 15%       |
| Project Closeout                  | <u>2%</u> |
| Total                             | 100%      |

1. The monthly progress statement will be billed for the percentage completed of each phase.

**C. Additional Services:**

1. All services not included in the Basic Service will be amended. The hourly rate will be based on contemporary schedule at the time of amendment.
2. When a project phase extend more than 6 months from completion of previous phase, not fault of architect, fee will be adjusted with 3% additional to each remaining phase.
3. If agency requirements are changed due to delay, not fault of Architect, more than 6 months from the date of signing of this agreement, an additional revision-fee of 10% of the all previous and current phases for review and revision to meet the revised requirements.

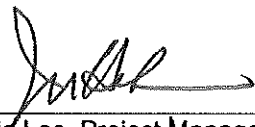
**VI. Extent Of Agreement**

**A. GENERAL TERMS & CONDITIONS**

1. See attached General Terms & Condition of Agreement not listed above.
2. Subject not specified above will be supplemented per AGREEMENT FOR ARCHITECTURAL SERVICES as issued by San Bernardino Community College District on this date,

**B. AGREEMENT**

If this proposal meets with your approval, please initiate a professional service agreement by signing this contract and return a copy to the Architect. This proposal for Agreement shall become void unless accepted by Client within 60 days of the date hereof. Enclosed Terms and Conditions will become part of this agreement upon signing of both parties.

|                      |        |   |               |
|----------------------|--------|---|---------------|
| <hr/>                |        |  | Sept 29, 2011 |
| Client Signature     | / Date | Julie Lee, Project Manager<br>For Kaz Kishimoto                                     | / Date        |
| <hr/>                |        | <hr/>   |               |
| Printed Name & Title |        |   |               |



## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services  
PREPARED BY: Diana Johnson, Program Manager, Kitchell/BRj/Seville  
DATE: October 20, 2011  
SUBJECT: Consideration of Approval of Proposal for NTD Architecture

### RECOMMENDATION

It is recommended that the Board of Trustees approve a proposal from NTD Architecture in the amount of \$1,950,661 for architectural services for the New Science Building at CHC.

### OVERVIEW

In late 2010, SBCCD and CHC went through the SBCCD board approved consultant procurement selection process for architectural services for the New Science Building at CHC. NTD Architecture was chosen by the selection committee as the preferred architect

As a result of this process, NTD Architecture is being recommended to perform architectural services for the Measure M New Science Building at Crafton Hills College.

### ANALYSIS

During contract negotiations the news of the Measure M bond not reaching the original level of funding surfaced and Kitchell/BRj/Seville was asked to stop contract negotiations until further notice. A decision was made that the CHC New Science Building would move forward and the direction was given to once again enter into contract negotiations with NTD.

The negotiated fee for these services is \$1,950,661.

### BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

### FINANCIAL IMPLICATIONS

Included in the 2011-12 budget for Measure M.

# Kitchell/BRj/Seville

11711 Sand Canyon Road, Yucaipa, CA 92399


# Project Memo

Ph: 909.435.4159 – Fax: 909.794.8901

DATE: September 28, 2011

No – M CHC New Science Bldg 001

TO: Charlie Ng  
*Vice Chancellor of Fiscal Services*  
San Bernardino Community College District (SBCCD)

FROM: Geoff Bachanas   
*Project Manager*  
Kitchell/BRj/Seville

RE: Crafton Hills College (CHC)  
PROJECT #: New Science Building  
NTD Architecture Architectural Contract

## SCOPE:

SBCCD approval of NTD Architecture's architectural services contract for the CHC New Science Building.

## NARRATIVE:

In late 2010, SBCCD and CHC went through the SBCCD board approved consultant procurement selection process for architectural services for the CHC New Science Building. NTD Architecture was selected by the selection committee as the preferred architect and Kitchell/BRj/Seville began contract negotiations. During contract negotiations the news of the Measure M bond not reaching the original level of funding surfaced. Due to this information Kitchell/BRj/Seville was asked to stop contract negotiations until SBCCD and CHC went through the exercise of confirming what Measure M projects would move forward with the available Measure M bond funds. CHC has been engaged in these discussions for the past 6 months and the process is reaching its final stages. A decision that has been made through this process is that the CHC New Science Building will move forward with the available Measure M bond funds. Direction was received from SBCCD and CHC to once again enter contract negotiations with NTD Architecture for architectural services for the CHC New Science Building.

Since this direction Kitchell/BRj/Seville and NTD Architecture have had a series of meetings and discussions. Contract negotiations have been finalized and both parties are confident that a fair and reasonable contract and fee have been agreed upon. The final agreed upon fee is in the amount of \$1,950,661.00, which is 9.75% of the estimated construction budget of \$20,008,257.00 for the CHC New Science Building. One thing to note is that \$54,000.00 of the fee is a Not-to-Exceed amount for the Programming Phase of the project. This portion of the fee will be tracked and paid on a time and material basis with any and all remaining amount staying within the bond program dollars.

## RECOMMENDATION:

Kitchell/BRj/Seville recommends that SBCCD approve NTD Architecture's architectural service contract for the CHC New Science Building in the amount of \$1,950,661.00.

With your concurrence with this recommendation NTD Architecture's architectural services contract for the CHC New Science Building will be presented to the SBCCD board at the upcoming October 20, 2011 board meeting.

**BUDGET INFORMATION/FISCAL IMPACT:**

*New Science Building Project - 4625*

*Info from Measure M Budget version 18*

Project Original Budget Amount: \$ 34,200,000.00

Project Current Spent to date: \$ 135,191.99

Project Current Estimate to Complete: \$ 28,382,933.08

Project Memo Forecast Cost: \$ 1,950,661.00 - \$290,000.44 will come from soft cost contingency

Project Change Amount: \$ 0.00

Budget Line Item will be 6210.10 - Architectural Fees

- ☒ I concur with this recommendation  
☐ I do not concur with this recommendation

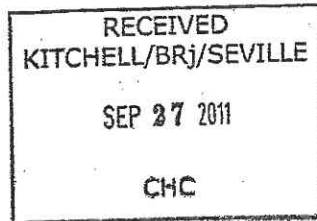
*Bam 9/28/11*  
*Diana Johnson* 9/28/11  
Diana Johnson, Program Manager, Kitchell/BRj/Seville

- ☐ I concur with this recommendation  
☐ I do not concur with this recommendation

*5/8* *Charlie Ng* 10/4/11  
Charlie Ng, VC of Fiscal Services, SBCCD

Attachments: NTD Architecture Proposal Details/Backup

Cc: Diana Johnson; Bruce McDonald - Kitchell/BRj/Seville  
Jay Tittle; Leigh Anne Jones - NTD Architects  
File



Rev 27 September 2011

via: Email 9/27/11

Mr. Geoff Bachanas  
Kitchell/BRJ/Seville  
CRAFTON HILLS COLLEGE  
11711 Sand Canyon Road  
Yucaipa, CA 92399

RE: Fee Proposal for Design and Architectural Services REVISED  
New Science Building

Dear Geoff:

Thank you for this opportunity to work with Crafton Hills College and KBRJ/Seville on the New Science Building project. We are looking forward to beginning this very exciting project. What follows is our proposal for Design and Architectural Services for the New Science Building.

#### Project Understanding

Our understanding of the scope of this project is outlined below, divided into several tasks. This proposal is based on a construction budget provided by KBS of \$20,008,257. Our tasks are based on the following schedule:

- Program Confirmation 6 weeks: 11/1/11 - 12/12/11
- Campus Approvals 2 weeks: 12/13/11 - 12/26/11
- Design (46 weeks)
  - SD 8 weeks: 12/27/11 - 2/20/12
  - Campus Approval 2 weeks: 2/21/12 - 3/5/12
  - DD 10 weeks: 3/6/12 - 5/14/12
  - Campus Approval 2 weeks: 5/15/12 - 5/28/12
  - CD 22 weeks: 5/29/12 - 10/29/12
- DSA 26 weeks: 11/1/12 - 5/1/13
- Bid / Award 90 days: 5/2/13 - 7/13/13
- Construction 18 months: 8/1/13 - 1/28/15
- Closeout 90 days: 1/29/15 - 4/22/15

#### Consultants

Our team of consultants includes:

- P2S for MEP Engineering
- P2S for Telecommunications / Data
- KNA for Structural Engineering
- RFD for Lab Consulting
- Acoustic Dimensions for Acoustics
- Vantage Technology Group for Audio Visual / Technology
- ahbe Design for Landscape Architecture
- Snipes-Dye Associates for Civil Engineering

955 Overland Court, Suite 100, San Dimas, California 91773 P 909.450.2180 F 909.592.6153 [www.ntd.com](http://www.ntd.com)

San Diego • Los Angeles • Auburn • Visalia • Phoenix • Tucson



Mr. Geoff Bachanas  
27 September 2011  
Page 2

- Cumming for Cost Estimating
- AON for Fire Alarm and Fire Sprinkler Design
- Yang Staehlin for DSA – SSS Code Consulting
- AHS for Hardware

### **Task Outline**

#### **Task A – Program Confirmation**

- User group meetings to determine the program of the project
- Three (3) user group meetings are included in this phase
- Cost Estimate at the end of the Program Phase

#### **Task B – Design Phase**

- Includes one (1) user meeting per month for this phase (10 total)
- Cost estimates at the end of SD, DD and CD.
- Our basic services fee includes the following consultants: MEP Engineering, Structural Engineering, Fire Alarm, Landscape, Civil Engineering, Hardware, and Cost Estimating.

#### **Task C – Specialty Consultants (Design Phase):**

- Lab Consulting (RFD)

### **Clarifications / Exclusions:**

- Design and programming for swing space is not included. If this is required, a proposal for additional services can be provided for approval.
- Fixtures, furniture and equipment design and procurement is not included, except for the equipment and fixtures associated with the labs, classrooms, lecture rooms or offices. A proposal for additional services can be provided if FF&E design and procurement is required.
- Consultants: We have identified the consultants and services provided by them above. If additional services or consultants are required, an additional services proposal can be provided for approval.
- We have not included commissioning as part of our LEED services. A separate commissioning agent must be hired for SBVC.

### **Fee**

Based on the work plan described above, we propose a total phased fixed fee of \$1,950,661 as detailed below.

### **Basic Services**

Task A – Program Confirmation  
NTD

**Proposed Fee**  
**\$54,000**



Mr. Geoff Bacharias  
27 September 2011  
Page 3

RFD

Task B – Design Phase

**\$1,706,661**

Disciplines included are: Architecture, MEP Engineering, Structural Engineering,  
Fire Alarm, Fire Sprinklers, Landscape, Civil Engineering, Acoustics, Audio  
Visual, Technology, Hardware, and Cost Estimating.

Task C – Specialty Consultants  
Lab (RFD)

**\$190,000**

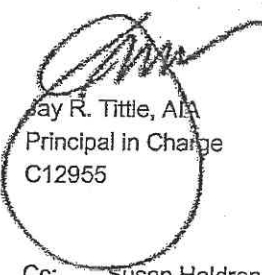
**\$190,000**

**TOTAL Tasks A - C**


**\$1,950,661**

We are look forward to working with Crafton Hills College and K/B/S. Thank you again for this opportunity

Sincerely,  
NTD Architecture



Jay R. Tittle, AIA  
Principal in Charge  
C12955



Leigh Anne Jones, AIA, LEED AP  
Associate Principal / Project Manager

Cc: Susan Holdren, NTD

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Charlie Ng, Vice Chancellor, Fiscal Services  
**PREPARED BY:** Diana Johnson, Bond Program Manager, Kitchell/BRj/Seville  
**DATE:** October 20, 2011  
**SUBJECT:** Consideration of Approval to Reduce Retention

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve the reduction of retention for the following contracts to the amount shown below:

| <u>Vendor</u>                                 | <u>Project</u>   | <u>%<br/>Completion</u> | <u>Retention<br/>Amount</u> |
|---|--|-------------------------|-----------------------------|
| Arrowhead Mechanical                          | SBVC Health/Life Sciences Building<br>HVAC               | 95%                     | 5%                          |
| RC Construction                               | SBVC Chemistry/Physical Science<br>Building              | 95%                     | 5%                          |
| TK Construction<br>(Kirtley Construction dba) | SBVC Central Plant/Infrastructure-<br>Sewer Improvements | 99%                     | 1%                          |

### **OVERVIEW**

These companies are requesting a reduction of retention on their contracts. In compliance with California Public Contract Code 9203, when 50% of the work on a contract has been completed, payments on the contract may be made in full for actual work completed.

### **ANALYSIS**

The work for each of these contracts is more than 50% complete, and is progressing satisfactorily; therefore, the suggested retention amounts are sufficient.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

### **FINANCIAL IMPLICATIONS**

This board action will not impact the budget.

## 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: October 20, 2011

SUBJECT: Consideration of Approval of Members for the Citizens Bond Oversight Committee (CBOC)

### RECOMMENDATION

It is recommended that the Board of Trustees approve the appointment of Valerie Lichtman to the Citizens Bond Oversight Committee for a two-year term. It is also recommended that the Board approve the renewal of two-year terms for Larry Edmundson and Judi Battey.

### OVERVIEW

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

- Ms. Lichtman, a resident of San Bernardino, is a member of the San Bernardino League of Women Voters and would represent a bona-fide taxpayers association in the District. She would replace Susan Nieblas on the committee.
- Ms. Judi Battey has served on the CBOC for the past two years. She is a member of the Crafton Hills College Foundation and a resident of Redlands.
- Mr. Larry Edmundson has also served faithfully on the committee for the past two years. Mr. Edmundson is a resident of Grand Terrace and represents the community at large.

### ANALYSIS

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

### BOARD IMPERATIVE

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

### FINANCIAL IMPLICATIONS

This item carries no financial implications.



## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services

PREPARED BY: Steven Sutorus, Business Manager

DATE: October 20, 2011

SUBJECT: Consideration of Approval to Adopt Resolution for San Bernardino County Superintendent of Schools

### RECOMMENDATION

It is recommended that the Board of Trustees adopt a resolution to authorize participation in the San Bernardino County Superintendent of Schools School Bonds Construction (SBC) Fast Track Program.

### OVERVIEW

The San Bernardino Community College District desires to participate in the San Bernardino County Superintendent of Schools SBC Fast Track program for construction projects. This program is designed to streamline the payment process for bond construction contractors through the pre-submission of bid required documents and certifications prior to payment processing.

### ANALYSIS

This is official notification by the Board of Trustees to the San Bernardino County Superintendent of Schools of the District's intention to participate in the Fast Track Program.

### BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

### FINANCIAL IMPLICATIONS

This item has no financial implications.

RESOLUTION OF THE GOVERNING BOARD OF  
THE SAN BERNARDINO COMMUNITY COLLEGE  
DISTRICT AUTHORIZING PARTICIPATION IN THE  
SAN BERNARDINO COUNTY SUPERINTENDENT  
OF SCHOOLS SCHOOL BONDS CONSTRUCTION  
FAST TRACK PROGRAM

WHEREAS, the San Bernardino District Financial Services on behalf of the San Bernardino County Superintendent of Schools and San Bernardino County Auditor/Controller-Recorder is instituting the School Bonds Construction ("SBC") Fast Track Program for the expenditure of State bond funds for the construction and/or modernization of school facilities; and

WHEREAS, the purpose of the SBC Fast Track Program is to streamline the payment process for construction contracts; and

WHEREAS, the San Bernardino Community College District desires to participate in the SBC Fast Track Program.

NOW, THEREFORE, be it resolved as follows:

1. The San Bernardino Community College District agrees to participate in the SBC Fast Track Program and abide by the guidelines and requirements of the program.
2. The Business Manager and the Vice Chancellor, Fiscal Services will be required to execute an Initial Set-Up form certifying that all required documents on that Form have been obtained by the District and that all public bidding requirements have been satisfied. These two individuals may also be required to execute documentation relating to changes to the original construction contracts. The Vice Chancellor, Fiscal Services and Business Manager are hereby authorized to execute all necessary documents for participation in the SBC Fast Track Program.
3. District Financial Services will review the District's compliance with the Fast Track Program's requirements and guidelines (Step by Step), and the Public Works Building Contract Procedures. Violation of the requirements or guidelines (Step by Step), or Public Works Building Contract Procedures will result in Letters of Notice to the District. If the District receives three (3) Letters of Notice or commits a major violation (for instance, failure to comply with the public bid requirements), participation in the Fast Track Program can be revoked.
4. Charlie Ng as Vice Chancellor, Fiscal Services and Steven J. Sutorus as Business Manager will be responsible for the District's compliance with all legal requirements and Fast Track Program requirements. In exchange, the District's construction payments will be expedited.

5. The District has sent Charlie Ng, Vice Chancellor, Fiscal Services and Steven J. Sutorus, Business Manager to a training workshop provided by District Financial Services and these individuals understand the obligations involved with participating in the Fast Track Program.
6. Any changes in authority regarding the execution of any documents relating to the SBC Fast Track Program will be approved by this Governing Board.

Approved and adopted this 20<sup>th</sup> day of October, 2011.

I, John Futch, Clerk of the Governing Board of San Bernardino Community College District, of San Bernardino, County, California, certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a regular meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said board.

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(Clerk's signature)

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(Date)

## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services  
PREPARED BY: Diana Johnson, Bond Program Manager, Kitchell/BRj/Seville  
DATE: October 20, 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

Current submitted construction contract amendments and change orders for all Measure M projects total \$95,542, which is a 0.937% change of the overall project cost.

The analysis shows that construction contract change orders and amendments for all Measure M projects have been held to a minimal amount of \$734,936 which is only 7.21% of the project cost of \$10,192,526.50.

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**

October 20, 2011

(Including any contract amendments and change orders on the 10/20/11 agenda)

**CONTRACT AMENDMENTS**

| PROJECTS                             | Original Contract Amount | Contract Amendments  |             | Base Contract Amount    | Cumulative Contract Amendments |
|--------------------------------------|--------------------------|----------------------|-------------|-------------------------|--------------------------------|
|                                      |                          | Previous             | Pending     |                         |                                |
| CHC-Crafton Hills College            | \$ 9,519,226.50          | \$ 402,801.00        | \$ -        | \$ 9,922,027.50         | 4.23%                          |
| SBVC-San Bernardino Valley College   | \$ 673,300.00            | \$ 42,746.00         | \$ -        | \$ 716,046.00           | 6.35%                          |
|                                      |                          |                      |             | \$ -                    |                                |
| <b>TOTAL for CONTRACT AMENDMENTS</b> | <b>\$ 10,192,526.50</b>  | <b>\$ 445,547.00</b> | <b>\$ -</b> | <b>\$ 10,638,073.50</b> | <b>4.37%</b>                   |

**CHANGE ORDERS**

| PROJECTS                           | Base Contract Amount    | Change Orders        |                     | New Contract Amount     | Cumulative Change Orders |
|------------------------------------|-------------------------|----------------------|---------------------|-------------------------|--------------------------|
|                                    |                         | Previous             | Pending             |                         |                          |
| CHC-Crafton Hills College          | \$ 9,922,027.50         | \$ 167,041.00        | \$ 95,542.00        | \$ 10,184,610.50        | 2.65%                    |
| SBVC-San Bernardino Valley College | \$ 716,046.00           | \$ 26,806.00         | \$ -                | \$ 742,852.00           | 3.74%                    |
|                                    |                         |                      |                     |                         |                          |
| <b>TOTAL for CHANGE ORDERS</b>     | <b>\$ 10,638,073.50</b> | <b>\$ 193,847.00</b> | <b>\$ 95,542.00</b> | <b>\$ 10,927,462.50</b> | <b>2.72%</b>             |

\$ 95,542.00  
0.937%  
\$ 734,936.00  
7.21%

Crafton Hills College  
**CHANGE SUMMARY by PROJECT**

October 20, 2011

(Including any contract amendments and change orders on the 10/20/11 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        | \$ -        | \$ -                 | \$ 46,607.00        | \$ 6,595,858.00         | 0.76%                      |
| MATH AND SCIENCE ANNEX               | \$ 2,270,500.00          | \$ -                 | \$ -        | \$ 167,041.00        | \$ 22,504.00        | \$ 2,460,045.00         | 8.35%                      |
| MPOE/DATA RELOCATION                 | \$ 527,700.00            | \$ -                 | \$ -        | \$ -                 | \$ 26,431.00        | \$ 554,131.00           | 0.00%                      |
| OLD LIBRARY DEMOLITION               | \$ 574,576.50            | \$ -                 | \$ -        | \$ -                 | \$ -                | \$ 574,576.50           | 0.00%                      |
| <b>TOTAL</b>                         | <b>\$ 9,519,226.50</b>   | <b>\$ 402,801.00</b> | <b>\$ -</b> | <b>\$ 167,041.00</b> | <b>\$ 95,542.00</b> | <b>\$ 10,184,610.50</b> | <b>2.65%</b>               |

**NO NEW CHANGE ORDERS**

**CHANGE SUMMARY by PROJECT**  
**PARKING LOT/ADA/LIGHTING IMPRVMNTS**

(Including any contract amendments and change orders on the 10/20/11 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          | \$ -                 | \$ -        | \$ -          | \$ 46,607.00        | \$ 2,565,607.00        | 1.85%                      |
|                                      |                          |                      |             |               |                     |                        |                            |
| <b>TOTAL</b>                         | <b>\$ 6,146,450.00</b>   | <b>\$ 402,801.00</b> | <b>\$ -</b> | <b>\$ -</b>   | <b>\$ 46,607.00</b> | <b>\$ 6,595,858.00</b> | <b>0.76%</b>               |

**NO NEW CHANGE ORDERS**

\$ -

Crafton Hills College  
CHANGE SUMMARY by PROJECT  
MATH AND SCIENCE ANNEX

October 20, 2011

(Including any contract amendments and change orders on the 10/20/11 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            | \$ -                | \$ -        | \$ -                 | \$ 22,504.00        | \$ 562,004.00          | 4.17%                      |
| MODS-02: Global Modular, Inc. | \$ 1,731,000.00          | \$ -                | \$ -        | \$ 167,041.00        | \$ -                | \$ 1,898,041.00        | 9.65%                      |
|                               |                          |                     |             |                      |                     |                        |                            |
|                               |                          |                     |             |                      |                     |                        |                            |
|                               |                          |                     |             |                      |                     |                        |                            |
| <b>TOTAL</b>                  | <b>\$ 2,270,500.00</b>   | <b>\$ -</b>         | <b>\$ -</b> | <b>\$ 167,041.00</b> | <b>\$ 22,504.00</b> | <b>\$ 2,460,045.00</b> | <b>8.35%</b>               |

**NO NEW CHANGE ORDERS**

\$ -



Crafton Hills College  
CHANGE SUMMARY by PROJECT  
MPOE-DATA

October 20, 2011

(Including any contract amendments and change orders on the 10/20/11 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            | \$ -                | \$ -    | \$ -          | \$ 26,431.00 | \$ 554,131.00       | 5.01%                      |
|   |                          |                     |         |               |              |                     |                            |
|   |                          |                     |         |               |              |                     |                            |
|   |                          |                     |         |               |              |                     |                            |
| TOTAL                                     | \$ 527,700.00            | \$ -                | \$ -    | \$ -          | \$ 26,431.00 | \$ 554,131.00       | 5.01%                      |

**NO NEW CHANGE ORDERS**

\$ -

Crafton Hills College  
**CHANGE SUMMARY by PROJECT**  
**LIBRARY DEMO**

October 20, 2011

(Including any contract amendments and change orders on the 10/20/11 agenda)

| Contractors                                | Original Contract Amount | Contract Amendments |             | Change Orders |             | New Contract Amount  | Change Order % of Contract |
|--|--------------------------|---------------------|-------------|---------------|-------------|----------------------|----------------------------|
|  |                          | Previous            | Pending     | Previous      | Pending     |                      |                            |
| LIBRARY DEMO-01:Miller Environmental, Inc. | \$ 574,576.50            | \$ -                | \$ -        | \$ -          | \$ -        | \$ 574,576.50        | 0.00%                      |
|  |                          |                     |             |               |             |                      |                            |
|  |                          |                     |             |               |             |                      |                            |
|  |                          |                     |             |               |             |                      |                            |
| <b>TOTAL</b>                               | <b>\$ 574,576.50</b>     | <b>\$ -</b>         | <b>\$ -</b> | <b>\$ -</b>   | <b>\$ -</b> | <b>\$ 574,576.50</b> | <b>0.00%</b>               |

**NO NEW CHANGE ORDERS**

\$ -

San Bernardino Valley College  
**CHANGE SUMMARY by PROJECT**  
(Including any contract amendments and change orders on the 10/20/11 agenda)

October 20, 2011

| 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            | \$ 42,746.00        | \$ -        | \$ 26,806.00        | \$ -        | \$ 417,852.00        | 6.85%                      |
|                                 |                          |                     |             |                     |             |                      |                            |
| HVAC Cafeteria & Health Science | \$ 325,000.00            | \$ -                | \$ -        | \$ -                | \$ -        | \$ 325,000.00        | 0.00%                      |
|                                 |                          |                     |             |                     |             |                      |                            |
|                                 |                          |                     |             |                     |             |                      |                            |
|                                 |                          |                     |             |                     |             |                      |                            |
|                                 |                          |                     |             | \$ -                |             |                      |                            |
|                                 |                          |                     |             |                     |             |                      |                            |
| <b>TOTAL</b>                    | <b>\$ 673,300.00</b>     | <b>\$ 42,746.00</b> | <b>\$ -</b> | <b>\$ 26,806.00</b> | <b>\$ -</b> | <b>\$ 742,852.00</b> | <b>3.74%</b>               |

San Bernardino Valley College  
CHANGE SUMMARY by PROJECT  
CENTRAL PLANT / INFRASTRUCTURE

Oct. 20, 2011

(Including any contract amendments and change orders on the 10/20/11 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            | \$ 42,746.00        | \$ -    | \$ 26,806.00  | \$ -    | \$ 417,852.00       | 6.85%                      |
| Central Plant                            |                          |                     |         |               |         |                     |                            |
|  |                          |                     |         |               |         |                     |                            |
|  |                          |                     |         |               |         |                     |                            |
|  |                          |                     |         | \$ -          |         |                     |                            |
|  |                          |                     |         |               |         |                     |                            |
|  |                          |                     |         |               |         |                     |                            |
|  |                          |                     |         |               |         |                     |                            |
|  |                          |                     |         |               |         |                     |                            |
|  |                          |                     |         |               |         |                     |                            |
|  |                          |                     |         |               |         |                     |                            |
|  |                          |                     |         |               |         |                     |                            |
| TOTAL                                    | \$ 348,300.00            | \$ 42,746.00        | \$ -    | \$ 26,806.00  | \$ -    | \$ 417,852.00       | 6.85%                      |

San Bernardino Valley College  
**CHANGE SUMMARY by PROJECT**  
**HVAC Cafeteria/Health Science**

October 20, 2011

(Including any contract amendments and change orders on the 10/20/11 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%                      |
|                            |                          |                     |             |               |             |                      |                            |
|                            |                          |                     |             |               |             |                      |                            |
|                            |                          |                     |             |               |             |                      |                            |
|                            |                          |                     |             | \$ -          |             |                      |                            |
|                            |                          |                     |             |               |             |                      |                            |
|                            |                          |                     |             |               |             |                      |                            |
|                            |                          |                     |             |               |             |                      |                            |
|                            |                          |                     |             |               |             |                      |                            |
|                            |                          |                     |             |               |             |                      |                            |
|                            |                          |                     |             |               |             |                      |                            |
|                            |                          |                     |             |               |             |                      |                            |
| <b>TOTAL</b>               | <b>\$ 325,000.00</b>     | <b>\$ -</b>         | <b>\$ -</b> | <b>\$ -</b>   | <b>\$ -</b> | <b>\$ 325,000.00</b> | <b>0.00%</b>               |

**NO NEW CHANGE ORDERS**

## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services  
PREPARED BY: Diana Johnson, Bond Program Manager, Kitchell/BRj/Seville  
DATE: October 20, 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 \$-69,774.02 which is a -0.065% 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 \$6,249,661.71 which is only 5.87% of the project cost of \$106,550,029.39.

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**

(Including any contract amendments and change orders on the 10/20/11 agenda)

October 20, 2011

**CONTRACT AMENDMENTS**

| PROJECTS                             | Original Contract Amount | Contract Amendments    |             | Base Contract Amount     | Cumulative Contract Amendments |
|--------------------------------------|--------------------------|------------------------|-------------|--------------------------|--------------------------------|
|                                      |                          | Previous               | Pending     |                          |                                |
| CHC-Crafton Hills College            | \$ 46,102,035.00         | \$ 176,064.00          | \$ -        | \$ 46,278,099.00         | 0.38%                          |
| SBVC-San Bernardino Valley College   | \$ 60,447,994.19         | \$ 1,255,538.48        | \$ -        | \$ 61,703,532.67         | 2.08%                          |
| <b>TOTAL for CONTRACT AMENDMENTS</b> | <b>\$ 106,550,029.19</b> | <b>\$ 1,431,602.48</b> | <b>\$ -</b> | <b>\$ 107,981,631.67</b> | <b>1.34%</b>                   |

**CHANGE ORDERS**

| PROJECTS                           | Base Contract Amount     | Change Orders          |                       | New Contract Amount      | Cumulative Change Orders |
|------------------------------------|--------------------------|------------------------|-----------------------|--------------------------|--------------------------|
|                                    |                          | Previous               | Pending               |                          |                          |
| CHC-Crafton Hills College          | \$ 46,278,099.00         | \$ 1,911,582.00        | \$ -                  | \$ 48,189,681.00         | 4.13%                    |
| SBVC-San Bernardino Valley College | \$ 61,703,532.67         | \$ 2,976,251.25        | \$ (69,774.02)        | \$ 64,610,009.90         | 4.71%                    |
| <b>TOTAL for CHANGE ORDERS</b>     | <b>\$ 107,981,631.67</b> | <b>\$ 4,887,833.25</b> | <b>\$ (69,774.02)</b> | <b>\$ 112,799,690.90</b> | <b>4.46%</b>             |

\$ (69,774.02)  
-0.065%  
\$ 6,249,661.71

|  |                   |
|--|-------------------|
| May 19, Change Order Log Balance       | \$ 105,846,169.39 |
| American Wrecking - Chemistry- Add     | 354,770.00        |
| Graebel - Relocation - Chemistry - Add | 23,974.00         |
| Larry Jacinto Construction             | 29,116.00         |
| Bon Air, Inc.                          | 296,000.00        |
|  | <hr/>             |
|  | \$ 106,550,029.39 |

5.87%

Crafton Hills College  
**CHANGE SUMMARY by PROJECT**

October 20, 2011

(Including any contract amendments and change orders on the 10/20/11 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            | \$ 8,144,197.00          | \$ 73,186.00         | \$ -        | \$ 469,332.00          | \$ -        | \$ 8,686,715.00         | 5.71%                      |
|                               |                          |                      |             |                        |             |                         |                            |
| LEARNING RESOURCE CENTER      | \$ 22,810,387.00         | \$ 146,461.00        | \$ -        | \$ 942,612.00          | \$ -        | \$ 23,899,460.00        | 4.11%                      |
|                               |                          |                      |             |                        |             |                         |                            |
|                               |                          |                      |             |                        |             |                         |                            |
| <b>TOTAL</b>                  | <b>\$ 46,102,035.00</b>  | <b>\$ 176,064.00</b> | <b>\$ -</b> | <b>\$ 1,911,582.00</b> | <b>\$ -</b> | <b>\$ 48,189,681.00</b> | <b>4.13%</b>               |



Crafton Hills College  
**CHANGE SUMMARY by PROJECT**  
**INFRASTRUCTURE #1**

October 20, 2011

(Including any contract amendments and change orders on the 10/20/11 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%                     |
|                              |                          |                     |             |                      |             |                      |                            |
|                              |                          |                     |             |                      |             |                      |                            |
|                              |                          |                     |             |                      |             |                      |                            |
|                              |                          |                     |             |                      |             |                      |                            |
| <b>TOTAL</b>                 | <b>\$ 421,000.00</b>     | <b>\$ -</b>         | <b>\$ -</b> | <b>\$ (4,277.00)</b> | <b>\$ -</b> | <b>\$ 416,723.00</b> | <b>-1.02%</b>              |

**NO NEW CHANGE ORDERS**

Crafton Hills College  
CHANGE SUMMARY by PROJECT  
INFRASTRUCTURE PACKAGE # 2/3/4

October 20, 2011

(Including any contract amendments and change orders on the 10/20/11 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%                      |
|  |                          |                       |             |                      |             |                         |                            |
|  |                          |                       |             |                      |             |                         |                            |
|  |                          |                       |             |                      |             |                         |                            |
| <b>TOTAL</b>                           | <b>\$ 14,726,451.00</b>  | <b>\$ (43,583.00)</b> | <b>\$ -</b> | <b>\$ 503,915.00</b> | <b>\$ -</b> | <b>\$ 15,186,783.00</b> | <b>3.43%</b>               |

**NO NEW CHANGE ORDERS**

KITCHELL/BRj

Crafton Hills College  
**CHANGE SUMMARY by PROJECT**  
**INFRASTRUCTURE #2**

October 20, 2011

(Including any contract amendments and change orders on the 10/20/2011 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%                      |
|                                      |                          |                     |             |                     |             |                        |                            |
|                                      |                          |                     |             |                     |             |                        |                            |
|                                      |                          |                     |             |                     |             |                        |                            |
| <b>TOTAL</b>                         | <b>\$ 3,966,047.00</b>   | <b>\$ -</b>         | <b>\$ -</b> | <b>\$ 49,539.00</b> | <b>\$ -</b> | <b>\$ 4,015,586.00</b> |                            |

**NO NEW CHANGE ORDERS**

KITCHELL/BRj

Crafton Hills College  
**CHANGE SUMMARY by PROJECT**  
**INFRASTRUCTURE #3**

October 20, 2011

(Including any contract amendments and change orders on the 10/20/11 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%                      |
|                                      |                          |                       |             |                      |             |                        |                            |
|                                      |                          |                       |             |                      |             |                        |                            |
|                                      |                          |                       |             |                      |             |                        |                            |
| <b>TOTAL</b>                         | <b>\$ 7,533,419.00</b>   | <b>\$ (43,583.00)</b> | <b>\$ -</b> | <b>\$ 334,062.00</b> | <b>\$ -</b> | <b>\$ 7,823,898.00</b> |                            |

**NO NEW CHANGE ORDERS**

KITCHELL/BRj

Crafton Hills College  
**CHANGE SUMMARY by PROJECT**  
**INFRASTRUCTURE #4**

October 20, 2011

(Including any contract amendments and change orders on the 10/20/11 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%                      |
|                                      |                          |                     |             |                      |             |                        |                            |
|                                      |                          |                     |             |                      |             |                        |                            |
|                                      |                          |                     |             |                      |             |                        |                            |
|                                      |                          |                     |             |                      |             |                        |                            |
| <b>TOTAL</b>                         | <b>\$ 3,183,139.00</b>   | <b>\$ -</b>         | <b>\$ -</b> | <b>\$ 120,314.00</b> | <b>\$ -</b> | <b>\$ 3,303,453.00</b> |                            |

**NO NEW CHANGE ORDERS**

KITCHELL/BRj

Crafton Hills College  
CHANGE SUMMARY by PROJECT  
CRF / INFRA PKG # 5

October 20, 2011

(including any contract amendments and change orders on the 10/20/11 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%                      |
| Larry Jacinto Construction                    | \$ 29,116.00             | \$ 2,244.00         | \$ -        | \$ -                 | \$ -        | \$ 31,360.00           | 0.00%                      |
|   |                          |                     |             |                      |             |                        |                            |
| <b>TOTAL</b>                                  | <b>\$ 8,144,197.00</b>   | <b>\$ 73,186.00</b> | <b>\$ -</b> | <b>\$ 469,332.00</b> | <b>\$ -</b> | <b>\$ 8,686,715.00</b> | <b>5.71%</b>               |

Crafton Hills College  
**CHANGE SUMMARY by PROJECT**  
**INFRASTRUCTURE #5/CRF SITE PREP**  
 (Including any contract amendments and change orders on the 10/20/11 agenda)

October 20, 2011

| 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           |                            |
|   |                          |                     |             |                     |             |                        |                            |
|   |                          |                     |             |                     |             |                        |                            |
|   |                          |                     |             |                     |             |                        |                            |
|   |                          |                     |             |                     |             |                        |                            |
| <b>TOTAL</b>                              | <b>\$ 1,380,513.00</b>   | <b>\$ 18,480.00</b> | <b>\$ -</b> | <b>\$ 37,793.00</b> | <b>\$ -</b> | <b>\$ 1,436,786.00</b> |                            |

**NO NEW CHANGE ORDERS**

KITCHELL/BRj

Crafton Hills College  
**CHANGE SUMMARY by PROJECT**  
**COMMUNITY RECREATION FACILITY**  
(Including any contract amendments and change orders on the 10/20/11 agenda)

October 20, 2011]

| 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%                      |
| Larry Jacinto Construction                    | \$ 29,116.00             | \$ 2,244.00         | \$ -        |                      | \$ -        | \$ 31,360.00           | 0.00%                      |
|   |                          |                     |             |                      |             |                        |                            |
| <b>TOTAL</b>                                  | <b>\$ 6,763,684.00</b>   | <b>\$ 54,706.00</b> | <b>\$ -</b> | <b>\$ 431,539.00</b> | <b>\$ -</b> | <b>\$ 7,249,929.00</b> |                            |



Crafton Hills College  
**CHANGE SUMMARY by PROJECT**  
**LEARNING RESOURCE CENTER**

October 20, 2011

(Including any contract amendments and change orders on the 10/20/11 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          | \$ (23,439.00)       | \$ -        | \$ 56,188.00         |               | \$ 3,307,449.00         | 1.73%                      |
| 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          | \$ 23,439.00         | \$ -        | \$ 133,356.00        |               | \$ 3,578,095.00         | 3.87%                      |
| 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         | \$ (4,000.00) | \$ 1,418,176.00         | 5.13%                      |
| 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            | \$ 5,300.00          | \$ -        | \$ 26,192.00         |               | \$ 223,492.00           | 13.28%                     |
| 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          | \$ 4,000.00   | \$ 744,171.00           | 1.80%                      |
| 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%                      |
|  |                          |                      |             |                      |               |                         |                            |
|  |                          |                      |             |                      |               |                         |                            |
| <b>TOTAL</b>                           | <b>\$ 22,810,387.00</b>  | <b>\$ 146,461.00</b> | <b>\$ -</b> | <b>\$ 942,612.00</b> | <b>\$ -</b>   | <b>\$ 23,899,460.00</b> | <b>4.11%</b>               |

KITCHELL/BRJ

San Bernardino Valley College  
**CHANGE SUMMARY by PROJECT**  
(Including any contract amendments and change orders on the 10/20/11 agenda)

October 20, 2011

| 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         | \$ 338,163.48          | \$ -        | \$ 969,563.00          | \$ -                  | \$ 19,505,379.48        | 5.23%                      |
|                            |                          |                        |             |                        |                       |                         |                            |
| 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        | \$ 25,772,300.19         | \$ 370,528.00          | \$ -        | \$ 1,275,430.45        | \$ (69,774.02)        | \$ 27,348,484.62        | 4.61%                      |
|                            |                          |                        |             |                        |                       |                         |                            |
| Student Health Services    | \$ 1,047,967.00          | \$ -                   | \$ -        | \$ 25,987.00           | \$ -                  | \$ 1,073,954.00         | 2.48%                      |
|                            |                          |                        |             |                        |                       |                         |                            |
|                            |                          |                        |             |                        |                       |                         |                            |
| <b>TOTAL</b>               | <b>\$ 60,447,994.19</b>  | <b>\$ 1,255,538.48</b> | <b>\$ -</b> | <b>\$ 2,976,251.25</b> | <b>\$ (69,774.02)</b> | <b>\$ 64,610,009.90</b> | <b>4.71%</b>               |

San Bernardino Valley College  
CHANGE SUMMARY by PROJECT  
NORTH HALL

October 20, 2011

(Including any contract amendments and change orders on the 10/20/11 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            |                      |             | \$ 6,982.00          | \$ -        | \$ 149,737.00           | 4.89%                      |
| #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            | \$ 134,797.48        | \$ -        | \$ 18,284.00         |             | \$ 916,369.48           | 2.04%                      |
| #18 - Arrowhead Mechanical            | \$ 1,247,000.00          |                      |             | \$ 104,978.00        | \$ -        | \$ 1,351,978.00         | 8.42%                      |
| #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%                      |
|                                       |                          |                      |             |                      |             |                         |                            |
| <b>TOTAL</b>                          | <b>\$ 18,197,653.00</b>  | <b>\$ 338,163.48</b> | <b>\$ -</b> | <b>\$ 969,563.00</b> | <b>\$ -</b> | <b>\$ 19,505,379.48</b> | <b>5.23%</b>               |

San Bernardino Valley College  
**CHANGE SUMMARY by PROJECT**  
**MAINTENANCE and OPERATIONS**  
(Including any contract amendments and change orders on the 10/20/11 agenda)

Oct. 20, 2011

| Contractors                                   | Original<br>Contract Amount | Contract Amendments  |             | Change Orders       |             | New Contract<br>Amount | Change Order %<br>of Contract |
|---|-----------------------------|----------------------|-------------|---------------------|-------------|------------------------|-------------------------------|
|   |                             | Previous             | Pending     | Previous            | Pending     |                        |                               |
| <b>Maintenance &amp; Operations Building:</b> |                             |                      |             |                     |             |                        |                               |
| #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%                         |
|   |                             |                      |             |                     |             |                        |                               |
| <b>Custodial Building:</b>                    |                             |                      |             |                     |             |                        |                               |
| #1 - Lee & Stires                             | \$ 370,000.00               | \$ 18,333.00         |             | \$ 49,855.00        |             | \$ 438,188.00          | 12.84%                        |
| #2 - Klassic Engineering & Const., Inc.       | \$ 915,000.00               |                      |             | \$ (7,401.00)       |             | \$ 907,599.00          | -0.81%                        |
|   |                             |                      |             |                     |             |                        |                               |
| <b>TOTAL</b>                                  | <b>\$ 4,041,000.00</b>      | <b>\$ 471,180.00</b> | <b>\$ -</b> | <b>\$ 75,319.00</b> | <b>\$ -</b> | <b>\$ 4,587,499.00</b> | <b>1.67%</b>                  |

**NO NEW CHANGE ORDERS**

San Bernardino Valley College  
CHANGE SUMMARY by PROJECT  
MEDIA / COMM

October 20, 2011

(Including any contract amendments and change orders on the 10/20/11 agenda)

| Contractors                              | Original<br>Contract Amount | Contract Amendments |             | Change Orders        |             | New Contract<br>Amount  | Change Order %<br>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%                         |
|  |                             |                     |             |                      |             |                         |                               |
| <b>TOTAL</b>                             | <b>\$ 11,389,074.00</b>     | <b>\$ 75,667.00</b> | <b>\$ -</b> | <b>\$ 629,951.80</b> | <b>\$ -</b> | <b>\$ 12,094,692.80</b> | <b>5.49%</b>                  |

San Bernardino Valley College  
CHANGE SUMMARY by PROJECT  
CHEMISTRY / SCIENCE

October 20, 2011

(Including any contract amendments and change orders on the 10/20/11 agenda)

| Contractors                           | Original<br>Contract Amount | Contract Amendments  |             | Change Orders          |                       | New Contract<br>Amount  | Change Order %<br>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         |             | \$ 127,142.00          | \$ -                  | \$ 2,571,386.00         | 5.20%                         |
| #4 - ACSS, Inc.                       | \$ 3,398,000.00             |                      |             | \$ 147,403.00          | \$ -                  | \$ 3,545,403.00         | 4.34%                         |
| #5 - Advanced Lab Concepts            | \$ 1,130,171.00             |                      |             | \$ 8,691.00            | \$ -                  | \$ 1,138,862.00         | 0.77%                         |
| #6 - Crowner Sheet Metal              | \$ 386,300.00               |                      |             | \$ (4,816.00)          | \$ -                  | \$ 381,484.00           | -1.25%                        |
| #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          |             | \$ (78,429.00)         | \$ -                  | \$ 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               |                      |             | \$ 9,057.00            | \$ -                  | \$ 345,927.00           | 2.69%                         |
| #13 - Prime Painting Contractors      | \$ 143,750.00               |                      |             | \$ (91.00)             |                       | \$ 143,659.00           | -0.06%                        |
| #14 - Inland Building Construction    | \$ 683,000.00               |                      |             | \$ 6,175.00            | \$ -                  | \$ 689,175.00           | 0.90%                         |
| #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         |             | \$ 224,337.00          | \$ -                  | \$ 3,583,316.00         | 6.68%                         |
| #19 - RDM Electrical                  | \$ 2,311,800.00             | \$ 91,534.00         |             | \$ 210,463.00          | \$ -                  | \$ 2,613,797.00         | 8.76%                         |
| #20 - Marina Landscaping              | \$ 299,000.00               |                      |             | \$ 19,815.00           | \$ -                  | \$ 318,815.00           | 6.63%                         |
| #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                  | \$ 818,310.19               |                      |             | \$ 16,683.33           | \$ (69,774.02)        | \$ 765,219.50           | -6.49%                        |
| 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%                        |
| Bon Air, Inc.                         | \$ 296,000.00               | \$ 10,802.00         | \$ -        |                        |                       | \$ 306,802.00           | 0.00%                         |
|                                       |                             |                      |             |                        |                       |                         |                               |
| <b>TOTAL</b>                          | <b>\$ 25,772,300.19</b>     | <b>\$ 370,528.00</b> | <b>\$ -</b> | <b>\$ 1,275,430.45</b> | <b>\$ (69,774.02)</b> | <b>\$ 27,348,484.62</b> | <b>4.61%</b>                  |

KITCHELL/BRJ

San Bernardino Valley College  
**CHANGE SUMMARY by PROJECT**  
**STUDENT HEALTH SERVICES**

October 20, 2011

(Including any contract amendments and change orders on the 10/20/11 agenda)

| Contractors                    | Original<br>Contract Amount | Contract Amendments |             | Change Orders       |             | New Contract<br>Amount | Change Order %<br>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%                         |
|                                |                             |                     |             |                     |             |                        |                               |
|                                |                             |                     |             |                     |             |                        |                               |
|                                |                             |                     |             |                     |             |                        |                               |
|                                |                             |                     |             |                     |             |                        |                               |
|                                |                             |                     |             |                     |             |                        |                               |
| <b>TOTAL</b>                   | <b>\$ 1,047,967.00</b>      | <b>\$ -</b>         | <b>\$ -</b> | <b>\$ 25,987.00</b> | <b>\$ -</b> | <b>\$ 1,073,954.00</b> | <b>2.48%</b>                  |

**NO NEW CHANGE ORDERS**

## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services  
PREPARED BY: Crispina Ongoco, Director of Fiscal Services  
DATE: October 20, 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 August 29, 2011 to October 2, 2011. It reflects summary information for all District funds, grouped by category within each fund.

As of October 2, 2011, we have spent and encumbered about 26.5% of our budgeted general funds and are 24.9% through the fiscal year. While these figures seem to indicate that we are spending at a faster rate than anticipated, this is due to the encumbering of funds for utilities and contracts costs which will be spent over the entire year.

### 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 10/2/11

| Revenues – All Funds                  | Budget     | YTD Revenues | % Received | % of Year |
|---------------------------------------|------------|--------------|------------|-----------|
| 01 General Fund*                      | 88,599,187 | 14,875,481   | 16.8       | 24.9      |
| 21 Bond Interest & Redemption         | 16,188,000 | -            | 0.0        | 24.9      |
| 41 Capital Outlay Projects Fund       | 1,153,670  | 229,316      | 19.9       | 24.9      |
| 42 Bond Construction Fund             | 1,080,000  | 47,128       | 4.4        | 24.9      |
| 68 Retiree Benefit Fund               | 1,624,468  | -            | 0.0        | 24.9      |
| 69 Employee Load Banking Trust Fund   | 850        | -            | 0.0        | 24.9      |
| 72 Child Development Fund             | 2,104,750  | 236,449      | 11.2       | 24.9      |
| 73 Student Body Center Fee Fund       | 249,070    | -            | 0.0        | 24.9      |
| 74 KVCR Fund                          | 3,057,854  | 534,298      | 17.5       | 24.9      |
| 76 Investment Trust Fund – San Manuel | 2,503,000  | -            | 0.0        | 24.9      |
| 78 Self Insurance-Liability Fund      | 753,500    | -            | 0.0        | 24.9      |
| 84 Workers Compensation Fund*         | 1,405,000  | 211,871      | 15.1       | 24.9      |

| Expenses – All Funds                  | Budget      | YTD Expenses<br>& Encumbrances | Expensed<br>& Encumbered | of Year |
|---------------------------------------|-------------|--------------------------------|--------------------------|---------|
| 01 General Fund*                      | 93,666,500  | 24,859,141                     | 26.5                     | 24.9    |
| 21 Bond Interest & Redemption         | 22,437,353  | -                              | 0.0                      | 24.9    |
| 41 Capital Outlay Projects Fund       | 7,900,349   | 746,933                        | 9.5                      | 24.9    |
| 42 Bond Construction Fund             | 123,318,933 | 28,305,402                     | 23.0                     | 24.9    |
| 68 Retiree Benefit Fund               | 2,356,676   | 81,706                         | 3.5                      | 24.9    |
| 69 Employee Load Banking Trust Fund   | 850         | -                              | 0.0                      | 24.9    |
| 72 Child Development Fund*            | 2,068,133   | 556,314                        | 26.9                     | 24.9    |
| 73 Student Body Center Fee Fund       | 276,070     | 37,812                         | 13.7                     | 24.9    |
| 74 KVCR Fund*                         | 3,059,254   | 1,272,814                      | 41.6                     | 24.9    |
| 76 Investment Trust Fund – San Manuel | 740,592     | 123,420                        | 16.7                     | 24.9    |
| 78 Self Insurance-Liability Fund      | 795,000     | 554,211                        | 69.7                     | 24.9    |
| 84 Workers Compensation Fund*         | 1,358,000   | 422,082                        | 31.1                     | 24.9    |

\*Regular patterns of activity throughout the year.

BDX110  
ALL FUNDS  
72 San Bernardino Community Col

BEST NET CONSORTIUM  
BUDGET SUMMARY REPORT  
08/29/2011 TO 10/02/2011

#J516

10/03/2011

PAGE 1

Fund: 01 GENERAL FUND

| SUMMARY BY OBJECT                      | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE  | %    | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %     |
|--|-------------------|------------------------------|---------------|------|-----------------------|-------------------------|-------|
| 8100.00 FEDERAL HEA REVENUES           | 5,923,961.86      | 360,647.01                   | 360,647.01    | 6.0  | 0.00                  | 5,563,314.85            | 93.9  |
| 8600.00 STATE REVENUES                 | 62,032,306.93     | 882,638.83                   | 14,134,640.44 | 22.7 | 0.00                  | 47,897,666.49           | 77.2  |
| 8800.00 LOCAL REVENUES                 | 20,165,285.75     | 504,243.44                   | 379,324.01    | 1.8  | 0.00                  | 19,785,961.74           | 98.1  |
| 8900.00 OTHER FINANCING SOURCES        | 477,632.42        | 0.00                         | 869.42        | .1   | 0.00                  | 476,763.00              | 99.8  |
| TOTAL: 8000                            | 88,599,186.96     | 1,026,235.26                 | 14,875,480.88 | 16.7 | 0.00                  | 73,723,706.08           | 83.2  |
| 1100.00 CONTRACT CLASSROOM INST.       | 15,080,474.00     | 2,899,688.85                 | 2,972,402.60  | 19.7 | 0.00                  | 12,108,071.40           | 80.2  |
| 1200.00 CONTRACT CERT. ADMINISTRATORS  | 8,248,544.00      | 1,325,167.94                 | 1,937,225.96  | 23.4 | 0.00                  | 6,311,318.04            | 76.5  |
| 1300.00 INSTRUCTORS DAY/HOURLY         | 6,761,078.00      | 643,967.06                   | 954,380.41    | 14.1 | 0.00                  | 5,806,697.59            | 85.8  |
| 1400.00 NON-INSTRUCTION HOURLY CERT.   | 794,441.00        | 82,242.92                    | 118,857.04    | 14.9 | 0.00                  | 675,583.96              | 85.0  |
| TOTAL: 1000                            | 30,884,537.00     | 4,951,066.77                 | 5,982,866.01  | 19.3 | 0.00                  | 24,901,670.99           | 80.6  |
| 2100.00 CONTRACT CLASSIFIED NON-INSTR. | 17,282,093.00     | 2,766,259.91                 | 4,142,934.14  | 23.9 | 0.00                  | 13,139,158.86           | 76.0  |
| 2200.00 INSTRUCTIONAL AIDS             | 1,261,369.00      | 199,516.79                   | 291,383.76    | 23.1 | 0.00                  | 969,985.24              | 76.8  |
| 2300.00 NON-INSTRUCTION HOURLY CLASS.  | 1,565,709.00      | 57,220.76                    | 152,812.44    | 9.7  | 0.00                  | 1,412,896.56            | 90.2  |
| 2400.00 INST AIDES-HOURLY- DIR.INSTRUC | 775,659.00        | 20,660.38                    | 34,589.28     | 4.4  | 0.00                  | 741,069.72              | 95.5  |
| TOTAL: 2000                            | 20,884,830.00     | 3,043,657.84                 | 4,621,719.62  | 22.1 | 0.00                  | 16,263,110.38           | 77.8  |
| 3100.00 CERTIFICATED RETIREMENT        | 2,325,589.00      | 369,590.68                   | 442,327.34    | 19.0 | 0.00                  | 1,883,261.66            | 80.9  |
| 3200.00 CLASSIFIED RETIREMENT          | 2,292,427.00      | 357,709.59                   | 536,060.67    | 23.3 | 0.00                  | 1,756,366.33            | 76.6  |
| 3300.00 OASDHI/FICA                    | 2,008,013.00      | 314,264.64                   | 450,676.42    | 22.4 | 0.00                  | 1,557,336.58            | 77.5  |
| 3400.00 HEALTH AND WELFARE BENEFITS    | 6,917,236.00      | 1,089,856.64                 | 1,642,221.69  | 23.7 | 0.00                  | 5,275,014.31            | 76.2  |
| 3500.00 STATE UNEMPLOYMENT INSURANCE   | 887,148.00        | 137,229.57                   | 178,690.17    | 20.1 | 0.00                  | 708,457.83              | 79.8  |
| 3600.00 WORKERS COMPENSATION INSURANCE | 986,254.00        | 157,276.86                   | 236,650.93    | 23.9 | 0.00                  | 749,603.07              | 76.0  |
| 3900.00 OTHER BENEFITS                 | 211,286.00        | 36,845.60                    | 54,550.67     | 25.8 | 0.00                  | 156,735.33              | 74.1  |
| TOTAL: 3000                            | 15,627,953.00     | 2,462,773.58                 | 3,541,177.89  | 22.6 | 0.00                  | 12,086,775.11           | 77.3  |
| 4100.00 TEXTBOOKS                      | 25,506.00         | 0.00                         | 1,181.96      | 4.6  | 562.04                | 23,762.00               | 93.1  |
| 4200.00 BOOK,MAGAZINE&PERIOD-DIST.USE  | 107,536.58        | 2,283.29                     | 3,039.01      | 2.8  | 14,175.76             | 90,321.81               | 83.9  |
| 4300.00 INSTRUCTIONAL SUPPLIES         | 429,535.75        | 62,505.18                    | 98,498.51     | 22.9 | 84,955.99             | 246,081.25              | 57.2  |
| 4400.00 MEDIA AND SOFTWARE-DISTRCT USE | 83,748.55         | 0.00                         | 765.81        | .9   | 11,582.66             | 71,400.08               | 85.2  |
| 4500.00 NONINSTRUCTIONAL SUPPLIES      | 1,277,767.29      | 72,227.56                    | 156,400.70    | 12.2 | 414,762.43            | 706,604.16              | 55.2  |
| 4700.00 FOOD SUPPLIES                  | 30,400.00         | 620.75                       | 620.75        | 2.0  | 28,679.25             | 1,100.00                | 3.6   |
| TOTAL: 4000                            | 1,954,494.17      | 137,636.78                   | 260,506.74    | 13.3 | 554,718.13            | 1,139,269.30            | 58.2  |
| 5100.00 PERSON&CONSULTANT SVC-DIST USE | 4,584,267.86      | 447,967.99                   | 436,460.34    | 9.5  | 2,363,777.28          | 1,784,030.24            | 38.9  |
| 5200.00 TRAVEL & CONFERENCE EXPENSES   | 591,298.60        | 45,314.78                    | 76,700.73     | 12.9 | 55,160.96             | 459,436.91              | 77.6  |
| 5300.00 POST/DUES/MEMBERSHIPS-DIST.USE | 393,750.80        | 35,251.08                    | 155,293.62    | 39.4 | 69,874.76             | 168,582.42              | 42.8  |
| 5400.00 INSURANCES - DISTRICT USE      | 127,643.00        | 0.00                         | 126,357.00    | 98.9 | 0.00                  | 1,286.00                | 1.0   |
| 5500.00 UTILITIES & HOUSEKEEP-DIST.USE | 3,181,410.00      | 341,928.65                   | 735,802.17    | 23.1 | 2,098,292.22          | 347,315.61              | 10.9  |
| 5600.00 RENTS,LEASES&REPAIRS-DIST.USE  | 2,360,479.88      | 141,928.49                   | 232,657.97    | 9.8  | 1,254,118.81          | 873,703.10              | 37.0  |
| 5700.00 LEGAL/ELECTION/AUDIT-DIST. USE | 792,500.00        | 64,460.05                    | 27,242.55     | .0   | 371,580.00            | 448,162.55              | 100.0 |
| 5800.00 OTHER OPERATING EXP-DIST. USE  | 5,692,388.25      | 148,476.53                   | 344,674.25    | 6.0  | 326,911.83            | 5,020,802.17            | 88.2  |
| 5900.00 INTERPROGRAM CHARGES-DIST.USE  | 180.00            | 0.00                         | 0.00          | .0   | 0.00                  | 180.00                  | 100.0 |
| TOTAL: 5000                            | 17,723,918.39     | 1,096,407.47                 | 2,080,703.53  | 11.7 | 6,539,715.86          | 9,103,499.00            | 51.3  |

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| SUMMARY BY OBJECT                      | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE  | %    | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %     |
|--|-------------------|------------------------------|---------------|------|-----------------------|-------------------------|-------|
| TOTAL: 1000-5999                       | 87,075,732.56     | 11,691,542.44                | 16,486,973.79 | 18.9 | 7,094,433.99          | 63,494,324.78           | 72.9  |
| 6100.00 SITES & IMPROVEMENTS-DIST. USE | 256,467.00        | 0.00                         | 0.00          | .0   | 30,246.00             | 226,221.00              | 88.2  |
| 6200.00 BUILDINGS&IMPROVEMENT-DIST.USE | 88,287.50         | 0.00                         | 0.00          | .0   | 1,022.03              | 87,265.47               | 98.8  |
| 6300.00 LIBRARY BOOKS - EXPANSION      | 64,295.63         | 2,641.32                     | 10,127.63     | 15.7 | 37,190.68             | 16,977.32               | 26.4  |
| 6400.00 ADDITIONAL/IMPROVED EQUIPMENT  | 1,027,074.72      | 92,910.10                    | 120,729.86    | 11.7 | 147,325.58            | 759,019.28              | 73.9  |
| TOTAL: 6000                            | 1,436,124.85      | 95,551.42                    | 130,857.49    | 9.1  | 215,784.29            | 1,089,483.07            | 75.8  |
| TOTAL: 1000-6999                       | 88,511,857.41     | 11,787,093.86                | 16,617,831.28 | 18.7 | 7,310,218.28          | 64,583,807.85           | 72.9  |
| 7200.00 INTRAFUND TRANSFERS OUT        | 475,913.00        | 0.00                         | 0.00          | .0   | 0.00                  | 475,913.00              | 100.0 |
| 7300.00 INTERFUND TRANSFERS            | 4,159,960.00      | 427,595.00                   | 567,459.00    | 13.6 | 0.00                  | 3,592,501.00            | 86.3  |
| 7500.00 OTHER OUTGO-STUDENT FIN AID    | 44,100.00         | 0.00                         | 0.00          | .0   | 7,000.00              | 37,100.00               | 84.1  |
| 7600.00 OTHER STUDENT AID              | 474,670.00        | 19,369.44                    | 22,794.38     | 4.8  | 333,837.62            | 118,038.00              | 24.8  |
| TOTAL: 7000                            | 5,154,643.00      | 446,964.44                   | 590,253.38    | 11.4 | 340,837.62            | 4,223,552.00            | 81.9  |
| TOTAL: 1000-7999                       | 93,666,500.41     | 12,234,058.30                | 17,208,084.66 | 18.3 | 7,651,055.90          | 68,807,359.85           | 73.4  |

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| SUMMARY BY OBJECT |               | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE  | %    | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %    |
|-------------------|---------------|-------------------|------------------------------|---------------|------|-----------------------|-------------------------|------|
| TOTAL INCOME      | (8000 - 8999) | 88,599,186.96     | 1,026,235.26                 | 14,875,480.88 | 16.7 | 0.00                  | 73,723,706.08           | 83.2 |
| TOTAL: 1000-5999  |               | 87,075,732.56     | 11,691,542.44                | 16,486,973.79 | 18.9 | 7,094,433.99          | 63,494,324.78           | 72.9 |
| TOTAL: 1000-6999  |               | 88,511,857.41     | 11,787,093.86                | 16,617,831.28 | 18.7 | 7,310,218.28          | 64,583,807.85           | 72.9 |
| TOTAL: 1000-7999  |               | 93,666,500.41     | 12,234,058.30                | 17,208,084.66 | 18.3 | 7,651,055.90          | 68,807,359.85           | 73.4 |
| TOTAL EXPENSES    | (1000 - 7999) | 93,666,500.41     | 12,234,058.30                | 17,208,084.66 | 18.3 | 7,651,055.90          | 68,807,359.85           | 73.4 |

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Fund: 21 BOND INTEREST AND REDEMPTION

| SUMMARY BY OBJECT       | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %  | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %     |
|-------------------------|-------------------|------------------------------|--------------|----|-----------------------|-------------------------|-------|
| 8600.00 STATE REVENUES  | 260,000.00        | 0.00                         | 0.00         | .0 | 0.00                  | 260,000.00              | 100.0 |
| 8800.00 LOCAL REVENUES  | 15,928,000.00     | 0.00                         | 0.00         | .0 | 0.00                  | 15,928,000.00           | 100.0 |
| TOTAL: 8000             | 16,188,000.00     | 0.00                         | 0.00         | .0 | 0.00                  | 16,188,000.00           | 100.0 |
| 7100.00 DEBT RETIREMENT | 22,437,353.00     | 0.00                         | 0.00         | .0 | 0.00                  | 22,437,353.00           | 100.0 |
| TOTAL: 7000             | 22,437,353.00     | 0.00                         | 0.00         | .0 | 0.00                  | 22,437,353.00           | 100.0 |
| TOTAL: 1000-7999        | 22,437,353.00     | 0.00                         | 0.00         | .0 | 0.00                  | 22,437,353.00           | 100.0 |

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Fund: 21 BOND INTEREST AND REDEMPTION SUMMARY

| SUMMARY BY OBJECT |               | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %  | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %     |
|-------------------|---------------|-------------------|------------------------------|--------------|----|-----------------------|-------------------------|-------|
| TOTAL INCOME      | (8000 - 8999) | 16,188,000.00     | 0.00                         | 0.00         | .0 | 0.00                  | 16,188,000.00           | 100.0 |
| TOTAL: 1000-5999  |               | 0.00              | 0.00                         | 0.00         | .0 | 0.00                  | 0.00                    | .0    |
| TOTAL: 1000-6999  |               | 0.00              | 0.00                         | 0.00         | .0 | 0.00                  | 0.00                    | .0    |
| TOTAL: 1000-7999  |               | 22,437,353.00     | 0.00                         | 0.00         | .0 | 0.00                  | 22,437,353.00           | 100.0 |
| TOTAL EXPENSES    | (1000 - 7999) | 22,437,353.00     | 0.00                         | 0.00         | .0 | 0.00                  | 22,437,353.00           | 100.0 |

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Fund: 41 CAPITAL OUTLAY PROJECTS FUND

| SUMMARY BY OBJECT                      | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %     | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %     |
|--|-------------------|------------------------------|--------------|-------|-----------------------|-------------------------|-------|
| =====                                  | =====             | =====                        | =====        | ===== | =====                 | =====                   | ===== |
| 8600.00 STATE REVENUES                 | 518,782.68        | 83,070.64                    | 84,202.69    | 16.2  | 0.00                  | 434,579.99              | 83.7  |
| 8800.00 LOCAL REVENUES                 | 634,887.00        | 116,320.08                   | 145,113.47   | 22.8  | 0.00                  | 489,773.53              | 77.1  |
| TOTAL: 8000                            | 1,153,669.68      | 199,390.72                   | 229,316.16   | 19.8  | 0.00                  | 924,353.52              | 80.1  |
| 4500.00 NONINSTRUCTIONAL SUPPLIES      | 305,120.00        | 5,344.36                     | 9,276.07     | 3.0   | 6,154.90              | 289,689.03              | 94.9  |
| TOTAL: 4000                            | 305,120.00        | 5,344.36                     | 9,276.07     | 3.0   | 6,154.90              | 289,689.03              | 94.9  |
| 5100.00 PERSON&CONSULTANT SVC-DIST USE | 75,000.00         | 21,253.15                    | 21,253.15    | 28.3  | 28,746.85             | 25,000.00               | 33.3  |
| 5600.00 RENTS,LEASES&REPAIRS-DIST.USE  | 560,988.00        | 6,666.37                     | 6,666.37     | 1.1   | 32,881.60             | 521,440.03              | 92.9  |
| 5800.00 OTHER OPERATING EXP-DIST. USE  | 37,387.00         | 0.00                         | 0.00         | .0    | 0.00                  | 37,387.00               | 100.0 |
| TOTAL: 5000                            | 673,375.00        | 27,919.52                    | 27,919.52    | 4.1   | 61,628.45             | 583,827.03              | 86.7  |
| TOTAL: 1000-5999                       | 978,495.00        | 33,263.88                    | 37,195.59    | 3.8   | 67,783.35             | 873,516.06              | 89.2  |
| 6100.00 SITES & IMPROVEMENTS-DIST. USE | 100,039.66        | 5,985.11                     | 5,985.11     | 5.9   | 0.00                  | 94,054.55               | 94.0  |
| 6200.00 BUILDINGS&IMPROVEMENT-DIST.USE | 4,505,787.43      | 1,000.00                     | 1,650.00     | .0    | 5,992.00              | 4,498,145.43            | 99.8  |
| 6400.00 ADDITIONAL/IMPROVED EQUIPMENT  | 1,816,026.42      | 18,306.47                    | 18,306.47    | 1.0   | 610,020.20            | 1,187,699.75            | 65.4  |
| TOTAL: 6000                            | 6,421,853.51      | 25,291.58                    | 25,941.58    | .4    | 616,012.20            | 5,779,899.73            | 90.0  |
| TOTAL: 1000-6999                       | 7,400,348.51      | 58,555.46                    | 63,137.17    | .8    | 683,795.55            | 6,653,415.79            | 89.9  |
| 7900.00 RESERVE FOR CONTINGENCIES      | 500,000.00        | 0.00                         | 0.00         | .0    | 0.00                  | 500,000.00              | 100.0 |
| TOTAL: 7000                            | 500,000.00        | 0.00                         | 0.00         | .0    | 0.00                  | 500,000.00              | 100.0 |
| TOTAL: 1000-7999                       | 7,900,348.51      | 58,555.46                    | 63,137.17    | .7    | 683,795.55            | 7,153,415.79            | 90.5  |

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Fund: 41 CAPITAL OUTLAY PROJECTS FUND SUMMARY

| SUMMARY BY OBJECT |               | WORKING<br>BUDGET | EXPENDED/CURRENT | RECEIVED<br>YEAR TO DATE | %    | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %    |
|-------------------|---------------|-------------------|------------------|--------------------------|------|-----------------------|-------------------------|------|
| TOTAL INCOME      | (8000 - 8999) | 1,153,669.68      | 199,390.72       | 229,316.16               | 19.8 | 0.00                  | 924,353.52              | 80.1 |
| TOTAL: 1000-5999  |               | 978,495.00        | 33,263.88        | 37,195.59                | 3.8  | 67,783.35             | 873,516.06              | 89.2 |
| TOTAL: 1000-6999  |               | 7,400,348.51      | 58,555.46        | 63,137.17                | .8   | 683,795.55            | 6,653,415.79            | 89.9 |
| TOTAL: 1000-7999  |               | 7,900,348.51      | 58,555.46        | 63,137.17                | .7   | 683,795.55            | 7,153,415.79            | 90.5 |
| TOTAL EXPENSES    | (1000 - 7999) | 7,900,348.51      | 58,555.46        | 63,137.17                | .7   | 683,795.55            | 7,153,415.79            | 90.5 |



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Fund: 42 REVENUE BOND CONSTRUCTION FU

| SUMMARY BY OBJECT                      | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %     | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %     |
|--|-------------------|------------------------------|--------------|-------|-----------------------|-------------------------|-------|
| 8800.00 LOCAL REVENUES                 | 1,080,000.00      | 217,349.18-                  | 47,128.32    | 4.3   | 0.00                  | 1,032,871.68            | 95.6  |
| TOTAL: 8000                            | 1,080,000.00      | 217,349.18-                  | 47,128.32    | 4.3   | 0.00                  | 1,032,871.68            | 95.6  |
| 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. | 43,960.00         | 5,779.20                     | 5,779.20     | 13.1  | 0.00                  | 38,180.80               | 86.8  |
| TOTAL: 2000                            | 43,960.00         | 5,779.20                     | 5,779.20     | 13.1  | 0.00                  | 38,180.80               | 86.8  |
| 3200.00 CLASSIFIED RETIREMENT          | 0.00              | 631.26                       | 631.26       | 100.0 | 0.00                  | 631.26-                 | .0    |
| 3300.00 OASDHI/FICA                    | 0.00              | 442.11                       | 442.11       | 100.0 | 0.00                  | 442.11-                 | .0    |
| 3400.00 HEALTH AND WELFARE BENEFITS    | 0.00              | 803.80                       | 803.80       | 100.0 | 0.00                  | 803.80-                 | .0    |
| 3500.00 STATE UNEMPLOYMENT INSURANCE   | 0.00              | 93.05                        | 93.05        | 100.0 | 0.00                  | 93.05-                  | .0    |
| 3600.00 WORKERS COMPENSATION INSURANCE | 0.00              | 100.00                       | 100.00       | 100.0 | 0.00                  | 100.00-                 | .0    |
| 3900.00 OTHER BENEFITS                 | 0.00              | 4.87                         | 4.87         | 100.0 | 0.00                  | 4.87-                   | .0    |
| TOTAL: 3000                            | 0.00              | 2,075.09                     | 2,075.09     | 100.0 | 0.00                  | 2,075.09-               | .0    |
| 4500.00 NONINSTRUCTIONAL SUPPLIES      | 4,000.00          | 0.00                         | 0.00         | .0    | 0.00                  | 4,000.00                | 100.0 |
| TOTAL: 4000                            | 4,000.00          | 0.00                         | 0.00         | .0    | 0.00                  | 4,000.00                | 100.0 |
| 5100.00 PERSON&CONSULTANT SVC-DIST USE | 537,000.00        | 2,049.00                     | 2,049.00     | .3    | 158,504.53            | 376,446.47              | 70.1  |
| 5400.00 INSURANCES - DISTRICT USE      | 39,000.00         | 0.00                         | 0.00         | .0    | 0.00                  | 39,000.00               | 100.0 |
| 5600.00 RENTS,LEASES&REPAIRS-DIST.USE  | 632,000.00        | 0.00                         | 22,784.02    | 3.6   | 325,925.98            | 283,290.00              | 44.8  |
| 5700.00 LEGAL/ELECTION/AUDIT-DIST. USE | 275,000.00        | 2,000.00                     | 7,860.00     | 2.8   | 133,860.00            | 133,280.00              | 48.4  |
| 5800.00 OTHER OPERATING EXP-DIST. USE  | 25,000.00         | 0.00                         | 0.00         | .0    | 13,575.00             | 11,425.00               | 45.7  |
| TOTAL: 5000                            | 1,508,000.00      | 4,049.00                     | 32,693.02    | 2.1   | 631,865.51            | 843,441.47              | 55.9  |
| TOTAL: 1000-5999                       | 1,575,960.00      | 11,903.29                    | 40,547.31    | 2.5   | 631,865.51            | 903,547.18              | 57.3  |
| 6100.00 SITES & IMPROVEMENTS-DIST. USE | 21,319,323.00     | 232,157.61                   | 1,147,045.49 | 5.3   | 4,430,186.65          | 15,742,090.86           | 73.8  |
| 6200.00 BUILDINGS&IMPROVEMENT-DIST.USE | 92,658,400.00     | 2,543,325.56                 | 3,510,120.49 | 3.7   | 18,174,132.09         | 70,974,147.42           | 76.5  |
| 6400.00 ADDITIONAL/IMPROVED EQUIPMENT  | 7,765,250.00      | 91,256.82                    | 139,019.41   | 1.7   | 232,485.49            | 7,393,745.10            | 95.2  |
| TOTAL: 6000                            | 121,742,973.00    | 2,866,739.99                 | 4,796,185.39 | 3.9   | 22,836,804.23         | 94,109,983.38           | 77.3  |
| TOTAL: 1000-6999                       | 123,318,933.00    | 2,878,643.28                 | 4,836,732.70 | 3.9   | 23,468,669.74         | 95,013,530.56           | 77.0  |

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Fund: 42 REVENUE BOND CONSTRUCTION FU SUMMARY

| SUMMARY BY OBJECT |               | WORKING<br>BUDGET | EXPENDED/<br>CURRENT | RECEIVED<br>YEAR TO DATE | %   | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %    |
|-------------------|---------------|-------------------|----------------------|--------------------------|-----|-----------------------|-------------------------|------|
| TOTAL INCOME      | (8000 - 8999) | 1,080,000.00      | 217,349.18-          | 47,128.32                | 4.3 | 0.00                  | 1,032,871.68            | 95.6 |
| TOTAL: 1000-5999  |               | 1,575,960.00      | 11,903.29            | 40,547.31                | 2.5 | 631,865.51            | 903,547.18              | 57.3 |
| TOTAL: 1000-6999  |               | 123,318,933.00    | 2,878,643.28         | 4,836,732.70             | 3.9 | 23,468,669.74         | 95,013,530.56           | 77.0 |
| TOTAL: 1000-7999  |               | 123,318,933.00    | 2,878,643.28         | 4,836,732.70             | 3.9 | 23,468,669.74         | 95,013,530.56           | 77.0 |
| TOTAL EXPENSES    | (1000 - 7999) | 123,318,933.00    | 2,878,643.28         | 4,836,732.70             | 3.9 | 23,468,669.74         | 95,013,530.56           | 77.0 |

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Fund: 51 BOOKSTORE FUND

| SUMMARY BY OBJECT      | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %  | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %  |
|------------------------|-------------------|------------------------------|--------------|----|-----------------------|-------------------------|----|
| 8800.00 LOCAL REVENUES | 0.00              | 190.44-                      | 0.00         | .0 | 0.00                  | 0.00                    | .0 |
| TOTAL: 8000            | 0.00              | 190.44-                      | 0.00         | .0 | 0.00                  | 0.00                    | .0 |

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Fund: 51 BOOKSTORE FUND

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| SUMMARY BY OBJECT |               | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %  | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %  |
|-------------------|---------------|-------------------|------------------------------|--------------|----|-----------------------|-------------------------|----|
| TOTAL INCOME      | (8000 - 8999) | 0.00              | 190.44-                      | 0.00         | .0 | 0.00                  | 0.00                    | .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 |

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Fund: 68 RETIREE BENEFIT FUND

| SUMMARY BY OBJECT                    | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %    | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %     |
|--------------------------------------|-------------------|------------------------------|--------------|------|-----------------------|-------------------------|-------|
| 8800.00 LOCAL REVENUES               | 24,000.00         | 3,385.51-                    | 0.00         | .0   | 0.00                  | 24,000.00               | 100.0 |
| 8900.00 OTHER FINANCING SOURCES      | 1,600,468.00      | 0.00                         | 0.00         | .0   | 0.00                  | 1,600,468.00            | 100.0 |
| TOTAL: 8000                          | 1,624,468.00      | 3,385.51-                    | 0.00         | .0   | 0.00                  | 1,624,468.00            | 100.0 |
| 3300.00 OASDHI/FICA                  | 88.00             | 7.26                         | 14.52        | 16.5 | 0.00                  | 73.48                   | 83.5  |
| 3400.00 HEALTH AND WELFARE BENEFITS  | 478,772.00        | 40,813.27                    | 80,167.63    | 16.7 | 0.00                  | 398,604.37              | 83.2  |
| 3500.00 STATE UNEMPLOYMENT INSURANCE | 144.00            | 12.09                        | 24.18        | 16.7 | 0.00                  | 119.82                  | 83.2  |
| 3900.00 OTHER BENEFITS               | 1,877,672.00      | 750.00                       | 1,500.00     | .0   | 0.00                  | 1,876,172.00            | 99.9  |
| TOTAL: 3000                          | 2,356,676.00      | 41,582.62                    | 81,706.33    | 3.4  | 0.00                  | 2,274,969.67            | 96.5  |
| TOTAL: 1000-5999                     | 2,356,676.00      | 41,582.62                    | 81,706.33    | 3.4  | 0.00                  | 2,274,969.67            | 96.5  |

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Fund: 68 RETIREE BENEFIT FUND

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| SUMMARY BY OBJECT |               | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %   | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %     |
|-------------------|---------------|-------------------|------------------------------|--------------|-----|-----------------------|-------------------------|-------|
| TOTAL INCOME      | (8000 - 8999) | 1,624,468.00      | 3,385.51-                    | 0.00         | .0  | 0.00                  | 1,624,468.00            | 100.0 |
| TOTAL: 1000-5999  |               | 2,356,676.00      | 41,582.62                    | 81,706.33    | 3.4 | 0.00                  | 2,274,969.67            | 96.5  |
| TOTAL: 1000-6999  |               | 2,356,676.00      | 41,582.62                    | 81,706.33    | 3.4 | 0.00                  | 2,274,969.67            | 96.5  |
| TOTAL: 1000-7999  |               | 2,356,676.00      | 41,582.62                    | 81,706.33    | 3.4 | 0.00                  | 2,274,969.67            | 96.5  |
| TOTAL EXPENSES    | (1000 - 7999) | 2,356,676.00      | 41,582.62                    | 81,706.33    | 3.4 | 0.00                  | 2,274,969.67            | 96.5  |

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Fund: 69 EMPL LOAD BANKING TRUST FUND

| SUMMARY BY OBJECT           | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %  | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %     |
|-----------------------------|-------------------|------------------------------|--------------|----|-----------------------|-------------------------|-------|
| 8800.00 LOCAL REVENUES      | 850.00            | 162.34-                      | 0.00         | .0 | 0.00                  | 850.00                  | 100.0 |
| TOTAL: 8000                 | 850.00            | 162.34-                      | 0.00         | .0 | 0.00                  | 850.00                  | 100.0 |
| 7300.00 INTERFUND TRANSFERS | 850.00            | 0.00                         | 0.00         | .0 | 0.00                  | 850.00                  | 100.0 |
| TOTAL: 7000                 | 850.00            | 0.00                         | 0.00         | .0 | 0.00                  | 850.00                  | 100.0 |
| TOTAL: 1000-7999            | 850.00            | 0.00                         | 0.00         | .0 | 0.00                  | 850.00                  | 100.0 |

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Fund: 69 EMPL LOAD BANKING TRUST FUND SUMMARY

| SUMMARY BY OBJECT |               | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %  | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %     |
|-------------------|---------------|-------------------|------------------------------|--------------|----|-----------------------|-------------------------|-------|
| TOTAL INCOME      | (8000 - 8999) | 850.00            | 162.34-                      | 0.00         | .0 | 0.00                  | 850.00                  | 100.0 |
| TOTAL: 1000-5999  |               | 0.00              | 0.00                         | 0.00         | .0 | 0.00                  | 0.00                    | .0    |
| TOTAL: 1000-6999  |               | 0.00              | 0.00                         | 0.00         | .0 | 0.00                  | 0.00                    | .0    |
| TOTAL: 1000-7999  |               | 850.00            | 0.00                         | 0.00         | .0 | 0.00                  | 850.00                  | 100.0 |
| TOTAL EXPENSES    | (1000 - 7999) | 850.00            | 0.00                         | 0.00         | .0 | 0.00                  | 850.00                  | 100.0 |



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Fund: 72 CHILD DEVELOPMENT FUND

| SUMMARY BY OBJECT                      | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %     | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %     |
|--|-------------------|------------------------------|--------------|-------|-----------------------|-------------------------|-------|
| 8100.00 FEDERAL HEA REVENUES           | 146,820.00        | 7,724.22                     | 7,724.22     | 5.2   | 0.00                  | 139,095.78              | 94.7  |
| 8600.00 STATE REVENUES                 | 1,599,526.00      | 78,997.20                    | 78,997.20    | 4.9   | 0.00                  | 1,520,528.80            | 95.0  |
| 8800.00 LOCAL REVENUES                 | 208,676.00        | 710.09-                      | 0.00         | .0    | 0.00                  | 208,676.00              | 100.0 |
| 8900.00 OTHER FINANCING SOURCES        | 149,728.00        | 149,728.00                   | 149,728.00   | 100.0 | 0.00                  | 0.00                    | .0    |
| TOTAL: 8000                            | 2,104,750.00      | 235,739.33                   | 236,449.42   | 11.2  | 0.00                  | 1,868,300.58            | 88.7  |
| 2100.00 CONTRACT CLASSIFIED NON-INSTR. | 1,103,292.00      | 178,259.37                   | 256,694.18   | 23.2  | 0.00                  | 846,597.82              | 76.7  |
| 2300.00 NON-INSTRUCTION HOURLY CLASS.  | 155,984.00        | 957.98-                      | 5,994.00     | 3.8   | 0.00                  | 149,990.00              | 96.1  |
| TOTAL: 2000                            | 1,259,276.00      | 177,301.39                   | 262,688.18   | 20.8  | 0.00                  | 996,587.82              | 79.1  |
| 3100.00 CERTIFICATED RETIREMENT        | 16,637.00         | 2,700.42                     | 4,050.63     | 24.3  | 0.00                  | 12,586.37               | 75.6  |
| 3200.00 CLASSIFIED RETIREMENT          | 87,306.00         | 15,308.61                    | 21,928.79    | 25.1  | 0.00                  | 65,377.21               | 74.8  |
| 3300.00 OASDHI/FICA                    | 71,885.00         | 10,744.34                    | 15,587.11    | 21.6  | 0.00                  | 56,297.89               | 78.3  |
| 3400.00 HEALTH AND WELFARE BENEFITS    | 352,176.00        | 58,382.18                    | 87,573.27    | 24.8  | 0.00                  | 264,602.73              | 75.1  |
| 3500.00 STATE UNEMPLOYMENT INSURANCE   | 18,831.00         | 2,748.81                     | 4,037.75     | 21.4  | 0.00                  | 14,793.25               | 78.5  |
| 3600.00 WORKERS COMPENSATION INSURANCE | 58,500.00         | 9,500.00                     | 14,375.00    | 24.5  | 0.00                  | 44,125.00               | 75.4  |
| 3900.00 OTHER BENEFITS                 | 5,192.00          | 865.40                       | 1,298.10     | 25.0  | 0.00                  | 3,893.90                | 74.9  |
| TOTAL: 3000                            | 610,527.00        | 100,249.76                   | 148,850.65   | 24.3  | 0.00                  | 461,676.35              | 75.6  |
| 4300.00 INSTRUCTIONAL SUPPLIES         | 28,000.00         | 2,482.26                     | 3,962.29     | 14.1  | 21,287.71             | 2,750.00                | 9.8   |
| 4500.00 NONINSTRUCTIONAL SUPPLIES      | 42,970.00         | 2,509.21                     | 4,072.70     | 9.4   | 32,568.32             | 6,328.98                | 14.7  |
| 4700.00 FOOD SUPPLIES                  | 112,697.00        | 7,723.73                     | 13,807.45    | 12.2  | 68,192.55             | 30,697.00               | 27.2  |
| TOTAL: 4000                            | 183,667.00        | 12,715.20                    | 21,842.44    | 11.8  | 122,048.58            | 39,775.98               | 21.6  |
| 5100.00 PERSON&CONSULTANT SVC-DIST USE | 2,100.00          | 0.00                         | 0.00         | .0    | 0.00                  | 2,100.00                | 100.0 |
| 5200.00 TRAVEL & CONFERENCE EXPENSES   | 268.00            | 0.00                         | 139.00       | 51.8  | 0.00                  | 129.00                  | 48.1  |
| 5600.00 RENTS,LEASES&REPAIRS-DIST.USE  | 3,547.00          | 195.00                       | 195.00       | 5.4   | 0.00                  | 3,352.00                | 94.5  |
| 5800.00 OTHER OPERATING EXP-DIST. USE  | 7,403.00          | 0.00                         | 0.00         | .0    | 550.00                | 6,853.00                | 92.5  |
| TOTAL: 5000                            | 13,318.00         | 195.00                       | 334.00       | 2.5   | 550.00                | 12,434.00               | 93.3  |
| TOTAL: 1000-5999                       | 2,066,788.00      | 290,461.35                   | 433,715.27   | 20.9  | 122,598.58            | 1,510,474.15            | 73.0  |
| 6400.00 ADDITIONAL/IMPROVED EQUIPMENT  | 1,345.00          | 0.00                         | 0.00         | .0    | 0.00                  | 1,345.00                | 100.0 |
| TOTAL: 6000                            | 1,345.00          | 0.00                         | 0.00         | .0    | 0.00                  | 1,345.00                | 100.0 |
| TOTAL: 1000-6999                       | 2,068,133.00      | 290,461.35                   | 433,715.27   | 20.9  | 122,598.58            | 1,511,819.15            | 73.1  |

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Fund: 72 CHILD DEVELOPMENT FUND SUMMARY

| SUMMARY BY OBJECT            | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %    | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %    |
|------------------------------|-------------------|------------------------------|--------------|------|-----------------------|-------------------------|------|
| TOTAL INCOME (8000 - 8999)   | 2,104,750.00      | 235,739.33                   | 236,449.42   | 11.2 | 0.00                  | 1,868,300.58            | 88.7 |
| TOTAL: 1000-5999             | 2,066,788.00      | 290,461.35                   | 433,715.27   | 20.9 | 122,598.58            | 1,510,474.15            | 73.0 |
| TOTAL: 1000-6999             | 2,068,133.00      | 290,461.35                   | 433,715.27   | 20.9 | 122,598.58            | 1,511,819.15            | 73.1 |
| TOTAL: 1000-7999             | 2,068,133.00      | 290,461.35                   | 433,715.27   | 20.9 | 122,598.58            | 1,511,819.15            | 73.1 |
| TOTAL EXPENSES (1000 - 7999) | 2,068,133.00      | 290,461.35                   | 433,715.27   | 20.9 | 122,598.58            | 1,511,819.15            | 73.1 |

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Fund: 73 STUDENT BODY CENTER FEE FUND

| SUMMARY BY OBJECT                      | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %    | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %     |
|--|-------------------|------------------------------|--------------|------|-----------------------|-------------------------|-------|
| 8800.00 LOCAL REVENUES                 | 249,070.00        | 2,351.37-                    | 0.00         | .0   | 0.00                  | 249,070.00              | 100.0 |
| TOTAL: 8000                            | 249,070.00        | 2,351.37-                    | 0.00         | .0   | 0.00                  | 249,070.00              | 100.0 |
| 2100.00 CONTRACT CLASSIFIED NON-INSTR. | 84,134.00         | 6,526.00                     | 9,789.00     | 11.6 | 0.00                  | 74,345.00               | 88.3  |
| 2300.00 NON-INSTRUCTION HOURLY CLASS.  | 65,544.00         | 2,668.10                     | 7,254.09     | 11.0 | 0.00                  | 58,289.91               | 88.9  |
| TOTAL: 2000                            | 149,678.00        | 9,194.10                     | 17,043.09    | 11.3 | 0.00                  | 132,634.91              | 88.6  |
| 3200.00 CLASSIFIED RETIREMENT          | 9,190.00          | 712.84                       | 1,069.26     | 11.6 | 0.00                  | 8,120.74                | 88.3  |
| 3300.00 OASDHI/FICA                    | 6,669.00          | 538.45                       | 820.10       | 12.2 | 0.00                  | 5,848.90                | 87.7  |
| 3400.00 HEALTH AND WELFARE BENEFITS    | 24,220.00         | 2,009.50                     | 3,014.25     | 12.4 | 0.00                  | 21,205.75               | 87.5  |
| 3500.00 STATE UNEMPLOYMENT INSURANCE   | 1,510.00          | 112.47                       | 198.39       | 13.1 | 0.00                  | 1,311.61                | 86.8  |
| 3600.00 WORKERS COMPENSATION INSURANCE | 3,000.00          | 250.00                       | 375.00       | 12.5 | 0.00                  | 2,625.00                | 87.5  |
| 3900.00 OTHER BENEFITS                 | 146.00            | 12.18                        | 18.27        | 12.5 | 0.00                  | 127.73                  | 87.4  |
| TOTAL: 3000                            | 44,735.00         | 3,635.44                     | 5,495.27     | 12.2 | 0.00                  | 39,239.73               | 87.7  |
| 4200.00 BOOK,MAGAZINE&PERIOD-DIST.USE  | 500.00            | 0.00                         | 0.00         | .0   | 0.00                  | 500.00                  | 100.0 |
| 4500.00 NONINSTRUCTIONAL SUPPLIES      | 6,100.00          | 1,906.75                     | 1,906.75     | 31.2 | 2,500.00              | 1,693.25                | 27.7  |
| TOTAL: 4000                            | 6,600.00          | 1,906.75                     | 1,906.75     | 28.8 | 2,500.00              | 2,193.25                | 33.2  |
| 5100.00 PERSON&CONSULTANT SVC-DIST USE | 1,500.00          | 0.00                         | 0.00         | .0   | 0.00                  | 1,500.00                | 100.0 |
| 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  | 5,516.25          | 983.21                       | 983.21       | 17.8 | 0.00                  | 4,533.04                | 82.1  |
| 5800.00 OTHER OPERATING EXP-DIST. USE  | 4,800.00          | 0.00                         | 0.00         | .0   | 0.00                  | 4,800.00                | 100.0 |
| TOTAL: 5000                            | 12,816.25         | 983.21                       | 983.21       | 7.6  | 0.00                  | 11,833.04               | 92.3  |
| TOTAL: 1000-5999                       | 213,829.25        | 15,719.50                    | 25,428.32    | 11.8 | 2,500.00              | 185,900.93              | 86.9  |
| 6400.00 ADDITIONAL/IMPROVED EQUIPMENT  | 20,243.75         | 0.00                         | 0.00         | .0   | 9,883.69              | 10,360.06               | 51.1  |
| TOTAL: 6000                            | 20,243.75         | 0.00                         | 0.00         | .0   | 9,883.69              | 10,360.06               | 51.1  |
| TOTAL: 1000-6999                       | 234,073.00        | 15,719.50                    | 25,428.32    | 10.8 | 12,383.69             | 196,260.99              | 83.8  |
| 7900.00 RESERVE FOR CONTINGENCIES      | 41,997.00         | 0.00                         | 0.00         | .0   | 0.00                  | 41,997.00               | 100.0 |
| TOTAL: 7000                            | 41,997.00         | 0.00                         | 0.00         | .0   | 0.00                  | 41,997.00               | 100.0 |
| TOTAL: 1000-7999                       | 276,070.00        | 15,719.50                    | 25,428.32    | 9.2  | 12,383.69             | 238,257.99              | 86.3  |

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Fund: 73 STUDENT BODY CENTER FEE FUND SUMMARY

| SUMMARY BY OBJECT            | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %    | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %     |
|------------------------------|-------------------|------------------------------|--------------|------|-----------------------|-------------------------|-------|
| TOTAL INCOME (8000 - 8999)   | 249,070.00        | 2,351.37-                    | 0.00         | .0   | 0.00                  | 249,070.00              | 100.0 |
| TOTAL: 1000-5999             | 213,829.25        | 15,719.50                    | 25,428.32    | 11.8 | 2,500.00              | 185,900.93              | 86.9  |
| TOTAL: 1000-6999             | 234,073.00        | 15,719.50                    | 25,428.32    | 10.8 | 12,383.69             | 196,260.99              | 83.8  |
| TOTAL: 1000-7999             | 276,070.00        | 15,719.50                    | 25,428.32    | 9.2  | 12,383.69             | 238,257.99              | 86.3  |
| TOTAL EXPENSES (1000 - 7999) | 276,070.00        | 15,719.50                    | 25,428.32    | 9.2  | 12,383.69             | 238,257.99              | 86.3  |

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| SUMMARY BY OBJECT                      | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %    | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %     |
|--|-------------------|------------------------------|--------------|------|-----------------------|-------------------------|-------|
| 8800.00 LOCAL REVENUES                 | 1,398,089.54      | 114,477.74                   | 116,567.06   | 8.3  | 0.00                  | 1,281,522.48            | 91.6  |
| 8900.00 OTHER FINANCING SOURCES        | 1,659,764.00      | 277,867.00                   | 417,731.00   | 25.1 | 0.00                  | 1,242,033.00            | 74.8  |
| TOTAL: 8000                            | 3,057,853.54      | 392,344.74                   | 534,298.06   | 17.4 | 0.00                  | 2,523,555.48            | 82.5  |
| 2100.00 CONTRACT CLASSIFIED NON-INSTR. | 1,429,452.00      | 191,854.24                   | 294,989.47   | 20.6 | 0.00                  | 1,134,462.53            | 79.3  |
| 2300.00 NON-INSTRUCTION HOURLY CLASS.  | 57,000.00         | 6,536.30                     | 7,490.77     | 13.1 | 0.00                  | 49,509.23               | 86.8  |
| TOTAL: 2000                            | 1,486,452.00      | 198,390.54                   | 302,480.24   | 20.3 | 0.00                  | 1,183,971.76            | 79.6  |
| 3200.00 CLASSIFIED RETIREMENT          | 156,138.00        | 20,671.19                    | 31,550.90    | 20.2 | 0.00                  | 124,587.10              | 79.7  |
| 3300.00 OASDHI/FICA                    | 112,558.00        | 13,510.23                    | 21,455.12    | 19.0 | 0.00                  | 91,102.88               | 80.9  |
| 3400.00 HEALTH AND WELFARE BENEFITS    | 231,232.00        | 32,426.94                    | 50,742.28    | 21.9 | 0.00                  | 180,489.72              | 78.0  |
| 3500.00 STATE UNEMPLOYMENT INSURANCE   | 23,820.00         | 3,168.96                     | 4,841.03     | 20.3 | 0.00                  | 18,978.97               | 79.6  |
| 3600.00 WORKERS COMPENSATION INSURANCE | 31,500.00         | 4,500.00                     | 7,000.00     | 22.2 | 0.00                  | 24,500.00               | 77.7  |
| 3900.00 OTHER BENEFITS                 | 7,536.00          | 1,219.24                     | 1,841.04     | 24.4 | 0.00                  | 5,694.96                | 75.5  |
| TOTAL: 3000                            | 562,784.00        | 75,496.56                    | 117,430.37   | 20.8 | 0.00                  | 445,353.63              | 79.1  |
| 4500.00 NONINSTRUCTIONAL SUPPLIES      | 6,120.00          | 810.31                       | 1,248.00     | 20.3 | 4,427.00              | 445.00                  | 7.2   |
| TOTAL: 4000                            | 6,120.00          | 810.31                       | 1,248.00     | 20.3 | 4,427.00              | 445.00                  | 7.2   |
| 5100.00 PERSON&CONSULTANT SVC-DIST USE | 5,000.00          | 0.00                         | 0.00         | .0   | 5,000.00              | 0.00                    | .0    |
| 5300.00 POST/DUES/MEMBERSHIPS-DIST.USE | 43,391.14         | 873.43                       | 14,411.63    | 33.2 | 6,588.37              | 22,391.14               | 51.6  |
| 5400.00 INSURANCES - DISTRICT USE      | 7,000.00          | 0.00                         | 0.00         | .0   | 0.00                  | 7,000.00                | 100.0 |
| 5500.00 UTILITIES & HOUSEKEEP-DIST.USE | 198,884.00        | 15,945.01                    | 38,572.63    | 19.3 | 126,086.38            | 34,224.99               | 17.2  |
| 5600.00 RENTS,LEASES&REPAIRS-DIST.USE  | 52,282.00         | 8,954.51                     | 16,698.72    | 31.9 | 11,881.83             | 23,701.45               | 45.3  |
| 5700.00 LEGAL/ELECTION/AUDIT-DIST. USE | 78,000.00         | 3,685.50                     | 4,787.22     | 6.1  | 48,210.78             | 25,002.00               | 32.0  |
| 5800.00 OTHER OPERATING EXP-DIST. USE  | 614,340.40        | 6,666.00                     | 13,991.87    | 2.2  | 560,998.77            | 39,349.76               | 6.4   |
| TOTAL: 5000                            | 998,897.54        | 36,124.45                    | 88,462.07    | 8.8  | 758,766.13            | 151,669.34              | 15.1  |
| TOTAL: 1000-5999                       | 3,054,253.54      | 310,821.86                   | 509,620.68   | 16.6 | 763,193.13            | 1,781,439.73            | 58.3  |
| 6400.00 ADDITIONAL/IMPROVED EQUIPMENT  | 5,000.00          | 0.00                         | 0.00         | .0   | 0.00                  | 5,000.00                | 100.0 |
| TOTAL: 6000                            | 5,000.00          | 0.00                         | 0.00         | .0   | 0.00                  | 5,000.00                | 100.0 |
| TOTAL: 1000-6999                       | 3,059,253.54      | 310,821.86                   | 509,620.68   | 16.6 | 763,193.13            | 1,786,439.73            | 58.3  |

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SUMMARY

| SUMMARY BY OBJECT |               | WORKING<br>BUDGET | EXPENDED/CURRENT | RECEIVED<br>YEAR TO DATE | %    | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %    |
|-------------------|---------------|-------------------|------------------|--------------------------|------|-----------------------|-------------------------|------|
| TOTAL INCOME      | (8000 - 8999) | 3,057,853.54      | 392,344.74       | 534,298.06               | 17.4 | 0.00                  | 2,523,555.48            | 82.5 |
| TOTAL: 1000-5999  |               | 3,054,253.54      | 310,821.86       | 509,620.68               | 16.6 | 763,193.13            | 1,781,439.73            | 58.3 |
| TOTAL: 1000-6999  |               | 3,059,253.54      | 310,821.86       | 509,620.68               | 16.6 | 763,193.13            | 1,786,439.73            | 58.3 |
| TOTAL: 1000-7999  |               | 3,059,253.54      | 310,821.86       | 509,620.68               | 16.6 | 763,193.13            | 1,786,439.73            | 58.3 |
| TOTAL EXPENSES    | (1000 - 7999) | 3,059,253.54      | 310,821.86       | 509,620.68               | 16.6 | 763,193.13            | 1,786,439.73            | 58.3 |

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Fund: 76 INVSTMT TRUST FUND-SAN MANUE

| SUMMARY BY OBJECT                      | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %    | PENED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %     |
|--|-------------------|------------------------------|--------------|------|----------------------|-------------------------|-------|
| 8800.00 LOCAL REVENUES                 | 2,503,000.00      | 850.37-                      | 0.00         | .0   | 0.00                 | 2,503,000.00            | 100.0 |
| TOTAL: 8000                            | 2,503,000.00      | 850.37-                      | 0.00         | .0   | 0.00                 | 2,503,000.00            | 100.0 |
| 2100.00 CONTRACT CLASSIFIED NON-INSTR. | 508,897.00        | 58,893.50                    | 88,336.06    | 17.3 | 0.00                 | 420,560.94              | 82.6  |
| 2300.00 NON-INSTRUCTION HOURLY CLASS.  | 32,000.00         | 240.00                       | 240.00       | .7   | 0.00                 | 31,760.00               | 99.2  |
| TOTAL: 2000                            | 540,897.00        | 59,133.50                    | 88,576.06    | 16.3 | 0.00                 | 452,320.94              | 83.6  |
| 3200.00 CLASSIFIED RETIREMENT          | 55,586.00         | 6,432.94                     | 9,648.95     | 17.3 | 0.00                 | 45,937.05               | 82.6  |
| 3300.00 OASDHI/FICA                    | 40,231.00         | 4,492.88                     | 6,739.00     | 16.7 | 0.00                 | 33,492.00               | 83.2  |
| 3400.00 HEALTH AND WELFARE BENEFITS    | 84,399.00         | 10,070.24                    | 15,071.25    | 17.8 | 0.00                 | 69,327.75               | 82.1  |
| 3500.00 STATE UNEMPLOYMENT INSURANCE   | 8,467.00          | 945.55                       | 1,418.26     | 16.7 | 0.00                 | 7,048.74                | 83.2  |
| 3600.00 WORKERS COMPENSATION INSURANCE | 10,500.00         | 1,250.00                     | 1,875.00     | 17.8 | 0.00                 | 8,625.00                | 82.1  |
| 3900.00 OTHER BENEFITS                 | 512.00            | 66.99                        | 91.35        | 17.8 | 0.00                 | 420.65                  | 82.1  |
| TOTAL: 3000                            | 199,695.00        | 23,258.60                    | 34,843.81    | 17.4 | 0.00                 | 164,851.19              | 82.5  |
| TOTAL: 1000-5999                       | 740,592.00        | 82,392.10                    | 123,419.87   | 16.6 | 0.00                 | 617,172.13              | 83.3  |

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Fund: 76 INVSTMT TRUST FUND-SAN MANUE SUMMARY

| SUMMARY BY OBJECT            | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %    | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %     |
|------------------------------|-------------------|------------------------------|--------------|------|-----------------------|-------------------------|-------|
| TOTAL INCOME (8000 - 8999)   | 2,503,000.00      | 850.37-                      | 0.00         | .0   | 0.00                  | 2,503,000.00            | 100.0 |
| TOTAL: 1000-5999             | 740,592.00        | 82,392.10                    | 123,419.87   | 16.6 | 0.00                  | 617,172.13              | 83.3  |
| TOTAL: 1000-6999             | 740,592.00        | 82,392.10                    | 123,419.87   | 16.6 | 0.00                  | 617,172.13              | 83.3  |
| TOTAL: 1000-7999             | 740,592.00        | 82,392.10                    | 123,419.87   | 16.6 | 0.00                  | 617,172.13              | 83.3  |
| TOTAL EXPENSES (1000 - 7999) | 740,592.00        | 82,392.10                    | 123,419.87   | 16.6 | 0.00                  | 617,172.13              | 83.3  |



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Fund: 78 SELF INSURANCE-LIABILITY&PRO

| SUMMARY BY OBJECT                      | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %    | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %     |
|--|-------------------|------------------------------|--------------|------|-----------------------|-------------------------|-------|
| 8800.00 LOCAL REVENUES                 | 3,500.00          | 1,236.96-                    | 0.00         | .0   | 0.00                  | 3,500.00                | 100.0 |
| 8900.00 OTHER FINANCING SOURCES        | 750,000.00        | 0.00                         | 0.00         | .0   | 0.00                  | 750,000.00              | 100.0 |
| TOTAL: 8000                            | 753,500.00        | 1,236.96-                    | 0.00         | .0   | 0.00                  | 753,500.00              | 100.0 |
| 5100.00 PERSON&CONSULTANT SVC-DIST USE | 20,000.00         | 0.00                         | 0.00         | .0   | 20,000.00             | 0.00                    | .0    |
| 5400.00 INSURANCES - DISTRICT USE      | 600,000.00        | 688.00                       | 518,726.00   | 86.4 | 15,485.00             | 65,789.00               | 10.9  |
| 5800.00 OTHER OPERATING EXP-DIST. USE  | 150,000.00        | 0.00                         | 0.00         | .0   | 0.00                  | 150,000.00              | 100.0 |
| TOTAL: 5000                            | 770,000.00        | 688.00                       | 518,726.00   | 67.3 | 35,485.00             | 215,789.00              | 28.0  |
| TOTAL: 1000-5999                       | 770,000.00        | 688.00                       | 518,726.00   | 67.3 | 35,485.00             | 215,789.00              | 28.0  |
| 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                       | 795,000.00        | 688.00                       | 518,726.00   | 65.2 | 35,485.00             | 240,789.00              | 30.2  |

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Fund: 78 SELF INSURANCE-LIABILITY&PRO SUMMARY

| SUMMARY BY OBJECT |               | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %    | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %     |
|-------------------|---------------|-------------------|------------------------------|--------------|------|-----------------------|-------------------------|-------|
| TOTAL INCOME      | (8000 - 8999) | 753,500.00        | 1,236.96-                    | 0.00         | .0   | 0.00                  | 753,500.00              | 100.0 |
| TOTAL: 1000-5999  |               | 770,000.00        | 688.00                       | 518,726.00   | 67.3 | 35,485.00             | 215,789.00              | 28.0  |
| TOTAL: 1000-6999  |               | 770,000.00        | 688.00                       | 518,726.00   | 67.3 | 35,485.00             | 215,789.00              | 28.0  |
| TOTAL: 1000-7999  |               | 795,000.00        | 688.00                       | 518,726.00   | 65.2 | 35,485.00             | 240,789.00              | 30.2  |
| TOTAL EXPENSES    | (1000 - 7999) | 795,000.00        | 688.00                       | 518,726.00   | 65.2 | 35,485.00             | 240,789.00              | 30.2  |

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Fund: 84 WORKERS COMPENSATION FUND

| SUMMARY BY OBJECT                      | WORKING<br>BUDGET | EXPENDED/CURRENT | RECEIVED<br>YEAR TO DATE | %    | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %     |
|--|-------------------|------------------|--------------------------|------|-----------------------|-------------------------|-------|
| 8800.00 LOCAL REVENUES                 | 1,405,000.00      | 201,820.04       | 211,870.78               | 15.0 | 0.00                  | 1,193,129.22            | 84.9  |
| TOTAL: 8000                            | 1,405,000.00      | 201,820.04       | 211,870.78               | 15.0 | 0.00                  | 1,193,129.22            | 84.9  |
| 5100.00 PERSON&CONSULTANT SVC-DIST USE | 168,000.00        | 46,679.50        | 89,429.50                | 53.2 | 77,729.50             | 841.00                  | .5    |
| 5400.00 INSURANCES - DISTRICT USE      | 120,000.00        | 0.00             | 0.00                     | .0   | 116,707.00            | 3,293.00                | 2.7   |
| 5800.00 OTHER OPERATING EXP-DIST. USE  | 570,000.00        | 49,989.34        | 129,297.07               | 22.6 | 8,918.94              | 431,783.99              | 75.7  |
| TOTAL: 5000                            | 858,000.00        | 96,668.84        | 218,726.57               | 25.4 | 203,355.44            | 435,917.99              | 50.8  |
| TOTAL: 1000-5999                       | 858,000.00        | 96,668.84        | 218,726.57               | 25.4 | 203,355.44            | 435,917.99              | 50.8  |
| 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                       | 1,358,000.00      | 96,668.84        | 218,726.57               | 16.1 | 203,355.44            | 935,917.99              | 68.9  |

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Fund: 84 WORKERS COMPENSATION FUND SUMMARY

| SUMMARY BY OBJECT |               | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %    | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %    |
|-------------------|---------------|-------------------|------------------------------|--------------|------|-----------------------|-------------------------|------|
| TOTAL INCOME      | (8000 - 8999) | 1,405,000.00      | 201,820.04                   | 211,870.78   | 15.0 | 0.00                  | 1,193,129.22            | 84.9 |
| TOTAL: 1000-5999  |               | 858,000.00        | 96,668.84                    | 218,726.57   | 25.4 | 203,355.44            | 435,917.99              | 50.8 |
| TOTAL: 1000-6999  |               | 858,000.00        | 96,668.84                    | 218,726.57   | 25.4 | 203,355.44            | 435,917.99              | 50.8 |
| TOTAL: 1000-7999  |               | 1,358,000.00      | 96,668.84                    | 218,726.57   | 16.1 | 203,355.44            | 935,917.99              | 68.9 |
| TOTAL EXPENSES    | (1000 - 7999) | 1,358,000.00      | 96,668.84                    | 218,726.57   | 16.1 | 203,355.44            | 935,917.99              | 68.9 |

Fund: 01 GENERAL FUND

| SUMMARY BY OBJECT                      | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %    | PENED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %     |
|--|-------------------|------------------------------|--------------|------|----------------------|-------------------------|-------|
| 8100.00 FEDERAL HEA REVENUES           | 45,500.00         | 5,165.00                     | 5,165.00     | 11.3 | 0.00                 | 40,335.00               | 88.6  |
| 8600.00 STATE REVENUES                 | 1,321,860.00      | 379,193.29-                  | 22,865.00    | 1.7  | 0.00                 | 1,298,995.00            | 98.2  |
| 8800.00 LOCAL REVENUES                 | 625,067.00        | 2,355.00-                    | 1,355.00-    | .0   | 0.00                 | 626,422.00              | 100.0 |
| TOTAL: 8000                            | 1,992,427.00      | 376,383.29-                  | 26,675.00    | 1.3  | 0.00                 | 1,965,752.00            | 98.6  |
| 1100.00 CONTRACT CLASSROOM INST.       | 10,423,283.00     | 2,053,388.78                 | 2,056,443.13 | 19.7 | 0.00                 | 8,366,839.87            | 80.2  |
| 1200.00 CONTRACT CERT. ADMINISTRATORS  | 3,393,681.00      | 548,671.27                   | 796,913.02   | 23.4 | 0.00                 | 2,596,767.98            | 76.5  |
| 1300.00 INSTRUCTORS DAY/HOURLY         | 4,979,623.00      | 450,748.32                   | 700,296.66   | 14.0 | 0.00                 | 4,279,326.34            | 85.9  |
| 1400.00 NON-INSTRUCTION HOURLY CERT.   | 303,004.00        | 37,354.98                    | 48,101.82    | 15.8 | 0.00                 | 254,902.18              | 84.1  |
| TOTAL: 1000                            | 19,099,591.00     | 3,090,163.35                 | 3,601,754.63 | 18.8 | 0.00                 | 15,497,836.37           | 81.1  |
| 2100.00 CONTRACT CLASSIFIED NON-INSTR. | 5,935,983.00      | 1,032,137.98                 | 1,543,136.46 | 25.9 | 0.00                 | 4,392,846.54            | 74.0  |
| 2200.00 INSTRUCTIONAL AIDS             | 763,277.00        | 124,197.79                   | 180,319.97   | 23.6 | 0.00                 | 582,957.03              | 76.3  |
| 2300.00 NON-INSTRUCTION HOURLY CLASS.  | 53,090.00         | 6,780.00                     | 13,168.49    | 24.8 | 0.00                 | 39,921.51               | 75.1  |
| 2400.00 INST AIDES-HOURLY- DIR.INSTRUC | 310,868.00        | 7,093.25                     | 14,811.65    | 4.7  | 0.00                 | 296,056.35              | 95.2  |
| TOTAL: 2000                            | 7,063,218.00      | 1,170,209.02                 | 1,751,436.57 | 24.7 | 0.00                 | 5,311,781.43            | 75.2  |
| 3100.00 CERTIFICATED RETIREMENT        | 1,478,103.00      | 234,617.92                   | 272,343.63   | 18.4 | 0.00                 | 1,205,759.37            | 81.5  |
| 3200.00 CLASSIFIED RETIREMENT          | 857,783.00        | 143,181.71                   | 211,826.39   | 24.6 | 0.00                 | 645,956.61              | 75.3  |
| 3300.00 OASDHI/FICA                    | 847,338.00        | 140,592.19                   | 195,186.65   | 23.0 | 0.00                 | 652,151.35              | 76.9  |
| 3400.00 HEALTH AND WELFARE BENEFITS    | 3,313,226.00      | 547,109.09                   | 823,831.08   | 24.8 | 0.00                 | 2,489,394.92            | 75.1  |
| 3500.00 STATE UNEMPLOYMENT INSURANCE   | 425,120.00        | 67,828.66                    | 85,440.77    | 20.0 | 0.00                 | 339,679.23              | 79.9  |
| 3600.00 WORKERS COMPENSATION INSURANCE | 473,705.00        | 78,717.49                    | 118,251.24   | 24.9 | 0.00                 | 355,453.76              | 75.0  |
| 3900.00 OTHER BENEFITS                 | 106,487.00        | 18,977.66                    | 27,848.92    | 26.1 | 0.00                 | 78,638.08               | 73.8  |
| TOTAL: 3000                            | 7,501,762.00      | 1,231,024.72                 | 1,734,728.68 | 23.1 | 0.00                 | 5,767,033.32            | 76.8  |
| 4100.00 TEXTBOOKS                      | 0.00              | 0.00                         | 211.04-      | .0   | 0.00                 | 211.04                  | 100.0 |
| 4200.00 BOOK,MAGAZINE&PERIOD-DIST.USE  | 37,517.00         | 1,541.25                     | 1,831.25     | 4.8  | 11,480.44            | 24,205.31               | 64.5  |
| 4300.00 INSTRUCTIONAL SUPPLIES         | 70,608.00         | 5,443.36                     | 16,089.30    | 22.7 | 3,758.48             | 50,760.22               | 71.8  |
| 4400.00 MEDIA AND SOFTWARE-DISTRCT USE | 7,526.00          | 0.00                         | 430.95       | 5.7  | 0.00                 | 7,095.05                | 94.2  |
| 4500.00 NONINSTRUCTIONAL SUPPLIES      | 398,580.00        | 20,602.38                    | 62,057.54    | 15.5 | 204,390.19           | 132,132.27              | 33.1  |
| 4700.00 FOOD SUPPLIES                  | 3,000.00          | 620.75                       | 620.75       | 20.6 | 1,379.25             | 1,000.00                | 33.3  |
| TOTAL: 4000                            | 517,231.00        | 28,207.74                    | 80,818.75    | 15.6 | 221,008.36           | 215,403.89              | 41.6  |
| 5100.00 PERSON&CONSULTANT SVC-DIST USE | 793,619.00        | 25,797.95                    | 32,069.18    | 4.0  | 464,694.85           | 296,854.97              | 37.4  |
| 5200.00 TRAVEL & CONFERENCE EXPENSES   | 95,024.80         | 2,513.69                     | 6,447.88     | 6.7  | 6,440.03             | 82,136.89               | 86.4  |
| 5300.00 POST/DUES/MEMBERSHIPS-DIST.USE | 111,315.20        | 3,383.56                     | 29,514.98    | 26.5 | 52,851.85            | 28,948.37               | 26.0  |
| 5400.00 INSURANCES - DISTRICT USE      | 1,200.00          | 0.00                         | 0.00         | .0   | 0.00                 | 1,200.00                | 100.0 |
| 5500.00 UTILITIES & HOUSEKEEP-DIST.USE | 1,758,533.00      | 224,404.01                   | 504,494.89   | 28.6 | 1,092,970.86         | 161,067.25              | 9.1   |
| 5600.00 RENTS,LEASES&REPAIRS-DIST.USE  | 638,080.00        | 66,372.01                    | 51,978.25    | 8.1  | 392,113.72           | 193,988.03              | 30.4  |
| 5800.00 OTHER OPERATING EXP-DIST. USE  | 208,355.00        | 6,274.63                     | 7,204.63     | 3.4  | 62,920.57            | 138,229.80              | 66.3  |
| 5900.00 INTERPROGRAM CHARGES-DIST.USE  | 180.00            | 0.00                         | 0.00         | .0   | 0.00                 | 180.00                  | 100.0 |
| TOTAL: 5000                            | 3,606,307.00      | 328,745.85                   | 631,709.81   | 17.5 | 2,071,991.88         | 902,605.31              | 25.0  |
| TOTAL: 1000-5999                       | 37,788,109.00     | 5,848,350.68                 | 7,800,448.44 | 20.6 | 2,293,000.24         | 27,694,660.32           | 73.2  |

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Fund: 01 GENERAL FUND

| SUMMARY BY OBJECT                     | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %     | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %    |
|---------------------------------------|-------------------|------------------------------|--------------|-------|-----------------------|-------------------------|------|
| 6300.00 LIBRARY BOOKS - EXPANSION     | 48,703.00         | 2,641.32                     | 10,127.63    | 20.7  | 37,190.68             | 1,384.69                | 2.8  |
| 6400.00 ADDITIONAL/IMPROVED EQUIPMENT | 142,190.00        | 6,801.41                     | 11,340.12    | 7.9   | 2,841.73              | 128,008.15              | 90.0 |
| TOTAL: 6000                           | 190,893.00        | 9,442.73                     | 21,467.75    | 11.2  | 40,032.41             | 129,392.84              | 67.7 |
| TOTAL: 1000-6999                      | 37,979,002.00     | 5,857,793.41                 | 7,821,916.19 | 20.5  | 2,333,032.65          | 27,824,053.16           | 73.2 |
| 7300.00 INTERFUND TRANSFERS           | 149,728.00        | 149,728.00                   | 149,728.00   | 100.0 | 0.00                  | 0.00                    | .0   |
| 7600.00 OTHER STUDENT AID             | 16,000.00         | 0.00                         | 0.00         | .0    | 1,100.00              | 14,900.00               | 93.1 |
| TOTAL: 7000                           | 165,728.00        | 149,728.00                   | 149,728.00   | 90.3  | 1,100.00              | 14,900.00               | 8.9  |
| TOTAL: 1000-7999                      | 38,144,730.00     | 6,007,521.41                 | 7,971,644.19 | 20.8  | 2,334,132.65          | 27,838,953.16           | 72.9 |

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Fund: 01 GENERAL FUND

SUMMARY

| SUMMARY BY OBJECT |               | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %    | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %    |
|-------------------|---------------|-------------------|------------------------------|--------------|------|-----------------------|-------------------------|------|
| TOTAL INCOME      | (8000 - 8999) | 1,992,427.00      | 376,383.29-                  | 26,675.00    | 1.3  | 0.00                  | 1,965,752.00            | 98.6 |
| TOTAL: 1000-5999  |               | 37,788,109.00     | 5,848,350.68                 | 7,800,448.44 | 20.6 | 2,293,000.24          | 27,694,660.32           | 73.2 |
| TOTAL: 1000-6999  |               | 37,979,002.00     | 5,857,793.41                 | 7,821,916.19 | 20.5 | 2,333,032.65          | 27,824,053.16           | 73.2 |
| TOTAL: 1000-7999  |               | 38,144,730.00     | 6,007,521.41                 | 7,971,644.19 | 20.8 | 2,334,132.65          | 27,838,953.16           | 72.9 |
| TOTAL EXPENSES    | (1000 - 7999) | 38,144,730.00     | 6,007,521.41                 | 7,971,644.19 | 20.8 | 2,334,132.65          | 27,838,953.16           | 72.9 |

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Fund: 72 CHILD DEVELOPMENT FUND

| SUMMARY BY OBJECT                     | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %     | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %     |
|---------------------------------------|-------------------|------------------------------|--------------|-------|-----------------------|-------------------------|-------|
| 8800.00 LOCAL REVENUES                | 25,886.00         | 639.08-                      | 639.08-      | .0    | 0.00                  | 26,525.08               | 100.0 |
| 8900.00 OTHER FINANCING SOURCES       | 149,728.00        | 149,728.00                   | 149,728.00   | 100.0 | 0.00                  | 0.00                    | .0    |
| TOTAL: 8000                           | 175,614.00        | 149,088.92                   | 149,088.92   | 84.8  | 0.00                  | 26,525.08               | 15.1  |
| 2300.00 NON-INSTRUCTION HOURLY CLASS. | 21,130.00         | 0.00                         | 0.00         | .0    | 0.00                  | 21,130.00               | 100.0 |
| TOTAL: 2000                           | 21,130.00         | 0.00                         | 0.00         | .0    | 0.00                  | 21,130.00               | 100.0 |
| 3300.00 OASDHI/FICA                   | 1,616.00          | 0.00                         | 0.00         | .0    | 0.00                  | 1,616.00                | 100.0 |
| 3500.00 STATE UNEMPLOYMENT INSURANCE  | 340.00            | 0.00                         | 0.00         | .0    | 0.00                  | 340.00                  | 100.0 |
| TOTAL: 3000                           | 1,956.00          | 0.00                         | 0.00         | .0    | 0.00                  | 1,956.00                | 100.0 |
| TOTAL: 1000-5999                      | 23,086.00         | 0.00                         | 0.00         | .0    | 0.00                  | 23,086.00               | 100.0 |



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Fund: 72 CHILD DEVELOPMENT FUND SUMMARY

| SUMMARY BY OBJECT |               | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %    | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %     |
|-------------------|---------------|-------------------|------------------------------|--------------|------|-----------------------|-------------------------|-------|
| TOTAL INCOME      | (8000 - 8999) | 175,614.00        | 149,088.92                   | 149,088.92   | 84.8 | 0.00                  | 26,525.08               | 15.1  |
| TOTAL:            | 1000-5999     | 23,086.00         | 0.00                         | 0.00         | .0   | 0.00                  | 23,086.00               | 100.0 |
| TOTAL:            | 1000-6999     | 23,086.00         | 0.00                         | 0.00         | .0   | 0.00                  | 23,086.00               | 100.0 |
| TOTAL:            | 1000-7999     | 23,086.00         | 0.00                         | 0.00         | .0   | 0.00                  | 23,086.00               | 100.0 |
| TOTAL EXPENSES    | (1000 - 7999) | 23,086.00         | 0.00                         | 0.00         | .0   | 0.00                  | 23,086.00               | 100.0 |

Fund: 01 GENERAL FUND

| SUMMARY BY OBJECT                      | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %     | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %     |
|--|-------------------|------------------------------|--------------|-------|-----------------------|-------------------------|-------|
| 8100.00 FEDERAL HEA REVENUES           | 14,500.00         | 1,310.00                     | 1,310.00     | 9.0   | 0.00                  | 13,190.00               | 90.9  |
| 8600.00 STATE REVENUES                 | 571,893.00        | 162,510.84                   | 9,800.00     | 1.7   | 0.00                  | 562,093.00              | 98.2  |
| 8800.00 LOCAL REVENUES                 | 248,471.00        | 1,992.51                     | 2,738.19     | 1.1   | 0.00                  | 245,732.81              | 98.8  |
| 8900.00 OTHER FINANCING SOURCES        | 869.42            | 0.00                         | 869.42       | 100.0 | 0.00                  | 0.00                    | .0    |
| TOTAL: 8000                            | 835,733.42        | 159,208.33                   | 14,717.61    | 1.7   | 0.00                  | 821,015.81              | 98.2  |
| 1100.00 CONTRACT CLASSROOM INST.       | 4,585,773.00      | 834,397.03                   | 898,104.91   | 19.5  | 0.00                  | 3,687,668.09            | 80.4  |
| 1200.00 CONTRACT CERT. ADMINISTRATORS  | 2,671,044.00      | 417,100.58                   | 625,619.76   | 23.4  | 0.00                  | 2,045,424.24            | 76.5  |
| 1300.00 INSTRUCTORS DAY/HOURLY         | 1,753,043.00      | 193,218.74                   | 254,083.75   | 14.4  | 0.00                  | 1,498,959.25            | 85.5  |
| 1400.00 NON-INSTRUCTION HOURLY CERT.   | 65,520.00         | 6,328.72                     | 7,062.44     | 10.7  | 0.00                  | 58,457.56               | 89.2  |
| TOTAL: 1000                            | 9,075,380.00      | 1,451,045.07                 | 1,784,870.86 | 19.6  | 0.00                  | 7,290,509.14            | 80.3  |
| 2100.00 CONTRACT CLASSIFIED NON-INSTR. | 3,391,406.00      | 562,388.74                   | 850,332.83   | 25.0  | 0.00                  | 2,541,073.17            | 74.9  |
| 2200.00 INSTRUCTIONAL AIDS             | 498,092.00        | 75,319.00                    | 111,063.79   | 22.2  | 0.00                  | 387,028.21              | 77.7  |
| 2300.00 NON-INSTRUCTION HOURLY CLASS.  | 88,680.00         | 9,484.67                     | 13,056.31    | 14.7  | 0.00                  | 75,623.69               | 85.2  |
| 2400.00 INST AIDES-HOURLY- DIR.INSTRUC | 291,079.00        | 13,315.13                    | 19,525.63    | 6.7   | 0.00                  | 271,553.37              | 93.2  |
| TOTAL: 2000                            | 4,269,257.00      | 660,507.54                   | 993,978.56   | 23.2  | 0.00                  | 3,275,278.44            | 76.7  |
| 3100.00 CERTIFICATED RETIREMENT        | 676,260.00        | 109,420.63                   | 133,300.26   | 19.7  | 0.00                  | 542,959.74              | 80.2  |
| 3200.00 CLASSIFIED RETIREMENT          | 508,834.00        | 77,836.04                    | 116,111.19   | 22.8  | 0.00                  | 392,722.81              | 77.1  |
| 3300.00 OASDHI/FICA                    | 459,269.00        | 72,526.41                    | 103,606.13   | 22.5  | 0.00                  | 355,662.87              | 77.4  |
| 3400.00 HEALTH AND WELFARE BENEFITS    | 1,710,882.00      | 273,044.55                   | 414,473.01   | 24.2  | 0.00                  | 1,296,408.99            | 75.7  |
| 3500.00 STATE UNEMPLOYMENT INSURANCE   | 216,646.00        | 33,810.43                    | 44,500.58    | 20.5  | 0.00                  | 172,145.42              | 79.4  |
| 3600.00 WORKERS COMPENSATION INSURANCE | 250,233.00        | 40,477.48                    | 61,202.50    | 24.4  | 0.00                  | 189,030.50              | 75.5  |
| 3900.00 OTHER BENEFITS                 | 54,886.00         | 8,963.12                     | 14,042.54    | 25.5  | 0.00                  | 40,843.46               | 74.4  |
| TOTAL: 3000                            | 3,877,010.00      | 616,078.66                   | 887,236.21   | 22.8  | 0.00                  | 2,989,773.79            | 77.1  |
| 4200.00 BOOK,MAGAZINE&PERIOD-DIST.USE  | 7,844.00          | 345.97                       | 345.97       | 4.4   | 114.70                | 7,383.33                | 94.1  |
| 4300.00 INSTRUCTIONAL SUPPLIES         | 51,597.00         | 4,997.52                     | 17,038.68    | 33.0  | 4,068.98              | 30,489.34               | 59.0  |
| 4400.00 MEDIA AND SOFTWARE-DISTRCT USE | 2,130.00          | 0.00                         | 0.00         | .0    | 0.00                  | 2,130.00                | 100.0 |
| 4500.00 NONINSTRUCTIONAL SUPPLIES      | 157,408.00        | 13,937.24                    | 31,703.07    | 20.1  | 78,054.94             | 47,649.99               | 30.2  |
| TOTAL: 4000                            | 218,979.00        | 19,280.73                    | 49,087.72    | 22.4  | 82,238.62             | 87,652.66               | 40.0  |
| 5100.00 PERSON&CONSULTANT SVC-DIST USE | 73,849.00         | 7,805.32                     | 8,181.32     | 11.0  | 10,640.50             | 55,027.18               | 74.5  |
| 5200.00 TRAVEL & CONFERENCE EXPENSES   | 28,000.00         | 5,641.77                     | 8,833.15     | 31.5  | 792.86                | 18,373.99               | 65.6  |
| 5300.00 POST/DUES/MEMBERSHIPS-DIST.USE | 48,090.00         | 3,973.03                     | 22,680.77    | 47.1  | 3,631.09              | 21,778.14               | 45.2  |
| 5500.00 UTILITIES & HOUSEKEEP-DIST.USE | 837,287.00        | 82,624.60                    | 158,390.89   | 18.9  | 642,496.49            | 36,399.62               | 4.3   |
| 5600.00 RENTS,LEASES&REPAIRS-DIST.USE  | 414,068.00        | 3,599.97                     | 25,868.93    | 6.2   | 288,371.94            | 99,827.13               | 24.1  |
| 5800.00 OTHER OPERATING EXP-DIST. USE  | 223,761.00        | 4,518.35                     | 9,113.01     | 4.0   | 7,536.00              | 207,111.99              | 92.5  |
| TOTAL: 5000                            | 1,625,055.00      | 100,216.98                   | 233,068.07   | 14.3  | 953,468.88            | 438,518.05              | 26.9  |
| TOTAL: 1000-5999                       | 19,065,681.00     | 2,847,128.98                 | 3,948,241.42 | 20.7  | 1,035,707.50          | 14,081,732.08           | 73.8  |
| 6200.00 BUILDINGS&IMPROVEMENT-DIST.USE | 1,550.00          | 0.00                         | 0.00         | .0    | 0.00                  | 1,550.00                | 100.0 |
| 6300.00 LIBRARY BOOKS - EXPANSION      | 15,000.00         | 0.00                         | 0.00         | .0    | 0.00                  | 15,000.00               | 100.0 |

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BEST NET CONSORTIUM  
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Fund: 01 GENERAL FUND

| SUMMARY BY OBJECT                     | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %    | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %    |
|---------------------------------------|-------------------|------------------------------|--------------|------|-----------------------|-------------------------|------|
| 6400.00 ADDITIONAL/IMPROVED EQUIPMENT | 13,919.42         | 986.73                       | 986.73       | 7.0  | 800.00                | 12,132.69               | 87.1 |
| TOTAL: 6000                           | 30,469.42         | 986.73                       | 986.73       | 3.2  | 800.00                | 28,682.69               | 94.1 |
| TOTAL: 1000-6999                      | 19,096,150.42     | 2,848,115.71                 | 3,949,228.15 | 20.6 | 1,036,507.50          | 14,110,414.77           | 73.8 |

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Fund: 01 GENERAL FUND

SUMMARY

| SUMMARY BY OBJECT |               | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT YEAR TO DATE |              | %    | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %    |
|-------------------|---------------|-------------------|---|--------------|------|-----------------------|-------------------------|------|
| TOTAL INCOME      | (8000 - 8999) | 835,733.42        | 159,208.33-                               | 14,717.61    | 1.7  | 0.00                  | 821,015.81              | 98.2 |
| TOTAL: 1000-5999  |               | 19,065,681.00     | 2,847,128.98                              | 3,948,241.42 | 20.7 | 1,035,707.50          | 14,081,732.08           | 73.8 |
| TOTAL: 1000-6999  |               | 19,096,150.42     | 2,848,115.71                              | 3,949,228.15 | 20.6 | 1,036,507.50          | 14,110,414.77           | 73.8 |
| TOTAL: 1000-7999  |               | 19,096,150.42     | 2,848,115.71                              | 3,949,228.15 | 20.6 | 1,036,507.50          | 14,110,414.77           | 73.8 |
| TOTAL EXPENSES    | (1000 - 7999) | 19,096,150.42     | 2,848,115.71                              | 3,949,228.15 | 20.6 | 1,036,507.50          | 14,110,414.77           | 73.8 |

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Fund: 41 CAPITAL OUTLAY PROJECTS FUND

| SUMMARY BY OBJECT      | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %  | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %  |
|------------------------|-------------------|------------------------------|--------------|----|-----------------------|-------------------------|----|
| 8800.00 LOCAL REVENUES | 0.00              | 1,727.78-                    | 0.00         | .0 | 0.00                  | 0.00                    | .0 |
| TOTAL: 8000            | 0.00              | 1,727.78-                    | 0.00         | .0 | 0.00                  | 0.00                    | .0 |

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Fund: 41 CAPITAL OUTLAY PROJECTS FUND SUMMARY

| SUMMARY BY OBJECT |               | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %  | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %  |
|-------------------|---------------|-------------------|------------------------------|--------------|----|-----------------------|-------------------------|----|
| TOTAL INCOME      | (8000 - 8999) | 0.00              | 1,727.78-                    | 0.00         | .0 | 0.00                  | 0.00                    | .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 |

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Fund: 51 BOOKSTORE FUND

| SUMMARY BY OBJECT      | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %  | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %  |
|------------------------|-------------------|------------------------------|--------------|----|-----------------------|-------------------------|----|
| 8800.00 LOCAL REVENUES | 0.00              | 190.44-                      | 0.00         | .0 | 0.00                  | 0.00                    | .0 |
| TOTAL: 8000            | 0.00              | 190.44-                      | 0.00         | .0 | 0.00                  | 0.00                    | .0 |

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Fund: 51 BOOKSTORE FUND

SUMMARY

| SUMMARY BY OBJECT |               | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %  | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %  |
|-------------------|---------------|-------------------|------------------------------|--------------|----|-----------------------|-------------------------|----|
| TOTAL INCOME      | (8000 - 8999) | 0.00              | 190.44-                      | 0.00         | .0 | 0.00                  | 0.00                    | .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 |



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Fund: 72 CHILD DEVELOPMENT FUND

| SUMMARY BY OBJECT                     | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %  | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %     |
|---------------------------------------|-------------------|------------------------------|--------------|----|-----------------------|-------------------------|-------|
| 8800.00 LOCAL REVENUES                | 3,000.00          | 71.01-                       | 0.00         | .0 | 0.00                  | 3,000.00                | 100.0 |
| TOTAL: 8000                           | 3,000.00          | 71.01-                       | 0.00         | .0 | 0.00                  | 3,000.00                | 100.0 |
| 2300.00 NON-INSTRUCTION HOURLY CLASS. | 2,000.00          | 0.00                         | 0.00         | .0 | 0.00                  | 2,000.00                | 100.0 |
| TOTAL: 2000                           | 2,000.00          | 0.00                         | 0.00         | .0 | 0.00                  | 2,000.00                | 100.0 |
| 3300.00 OASDHI/FICA                   | 153.00            | 0.00                         | 0.00         | .0 | 0.00                  | 153.00                  | 100.0 |
| 3500.00 STATE UNEMPLOYMENT INSURANCE  | 32.00             | 0.00                         | 0.00         | .0 | 0.00                  | 32.00                   | 100.0 |
| TOTAL: 3000                           | 185.00            | 0.00                         | 0.00         | .0 | 0.00                  | 185.00                  | 100.0 |
| 5800.00 OTHER OPERATING EXP-DIST. USE | 500.00            | 0.00                         | 0.00         | .0 | 0.00                  | 500.00                  | 100.0 |
| TOTAL: 5000                           | 500.00            | 0.00                         | 0.00         | .0 | 0.00                  | 500.00                  | 100.0 |
| TOTAL: 1000-5999                      | 2,685.00          | 0.00                         | 0.00         | .0 | 0.00                  | 2,685.00                | 100.0 |

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Fund: 72 CHILD DEVELOPMENT FUND SUMMARY

| SUMMARY BY OBJECT            | WORKING<br>BUDGET | EXPENDED/RECEIVED<br>CURRENT | YEAR TO DATE | %  | PENDED/<br>ENCUMBERED | UNENCUMBERED<br>BALANCE | %     |
|------------------------------|-------------------|------------------------------|--------------|----|-----------------------|-------------------------|-------|
| TOTAL INCOME (8000 - 8999)   | 3,000.00          | 71.01-                       | 0.00         | .0 | 0.00                  | 3,000.00                | 100.0 |
| TOTAL: 1000-5999             | 2,685.00          | 0.00                         | 0.00         | .0 | 0.00                  | 2,685.00                | 100.0 |
| TOTAL: 1000-6999             | 2,685.00          | 0.00                         | 0.00         | .0 | 0.00                  | 2,685.00                | 100.0 |
| TOTAL: 1000-7999             | 2,685.00          | 0.00                         | 0.00         | .0 | 0.00                  | 2,685.00                | 100.0 |
| TOTAL EXPENSES (1000 - 7999) | 2,685.00          | 0.00                         | 0.00         | .0 | 0.00                  | 2,685.00                | 100.0 |

## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services  
PREPARED BY: Steven Sutorus, Business Manager  
DATE: October 20, 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 August 29, 2011 to October 2, 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**  
**October 20, 2011**

| <b>PO#</b> | <b>Vendor Name</b>            | <b>PO Board Description</b> | <b>Original Enc Amt</b> |
|------------|-------------------------------|-----------------------------|-------------------------|
| 121221     | SBCCD PRINTING SERVICES       | Printing, SBCCD             | \$ 123.00               |
| 121222     | HSA-CCC                       | Dues & Memberships          | \$ 150.00               |
| 121223     | KONICA MINOLTA BUSINESS       | Leases                      | \$ 107,662.80           |
| 121224     | US BANK CORPORATE PMT SYSTEMS | Advertising                 | \$ 800.00               |
| 121225     | AU, ALGIE                     | Conference                  | \$ 419.90               |
| 121226     | EPICENTER                     | Magazines & Subscriptions   | \$ 28.00                |
| 121227     | THREE PEAKS CORP              | Site Improvements           | \$ 30,246.00            |
| 121228     | BURKE, RICHARD                | Conference                  | \$ 450.00               |
| 121229     | US BANK CORPORATE PMT SYSTEMS | Conference                  | \$ 345.00               |
| 121230     | US BANK CORPORATE PMT SYSTEMS | Conference                  | \$ 35.00                |
| 121231     | ULINE                         | Non-instructional Supplies  | \$ 500.00               |
| 121232     | SOUTHWEST PLASTIC BINDING     | Non-instructional Supplies  | \$ 500.00               |
| 121233     | CZEPHYA, MARY                 | Independent Contractor      | \$ 6,000.00             |
| 121234     | TAESCH, RICHARD               | Independent Contractor      | \$ 2,000.00             |
| 121235     | SAN BERNARDINO BLACK CULTURE  | Other Expenses & Fees       | \$ 600.00               |
| 121236     | SANCHEZ, JAIME                | Conference                  | \$ 43.69                |
| 121237     | GREEN, ASAPH                  | Conference                  | \$ 997.00               |
| 121238     | THREE PEAKS CORP              | Repairs & Maintenance       | \$ 5,943.63             |
| 121239     | SYNERGISTIC MAILING SERVICES  | Postage & Freight           | \$ 350.00               |
| 121240     | US POSTAL SERVICE             | Postage & Freight           | \$ 400.00               |
| 121241     | THREE PEAKS CORP              | New Buildings               | \$ 1,180.00             |
| 121242     | THREE PEAKS CORP              | New Buildings               | \$ 4,781.00             |
| 121243     | CCPRO                         | Dues & Memberships          | \$ 50.00                |
| 121244     | THREE PEAKS CORP              | New Buildings               | \$ 23,814.00            |
| 121245     | H T T DRYWALL INC             | Repairs & Maintenance       | \$ 2,620.00             |
| 121246     | PRINT & FINISHING SOLUTIONS   | Non-instructional Supplies  | \$ 175.46               |
| 121247     | NIKON INSTRUMENT              | Capital Equipment           | \$ 4,884.63             |
| 121248     | STAPLES                       | Non-instructional Supplies  | \$ 98.48                |
| 121249     | DURALITE INC                  | Non-instructional Supplies  | \$ 228.26               |
| 121250     | AMAZON.COM                    | Instructional Supplies      | \$ 116.71               |
| 121251     | STAPLES                       | Non-instructional Supplies  | \$ 441.29               |
| 121252     | POWER SYSTEMS                 | Instructional Supplies      | \$ 28.90                |
| 121253     | STAPLES                       | Non-instructional Supplies  | \$ 252.47               |
| 121254     | UNITED MFRS SUPPLIES INC      | Instructional Supplies      | \$ 100.98               |
| 121255     | STAPLES                       | Instructional Supplies      | \$ 255.61               |
| 121256     | COMMUNICATIONS USA            | Equipment                   | \$ 5,853.50             |
| 121257     | QUICK MEDICAL                 | Instructional Supplies      | \$ 42.86                |
| 121258     | ANATOMY WAREHOUSE             | Instructional Supplies      | \$ 26.77                |
| 121259     | CARMEN'S CUSTOM DRAPERY       | Equipment                   | \$ 613.23               |
| 121260     | STAPLES                       | Non-instructional Supplies  | \$ 63.67                |
| 121261     | ACS                           | Outside Services            | \$ 22,000.00            |
| 121262     | JONES, DIANNA                 | Conference                  | \$ 1,117.00             |
| 121263     | VERIZON CALIFORNIA            | Phone Utilities             | \$ 120,000.00           |
| 121264     | SAN BERNARDINO SUN            | Advertising                 | \$ 1,000.00             |
| 121265     | BURGESS MOVING & STORAGE      | Outside Services            | \$ 3,251.00             |
| 121266     | TILDEN COIL CONSTRUCTION INC  | New Buildings               | \$ 19,782.53            |
| 121267     | BEN'S LOCK AND KEY            | Repairs & Maintenance       | \$ 1,821.40             |
| 121268     | TILDEN COIL CONSTRUCTION INC  | New Buildings               | \$ 19,579.35            |
| 121269     | DAILY JOURNAL CORPORATION     | New Buildings               | \$ 10,000.00            |

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| <b>PO#</b> | <b>Vendor Name</b>             | <b>PO Board Description</b>         | <b>Original Enc Amt</b> |
|------------|--------------------------------|-------------------------------------|-------------------------|
| 121270     | INLAND INSPECTIONS/CONSULTING  | Building Improvements               | \$ 25,217.50            |
| 121271     | TREVINO, ARNOLD                | Independent Contractor              | \$ 1,000.00             |
| 121272     | QUICK CAPTION INC              | Outside Services                    | \$ 6,630.00             |
| 121273     | NCCCF                          | Dues & Memberships                  | \$ 450.00               |
| 121274     | HYATT REGENCY RESTON           | Conference                          | \$ 981.00               |
| 121275     | EDU BUSINESS SOLUTIONS         | Software                            | \$ 3,232.50             |
| 121276     | MAJOR, WINIFRED                | Independent Contractor              | \$ 5,000.00             |
| 121277     | GLAXOSMITHKLINE PHARMACEUTICAL | Non-instructional Supplies          | \$ 2,000.00             |
| 121278     | STAPLES                        | Non-instructional Supplies          | \$ 142.15               |
| 121279     | KEMTECH AMERICA INC            | Instructional Supplies              | \$ 5,003.94             |
| 121280     | STAR CONTINUOUS CARD           | Non-instructional Supplies          | \$ 10,000.00            |
| 121281     | TRANSCRIBING MARINERS          | Non-instructional Supplies          | \$ 1,000.00             |
| 121282     | GBC DOCUMENT FINISHING         | Non-instructional Supplies          | \$ 1,212.08             |
| 121283     | LAB SAFETY SUPPLY              | Non-instructional Supplies          | \$ 2,155.00             |
| 121284     | UNISOURCE PAPER                | Non-instructional Supplies          | \$ 7,111.50             |
| 121285     | SPICERS PAPER INC              | Non-instructional Supplies          | \$ 4,327.50             |
| 121286     | SECURITY BANK OF CALIFORNIA    | Building Improvements               | \$ 14,200.00            |
| 121287     | MCFARLAND, JEREMIAH            | Conference                          | \$ 724.16               |
| 121288     | KITCHELL CEM                   | New Buildings                       | \$ 10,113,406.77        |
| 121289     | PERCEPTIVE SOFTWARE INC        | Computer Systems Maintenance Agrmts | \$ 52,677.01            |
| 121290     | XAP CORPORATION                | Outside Services                    | \$ 27,172.20            |
| 121291     | INLAND INSPECTIONS/CONSULTING  | New Buildings                       | \$ 35,000.00            |
| 121292     | AMERICAN EVALUATION ASSOC      | Conference                          | \$ 215.00               |
| 121293     | WALSH, CHRIS                   | Conference                          | \$ 65.48                |
| 121294     | BAUGHER, JEFF                  | Conference                          | \$ 350.00               |
| 121295     | BASTINE, MICHAEL               | Conference                          | \$ 250.00               |
| 121296     | OCCUPATIONAL SAFETY TRAINING   | Conference                          | \$ 1,795.00             |
| 121297     | LIFETIME MEMORY PRODUCTS       | Non-instructional Supplies          | \$ 188.19               |
| 121298     | GRAINGER INC, W W              | Equipment                           | \$ 348.95               |
| 121299     | RAMIREZ, FERMIN                | Mileage Reimbursement               | \$ 500.00               |
| 121300     | US BANK CORPORATE PMT SYSTEMS  | Reference Books                     | \$ 34.95                |
| 121301     | HRDLICKA, RICK                 | Mileage Reimbursement               | \$ 54.83                |
| 121302     | SMITH, JAMES                   | Conference                          | \$ 677.03               |
| 121303     | DIAL, TROY LYNN                | Conference                          | \$ 705.00               |
| 121304     | NCMPR                          | Dues & Memberships                  | \$ 450.00               |
| 121305     | DIAMONDBACK FIRE & RESCUE      | Repairs & Maintenance               | \$ 245.67               |
| 121306     | SHEAHAN, MICHAEL               | Conference                          | \$ 1,795.00             |
| 121307     | COUNCIL FOR RESOURCE DEVELOP   | Conference                          | \$ 75.00                |
| 121308     | COUNCIL FOR RESOURCE DEVELOP   | Conference                          | \$ 75.00                |
| 121309     | TRI-ANIM HEALTH SERVICES       | Instruction Supplies                | \$ 717.98               |
| 121310     | HANSEN, ROSEMARIE              | Instructional Supplies              | \$ 78.13                |
| 121311     | JOHN WILEY & SONS INC          | Magazines & Suscriptions            | \$ 242.44               |
| 121312     | PASCO SCIENTIFIC               | Instructional Supplies              | \$ 1,575.51             |
| 121313     | AMERICAN 3 B SCIENTIFIC        | Instructional Supplies              | \$ 125.60               |
| 121314     | SARGENT-WELCH SCIENTIFIC       | Instructional Supplies              | \$ 126.67               |
| 121315     | NASCO                          | Instructional Supplies              | \$ 47.16                |
| 121316     | VIATRON SYSTEMS INC            | Outside Services                    | \$ 8,949.76             |
| 121317     | COUNCIL FOR ADVANCEMENT AND    | Dues & Memberships                  | \$ 1,525.00             |
| 121318     | NCCCF SYMPOSIUM REGISTRATION   | Conference                          | \$ 350.00               |

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| <b>PO#</b> | <b>Vendor Name</b>            | <b>PO Board Description</b> | <b>Original Enc Amt</b> |
|------------|-------------------------------|-----------------------------|-------------------------|
| 121319     | AMAZON.COM                    | Reference Books             | \$ 638.42               |
| 121320     | QUANTUM GROUP, THE            | Adverstising                | \$ 12,837.06            |
| 121321     | STAPLES                       | Non-instructional Supplies  | \$ 217.71               |
| 121322     | STAPLES                       | Non-instructional Supplies  | \$ 117.15               |
| 121323     | PUBLIC BROADCASTING SERVICE   | Broadcast Program Rights    | \$ 502,168.00           |
| 121324     | PUBLIC BROADCASTING SERVICE   | Broadcast Program Rights    | \$ 27,306.00            |
| 121325     | ALLEGIANCE SOFTWARE INC       | Contract Services           | \$ 11,526.77            |
| 121326     | NELSON, WILLENE D             | Conference                  | \$ 40.00                |
| 121327     | SBVC BOOKSTORE                | Non-instructional Supplies  | \$ 600.00               |
| 121328     | GALLUP ORGANIZATION           | Other Expenses & Fees       | \$ 326.32               |
| 121329     | AMAZON.COM                    | Reference Books             | \$ 165.66               |
| 121330     | MATHESON TRI-GAS INC          | Instructional Supplies      | \$ 2,920.56             |
| 121331     | SKILLSONE CPP INC             | Instructional Supplies      | \$ 63.84                |
| 121332     | STAPLES                       | Equipment                   | \$ 614.18               |
| 121333     | STAPLES                       | Non-instructional Supplies  | \$ 613.42               |
| 121334     | ARBOR SCIENTIFIC              | Instructional Supplies      | \$ 32.19                |
| 121335     | DOCU TRUST                    | Outside Services            | \$ 2,486.00             |
| 121336     | CORTEZ ORNAMENTAL IRON        | Repair & Maintenance        | \$ 323.25               |
| 121337     | BLACKBOARD INC                | Contract Services           | \$ 280.00               |
| 121338     | CCCAOE                        | Conference                  | \$ 395.00               |
| 121339     | SANCHEZ, LORI                 | Conference                  | \$ 574.56               |
| 121340     | SAN BERNARDINO SHERIFFS DEPT  | Conference                  | \$ 60.00                |
| 121341     | FIRST STUDENT                 | Bus Rentals                 | \$ 443.29               |
| 121342     | FIRST STUDENT                 | Bus Rentals                 | \$ 508.45               |
| 121343     | FIRST STUDENT                 | Bus Rentals                 | \$ 573.61               |
| 121344     | FIRST STUDENT                 | Bus Rentals                 | \$ 443.29               |
| 121345     | BECCACIO, JACQUELINE          | Instructional Supplies      | \$ 5.38                 |
| 121346     | KYLE, JON M                   | Mileage Reimbursement       | \$ 550.00               |
| 121347     | APPLE COMPUTER INC            | Software                    | \$ 31.25                |
| 121348     | KUCK, GLEN                    | Conference                  | \$ 200.00               |
| 121349     | YOGAACCESSORIES.COM           | Instructional Supplies      | \$ 288.07               |
| 121350     | HARDY DIAGNOSTICS             | Instructional Supplies      | \$ 167.10               |
| 121351     | STAPLES                       | Non-instructional Supplies  | \$ 66.40                |
| 121352     | STAPLES                       | Non-instructional Supplies  | \$ 74.61                |
| 121353     | LAB SAFETY SUPPLY             | Non-instructional Supplies  | \$ 86.33                |
| 121354     | AMERICAN TOWER CORPORATION    | Leases                      | \$ 7,463.05             |
| 121355     | TALLEY, KATHLEEN              | Independent Contractor      | \$ 2,000.00             |
| 121356     | TALLEY, KATHLEEN              | Independent Contractor      | \$ 1,000.00             |
| 121357     | TALLEY, KATHLEEN              | Independent Contractor      | \$ 1,000.00             |
| 121358     | MULTICARD                     | Capital Equipment           | \$ 9,883.69             |
| 121359     | GREENBERG, SANDRA             | Conference                  | \$ 237.22               |
| 121360     | GREENBERG, SANDRA             | Conference                  | \$ 255.00               |
| 121361     | GREENBERG, SANDRA             | Conference                  | \$ 145.00               |
| 121362     | AIRCRAFT ELECTRONICS ASSOC    | Dues & Memberships          | \$ 325.00               |
| 121363     | REVOLVING CASH                | Athletic Entry Fee          | \$ 75.00                |
| 121364     | REVOLVING CASH                | Athletic Entry Fee          | \$ 50.00                |
| 121365     | COMMUNITY COLLEGE FACILITIES  | Dues & Memberships          | \$ 825.00               |
| 121366     | STATER BROS MARKETS           | Other Expenses & Fees       | \$ 600.00               |
| 121367     | US BANK CORPORATE PMT SYSTEMS | Conference                  | \$ 164.29               |

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| <b>PO#</b> | <b>Vendor Name</b>            | <b>PO Board Description</b> | <b>Original Enc Amt</b> |
|------------|-------------------------------|-----------------------------|-------------------------|
| 121368     | BASTINE, MICHAEL              | Conference                  | \$ 250.00               |
| 121369     | ALLIED REFRIGERATION INC      | Instructional Supplies      | \$ 608.08               |
| 121370     | CONSOLIDATED ELECTRICAL DIST  | Instructional Supplies      | \$ 669.85               |
| 121371     | CHANNING BETE COMPANY         | Instructional Supplies      | \$ 448.32               |
| 121372     | AMAZON.COM                    | Instructional Supplies      | \$ 543.02               |
| 121373     | LAB SAFETY SUPPLY             | Instructional Supplies      | \$ 169.56               |
| 121374     | STAPLES                       | Non-instructional Supplies  | \$ 97.64                |
| 121375     | BEST BUY GOV LLC              | Equipment                   | \$ 1,485.06             |
| 121376     | B&H PHOTO VIDEO               | Capital Equipment           | \$ 1,210.57             |
| 121377     | STAPLES                       | Non-instructional Supplies  | \$ 134.55               |
| 121378     | COLLEGE SOURCE INC            | Contract Services           | \$ 1,387.00             |
| 121379     | NEXT LEVEL GRAPHICS INC       | Repairs & Maintenance       | \$ 862.00               |
| 121380     | AMERICAN THERMOFORM CORP      | Repairs & Maintenance       | \$ 1,200.00             |
| 121381     | LUCIC, ROGER                  | Independent Contractor      | \$ 1,000.00             |
| 121382     | QUEBUENA LIBEMAN              | Advertising                 | \$ 1,750.00             |
| 121383     | STARK, SCOTT                  | Conference                  | \$ 231.15               |
| 121384     | GREEN TECHNOLOGY              | Conference                  | \$ 295.00               |
| 121385     | HOME DEPOT, THE               | Non-instructional Supplies  | \$ 2,000.00             |
| 121386     | VERIZON CALIFORNIA            | Phone Utilities             | \$ 250.00               |
| 121387     | CAREER CRUISING               | Contract Services           | \$ 533.36               |
| 121388     | ROWLEY, KATHLEEN              | Conference                  | \$ 1,734.00             |
| 121389     | CM SCHOOL SUPPLY CO           | Instructional Supplies      | \$ 9,000.00             |
| 121390     | LAKESHORE LEARNING MATERIALS  | Instructional Supplies      | \$ 7,000.00             |
| 121391     | KELLY PAPER COMPANY           | Non-instructional Supplies  | \$ 1,000.00             |
| 121392     | BONE ROOM, THE                | Instructional Supplies      | \$ 1,578.56             |
| 121393     | AMERICAN DIGITAL CORP         | Capital Expenses            | \$ 38,500.00            |
| 121394     | SBCCD PRINTING SERVICES       | Non-instructional Supplies  | \$ 1,000.00             |
| 121395     | GRAINGER INC, W W             | Equipment                   | \$ 423.40               |
| 121396     | POSITIVE PROMOTIONS INC       | Non-instructional Supplies  | \$ 203.11               |
| 121397     | FORESTRY SUPPLIERS INC        | Instructional Supplies      | \$ 110.92               |
| 121398     | STAPLES                       | Non-instructional Supplies  | \$ 91.10                |
| 121399     | DISCOUNT SCHOOL SUPPLY        | Instructional Supplies      | \$ 4,517.74             |
| 121400     | HEALTH PROMOTIONS NOW         | Non-instructional Supplies  | \$ 1,651.89             |
| 121401     | BASTEDO, DAVID                | Conference                  | \$ 75.00                |
| 121402     | PURPLE ROSE ENVIROMENTAL SERV | Hazardous Materials         | \$ 350.00               |
| 121403     | BEST CLEANERS & LAUNDRY       | Laundry                     | \$ 1,400.00             |
| 121404     | ACTION PUBLISHING INC         | Other Expenses & Fees       | \$ 359.57               |
| 121405     | SHALIMAR TOURS & CHARTER      | Bus Rentals                 | \$ 967.48               |
| 121406     | ABM BUSINESS MACHINES INC     | Repairs & Maintenance       | \$ 1,000.00             |
| 121407     | BSN COLLEGIATE PACIFIC        | Instructional Supplies      | \$ 298.85               |
| 121408     | WALCO MATERIALS GROUP         | Instructional Supplies      | \$ 302.61               |
| 121409     | STAPLES                       | Non-instructional Supplies  | \$ 119.61               |
| 121410     | BUCKLEY, LARRY                | Conference                  | \$ 199.40               |
| 121411     | STATER BROS MARKETS           | Other Expenses & Fees       | \$ 350.00               |
| 121412     | FOX OCCUPATIONAL MEDICAL CTR  | Outside Services            | \$ 85.00                |
| 121413     | OCCUPATIONAL SAFETY TRAINING  | Conference                  | \$ 895.00               |
| 121414     | STAPLES                       | Non-instructional Supplies  | \$ 176.58               |
| 121415     | SBVC BOOKSTORE                | Non-instructional Supplies  | \$ 2,500.00             |
| 121416     | SIMPLEX GRINNELL              | Repairs & Maintenance       | \$ 3,539.00             |

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| <b>PO#</b> | <b>Vendor Name</b>             | <b>PO Board Description</b> | <b>Original Enc Amt</b> |
|------------|--------------------------------|-----------------------------|-------------------------|
| 121417     | COUNTY OF SAN BERNARDINO       | Other Expenses & Fees       | \$ 120.00               |
| 121418     | HIGHLAND AREA CHAMBER OF       | Dues & Memberships          | \$ 300.00               |
| 121419     | SBCCD                          | Other Student Aid           | \$ 1,100.00             |
| 121420     | MILLER ENVIROMENTAL            | New Buildings               | \$ 517,118.85           |
| 121421     | COUNCIL FOR RESOURCE DEVELOP   | Conference                  | \$ 565.00               |
| 121422     | REVOLVING CASH                 | Athletic Entry Fee          | \$ 60.00                |
| 121423     | REVOLVING CASH                 | Athletic Entry Fee          | \$ 75.00                |
| 121424     | REVOLVING CASH                 | Athletic Entry Fee          | \$ 75.00                |
| 121425     | REVOLVING CASH                 | Athletic Entry Fee          | \$ 100.00               |
| 121426     | REVOLVING CASH                 | Athletic Entry Fee          | \$ 60.00                |
| 121427     | REVOLVING CASH                 | Officials                   | \$ 2,560.00             |
| 121428     | REVOLVING CASH                 | Officials                   | \$ 2,400.00             |
| 121429     | REVOLVING CASH                 | Officials                   | \$ 691.00               |
| 121430     | CAAHEP                         | Other Expenses & Fees       | \$ 500.00               |
| 121431     | REESE, GARY                    | Conference                  | \$ 1,249.00             |
| 121432     | MASCARENHAS, LAZARUS           | Mileage Reimbursement       | \$ 550.00               |
| 121433     | SBCCD FINANCIAL AID            | Other Expenses & Fees       | \$ 5,000.00             |
| 121434     | ENGLISH, HERBERT               | Conference                  | \$ 575.00               |
| 121435     | US BANK CORPORATE PMT SYSTEMS  | Conference                  | \$ 25.00                |
| 121436     | NATIONAL SAFETY COUNCIL        | Dues & Memberships          | \$ 395.00               |
| 121437     | NG, CHARLIE                    | Refreshments                | \$ 480.00               |
| 121438     | SAN BERNARDIN COUNTY SUN       | Advertising                 | \$ 7,500.00             |
| 121439     | AMERICAN BUSINESS BANK         | New Buildings               | \$ 57,457.65            |
| 121440     | REVOLVING CASH                 | Officials                   | \$ 691.00               |
| 121441     | BULBCONNECTION. COM            | Instructional Supplies      | \$ 94.26                |
| 121442     | MEDCO SPORTS MEDICINE          | Instructional Supplies      | \$ 696.33               |
| 121443     | HOSE SPECIALIST INC            | Non-instructional Supplies  | \$ 199.34               |
| 121444     | STAPLES                        | Non-instructional Supplies  | \$ 34.47                |
| 121445     | STAPLES                        | Non-instructional Supplies  | \$ 145.50               |
| 121446     | STAPLES                        | Non-instructional Supplies  | \$ 1,641.02             |
| 121447     | AIRCRAFT SPRUCE & SPECIALTY    | Instructional Supplies      | \$ 972.01               |
| 121448     | WOODCRAFT SUPPLY LLC           | Instructional Supplies      | \$ 92.44                |
| 121449     | STAPLES                        | Non-instructional Supplies  | \$ 172.86               |
| 121450     | GRAINGER INC, W W              | Equipment                   | \$ 858.13               |
| 121451     | STEINBERG ARCHITECTS           | New Buildings               | \$ 6,247.99             |
| 121452     | CCCAOE                         | Conference                  | \$ 395.00               |
| 121453     | FIRST CERTIFIED ARBOR CARE     | New Buildings               | \$ 5,000.00             |
| 121454     | LINDSTROM, EVGENIYA            | Conference                  | \$ 590.19               |
| 121455     | NAFSA MEMBERSHIP               | Dues & Memberships          | \$ 360.00               |
| 121456     | DELL COMPUTER COMPANY          | Capital Equipment           | \$ 83,629.21            |
| 121457     | RIDDELL/ALL AMERICAN SPORTS    | Outside Services            | \$ 492.64               |
| 121458     | DATAMAX ONEIL PRINTER SUPPLIES | Non-instructional Supplies  | \$ 2,000.00             |
| 121459     | EL POLLO LOCO                  | Other Expenses & Fees       | \$ 155.83               |
| 121460     | RIMROCK TECHNOLOGIES SALES     | Capital Equipment           | \$ 6,189.16             |
| 121461     | TROXELL COMMUNICATIONS INC     | Capital Equipment           | \$ 7,540.34             |
| 121462     | FIRST CERTIFIED ARBOR CARE     | Consultant                  | \$ 24,000.00            |
| 121463     | CITIZENS BUSINESS BANK         | New Buildings               | \$ 1,137.11             |
| 121464     | NG, CHARLIE                    | Conference                  | \$ 1,320.93             |
| 121465     | BEN'S LOCK AND KEY             | Building Improvements       | \$ 534.03               |



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| PO#    | Vendor Name                    | PO Board Description                | Original Enc Amt |
|--------|--------------------------------|-------------------------------------|------------------|
| 121466 | HOME DEPOT, THE                | Instructional Supplies              | \$ 1,000.00      |
| 121467 | SAN BERNARDINO AREA CHAMBER    | Dues & Memberships                  | \$ 225.00        |
| 121468 | NELSON, WILLENE D              | Other Expenses & Fees               | \$ 200.00        |
| 121469 | SBVC THEATRE TRUST FUND        | Conference                          | \$ 300.00        |
| 121470 | SYMANTEC CORP                  | Computer Systems Maintenance Agrmts | \$ 3,201.00      |
| 121471 | RP GROUP, THE                  | Conference                          | \$ 750.00        |
| 121472 | LINDSTROM, EVGENIYA            | Conference                          | \$ 213.27        |
| 121473 | GAMBOA, BENJAMIN               | Conference                          | \$ 46.85         |
| 121474 | STAPLES                        | Non-instructional Supplies          | \$ 258.09        |
| 121475 | ARROWHEAD REGIONAL MEDICAL CTR | Instructional Supplies              | \$ 3,253.00      |
| 121476 | ULINE                          | Instructional Supplies              | \$ 190.16        |
| 121477 | STAPLES                        | Non-instructional Supplies          | \$ 188.73        |
| 121478 | CAROLINA BIOLOGICAL SUPPLY CO  | Instructional Supplies              | \$ 684.79        |
| 121479 | ELECTRONICS WAREHOUSE          | Instructional Supplies              | \$ 389.22        |
| 121480 | DISPLAYS2GO                    | Non-instructional Supplies          | \$ 184.12        |
| 121481 | STAPLES                        | Non-instructional Supplies          | \$ 84.31         |
| 121482 | KELLY PAPER COMPANY            | Non-instructional Supplies          | \$ 269.70        |
| 121483 | STAPLES                        | Non-instructional Supplies          | \$ 497.89        |
| 121484 | HOSS POND SERVICE              | Repairs & Maintenance               | \$ 800.00        |
| 121485 | NEXUS IS INC                   | Capital Equipment                   | \$ 21,831.83     |
| 121486 | HOOR GLASS & MIRROR INC        | Repairs & Maintenance               | \$ 2,685.86      |
| 121487 | DELL COMPUTER COMPANY          | Non-instructional Supplies          | \$ 162.13        |
| 121488 | STAPLES                        | Non-instructional Supplies          | \$ 190.64        |
| 121489 | DELL COMPUTER COMPANY          | Capital Equipment                   | \$ 17,376.39     |
| 121490 | US BANK CORPORATE PMT SYSTEMS  | Instructional Supplies              | \$ 600.00        |
| 121491 | CCCEOPSA                       | Conference                          | \$ 290.00        |
| 121492 | RIGGS, MICHELLE A              | Conference                          | \$ 721.00        |
| 121493 | SBCCD PRINTING SERVICES        | Non-instructional Supplies          | \$ 181.00        |
| 121494 | WEST COAST MICROSCOPE SERVICE  | Repairs & Maintenance               | \$ 1,280.00      |
| 121495 | OTIS ELEVATOR CO               | Repairs & Maintenance               | \$ 1,347.10      |
| 121496 | CACCRAO                        | Dues & Memberships                  | \$ 200.00        |
| 121497 | MT SAN ANTONIO COLLEGE         | Outside Services                    | \$ 17,000.00     |
| 121498 | SAW, AMANDA                    | Conference                          | \$ 721.00        |
| 121499 | LINDSTROM, EVGENIYA            | Conference                          | \$ 120.87        |
| 121500 | COLLEGE OF THE CANYONS         | Conference                          | \$ 175.00        |
| 121501 | SANCHEZ, LORI                  | Conference                          | \$ 129.74        |
| 121502 | COLLEGE OF THE CANYONS         | Conference                          | \$ 175.00        |
| 121503 | SANCHEZ, LORI                  | Conference                          | \$ 47.28         |
| 121504 | MANIAOL, ALBERT                | Conference                          | \$ 1,283.30      |
| 121505 | SHALIMAR TOURS & CHARTER       | Bus Rentals                         | \$ 1,313.07      |
| 121506 | CCCCSSAA                       | Dues & Memberships                  | \$ 300.00        |
| 121507 | WEST COAST TRANSMISSION PARTS  | Instructional Supplies              | \$ 924.50        |
| 121508 | STAPLES                        | Non-instructional Supplies          | \$ 225.27        |
| 121509 | LINDSEY JONES                  | Software                            | \$ 3,491.10      |
| 121510 | BP MEDICAL SUPPLIES            | Instructional Supplies              | \$ 72.30         |
| 121511 | SAVE OUR SKIN INC              | Instructional Supplies              | \$ 75.12         |
| 121512 | FISCHER INC                    | Instructional Supplies              | \$ 24.73         |
| 121513 | GUARDIAN SAFTEY & SUPPLY       | Instructional Supplies              | \$ 616.31        |
| 121514 | ALZO ACCESS MEDIA              | Equipment                           | \$ 254.03        |

**Purchase Order Board Report**  
**October 20, 2011**

| <b>PO#</b> | <b>Vendor Name</b>            | <b>PO Board Description</b> | <b>Original Enc Amt</b> |
|------------|-------------------------------|-----------------------------|-------------------------|
| 121515     | B&H PHOTO VIDEO               | Capital Equipment           | \$ 1,954.86             |
| 121516     | SEHI COMPUTER PRODUCTS INC    | Non-instructional Supplies  | \$ 54.56                |
| 121517     | STAPLES                       | Non-instructional Supplies  | \$ 739.25               |
| 121518     | SAN BERNARDINO WATER          | New Buildings               | \$ 300.00               |
| 121519     | KEENAN & ASSOCIATES           | Liablity Insurance          | \$ 6,860.00             |
| 121520     | DIVISION OF STATE ARCHITECT   | New Buildings               | \$ 6,364.00             |
| 121521     | STUDICA INC                   | Software                    | \$ 4,580.00             |
| 121522     | VISTA ENVIROMENTAL CONSULTING | Repairs & Maintenance       | \$ 3,900.00             |
| 121523     | DOWDEN ASSOCIATES INC         | Outside Services            | \$ 30,000.00            |
| 121524     | SBVC FOOD SERVICES            | Other Expenses & Fees       | \$ 192.58               |
| 121525     | SANDHU SUBWAY INC             | Other Expenses & Fees       | \$ 68.85                |
| 121526     | REVOLVING CASH                | Other Expenses & Fees       | \$ 2,000.00             |
| 121527     | RIGHTWAY SITE SERVICES        | New Buildings               | \$ 2,000.00             |
| 121528     | ANDERSON CHARNEKY STRUCTURAL  | New Builidings              | \$ 6,085.00             |
| 121529     | AIRGAS WEST INC               | Instructional Supplies      | \$ 1,000.00             |
| 121530     | MCSHERRY, LAUREN              | Independent Contractor      | \$ 9,200.00             |
| 121531     | AACC                          | Dues & Memberships          | \$ 12,260.00            |
| 121532     | 3M HEALTH & SAFETY SERVICES   | Contract Services           | \$ 980.00               |
| 121533     | PEREZ-SANTANA, MARIA          | Conference                  | \$ 954.00               |
| 121534     | PEREZ-SANTANA, MARIA          | Conference                  | \$ 1,035.00             |
| 121535     | HOLLIS, PATRICE               | Conference                  | \$ 954.00               |
| 121536     | HOLLIS, PATRICE               | Conference                  | \$ 1,035.00             |
| 121537     | ASCCC                         | Conference                  | \$ 385.00               |
| 121538     | STANSKAS, PETER-JOHN          | Conference                  | \$ 879.35               |
| 121539     | STANLEY CONVERGENT SECURITY   | Building Improvements       | \$ 488.00               |
| 121540     | NAACP                         | Advertising                 | \$ 150.00               |
| 121541     | SECURITY ON CAMPUS INC        | Reference Books             | \$ 292.15               |
| 121542     | STANLEY CONVERGENT SECURITY   | Non-instructional Supplies  | \$ 122.80               |
| 121543     | STAPLES                       | Non-instructional Supplies  | \$ 2,937.01             |
| 121544     | STAPLES                       | Non-instructional Supplies  | \$ 570.68               |
| 121545     | HEMOSTAT LABORATORIES         | Instructional Supplies      | \$ 36.64                |
| 121546     | BARNES & NOBLE                | Classroom Textbooks         | \$ 362.04               |
| 121547     | STAPLES                       | Non-instructional Supplies  | \$ 355.57               |
| 121548     | SIERRA SCHOOL EQUIPMENT CO    | Equipment                   | \$ 22,863.37            |
| 121549     | TRI-ANIM HEALTH SERVICES      | Instructional Supplies      | \$ 507.38               |
| 121550     | DELL COMPUTER COMPANY         | Capital Equipment           | \$ 27,497.66            |
| 121551     | 4IMPRINT                      | Outside Services            | \$ 433.89               |

Total Number of Purchase Orders: 33

Total Encumbrances: \$ 12,409,396.51

## **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:** October 20, 2011

**SUBJECT:** Tentative Agreement – CSEA Article 14: Leaves and Article 16: Personnel

### **RECOMMENDATION**

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

### **OVERVIEW**

The District & Association met on September 22, 2011 and the parties entered into Tentative Agreement for Article 14: Leaves and Article 16: Personnel.

### **ANALYSIS**

The District and the Association agreed to the changes in Article 14: Leaves and Article 16: Personnel.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness and Excellence.

### **FINANCIAL IMPLICATIONS**

Included in the 2011-2012 budget.

TENTATIVE AGREEMENT  
BETWEEN THE  
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
And the  
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION CHAPTER #291

**Article 14: LEAVES**

14.4.10 After exhaustion of all paid sick leave, accumulated compensating time, vacation or other available paid leave, the amount deducted from a member's salary shall not exceed the sum which is actually paid a substitute employee employed to fill his/her position during his/her absence up to five (5) months from the first day of absence. The five (5) month period shall commence on the first day of absence.

14.4.10 An unit member shall be credited once a fiscal year with a total of not less than 100 working days of paid sick leave, excluding sick days under Article 14.4. Such days of paid sick leave in addition to those days of sick leave under Article 14.4, shall be compensated at 50% of the member's regular salary. Such additional days shall be exclusive of any other paid leaves, holidays, vacation or compensatory time to which the member may be entitled. The 100 working days of extended sick leave shall be allocated on July 1<sup>st</sup>, of each fiscal year; the 50% (half pay) extended sick days will be utilized only after all accrued regular full-pay sick leave is exhausted. Any remaining 50% half pay extended sick leave will not carry forward to the next fiscal year. At the conclusion of the 100 working days of 50% half pay extended sick leave the member may elect to use any other available leaves.

THIS TENTATIVE AGREEMENT IS SUBJECT TO RATIFICATION BY THE MEMBERSHIP OF THE CSEA CHAPTER #291.

DATED: Sept 22, 2011

FOR THE DISTRICT:

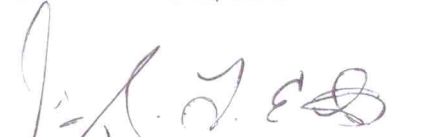


Bruce Baron, Chancellor

FOR THE ASSOCIATION:



Colleen Gamboa, CSEA President



Grayling Eaton, 1<sup>st</sup> Vice President

TENTATIVE AGREEMENT  
BETWEEN THE  
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
And the  
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION CHAPTER #291

**Article 16: PERSONNEL**

16.2 **PERSONNEL FILES.** The personnel file of each unit member shall be maintained at a single location determined by the DISTRICT. No disciplinary action based upon written materials shall be taken against a unit member unless such written materials are included in the unit member's personnel file.

16.2.1 Any supervisor or other administrator who writes and places into the personnel file a written evaluation, other than the regular employee evaluation as defined in Article 13, or memorandum relating to a unit member's job performance shall sign and date such evaluation memorandum. The unit member shall be provided with copies of any derogatory written material ~~five (5) workdays~~ **thirty (30) calendar days** before it is placed in the personnel file. During this ~~five-day~~ **thirty calendar day** period, the unit member shall be given an opportunity during normal working hours to initial and date the material and to prepare a written response to such material. The written response shall be attached to the material.


THIS TENTATIVE AGREEMENT IS SUBJECT TO RATIFICATION BY THE MEMBERSHIP OF THE CSEA CHAPTER #291.

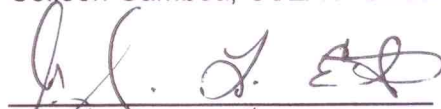
DATED: Sept 22, 2011

FOR THE DISTRICT:

  
\_\_\_\_\_  
Bruce Baron, Chancellor

FOR THE ASSOCIATION:

  
\_\_\_\_\_  
Colleen Gamboa, CSEA President

  
\_\_\_\_\_  
Grayling Eaton, 1<sup>st</sup> Vice President

## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Bruce Baron, Chancellor  
PREPARED BY: Bruce Baron, Chancellor  
DATE: October 20, 2011  
SUBJECT: Administrative Procedure – 2045 Policies and Administrative Procedures

### RECOMMENDATION

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

### OVERVIEW

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

Changes to Administrative Procedure 2045 were made to streamline the process to develop or change district policies and procedures. The recommended changes to the narrative portion of the AP are attached along with the current and proposed flow chart.

### ANALYSIS

The attached Administrative Procedure is new and has gone through the collegial consultation process and is being forwarded for information.

### BOARD IMPERATIVE

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

### FINANCIAL IMPLICATIONS

None.

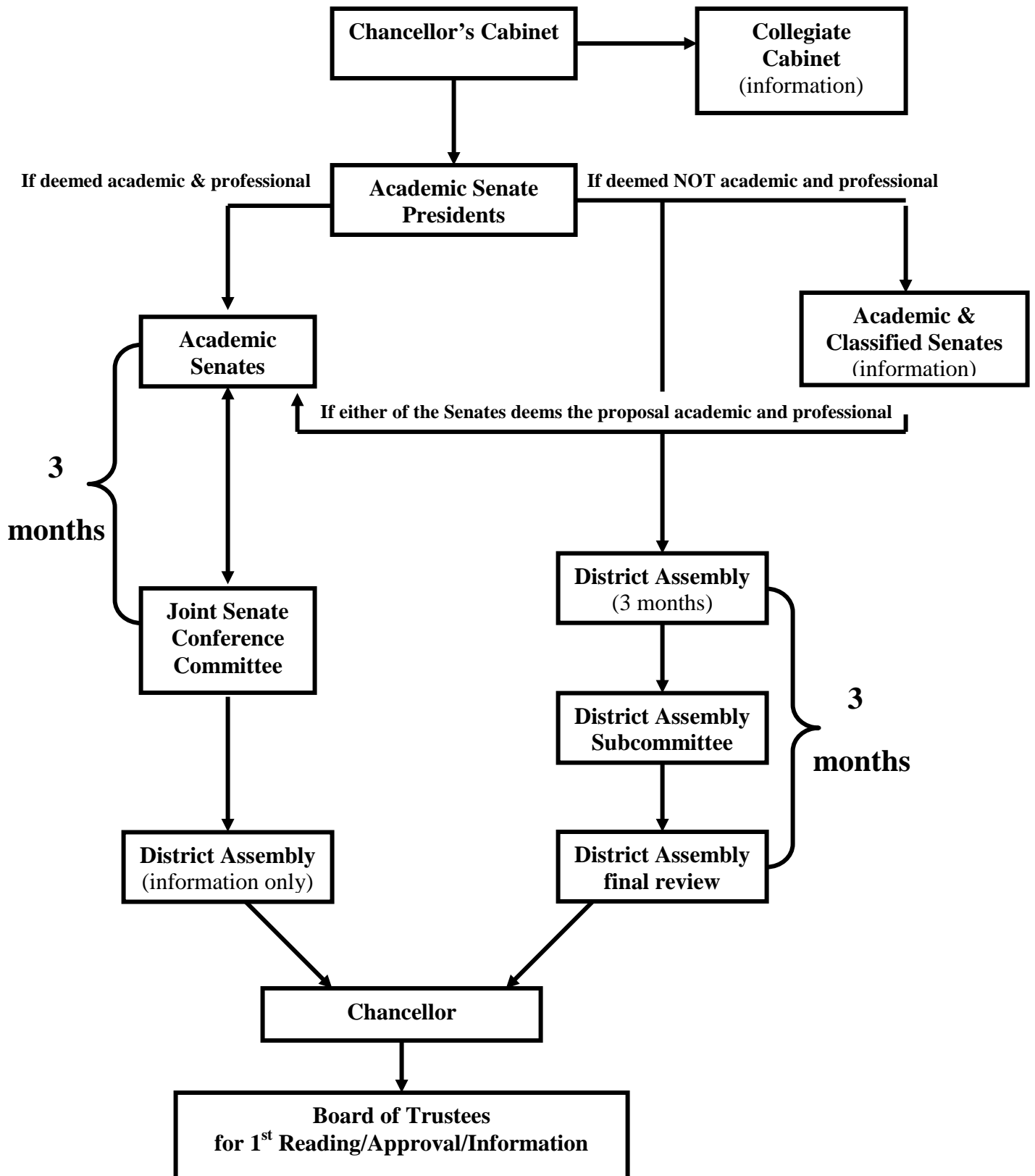
**POLICIES AND ADMINISTRATIVE PROCEDURES**

The Chancellor, through the Collegial Consultation process, has the authority to develop new Board Policies and Administrative Procedures. The process for developing or changing administrative procedures is outlined below:

1. A proposal for a new Board Policy or a change in a current policy or Administrative Procedure will be submitted in writing to the Chancellor's Cabinet.
2. If approved for consideration by the Chancellor's Cabinet, the proposal will be shared with Collegiate Cabinet and given to the Academic Senate presidents to determine whether either believes the proposal is an "academic and professional matter."
3. If the proposal is deemed to be **an academic and professional matter**:
  - a. The proposal will be submitted to the Academic Senates on both campuses, which will have no more than a total of 3 months to review and suggest appropriate changes to the proposal, bearing in mind Title 5 and relevant state regulations.
  - b. After the Senates have completed their review, a Joint Senate Conference Committee, with representatives from each Academic Senate, will confer to iron out any differences.
  - c. The proposal will then be submitted to the District Assembly as an information item.
4. If the proposal is deemed **not** to be **an academic and professional matter**:
  - a. The proposal will be submitted for consideration to the District Assembly, which will have no more than a total 3 months to review and suggest changes. The proposal will simultaneously be submitted to the Academic and Classified Senates as an information item. (See 4.d below.)
  - b. The District Assembly will assign a subcommittee comprised of all campus constituencies, which will review and suggest appropriate changes to the proposal, bearing in mind Title 5 and relevant state regulations.
  - c. After the subcommittee has completed its review, the proposal will be submitted to the District Assembly for final review.
  - d. If the Senate at either campus disagrees with the presidents' assessment and deems the proposal an academic and professional matter, the proposal will be removed from District Assembly consideration and submitted to the Senates, as per Step 3 above.
5. After Step 3 or 4 above, the proposal will be submitted to the Chancellor. If the proposal concerns a Board Policy, the Chancellor will submit it to the Board for a first reading and/or approval. The Chancellor will submit changes in Administrative Procedures to the Board for information only.

APPROVED: 10/14/10

**Flow Chart for Changes to  
Board Policies or  
Administrative Regulations**





# PROPOSED

## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT ADMINISTRATIVE PROCEDURE

2045

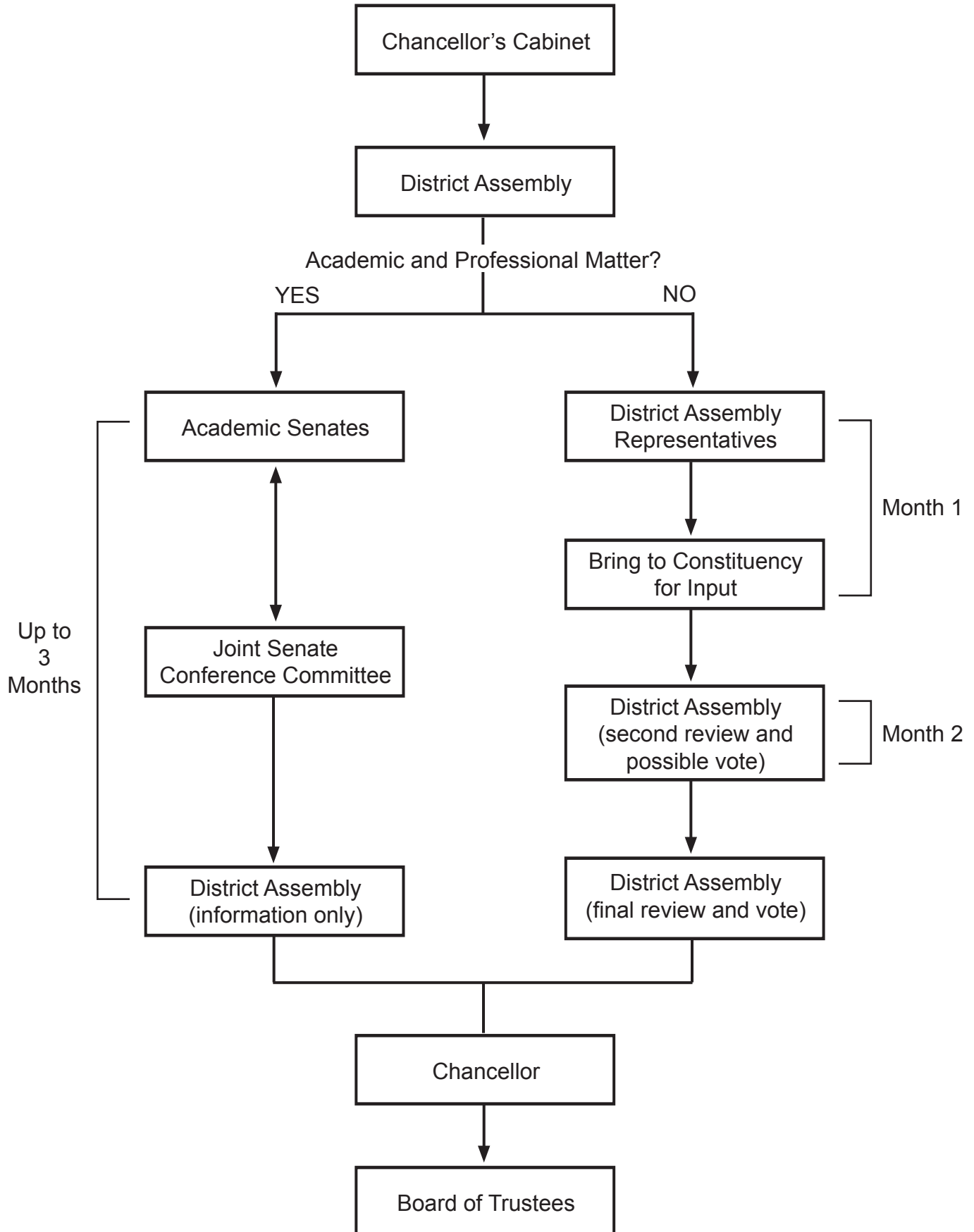
### POLICIES AND ADMINISTRATIVE PROCEDURES

The Chancellor, through the Collegial Consultation process, has the authority to develop new Board Policies and Administrative Procedures. The process for developing or changing administrative procedures is outlined below:

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2. If approved for consideration by the Chancellor's Cabinet, the proposal will be shared with ~~Collegiate Cabinet~~ District Assembly and given to the Academic Senate presidents to determine whether either believes the proposal is an "academic and professional matter."
3. If the proposal is deemed to be **an academic and professional matter**:
  - a. The proposal will be submitted to the Academic Senates on both campuses, which will have ~~no more than a total of up to~~ 3 months to review and suggest appropriate changes to the proposal, bearing in mind Title 5 and relevant state regulations.
  - b. After the Senates have completed their review, a Joint Senate Conference Committee, with representatives from each Academic Senate, will confer to iron out any differences.
  - c. The proposal will then be submitted to the District Assembly as an information item.
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  - b. The District Assembly will assign a subcommittee comprised of all campus constituencies, which will review and suggest appropriate changes to the proposal, bearing in mind Title 5 and relevant state regulations.
  - c. After the subcommittee has completed its review, the proposal will be submitted to the District Assembly for final review.
  - d. If the Senate at either campus disagrees with the presidents' assessment and deems the proposal an academic and professional matter, the proposal will be removed from District Assembly consideration and submitted to the Senates, as per Step 3 above.
5. After Step 3 or 4 above, the proposal will be submitted to the Chancellor. If the proposal concerns a Board Policy, the Chancellor will submit it to the Board for a first reading and/or approval. The Chancellor will submit changes in Administrative Procedures to the Board for information only.

APPROVED: 10/14/10

# Flow Chart for Changes to Board Policies or Administrative Procedures



## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Bruce Baron, Chancellor  
PREPARED BY: Bruce Baron, Chancellor  
DATE: October 20, 2011  
SUBJECT: Administrative Procedure – 3720 Computer and Network Use

### RECOMMENDATION

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

### OVERVIEW

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

The current administrative procedure has been changed dramatically to include current computer and network rights, responsibilities and regulations.

### ANALYSIS

The attached Administrative Procedure is new and has gone through the collegial consultation process and is being forwarded for information.

### BOARD IMPERATIVE

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

### FINANCIAL IMPLICATIONS

None.

# CURRENT

## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT ADMINISTRATIVE PROCEDURE

3720

### COMPUTER AND NETWORK USE

~~Purpose: The San Bernardino Community College District ("District") owns and operates a variety of computer and communication systems, including voicemail, electronic mail (e-mail), telephone, and access to the Internet, which are provided for the use of District faculty, administrators, staff, and students in support of the programs of the Colleges and District. Here after, this system and all of its component parts shall be referred to as the "District Network." This network establishes a communications platform that often substitutes for in-person meetings regarding District business.~~

~~The *Computer and Network Use: Rights and Responsibilities* Regulation ("the Administrative Regulation") applies to all members of the District community using the District Network including faculty, administrators, staff, students, independent contractors, and authorized guests. The Administrative Regulation covers use of computer equipment and communication systems at any District facility in computer labs, classrooms, offices, libraries and the use of the District servers and networks from any location. If any provision of this Administrative Regulation is found to be legally invalid it shall not affect other provisions of the Administrative Regulation as long as they can be effective without the invalid provision.~~

#### Ownership Rights

~~The Administrative Regulation is based upon and shall be interpreted according to the following fundamental principle: the entire District Network, and all hardware and software components within it, is the sole property of the District which sets the terms and conditions of its use consistent with the law. Except as provided in Board Policy or collective bargaining agreements pertaining to intellectual property rights, employees and students have no rights of ownership to these systems or to the information they contain by virtue of their use of all or any portion of the District Network.~~

#### Privacy Interests

~~The District recognizes the privacy interests of faculty and staff and their rights to freedom of speech, participatory governance, and academic freedom as well as their rights to engage in protected union and concerted activity. However, both the nature of electronic communication and the public character of District business make electronic communication less private than many users anticipate. In addition, the District Network can be subject to authorized and unauthorized access by both internal and external users.~~

~~For these reasons there are virtually no online activities or services that guarantee an absolute right of privacy, and therefore the District Network is not to be relied upon as confidential or private. Nonetheless, the District seeks to afford email communications privacy protections comparable to those it traditionally affords paper mail and telephone communications.~~

#### District Rights

~~System administrators may access user files or suspend services they manage without notice: 1) to protect the integrity of computer systems; 2) under time-dependent, critical operational circumstances; 3) as required by and consistent with the law; or 4) when it is reasonable to believe that violations of law or District policy or procedures have occurred. For example, system administrators, following organizational guidelines, may access or examine individual files or accounts based on suspicion that they have been corrupted or damaged or subject to unauthorized use or misuse. In such cases of access without notice, data or information acquired may be used to initiate or extend an investigation related to the initial cause or as required by law or Board policy. Such data or information may also be used as grounds for appropriate personnel action.~~

## **User Rights**

While the District monitors electronic usage as part of its normal network operating procedures, the District does not routinely inspect or monitor users' computer hardware or files, email, and/or telephone message system, nor disclose information created or stored in such media without the user's consent. The District shall attempt to notify users before accessing computer hardware and files or prior to suspending service. In the event that the District acts without user consent, under its District Rights specified above, the District shall do so with the least perusal of contents and the least action necessary to resolve the immediate situation. When the District accesses files without user consent, it shall notify the user within five working days of its access and provide the reason for its action, except in cases involving personnel or legal investigations.

## **User Responsibilities**

The Board recognizes that computers and networks can provide access to resources on and off campus, as well as the ability to communicate with other users worldwide. Such open access is a privilege and requires that individual users act responsibly. Users must respect the rights of other users, respect the integrity of the systems and related physical resources and observe all relevant law, regulations, and contractual obligations.

For District employees the intended uses of the District Network are those which are reasonable and necessary for the pursuit of job duties; for students, the intended uses are those which are reasonable and necessary for the pursuit of instructional activities. Although personal use is not an intended use, the District recognizes that the Network will be used for incidental personal activities provided that such use is within reason and provided that such usage is ordinarily on an employee's own time, is occasional, and does not interfere with or burden the District's operation.

"Unauthorized uses" include prohibited uses and any other use for a prohibited purpose, including illegal activities, messages which may constitute discrimination or harassment under state or federal law, or anything that interferes with the intended use. These types of prohibited uses and purposes are further defined in this Administrative Regulation.

All users of the District Network must read, understand, and comply with this Administrative Regulation, and any additional guidelines established by the District. Such guidelines will be reviewed by the District and may become subject to Board approval as a District policy or procedure. By using any part of the District Network, users agree that they will comply with this Administrative Regulation.

Copies of this Administrative Regulation can be found in the policies section of the College Catalogues, Schedule of Classes, Student Handbooks, Faculty Handbooks, New Classified Employee Handbook, and the Handbook for New Administrators. Copies of this regulation are also available in the District Human Resources Office, the Office of the Presidents (Crafton Hills College and San Bernardino Valley College), the Office of the Vice Presidents of Instruction, Student Services, and Administrative Services (Crafton Hills College and San Bernardino Valley College), and on the District's Web site at <http://www.sbccd.org>

Abuse of computing, networking or information resources contained in or part of the District Network may result in the loss of computing privileges. Additionally, abuse can be prosecuted under applicable statutes. Users may be held accountable for their conduct under any applicable District or college policies, procedures, or collective bargaining agreements. Complaints alleging abuse of the District Network will be directed to those responsible for taking appropriate disciplinary action. Illegal reproduction of material protected by U.S. Copyright Law is subject to civil damages and criminal penalties including fines and imprisonment.

Examples of behaviors constituting abuse which violate Administrative Regulation 3720 include, but are not limited to, the following activities:

## **System abuse**

- Using a computer account that one is not authorized to use.
- Obtaining a password for a computer account that one is not authorized to have.
- Using the District Network to gain unauthorized access to any computer systems.

- Knowingly performing an act which will interfere with the normal operation of computers, terminals, peripherals, or networks.
- Knowingly running or installing on any computer system or network, or giving to another user, a program intended to damage or to place excessive load on a computer system or network. This includes but is not limited to programs known as computer viruses, Trojan horses, and worms.
- Knowingly or carelessly allowing someone else to use your account who engages in any misuse in violation of this Administrative Regulation.
- Forging e-mail messages.
- Attempting to circumvent data protection schemes or uncover or exploit security loopholes.
- Masking the identity of an account or machine.
- Deliberately wasting computing resources.
- Downloading, displaying, uploading, or transmitting obscenity or pornography, as legally defined.
- Attempting without District authorization to monitor or tamper with another user's electronic communications, or changing, or deleting another user's files or software without the explicit agreement of the owner, or any activity which is illegal under California Computer Crime Laws.
- Personal use which is excessive or interferes with the user's or others' performance of job duties, or otherwise burdens the intended use of the Network.

### **Harassment**

- Using the telephone, e-mail or voice mail to harass or threaten others.
- Knowingly downloading, displaying, or transmitting by use of the District Network, communications, pictures, drawings, or depictions that contain ethnic slurs, racial epithets, or anything that may be construed as harassment or disparagement of others based on their race, national origin, sex, sexual orientation, age, disability, religious, or political belief.
- Knowingly downloading, displaying, or transmitting by use of the District Network sexually explicit images, messages, pictures, or cartoons when done to harass or for the purposes of harassment.
- Knowingly downloading, displaying, or transmitting by use of the District Network sexually harassing images or text in a public computer facility, or location that can potentially be in view of other individuals.
- Posting on electronic bulletin boards material that violates existing laws or the colleges' Codes of Conduct.
- Using the District Network to publish false or defamatory information about another person.

### **Commercial use**

- Using the District Network for any commercial activity, without written authorization from the District. "Commercial activity" means for financial remuneration or designed to lead to financial remuneration.

### **Copyright**

- Violating terms of applicable software licensing agreements or copyright laws.
- Publishing copyrighted material without the consent of the owner on District Web sites in violation of copyright laws.

### **Exceptions**

Activities by technical staff, as authorized by appropriate District or college officials, to take action for security, enforcement, technical support, troubleshooting, or performance testing purposes will not be considered abuse of the Network.

Although personal use is not an intended use, the District recognizes that the Network will be used for

152 incidental personal activities and will take no disciplinary action provided that such use is within reason and  
153 provided that such usage is ordinarily on an employee's own time; is occasional and does not interfere with or  
154 burden the District's operation. Likewise, the District will not purposefully surveil or punish reasonable use of  
155 the network for union business-related communication between employees and their unions.

#### 156 **Complaints**

157 A user who asserts that the District or District personnel have violated this policy shall file a complaint with his  
158 or her immediate supervisor with a copy to the Vice Chancellor of Human Resources, and a copy to the  
159 employee's bargaining unit. The supervisor shall notify the supervisor of the alleged violator to discuss the  
160 complaint. The supervisor of the complainant shall initiate an investigation if necessary and determine an  
161 appropriate remedy/resolution in consultation with the Vice Chancellor of Human Resources. In cases where  
162 the supervisor is part of the complaint, the complaint shall be filed with the next level of supervision for  
163 investigation and resolution and/or remedy. The complainant shall be informed in writing 1) of the initiation of  
164 the investigation, and 2) of its outcome as appropriate, with copies to the Vice Chancellor of Human  
165 Resources and the employee's bargaining unit. Complainants dissatisfied with the resolution/remedy have full  
166 recourse to relevant contractual protections and/or legal action.

#### 167 **Enforcement of the Administrative Regulation**

168 The Board directs the Chancellor or designee to enforce all existing federal and state laws and District and  
169 college policies, including not only those laws and regulations that are specific to computers and networks but  
170 also those that apply generally to personal conduct. Violations of this Administrative Regulation will be dealt  
171 with in the same manner as violations of other District policies or standards of behavior and may result in  
172 disciplinary action, subject to applicable due process requirements.

173  
174  
175 Users who believe this Administrative Regulation has been misinterpreted or misapplied may file a complaint  
176 in accordance with the Complaint Procedures found in this Administrative Regulation.

177 Students who do not observe the requirements of this Administrative Regulation may be in violation of the  
178 Student Code of Conduct and subject to student discipline.

179 Board Policy and Administrative Regulation 3720 shall be distributed to all new and existing employees.  
180 Nothing in this policy should be construed to interfere with First Amendment rights or with the academic  
181 freedom of faculty as outlined in Board Policy 4030.

182  
183 Reference:

184 Education Code: §70902

185  
186 Approved: February, 2008

# **PROPOSED**

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
ADMINISTRATIVE PROCEDURES

3720

## **COMPUTER AND NETWORK USE**

### **Ownership Rights**

The San Bernardino Community College District ("District") owns, leases, and/or operates a variety of computer and communication systems, including but not limited to: host computers, file servers, work stations, stand-alone computers, laptops, software, and internal or external communications networks (Internet, email, mass notification systems, telephone and voicemail systems). These systems are provided for the use of District faculty, administrators, staff, and students in support of the programs of the colleges and District. Hereinafter, this system and all of its component parts shall be referred to as the "District Network."

### **Privacy Interests**

The District recognizes the privacy interests of faculty, staff and students and their rights to freedom of speech, collegial consultation, and academic freedom, as well as their rights to engage in protected union and concerted activity. However, both the nature of electronic communication and the public character of District business make electronic communication less private than many users anticipate, and may be subject to public disclosure. In addition, the District Network can be subject to authorized and unauthorized access by both internal and external users. For these reasons, there are virtually no online activities or services that guarantee an absolute right of privacy, and therefore the District Network is not to be relied upon as confidential or private.

### **District Rights**

System administrators may access users' files or suspend services they manage without notice only: 1) to protect the integrity of computer systems; 2) under time-dependent, critical operational circumstances; 3) as required by and consistent with the law; 4) where evidence exists that violations of law or District Policy or Procedures have occurred. For example, system administrators, following organizational guidelines, may access or examine individual files or accounts based on evidence that they have been corrupted or damaged or subject to unauthorized use or misuse. In such cases of access without notice, data or information acquired may be used to initiate or extend an investigation related to the initial cause or as required by law or Board policy and/or to protect system integrity.

### **System Abuse**

Users are prohibited from the use of the access codes of other users to gain access to computer resources on the District network. Users are responsible to safeguard accounts given them. Therefore they should not provide their access codes to others for the purpose of accessing District computing resources.



Users shall not attempt to modify any part of the network, attempt to crash or “hack” District systems, or tamper with any software protections or restrictions placed on computer applications or files. Unless properly authorized, users shall not attempt to access restricted portions of any operating system, security software, or application system. District computing resources may not be used to violate copyright laws or license agreements.

#### **Misrepresentation and Liability**

Users of Electronic Communications Resources shall not give the impression that they are representing, giving opinions, or otherwise making statements on behalf of the District unless appropriately authorized to do so. The District is not responsible for any loss or damage incurred by an individual as a result of personal use of the District’s Electronic Communications Resources.

#### **Harassment**

Users are prohibited from using the District’s information systems in any way that may be disruptive or offensive to others, including, but not limited to, the intentional viewing and/or transmission of sexually explicit messages, graphics, cartoons, ethnic or racial slurs, or anything that may be construed as harassment or disparagement of others. This is consistent with the District’s non-discrimination policy.

#### **Commercial Use**

Commercial use of the District computing resources for personal gain or illegal purposes is prohibited. Computer resources on the District network are provided to support District-related academic and administrative activity. They may not be used for the transmission or storage of commercial, political, or personal advertisements, solicitations and promotions, destructive programs (viruses and/or self-replicating code), or any other unauthorized use. Transmitting unsolicited advertising, promotional materials or other forms of solicitation are prohibited without prior authorization by District administration.

#### **Fair Use**

Information appearing on the internet should be regarded as copyright protected, whether or not it is expressly noted as such. Section 107 of the Copyright law (title 17, US Code) allows for Fair Use of copyrighted materials. Teaching, scholarship, research, comment, news reporting, and criticism are considered fair and allow for reproduction of a given work. Acknowledgement of the source is recommended but is no substitute for obtaining permission (<http://www.copyright.gov/fls/fl102.html>).

#### **Software Licensing**

Software, used on District owned computers, must be properly licensed. These licenses provide the acceptable use of the software and hold the user and in some cases the District legally responsible for copyright violations.

All software must be approved by district and/or campus technology departments prior to purchase. Software, its associated license material, and proof of purchase will be submitted and stored with district and/or campus technology departments. For specific District purchasing procedures, please refer to Administrative Procedure 6330.

**Exceptions**

Activities will not be considered misuse when authorized by appropriate District officials for security or performance testing. Technology support staff, under the direction of senior management, may at any time examine the equipment, software and services of District owned equipment.

Technology support staff monitors for any unauthorized equipment or software on the District's networks, and reserve the right to remove, disconnect, or disable the unauthorized equipment or software.

**Network Access, Media and Social Networking**

SBCCD provides network and telecommunications services as a tool for students, staff and faculty.

Internet access is provided to assist in the completion of college related work and assignments. As such, the district provides this service and is subject to state and federal regulations. This applies to all equipment attached to the provided network, wired or wireless, without regard to ownership of the equipment. The District recognizes that incidental personal activities may occur provided that such use is within reason, is ordinarily on one's own time, is occasional, and does not interfere with or burden the District's operation. (Please review "Privacy Interests" and "District Rights" sections above).

Personal social networking accounts shall not be used to officially represent campus or district entities on social networking, wiki, or other social media sites. For official representation of any District entity, a campus or district account, approved by the president/chancellor or their designee, must be used. The account holders must agree to use the resources legally, ethically and in keeping with the intended use per the procedures of their respective sites.

**PDA and Smartphones**

SBCCD does not provide support for PDAs and smartphones. SBCCD only provides the connection settings to the Exchange messaging system for the synching of SBCCD e-mail, calendar and contacts on smartphones and PDAs. It is the user's responsibility to enter the settings or get the services provider to enter the settings.

## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Bruce Baron, Chancellor  
PREPARED BY: Bruce Baron, Chancellor  
DATE: October 20, 2011  
SUBJECT: Administrative Procedure – 5030 Fees

### RECOMMENDATION

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

### OVERVIEW

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

### ANALYSIS

The attached Administrative Procedure is new and has gone through the collegial consultation process and is being forwarded for information.

### BOARD IMPERATIVE

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

### FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
ADMINISTRATIVE PROCEDURE

5030

FEES

**A. Associated Students Discount Sticker**

\$7.50 - CHC  
\$7.50 - SBVC  
\$4.00 - Replacement for lost card

**B. Breakage/Lost Property Fee**

Replacement cost of item(s) broken or lost

**C. Catalog**

\$6.00 - purchased on campus

**D. Credit by Examination**

\$20.00 plus class unit fee

**E. ~~District Fingerprinting for New Employees~~**

~~\$40.00~~

**F. Insufficient Funds Check**

\$15.00

**G. Key Deposit/Replacement**

\$15.00 plus cost of rekeying if needed (metal/electronic key)

**H. Learning Center Reproduction Fees, SBVC**

\$0.20 - Laser printout: text, black and white printer  
\$0.50 - Laser printout: graphics, black and white printer (over ½ page)  
\$1.00 - Laser printout: graphics and/or text, color  
\$2.00 - Scan text or graphics to disk, per scan

**I. Library Fines – SBVC/CHC**

\$0.10 - Books: per day for 50 days; after 50 days, bill \$5 fine plus the replacement value  
\$0.25 - Reserve Books/Multimedia: per hour to a maximum of the replacement value of the reserve materials; after 14 days, bill \$5 fine plus the replacement value  
\$0.50 - Videos: per day for 50 days; after 50 days, bill \$5 fine plus the replacement value  
\$0.10 - Per page for laser printout of Internet, CD ROM, Periodicals  
\$2.00 - replacement for lost library card

**J. Parking Permit Fees (students, faculty, and staff)**

\$75.00 - annual permit  
\$30.00 - one semester  
\$15.00 - summer session  
\$1.00 - daily

**K. Parking Violation Fees**

\$ 50.00 - illegal parking  
\$ 50.00 - decal violation  
\$275.00 - handicap violation

59 **~~L. Smoking Violation Fee~~**

60 ~~\$25.00~~

62 **M. Refund Processing Charge**

63 A fee of \$10.00 will be charged for each refund transaction, not to exceed \$10.00 per  
64 student per semester as defined in the Fee Refund Policy.

66 **N. Replacement – Diploma/Certificate**

67 \$10.00

69 **O. Replacement of Student Class Program**

70 \$1.00 - if purchased on campus

72 **P. Schedule of Classes**

73 \$ 3.00 - mailed in U.S. only

75 **Q. Student Health and Accident Insurance**

76 ~~\$17.00~~ **\$18.00** - per semester (includes \$1.50 accident insurance)

77 ~~\$14.00~~ **\$15.00** - summer session (includes \$1.50 accident insurance)

78 \$1.50 - accident insurance only

80 **R. Subpoenas**

81 \$15.00

83 **S. Supplemental Health Services Fee**

84 \$10.00 - TB skin test (one-step test)

85 \$10.00 - TB skin test (two-step test)

86 At cost - MMR Vaccine

87 At cost - TD Vaccine

88 At cost - Hepatitis B

89 At cost - Hepatitis A

90 \$25.00 - Physical Exams

91 \$50.00 - DMV Physical Exams

92 At cost - Prescription medications

93 At cost - In-house Lab Tests

94 At cost - Lab Test sent to external lab

95 At cost - Optional Medical Procedures

96 At cost - Optional Medical Supplies

97 \$ 8.00 - Vision screening (Titmus vision tester)

98 \$ 5.00 (50 minutes) - Psychotherapy

99 \$ 2.00 per item - Duplication of medical records

100 \$10.00 - Hearing Screening (Audiometer)

101 At cost - Birth Control Pills

103 **T. Testing Fees**

104 \$200.00 - Paramedic National Registry Testing

105 \$ 25.00 - Retest per skill

106 \$ 5.00 - CPR card

108 Repeat course from Career Tech Department

109 0.5 units - \$12.00

110 1.0 units - \$23.00

111 2.0 units - \$46.00

112 3.0 units - \$70.00

117 **U. Transcripts/Verification of Enrollment**

118 No cost - First two transcripts

119 ~~\$5.00~~ **\$10.00** - Additional transcripts

120 \$8.00 - 24-hour requests for transcripts

121 \$20.00 - Immediate requests for transcripts

122 ~~\$10.00~~ **\$5.00** plus cost - Online transcripts

123 \$3.00 - Enrollment verification

156 ADOPTED: 4/8/10

## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Bruce Baron, Chancellor  
PREPARED BY: Bruce Baron, Chancellor  
DATE: October 20, 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

## **DISTRICT**

Michelle Cole  
Ericka Paddock  
Josephine Save  
Brian Sylva

## **SBVC**

Dr. Ailsa Aguilar-Kitibutr  
Horace Alexander  
Dr. Vicente Alvarez  
Michael Assumma  
Corrina Baber  
Veada Benjamin  
Gwen Blizzard  
Mark Byrd  
Bridget Candelaria  
Gloriann Chavez  
Jonathan Cordova  
Virginia Diggle  
Abraham Fulgham  
Rebecca Gamboa  
Angie Gideon  
Ron Gordin  
Laura Gowen  
Melissa Heredia (2)  
Janet Johnson  
Moustafa Kanawati  
Vivian Marquez (2)  
Laz Mascarenhas  
Michael Mayne  
Penny Ongoco  
Amalia Perez  
Dr. Zadock Reid  
Maria Rodriguez  
Susan Ryckevic  
Dr. James Smith  
Dr. Vernon Stauble  
Clyde Williams  
Nicole Williams  
Judy Velazquez



**CHC**

Jason Brady

T. L. Brink

Joe Cabrales

Rosemarie Hansen

Dr. Cheryl Marshall

Gary Reese

Shane Veloni

June Yamamoto