

San Bernardino Community College District  
Regular Meeting of the Board of Trustees  
114 S. Del Rosa Drive, San Bernardino, CA 92408  
Thursday, September 6, 2012 – 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: Bruce Baron and Charlie Ng  
CTA  
CSEA  
Management/Supervisors  
Confidential Employees
  - B. CONFERENCE WITH LEGAL COUNSEL  
EXISTING LITIGATION  
Government Code 54956.9  
Claim No. 437360  
Case No. CIVDS1208425
  - C. PUBLIC EMPLOYMENT  
Government Code 54957  
Vice Chancellor, Human Resources  
College Presidents
  - D. STUDENT DISCIPLINE  
Ed Code 72122  
Student #0232186  
Student #0574784
  - E. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Government Code 54957  
Title: Chancellor
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. August 9, 2012 (p.1)
  - B. August 13, 2012 (p.10)
8. REPORTS
  - A. Board Members
  - B. Student Trustees
  - C. Chancellor
9. PUBLIC COMMENT (REF: Board Policy 2140 and Administrative Procedure 2120)

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. Be advised that District personnel and processes are available for further communication.

No person may present orally or discuss at any Board meeting charges or complaints against individual employees at the District or the public. All such charges or complaints shall be presented to the Board through the Chancellor in writing and shall be signed and verified by the person making the charge or complaint. Remarks by any person addressing the Board, which reflects adversely upon the character or motives of any person, are out of order.

Anyone who requires a disability-related modification or accommodation in order to participate in the public meeting should contact the Chancellor's Office at (909) 382-4091 as far in advance of the Board meeting as possible.

10. INSTITUTIONAL PRESENTATIONS
  - A. Accountability Reporting of Community Colleges (ARCC)  
Dr. James Smith, Research & Planning, SBVC  
Mr. Keith Wurtz, Research & Planning, CHC
  - B. Media Academy - SBVC  
Dr. Larry Buckley, Interim President

- C. 2012-2013 Final Budget
  - 1. Conduct Public Hearing on 2012-2013 Final Budget (p.12)
  - 2. Adopt 2012-2013 Final Budget (p.13)

11. CONSENT AGENDA

The Consent Agenda is expected to be routine and non-controversial. It will be acted upon by the Board at one time without discussion. Any member of the Board, staff member or citizen may request that an item be removed from this section for discussion.

A. INSTRUCTIONAL/STUDENTSERVICES

B. HUMAN RESOURCES

- 1. Consideration of Approval of Classified Resignation (p.26)
- 2. Consideration of Approval of Short-Term, Substitute and Professional Expert Employees (p.27)
- 3. Consideration of Approval of Adjunct and Substitute Academic Employees (p.32)
- 4. Consideration of Approval of Non-Instructional Pay for Academic Employees (p.34)
- 5. Consideration of Approval of Revisions to Professional Expert Rate of Pay Schedule (p.37)
- 6. Consideration of Approval to Return Academic Employee to Active Status (p.40)
- 7. Consideration of Approval of Management Appointment (p.41)
- 8. Consideration of Approval of Interim Management Appointments (p.42)
- 9. Consideration of Approval of Management Tuition Reimbursement (p.43)
- 10. Consideration of Approval of New Management Job Description (p.44)
- 11. Consideration of Approval of District Wide Reorganization Plan Personnel Actions (p.48)
- 12. Consideration of Approval of District Volunteers (p.50)
- 13. Consideration of Approval to Provide Compensation to Board Members for Absence from Board Meetings (p.54)

C. FISCAL SERVICES

- 1. Consideration of Approval of Routine Contracts and Agreements (p.55)
- 2. Consideration of Approval of Professional Services Contracts and Agreements (p.76)
- 3. Consideration of Approval of Budget Adjustments (p.80)
- 4. Consideration of Approval of Conference Attendance (p.85)
- 5. Consideration of Approval of District/College Expenses (p.92)

6. Consideration of Approval of Individual Memberships (p.96)
7. Consideration of Approval of Surplus Property and Authorize Disposal or Private Sale (p.98)
8. Consideration of Approval of 2012-2013 Gann Limit (p.100)

## 12. ACTION AGENDA

### A. INSTRUCTIONAL/STUDENT SERVICES

### B. HUMAN RESOURCES

### C. FISCAL SERVICES

1. Consideration of Approval of Bond Measure M Construction Change Orders and Contract Amendments (p.102)
2. Consideration of Approval of Bond Measure P Construction Change Orders and Contract Amendments (p.108)
3. Consideration of Approval of Revised Measure M Project List – CHC (p. 114)
4. Consideration of Approval of Amendment 004 to the Snipes-Dye Associates Contract (p.117)
5. Consideration of Approval of Amendment 005 to the AEI CASC Contract (p.120)
6. Consideration of Approval to Adopt Resolution in Support of Proposition 30 – Schools and Local Public Safety Act (p.123)

## 13. INFORMATION ITEMS

- A. Summary of Bond Measure M Capital Improvement Program Change Orders and Amendments for Construction Contracts (p.126)
- B. Summary of Bond Measure P Capital Improvement Program Change Orders and Amendments for Construction Contracts (p.140)
- C. Budget Report (p.158)
- D. Purchase Order Report (p.195)
- E. General Fund Cash Flow Analysis (p.204)
- F. Quarterly Investment Report (p.206)
- G. Applause Cards (p.209)

14. STAFF REPORTS

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

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

C. KVCR

D. CTA

E. CSEA

F. MANAGEMENT ASSOCIATION

15. ADJOURN – The next regular meeting of the Board of Trustees will be Thursday, October 11, 2012 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, August 9, 2012 - 4:00 p.m. – Board Room

1. CALL TO ORDER - PLEDGE OF ALLEGIANCE

Dr. Singer called the meeting to order at 4:05 p.m.

Members Present:

Dr. Singer L. Singer, Vice President  
John M. Futch, Clerk  
Donna Ferracone  
John Longville  
James C. Ramos (left at 6:35 p.m.)  
Jess C. Vizcaino, Jr.  
Eric Owen, Student Trustee, SBVC  
Kyle Hundley, Student Trustee, CHC

Members Absent:

Carleton W. Lockwood, Jr., President (excused)

Administrators Present:

Bruce Baron, Chancellor  
Charlie Ng, Vice Chancellor Fiscal Services  
Dr. Larry Buckley, Interim President, SBVC  
Dr. Cheryl Marshall, Interim President, CHC  
Dr. Jack Miyamoto, Consultant, Human Resources

Administrators Absent:

None.

Pledge of Allegiance

Mr. Longville led the Pledge of Allegiance.

2. ANNOUNCEMENT OF CLOSED SESSION ITEMS

CONFERENCE WITH LABOR NEGOTIATORS

Government Code 54957.6

Agency Negotiators: Jack Miyamoto and Bruce Baron

CTA

CSEA

Management/Supervisors

Confidential Employees

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Government Code 54957

Title: Chancellor

3. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS

None.

4. CONVENE CLOSED SESSION

The Board convened to closed session at 4:05 p.m.

5. RECONVENE PUBLIC MEETING

Dr. Singer reconvened the public meeting at 5:05 p.m.

6. REPORT OF ACTION IN CLOSED SESSION

None.

7. APPROVAL OF MINUTES

Mr. Futch moved, Mr. Longville seconded and the Board members voted as follows to approve the minutes of July 12, 2012:

AYES: Ferracone, Futch, Longville, Ramos, Singer, Vizcaino  
Hundley (advisory), Owen (advisory)

NOES: None

ABSENT: Lockwood

ABSTENTIONS: None

8. REPORTS

A. Board Members

- Mr. Futch attended the basic academy graduation. Twenty-five graduates participated in the ceremony in view of a theater full of family and friends. Mr. Futch commended Dr. Gloria Fisher for her fine work with this program.
- Ms. Ferracone attended the Middle College High School orientation. She said many students and parents expressed their support of this program.
- Mr. Vizcaino thanked Dr. Jack Miyamoto for his service to the district in Human Resources.

B. Student Trustees

- Mr. Owen reported the students are finalizing the events for the *Week of Welcome*. Eric is looking forward to attending the student trustee workshop in Sacramento.
- Mr. Hundley is preparing for the new academic year. He has been communicating with Ivan Aguayo from ICUC to work on a voter drive in support of the governor's initiative. Kyle thanked the Board and the Chancellor for hosting the meet and greet.

C. Chancellor

- Mr. Baron enjoyed meeting the student government leaders and looks forward to seeing them at future board meetings to hear how they are doing.
- Recruitment has begun for college presidents. The district is doing a national search and the positions will be advertised in a number of periodicals and publications. The Chancellor said we want to be as broad in the search as possible. The search for the Vice Chancellor of Human Resources did not yield a qualified candidate. The committee did not make a recommendation. The district is now recruiting for a director-level position. We are hoping to get someone who is ambitious and wants to come here and grow with us.
- Bruce introduced Mr. Vizcaino's father who was in the audience.

9. PUBLIC COMMENT

Joan Harter-Speer, retired professor, spoke in support of the SBVC Student Assistance Program. She credited Dr. Buckley and Dr. Fisher for their help and support with this program.

10. INSTITUTIONAL PRESENTATIONS

A. **SBVC Scholarship Processing**

Dr. Larry Buckley explained the scholarship process. The foundation has the responsibility for internal scholarships, and the financial aid office has the responsibility for external scholarships. He stressed that the college



needs to be more proactive and do a better job of providing students with information. The college needs to look at available resources, have more discussion to determine staffing needs and look at how it serves students the best, to the degree that they are not being served now. Community awareness needs to be raised.

Trustees had an opportunity to ask questions. Making students aware of available outside scholarships and the skill-set needed for staffing are a couple of the concerns raised by Board members. Trustee Ramos requested a follow-up report on the process.

**B. Compliance Hotline**

Tanya Rogers, the district's internal auditor, explained that the compliance hotline ensures and maintains the quality and integrity of services and provides an anonymous option for reporting and discourages future fraud. An opportunity is provided for feedback and suggestions through an on-line suggestion box. She shared statistical data and explained the complaint process.

**C. Government Finance Officers Association Distinguished Budget Presentation Award**

The *Distinguished Budget Presentation Award* was presented to the district for its annual budget for the fiscal year beginning July 1, 2011 by Julio Morales, a representative of the Government Finance Officers Association of the United States and Canada (GFOA). In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a community device. The award is valid for a period of one year only. Mr. Ng and his staff was congratulated for a job well done.

11. CONSENT AGENDA

The following changes were made to the Consent Agenda:

Item 11.B.3. Consideration of Approval of Short-Term, Substitute and Professional Expert Employees

Item 11.B.5 Consideration of Approval of Non-Instructional Pay for Academic Employees

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

AYES: Ferracone, Futch, Longville, Ramos, Singer, Vizcaino  
Hundley (advisory), Owen (advisory)

NOES: None

ABSENT: Lockwood

ABSTENTIONS: None

12. ACTION AGENDA

**Approve District-Wide Reorganization Plan**

Ms. Ferracone moved, Mr. Longville seconded, and the Board members voted as follows to approve the District Wide Reorganization Plan:

AYES: Ferracone, Futch, Longville, Ramos, Singer, Vizcaino  
Hundley (advisory), Owen (advisory)

NOES: None

ABSENT: Lockwood

ABSTENTIONS: None

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

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

**Solar Farm - CHC**

Rosendin Electric, CO-01, in the amount of \$22,593.86

Rosendin Electric, CO-02, in the amount of \$40,084.90

**Business Building Renovation – SBVC**

Doug Wall Construction, CO-01, in the amount of \$0

**Interior Locker and Shower Rooms – SBVC**

JM Builders, CO-01, in the amount of (-\$35,905.00)

AYES: Ferracone, Futch, Longville, Ramos, Singer, Vizcaino  
Hundley (advisory), Owen (advisory)

NOES: None

ABSENT: Lockwood

ABSTENTIONS: None

**Approve Contract with Knowland Construction Services**

Ms. Ferracone moved, Mr. Ramos seconded, and the Board members voted as follows to approve a contract with Knowland Construction Services for project inspection services, in the amount of \$1,500,000.00:

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

**Approve Amendment 001 to the LPA, Inc. Contract**

Mr. Hundley moved, Mr. Longville seconded, and the Board members voted as follows to approve Amendment 001 to the LPA, contract, in the amount of \$6,000.00:

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

**Approve Amendment 002 to the LPA, Inc. Contract**

Mr. Hundley moved, Mr. Longville seconded, and the Board members voted as follows to approve Amendment 002 to the LPA, Inc. contract, in the amount of \$66,300.00:

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

**Approve Amendment 002 to the AEI CASC Contract**

Mr. Hundley moved, Mr. Longville seconded, and the Board members voted as follows to approve Amendment 002 to the AEI CASC contract, in the amount of \$3,340.00:

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

**Approve Amendment 004 to the CHJ Contract**

Mr. Hundley moved, Mr. Longville seconded, and the Board members voted as follows to approve Amendment 004 to the CHJ contract to extend contract terms through February 11, 2015:

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

**Approve Amendment 006 to the P2S Contract**

Mr. Hundley moved, Mr. Longville seconded, and the Board members voted as follows to approve Amendment 006 to the P2S contract, in the amount of \$50,000.00:

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

**Adopt Resolution – LEED Solar Heating Panels**

Mr. Longville moved, Ms. Ferracone seconded, and the Board members voted as follows to adopt a resolution to not subject the CHC Community Recreation Facility Leadership in Energy & Environmental Design (CRF LEED) Solar Heating Panels project to review and approval by the Division of the State Architect:

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

**Adopt Resolution Authorizing a Separate Bank Account for the KVCR Educational Foundation**

Mr. Futch moved, Mr. Ramos seconded, and the Board members voted as follows to adopt a resolution authorizing a separate bank account for the KVCR Educational Foundation:

AYES: Ferracone, Futch, Longville, Ramos, Singer, Vizcaino  
Hundley (advisory), Owen (advisory)

NOES: None

ABSENT: Lockwood

ABSTENTIONS: None

13. INFORMATION ITEMS

- A. Summary of Bond Measure M Capital Improvement Program Change Orders and Amendments for Construction Contracts
- B. Budget Report
- C. Purchase Order Report
- D. General Fund Cash Flow Analysis
- E. CCFS-320 Apportionment Attendance Report for FY 2012 Period 3 (Annual)

Trustee Ramos suggested and Trustees Singer and Longville concurred that we attempt to get an editorial in the local newspaper stressing the importance of funding for education.

- F. Tentative Agreement with CSEA #291 on Article 7: Pay & Allowance
- G. Applause Cards

14. STAFF REPORTS

- A. SBVC President
  - A written report was submitted to the Board. Trustee Longville congratulated Dr. Ed Millican on his appointment as Interim Dean of Social Science, Human Development and Physical Education.
- B. SBVC Academic Senate
  - Jeremiah Gilbert, newly elected Senate President, said he will be the voice of the faculty and he will be taking his role seriously. Some issues concerning faculty are student services and international students.
- C. SBVC Classified Senate
  - Cassandra Thomas reported the CSEA conference was a great learning experience. Researcher James Smith will present the 5-year plan to the Senate. Mary Valdemar commended Dr. Buckley for taking a second look at the scholarship process.

Mr. Ramos left at 6:35 p.m.

- D. SBVC ASB
- Robert Shields reported on activities planned for the *Week of Welcome*. Students completed training on the AS constitution. They will also receive training in Robert's Rules of Order.
- E. CHC President
- A written report was submitted to the Board.
- F. CHC Academic Senate
- Absent.
- G. CHC Classified Senate
- Absent.
- H. CHC ASB
- Chris Robles highlighted upcoming student events.
- I. KVCR
- A written report was submitted to the Board.
- J. CTA
- Absent.
- K. CSEA
- Colleen Gamboa thanked the trustees for approving the classified job descriptions and Article 7. The four-day CSEA conference was productive. CSEA will be phone banking asking for support of the passage of Proposition 30.
- L. Management
- Absent.
15. ADJOURN

Dr. Singer adjourned the meeting at 6:50 p.m.

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

San Bernardino Community College District  
114 South Del Rosa Drive, San Bernardino, CA 92408  
Minutes of the Special Meeting of the Board of Trustees  
Monday, August 13, 2012 - 3:00 p.m. – Board Room

1. CALL TO ORDER - PLEDGE OF ALLEGIANCE

Mr. Lockwood called the meeting to order at 3:00 p.m.

**Members Present:**

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

**Members Absent:**

James C. Ramos  
Jess C. Vizcaino, Jr.  
Eric Owen, Student Trustee, SBVC  
Kyle Hundley, Student Trustee, CHC

**Administrators Present:**

Bruce Baron, Chancellor  
Charlie Ng, Vice Chancellor Fiscal Services

**Administrators Absent:**

Dr. Larry Buckley, Interim President, SBVC  
Dr. Cheryl Marshall, Interim President, CHC

**Pledge of Allegiance**

Mr. Ng led the Pledge of Allegiance.

2. TRAINING BY DR. DANTE GUMUCIO FROM PUBLIC ECONOMICS, INC.

Dr. Dante Gumucio from Public Economics, Inc. provided orientation and training for trustees and staff who serve on the District's Oversight Boards for Redevelopment Successor Agencies.

3. ADJOURN

Mr. Lockwood adjourned the meeting at 5:00 p.m.

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John M. Futch, Clerk



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: September 6, 2012  
SUBJECT: Consideration of Approval to Conduct a Public Hearing on the  
Final Budget for Fiscal Year 2012-13

RECOMMENDATION

It is recommended that the Board of Trustees conduct a public hearing on the final budget for fiscal year 2012-2013.

OVERVIEW

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

ANALYSIS

Title 5, Section 58301 requires the Board of Trustees to hold a public hearing prior to adopting the final budget for the fiscal year.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications associated with this item.

## **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:** September 6, 2012  
**SUBJECT:** Consideration of Approval to Adopt the Final Budget for Fiscal Year 2012-13

### **RECOMMENDATION**

It is recommended that the Board of Trustees adopt the Final Budget for Fiscal Year 2012-13 as presented or amended.

### **OVERVIEW**

Title 5, Section 58301 requires that the Board of Trustees hold a public hearing and adopt the final budget on or before September 15.

### **ANALYSIS**

This Final Budget incorporates the projected income and expenditures of the District for fiscal year 2012-13 as of this date. Once approved by the Board of Trustees, the budget is transmitted to the County for review, approval, and submission to Sacramento. Attached are the Chancellor's message, a Budget Summary, and the Strategic Directions, Goals & Objectives. A more detailed budget book is being distributed under separate cover.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

### **FINANCIAL IMPLICATIONS**

The adoption of this budget will enable the District to manage its resources for efficiency, effectiveness, and excellence.

September 6, 2012

Dear Members of the Board of Trustees:

I am pleased to present the final budget for fiscal year ending June 30, 2013. This budget was developed in accordance with Title 5, the California Community Colleges Budget and Accounting Manual, the best practices of the Government Finance Officers Association, and the fiscal policies set by the Board of Trustees.

The significant reductions in state funding of recent years are compounded by continued budget challenges for fiscal year 2012-13, which are likely to continue for the foreseeable future. As such, the priorities for the budget year are not too dissimilar from last year. The principal issues we continue to face in developing this budget include legislative and economic challenges. As you may know, the Governor has a budget that includes a tax initiative on the November 2012 ballot. It includes an assumed “trigger cut” to the budget if the initiative does not pass. The funded full-time equivalent students (FTES) if the tax initiative passes is estimated to be 13,182, resulting in an increase in revenue from the state of approximately \$530,000 or 0.7%. The funded FTES if the tax initiative does not pass is estimated to be 12,115, resulting in a decrease in revenue of \$4.3 million or 6.5%.

In addition to the revenue challenges and the uncertainty of the November election, we are experiencing significant expenditure challenges. They include significant increases in the cost of health benefit premiums, maintaining “step and column” salary increases, maintaining compliance with other post-retirement benefit liabilities, and other expenditures subject to normal inflationary increases.

So you may ask, “What actions are we taking to address these issues?” Our financial plans for 2012-2013, and beyond, address the need to have a completely balanced budget by July 1, 2013, whether or not the Governor’s tax initiative passes on election day. The final budget plan reflects various phases of reduction required to achieve that goal. To address the uncertainty of the November election, the District is targeting enrollment to be 12,652 FTES, 530 FTES less than the scenario where the taxes pass and 537 FTES more than the scenario where the taxes do not pass. The strategy is to approximately split the estimated difference between the two scenarios heading into November, knowing that the District will have to make an adjustment in spring. We believe it is more prudent to plan on adding or cutting up to 600 FTES in spring of 2013 rather than trying to add or cut up to 1,200 FTES.

We will achieve savings through a continued selective hiring freeze, where each full-time position is reviewed and approved by Chancellor’s Cabinet prior to recruitment. While the priority positions are determined by processes at each college and the District Office, the decision to actually fill positions is made at the Cabinet level so there is a shared accountability for each position’s impact on the overall District budget.

This summer, the Board of Trustees approved a District-wide reorganization plan which will save approximately \$1 million in salary and benefits for this fiscal year. The plan includes eliminating certain

positions, not filling other positions, and shifting workload to yet other positions. This reorganization plan will save about 250 classes from being cut from the schedule this year. Additionally, the Board also adopted a series of budget directives that has guided the development of a strategic budget which carefully balances the need to provide access to educational resources for our communities and supporting academic excellence in the classroom. It also preserves our commitment to our faculty and staff while pursuing our highest priorities, goals, and objectives. No layoffs of full-time or part-time contract employees have been recommended as a result of District finances.

Historically, KVCR TV/Radio has been allocated about \$1.7 million in Unrestricted General Funds each year. For 2012-2013, this amount has been reduced to \$960,000 by decreasing planned expenditures and increased planned fundraising income from grants, memberships, and sponsorships. There is a commitment from staff to reduce that support to zero over the next year or two as other sources of income increase and further expenditure savings are applied.

If the Governor's tax initiative fails in November and the District is allocated the \$4.9 million "trigger" cut, we will need to take further steps to balance the budget by July 1, 2013. This is very likely to include further reductions in class sections, a possible freeze in salaries, a restructuring of health benefits, and, as a last resort, furloughs and layoffs. These last items require negotiations with our bargaining units and while nobody, including the Board of Trustees, the Administration, or the staff, wants to consider any of these painful options, we must keep all options available to us as we consider keeping our great education system sustainable for the generations to come.

This budget assumes a 3.53% decrease in Unrestricted General Fund revenues and a 3.37% decrease in expenditures and other financing sources compared to last year. The budget assumes an 11.91% increase in health and welfare benefit costs as well as contractual "step and column" salary increases, and implementation of the goals and objectives of the District's strategic plan. The fund balance (reserve) for the Unrestricted General Fund is estimated to decrease \$4.2 million to an estimated \$17.3 million on June 30, 2013, or 23.7% of the expenditure and other financing sources budget. The Board has set 15% as the minimum requirement while the State has a 5% minimum requirement.

The 15% Board minimum requirement for the fund balance has taken on a new significance in recent years with the state deferring funding of the community colleges into the next fiscal year as part of the budget savings measures. This has caused the District to advance funds up to about \$20 million to cover the operating cost of doing business. This includes making payroll and paying vendors. In addition to relying on our fund balance to front-fund our state appropriation, we have borrowed funds from the County Treasury. It is important to recognize that the fund balance is not only the District's reserve but also our cash flow funding pot.

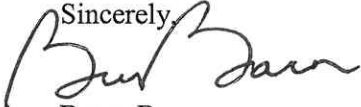
We are grateful to our faculty and staff who continue to work collegially through the District and college processes to accommodate the state funding reductions. Each college has a local process for developing their strategic plans, educational plans and other planning processes that help to guide them through these perilous times. Also, each campus and the District offices have a Program Review process which helps to assess each program's accountability to its shareholders and identify the highest priority budget needs to achieve its annual goals. It is through these processes that decisions are made to allocate funds to one area over the other area, reflecting the priorities that require the resources.

As I stated in my opening address at In Service day, while we work collegially to determine how to develop a balanced budget by July 1, 2013, this year's budget will require a contribution from the reserve. We must begin balancing our budget without using the fund balance for Fiscal Year 2013-2014. We must continue to reinvent ourselves. This means that we must continue to look carefully at how we are organized and how we are delivering services to determine if we are effective and efficient. We must

continue to look carefully at new revenue opportunities that will continue to supplement our state appropriations. And we must continue to look further at exploring partnership opportunities so that public and private entities, coming together, can join their resources and efforts to achieve exciting and measurable outcomes for our students.

This budget demonstrates our commitment to our students, faculty, staff, and community. Many lives have been changed for the better as a result of their education at San Bernardino Valley College, Crafton Hills College, the Economic Development Corporate Training Center, and KVCR. We sincerely hope that our students continue their learning to enhance their skills, improve their employment opportunities, achieve their educational goals, and just have fun!

Sincerely,

A handwritten signature in black ink, appearing to read "Bruce Baron". The signature is fluid and cursive, with a large initial "B" and a long, sweeping tail.

Bruce Baron  
Chancellor

## BUDGET SUMMARY

### Balanced Budget

The budget is balanced utilizing revenues and fund balance to cover expenditures.

### Integrated Planning and Budgeting

The colleges and the District Office have each used their program review and/or strategic planning processes to determine their highest priority goals and objectives. This budget has been constructed to match District resources with those goals and objectives.

### State Budget Update

*Board of Governors, July 2012*

#### **Budget Update: 2012-13 Enacted Budget<sup>1</sup>**

For the second year in a row, the state enacted an on-time budget. For the second year in a row, the approved budget relies on midyear trigger cuts to make the plan financeable if revenues fail to meet estimates. While the 2011-12 budget approved trigger cuts [acted] as a check against overly optimistic revenue assumptions, the 2012-13 budget relies on voter approval of a November ballot initiative to fund essentially a stay-the-course budget for public education. If the ballot initiative fails, the axe will primarily fall on education to keep expenditures aligned with revenues.

The approved budget (AB 1464) solves what was identified by the Administration as a \$15.7 billion problem, as scored at the May Revision. To close the gap, the Budget Act enacts spending reductions totaling \$8.1 billion, assumes approximately \$6 billion in new revenues through voter approval of the ballot initiative, and \$2.5 billion in other solutions (e.g., fund transfers, loan repayment delays, etc.). These solutions close the identified gap and provide for a reserve of \$948 million. Assuming successful passage of the ballot initiative, state General Fund expenditures are estimated at \$91.3 billion, which is about \$4 billion more than the 2011-12 fiscal year but \$11 billion lower than the 2007-08 fiscal year.

#### **Taxes and Trigger Cuts**

Once again, the Legislature and the Administration have returned to the trigger cut well. In order to avoid nearly \$6 billion in painful midyear reductions (the vast majority in education), voters will have to approve the Governor's proposed tax increases at the November ballot. If approved, the Schools and Local Public Safety Protection Act would raise income taxes on high-income taxpayers for seven years and would raise the state sales tax by one-quarter percent for four years. It's estimated that the measure would raise about \$8.5 billion in revenues for the 2012-13 fiscal year.

If voters reject the initiative, the following reductions will be implemented as of January 1, 2013:

- \$5.4 billion from Proposition 98 (more detail below).
- \$250 million from UC.
- \$250 million from CSU.

<sup>1</sup> Troy, Dan. "2012-13 Final Budget." Message to SO2CBO@Listserv.CCCNext.Net. 07/03/2012. E-mail.

- \$50 million from Developmental Services.
- \$20 million from grants to Local Police Departments.
- \$10 million from the Department of Forestry and Fire Protection.
- \$17.6 million from various other programs, including flood protection, state parks, and the Department of Justice.

### **Education Highlights**

Proposition 98 – For the 2012-13 fiscal year, K-14 Proposition 98 is funded at a total of \$53.6 billion (\$36.8 billion in General Fund). Successful passage of the November ballot initiative leads to an overall Prop 98 increase of \$2.9 billion. This provides sufficient funding to keep levels of school funding relatively flat, pay down approximately \$2.2 billion in deferrals, and fund the Quality Education Investment Act (QEIA) program within the minimum guarantee. The Department of Finance notes that successful passage of the ballot initiative would lead to a projected total growth of \$17.2 billion over the next four years. While this would not represent dramatic growth, at least the K-14 would slowly begin to reverse years of harmful reductions.

K-12 – By and large, this is a stay the course budget for K-12. The new funding provided if the ballot initiative passes will primarily go toward paying down deferrals (approximately \$2.1 billion). The budget also augments categorical funding for charter schools (\$53.7 million) to reflect the growth in that population. The budget also assumes the K-12 General Fund obligations will be offset by \$1.3 billion in assets previously held by Redevelopment Agencies. A new mandates block grant would provide districts with \$28 per unit of average daily attendance (ADA) in lieu of submitting reimbursement claims to the State Controller. If the ballot initiative fails, K-12 would experience programmatic reductions totaling approximately \$4.8 billion. This would involve loss of the deferral buy down funding and an additional cut to general purpose funding. Districts would be authorized to negotiate a reduction of up to 15 days from the calendar in the 2012-13 and 2013-14 fiscal years to achieve savings.

UC/CSU – The Budget provides some new flexibility for both UC and CSU by eliminating some traditional set-asides and restrictions and by not identifying enrollment targets. A trailer bill agreement would also provide \$125 million to each segment in the 2013-14 fiscal year if student fees are not raised in 2012-13. This deal is contingent upon successful passage of the ballot initiative. If the initiative fails, the UC and CSU would experience midyear reductions of \$250 million each, and would not receive the \$125 million payments in 2013-14 even if fees were held steady.

Cal Grants – The budget achieves savings in the Cal Grants program by restricting eligibility to institutions that 1) have a graduation rate of at least 30 percent and 2) have a cohort default rate no worse than 15.5 percent (these requirements will not apply to institutions – such as community colleges – in which fewer than 40 percent of students avail themselves of federal loans). Through a line-item veto, the Governor also imposed a 5 percent across-the-board reduction on maximum awards, so, for example, Cal Grant B access awards have been reduced from \$1,551 to \$1,473. Various additional restrictions and award reductions for students attending private, for-profit schools were approved that will begin to phase in during the 2013-14 fiscal year.

### **California Community Colleges**

The major components of the 2012-13 CCC budget are:

- No new reductions unless the November ballot fails.
- \$50 million in growth funding to help restore some of the FTES lost in recent years.
- \$159.9 million to buy down system deferrals.
- No change to categorical programs, as the Governor's consolidation proposal was rejected.
- No repeal of SB 361, as the Legislature also rejected the Governor's proposal to revise our general apportionment system.
- Approval of a new mandates block grant. Districts opting into the block grant will receive \$28 per

FTES to cover compliance costs incurred during the 2012-13 fiscal year. Otherwise, districts may go through the normal claiming process for reimbursement at a later date. Districts must make their selection known to the Chancellor's Office by September 30.

- Full hold harmless protection from any shortages in RDA-related revenues, both in the current year and budget year. This alleviates a major risk to CCC budgets, as shortages in these funds (\$116 million in 2011-12 and \$341 million in 2012-13) could otherwise have resulted in massive deficits.

As noted above, if the November initiative fails, K-14 education is slated for a trigger cut of nearly \$5.4 billion. The CCCs would lose the \$209.9 million in new funding approved in the budget (\$50 million for growth/restoration and \$159.9 million for deferral repayments) and would take an additional base cut of \$338.6 million (nearly 7.5%). Similar to language included for base cuts made in the 2009 and 2011 Budget Acts, this base cut will be allocated as a workload reduction with legislative intent that community college districts will prioritize courses relating to transfer, career technical education, and basic skills.

Clearly, this trigger cut would be a devastating hit to our colleges, and districts need to budget carefully to account for this potential midyear reduction.

### **Conclusion: A Year of Risk**

The state's economic recovery is slow and that fact is reflected in the 2012 Budget Act. All hope for avoiding funding reductions is reliant upon the will of the voters in November. The risk of midyear trigger cuts is certainly the system's most dire risk, but it is by no means the only one.

While we have statutory protection from RDA-related property tax shortages, any significant shortage would create a budget problem for the state that could result in additional CCC reductions. Troublingly, the state is pushing a major cash crunch onto the CCCs. CCCs will receive only about 40 percent of the General Fund cash through the first 5 months of the 2012-13 fiscal year as was received during the first 5 months of the 2011-12 fiscal year. Even if the ballot initiative passes, districts will receive about 40 percent of their annual General Fund money in June. This makes managing cash flow a difficult juggling act even under the best of circumstances. Of course, districts should be prepared for midyear trigger cuts, but they will also need to have sufficient reserves available to ride out the slow flow of state General Fund allocations and handle other risks and emergencies that may arise at either the state or local level.

## **Budget Assumptions**

Given the status of the state budget, the District's budget includes the following assumptions:

- State funds enrollment of 12,652 full-time equivalent students (FTES).
- No cost-of-living adjustment (COLA) or additional funding for growth.
- 11.91% increase in health and welfare benefits.
- Deferral of \$750,000 of GASB 45 liability into fiscal year 2013.
- \$15.4 million deferral of state apportionment for budget year 2013 into fiscal year 2014.
- \$770,000 net contribution from the Crafton Hills College Solar Farm.
- \$740,000 decrease in KVCR General Fund support.



## Enrollment

For 2011-12, the State funded the District 13,065 FTES. Actual enrollment was 13,736 FTES – 9,595 for San Bernardino Valley College (SBVC) and 4,141 for Crafton Hills College (CHC). This is 671 FTES, or 5.1%, over the funded amount from the State.

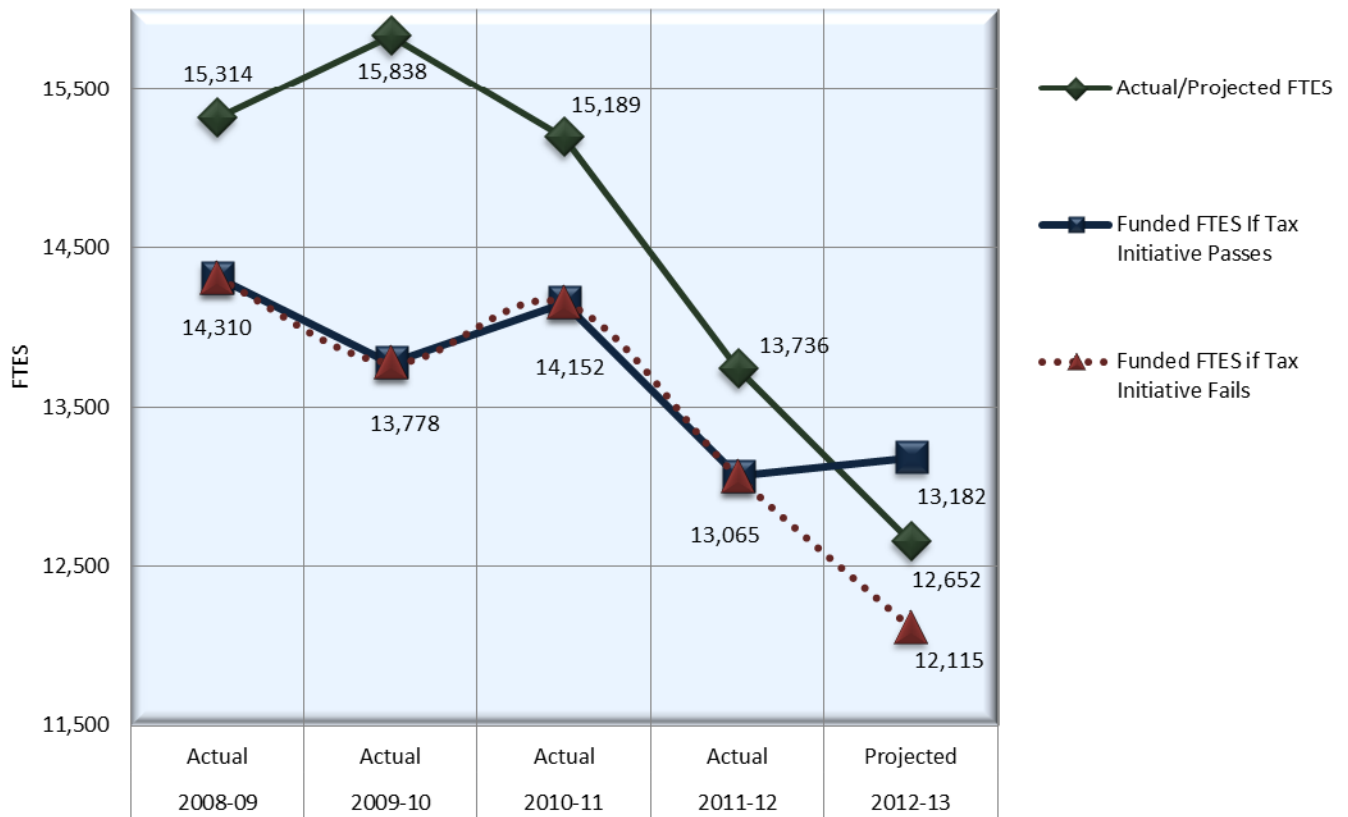
For 2012-13, the State is funding enrollment of approximately 13,182 FTES, an increase of 0.90% compared to 2011-12. Under the scenario of a trigger cut, the State is funding enrollment of approximately 12,115 FTES, a decrease of 7.27% compared to 2011-2012.

The District has determined the target enrollment for its 2012-13 budget to be 12,652 FTES – 8,856 for SBVC and 3,796 for CHC. This is 530 FTES (4.0%) under the funded FTES amount from the State assuming the tax initiative passes, and 537 FTES (4.4%) over the funded FTES amount from the State assuming the tax initiative fails.

The enrollment target of 12,652 FTES is intended to provide the District flexibility to react to a mid-year trigger cut in the event the Governor's tax initiative does not pass. In the event the tax initiative passes, classes would be added in the spring semester to the amount funded by the state. If the tax initiative does not pass, the district would then cut classes in the spring semester to limit the amount required from the fund balance to balance the budget. These targets do not restrict the colleges from improving enrollment productivity, maximizing resources, and enrolling students above the target amount.

## Full-Time Equivalent Students (FTES)

	FTES	2008-09 Actual	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Projected
<b>Actual/ Projected FTES</b>	SBVC	10,728	11,052	10,506	9,595	8,856
	CHC	4,586	4,786	4,683	4,141	3,796
	District Total	15,314	15,838	15,189	13,736	12,652
<b>If Tax Initiative Passes</b>	Total Funded FTES	14,310	13,778	14,152	13,065	13,182
	Actual over Funded	1,004	2,060	1,037	671	(530)
	% FTES Over Funded	7.0	15.0	7.3	5.1	(4.0)
<b>If Tax Initiative Fails</b>	Total Funded FTES	14,310	13,778	14,152	13,065	12,115
	Actual over Funded	1,004	2,060	1,037	671	537
	% FTES Over Funded	7.0	15.0	7.3	5.1	4.4



## Revenues

Federal, state, and local revenues for all funds, excluding transfers, are budgeted at \$139,087,145, a decrease of \$1,519,157 (-1.08%) compared to last year's actual of \$140,606,301.

Federal revenues are budgeted at \$31,728,319, an increase of \$2,986,592 (10.39%) compared to last year's actual of \$28,741,727. This is primarily due to increases of \$2.6 million in Title V funding.

State revenues are budgeted at \$63,295,688, a decrease of \$441,046 (-0.69%) compared to last year's actual of \$63,736,734. This is primarily due to a decrease of \$1 million in state apportionment.

Local revenues are budgeted at \$44,063,137 a decrease of \$4,064,702 (-8.45%) compared to last year's actual of \$48,127,839. This is primarily due to a decrease of \$7.75 million in local property taxes for the Bond Interest and Redemption Fund and an increase of \$3.1 million in other local revenues.

## Expenditures

Expenditures for all funds for the budget year, excluding transfers and capital outlay, are budgeted at \$107,712,157 an increase of \$17.8 million compared to last year's actual of \$89,915,157. Approximately \$4.1 million of the increase are in the General Fund, Unrestricted, while approximately \$13.7 million of the increase are in restricted funds.

The \$4.1 million change in the General Fund, Unrestricted is primarily due to increases of \$550,000 in academic salaries, \$1.3 million in classified salaries, and \$1.4 million in employee benefits. The \$13.7 million change in the restricted funds is primarily due to \$4.6 million in other expenses and services in the General Fund, Restricted; \$2.7 million in other expenses and services in Other Special Revenues; and \$3.8 million in other expenses and services in Revenue Bond Construction.

This year, the District will implement a series of cost cutting measures. It will manage enrollment, fill only mission-critical vacant positions, and implement a series of other cost cutting actions at each site. The District will follow the Board's directive of developing transition plans in 2012-13 to minimize or mitigate future utilization of fund balance.

## Capital Expenditures

\$67.4 million is budgeted to continue implementing SBVC and CHC facilities master plans and the District's Five Year Construction Plan. Consistent with the Five Year Construction Plan submitted for approval to the Board of Trustees in July 2012, projects scheduled to be designed or constructed next year are as follows:



- Americans with Disabilities Act Upgrades
- Central Plant and Campuswide Infrastructure
- New Athletic/PE Facility/Stadium
- Business Building Renovation
- Auditorium Renovation



- New Science Building
- New Crafton Center (One Stop Student Center)
- New Occupational Education Building #2
- New Physical Education Building
- LADM Labs, Offices & Lecture Renovation
- Student Services A Seismic Upgrade and Renovation
- College Center Seismic Upgrade and Renovation
- Performing Arts Center Seismic Upgrade and Renovation
- Maintenance & Operations Renovation

## Other Financing Sources

Net other financing sources for all funds are budgeted at \$52,190,170, an increase of \$2,961,216 compared to last year's actual of \$49,228,954. This is the net of incoming transfers and other outgo. This is primarily due to a decrease of \$6.8 million in incoming transfers and a decrease of \$3.8 million in other outgo.

## General Fund, Unrestricted Fund Balance

Fund Balance is used to describe the net assets, or available resources, of funds. At the end of Fiscal Year 2012, the unrestricted general fund balance was \$21.5 million, or 28.5% of the total unrestricted general fund expenditure budget. Approximately \$4.2 million will be used to balance the budget for fiscal year 2013. The unrestricted general fund balance is expected to end the year at \$17.3 million, or 23.7% of the total unrestricted general fund expenditure budget.

In February 2012, the Board of Trustees provided a directive to maintain a minimum of 15% fund balance of expenditure budget, and the State mandates a minimum of 5%. These levels of fund balance are necessary to accommodate the District's cash flow needs as the State continues to defer appropriation payments. As mentioned above, the District will follow the Board's directive of developing transition plans in 2012-13 to minimize or mitigate future utilization of fund balance.

#### *DEFERRAL FACTOR*

Assuming the District will have \$13.3 million of revenue deferred into fiscal year 2012-13 from the State, the "real" fund balance is expected to be \$4.3 million, or 5.94% of the total unrestricted general fund expenditure budget. If necessary, the District will seek short-term financing from sources such as inter-fund borrowing, the San Bernardino County's Constitutional Advance, or an alternate tax-revenue anticipation note (TRAN) source to meet the District's cash flow needs.

## STRATEGIC DIRECTIONS, GOALS, & OBJECTIVES

### Strategic Directive 1: Institutional Effectiveness

#### Goals

- 1.1 – Implement and integrate decision-making, planning, and resource allocation structures and processes that are collaborative, transparent, evidence-based, effective, and efficient.

#### Objectives

- 1.1.1 – Create structures and processes to ensure effective communication about decision-making and collegial consultation among all District entities, namely, CHC, SBVC, TESS, EDCT, KVCR, and District Office.

### Strategic Directive 2: Learning Centered Institution for Student Access, Retention and Success

#### Goals

- 2.1 – Ensure access to and delivery of programs, services, and support that meet the diverse needs of students, prospective students, and the community.
- 2.2 – Improve student retention, success, and persistence across the District.
- 2.3 – Achieve excellence in teaching and learning at all district sites through professional development and a continuous improvement process.

#### Objectives

- 2.1.1 – Provide financial and technological support for the facilitation of student access to programs and services.
- 2.2.1 – Provide financial and technological support for the improvement of classroom instruction and student support services.
- 2.2.2 – Develop and implement a District Staffing Plan that includes targets for improvement of full-time/part-time faculty ratios.
- 2.3.1 – Maintain district commitment to professional development at the colleges.
- 2.3.2 – Maintain the district commitment to continuous improvement processes.

### Strategic Directive 3: Resource Management for Efficiency, Effectiveness and Excellence

#### Goals

- 3.1 – Optimize the development, maintenance, and use of resources in accord with applicable plans.

#### Objectives

- 3.1.1 – Evaluate and enhance the system for training employees in accordance with District plans.
- 3.1.2 – Review and refine established processes that support the transparent allocation of resources districtwide.

**Strategic Directive 4: Enhanced and Informed Governance and Leadership**

<u>Goals</u>	<u>Objectives</u>
4.1 – Optimize governance structures and processes throughout the District.	4.1.1 – Periodically evaluate, enhance, and document District collegial consultation structures and processes.  4.1.2 – Periodically evaluate, enhance, and document the functional relationships among District entities.
4.2 – Continuously develop leaders among all groups.	4.2.1 – Facilitate the development of leaders through professional development.

**Strategic Directive 5: Inclusive Climate**

<u>Goals</u>	<u>Objectives</u>
5.1 – Value diversity and promote inclusiveness among employees, students, and the community.	5.1.1 – Establish a District mentoring program for all new employees.  5.1.2 – Coordinate districtwide events celebrating diversity for students, employees, and the community.

**Strategic Directive 6: Community Collaboration and Value**

<u>Goals</u>	<u>Objectives</u>
6.1 – Enhance the District's value and image in the communities.	6.1.1 – Develop a comprehensive communications plan, incorporating all sites, to raise the communities' awareness of education and training services.
6.2 – Support and expand partnerships with other academic institutions, governmental agencies, and private industry to support the District's and colleges' missions.	6.2.1 – Support and expand community partnerships.  6.2.2 – Establish a Community Affinity Network to promote and document productive relationships between District employees and organizations in the surrounding communities.  6.2.3 – Support and strengthen Career Pathways.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron  
Chancellor

REVIEWED BY: Bruce Baron  
Chancellor

PREPARED BY: Bruce Baron  
Chancellor

DATE: September 6, 2012

SUBJECT: Consideration of Acceptance of Classified Resignations

RECOMMENDATION

It is recommended that the Board of Trustees accept the resignation of Jeremy Greenland, Computer Technician, CHC, and Yesica Allatorre, Broadcast Operator, KVCR.

OVERVIEW

Jeremy Greenland has submitted his letter of resignation effective at the close of business on August 31, 2012.

Yesica Allatorre, has submitted her letter of resignation effective at the close of business on September 14, 2012.

ANALYSIS

The Human Resources Department has provided employees acceptance of their resignation from employment.

BOARD IMPERATIVE

None.

FINANCIAL IMPLICATIONS

No financial impact.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron  
Chancellor

REVIEWED BY: Bruce Baron  
Chancellor

PREPARED BY: Bruce Baron  
Chancellor

DATE: September 6, 2012

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 2012-2013 budget.



**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**  
**Short-Term Hourly Employees**  
**September 6, 2012**

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Bennet, Bruce	Science / GIS	SBVC	Tutor II	9/7/12	12/19/12	\$11.00
Estanque, Rudy J	Art	CHC	Model (Undraped)	8/13/12	12/14/12	\$15.00
Lam, Oanh T	Student Success Center	SBVC	Tutor II	9/7/12	12/23/12	\$11.00
Lichtenstein, Phyllis S	Tutoring Center	CHC	Tutor III	9/7/12	3/7/12	\$13.00
McKenzie, Sheila	STAR Program	SBVC	Tutor III	9/10/12	12/21/12	\$13.00
Miller, Brittany L	Tutoring Center	CHC	Tutor II	9/7/12	3/7/12	\$11.00
Murillo, Jesse	Art	CHC	Model (Undraped)	9/13/12	12/14/12	\$15.00
Pham, Tram	Science / GIS	SBVC	Tutor II	9/7/12	12/19/12	\$11.00
Rhodes, Robert	Tutoring Center	CHC	Tutor II	9/7/12	3/7/12	\$11.00
Swanson, Justin M	Health and Physical Education	CHC	Tutor II	9/7/12	12/31/12	\$11.00
Vidrio, Daisy	STAR Program	SBVC	Tutor III	9/10/12	12/21/12	\$13.00

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**  
**Substitute Employees**  
**September 6, 2012**

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Aguilar, Patricia	Admin Serv	CHC	Clerical Assistant II	9/1/12	11/1/12	\$13.97
Bailey-Hudson, Traci	Human Resources	DIST	HR Generalist	7/1/12	9/1/12	\$25.63
Bailey-Hudson, Traci	Human Resources	DIST	HR Generalist	9/2/12	11/2/12	\$25.63
Boyd, Lafayette R	Facilities	DIST	Custodian/Courier	8/20/12	10/20/12	\$14.68
Boyd, Lafayette R	Facilities	DIST	Lead Custodian	8/20/12	10/20/12	\$16.20
Caudillo, Joe	Library	SBVC	Library Media Clerk	8/13/12	10/13/12	\$14.31
Espinoza, Clara	Payroll	DIST	Senior Payroll Accountant	7/2/12	9/2/12	\$21.78
Espinoza, Clara	Payroll	DIST	Payroll Accountant	8/15/12	10/15/12	\$18.78
Fonzi, Nick	Police	DIST	Dispatch Clerk	9/2/12	11/2/12	\$15.81
Griffin, Diana	Child Development Center	SBVC	Child Development Teacher	7/1/12	9/1/12	\$17.76
Griffin, Diana	Child Development Center	SBVC	Child Development Teacher	9/2/12	11/2/12	\$17.76
Griffin, Shane	Food Service	SBVC	Food Service Worker	8/18/12	10/16/12	\$11.75
Heard, David R	Police	DIST	College Security Officer	9/2/12	11/2/12	\$15.43
Lopez, Rosa	Facilities	DIST	Lead Custodian	9/2/12	11/2/12	\$16.20
Medina, Miguel	Police	DIST	College Police Officer	9/2/12	11/2/12	\$22.33
Nguyen, Phuong	Tool Room	SBVC	Tool Room Specialist	9/2/12	11/2/12	\$14.31
Rehage, Evan P	Facilities	DIST	Custodian/Courier	8/20/12	11/2/12	\$14.68
Rehage, Evan P	Facilities	DIST	Lead Custodian	8/20/12	11/2/12	\$16.20
Reynolds, Valen L	Food Service	SBVC	Food Service Worker	8/18/12	10/16/12	\$11.75
Rykbos, Tiffany R	Food Service	SBVC	Food Service Worker	8/18/12	10/16/12	\$11.75
Thomure, Bernnae	Financial Aid	SBVC	Clerical Assistant II	9/2/12	11/2/12	\$13.97
Trujillo, Karla	Human Resources	DIST	HR Technician	8/13/12	10/13/12	\$20.24
Trujillo, Karla	Human Resources	DIST	HR Technician	10/14/12	12/14/12	\$20.24

St Jean, Cyndie J	Resource Development	CHC	Administrative Secretary	8/27/12	10/27/12	\$18.78
St Jean, Cyndie J	Resource Development	CHC	Administrative Secretary	10/28/12	11/16/12	\$18.78
Watkins, Glissandia U	Payroll	DIST	Payroll Accountant	8/20/12	10/20/12	\$18.78
Webber, Ian	Applied Technology	SBVC	Lab Technician, Culinary Arts	8/6/12	10/6/12	\$19.25
Zapien, Lorena	Human Resources	DIST	Clerical Assistant II	7/1/12	9/1/12	\$13.97
Zapien, Lorena	Human Resources	DIST	Clerical Assistant II	9/2/12	11/2/12	\$13.97

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT Professional Expert Hourly Employees September 6, 2012						
Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Carroll, Linda Louise	Public Safety & Emergency Service	CHC	Lab Instr / Primary Instr / EMS Specialist	9/6/12	12/30/12	\$20.00/\$25./\$30.00
Cooper, Wanda M	Foster & Kinship Care Education	SBVC	Foster Parenting Education	9/7/12	12/31/12	\$45.00
Crane, James D	Public safety & Emergency Service	CHC	Lab Instr / Primary Instr / EMS Specialist	9/6/12	12/30/12	\$20.00/\$25./\$30.00
Crews, Carly M	Public safety & Emergency Service	CHC	Lab Instr / Primary Instr / EMS Specialist	9/6/12	12/30/12	\$20.00/\$25./\$30.00
Estrada, Joseph J	Public safety & Emergency Service	CHC	Lab Instr / Primary Instr / EMS Specialist	9/6/12	12/30/12	\$20.00/\$25./\$30.00
Gilmore, Brenton C	Public safety & Emergency Service	CHC	Lab Instr / Primary Instr / EMS Specialist	9/6/12	12/30/12	\$20.00/\$25./\$30.00
Mehle, David S	Public safety & Emergency Service	CHC	Lab Instr / Primary Instr / EMS Specialist	9/6/12	12/30/12	\$20.00/\$25./\$30.00
Nguyen, Phong, M.D.	Emergency Medical Services	CHC	Medical Director	9/7/12	12/14/12	\$3500.00/Semester
Rodriguez, Christopher A	DSPS	SBVC	Interpreting/Transliterating Level III	9/10/12	12/21/12	\$18.00
Romero, Markesan	Electricity/Electronics Department	SBVC	Assistant Instructor	9/7/12	12/7/12	\$20.00
Walters, Elizabeth L	Public safety & Emergency Service	CHC	Lab Instr / Primary Instr / EMS Specialist	9/6/12	12/30/12	\$20.00/\$25./\$30.00

**Ratification is request By KVCR and FNX to ratify employment for the employees listed below who worked prior to being approved by the Board of Trustees.**

Bolita, Anthony	KVCR	DIST	TV Closed Captioning	8/1/12	12/31/12	\$10. / \$15.
Gondos, Alfred	KVCR	DIST	Pledge Editor	8/1/12	12/31/12	\$18. / \$23.
Harjo, Tim	FNX	DIST	Content Specialist (FNX)	8/1/12	12/31/12	\$15. / \$40.
Lanier, Alyssa	KVCR	DIST	Special Events Planner	8/1/12	12/31/12	\$25. / \$35.
Lapham, Rory	KVCR	DIST	Camera & Lighting Technician	8/1/12	12/31/12	\$10./\$20.
Macalma, Artemus	FNX	DIST	FNX Editor	8/1/12	12/31/12	\$18. / \$30.
Montalvo III, Robert	KVCR	DIST	3D Animator	8/1/12	12/31/12	\$25. / \$40.
Prakash, Alvin	KVCR	DIST	KVCR Editor	8/1/12	12/31/12	\$18. / \$30.
Rossey, Melissa	FNX	DIST	Content Specialist (FNX)	8/1/12	12/31/12	\$15. / \$40.
Shaw, Jon	KVCR	DIST	KVCR Editor	8/1/12	12/31/12	\$18. / \$30.
Smith, Terria	FNX	DIST	FNX Social Media Specialist	8/1/12	12/31/12	\$21. / \$25.
Style, Timothy	KVCR	DIST	Camera & Lighting Technician	8/1/12	12/31/12	\$10./\$20.
Tallman, Karen	FNX	DIST	Special Events Planner	8/1/12	12/31/12	\$25. / \$35.
Yoder, Kathleen	KVCR	DIST	Special Events Planner	8/1/12	12/31/12	\$25. / \$35.

**Ratification is request By CHC Fire Technology Program to ratify employment for the employees listed below who worked prior to being approved by the Board of Trustees.**

Golder, David S	Fire Technology Program	CHC	Fire Tech Specialist / Tactical Officer / Safety Officer	8/15/12	12/31/12	\$30./\$23./ \$22.50
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**Ratification is request By CHC Public Safety & Emergency Services to ratify employment for the employees listed below who worked prior to being approved by the Board of Trustees.**

Commander, John	Public safety & Emergency Service	CHC	Lab Instr / Primary Instr / EMS Specialist	7/1/12	8/13/12	\$20.00/\$25./ \$30.
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**Amend Board of June 14, 2012 to read as follows; Dates and Site was submitted incorrectly**

Newsom, Helen	<i>Student Health Services</i>	CHC	Nurse Practitioner	7/1/12	12/31/12	\$50.00
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SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron  
Chancellor

REVIEWED BY: Bruce Baron  
Chancellor

PREPARED BY: Dr. Larry Buckley, Interim President, SBVC  
Dr. Cheryl Marshall, Interim President, CHC

DATE: September 6, 2012

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 2012-2013 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 2012-2013 academic years.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2012-2013 budget.

**San Bernardino Valley College  
Adjunct & Substitute Academic Employees  
Academic Year 2012-2013  
September 6, 2012**

<b>NAME</b>	<b>DISCIPLINE</b>
<b>Colby, Kathryn</b>	Chemistry
<b>Demsky, Jeffrey</b>	Political Science
<b>Henkle, Lisa</b>	Political Science
<b>Hernandez, John</b>	Administration of Justice
<b>Kapoor, Anvil</b>	Biology
<b>Kehrier, Christopher</b>	Biology
<b>Mitchell, Jordan Alex</b>	Physical Education
<b>Vasquez, Jacob Matthew</b>	Biology
<b>Wilhite, Charles</b>	Administration of Justice

**CHC  
Adjunct & Substitute Academic Employees  
Fall 2012**

<b>Donavan, Keith</b>	Chemistry
<b>Garcia, Maria G.</b>	Campus Nurse
<b>Shacklett, Tod</b>	Librarian
<b>Townsend, Melody</b>	Librarian
<b>Williams, Lorry</b>	Librarian

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron  
Chancellor

REVIEWED BY: Bruce Baron  
Chancellor

PREPARED BY: Dr. Larry Buckley, Interim President, SBVC  
Dr. Cheryl Marshall, Interim President, CHC

DATE: September 6, 2012

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 2012-2013 budgets.

**San Bernardino Valley College  
Non-Instructional Hourly Employee's  
Academic Year 2012-2013  
September 6, 2012**

**Blackman, Sandra**, Curriculum Coordinator & History Liaison, Tumaini Program, 9/10/2012-6/30/2013, not to exceed 23 hours per semester, at \$43.16 per hour.

**Carmen, Gary**, to oversee the operation of the Student Success Center during extended hours and to provide instructional support to tutors and facilitators, 09-13-12 to 05-24-13, not to exceed 21 hours per week, at \$43.16 per hour.

**Cisneros, Maribel**, Adjunct Counselor, EOP&S/CARE, 9/10/2012-6/30/2013, not to exceed 210 hours per semester, at \$43.16 per hour.

**Gifford, Mercedes**, Reference Librarian as backfill for Dr. Celia Huston as Lead Accreditation Faculty in completion of the 2012-2013 Institution Reports on Institutional Status on Student Learning Outcomes, Library, 9/7/2012-6/30/2013, not to exceed 150 hours per semester, at \$43.16 per hour.

**Herrera, Jamie**, Adjunct Counselor, EOP&S/CARE, 9/10/2012-6/30/2013, not to exceed 165 hours per semester, at \$43.16 per hour.

**Herrera, Jamie**, Adjunct Counselor, Transfer & Career Services, 9/10/2012-6/30/2013, not to exceed 144 hours per semester, at \$43.16 per hour.

**Mayne, Michael**, Tumaini Program Math Facilitator, Tumaini Program, 9/10/2012-6/30/2013, not to exceed 23 hours per semester, at \$43.16 per hour.

**Murillo, Charles**, Tumaini Program English Coach, Tumaini Program, 9/10/2012-6/30/2013, not to exceed 23 hours per semester, at \$43.16 per hour.

**Ramirez, Georgina**, Adjunct Counselor, EOP&S/CARE, 9/10/2012-6/30/2013, not to exceed 150 hours per semester, at \$43.16 per hour.

**Silagy, Deana**, Adjunct Counselor, EOP&S/CARE, 9/10/2012-6/30/2013, not to exceed 40 hours per semester, at \$43.16 per hour.

**Ratification**

**Luke, Craig, Dr.**, STAR Program, 7/2/2012-6/30/2013, not to exceed 422 hours per semester, at \$43.16 per hour. Ratification request for effective date of 7/2/12.

**Quezada, Reyes, Dr.**, STAR Program, 7/2/2012-6/30/2013, not to exceed 422 hours per semester, at \$43.16 per hour. Ratification request for effective date of 7/2/12.

**Amburgey, Kevin**, on site Coordinator for the Big Bear Program, 07-01-12 to 06-30-13, not to exceed 410 hours, at \$43.16 per hour.



**Burnham, Lorrie**, collaborating with California State University San Bernardino to incorporate basic stem cell skills into the microbiology. She is developing the labs for the new Biotechnology program, 07-01-12 to 06-30-2013, not to exceed 210 hours, at \$43.16 per hour.

**Vecchio, Anthony**, substitute for Big Bear Coordinator, 07-01-12 to 06-30-13, not to exceed 15 hours, at \$43.16 per hour.

**Waner, Scott**, substitute for Big Bear Coordinator, 07-01-12 to 06-30-13, not to exceed 15 hours, at \$43.16 per hour.

### **Amendment**

**Cisneros, Maribel**, Adjunct Counselor, Counseling, 7/1/2012-6/30/2013, not to exceed 212 hours per semester, at \$43.16 per hour. Previously approved at the June 14, 2012 board meeting. Amending to reflect decrease in hours from 422 to 212.

**Silagy, Deana**, Adjunct Counselor, Counseling, 7/1/2012-6/30/2013, not to exceed 382 hours per semester, at \$43.16 per hour. Previously approved at the June 14, 2012 board meeting. Amending to reflect decrease in hours from 422 to 382.

### **CHC**

#### **Non Instructional Pay, Fall 2012**

**Bryant, Tom**, California Story Grant Project, \$885.00, 11/10/12 – 12/10/12

### **District**

#### **Non Instructional Hourly Pay**

**Hunter, Diane**, Hiring Committee for the Instructor, English, SBVC, \$43.16 per hour, June 28, 2012, 2 hours, July 7, 2012, 3.5 hours, July 8, 2012, 2.5 hours, July 11, 2012 1.5 hours, July 23, 2012 6 hours.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Bruce Baron, Chancellor  
PREPARED BY: Bruce Baron, Chancellor  
DATE: September 6, 2012  
SUBJECT: Consideration of Revision to Professional Expert Rate of Pay Schedule

RECOMMENDATION

It is recommended that the Board of Trustees approve the revision to the Professional Expert Rate of Pay Schedule.

OVERVIEW

The following classifications have been added to the Professional Expert Rate of Pay Schedule: TV Closed Captioning, 3D Animator, Editor (KVCR, FNX, and Pledge Drive), Social Media Specialist (FNX), Camera & Lighting Technician, and Content Specialist (FNX) retroactive to August 1, 2012.

ANALYSIS

The TV Closed Captioning position listens to the programs and types closed captioning as part of the FCC mandated PBS programming at an hourly rate of \$10.00 to \$15.00. The 3D Animator position provides 3D animation for interstitial and promotions at an hourly rate of \$25.00 to \$40.00. The KVCR Editor position edits promotions for upcoming shows in lower 3<sup>rd</sup> and develops a schedule slate to match promotions. The FNX Editor position edits promotions for upcoming FNX shows in the lower 3<sup>rd</sup> and develops schedule slate to match promotions and tape B-Roll for FNX. The Pledge Drive Editor position edits programs for pledges. The hourly rate for the Editor positions range from \$18.00 to \$30.00. The FNX Social Media Specialist position posts press releases and events on the following social media sites Facebook, Twitter, You-Tube, FNX networks and FNX Beat at an hourly rate of \$21.00 to \$25.00. The Camera & Lighting Technician position checks camera white slates for in studio live shoots so lighting correlates with on-air talent at an hourly rate of \$10.00 to \$20.00. The Content Specialist (FNX) position provides program content acquisition, screening and outreach coordination at an hourly rate of \$15.00 to \$45.00.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2012-2013 budget.

## PROFESSIONAL EXPERT RATES OF PAY

PROFESSIONAL EXPERT ASSIGNMENT	HOURLY RATE
<b>3D Animator</b>	<b>\$25.00 to \$40.00</b>
Assistant Instructor	\$20.00
Background Investigator	\$30.00
Bilingual Translator/Interviewer	\$20.00
CAHSEE Facilitator	\$50.00
<b>Camera &amp; Lighting Technician</b>	<b>\$10.00 to \$20.00</b>
Clinical Instructor	\$20.00
<b>Content Specialist (FNX)</b>	<b>\$15.00 to \$40.00</b>
Counseling Trainee	\$12.00
Criminal Justice Academy Liaison	\$30.00
<b>Editor (KVCR, FNX, Pledge Drive)</b>	<b>\$18.00 to \$30.00</b>
EMT-1 Skills Laboratory Assistant	\$12.00
Fire Agility Group Leader/Proctor	\$12.50
Fire Agility Instructor	\$30.00
Flight Simulator Repair	\$30.00
Foster Parenting Education	\$45.00
GIS Technician	\$18.00 to \$24.00
Grant Writer	\$30.00
Interpreting/Transliterating Level I	\$24.00
Interpreting/Transliterating Level II	\$21.00
Interpreting/Transliterating Level III	\$18.00
Interpreting/Transliterating Level IV	\$15.00
Laboratory Instructor	\$20.00
Mental Health Educator/Counselor Intern	\$35.00
Nurse Practitioner	\$50.00
Physician/EMT(EMS)/Respiratory Care/Fire Tech	
PE/ASL Specialist	\$30.00
Police Science Facilitator/Instructor	\$35.00
Primary Instructor	\$25.00
Public Information Specialist	\$60.00
Radiologic Technology Specialist	\$30.00
Respiratory Care Clinical	\$40.00
Safety Facilitator	\$19.00 to \$25.00
Safety Officer	\$22.50
<b>Social Media Specialist (FNX)</b>	<b>\$21.00 to \$25.00</b>
Special Events Planner	\$25.00 to \$35.00
Staff Writer/Photographer	\$16.00 to \$20.00
Tactical Officer/Police	\$28.00
Tactical Officer/Fire	\$23.00
Tech Prep	\$30.00
Training Specialist	\$19.00
<b>TV Closed Captioning</b>	<b>\$10.00 to \$15.00</b>
Workforce Development /PDC Trainer	\$15.00 to \$100.00 or up to 85% of Enrollment or up to 60% of net

**PROFESSIONAL EXPERT ASSIGNMENT**

Foster Parent Host  
Musician

**SESSION RATE**

\$25.00  
\$75.00

Evaluator (*per scenario*)  
Theatre Production Assistant  
CPR/Lifeguard Certification Facilitator  
Consultant

**DAILY RATE**

\$105.00  
\$500.00  
\$200.00 to \$300.00  
\$300.00 to \$500.00

Faculty Intern  
Future Teacher Intern  
Grant Assignment  
Medical Director (EMT)  
Medical Director (Respiratory Care)

**SEMESTER RATE**

\$600.00  
\$300.00  
\$300.00  
\$3,500.00  
\$3,000.00

**Board Approved: June 14, 2012**  
**Ratified August 1, 2012**  
**Revised: September 6, 2012**

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron  
Chancellor

REVIEWED BY: Bruce Baron  
Chancellor

PREPARED BY: Bruce Baron  
Chancellor

DATE: September 6, 2012

SUBJECT: Consideration of Approval of Return of Academic Employee to Active  
Status

RECOMMENDATION

It is recommended that the Board of Trustees approve the return of Kim McCormick to active status as Career Center Specialist, CHC.

OVERVIEW

Kim McCormick, Career Center Specialist, CHC, effective August 10, 2012.

ANALYSIS

Kim McCormick exhausted all available leaves on October 12, 2011, and has been on an unpaid extended leave of absence. She is being returned to active status effective August 10, 2012.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2012-2013 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron  
Chancellor  
REVIEWED BY: Bruce Baron  
Chancellor  
PREPARED BY: Bruce Baron  
Chancellor  
DATE: September 6, 2012  
SUBJECT: Consideration of Approval of Management Appointment

RECOMMENDATION

It is recommended that the Board of Trustees approve the management appointment of Kenneth Stills, Police Sergeant, District.

OVERVIEW

Kenneth Stills, from College Police Officer to Police Sergeant, District Police, full-time, 12-month position, Management Salary Schedule, Range 9, Step B, \$5,390 per month effective September 7, 2012. Replacement for Leonard Neigel.

ANALYSIS

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

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2012-2013 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron  
Chancellor

REVIEWED BY: Bruce Baron  
Chancellor

PREPARED BY: Bruce Baron  
Chancellor

DATE: September 6, 2012

SUBJECT: Consideration of Approval of Interim Management Appointments &  
District Responsible Officer

RECOMMENDATION

It is recommended that the Board of Trustees approve the appointment of Tanya Rogers, Interim Vice Chancellor, Human Resources & Employee Relations/ District Responsible Officer and Cory Brady, Interim Director for Administrative Applications.

OVERVIEW

Tanya Rogers, Interim Vice Chancellor, Human Resources & Employee Relations/District Responsible Officer, District, full-time, 12-month position, Management Salary Schedule, Range 26, Step A, \$11,766 per month effective September 10, 2012 through June 30, 2013.

Cory Brady, Interim Director for Administrative Applications, District, full-time, 12-month position, Management Salary Schedule, Range 16, Step A, \$7,224 per month effective September 10, 2012 through September 9, 2013.

ANALYSIS

Due to the vacancy created by Dr. Jack Miyamoto, it is necessary to appoint a replacement on an interim basis. Ms. Rogers will serve as Interim Vice Chancellor, Human Resources & Employee Relations and District Responsible Officer for matters relating to collective bargaining and labor relations. Mr. Brady will serve as Interim Director until a replacement is selected on a permanent basis.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

Included in the 2012-2013 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron  
Chancellor

REVIEWED BY: Bruce Baron  
Chancellor

PREPARED BY: Bruce Baron  
Chancellor

DATE: September 6, 2012

SUBJECT: Consideration of Approval of Management Tuition Reimbursement

RECOMMENDATION

It is recommended that the Board of Trustees approve the request for management tuition reimbursement for Charlie Ng, Vice Chancellor, Fiscal Services, District.

OVERVIEW

Charlie Ng is requesting tuition reimbursement to pursue a Negotiation and Dispute Resolution Certificate from Creighton University.

ANALYSIS

This request is in compliance with Board Policy 7260 which states that management personnel shall be eligible for tuition cost and reimbursement from an accredited institution and no tuition cost paid by the District is to exceed 80% of a per unit basis cost of similar course work at the University of California.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

Included in the 2012-2013 budget.



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron  
Chancellor  
REVIEWED BY: Bruce Baron  
Chancellor  
PREPARED BY: Bruce Baron  
Chancellor  
DATE: September 6, 2012  
SUBJECT: Consideration of Approval of New Management Job Description

RECOMMENDATION

It is recommended that the Board of Trustees approve the new management job description for Associate Dean, Nursing, SBVC.

OVERVIEW

The Associate Dean of Nursing is responsible for the organization, operation, administration, supervision, and evaluation of the services provided by the SBVC Nursing Office. This position will also serve as the Nursing Director of for the SBVC Nursing Program. The Associate Dean also provides leadership, direction and commitment to the success of the nursing program from student recruitment to successful completion as regulated by the Board of Registered Nursing.

ANALYSIS

It is necessary to develop new management job descriptions to meet the needs of the Nursing Department at SBVC.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2012-2013 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**ASSOCIATE DEAN, NURSING (SBVC)**

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

**SUMMARY DESCRIPTION:**

Under the general direction of the Dean of Science, the Associate Dean of Nursing is responsible for the organization, operation, administration, supervision, and evaluation of the services provided by the SBVC Nursing Office. This position will also serve as the Nursing Director of for the SBVC Nursing Program. The Associate Dean also provides leadership, direction and commitment to the success of the nursing program from student recruitment to successful completion as regulated by the Board of Registered Nursing.

**REPRESENTATIVE DUTIES:**

*The following duties are typical for this classification.*

1. Provides leadership, direction and commitment to student-centered learning by assessing local and national trends, and by working with others to identify program and services that will meet the needs of a diverse community.
2. Works together with the Division Dean, Faculty Chair, and Assistant Director(s), and other members as a team to develop and implement strategies to improved student success and college-wide goals.
3. Carries out functions of Nursing Director as regulated by the Board of Registered Nursing and National League of Nursing to ensure program compliance.
4. Manages, plans and evaluates all aspects of the program including faculty, staff, curriculum development and implementation.
5. Obtains data and prepares annual statistical reports and other documents as needed.
6. Prepares and submits all appropriate forms and documents required for approval of faculty and clinical facilities, curriculum changes, and licensure of graduates.
7. Provides leadership in the development and maintenance of all Department curricular matters assuring standards for accreditation are met.
8. Coordinates the program and staff schedules.
9. Coordinates, develops and implements the program budget including electronically approving purchase requisitions.
10. Coordinates the orientation of new faculty.
11. Monitors student activities in the program.

12. Coordinates one or more college-wide initiatives for the improvement of programs and services.
13. Resolves and addresses student, staff and faculty complaints and grievances on both an informal and/or formal basis in accordance with District policies and procedures.
14. Arranges off-campus labs and ensures that the contractual requirements of clinical agencies are met.
15. Conducts regularly scheduled faculty meetings.
16. Works together with the Faculty Chair and Assistant Director(s) as a team to coordinate class schedules to ensure maximum utilization of facilities and effective use of clinical sites and enables the college to meet its FTES goals.
17. Stays abreast of leading instructional technology changes, and works to incorporate technology as applicable to the classroom curriculum.
18. Maintains accessibility and strong lines of communication with students and departmental faculty and staff.
19. Performs other duties as assigned.

**QUALIFICATIONS:**

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

**Knowledge of**

Nursing principles, practices and content.  
 Applicable nursing accreditation standards.  
 Principles and practices of an associate degree in nursing curriculum.  
 Principles of supervision, training, and performance evaluation.  
 Basic principles and practices of budget preparation and administration.  
 Principles and procedures of record keeping.  
 Principles of basic report preparation.  
 Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, and databases.  
 The use of educational technology for course delivery.  
 Conducting student outcomes assessment.  
 Teaching developmental courses (English, Reading, or Math) to adults.  
 Appropriate sections of the Education Code and Title 5.

**Ability to**

Plan, organize, and coordinate multiple activities; design, create, and implement use of resources.  
 Instruct and evaluate educational content.  
 Prioritize and execute a wide range of projects simultaneously.  
 Research topics, collect data, analyze data and form conclusions  
 Work independently, assume responsibility, and take initiative in carrying out assignments.

Understand the organization and operation of the District and of clinical facilities as necessary to assume assigned responsibilities.  
Select, train, and evaluate staff.  
Network with statewide nursing programs and identify trends in nursing education and programs.  
Demonstrate a sensitivity to, and understanding of the diverse academic, socioeconomic, cultural, and ethnic backgrounds of community college students and personnel, including those with physical or learning disabilities.  
Communicate effectively both orally and in writing.  
Establish and maintain cooperative relationships between the College, community, and key individuals, and with all persons contacted in the course of work, including colleagues at medical or clinical facilities.

### **Education/Training**

#### **Required Education:**

Master's degree from an accredited institution in Nursing.

#### **Required Experience:**

1. Two (2) years of full-time experience in a registered nursing program.
2. One year experience as an Assistant Director.
3. At least one year of continuous full-time experience providing direct patient care as a Registered Nurse (RN).

#### **Required License:**

A current California Registered Nursing License certified by the California Board of Registered Nursing.

#### **Desired Experience:**

Experience that indicates a sensitivity to, and an understanding of, the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of students and staff, including those with physical and/or learning disabilities.

### **PHYSICAL DEMANDS AND WORKING ENVIRONMENT**

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

**Environment:** Work is performed primarily in a standard office/classroom/clinical setting.

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

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

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

## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Bruce Baron, Chancellor

PREPARED BY: Bruce Baron, Chancellor

DATE: September 6, 2012

SUBJECT: Consideration of Approval of District Wide Reorganization Plan  
Personnel Actions

### RECOMMENDATION

It is recommended that the Board of Trustees approve the District Wide Reorganization Plan Personnel Actions.

### OVERVIEW

As a result of the implementation of the District Wide Reorganization Plan, which provides savings by consolidation of functions and moving employees into the appropriate positions which are more properly matched to actual duties performed, the personnel actions on the attached list are submitted for approval.

### ANALYSIS

On July 12, 2012 the District-Wide Reorganization Plan was presented for first reading and approved at the August 9, 2012 board meeting. This plan addressed the administrative need and represented the best approach to providing services while saving funds to deal with the ongoing budgetary constraints facing the District. It is now necessary to move the appropriate employees into appropriate positions within the guidelines of Title V.

### BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

### FINANCIAL IMPLICATIONS

Included in the 2012-2013 budget.

### **Crafton Hills College**

Keith Wurtz, Dean of Research, Planning & Institutional Effectiveness, Management Salary Schedule, Range 19, Step B, \$105,360 per year, full-time, 12-month position effective August 10, 2012.

Karen Childers, Director of Grants & Resource Development, Management Salary Schedule, Range 15, Step B, \$91,020 per year, full-time, 12-month position effective August 10, 2012.

Larry Cook, Director of Facilities, Management Salary Schedule, Range 15, Step A, \$82,560 per year, full-time, 12-month position effective August 10, 2012.

### **District Offices**

Glen Kuck, Associate Vice Chancellor, Technology & Educational Support Services, Management Salary Schedule, Range 25, Step D, \$155,644 per year, full-time, 12-month position effective August 10, 2012.

Eloise Sifford, Accounting Manager, Management Salary Schedule, Range 11, Step E, \$82,560 per year, full-time, 12-month position effective August 10, 2012.

Angie Ontiveros, change in classification from Supervising Senior Accountant to Payroll Supervisor. No change in salary, effective August 10, 2012.

### **San Bernardino Valley College**

James Smith, Dean of Research, Planning & Institutional Effectiveness, Management Salary Schedule, Range 19, Step B, \$105,360 per year, plus doctorate stipend, full-time, 12-month position effective August 10, 2012.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron  
Chancellor

REVIEWED BY: Bruce Baron  
Chancellor

PREPARED BY: Dr. Larry Buckley, Interim President, SBVC  
Dr. Cheryl Marshall, Interim President, CHC

DATE: September 6, 2012

SUBJECT: Consideration of Approval of District Volunteers

RECOMMENDATION

It is recommended that the Board of Trustees approve District volunteers.

OVERVIEW

The individuals on the attached list have volunteered their services and acknowledge that they will not receive payment of any kind for services performed.

ANALYSIS

Assignments performed by volunteers will not take away responsibilities or duties of regular academic or classified employees.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

None.

**San Bernardino Valley College**  
**Volunteers**  
**Academic Year 2012-2013**  
**September 6, 2012**

NAME	ASSIGNMENT	DATE
<b>Acevedo, Maira</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Alcala, Darling</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Alexander, Kermit</b>	Mathematics/Empowering Men	09/28/2012
<b>Allen, Tiffany</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Alvarez, Michelle</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Angulo, Daniel</b>	Athletics/Men's Soccer	09/07/2012-12/30/2012
<b>Arciero, Noel</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Armas, Antoinette</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Bennett, Ashley</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Bernal, Joanna</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Biggers, Matthew</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Bocanegra, Carmen</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Bocanegra, Clinton</b>	Athletics/Athletic Training Room	09/07/2012-12/30/2012
<b>Bradford, Kimberly</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Brinton, Amber</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Brinton, Jennifer</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Cacciatori, Jennifer</b>	Social Sciences/Criminal Justice	09/07/2012-12/31/2012
<b>Cacciatori, Michael</b>	Social Sciences/Criminal Justice	09/07/2012-12/31/2012
<b>Calderilla, Celia</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Campos, Ashley</b>	Criminal Justice/Criminal Justice	09/07/2012-12/31/2012
<b>Carrillo-Jimenez, Lesli</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Cosner, Naomi</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Crews, Nikia</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Cruz, Gracie A</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Cunningham, Janet</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Davila, Janeth</b>	Mathematics/Math	09/07/2012-12/30/2012
<b>Del Toro, Janette</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Delgado, Betsabe</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Diaz, Maria</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Drew, Rosalyn</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Duarte, Maria</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Evans, Retaura</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Favela, Bernadette</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Fenison, Anthony</b>	Mathematics/Empowering Men	09/28/2012
<b>Garcia, Antonia</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Garcia, Diana Ayon</b>	Athletics/Athletic Training Room	09/07/2012-12/30/2012
<b>Garcia, Vaneza</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Garcia-Devers, April</b>	Arts & Humanities/Art Department	09/07/2012-12/30/2012
<b>Garcia-Zapata, Diana</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Garza, Yolanda</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Gomez, Jenniffer</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Gonzales, Fallon</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Gonzalez, Samuel</b>	Arts & Humanities/Modern Languages	10/11/2012-12/31/2012



<b>Gonzalez, Siouxsie</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Green, Nicole</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Hardiman, Zalet</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Harris, Luann</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Hernandez, Amalia</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Hernandez, Gabriela</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Hernandez, Jesus</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Hernandez, Leanna</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Hernandez, Oscar</b>	Mathematics/Empowering Men	09/28/2012
<b>Herrera, Gypsy</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Howard, Brittany-Nicole</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Ivanoff, Nik</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Johnson, Delacia M.</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Jones, Kiara</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Jordan, Brandi</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Kelleygray, Dewy A.</b>	Student Services/DSP&S	09/10/2012-12/21/2012
<b>Laque-Ogea, Valerie</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Leal, Olga Imelda</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Liddell, Brenetta</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Lim, Clifford</b>	Mathematics/Empowering Men	09/28/2012
<b>Little, Heather</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Lopez, Michelle</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Lopez, Stacy</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Lozano, Karina</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Lujan, Hermelinda</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Mandene, Acona Fatima</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Mandujano, Flora</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Maniego, Samanta</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Marrufo, Tina</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Marrufo, Vivian</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Martinez, Jessica</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Martinez, Nicole</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Matute, Leticia</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Medina, Jennifer</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Mena, Ruth</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Meza, Olivia</b>	Athletics/Athletic Training Room	09/07/2012-12/30/2012
<b>Mitchell, Taiesha</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Munoz, Gabriela</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Munoz, Kayli</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Munoz-Rios, Andrea</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Munoz-Rios, Nelly</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Nolin, Shannon</b>	Athletics/Athletic Training Room	09/07/2012-12/31/2012
<b>Noriega, Lizette</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Orozco, Alma</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Ortiz, Anna</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Paredes, Mariela</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Parrott, Shoshana</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Pinkney, Raisa</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Poynter, Wonder</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
<b>Quintal, Valerie</b>	Student Services/DSP&S	09/10/2012-12/21/2012
<b>Ramirez, Manuel</b>	Social Sciences/Child Dev Center	09/10/2012-12/31/2012

Ramirez, Maricruz	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
Ramirez, Rosa	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
Renteria, Vanessa	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
Rivera, Laura	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
Rodriguez, Angelina	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
Rodriguez, Karla	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
Rogers, Christopher	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
Rogers, Kimberly	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
Salgado, Erica	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
Samperio, Vienna	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
Sanchez, Andrew	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
Sanchez, Debbie	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
Sanchez, Ean	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
Sanchez, Sarah	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
Scarcella, Joseph	Mathematics/Empowering Men	09/28/2012
Serrano, Elizabeth	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
Sierra, Virginia	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
Silva, Carmela	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
Stocker, Arlene	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
Thorn, Whitney	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
Urbietta, Alma	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
Valdez, Maria	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
Valencia, Laurie	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
Vantine, August	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
Velasquez, Beatriz	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
Venegas, Joselene	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
Ventura, Danny	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
Villalobos, Alicia	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
Wade, Jasmyne	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
Walker, Odessa	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
Williams, Jennifer	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
Yacob, Charity	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
Yarber, Danai	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
York, Sue	Social Sciences/Child Dev Center	09/10/2012-12/31/2012
Zinicola, Lyndsie	Social Sciences/Child Dev Center	09/10/2012-12/31/2012

**CRAFTON HILLS COLLEGE**

**Volunteers**

**Board of Trustees Meeting: September 6, 2012**

Bates, Sharita	Health Services	09/7/2012-12/31/2012
DiDonato, Jennifer	Health Services	09/7/2012-12/31/2012
Dougherty, Maureen	Anatomy & Physiology	09/7/2012-12/14/2012
Fox, Joshua	Fire Technology	09/7/2012-12/31/2012
Glaze, Andrew	Fire Technology	09/7/2012-12/31/2012
Gossert, Brandon	Fire Technology	09/7/2012-12/31/2012
Reyes-Boykins, Vicky	Health Services	09/7/2012-12/31/2012
Rodriguez, Alfred	Anatomy & Physiology	09/7/2012-12/14/2012
Schmidt, Kacie	Anatomy & Physiology	09/7/2012-12/14/2012
Seager, Charles	Arts & Sciences	09/7/2012-12/31/2012
Underwood, Brett	Fire Technology	09/7/2012-12/31/2012

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Bruce Baron, Chancellor  
PREPARED BY: Bruce Baron, Chancellor  
DATE: September 6, 2012  
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 Lockwood on August 9, 2012 and Trustee Vizcaino on August 13, 2012.

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 Lockwood missed the August 9, 2012 meeting, and Trustee Vizcaino missed the August 13, 2012 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: Charlie Ng, Vice Chancellor, Fiscal Services  
PREPARED BY: Steven Sutorus, Business Manager  
DATE: September 6, 2012  
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.

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

***Scheduled Board Date 9/6/2012***

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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><i>CalWorks Child Care</i></b>				
Booker, Stacey	(8424) CalWorks Grant to cover cost of Childcare for participating Students - Parent – Walters, Rayna Term: 7/1/2012 - 6/30/2013 01-46-01-8120-0266-7600.00-7320 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: State Grant	Calworks/SBVC	\$675.00 Per Month	SSutorus
Glynn, Sherpri	(8425) CalWorks Grant to cover cost of Childcare for participating Students - Parent – Morris, Waynleatha T. Term: 7/1/2012 - 6/30/2013 01-46-01-8120-0266-7600.00-7320 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: State Grant	Calworks/SBVC	\$838.17 Per Month	SSutorus
Stanley, Lorraine	(8419) CalWorks Grant to cover cost of Childcare for participating Students - Parent – Williams, Kalana Term: 7/1/2012 - 6/30/2013 01-46-01-8120-0266-7600.00-7320 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: State Grant	Calworks/SBVC	\$838.17 Per Month	SSutorus

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<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>CalWorks Child Care</u></b>					
<b><i>SubTotal for CalWorks Child Care: 3</i></b>					
<b><u>Clinicals</u></b>					
	Community Hospital of San Bernardino	(4019) Clinical Site Agreement - Clinical site for RN program participants; Amendment 3 - Time extension to 06/30/2013 Term: 7/1/2007 - 6/30/2013  Funding Source: N/A	Health Science/SBVC	No Cost	SSutorus
<b><i>SubTotal for Clinicals: 1</i></b>					
<b><u>EduStream</u></b>					
	Cerritos Community College District	(8455) EduStream - Institutional License Agreement Term: 7/1/2012 - 6/30/2017  Funding Source: N/A	DETS/SBCCD	No Charge	SSutorus
	Siskiyou Joint Community College District	(8442) EduStream - Institutional License Agreement Term: 7/1/2012 - 6/30/2017  Funding Source: N/A	DETS/SBCCD	No Charge	SSutorus
<b><i>SubTotal for EduStream: 2</i></b>					

<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>					
	ACD Direct	(8448) Inbound telemarketing services agreement to provide call center service for phone management during fundraising; Per rate schedule Term: 9/1/2012 - 8/31/2014 74-00-03-8110-0303-5113.00-7099  Funding Source: KVCR Funds	KVCR/SBCCD	\$52,000.00 Annual Not to Exceed	SSutorus
	Airgas USA, LLC	(8482) CO2 gas services for Microbiology and Biology labs Term: 7/1/2012 - 6/30/2013 01-00-01-9016-0434-5113.00-0403  01-00-01-9016-0343-4300.00-0403 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: Local Grant	Biology/SBVC	\$395.00	SSutorus
	Almendarez Technical Services	(8479) Repair of Box Spring tower Term: 8/24/2012 - 9/30/2012 74-00-03-8110-0303-5113.00-7099  Funding Source: KVCR Funds	KVCR/SBCCD	\$1,200.00	SSutorus
	Almendarez Technical Services	(8480) Repair of radio tower at Heaps Peak Term: 8/24/2012 - 9/30/2012 74-00-03-8109-0303-5640.00-7099  Funding Source: KVCR Funds	KVCR/SBCCD	\$1,500.00	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>General</u></b>				
Anytime Fitness Redlands	(8429) MOU - To share resources for students enrolled in PE/I 070X4 Term: 7/1/2012 - 6/30/2013  Funding Source: N/A	Physical Education/CHC	No Cost	SSutorus
Bear Valley Unified SD	(8476) Rental - Use of Big Bear High School for SBVC satellite campus for Fall 2012 and Spring 2013 Term: 8/1/2012 - 5/31/2013 01-00-01-8112-0000-5610.00-6010  Funding Source: General Funds	Science/SBVC	\$6,900.00	SSutorus
Bristol Omega, Inc	(8453) Replace counter in the CHC Bookstore Term: 7/1/2012 - 12/31/2012  Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: Bookstore	Bookstore/SBCCD	\$1,950.00	SSutorus
Cintas Document Management	(8343) Document shredding services Term: 7/1/2012 - 6/30/2013 01-00-02-9520-0000-5113.00-6599  Funding Source: General Funds	Administrative Services/CHC	\$700.00	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>				
Citadel Environmental Services, Inc	(8420) Prepare Biohazard Waste Standard Operating Procedures for SBVC Term: 7/1/2012 - 6/30/2013 01-35-15-9508-0000-5113.00-7100  Funding Source: General Funds	Administrative Services/SBVC	\$1,198.00	SSutorus
Citadel Environmental Services, Inc	(8454) Provide asbestos dust sampling at SBVC Term: 7/1/2012 - 6/30/2013 01-00-01-9508-0000-5113.00-6770  Funding Source: General Funds	Administrative Services/SBVC	\$4,045.00	SSutorus
Community College League of CA	(8460) Master renewal for periodicals database for library; Note - Replaces rescinded contract Term: 7/1/2012 - 6/30/2013 01-73-01-9002-0235-5830.00-6120 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: Lottery Fund	Library/SBVC	\$29,207.00	SSutorus
ETD Creative Services	(8469) Service - Video production work for KVCR-FNX program "Lightingcloud" Term: 7/18/2012 - 7/24/2012 01-00-01-3576-0000-5831.00-1007  Funding Source: General Funds	KVCR/SBCCD	\$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>General</u></b>					
	Frankin Haynes Marionette	(8478) Three performances for Child Development Center during the fiscal year Term: 8/24/2012 - 3/13/2013  Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: Trust Account	Child Care Center/SBCCD	\$1,200.00 Child DevTrust	SSutorus
	H & L Charter Co, Inc	(8487) Rental - Bus rental for away football games - Glendale Community College Term: 9/8/2012 - 9/8/2012 01-00-01-1500-0000-5611.00-6969  Funding Source: General Funds	Athletics/SBVC	\$1,650.00	SSutorus
	Hilton - San Bernardino	(8434) Catering and room rental for Counselor Conclave conference Term: 10/11/2012 - 10/11/2012 01-00-35-8115-0470-5113.00-6899  Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: State Grant	PDC/SBCCD	\$15,922.85 Not to Exceed	SSutorus
	Lighthouse Services, Inc	(7478) Service - Provide anonymous hotline services; Amendment 1 - extend contract term to 06/30/2013 with increase in cost of \$1,720 Term: 7/1/2011 - 6/30/2013 01-00-03-9006-0000-5120.00-6720  Funding Source: General Funds	Fiscal Services/SBCCD	\$2,765.00 Revised Total	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>					
	Manufacturing Skills Standards Council (MSSC)	(8458) Service - Train faculty to be proficient in logistics and obtaining nationally recognized certifications in logistics industry Term: 7/3/2012 - 2/28/2013 01-00-35-8115-0476-5113.00-6840 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: Federal Grant	PDC/SBCCD	\$47,180.00	SSutorus
	Mascot Organization, LLC The	(8450) Clifford the Big Red Dog Costume rental for KVCR open house Term: 9/8/2012 - 9/8/2012 74-00-03-8110-0303-5113.83-7099  Funding Source: KVCR Funds	KVCR/SBCCD	\$100.00	SSutorus
	Mascot Organization, LLC The	(8452) WordGirl Costume rental for KVCR open house Term: 9/8/2012 - 9/8/2012 74-00-03-8110-0303-5113.83-7099  Funding Source: KVCR Funds	KVCR/SBCCD	\$150.00	SSutorus
	New Mexico PBS	(8459) Airing promotional messages to advertise KVCR-FNX Term: 8/6/2012 - 9/2/2012 74-00-03-8110-0172-5809.00-7099 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: KVCR - San Manuel	KVCR/SBCCD	\$3,120.00	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>					
	Party Plus Rentals	(8433) Rental of two helium tanks and purchase of balloons and ribbons for Student Appreciation Day Term: 4/17/2012 - 4/17/2012 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: Trust Account	Student Life/SBVC	\$291.18 ASB Trust	SSutorus
	Quantum Group, The	(8475) Advertising - Production of 96" x 154" table cover with CHC logo in school's colors; includes carrying case Term: 9/7/2012 - 12/31/2012 01-00-35-9002-0157-5801.00-6199 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: Federal Grant	Title V/CHC	\$805.00	SSutorus
	Random House Children's Books	(8451) Cat in the Hat costume rental for KVCR open house; fee for shipping cost only Term: 9/6/2012 - 9/10/2012 74-00-03-8110-0114-5350.00-7099  Funding Source: KVCR Funds	KVCR/SBCCD	\$100.00	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>					
	Red Horse Native Productions, Inc	(8485) Production Agreement - Production of KVCR Launch and Tribal Leader Event Term: 1/3/2012 - 8/31/2012 74-00-03-8110-0172-5113.00-7099 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: KVCR - San Manuel	KVCR/SBCCD	\$6,508.75	SSutorus
	Regents - UC Riverside - Alpha Center	(8435) Facilitate a "Climbing Higher in Achievement through Mathematics and Science" camp for middle school students Term: 7/1/2012 - 8/31/2012 01-15-35-8115-0470-5113.00-6899 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: State Grant	PDC/SBCCD	\$6,000.00	SSutorus
	RNA Productions	(8449) Production of video filler material for on-air use Term: 8/1/2012 - 6/30/2013 74-00-03-8110-0172-5113.00-7099 Funding Source: KVCR Funds	KVCR/SBCCD	\$60,500.00	SSutorus
	Samuel French, Inc	(8486) Licensing for the play "Alice in Wonderland" for the SBVC Fall production Term: 8/1/2012 - 12/31/2012 01-00-01-3576-0000-5831.00-1007 Funding Source: General Funds	Theater Arts/SBVC	\$375.00	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>					
	San Bernardino, City of	(8441) MOU - To establish policy and guidelines on matters of mutual concern regarding law enforcement activities at SBVC Term: 7/1/2012 - 6/30/2015  Funding Source: N/A	District Police/SBCCD	No Cost	SSutorus
	Spectra Universal Link, LLC	(8474) Develop and facilitate presentations and workshops to San Bernardino County middle and high school counselors and teachers Term: 9/7/2012 - 6/28/2013 01-15-35-8115-0470-5113.00-6899 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: State Grant	PDC/SBCCD	\$12,900.00	SSutorus
	Think Together	(8456) MOU - Off-Campus Federal Workstudy Site Agreement for SBVC Participants Term: 9/18/2012 - 6/30/2013 01-00-01-8301-0160-2383.00-6899 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: Federal Grant	Financial Aid/SBVC	No Additional Cost	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>				
U.S. Department of Treasury - IRS	(8488) "Statement of Assurance Concerning Civil Rights Compliance for the Internal Revenue Services" This allows student volunteers to prepare tax returns for community members Term: 10/1/2012 - 9/30/2013  Funding Source: N/A	President/CHC & SBVC	No Cost	SSutorus
Universal Hospital Service	(7844) On-demand rental of respiratory equipment for use in lab setting; Amendment 1 to extend term to 06/30/2013 Term: 9/1/2011 - 6/30/2013 01-00-02-5622-0000-5610.00-1210  Funding Source: General Funds	Respiratory Care/CHC	\$1,328.00 annually	SSutorus
<b><i>SubTotal for General: 32</i></b>				
<b><u>Grant - Intent to Award</u></b>				
Foundation for California CC	(8484) Grant - Building Strengths: Enhancing Campus-Wide Mental Health Strategies and Training project; through outreach, training, peer-to-peer support, and data tracking; this project seeks to improve the efficiency and effectiveness of early intervention and suicide prevention strategies on campus Term: 7/1/2012 - 6/30/2014 01-00-01-9016-0435-8662.90-0000  Funding Source: N/A	Grants/SBVC	\$248,191.00	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
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**Grant - Intent to Award**

***SubTotal for Grant - Intent to Award: 1***

**Income - Contract Ed**

Colton Redlands Yucaipa ROP	(8428) Contract Education - Customer Service Training Term: 7/18/2012 - 12/30/2012 01-00-03-8115-0477-8836.00-0000  Funding Source: N/A	PDC/SBCCD	\$175.00 Per instructional hour	SSutorus
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San Bernardino Employment & Training Agency	(7878) Water Supply Engineering Program participants to receive direct financial aid from the county while working with the county water department in field training; Amendment 1 - clarification of statement of work Term: 10/1/2011 - 12/31/2012  Funding Source: N/A	Science/SBVC	\$75,000.00	SSutorus
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***SubTotal for Income - Contract Ed: 2***

**Income - Facilities Use**

Arrowhead Christian Academy	(8430) Use of tennis courts by high school Term: 8/28/2012 - 10/6/2012  Funding Source: N/A	Administrative Services/CHC	\$395.00	SSutorus
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<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>Income - Facilities Use</u></b>					
	Redlands Swim Team	(8438) Use of Pool for swim team practice Term: 7/2/2012 - 7/26/2012  Funding Source: N/A	Administrative Services/CHC	\$716.86	SSutorus
	Yucaipa Athletic Soccer Club	(8431) Use of Soccer Field for youth soccer Term: 8/13/2012 - 12/14/2012  Funding Source: N/A	Administrative Services/CHC	\$423.00	SSutorus
	Yucaipa Athletic Soccer Club	(8432) Use of Soccer Field for youth soccer Term: 5/28/2012 - 8/12/2012  Funding Source: N/A	Administrative Services/CHC	\$775.00	SSutorus

***SubTotal for Income - Facilities Use: 4***

**Income - General**

Jamba Juice #636	(8421) Fundraiser agreement - 20% of sales to be donated to Beta II Club during promotional period Term: 8/29/2012 - 8/29/2012  Funding Source: N/A	Student Life/CHC	20% of Sales	SSutorus
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<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><i>Income - General</i></b>					
	Jamba Juice #636	(8422) Fundraiser agreement - 20% of sales to be donated to Beta II Club during promotional period Term: 8/14/2012 - 8/14/2012  Funding Source: N/A	Student Life/CHC	20% of Sales	SSutorus
	Jamba Juice #636	(8423) Fundraiser agreement - 20% of sales to be donated to Beta II Club during promotional period Term: 9/13/2012 - 9/13/2012  Funding Source: N/A	Student Life/CHC	20% of Sales	SSutorus
	University Enterprise Corp	(7217) SBVC Science Department is to create a new course/module in Biotechnology curriculum; Covered costs to include consumable supplies, minor equipment, and technicians and instructor support: Amendment 3 - Set budget for fiscal year 2012-2013 to \$14,200 and set the scope of work for this budget year Term: 9/1/2010 - 8/31/2013 01-00-01-9016-0434-8650.00-0000  Funding Source: N/A	Science/SBVC	\$63,700.00 Revised Total	SSutorus
<b><i>SubTotal for Income - General: 4</i></b>					

<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 - Grant</u></b>					
	California Department of Education	(8437) Grant CSPP-2422 - State Preschool Grant Term: 7/1/2012 - 6/30/2013 72-00-01-8306-0205-8624.00-0000  Funding Source: N/A	Child Care Center/SBVC	\$874,001.00	SSutorus
	CCC Chancellor's Office	(8446) Grant - To support Middle College High School program Term: 7/1/2012 - 6/30/2013 01-00-01-9016-0435-5659.00-0000  Funding Source: N/A	Grants/SBVC	\$84,153.00	SSutorus
	Foundation for California CC	(8461) Grant - Youth Empowerment Strategies for Success - Independent Living Program (YESS-ILP) Term: 7/1/2012 - 6/30/2013 01-00-01-8306-0210-5659.00-0000  Funding Source: N/A	Calworks/SBVC	\$22,500.00	SSutorus
	National Science Foundation	(8444) Grant - Water, waste water and treatment technician certification to supply the Inland Empire with trained workers Term: 7/1/2012 - 6/30/2015 01-00-01-9016-0460-8199.00-0000  Funding Source: N/A	Technical Training/SBVC	\$199,273.00	BBaron

<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 - Grant</u></b>				
U.S. Department of Education	(8470) Grant - Minority Science Improvement; funding for year one \$224,770; year two \$229,833; and year three \$235,124 Term: 10/1/2012 - 9/30/2015 01-00-01-9016-0143-8125.00-0000  Funding Source: N/A	Science/SBCCD	\$689,727.00 Total Grant Amount	BBaron
Yosemite CCD	(8443) Grant - Child Development Training Consortium - SBVC Campus Coordinator Agreement for Fiscal Year 2012-2013 Term: 7/1/2012 - 6/30/2013 01-00-01-8306-0213-8199.00-0000  Funding Source: N/A	Child Development/SBVC	\$4,500.00	SSutorus
<b><i>SubTotal for Income - Grant: 6</i></b>				
<b><u>Maintenance Agreement</u></b>				
Advanced Copy Systems, Inc	(8471) Copy machine maintenance for Fiscal Year 2012-2013 Serial number 66001076 Term: 7/1/2012 - 6/30/2013  Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: Trust Account	Student Life/SBVC	\$576.00 ASB Trust Account	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>					
	Best Golf Carts, Inc	(8439) Repair and maintenance of department golf cart Term: 7/1/2012 - 6/30/2013 01-00-01-7682-0000-5640.00-2105  Funding Source: General Funds	Student Services/SBVC	\$1,000.00	SSutorus
	CareFusion 211, Inc	(8477) Maintenance for AVEA Comp ventilator; serial #AVGU01454 Term: 7/1/2012 - 6/30/2013 01-12-02-5622-0457-5630.00-1210 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: State Grant	Respiratory Care/CHC	\$781.00	SSutorus
	Pacific Green Horticultural Services, Inc	(8436) Pest control maintenance: Rodent Term: 7/1/2012 - 6/30/2013 01-00-01-9508-0000-5660.00-6770  Funding Source: General Funds	Administrative Services/SBVC	\$4,860.00	SSutorus
	Ricoh USA Corporation	(8466) Copy machine maintenance for serial #K5260201157 Term: 7/1/2012 - 6/30/2013 01-00-03-9022-0448-5637.00-6840 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: State Grant	Center Of Excellence/SBCCD	\$914.12	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
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**Maintenance Agreement**

***SubTotal for Maintenance Agreement: 5***

**Rescinded**

Community College League of CA	(8137) Master renewal for periodicals database for library; Contract rescinded due to funding reduction Term: 7/1/2012 - 6/30/2013 01-73-01-9002-0235-5830.00-6120  Funding Source: General Funds	Library/SBVC	\$44,954.00	SSutorus
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***SubTotal for Rescinded: 1***

**Software/Online Services**

Blackbaud	(8464) Renewal of Fundraising Solutions software for management of foundation activities and donor database Term: 7/7/2012 - 7/6/2013 01-00-02-9601-6000-0563.90-0660  Funding Source: General Funds	Foundation/CHC	\$7,180.00	SSutorus
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<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Software/Online Services</u>				
Blackboard	(8445) Blackboard Master agreement for Terms and Conditions for all services: services currently used; Parature, Inc. service department for \$12,500; Service desk operations up to 18,000 live requests for \$195,840; Account management fee \$10,000; Parature, Inc. seats for \$20,000 Term: 7/1/2012 - 6/30/2017  Funding Source: General Funds	DETS/SBCCD	\$238,340.00	SSutorus
Dallas Telelearning - Dallas CCD	(8457) Service - Dallas Telelearning Courseware license for online course distribution as part of the District's Distance Education program Term: 7/1/2012 - 6/30/2013 01-00-35-8103-0236-5830.00-6150 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: State Grant	DETS/SBCCD	\$12,500.00	SSutorus
DataWatch Corporation	(8473) Monarch Professional 11 - Ability to import, analyze and combine data from almost any data source into one report Term: 7/1/2012 - 6/30/2013 01-35-15-9508-0000-5830.00-7100  Funding Source: General Funds	Administrative Services/SBVC	\$2,410.00	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>Software/Online Services</u></b>				
IBM - International Business Machines Corp.	(8447) Renewal of SPSS software; analytical software that allows for the collection, management, and understanding of large data files for environmental scanning reports Term: 9/1/2012 - 8/31/2013 01-00-35-9022-0466-5830.00-6840 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: State Grant	Center of Excellence/SBVC	\$156.87	SSutorus
MyEdu Corporation	(8463) Service to establish a co-branded web-based student planning service site Term: 8/1/2012 - 8/1/2015  Funding Source: N/A	DETS/SBCCD	No Cost	SSutorus
Myers Information Systems	(8481) Upgrade and maintenance of DTV and ProTrack Radio Software: software to assist with air time scheduling of programs Term: 7/1/2012 - 6/30/2013 74-00-03-8110-0114-5830.00-7099  Funding Source: KVCR Funds	KVCR/SBCCD	\$679.80	SSutorus
<b><i>SubTotal for Software/Online Services: 7</i></b>				
<b><i>Grand Total Contracts for Board Date 9/6/2012: 68</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: September 6, 2012  
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 of contracts for Professional Services, Consultants and Legal Services is submitted for approval.

ANALYSIS

The attached list of contracts and agreements are for fiscal audits, legal services, consultants 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.

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## *Contracts for Approval*

*Scheduled Board Date 9/6/2012*

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### *Contract Type*

<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<i>Professional Services</i>				
Hernando, Felvi	(8483) On-demand professional hair and make-up for KVCR's on air talent; Per rate schedule Term: 8/1/2012 - 12/31/2012 74-00-03-8110-0303-5113.81-7099 Funding Source: KVCR Funds	KVCR/SBCCD	\$4,000.00 Not to Exceed	SSutorus
Hynd, Janis	(8467) Braille transcribing and/or embossing services to cover any or all of the following: Transcription of text books covering all subjects; these services may also include technical assistance, proofing, final production, and trainee mentoring Term: 7/1/2012 - 6/30/2013 01-00-03-9020-0511-5113.00-6799 Note - Contract authorized to start prior to Board Meeting per BP6340: This is an acceptable use of categorical/ grant/bond/trust funds Funding Source: State Grant	ATPC/SBCCD	Per Rate Schedule	SSutorus

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<i>Contract Type</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<i>Firm</i>				
Kitay, Patricia	(8462) Braille transcribing and/or embossing services to cover any or all of the following: Transcription of text books covering all subjects; these services may also include technical assistance, proofing, final production, and trainee mentoring Term: 7/1/2012 - 6/30/2013 01-00-03-9020-0511-5113.00-6779 Note - Contract authorized to start prior to Board Meeting per BP6340: This is an acceptable use of categorical/ grant/bond/trust funds Funding Source: State Grant	ATPC/SBCCD	Per Rate Schedule	SSutorus
Lee, Young-Ji	(8465) Provide external evaluation of CHC Hispanic Serving Institutions STEM Project as required by grant Term: 9/7/2012 - 9/30/2012 01-00-25-9002-0159-5113.00-6199 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: State Grant	Science/CHC	\$8,000.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
Ralston, Bonnie	(8468) Braille transcribing and/or embossing services to cover any or all of the following: Transcription of text books covering all subjects; these services may also include technical assistance, proofing, final production, and trainee mentoring Term: 7/1/2012 - 6/30/2013 01-00-03-9020-0511-5113.00-6799 Note - Contract authorized to start prior to Board Meeting per BP6340: This is an acceptable use of categorical/ grant/bond/trust funds Funding Source: State Grant	ATPC/SBCCD	Per Rate Schedule	SSutorus
Stogsdill, Aura Lee	(8440) Braille transcribing and/or embossing services to cover any or all of the following: Transcription of text books covering all subjects; these services may also include technical assistance, proofing, final production, and trainee mentoring Term: 8/10/2012 - 6/30/2013 01-00-03-9020-0511-5113.00-6799 Note - Contract authorized to start prior to Board Meeting per BP6340: This is an acceptable use of categorical/ grant/bond/trust funds Funding Source: State Grant	ATPC/SBCCD	Per Rate Schedule	SSutorus
<b><i>SubTotal for Professional Services: 6</i></b>				
<b><i>Grand Total Contracts for Board Date 9/6/2012: 6</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: Crispina Ongoco, Director of Fiscal Services  
DATE: September 6, 2012  
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 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.

# BUDGET ADJUSTMENT

Date	Location	Responsibility Center Manager	President
08/09/12	CHC	Larry Cook	Cheryl Marshall

**ACCOUNT**

Fund	LfSp	Site	Program	Subpgm	Object	Type	Account Name	Amount in \$'s
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**INCOME**

01	00	02	9505	0000	8890.00	0000	Misc Income	5,792.75

**EXPENSE**

01	00	02	9505	0000	640000	6530		5,792.75

**JUSTIFICATION**

Build income account for recycled materials for M & O at CHC.

Fiscal Services		Board Action Date
<i>Camparo</i>		9/6/12
Batch Transfer Number/Reference #	Posted By:	Date:

# BUDGET ADJUSTMENT

Date	Location	Responsibility Center Manager	President
08/09/12	Crafton Hills College	<i>June Yamamoto</i> June Yamamoto	<i>Cheryl Marshall</i> Cheryl Marshall

## ACCOUNT

Fund	LfSp	Site	Program	Subpgm	Object	Type	Account Name	Amount in \$'s
<b>INCOME</b>								
01	00	02	8102	0458	8199.00	0000	CTE Transitions Grant	49,389
Total								49,389

## EXPENSE

01	00	02	8102	0458	1480.00	6711	Non Instruction Hourly	10,359
01	00	02	8102	0458	3420.00	6711	Health & Welfare-Class/I.A.N.I.	1,119
01	00	02	8102	0458	4500.00	6711	Non Instructional Supplies	407
01	00	02	8102	0458	4551.00	6711	Printing	3,500
01	00	02	8102	0458	5113.00	6711	Consultant & Other Services	26,110
01	00	02	8102	0458	5611.00	6711	Bus/Car Rentals	3,000
01	00	02	8102	0458	5200.00	6711	Travel	1,600
01	00	02	8102	0458	5640.00	6711	Maintenance/Repair	1,395
01	00	02	8102	0458	5819.00	6711	Indirect Charge	1,899
Total								49,389

## JUSTIFICATION

Budget for 2012/2013 CTE Transitions Grant

	Chancellor	Board Action Date
<i>Chancellor</i>		<i>9/16/12</i>
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: September 6, 2012  
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 2012-2013 budget.

DISTRICT

NAME: Bruce Baron  
DEPARTMENT: Chancellor's Office  
CONFERENCE: Community College Advancement 2012  
DATES: October 2-5, 2012  
LOCATION: San Diego, California  
PURPOSE: The conference will bring together professionals from all areas of advancement at community colleges.  
BENEFIT: This program offers a wide selection of sessions including fundraising, alumni relations, marketing and communications, and government relations. A CEO series is also included.  
ESTIMATED COST: \$2,000.00  
FUNDING SOURCE: Chancellor's Office General Fund

NAME: Evgeniya Lindstrom  
DEPARTMENT: Economic Development and Corporate Training  
CONFERENCE: Meeting of the Minds 2012  
DATES: September 4-6, 2012  
LOCATION: Monterey, California  
PURPOSE: To represent Center of Excellence Regions 9 and 10  
BENEFIT: Better visibility for Center of Excellence initiative for potential project partners.  
ESTIMATED COST: \$1500.00  
FUNDING SOURCE: Center of Excellence HUB grant

NAME: Michael Bastine  
DEPARTMENT: Alternate Text Production Center  
CONFERENCE: National Prison Braille Forum 2012  
DATES: October 9-14, 2012  
LOCATION: Louisville, Kentucky  
PURPOSE: Annual meeting sponsored by the American Printing House for the Blind focusing on Braille production in state prison systems.  
BENEFIT: To exchange best practices and to network for resources and collaborations through nationwide grant opportunities.  
ESTIMATED COST: \$1,000.00  
FUNDING: TPC grant.

NAME: Sandra Greenberg  
DEPARTMENT: Alternate Text Production Center  
CONFERENCE: National Prison Braille Forum 2012  
DATES: October 9-11, 2012  
LOCATION: Louisville, KY  
PURPOSE: Annual meeting sponsored by the American Printing House for the Blind focusing on Braille production in state prison systems.  
BENEFIT: To exchange best practices and to network for resources and collaborations through nationwide grant opportunities.  
ESTIMATED COST: \$1,080.00  
FUNDING: ATPC grant.

NAME: Sandra Greenberg  
DEPARTMENT: Alternate Text Production Center  
CONFERENCE: NBA Professional Development  
DATES: October 24-28, 2012  
LOCATION: San Antonio, Texas  
PURPOSE: Conference of the National Braille Association offering workshops on Braille codes and production.  
BENEFIT: To help the ATPC stay current with the changes occurring in Braille.  
ESTIMATED COST: \$1,460.00  
FUNDING: ATPC grant

NAME: Richard Burke  
DEPARTMENT: Alternate Text Production Center  
CONFERENCE: ATPC Advisory Meeting  
DATES: October 6-8, 2012  
LOCATION: Sacramento, California  
PURPOSE: Statewide meeting mandated by the ATPC grant to be held October 7, 2012.  
BENEFIT: To assess the ATPC's performance and to identify opportunities for increasing the program's effectiveness.  
ESTIMATED COST: \$1,200.00  
FUNDING: ATPC grant

NAME: Kenn Couch  
DEPARTMENT: KVCR-TV/FM  
CONFERENCE: 2012 Managers Round Robins  
DATES: October 15-18, 2012  
LOCATION: Dallas, Texas  
PURPOSE: This annual meeting brings together all Managers from all stations across the country.  
BENEFIT: As a PBS station it is important to keep up to date on CPB funding, grants, programming fees and other management topics.  
ESTIMATED COST: \$400.00  
FUNDING SOURCE: Corporation for Public Broadcasting & KVCR-TV/FM Fund 74

### SBVC

NAME: Rosita Moncado and Maria Del Carmen Rodriguez  
DEPARTMENT: EOP&S/CARE – Library and Learning Resources  
CONFERENCE: 43<sup>rd</sup> Annual California Community College Extended Opportunity Program & Services Association (CCCEOPSA) Conference  
DATES: October 9-12, 2012  
LOCATION: Fresno, California  
PURPOSE: To gain information on new practices and regulations regarding the EOP&S/CARE program. We will be able to participate in different workshops in which will provide more insight of new Title 5 reporting and developing a comprehensive program at San Bernardino Valley College  
BENEFIT: By attending the conference, we will be able to provide information to our department in how to better serve our students and provide accurate reports. It will also provide us the opportunity to enhance our program not only to the department but to our students.  
ESTIMATED COST: \$1,052.86 each  
FUNDING SOURCE: EOP&S Categorical fund.

NAME: Nori Sogomonian  
DEPARTMENT: Professional and Organizational Development  
CONFERENCE: International Avatar Course, sponsored by Star's Edge International  
DATES: October 26-November 4, 2012  
LOCATION: Orlando, Florida  
PURPOSE: Continued training and practice in the most empowering self-development program I have encountered. The activity brings value to the District in that employee further develops and

nurtures desired qualification: a sensitivity to and an understanding of diverse socioeconomic backgrounds. Experience working with international population including China, Japan, Spain, the Americas, Europe, etc.

**BENEFIT:** Ms. Sogomonian is a licensed Avatar ® Master trained in guiding individuals through a series of exercises in living deliberately. As an employee with these tools and techniques she is able to address the challenges during these transitional times calmly and effectively. She is able to support others if they are stressed or experience undesirable circumstances in their job. The district does not have to pay for her expenses. These are non-service days for her. This is an internship where she pays out of pocket to gain experiential knowledge and training in better interacting with a diverse population.

**ESTIMATED COST:** \$0.00

**FUNDING SOURCE:** No funding source is needed as it is a time only request.

**NAME:** Dr. Kathleen Rowley

**DEPARTMENT:** Grant Development and Management

**CONFERENCE:** Council for Resource Development Annual Conference, "Paradigm Shift"

**DATES:** November 7-10, 2012

**LOCATION:** Washington, D.C.

**PURPOSE:** Updating on grant solicitations, deadlines for upcoming grants, projected grant announcements, as well as workshops on grant proposal methodologies and strategies, meetings with federal program officers from various agencies, and networking with colleagues.

**BENEFIT:** Opportunity for direct communication with federal program officers to inform them of the college's and district's plans for future projects and to discover unpublished grant solicitations about to be released. Relationship building opportunities with program officers and colleagues, so both they and I can put names and faces together; this helps when communications require us to relate through phone or email on projects. Potential for partnership with other community colleges on regional or national projects. Ultimate benefit: increased grant awards, meaning funds (\$\$\$), to support critical program areas, and increased partnerships with other colleges.

**ESTIMATED COST:** \$2,210.94

**FUNDING SOURCE:** Grant department general fund

CHC

NAME: Rejoice Chavira  
DEPARTMENT: EOPS  
CONFERENCE: 43rd Annual California Community College Extended Opportunity Program & Services Association Conference  
DATES: October 8-12, 2012  
LOCATION: Fresno, CA  
PURPOSE: To obtain updated information on the EOPS and CARE budgets, best program practices, MIS updates, and program plan updates.  
BENEFIT: To remain current on issues related to CHC's EOPS and CARE programs.  
ESTIMATED COST: \$1,425.00  
FUNDING SOURCE: EOPS Categorical Funds

NAME: Richard Hogrefe  
DEPARTMENT: STEM Pathways  
CONFERENCE: 2012 STEMtech Conference  
DATES: October 24-November 3, 2012  
LOCATION: Kansas City, Missouri  
PURPOSE: To explore research, best practices, and other ideas with colleagues across the country. The emphasis of this conference is about implementing STEM education in a manner that reflects the interdependence of STEM subjects.  
BENEFIT: This conference will provide an opportunity to meet with experts and leaders in the field to remain current on research and best practices.  
ESTIMATED COST: \$2,250.00  
FUNDING SOURCE: STEM Pathways Grant

NAME: Patricia Menchaca  
DEPARTMENT: STEM Pathways  
CONFERENCE: 2012 STEMtech Conference  
DATES: October 27-November 1, 2012  
LOCATION: Kansas City, Missouri  
PURPOSE: To explore research, best practices, and other ideas with colleagues across the country. The emphasis of this conference is about implementing STEM education in a manner that reflects the interdependence of STEM subjects.  
BENEFIT: This conference will provide an opportunity to meet with experts and leaders in the field to remain current on research and best practices.  
ESTIMATED COST: \$2,250.00  
FUNDING SOURCE: STEM Pathways Grant

NAME: Kristin Overturf  
DEPARTMENT: Title V  
CONFERENCE: NCSPD 35<sup>th</sup> Annual International Conference  
DATES: October 16-20, 2012  
LOCATION: Washington, DC  
PURPOSE: To deepen and develop knowledge and skills in implementing and expanding the professional development program.  
BENEFIT: An expanded and more cohesive CHC professional development program.  
ESTIMATED COST: \$1,550.00  
FUNDING SOURCE: Title V 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: September 6, 2012  
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 2012-2013 budget.

DISTRICT

EVENT: KVCR Open House  
DATE: September 8, 2012  
AMOUNT: \$3,500  
ITEM: Ice Cream, Refreshments and supplies  
Sponsored by KVCR-TV/FM, this event will celebrate KVCR-TV's 50 years of broadcasting and KVCR-FM's 60 years on the airwave with station tours of the new facility, meet and greet PBS Kids Characters and local hosts and staff. An ice cream bar will be provided for all attendees to enjoy. Anticipated attendance is 300, including general public, KVCR members and staff. Funding source KVCR-TV/FM Fund 74.

EVENT: 2012 Legacy of Exemplary Service Recognition Dinner  
DATE: September 28, 2012  
AMOUNT: \$2,500  
ITEM: This advertising opportunity is a recognition dinner to honor members of our community who have given themselves so that others may have a better and more meaningful life. Funded by the Chancellor's Office General Fund.

EVENT: Live Pledge Show – "Plugged Inland"  
DATE: September 22, 2012  
AMOUNT: \$150.00  
ITEM: Food and refreshments  
Sponsored by KVCR-TV and the American Graduate Project, this event will be a live show of our locally produced "Plugged Inland" as a fundraiser for the American Graduate project. "Plugged Inland" was a 15-part series that was grant-funded by the CPB as part of the Dropout Recovery program with local high schools. This fundraiser will be the last show to match funds as our commitment to the project. Hosts and production crew will be provided with refreshments and food. Funding source American Graduate Project Grant.

EVENT: Citizens Bond Oversight Committee Meeting  
DATE: November 8, 2012  
AMOUNT: \$75  
ITEM: This committee provides oversight for the bond construction program. Light refreshments are served to attendees and the citizen volunteers, and certificates of appreciation are awarded to outgoing members. Funding source is Fiscal Services General Funds.

SBVC

EVENT: Wolverines Day of Fun

DATE: September 13, 2012

AMOUNT: \$3,700.00

ITEM: Refreshments, Prizes and Entertainment

Sponsored by the Associated Student Government, this event will promote a day of fun for SBVC students to interact with one another. Students will be given the opportunity to meet club members, staff and faculty. This event will assist students in becoming more informed of their campus. During the event refreshments, entertainment and prizes will be provided. Anticipated attendance is approximately 1,500 students, faculty and staff. Funding source is the Associated Student Body general fund.

EVENT: Bus Tour to visit U.C. San Diego

DATE: September 15, 2012

AMOUNT: \$1,184.06

ITEM: Bus Rental

Sponsored by the Puente Project, this event will promote the Fall 2012 Southern California Motivational Conference. Anticipated attendance is approximately 37 students and faculty. Laura Gomez and Mary Copeland will act as chaperones. Funding source is the Puente Program general fund.

EVENT: Family Affair

DATE: October 26, 2012

AMOUNT: \$500.00

ITEM: Decorations, Supplies and Speaker

Sponsored by the Tumaini Program, this event will bring students in the Tumaini Program and their families together. The purpose of bringing them together is to help them understand that progress and retention cannot be achieved in a vacuum. Anticipated attendance is approximately 70 students, faculty and staff. Funding source is the Tumaini Program categorical funds.

CHC

EVENT: American Heart Association Training Center – Key Departments/Agencies User Meeting

DATE: September 20, 2012

AMOUNT: \$150.00

ITEM: Refreshments

CHC staff and individuals from outside agencies and departments will be attending the User Meeting to be held at the San Bernardino Regional Emergency Training Center. Funding source is the CPR Trust Account.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Bruce Baron, Chancellor  
PREPARED BY: Bruce Baron, Chancellor  
DATE: August 9, 2012  
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 2012-2013 budget.

DISTRICT

EMPLOYEE: Matthew Isaac  
MEMBERSHIP: California Association for Local Economic Development (CALED)  
AMOUNT: \$80.00  
This year's membership is focused on managing change and capturing opportunity.

SBVC

EMPLOYEE: Jeanne Marquis, International Student Counselor  
MEMBERSHIP: National Association of Foreign Student Advisors (NAFSA)  
AMOUNT: \$380.00  
Membership for the National Association of Foreign Student Advisors (NAFSA). Institutions are not members of NAFSA; instead an institution designates one or more representatives and receives membership in the name of those staff member's. This item is a ratification. The funding source is the Counseling general fund account.

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: September 6, 2012  
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.

**Fixed Asset Surplus  
September 6, 2012**

<b>Asset Number</b>	<b>Date Retired</b>	<b>Location</b>	<b>Description</b>	<b>Date In Service</b>	<b>Initial Value</b>	<b>Current Value</b>
0016070	8/1/2012	CRAFTON HILLS COLLEGE	CPU	9/15/2000	\$1,428.00	\$0.00
0016639	8/1/2012	CRAFTON HILLS COLLEGE	CPU	7/1/2011	\$1.00	\$0.00
0016991	8/1/2012	CRAFTON HILLS COLLEGE	CPU	7/5/2005	\$1,404.23	\$0.00
0016992	8/1/2012	CRAFTON HILLS COLLEGE	CPU	7/5/2005	\$1,404.23	\$0.00
0016993	8/1/2012	CRAFTON HILLS COLLEGE	CPU	7/5/2005	\$1,404.23	\$0.00
0016994	8/1/2012	CRAFTON HILLS COLLEGE	CPU	7/5/2005	\$1,404.23	\$0.00
0016996	8/1/2012	CRAFTON HILLS COLLEGE	CPU	7/5/2005	\$1,404.23	\$0.00
0016997	8/1/2012	CRAFTON HILLS COLLEGE	CPU	7/5/2005	\$1,404.23	\$0.00
0016998	8/1/2012	CRAFTON HILLS COLLEGE	CPU	7/5/2005	\$1,404.23	\$0.00
0017000	8/1/2012	CRAFTON HILLS COLLEGE	CPU	7/1/2011	\$1.00	\$0.00
0017072	8/1/2012	CRAFTON HILLS COLLEGE	CPU	7/5/2005	\$1,404.23	\$0.00
0017074	8/1/2012	CRAFTON HILLS COLLEGE	CPU	7/5/2005	\$1,404.23	\$0.00
0017075	8/1/2012	CRAFTON HILLS COLLEGE	CPU	7/5/2005	\$1,404.23	\$0.00
0017078	8/1/2012	CRAFTON HILLS COLLEGE	CPU	7/5/2005	\$1,404.23	\$0.00
0017079	8/1/2012	CRAFTON HILLS COLLEGE	CPU	7/5/2005	\$1,404.23	\$0.00
0017082	8/1/2012	CRAFTON HILLS COLLEGE	CPU	7/5/2005	\$1,404.23	\$0.00
0017083	8/1/2012	CRAFTON HILLS COLLEGE	CPU	7/5/2005	\$1,404.23	\$0.00
0017085	8/1/2012	CRAFTON HILLS COLLEGE	CPU	7/5/2005	\$1,404.23	\$0.00
0017086	8/1/2012	CRAFTON HILLS COLLEGE	CPU	7/5/2005	\$1,404.23	\$0.00
0017087	8/1/2012	CRAFTON HILLS COLLEGE	CPU	7/5/2005	\$1,404.23	\$0.00
0017091	8/1/2012	CRAFTON HILLS COLLEGE	CPU	7/5/2005	\$1,404.23	\$0.00
0017092	8/1/2012	CRAFTON HILLS COLLEGE	CPU	7/5/2005	\$1,404.23	\$0.00
0017093	8/1/2012	CRAFTON HILLS COLLEGE	CPU	7/5/2005	\$1,404.23	\$0.00
0017094	8/1/2012	CRAFTON HILLS COLLEGE	CPU	7/5/2005	\$1,404.23	\$0.00
0017096	8/1/2012	CRAFTON HILLS COLLEGE	CPU	7/5/2005	\$1,404.23	\$0.00
0017098	8/1/2012	CRAFTON HILLS COLLEGE	CPU	7/5/2005	\$1,404.23	\$0.00
0017099	8/1/2012	CRAFTON HILLS COLLEGE	CPU	7/5/2005	\$1,404.23	\$0.00
0017100	8/1/2012	CRAFTON HILLS COLLEGE	CPU	7/5/2005	\$1,404.23	\$0.00
Total:					\$36,535.75	



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services  
PREPARED BY: Tanya Rogers, CPA, CFE, Director of Internal Audits  
DATE: September 6, 2012  
SUBJECT: Consideration of Approval of 2012-2013 Gann Limit

RECOMMENDATION

It is recommended that the Board of Trustees approve the 2012-2013 Gann Limit.

OVERVIEW

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

ANALYSIS

The Gann Limit worksheet provides the computation of the 2012-2013 appropriations limit for SBCCD. The District's appropriation is well within the legal requirement of the Gann Limit.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications associated with this item.

CALIFORNIA COMMUNITY COLLEGES  
GANN LIMIT WORKSHEET  
**2012-13**

DISTRICT NAME: San Bernardino Community College District

DATE: August 16, 2012

I. <b>2012-13 Appropriations Limit:</b>		
A.	<b>2011-12 Appropriations Limit</b>	<u>\$ 97,101,781</u>
B.	<b>2012-13 Price Factor:</b> 1.0377	
C.	Population factor:	
1.	<b>2010-11 Second Period Actual FTES</b> 15,283.21	
2.	<b>2011-12 Second Period Actual FTES</b> 13,349.37	
3.	<b>2012-13 Population change factor</b> 0.8734664 (line C.2. divided by line C.1.)	
D.	<b>2011-12 Limit adjusted by inflation and population factors</b> (line A multiplied by line B and line C.3.)	<u>\$ 88,012,671</u>
E.	Adjustments to increase limit:	
1.	Transfers in of financial responsibility	\$ _____
2.	Temporary voter approved increases	_____
3.	Total adjustments - increase	_____
	Sub-Total	<u>\$ 88,012,671</u>
F.	Adjustments to decrease limit:	
1.	Transfers out of financial responsibility	\$ _____
2.	Lapses of voter approved increases	_____
3.	Total adjustments - decrease	< _____ >
G.	<b>2012-13 Appropriations Limit</b>	<u>\$ 88,012,671</u>
II. <b>2012-13 Appropriations Subject to Limit:</b>		
A.	State Aid (General Apportionment, Apprenticeship Allowance, Basic Skills, and Partnership for Excellence)	<u>\$ 49,428,434</u>
B.	State Subventions (Home Owners Property Tax Relief, Timber Yield tax, etc.)	<u>288,584</u>
C.	Local Property taxes	<u>11,873,553</u>
D.	Estimated excess Debt Service taxes	<u>0</u>
E.	Estimated Parcel taxes, Square Foot taxes, etc.	<u>0</u>
F.	Interest on proceeds of taxes	<u>946,350</u>
G.	Local appropriations from taxes for unreimbursed State, court, and federal mandates	<u>&lt; 766,791 &gt;</u>
H.	<b>2012-13 Appropriations Subject to Limit</b>	<u>\$ 61,770,130</u>

## **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:** September 6, 2012  
**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>San Bernardino Valley College – Central Plant</b>						
	<u>Change #</u>	<u>Original Contract</u>	<u>Previous Changes</u>	<u>Proposed Changes</u>	<u>New Contract</u>	<u>Total CO %</u>
Plumbing, Piping & Construction, Inc.	CO #2	10,878,000	25,162	77,175	10,980,337	0.94%

### **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 with this board item total \$77,175.00 which is 0.220% of the total Measure M construction contracts of \$35,152,121.45.

The total of all Measure M amendments and change orders, including those submitted this month, increases the Bond Measure M construction contracts by \$1,168,118.25. The new overall Measure M change order percentage is 3.32%. 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 2012-2013 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: Plumbing, Piping, & Construction, Inc. Amount \$ 77,175.00

Campus: SBVC Project: Central Plant

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: Removal & reinstallation of temporary fencing at Phase IV; modifications to existing irrigation mainline required for coordination of future parking structure; contractor overtime for schedule acceleration of Phase IV and V piping milestones.

### Accountability

This Change was not part of the original design scope because: Campus requested the removal and reinstallation of temporary fencing for a community event; coordination needed to be accomplished for the future parking structure; KBS requested overtime for schedule acceleration to enhance the piping milestone schedule.

- 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>3/15/12</u> in the amount of	\$ <u>10,878,000.00</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 \$ 10,878,000.00  
**(Note: This revised contract amount basis for 10% rule)**

Total Board approved change orders to date	\$ <u>25,162.00</u>
Requested Change Order amount	\$ <u>77,175.00</u>

This request is a change order and results in a revised contract amount of \$ 10,980,337.00

This change order is subject to the 10% rule. It results in a 0.71% change to the contract

The cumulative amount of change orders for this contract equals \$ 102,337.00

Or 0.94% of the contract amount.

**TOTAL CONTRACT AMOUNT TO DATE INCL. CHANGE ORDERS**      \$ 10,980,337.00

### Signatures

Bond Program Manager:

Diana Johnson

Diana Johnson  
(Signature)

8/17/12  
(Date)

4629A1  
Project Number

CUP-GC-CO2

**CHANGE ORDER**

Original Contract Amount: **\$10,878,000.00**  
 Amount of Previous Contract Amendments: **\$0.00**  
 Amount of Previous Change Orders: **\$25,162.00**

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>September 6, 2012</u>
Project Description:	<u>Central Plant Project</u>	Contract No.:	<u>General Contractor</u>
To (Contractor):	<u>Plumbing, Piping &amp; Construction, Inc.</u>	Attn:	<u>Bill Collins</u>

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 general contractor generated from unforeseen field conditions encountered and identified during construction operations, District Standards, utility coordination with on the Bond Measure M projects 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 general contractor contract.

Refer to attached Project Memo No. 122  
 Contract Change Order No. CUP-GC-CO2: Item 1.1 - 1.3.

**TOTAL COST of CONTRACT CHANGE ORDER CUP-GC-CO2: \$77,175.00**

Reason for Change:

- 1 Site Cost, Unforeseen Field Condition
- 2 Building Cost, District Added or Deleted/Reduced Scope
- 3 Refer to attached Change Order CUP-GC-CO2 summary dated 9/6/2012

Initiator of Change:



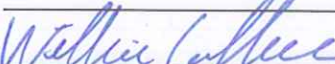
- 1 A&E Project Coordination

The original Base Contract Sum was:	<u>\$10,878,000.00</u>
Net change by previous authorized Contract Amendment(s):	<u>\$0.00</u>
The contract AMOUNT due to C.O. No. CUP-GC-CO2 will be increased by:	<u>\$77,175.00</u>
The revised BASE Contract Sum:	<u>\$10,955,175.00</u>
Net change by previous authorized Change Order(s):	<u>\$25,162.00</u>
The Contract Sum including previous authorized Change Orders:	<u>\$10,980,337.00</u>
The revised Contract Amount, including this Contract Change Order is, therefore:	<u>\$10,980,337.00</u>
The contract TIME due to C.O. No. CUP-GC-CO2 will be unchanged by:	<u>0</u> calendar days.
The revised Contract Completion Date, including this Contract Change Order is, therefore:	<u>2-Mar-13</u>
SBCCD Change Order No. <u>CUP-GC-CO2</u> includes Item Number(s):	<u>1.1 through 1.3</u>

This Contract Change Order is not valid until signed by both the Architect and the District Representative (on behalf of the San Bernardino

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:		Ivan Thomas, Engineer of Record	<u>09-10-12</u>
Project Mgr.:		Michael Villegas, Project Manager	<u>9/9/12</u>
District:		Mr. Charlie Ng, Vice Chancellor Fiscal Services	
Contractor:		Bill Collins, Vice President	<u>9/9/12</u>

Printed Name/Title

**CHANGE ORDER NO. CUP-GC-CO2**

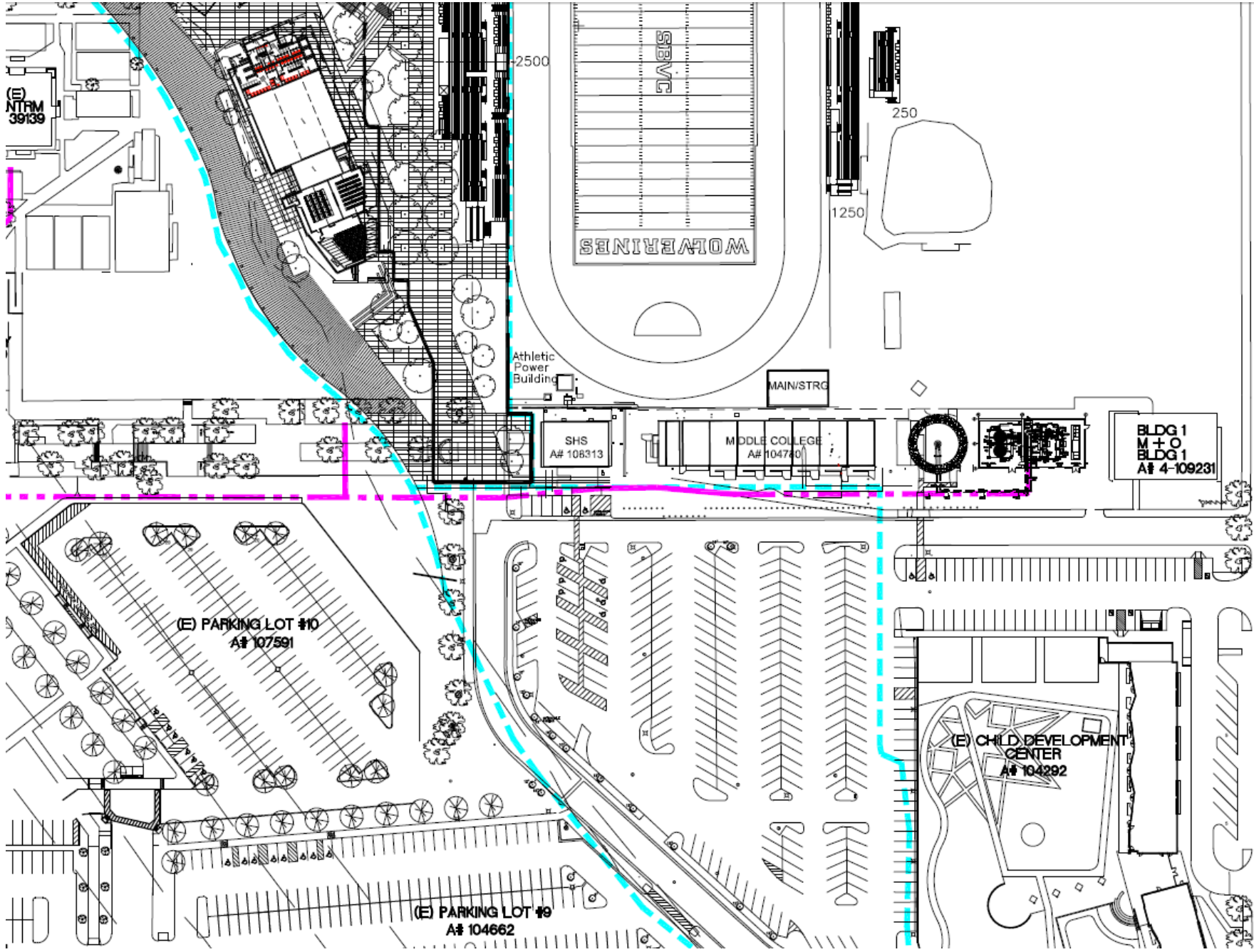
REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
CO						
Item 1.1	Campus request to remove and reinstall temporary fencing at Phase IV and I for community event. KBS PCO No. 11.	C-4	100	\$0	\$3,864	\$3,864
Item 1.2	RFI #30 - Modifications to existing irrigation mainline required for coordination of future parking structure. KBS PCO NO. 16.	A-1	100	\$0	\$9,761	\$9,761
Item 1.3	Contractor overtime for schedule acceleration of Phase IV and V piping milestones. KBS PCO NO. 012.	C-4	100	\$0	\$63,550	\$63,550
<b>Subtotal</b>						<b>\$77,175</b>
<b>TOTAL CONTRACT CHANGE ORDER # CUP-GC-CO2</b>						<b>\$77,175</b>

**CODE LEGEND**

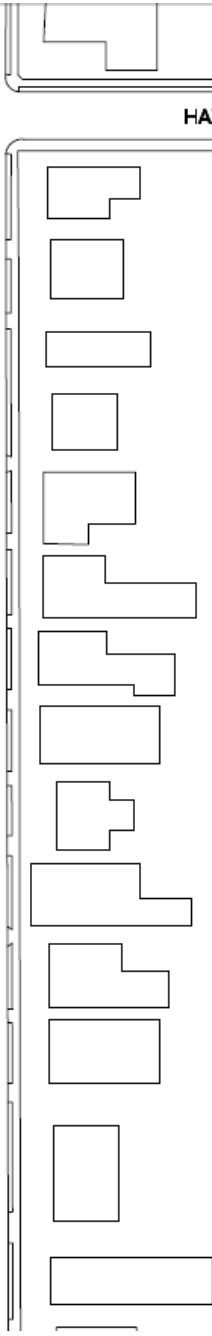
- A SITE COST, UNFORESEEN FIELD CONDITION
- B SITE COST, ERROR AND/OR OMISSION
- C SITE COST, DISTRICT ADDED OR DELETED/REDUCED SCOPE
- D SITE COST, AGENCY OR CODE REVISION
- E SITE COST, CONTRACTOR IMPACT TO ANOTHER CONTRACTOR
- F BUILDING COST, UNFORESEEN FIELD CONDITION
- G BUILDING COST, ERROR AND/OR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



K STREET





## 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:** September 6, 2012  
**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.

<b>Crafton Hills College – Community Recreation Facility (CRF)</b>						
	<u>Change #</u>	<u>Original Contract</u>	<u>Previous Changes</u>	<u>Proposed Changes</u>	<u>New Contract</u>	<u>Total CO %</u>
Riverside Construction Co.	CO #1	498,000.00	0.00	28,093.33	529,093.33	5.64%

### **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 with this board item total \$28,093.33 which is 0.026% of the total Measure P construction contracts of \$107,107,566.19.

The total of all Measure P amendments and change orders, including those submitted this month, increases the Bond Measure P construction contracts by \$6,294,016.51. The new overall Measure P change order percentage is 5.88%. 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 2012-2013 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: Riverside Construction Company Amount \$ 28,093.33

Campus: CHC Project: Community Recreation Facility (CRF)

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: Concrete slab revisions; bronze ball valve to True Union Ball Valve; install storm drain catch basin & piping; install two 2" PVC conduits within parking lot; fencing reduction; Mer-Made strainer elimination; unforeseen PCV piping break; jute mesh installation; above ground mechanical piping extension joints and SP panel breaker switch out.

### Accountability

This Change was not part of the original design scope because: Campus requested the installation of the storm drain; installation of two PVC conduits within the parking lot; jute mesh installation and above ground mechanical expansion joints; due to an error and omission the architect generated an SP Panel Breaker switch out.

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>12/08/11</u> in the amount of	\$ <u>498,000.00</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 \$ 498,000.00  
(Note: This revised contract amount basis for 10% rule)

Total Board approved change orders to date	\$ <u>-</u>
Requested Change Order amount	\$ <u>28,093.33</u>

This request is a change order and results in a revised contract amount of \$ 526,093.33

This change order is subject to the 10% rule. It results in a 5.64% change to the contract

The cumulative amount of change orders for this contract equals \$ 28,093.33

Or 5.64% of the contract amount.

**TOTAL CONTRACT AMOUNT TO DATE INCL. CHANGE ORDERS**      \$ 526,093.33

### Signatures

Bond Program Manager:

Diana Johnson

Diana Johnson  
(Signature)

8/17/12  
(Date)

4508C2  
Project Number

CRF LEED-BC1-CO1

**CHANGE ORDER**

Original Contract Amount: \$498,000.00  
Amount of Previous Contract Amendments: \$0.00  
Amount of Previous Change Orders: \$0.00

School Name:	Crafton Hills College	Date:	August 10, 2012
Project Description:	CRF LEED Solar Heating Panels	Contract No.:	Bld Category 1
To (Contractor):	Riverside Construction Company, Inc.	Attn:	Jim Carter

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 general contractor generated from added and/or deleted scope improvements, 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 CRF Project Memo No. 69  
Contract Change Order No. CRF LEED-BC1-CO1: Item 1.1 - 1.10.

TOTAL COST OF CONTRACT CHANGE ORDER CRF LEED-BC1-CO1: \$28,093.33

Reason for Change:

Refer to pg 2 for information.

Initiator of Change:



Refer to pg 2 for information.

The original Base Contract Sum was:	<u>\$498,000.00</u>
Net change by previous authorized Contract Amendment(s):	<u>\$0.00</u>
The contract AMOUNT due to C.O. No. CRF LEED-BC1-CO1 will be increased by:	<u>\$28,093.33</u>
The revised BASE Contract Sum:	<u>\$526,093.33</u>
Net change by previous authorized Change Order(s):	<u>\$0.00</u>
The Contract Sum including previous authorized Change Orders:	<u>\$526,093.33</u>
The revised Contract Amount, including this Contract Change Order is, therefore:	<u>\$526,093.33</u>
The contract TIME due to C.O. No. CRF LEED-BC1-CO1 will be changed by:	<u>90</u> calendar days.
The revised Contract Completion Date, including this Contract Change Order is, therefore	<u>2-Aug-12</u>
SBCCD Change Order No. <u>CRF LEED-BC1-CO1</u> includes Item Number(s):	<u>1.1 through 1.10</u>

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
	David Hart, Project Architect	8/14/12
	Geoff Bachanas, Construction Manager	8/15/12
District:	Mr. Charlie Ng, Vice Chancellor Fiscal Services	
Contractor:	Jim Carter, Project Manager	8-15-2012
	Printed Name/Title	

State of California - Division of the State Architect DSA Application No. \_\_\_\_\_ File No. \_\_\_\_\_  
Approved \_\_\_\_\_ per Principal Structural Engineer: \_\_\_\_\_

**CHANGE ORDER NO. CRF LEED-BC1-CO1**

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
CO						
Item 1.1	COR #1R3 - Concrete Slab Revisions	C-1	100	\$0.00	\$8,164.89	\$8,164.89
Item 1.2	COR #3R3 - Bronze Ball Valve to a True Union Ball Valve	A-3	100	\$0.00	\$956.72	\$956.72
Item 1.3	COR #4R1 - Install Storm Drain Catch Basin & Piping	C-4	100	\$0.00	\$530.75	\$530.75
Item 1.4	COR #6 - Install Two (2) 2" PVC Conduits Within Parking Lot	C-4	100	\$0.00	\$522.58	\$522.58
Item 1.5	COR #7R1 - Fencing Reduction	A-2	100	-\$1,420.61	\$0.00	-\$1,420.61
Item 1.6	COR #8R1 - Mer-Made Strainer Elimination	A-3	100	-\$1,951.91	\$0.00	-\$1,951.91
Item 1.7	COR #9 - Unforeseen PVC Piping Break	A-1	100	\$0.00	\$4,230.52	\$4,230.52
Item 1.8	COR #10 - Jute Mesh Installation	C-4	100	\$0.00	\$1,428.54	\$1,428.54
Item 1.9	COR #11R3 - Above Ground Mechanical Piping Expansion Joints	B-3, C-4	100	\$0.00	\$14,799.36	\$14,799.36
Item 1.10	COR #12 - SP Panel Breaker Switchout	B-3	100	\$0.00	\$832.49	\$832.49
<b>Subtotal</b>						<b>\$28,093.33</b>
<b>TOTAL CONTRACT CHANGE ORDER # CRF LEED-BC1-CO1</b>						<b>\$28,093.33</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: "\*" has been omitted not to be confused with "1"

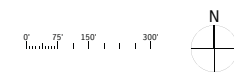
- 1 CONTRACTOR GENERATED
- 2 CONSTRUCTION MANAGER GENERATED
- 3 ARCHITECT/ENGINEER GENERATED
- 4 DISTRICT GENERATED
- 5 INSPECTOR OR AGENCY GENERATED



- NO. BUILDING NAME**
- 1 LAB/ADMIN
  - 2 CRAFTON CENTER**
  - 3 CLASSROOM BUILDING 2
  - 4 STUDENT SERVICES A
  - 5 CLASSROOM BUILDING 1
  - 7 OCCUPATIONAL ED 2**
  - 8 PERFORMING ARTS CENTER
  - 9 MAINTENANCE & OPERATIONS
  - 12 CHEMISTRY
  - 13 CDC 1
  - 14 CDC 2
  - 15 CDC 3
  - 20 PHYS ED / ATHLETICS**
  - 23 WATER TANK
  - 24 SCIENCE**
  - 27 SCIENCE MODULAR
  - 28 MATH MODULAR
  - 29 OFFICES (REPURPOSED BOOKSTORE MODULAR)**
  - 34 BOOKSTORE CLASSROOMS
  - 37 STUDENT SERVICES B
  - 38 AQUATIC CENTER
  - 39 LEARNING RESOURCE CENTER

\* BOLD INDICATES NEW BUILDING

MASTER PLAN - HORIZON 1



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: September 6, 2012  
SUBJECT: Consideration of Approval of Revised Measure M Project List for CHC

RECOMMENDATION

It is recommended that the Board of Trustees approve the revisions to the Measure M Priority List for CHC.

OVERVIEW

On July 8, 2010, the Board approved a revised Measure M Program Implementation Plan which contained project lists for both SBVC and CHC. Subsequently, Crafton Hills College reviewed the priority lists and made decisions to slightly change the sequencing of the projects. This was due in part to the need to meet the current Division of the State Architect (DSA) standards and retrofit buildings that were being considered for occupancy.

Attached to this document are the revised list that was approved on August 11, 2011 and the current final priority list.

ANALYSIS

The revised Measure M priority list reflects an increase in the program budget from \$132,455,732 to \$140,641,220.

BOARD IMPERATIVE

- 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

Approval of this item will accommodate the increase in the program budget.



**Revised Bond Project List  
(Approved August 2011)**

	<u>Budget</u>
<u>Measure M Bond Funded Projects</u>	
1. Parking Lot, Access & Lighting	\$ 13,900,000
2. Science Portables/Swing Space	3,700,000
3. Solar Farm	6,933,418
4. One Stop Student Center	31,857,211
5. New Science Building	26,043,182
6. New Occupational Education Building 2	25,027,067
7. New Physical Education Buildings	3,529,706
8. Aquatic Center ADA Access	169,847
9. Student Services A Seismic Upgrade & Renovation	2,009,434
10. Performing Arts Center Seismic Upgrade & Renovation	1,290,527
11. College Center Seismic Retro Fit & Renovation	1,735,106
12. Maintenance & Operations Renovation	412,114
13. LADM Labs, Offices & Lecture Renovation	7,729,014
LADM Seismic Upgrade & Renovation	Included
14. Student Services B Renovation	1,479,569
15. Chemistry Renovation	4,629,757
16. Classroom Building Renovation	859,223
17. Child Development Center 1 Parking & Roadway Entrance	207,430
18. Occupational Education Building 1 Demolition	252,751
19. Gymnasium Demolition	690,376
	<hr/>
<b>Subtotal</b>	<b>\$132,455,732</b>
 <u>Additional Projects (As Additional Funds Become Available)</u>	
20. Parking Structure 1	\$ 28,233,245
21. Wellness Pool	2,590,388
22. New Gym Wellness Center	30,313,247
23. Performing Arts Expansion	43,659,364
24. Athletic Fields	11,166,220
25. Campus Wide Landscaping`	19,978,312
26. New General Education Building (Humanities 1)	16,222,990
27. New Administration/Student Services Building	25,648,419
28. New Humanities Building 2	32,312,894
29. New Child Development Expansion	6,788,767
30. Community Building	25,712,838
31. New Parking Structure 2	80,080,069
	<hr/>
<b>Subtotal</b>	<b>\$322,706,753</b>
 <b>Campus Total</b>	 <b><u>\$455,162,485</u></b>

Notes:

1. Project Budgets shown for Measure M Funded Projects taken from 7/19/11 Master Plan Update.
2. Project Budgets for Additional Projects taken from previously established budgets.
3. Project list to be updated annually based upon most current information.





**Revised Bond Project List  
September 6, 2012**

	<u>Budget</u>
<u>Measure M Bond Funded Projects<sup>1</sup></u>	
1. Parking Lot, Access & Lighting	\$ 10,683,095
2. Science Portables/Swing Space	4,323,361
3. Solar Farm <sup>2</sup>	3,642,291
4. New Crafton Center	30,063,070
5. New Science Building	25,675,949
6. New Occupational Education Building 2	24,163,647
7. New Physical Education Buildings	6,717,259
8. Student Services A Seismic Upgrade & Renovation	3,780,706
9. Parking Structure (on hold-spent to date)	1,943,304
10. Wellness Pool (on hold-spent to date)	245,213
11. Performing Arts Center Seismic Upgrade & Renovation	4,618,355
12. College Center Seismic Retro Fit & Renovation	3,131,655
13. Maintenance & Operations Renovation	959,480
14. LADM Labs, Offices & Lecture Renovation	15,546,857
LADM Seismic Upgrade & Renovation	Included
15. Data Relo/Central Plant	1,108,724
16. Program Support	4,038,254
	<hr/>
<b>Subtotal</b>	<b>\$ 140,641,220</b>
 <u>Additional Projects (As Additional Funds Become Available)</u>	
17. Parking Structure 1	\$ 28,233,245
18. Student Services B Renovation	1,479,569
19. Chemistry Renovation	4,629,757
20. Child Development Center 1 Parking & Roadway Entrance	207,430
21. Classroom Building Renovation	859,223
22. Occupational Education Building 1 Demolition	252,751
23. Gym Demolition	690,376
24. Wellness Pool	2,590,388
25. New Gym Wellness Center	30,313,247
26. Performing Arts Expansion	43,659,364
27. Athletic Fields	11,166,220
28. Campus Wide Landscaping`	19,978,312
29. New General Education Building (Humanities 1)	16,222,990
30. New Administration/Student Services Building	25,648,419
31. New Humanities Building 2	32,312,894
32. New Child Development Expansion	6,788,767
33. Community Building	25,712,838
34. New Parking Structure 2	80,080,069
	<hr/>
<b>Subtotal</b>	<b>\$ 330,825,859</b>
 <b>Campus Total</b>	 <b><u>\$ 471,467,079</u></b>

Notes:

1. Project list to be updated annually based upon most current information.
2. Solar Farm Project Budget is \$7,142,291 – Measure P funded \$3,500,000

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: September 6, 2012  
SUBJECT: Consideration of Approval of Amendment 004 to the  
Snipes-Dye Associates Contract

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment 004 to the Snipes-Dye Associates contract to extend contract terms through June 11, 2015.

OVERVIEW

On June 11, 2010, the Board of Trustees approved a contract with Snipes-Dye Associates for surveying and civil engineering services on Measure M construction projects at San Bernardino Valley College. The original contract initiated on June 11, 2010 has a duration of two years. Amendment 004 will extend the Snipes Dye Associates contract through June 11, 2015.

ANALYSIS

This amendment will provide continuity for surveying and civil engineering services necessary for all the active Measure M projects. The effect of this amendment will not increase the value of the existing contract, which is \$192,600.00.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in 2012-13 Measure M budget.

**CONSULTANT CONTRACT AMENDMENT  
FOR SURVEY / CIVIL ENGINEERING: 004**

PROJECT: 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: Snipes-Dye Associates  
8348 Center Drive, Suite G  
La Mesa, CA 91942

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Brief Description:

The original Snipes Dye contract initiated June 11, 2010 with a duration of (2) years. Amendment 004 will extend the Snipes Dye Associates contract completion date for all San Bernardino Valley College Measure M projects through June 11, 2015. Fees and services associated with individual projects will require separate amendments to this contract.

Costs:

None

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The original <b>Contract Sum</b>	\$87,000.00
Net change by previous Amendments	\$105,600.00
The <b>Contract Sum</b> prior to this Amendment	\$192,600.00
The <b>Contract Sum</b> will be <b>increased</b> by this Amendment	\$00.00
The new <b>Contract Sum</b> including this Amendment	\$192,600.00

---

By signing this Amendment the San Bernardino Community College District (SBCCD) authorizes Snipes Dye Associates to perform the scope of work listed above. SBCCD also authorizes and acknowledges that the amount of this Amendment will be paid through the Snipes Dye Associates 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**  
Snipes Dye Associates

By:   
DATE: 8/21/12

**PROGRAM MANAGER**  
Kitchell CEM

By:   
DATE: 8/21/12

**OWNER**  
SBCCD

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

# Kitchell/BRj/Seville

701 S Mount Vernon Ave, San Bernardino, CA 92410

# Project Memo

Ph: 909.693.3160 Fax: 909.889.9952

DATE: August 21, 2012

No. VC 124R

TO: Charlie Ng  
Vice Chancellor  
San Bernardino Valley College (SBVC)

FROM: Cade McMullin  
Project Manager  
Kitchell/BRj/Seville

RE: San Bernardino Valley College (SBVC) Measure M  
All Projects  
Snipes Dye Survey / Civil Engineering Contract Amendment 004

**SCOPE:**

SBCCD approval to amend contract to Snipes Dye Associates for San Bernardino Valley College Measure M Survey and Civil Engineering services.

**NARRATIVE:**

The original Snipes Dye contract initiated June 11, 2010 with a duration of (2) years. Amendment 004 will extend the Snipes Dye Associates contract completion date for all San Bernardino Valley College Measure M projects through June 11, 2015. Fees and services associated with individual projects will require separate amendments to this contract.

**RECOMMENDATION:**

Kitchell/BRJ/Seville recommends that SBCCD approve the Snipes Dye contract extension for Survey and Civil Engineering services.

**Budget Information:**

No Cost impact

The original <b>Contract Sum</b>	\$87,000.00
Net change by previous Amendments	\$105,600.00
The <b>Contract Sum</b> prior to this Amendment	\$192,600.00
The <b>Contract Sum</b> will be <b>increased</b> by this Amendment	\$00.00
The new <b>Contract Sum</b> including this Amendment	\$192,600.00

<input checked="" type="checkbox"/> I concur with this recommendation		8/21/12
<input type="checkbox"/> I do not concur with this recommendation	Diana Johnson, Program Manager, KBS	

<input checked="" type="checkbox"/> I concur with this recommendation		8/23/12
<input type="checkbox"/> I do not concur with this recommendation	Charlie Ng, Vice Chancellor, Fiscal Services	

Attachments: N/A

Cc: 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, Bond Program Manager, Kitchell/BRj/Seville  
DATE: September 6, 2012  
SUBJECT: Consideration of Approval of Amendment 005 to the  
AEI CASC Contract

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment 005 to the AEI CASC contract in the amount of \$14,271.26.

OVERVIEW

On February 11, 2010, the Board of Trustees approved a contract with AEI CASC for Measure M survey services. The New Crafton Center building footprint has changed from the original master plan and now includes a larger area. As a result, a survey must be provided to verify existing survey control and mapping of the designated area. This amendment will provide for those additional survey needs and include cross sections, existing features, grade breaks, contours and visible utilities.

ANALYSIS

The effect of this amendment will be an addition of \$14,271.26 to the AEI CASC contract, resulting in a revised contract amount of \$199,430.26. In addition, the contract expiration date is being extended from February 10, 2015 to February 10, 2016.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in the 2012-13 Measure M budget.

AEI-CASC Consulting Contract Amendment: 005

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

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

TO: AEI-CASC Consulting  
937 South Via Lata, Ste 500  
Colton, CA 92324

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Brief Description:

This amendment is for providing survey services during the design and construction phase of the New Crafton Center. AEI-CASC Consulting will be providing field survey and office calculations to verify survey and mapping of the project site. This amendment will provide for extension to the contract from February 10, 2015 to February 10, 2016.

Costs:

\$14,271.26 = Total of this requested Consultant Contract Amendment: 005

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The original Contract Sum	\$21,384.00
Net change by previous Amendments	\$163,775.00
The Contract Sum prior to this Amendment	\$185,159.00
The Contract Sum will be increased by this Amendment	\$14,271.26
The new Contract Sum including this Amendment	\$199,430.26

The Contract Schedule as of this Amendment will be extended by one year.

---

By signing this Amendment the San Bernardino Community College District (SBCCD) authorizes AEI-CASC Consulting 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 AEI-CASC Consulting 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  
AEI-CASC Consulting

PROGRAM MANAGER  
Kitchell/BRJ/Seville

OWNER  
SBCCD

By: 

By: 

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

DATE: 8-16-12

DATE: 8/17/12

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

# Kitchell/BRj/Seville

11711 Sand Canyon Rd., Yucaipa, CA 92399

# Project Memo

ph: 909-435-4159 fx: 909-794-8901

DATE: August 16, 2012

No. 06 – New Crafton Center

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

FROM: Brooke Duncan   
Project Manager  
Kitchell/BRj/Seville

RE: Measure M New Crafton Center – AEI-CASC Consulting  
Amendment 005 increase to contract

**SCOPE:**

SBCCD approval of AEI-CASC Consulting contract amendment for survey services during design and construction phase of New Crafton Center.

**NARRATIVE:**

As part of the design process, specific survey information is required in order for the architects and engineers to produce a coordinated and verified design. These survey services are performed by an independent survey professional. AEI-CASC Consulting was selected by the SBCCD and CHC selection committee through the Board approved selection process on all CHC Measure M bond projects.

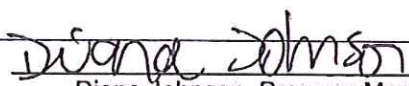
**RECOMMENDATION:**

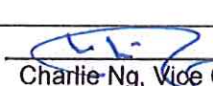
Kitchell/BRJ/Seville recommends SBCCD approval of AEI-CASC Consulting contract amendment 05 in the amount of \$14,271.26 for survey services during the design and construction phase of New Crafton Center. Total value of contract will be \$199,430.26.

**Budget Information:**

NEW CRAFTON CENTER: Original Project Budget amount:	\$30,300,000
Project Current Spent to Date:	\$1,808,608.28
Project Current Estimate to Complete:	\$30,063,069.69
Project Memo Forecast Cost:	\$14,271.26
Project Change Amount:	\$0.00

Budget Line Item: 42-37-32-8208-0000-6210.59-7100

<input checked="" type="radio"/> I concur with this recommendation		8/16/12
<input type="radio"/> I do not concur with this recommendation	Diana Johnson, Program Manager, KBS	

<input checked="" type="radio"/> I concur with this recommendation		8/17/12
<input type="radio"/> I do not concur with this recommendation	Charlie Ng, Vice Chancellor, Fiscal Services	

Attachments: Proposal





SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Bruce Baron, Chancellor  
PREPARED BY: Bruce Baron, Chancellor  
DATE: September 6, 2012  
SUBJECT: Consideration of Approval to Adopt Resolution in Support of  
Proposition 30 – Schools and Local Public Safety Act

RECOMMENDATION

It is recommended that the Board of Trustees adopt a resolution in support of Proposition 30, Schools and Local Public Safety Act

OVERVIEW

Passage of this proposition will raise the state sales tax by a quarter cent for four years and raise taxes on incomes over \$250,000 for several years.

ANALYSIS

Passage of this proposition will help close California's budget deficit and avoid billions of dollars in cuts to schools and higher education.

BOARD IMPERATIVE

- 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 2012-2013 budget.



## **Resolution in Support of Proposition 30 – Schools and Local Public Safety Protection Act**

**WHEREAS**, community colleges have taken extensive cuts to funding over recent years, while trying to educate the largest high school graduating classes in California history and need funding to provide the programs and services necessary to increase the number of successful degree and certificate holders;

**WHEREAS**, community colleges have been forced to turn away as many as 130,000 potential students in a single year due to the need to reduce course sections, generally from 5 to 15 percent annually per district;

**WHEREAS**, community colleges have carried an estimated 252,000 students over the last five years (2007-08 to 2011-12) for whom they have not received any apportionment, categorical, or student support funding;

**WHEREAS**, community colleges operated with \$809 million (12%) less in unrestricted apportionment funding 2011-12 than in 2008-09, including cuts to both apportionment and categorical funding;

**WHEREAS**, per-student funding in community colleges has been reduced from \$5,659 in 2007-08 to \$5,115 in 2011-12, a loss of 9.6% over this five-year period, while the unfunded cost-of-living (2008-09 to 2012-13) has increased by a compounded 16.3%;

**WHEREAS**, the Legislature has increased fees from \$600 annually in 2008-09 to \$1,380 for the 2012-13 school year, while the majority of community college students have incomes so low that they are eligible for the Board of Governors' (BOG) Fee Waiver;

**WHEREAS**, California community colleges are essential for providing higher education opportunity for over two million Californians annually;

**WHEREAS**, California community colleges are essential for providing students with the skills to be economically successful in the California economy;

**WHEREAS**, Proposition 30 would temporarily increase the state sales tax by 0.25% and the marginal personal income tax rate for individuals earning over \$250,000 and households earning over \$500,000 and dedicate the funds to K-12 schools and community colleges;

**WHEREAS**, Proposition 30 will avoid the elimination of funding for an additional 85,000 students by providing \$548.5 million in 2012-13;

**WHEREAS**, Proposition 30 will enable California's community colleges to restore essential student service programs that were cut by up to 60% over the last three years;

**NOW, THEREFORE, BE IT RESOLVED THAT** that the Governing Board of the San Bernardino Community College District supports Proposition 30, the Schools and Local Public Safety Protection Act, which has the official title, "Temporary Taxes to Fund Education. Guaranteed Local Public Safety Funding," on the November 2012 ballot.

**ADOPTED** this 6<sup>th</sup> day of September, 2012.

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Bruce Baron, Secretary to the Board

## **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:** September 6, 2012  
**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 currently awarded Measure M projects total \$77,175 which is 0.220% change of the overall project cost.

The analysis shows that construction contract change orders and amendments for currently awarded Measure M projects have been held to a minimal amount of \$1,168,118.25 which is only 3.32% of the project cost of \$35,152,121.45.

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**

This item is for information only. There are no financial implications.

Measure M Projects  
**CHANGE SUMMARY by PROJECT**  
 (Including any contract amendments and change orders on the 9/6/12 agenda)

September 6, 2012

**CONTRACT AMENDMENTS**

PROJECTS	Original Contract Amount	Contract Amendments		Base Contract Amount	Cumulative Contract Amendments
		Previous	Pending		
CHC-Crafton Hills College	\$ 12,219,226.50	\$ 402,801.00	\$ -	\$ 12,622,027.50	3.30%
SBVC-San Bernardino Valley College	\$ 22,932,894.95	\$ 96,150.49	\$ -	\$ 23,029,045.44	0.42%
				\$ -	
<b>TOTAL for CONTRACT AMENDMENTS</b>	<b>\$ 35,152,121.45</b>	<b>\$ 498,951.49</b>	<b>\$ -</b>	<b>\$ 35,651,072.94</b>	<b>1.42%</b>

**CHANGE ORDERS**

PROJECTS	Base Contract Amount	Change Orders		New Contract Amount	Cumulative Change Orders
		Previous	Pending		
CHC-Crafton Hills College	\$ 12,622,027.50	\$ 585,801.76	\$ -	\$ 13,207,829.26	4.64%
SBVC-San Bernardino Valley College	\$ 23,029,045.44	\$ 6,190.00	\$ 77,175.00	\$ 23,112,410.44	0.36%
<b>TOTAL for CHANGE ORDERS</b>	<b>\$ 35,651,072.94</b>	<b>\$ 591,991.76</b>	<b>\$ 77,175.00</b>	<b>\$ 36,320,239.70</b>	<b>1.88%</b>

**CHANGE SUMMARY by PROJECT**

(Including any contract amendments and change orders on the 9/6/12 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	\$ -	\$ 296,344.00	\$ -	\$ 6,845,595.00	4.82%
MATH AND SCIENCE ANNEX	\$ 2,270,500.00	\$ -	\$ -	\$ 189,545.00	\$ -	\$ 2,460,045.00	8.35%
MPOE/DATA RELOCATION	\$ 527,700.00	\$ -	\$ -	\$ 37,234.00	\$ -	\$ 564,934.00	7.06%
OLD LIBRARY DEMOLITION	\$ 574,576.50	\$ -	\$ -	\$ -	\$ -	\$ 574,576.50	0.00%
SOLAR FARM	\$ 2,700,000.00	\$ -	\$ -	\$ 62,678.76	\$ -	\$ 2,762,678.76	0.00%
<b>TOTAL</b>	<b>\$ 12,219,226.50</b>	<b>\$ 402,801.00</b>	<b>\$ -</b>	<b>\$ 585,801.76</b>	<b>\$ -</b>	<b>\$ 13,207,829.26</b>	<b>4.64%</b>

**NO NEW CHANGE ORDERS**

Crafton Hills College  
**CHANGE SUMMARY by PROJECT**  
**PAL PROJECT**

September 6, 2012

(Including any contract amendments and change orders on the 9/6/12 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	\$ -	\$ 94,560.00		\$ 3,555,361.00	2.73%
PAL-02: Pierre Sprinkler & Landscape	\$ 569,450.00	\$ -	\$ -	\$ 36,260.00		\$ 605,710.00	6.37%
PAL-03: RDM Electric Company, Inc.	\$ 2,519,000.00	\$ -	\$ -	\$ 165,524.00		\$ 2,684,524.00	6.57%
<b>TOTAL</b>	\$ 6,146,450.00	\$ 402,801.00	\$ -	\$ 296,344.00	\$ -	\$ 6,845,595.00	4.82%

Crafton Hills College  
**CHANGE SUMMARY by PROJECT**  
**M S ANNEX**

September 6, 2012

(Including any contract amendments and change orders on the 9/6/12 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>\$ 189,545.00</b>	<b>\$ -</b>	<b>\$ 2,460,045.00</b>	<b>8.35%</b>

**NO NEW CHANGE ORDERS**

Crafton Hills College  
**CHANGE SUMMARY by PROJECT**  
**MPOE-DATA**

September 6, 2012

(Including any contract amendments and change orders on the 9/6/12 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	\$ -	\$ -	\$ 37,234.00	\$ -	\$ 564,934.00	7.06%
<b>TOTAL</b>	<b>\$ 527,700.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 37,234.00</b>	<b>\$ -</b>	<b>\$ 564,934.00</b>	<b>7.06%</b>

**NO NEW CHANGE ORDERS**



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

September 6, 2012

(Including any contract amendments and change orders on the 9/6/12 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**

Crafton Hills College  
**CHANGE SUMMARY by PROJECT**  
**SOLAR FARM**

September 6, 2012

(Including any contract amendments and change orders on the 9/6/12 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Rosendin Electric, Inc. ***	\$ 2,700,000.00	\$ -	\$ -	\$ 62,678.76	\$ -	\$ 2,762,678.76	2.32%
<b>TOTAL</b>	<b>\$ 2,700,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 62,678.76</b>	<b>\$ -</b>	<b>\$ 2,762,678.76</b>	<b>2.32%</b>

**NO NEW CHANGE ORDERS**

\*\*\*NOTE: \$3,500,000 OF THIS CONTRACT WAS IN MEASURE P --- THE TOTAL BASE AMOUNT OF THE CONTRACT IS \$6,200,000.

San Bernardino Valley College  
**CHANGE SUMMARY by PROJECT**

September 6, 2012

(Including any contract amendments and change orders on the 9/6/12 agenda)

PROJECTS	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Central Plant / Infrastructure	\$ 11,226,300.00	\$ 83,941.49	\$ -	\$ 51,968.00	\$ 77,175.00	\$ 11,439,384.49	1.14%
HVAC Cafeteria & Health Science	\$ 325,000.00	\$ -	\$ -	\$ -	\$ -	\$ 325,000.00	0.00%
Gym Demo	\$ 509,071.00	\$ -	\$ -	\$ (50,905.00)	\$ -	\$ 458,166.00	0.00%
Business Building Remodel	\$ 9,702,523.95	\$ 12,209.00	\$ -	\$ 5,127.00	\$ -	\$ 9,719,859.95	0.05%
Site Signage	\$ 1,170,000.00	\$ -	\$ -	\$ -	\$ -	\$ 1,170,000.00	0.00%
	<b>\$ 22,932,894.95</b>	<b>\$ 96,150.49</b>	<b>\$ -</b>	<b>\$ 6,190.00</b>	<b>\$ 77,175.00</b>	<b>\$ 23,112,410.44</b>	<b>0.36%</b>

**NO NEW CHANGE ORDERS**

San Bernardino Valley College  
**CHANGE SUMMARY by PROJECT**  
**CENTRAL PLANT**

September 6, 2012

(Including any contract amendments and change orders on the 9/6/12 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
<i>Infrastructure Sewer Improvements</i>							
Kirtley Construction dba TK Construction	\$ 348,300.00	\$ 83,941.49	\$ -	\$ 26,806.00	\$ -	\$ 459,047.49	6.20%
<i>Central Plant</i>							
Plumbing, Piping & Construction	\$ 10,878,000.00	\$ -	\$ -	\$ 25,162.00	\$ 77,175.00	\$ 10,980,337.00	0.94%
<b>TOTAL</b>	<b>\$ 11,226,300.00</b>	<b>\$ 83,941.49</b>	<b>\$ -</b>	<b>\$ 51,968.00</b>	<b>\$ 77,175.00</b>	<b>\$ 11,439,384.49</b>	<b>1.14%</b>

San Bernardino Valley College  
**CHANGE SUMMARY by PROJECT**  
**HVAC**

September 6, 2012

(Including any contract amendments and change orders on the 9/6/12 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 Valley College  
 CHANGE SUMMARY by PROJECT  
 SITE SIGNAGE

September 6, 2012

(Including any contract amendments and change orders on the 9/6/12 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Broughton Construction, Inc.	\$ 1,170,000.00	\$ -	\$ -	\$ -	\$ -	\$ 1,170,000.00	0.00%
<b>TOTAL</b>	<b>\$ 1,170,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,170,000.00</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:** September 6, 2012  
**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 currently awarded Measure P projects total \$28,093.33 which is 0.026% change of the overall project cost.

The analysis shows that construction contract change orders and amendments for currently awarded Measure P projects have been held to a minimal amount of \$6,294,016.51 which is only 5.88% of the project cost of \$107,107,566.19.

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**

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 9/6//12 agenda)

September 6, 2012

**CONTRACT AMENDMENTS**

PROJECTS	Original Contract Amount	Contract Amendments		Base Contract Amount	Cumulative Contract Amendments
		Previous	Pending		
CHC-Crafton Hills College	\$ 46,600,035.00	\$ 176,064.00	\$ -	\$ 46,776,099.00	0.38%
SBVC-San Bernardino Valley College	\$ 60,507,531.19	\$ 1,290,651.48	\$ -	\$ 61,798,182.67	2.13%
<b>TOTAL for CONTRACT AMENDMENTS</b>	<b>\$ 107,107,566.19</b>	<b>\$ 1,466,715.48</b>	<b>\$ -</b>	<b>\$ 108,574,281.67</b>	<b>1.37%</b>

**CHANGE ORDERS**

PROJECTS	Base Contract Amount	Change Orders		New Contract Amount	Cumulative Change Orders
		Previous	Pending		
CHC-Crafton Hills College	\$ 46,776,099.00	\$ 1,936,804.25	\$ 28,093.33	\$ 48,740,996.58	4.20%
SBVC-San Bernardino Valley College	\$ 61,798,182.67	\$ 2,862,403.45	\$ -	\$ 64,660,586.12	4.63%
<b>TOTAL for CHANGE ORDERS</b>	<b>\$ 108,574,281.67</b>	<b>\$ 4,799,207.70</b>	<b>\$ 28,093.33</b>	<b>\$ 113,401,582.70</b>	<b>4.45%</b>

**CHANGE SUMMARY by PROJECT**

(Including any contract amendments and change orders on the 9/6/12 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	\$ 8,642,197.00	\$ 73,186.00	\$ -	\$ 469,332.00	\$ 28,093.33	\$ 9,212,808.33	5.71%
LEARNING RESOURCE CENTER	\$ 22,810,387.00	\$ 146,461.00	\$ -	\$ 967,834.25	\$ -	\$ 23,924,682.25	4.22%
<b>TOTAL</b>	<b>\$ 46,600,035.00</b>	<b>\$ 176,064.00</b>	<b>\$ -</b>	<b>\$ 1,936,804.25</b>	<b>\$ 28,093.33</b>	<b>\$ 48,740,996.58</b>	<b>4.20%</b>

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

September 6, 2012

(Including any contract amendments and change orders on the 9/6/12 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**

**CHANGE SUMMARY by PROJECT  
INFRASTRUCTURE PACKAGE # 2/3/4**

(Including any contract amendments and change orders on the 9/6/12 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**

Crafton Hills College  
**CHANGE SUMMARY by PROJECT**  
**INFRASTRUCTURE #2**

September 6, 2012

(Including any contract amendments and change orders on the 9/6/12 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**

Crafton Hills College  
**CHANGE SUMMARY by PROJECT**  
**INFRASTRUCTURE #3**

September 6, 2012

(Including any contract amendments and change orders on the 9/6/12 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**

Crafton Hills College  
**CHANGE SUMMARY by PROJECT**  
**INFRASTRUCTURE #4**

September 6, 2012

(Including any contract amendments and change orders on the 9/6/12 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**



Crafton Hills College  
**CHANGE SUMMARY by PROJECT**  
**CRF / INFRA PKG # 5**

September 6, 2012

(including any contract amendments and change orders on the 9/6/12 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%
Riverside Construction (CRF Leed Solar Panels)	\$ 498,000.00	\$ -	\$ -	\$ -	\$ 28,093.33	\$ 526,093.33	5.64%
<b>TOTAL</b>	<b>\$ 8,642,197.00</b>	<b>\$ 73,186.00</b>	<b>\$ -</b>	<b>\$ 469,332.00</b>	<b>\$ 28,093.33</b>	<b>\$ 9,212,808.33</b>	<b>5.71%</b>

**CHANGE SUMMARY by PROJECT  
INFRASTRUCTURE #5/CRF SITE PREP**

(Including any contract amendments and change orders on the 9/6/12 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
INFRA5-19: RIS Electric	\$ 151,300.00			\$ 5,029.00		\$ 156,329.00	
INFRA5-02: Crew, Inc.	\$ 380,250.00			\$ 6,058.00		\$ 386,308.00	
INFRA5-03: Calcoast Concrete Const., Inc.	\$ 386,382.00					\$ 386,382.00	
INFRA5-13: J.M. Farnan Co., Inc.	\$ 425,000.00	\$ 18,480.00		\$ 5,468.00		\$ 448,948.00	
INFRA5-16: America West Landscape, Inc.	\$ 37,581.00			\$ 21,238.00		\$ 58,819.00	
<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**

**CHANGE SUMMARY by PROJECT  
COMMUNITY RECREATION FACILITY**

(Including any contract amendments and change orders on the 9/6/12 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
CCRF-02: Crew, Inc.	\$ 351,750.00			\$ 37,543.00		\$ 389,293.00	10.67%
CCRF-03: Calcoast Concrete Const., Inc.	\$ 684,433.00			\$ 9,311.00		\$ 693,744.00	1.36%
CCRF-04: Nuway, Inc.	\$ 803,860.00			\$ 58,172.00		\$ 862,032.00	7.24%
CCRF-05: ACSS	\$ 575,099.00			\$ 57,280.00		\$ 632,379.00	9.96%
CCRF-06: Bell Roof Company, Inc.	\$ 152,400.00			\$ 10,188.00		\$ 162,588.00	6.69%
CCRF-07: E J Enterprises	\$ 118,055.00	\$ 25,696.00		\$ 11,594.00		\$ 155,345.00	8.07%
CCRF-08: West Coast Painting & Drywall	\$ 32,331.00					\$ 32,331.00	0.00%
CCRF-09: J. Kel Painting & Wallcovering, Inc.	\$ 63,020.00			\$ (5,548.00)		\$ 57,472.00	-8.80%
CCRF-10: Lawrence W. Rosine Co.	\$ 19,990.00			\$ (10,000.00)		\$ 9,990.00	-50.03%
CCRF-11: Inland Building Const. Comp., Inc.	\$ 22,780.00					\$ 22,780.00	0.00%
CCRF-12: Inland Building Const. Comp., Inc.	\$ 248,000.00					\$ 248,000.00	0.00%
CCRF-13: J.M. Farnan Co., Inc.	\$ 435,000.00	\$ 26,766.00		\$ 70,146.00		\$ 531,912.00	15.19%
CCRF-14: Arrowhead Mechanical., Inc.	\$ 112,500.00			\$ 7,194.00		\$ 119,694.00	6.39%
CCRF-15: Champion Electric, Inc.	\$ 749,000.00			\$ 45,275.00		\$ 794,275.00	6.04%
CCRF-16: America West Landscape, Inc.	\$ 567,399.00			\$ (4,628.00)		\$ 562,771.00	-0.82%
CCRF-17: Condor, Inc.	\$ 1,148,300.00			\$ 97,968.00		\$ 1,246,268.00	8.53%
CCRF-18: RVH Constructors, Inc.	\$ 482,235.00			\$ 47,044.00		\$ 529,279.00	9.76%
Knorr Systems	\$ 168,416.00					\$ 168,416.00	0.00%
Larry Jacinto Construction	\$ 29,116.00	\$ 2,244.00	\$ -		\$ -	\$ 31,360.00	0.00%
Riverside Construction (CRF Leed Solar Panels)	\$ 498,000.00	\$ -	\$ -		\$ 28,093.33	\$ 526,093.33	5.64%
<b>TOTAL</b>	<b>\$ 7,261,684.00</b>	<b>\$ 54,706.00</b>	<b>\$ -</b>	<b>\$ 431,539.00</b>	<b>\$ 28,093.33</b>	<b>\$ 7,776,022.33</b>	

**CHANGE SUMMARY by PROJECT  
LEARNING RESOURCE CENTER**

(Including any contract amendments and change orders on the 9/6/12 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			\$ 69,176.00		\$ 1,418,176.00	5.13%
CLRC-07: RGS LA	\$ 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			\$ 51,808.25		\$ 1,992,508.25	2.67%
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			\$ 13,171.00		\$ 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>\$ 967,834.25</b>	<b>\$ -</b>	<b>\$ 23,924,682.25</b>	<b>4.22%</b>

San Bernardino Valley College  
**CHANGE SUMMARY by PROJECT**  
 (Including any contract amendments and change orders on the 9/6/12 agenda)

September 6, 2012

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	\$ 25,831,837.19	\$ 405,641.00	\$ -	\$ 1,161,582.65	\$ -	\$ 27,399,060.84	4.43%
Student Health Services	\$ 1,047,967.00	\$ -	\$ -	\$ 25,987.00	\$ -	\$ 1,073,954.00	2.48%
<b>TOTAL</b>	<b>\$ 60,507,531.19</b>	<b>\$ 1,290,651.48</b>	<b>\$ -</b>	<b>\$ 2,862,403.45</b>	<b>\$ -</b>	<b>\$ 64,660,586.12</b>	<b>4.63%</b>

San Bernardino Valley College  
**CHANGE SUMMARY by PROJECT**  
**NORTH HALL**

September 6, 2012

(Including any contract amendments and change orders on the 9/6/12 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 9/6/12 agenda)

September 6, 2012

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % 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**

September 6, 2012

(Including any contract amendments and change orders on the 9/6/12 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
#2 - Mountain Movers Engr. Const.	\$ 374,899.00	\$ 30,429.00		\$ 18,495.00		\$ 423,823.00	4.56%
#3 - RC Construction Services	\$ 1,129,000.00	\$ 8,373.00		\$ (1,053.00)		\$ 1,136,320.00	-0.09%
#4 - KCB Towers	\$ 1,363,340.00	\$ 7,039.00		\$ 7,811.00		\$ 1,378,190.00	0.57%
#5 - K&Z Cabinets	\$ 24,520.00			\$ 575.00		\$ 25,095.00	2.35%
#6 - RB Sheet Metal	\$ 280,000.00			\$ 4,651.50		\$ 284,651.50	1.66%
#7 - Bell Roof Co.	\$ 283,673.00			\$ (18,712.00)		\$ 264,961.00	-6.60%
#8 - Montgomery Hardware	\$ 217,700.00			\$ 21,653.00		\$ 239,353.00	9.95%
#9 - Roy E. Whitehead	\$ 329,675.00			\$ 25,876.30		\$ 355,551.30	7.85%
#10 - Sierra Lathing Co.	\$ 820,000.00			\$ 68,755.00		\$ 888,755.00	8.38%
#11 - Pro Spectra	\$ 119,850.00			\$ 1,098.00		\$ 120,948.00	0.92%
#12 - Southcoast Acoustical Interiors	\$ 45,500.00			\$ 393.00		\$ 45,893.00	0.86%
#13 - Alonso Painting	\$ 59,000.00			\$ 493.00		\$ 59,493.00	0.84%
#14 - RVH Constructors	\$ 212,700.00			\$ 8,339.00		\$ 221,039.00	3.92%
#16 - J.G. Tate Fire Protection	\$ 151,111.00			\$ 1,357.00		\$ 152,468.00	0.90%
#17 - Pro-Tech Mechanical	\$ 422,925.00	\$ 19,125.00		\$ 14,111.00		\$ 456,161.00	3.19%
#18 - West Tech Mechanical	\$ 1,000,000.00			\$ 85,555.00		\$ 1,085,555.00	8.56%
#19 - Daniels Electrical Construction	\$ 1,283,000.00	\$ 9,073.00		\$ 126,472.00		\$ 1,418,545.00	9.79%
#20 - America West Landscape	\$ 182,505.00	\$ 1,628.00		\$ 45.00		\$ 184,178.00	0.02%
#21 - Capstone Construction Co.	\$ 300,570.00					\$ 300,570.00	0.00%
#22 - TV Magic Inc.	\$ 2,006,894.00			\$ 200,510.00		\$ 2,207,404.00	9.99%
CT - WTS Western Tech Services / Vislink	\$ 774,384.00			\$ 63,527.00		\$ 837,911.00	8.20%
Misc Bid Package - RVH Contractors	\$ 7,828.00					\$ 7,828.00	0.00%
<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**

September 6, 2012

(Including any contract amendments and change orders on the 9/6/12 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
#1A - Environmental Const. Group	\$ 96,900.00	\$ 28,740.00				\$ 125,640.00	0.00%
#1B - Ampco Contracting	\$ 410,000.00	\$ 18,890.00		\$ 9,005.00		\$ 437,895.00	2.10%
#2 - Crew Inc.	\$ 1,745,000.00	\$ 8,719.00		\$ 4,347.00		\$ 1,758,066.00	0.25%
#3 - RC Construction	\$ 2,409,000.00	\$ 35,244.00		\$ 123,152.00		\$ 2,567,396.00	5.04%
#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 - Crouner 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	\$ 53,704.00		\$ 41,548.00		\$ 1,641,487.00	2.60%
#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		\$ 227,213.00		\$ 2,630,547.00	9.45%
#20 - Marina Landscaping	\$ 299,000.00	\$ 6,078.00		\$ 28,466.00		\$ 333,544.00	9.33%
#21A - Miller Environmental	\$ 381,000.00			\$ (33,000.00)		\$ 348,000.00	-8.66%
#21B - AMPCO Contracting	\$ 364,000.00					\$ 364,000.00	0.00%
Western Audio Visual	\$ 818,310.19			\$ (53,090.69)		\$ 765,219.50	-6.49%
Misc Bid Package - RVH Contractors	\$ 61,422.00					\$ 61,422.00	0.00%
Nature Tech	\$ 59,537.00					\$ 59,537.00	0.00%
American Wrecking	\$ 354,770.00			\$ (10,880.78)		\$ 343,889.22	-3.07%
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>\$ 25,831,837.19</b>	<b>\$ 405,641.00</b>	<b>\$ -</b>	<b>\$ 1,161,582.65</b>	<b>\$ -</b>	<b>\$ 27,399,060.84</b>	<b>4.43%</b>

KITCHELL/BRJ

San Bernardino Valley College  
**CHANGE SUMMARY by PROJECT**  
**STUDENT HEALTH SERVICES**

September 6, 2012

(Including any contract amendments and change orders on the 9/6/12 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
PCN3	\$ 338,000.00			\$ 19,282.00		\$ 357,282.00	5.70%
Modular Structures Int'l, Inc.	\$ 709,967.00			\$ 6,705.00		\$ 716,672.00	0.94%
<b>TOTAL</b>	\$ 1,047,967.00	\$ -	\$ -	\$ 25,987.00	\$ -	\$ 1,073,954.00	2.48%

**NO NEW CHANGE ORDERS**

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services  
PREPARED BY: Crispina Ongoco, Director of Fiscal Services  
DATE: September 6, 2012  
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

The attached Revenue and Expenditure Summary reflects activity for the 2013 fiscal year through August 20, 2012. It reflects summary information for all District funds, grouped by category within each fund.

As of August 20, 2012, we are 14.0% through the fiscal year and have spent and encumbered about 14.3% of our budgeted general funds. This comparison of figures indicates the District is spending at its budgeted rate.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications.



## Budget Revenue & Expenditure Summary Year to Date 8/20/2012

Revenues by Fund	Budget	YTD Revenues	% Received	% of Year
01 General Fund*	87,077,049	528,703	0.6	14.0
21 Bond Interest & Redemption	13,755,000	0	0.0	14.0
41 Capital Outlay Projects Fund	686,215	-28,473	-4.1	14.0
42 Bond Construction Fund	200,000	0	0.0	14.0
68 Retiree Benefit Fund	763,000	0	0.0	14.0
69 Employee Load Banking Trust Fund	450	-195	-43.4	14.0
72 Child Development Fund	1,796,701	-355	0.0	14.0
73 Student Body Center Fee Fund	211,800	-12	0.0	14.0
74 KVCR Fund	7,512,806	1,205,594	16.0	14.0
76 Investment Trust Fund – San Manuel**	0	1,000,000	n/a	14.0
78 Self Insurance-Liability Fund	753,000	750,000	99.6	14.0
84 Workers Compensation Fund*	1,260,000	-119,250	-9.5	14.0

Expenses by Fund	Budget	YTD Expenses & Encumbrances	% Expensed & Encumbered	% of Year
01 General Fund*	93,196,826	13,254,387	14.3	14.0
21 Bond Interest & Redemption	24,670,888	0	0.0	14.0
41 Capital Outlay Projects Fund	10,180,475	107,874	1.1	14.0
42 Bond Construction Fund	67,389,023	35,820,658	53.2	14.0
68 Retiree Benefit Fund	2,411,699	24,974	1.0	14.0
69 Employee Load Banking Trust Fund	450	0	0.0	14.0
72 Child Development Fund*	1,994,060	172,411	8.6	14.0
73 Student Body Center Fee Fund	284,725	12,171	4.3	14.0
74 KVCR Fund*	6,463,605	791,344	12.2	14.0
76 Investment Trust Fund – San Manuel	0	45,873	n/a	14.0
78 Self Insurance-Liability Fund	795,000	544,378	68.5	14.0
84 Workers Compensation Fund*	1,397,000	319,730	22.9	14.0

\*Regular patterns of activity throughout the year.

\*\*Fund 76 will be consolidated with Fund 74 in future summary reports.

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	7,199,499.33	11,757.08	11,757.08	.1	0.00	7,187,742.25	99.8
8600.00 STATE REVENUES	60,284,495.73	426,979.10	426,979.10	.7	0.00	59,857,516.63	99.2
8800.00 LOCAL REVENUES	19,580,603.84	81,385.69	81,385.69	.4	0.00	19,499,218.15	99.5
8900.00 OTHER FINANCING SOURCES	12,450.00	8,581.25	8,581.25	68.9	0.00	3,868.75	31.0
TOTAL: 8000	87,077,048.90	528,703.12	528,703.12	.6	0.00	86,548,345.78	99.3
1100.00 CONTRACT CLASSROOM INST.	15,246,860.00	70,645.23	70,645.23	.4	0.00	15,176,214.77	99.5
1200.00 CONTRACT CERT. ADMINISTRATORS	7,865,410.00	585,919.03	585,919.03	7.4	0.00	7,279,490.97	92.5
1300.00 INSTRUCTORS DAY/HOURLY	7,227,289.00	221,001.02	221,001.02	3.0	0.00	7,006,287.98	96.9
1400.00 NON-INSTRUCTION HOURLY CERT.	1,276,421.00	40,872.52	40,872.52	3.2	0.00	1,235,548.48	96.7
TOTAL: 1000	31,615,980.00	918,437.80	918,437.80	2.9	0.00	30,697,542.20	97.0
2100.00 CONTRACT CLASSIFIED NON-INSTR.	17,502,382.00	1,340,263.87	1,340,263.87	7.6	0.00	16,162,118.13	92.3
2200.00 INSTRUCTIONAL AIDS	1,365,286.00	101,729.93	101,729.93	7.4	0.00	1,263,556.07	92.5
2300.00 NON-INSTRUCTION HOURLY CLASS.	1,404,198.00	45,991.75	45,991.75	3.2	0.00	1,358,206.25	96.7
2400.00 INST AIDES-HOURLY- DIR. INSTRUC	1,296,693.00	19,340.50	19,340.50	1.4	0.00	1,277,352.50	98.5
TOTAL: 2000	21,568,559.00	1,507,326.05	1,507,326.05	6.9	0.00	20,061,232.95	93.0
3100.00 CERTIFICATED RETIREMENT	2,471,739.00	63,307.84	63,307.84	2.5	0.00	2,408,431.16	97.4
3200.00 CLASSIFIED RETIREMENT	2,323,860.00	173,717.21	173,717.21	7.4	0.00	2,150,142.79	92.5
3300.00 OASDHI/FICA	2,050,892.34	130,514.14	130,514.14	6.3	0.00	1,920,378.20	93.6
3400.00 HEALTH AND WELFARE BENEFITS	7,685,845.00	586,040.53	586,040.53	7.6	0.00	7,099,804.47	92.3
3500.00 STATE UNEMPLOYMENT INSURANCE	642,506.19	26,951.05	26,951.05	4.1	0.00	615,555.14	95.8
3600.00 WORKERS COMPENSATION INSURANCE	983,684.00	75,651.65	75,651.65	7.6	0.00	908,032.35	92.3
3900.00 OTHER BENEFITS	193,220.20	16,547.88	16,547.88	8.5	0.00	176,672.32	91.4
TOTAL: 3000	16,351,746.73	1,072,730.30	1,072,730.30	6.5	0.00	15,279,016.43	93.4
4100.00 TEXTBOOKS	19,721.00	486.17	486.17	2.4	1,000.00	18,234.83	92.4
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	78,602.00	368.62	368.62	.4	24,591.01	53,642.37	68.2
4300.00 INSTRUCTIONAL SUPPLIES	513,454.00	21,571.17	21,571.17	4.2	80,712.93	411,169.90	80.0
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	64,699.00	1.35-	1.35-	.0	584.33	64,116.02	100.0
4500.00 NONINSTRUCTIONAL SUPPLIES	1,197,471.13	64,359.37	64,359.37	5.3	502,365.09	630,746.67	52.6
4700.00 FOOD SUPPLIES	30,900.00	0.00	0.00	.0	5,400.00	25,500.00	82.5
TOTAL: 4000	1,904,847.13	86,783.98	86,783.98	4.5	614,653.36	1,203,409.79	63.1
5100.00 PERSON&CONSULTANT SVC-DIST USE	5,405,459.04	76,418.56	76,418.56	1.4	2,814,671.87	2,514,368.61	46.5
5200.00 TRAVEL & CONFERENCE EXPENSES	673,039.65	46,324.17	46,324.17	6.8	74,364.28	552,351.20	82.0
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	373,146.08	75,211.83	75,211.83	20.1	120,545.92	177,388.33	47.5
5400.00 INSURANCES - DISTRICT USE	136,000.00	124,952.00	124,952.00	91.8	0.00	11,048.00	8.1
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	2,602,209.48	226,651.33	226,651.33	8.7	2,171,936.60	203,621.55	7.8
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	2,120,747.00	470,455.62	470,455.62	22.1	990,059.98	660,231.40	31.1
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	728,592.00	45,370.17	45,370.17	6.2	209,069.83	474,152.00	65.0
5800.00 OTHER OPERATING EXP-DIST. USE	4,966,025.03	206,519.85	206,519.85	4.1	372,267.75	4,387,237.43	88.3
5900.00 INTERPROGRAM CHARGES-DIST. USE	180.00	0.00	0.00	.0	0.00	180.00	100.0
TOTAL: 5000	17,005,398.28	1,271,903.53	1,271,903.53	7.4	6,752,916.23	8,980,578.52	52.8

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
		CURRENT	YEAR TO DATE				
TOTAL: 1000-5999	88,446,531.14	4,857,181.66	4,857,181.66	5.4	7,367,569.59	76,221,779.89	86.1
6100.00 SITES & IMPROVEMENTS-DIST. USE	90,747.00	0.00	0.00	.0	0.00	90,747.00	100.0
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	53,778.26	0.00	0.00	.0	0.00	53,778.26	100.0
6300.00 LIBRARY BOOKS - EXPANSION	70,000.00	811.72	811.72	1.1	56,528.28	12,660.00	18.0
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	1,489,797.57	20,916.45	20,916.45	1.4	43,998.10	1,424,883.02	95.6
TOTAL: 6000	1,704,322.83	21,728.17	21,728.17	1.2	100,526.38	1,582,068.28	92.8
TOTAL: 1000-6999	90,150,853.97	4,878,909.83	4,878,909.83	5.4	7,468,095.97	77,803,848.17	86.3
7300.00 INTERFUND TRANSFERS	2,524,490.00	750,000.00	750,000.00	29.7	0.00	1,774,490.00	70.2
7500.00 OTHER OUTGO-STUDENT FIN AID	40,805.00	0.00	0.00	.0	0.00	40,805.00	100.0
7600.00 OTHER STUDENT AID	480,677.00	2,270.18-	2,270.18-	.0	159,650.92	323,296.26	100.0
TOTAL: 7000	3,045,972.00	747,729.82	747,729.82	24.5	159,650.92	2,138,591.26	70.2
TOTAL: 1000-7999	93,196,825.97	5,626,639.65	5,626,639.65	6.0	7,627,746.89	79,942,439.43	85.7

Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	87,077,048.90	528,703.12	528,703.12	.6	0.00	86,548,345.78	99.3
TOTAL:	1000-5999	88,446,531.14	4,857,181.66	4,857,181.66	5.4	7,367,569.59	76,221,779.89	86.1
TOTAL:	1000-6999	90,150,853.97	4,878,909.83	4,878,909.83	5.4	7,468,095.97	77,803,848.17	86.3
TOTAL:	1000-7999	93,196,825.97	5,626,639.65	5,626,639.65	6.0	7,627,746.89	79,942,439.43	85.7
TOTAL EXPENSES	(1000 - 7999)	93,196,825.97	5,626,639.65	5,626,639.65	6.0	7,627,746.89	79,942,439.43	85.7

Fund: 21 BOND INTEREST AND REDEMPTION

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8600.00 STATE REVENUES	160,000.00	0.00	0.00	.0	0.00	160,000.00	100.0
8800.00 LOCAL REVENUES	13,595,000.00	0.00	0.00	.0	0.00	13,595,000.00	100.0
TOTAL: 8000	13,755,000.00	0.00	0.00	.0	0.00	13,755,000.00	100.0
7100.00 DEBT RETIREMENT	24,670,888.00	0.00	0.00	.0	0.00	24,670,888.00	100.0
TOTAL: 7000	24,670,888.00	0.00	0.00	.0	0.00	24,670,888.00	100.0
TOTAL: 1000-7999	24,670,888.00	0.00	0.00	.0	0.00	24,670,888.00	100.0



Fund: 21 BOND INTEREST AND REDEMPTION SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
			CURRENT	YEAR TO DATE				
TOTAL INCOME	(8000 - 8999)	13,755,000.00	0.00	0.00	.0	0.00	13,755,000.00	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	24,670,888.00	0.00	0.00	.0	0.00	24,670,888.00	100.0
TOTAL EXPENSES	(1000 - 7999)	24,670,888.00	0.00	0.00	.0	0.00	24,670,888.00	100.0

Fund: 41 CAPITAL OUTLAY PROJECTS FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8600.00 STATE REVENUES	71,091.15	0.00	0.00	.0	0.00	71,091.15	100.0
8800.00 LOCAL REVENUES	615,123.60	28,473.18-	28,473.18-	.0	0.00	643,596.78	100.0
TOTAL: 8000	686,214.75	28,473.18-	28,473.18-	.0	0.00	714,687.93	100.0
4500.00 NONINSTRUCTIONAL SUPPLIES	39,741.00	0.00	0.00	.0	5,000.00	34,741.00	87.4
TOTAL: 4000	39,741.00	0.00	0.00	.0	5,000.00	34,741.00	87.4
5100.00 PERSON&CONSULTANT SVC-DIST USE	70,000.00	0.00	0.00	.0	25,000.00	45,000.00	64.2
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	117,675.00	0.00	0.00	.0	1,109.00	116,566.00	99.0
5800.00 OTHER OPERATING EXP-DIST. USE	93,629.53	0.00	0.00	.0	0.00	93,629.53	100.0
TOTAL: 5000	281,304.53	0.00	0.00	.0	26,109.00	255,195.53	90.7
TOTAL: 1000-5999	321,045.53	0.00	0.00	.0	31,109.00	289,936.53	90.3
6100.00 SITES & IMPROVEMENTS-DIST. USE	110,449.66	0.00	0.00	.0	0.00	110,449.66	100.0
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	7,300,839.94	0.00	0.00	.0	76,765.00	7,224,074.94	98.9
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	1,948,139.71	0.00	0.00	.0	0.00	1,948,139.71	100.0
TOTAL: 6000	9,359,429.31	0.00	0.00	.0	76,765.00	9,282,664.31	99.1
TOTAL: 1000-6999	9,680,474.84	0.00	0.00	.0	107,874.00	9,572,600.84	98.8
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	10,180,474.84	0.00	0.00	.0	107,874.00	10,072,600.84	98.9

Fund: 41 CAPITAL OUTLAY PROJECTS FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
			CURRENT	YEAR TO DATE				
TOTAL INCOME	(8000 - 8999)	686,214.75	28,473.18-	28,473.18-	.0	0.00	714,687.93	100.0
TOTAL:	1000-5999	321,045.53	0.00	0.00	.0	31,109.00	289,936.53	90.3
TOTAL:	1000-6999	9,680,474.84	0.00	0.00	.0	107,874.00	9,572,600.84	98.8
TOTAL:	1000-7999	10,180,474.84	0.00	0.00	.0	107,874.00	10,072,600.84	98.9
TOTAL EXPENSES	(1000 - 7999)	10,180,474.84	0.00	0.00	.0	107,874.00	10,072,600.84	98.9

Fund: 42 REVENUE BOND CONSTRUCTION FU

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	200,000.00	0.00	0.00	.0	0.00	200,000.00	100.0
TOTAL: 8000	200,000.00	0.00	0.00	.0	0.00	200,000.00	100.0
2100.00 CONTRACT CLASSI FIED NON-INSTR.	0.00	20,640.14	20,640.14	100.0	0.00	20,640.14-	.0
TOTAL: 2000	0.00	20,640.14	20,640.14	100.0	0.00	20,640.14-	.0
3200.00 CLASSI FIED RETIREMENT	0.00	2,266.93	2,266.93	100.0	0.00	2,266.93-	.0
3300.00 OASDHI /FICA	0.00	1,578.97	1,578.97	100.0	0.00	1,578.97-	.0
3400.00 HEALTH AND WELFARE BENEFITS	0.00	2,831.75	2,831.75	100.0	0.00	2,831.75-	.0
3500.00 STATE UNEMPLOYMENT INSURANCE	0.00	319.53	319.53	100.0	0.00	319.53-	.0
3600.00 WORKERS COMPENSATION INSURANCE	0.00	348.35	348.35	100.0	0.00	348.35-	.0
3900.00 OTHER BENEFITS	0.00	16.96	16.96	100.0	0.00	16.96-	.0
TOTAL: 3000	0.00	7,362.49	7,362.49	100.0	0.00	7,362.49-	.0
5100.00 PERSON&CONSULTANT SVC-DI ST USE	1,067,700.00	0.00	0.00	.0	831,125.69	236,574.31	22.1
5400.00 INSURANCES - DI STRI CT USE	1,836,000.00	258,152.12	258,152.12	14.0	0.00	1,577,847.88	85.9
5600.00 RENTS, LEASES&REPAI RS-DI ST. USE	220,000.00	11,392.01	11,392.01	5.1	182,271.99	26,336.00	11.9
5700.00 LEGAL/ELECTI ON/AUDI T-DI ST. USE	174,000.00	9,068.92	9,068.92	5.2	131,071.08	33,860.00	19.4
5800.00 OTHER OPERATI NG EXP-DI ST. USE	1,365,000.00	3,750.00	3,750.00	.2	11,250.00	1,350,000.00	98.9
TOTAL: 5000	4,662,700.00	282,363.05	282,363.05	6.0	1,155,718.76	3,224,618.19	69.1
TOTAL: 1000-5999	4,662,700.00	310,365.68	310,365.68	6.6	1,155,718.76	3,196,615.56	68.5
6100.00 SI TES & IMPROVEMENTS-DI ST. USE	5,555,018.00	0.00	0.00	.0	1,582,081.74	3,972,936.26	71.5
6200.00 BUI LDINGS&IMPROVEMENT-DI ST. USE	54,965,005.00	928,126.83	928,126.83	1.6	31,844,279.89	22,192,598.28	40.3
6400.00 EQUI P/FURNI TURE (EXCLD COMPTR)	2,206,300.00	85.05	85.05	.0	0.00	2,206,214.95	99.9
TOTAL: 6000	62,726,323.00	928,211.88	928,211.88	1.4	33,426,361.63	28,371,749.49	45.2
TOTAL: 1000-6999	67,389,023.00	1,238,577.56	1,238,577.56	1.8	34,582,080.39	31,568,365.05	46.8

Fund: 42 REVENUE BOND CONSTRUCTION FU SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	200,000.00	0.00	0.00	.0	0.00	200,000.00	100.0
TOTAL:	1000-5999	4,662,700.00	310,365.68	310,365.68	6.6	1,155,718.76	3,196,615.56	68.5
TOTAL:	1000-6999	67,389,023.00	1,238,577.56	1,238,577.56	1.8	34,582,080.39	31,568,365.05	46.8
TOTAL:	1000-7999	67,389,023.00	1,238,577.56	1,238,577.56	1.8	34,582,080.39	31,568,365.05	46.8
TOTAL EXPENSES	(1000 - 7999)	67,389,023.00	1,238,577.56	1,238,577.56	1.8	34,582,080.39	31,568,365.05	46.8

Fund: 68 RETIREE BENEFIT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	13,000.00	0.00	0.00	.0	0.00	13,000.00	100.0
8900.00 OTHER FINANCING SOURCES	750,000.00	0.00	0.00	.0	0.00	750,000.00	100.0
TOTAL: 8000	763,000.00	0.00	0.00	.0	0.00	763,000.00	100.0
3400.00 HEALTH AND WELFARE BENEFITS	289,994.00	24,721.45	24,721.45	8.5	0.00	265,272.55	91.4
3500.00 STATE UNEMPLOYMENT INSURANCE	33.00	2.75	2.75	8.3	0.00	30.25	91.6
3900.00 OTHER BENEFITS	2,121,672.00	250.00	250.00	.0	0.00	2,121,422.00	99.9
TOTAL: 3000	2,411,699.00	24,974.20	24,974.20	1.0	0.00	2,386,724.80	98.9
TOTAL: 1000-5999	2,411,699.00	24,974.20	24,974.20	1.0	0.00	2,386,724.80	98.9

Fund: 68 RETIREE BENEFIT FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	763,000.00	0.00	0.00	.0	0.00	763,000.00	100.0
TOTAL:	1000-5999	2,411,699.00	24,974.20	24,974.20	1.0	0.00	2,386,724.80	98.9
TOTAL:	1000-6999	2,411,699.00	24,974.20	24,974.20	1.0	0.00	2,386,724.80	98.9
TOTAL:	1000-7999	2,411,699.00	24,974.20	24,974.20	1.0	0.00	2,386,724.80	98.9
TOTAL EXPENSES	(1000 - 7999)	2,411,699.00	24,974.20	24,974.20	1.0	0.00	2,386,724.80	98.9

Fund: 69 EMPL LOAD BANKING TRUST FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	450.00	195.28-	195.28-	.0	0.00	645.28	100.0
TOTAL: 8000	450.00	195.28-	195.28-	.0	0.00	645.28	100.0
7300.00 INTERFUND TRANSFERS	450.00	0.00	0.00	.0	0.00	450.00	100.0
TOTAL: 7000	450.00	0.00	0.00	.0	0.00	450.00	100.0
TOTAL: 1000-7999	450.00	0.00	0.00	.0	0.00	450.00	100.0



Fund: 69 EMPL LOAD BANKING TRUST FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	450.00	195.28-	195.28-	.0	0.00	645.28	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	450.00	0.00	0.00	.0	0.00	450.00	100.0
TOTAL EXPENSES	(1000 - 7999)	450.00	0.00	0.00	.0	0.00	450.00	100.0

Fund: 72 CHILD DEVELOPMENT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	146,820.00	355.21-	355.21-	.0	0.00	147,175.21	100.0
8600.00 STATE REVENUES	1,347,101.00	0.07	0.07	.0	0.00	1,347,100.93	99.9
8800.00 LOCAL REVENUES	242,374.00	0.00	0.00	.0	0.00	242,374.00	100.0
8900.00 OTHER FINANCING SOURCES	60,406.00	0.00	0.00	.0	0.00	60,406.00	100.0
TOTAL: 8000	1,796,701.00	355.14-	355.14-	.0	0.00	1,797,056.14	100.0
2100.00 CONTRACT CLASSIFIED NON-INSTR.	1,095,900.00	73,281.28	73,281.28	6.6	0.00	1,022,618.72	93.3
2300.00 NON-INSTRUCTION HOURLY CLASS.	107,451.00	820.00	820.00	.7	0.00	106,631.00	99.2
TOTAL: 2000	1,203,351.00	74,101.28	74,101.28	6.1	0.00	1,129,249.72	93.8
3100.00 CERTIFICATED RETIREMENT	16,709.00	1,337.33	1,337.33	8.0	0.00	15,371.67	91.9
3200.00 CLASSIFIED RETIREMENT	87,288.00	6,456.80	6,456.80	7.3	0.00	80,831.20	92.6
3300.00 OASDHI/FICA	73,589.00	4,470.12	4,470.12	6.0	0.00	69,118.88	93.9
3400.00 HEALTH AND WELFARE BENEFITS	390,127.00	30,272.30	30,272.30	7.7	0.00	359,854.70	92.2
3500.00 STATE UNEMPLOYMENT INSURANCE	12,677.00	808.53	808.53	6.3	0.00	11,868.47	93.6
3600.00 WORKERS COMPENSATION INSURANCE	57,000.00	4,500.00	4,500.00	7.8	0.00	52,500.00	92.1
3900.00 OTHER BENEFITS	5,192.00	420.52	420.52	8.0	0.00	4,771.48	91.9
TOTAL: 3000	642,582.00	48,265.60	48,265.60	7.5	0.00	594,316.40	92.4
4300.00 INSTRUCTIONAL SUPPLIES	5,000.00	0.00	0.00	.0	0.00	5,000.00	100.0
4500.00 NONINSTRUCTIONAL SUPPLIES	48,251.00	1,353.23	1,353.23	2.8	28,796.77	18,101.00	37.5
4700.00 FOOD SUPPLIES	88,000.00	6,228.41	6,228.41	7.0	73,521.59	8,250.00	9.3
TOTAL: 4000	141,251.00	7,581.64	7,581.64	5.3	102,318.36	31,351.00	22.1
5100.00 PERSON&CONSULTANT SVC-DIST USE	2,100.00	0.00	0.00	.0	0.00	2,100.00	100.0
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	1,830.00	0.00	0.00	.0	0.00	1,830.00	100.0
5800.00 OTHER OPERATING EXP-DIST. USE	1,938.00	59,856.00-	59,856.00-	.0	0.00	61,794.00	100.0
TOTAL: 5000	5,868.00	59,856.00-	59,856.00-	.0	0.00	65,724.00	100.0
TOTAL: 1000-5999	1,993,052.00	70,092.52	70,092.52	3.5	102,318.36	1,820,641.12	91.3
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	1,008.00	0.00	0.00	.0	0.00	1,008.00	100.0
TOTAL: 6000	1,008.00	0.00	0.00	.0	0.00	1,008.00	100.0
TOTAL: 1000-6999	1,994,060.00	70,092.52	70,092.52	3.5	102,318.36	1,821,649.12	91.3

Fund: 72 CHILD DEVELOPMENT FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	1,796,701.00	355.14-	355.14-	.0	0.00	1,797,056.14	100.0
TOTAL:	1000-5999	1,993,052.00	70,092.52	70,092.52	3.5	102,318.36	1,820,641.12	91.3
TOTAL:	1000-6999	1,994,060.00	70,092.52	70,092.52	3.5	102,318.36	1,821,649.12	91.3
TOTAL:	1000-7999	1,994,060.00	70,092.52	70,092.52	3.5	102,318.36	1,821,649.12	91.3
TOTAL EXPENSES	(1000 - 7999)	1,994,060.00	70,092.52	70,092.52	3.5	102,318.36	1,821,649.12	91.3

Fund: 73 STUDENT BODY CENTER FEE FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
		CURRENT	YEAR TO DATE				
8800.00 LOCAL REVENUES	211,800.00	12.25-	12.25-	.0	0.00	211,812.25	100.0
TOTAL: 8000	211,800.00	12.25-	12.25-	.0	0.00	211,812.25	100.0
2100.00 CONTRACT CLASSIFIED NON-INSTR.	82,374.00	6,781.00	6,781.00	8.2	0.00	75,593.00	91.7
2300.00 NON-INSTRUCTION HOURLY CLASS.	36,000.00	1,522.00	1,522.00	4.2	0.00	34,478.00	95.7
TOTAL: 2000	118,374.00	8,303.00	8,303.00	7.0	0.00	110,071.00	92.9
3200.00 CLASSIFIED RETIREMENT	9,405.00	774.19	774.19	8.2	0.00	8,630.81	91.7
3300.00 OASDHI/FICA	6,301.00	518.75	518.75	8.2	0.00	5,782.25	91.7
3400.00 HEALTH AND WELFARE BENEFITS	26,860.00	2,238.36	2,238.36	8.3	0.00	24,621.64	91.6
3500.00 STATE UNEMPLOYMENT INSURANCE	906.00	74.59	74.59	8.2	0.00	831.41	91.7
3600.00 WORKERS COMPENSATION INSURANCE	3,000.00	250.00	250.00	8.3	0.00	2,750.00	91.6
3900.00 OTHER BENEFITS	146.00	12.18	12.18	8.3	0.00	133.82	91.6
TOTAL: 3000	46,618.00	3,868.07	3,868.07	8.2	0.00	42,749.93	91.7
4500.00 NONINSTRUCTIONAL SUPPLIES	6,000.00	0.00	0.00	.0	0.00	6,000.00	100.0
TOTAL: 4000	6,000.00	0.00	0.00	.0	0.00	6,000.00	100.0
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	1,500.00	0.00	0.00	.0	0.00	1,500.00	100.0
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	4,633.00	0.00	0.00	.0	0.00	4,633.00	100.0
5800.00 OTHER OPERATING EXP-DIST. USE	10,500.00	0.00	0.00	.0	0.00	10,500.00	100.0
TOTAL: 5000	16,633.00	0.00	0.00	.0	0.00	16,633.00	100.0
TOTAL: 1000-5999	187,625.00	12,171.07	12,171.07	6.4	0.00	175,453.93	93.5
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	70,000.00	0.00	0.00	.0	0.00	70,000.00	100.0
TOTAL: 6000	70,000.00	0.00	0.00	.0	0.00	70,000.00	100.0
TOTAL: 1000-6999	257,625.00	12,171.07	12,171.07	4.7	0.00	245,453.93	95.2
7900.00 RESERVE FOR CONTINGENCIES	27,100.00	0.00	0.00	.0	0.00	27,100.00	100.0
TOTAL: 7000	27,100.00	0.00	0.00	.0	0.00	27,100.00	100.0
TOTAL: 1000-7999	284,725.00	12,171.07	12,171.07	4.2	0.00	272,553.93	95.7

Fund: 73 STUDENT BODY CENTER FEE FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
			CURRENT	YEAR TO DATE				
TOTAL INCOME	(8000 - 8999)	211,800.00	12.25-	12.25-	.0	0.00	211,812.25	100.0
TOTAL:	1000-5999	187,625.00	12,171.07	12,171.07	6.4	0.00	175,453.93	93.5
TOTAL:	1000-6999	257,625.00	12,171.07	12,171.07	4.7	0.00	245,453.93	95.2
TOTAL:	1000-7999	284,725.00	12,171.07	12,171.07	4.2	0.00	272,553.93	95.7
TOTAL EXPENSES	(1000 - 7999)	284,725.00	12,171.07	12,171.07	4.2	0.00	272,553.93	95.7

Fund: 74 KVC R FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	6,548,722.26	1,205,594.44	1,205,594.44	18.4	0.00	5,343,127.82	81.5
8900.00 OTHER FINANCING SOURCES	964,084.00	0.00	0.00	.0	0.00	964,084.00	100.0
TOTAL: 8000	7,512,806.26	1,205,594.44	1,205,594.44	16.0	0.00	6,307,211.82	83.9
2100.00 CONTRACT CLASSIFIED NON-INSTR.	1,787,616.00	95,700.06	95,700.06	5.3	0.00	1,691,915.94	94.6
2300.00 NON-INSTRUCTION HOURLY CLASS.	113,000.00	2,486.00	2,486.00	2.2	0.00	110,514.00	97.8
TOTAL: 2000	1,900,616.00	98,186.06	98,186.06	5.1	0.00	1,802,429.94	94.8
3200.00 CLASSIFIED RETIREMENT	204,091.00	10,926.06	10,926.06	5.3	0.00	193,164.94	94.6
3300.00 OASDI/FICA	141,979.00	7,452.39	7,452.39	5.2	0.00	134,526.61	94.7
3400.00 HEALTH AND WELFARE BENEFITS	325,788.00	17,076.36	17,076.36	5.2	0.00	308,711.64	94.7
3500.00 STATE UNEMPLOYMENT INSURANCE	20,676.00	1,071.59	1,071.59	5.1	0.00	19,604.41	94.8
3600.00 WORKERS COMPENSATION INSURANCE	40,500.00	2,250.00	2,250.00	5.5	0.00	38,250.00	94.4
3900.00 OTHER BENEFITS	10,975.00	859.62	859.62	7.8	0.00	10,115.38	92.1
TOTAL: 3000	744,009.00	39,636.02	39,636.02	5.3	0.00	704,372.98	94.6
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	1,500.00	0.00	0.00	.0	0.00	1,500.00	100.0
4500.00 NONINSTRUCTIONAL SUPPLIES	189,820.00	1,147.74	1,147.74	.6	12,007.31	176,664.95	93.0
TOTAL: 4000	191,320.00	1,147.74	1,147.74	.5	12,007.31	178,164.95	93.1
5100.00 PERSON&CONSULTANT SVC-DIST USE	477,358.46	0.00	0.00	.0	14,736.79	462,621.67	96.9
5200.00 TRAVEL & CONFERENCE EXPENSES	75,500.00	0.00	0.00	.0	2,126.60	73,373.40	97.1
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	109,680.26	15,832.02	15,832.02	14.4	36,019.13	57,829.11	52.7
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	202,566.00	23,030.33	23,030.33	11.3	150,093.67	29,442.00	14.5
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	132,701.00	9,634.18	9,634.18	7.2	56,520.80	66,546.02	50.1
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	144,250.00	1,248.00	1,248.00	.8	57,002.00	86,000.00	59.6
5800.00 OTHER OPERATING EXP-DIST. USE	2,413,504.00	18,564.29	18,564.29	.7	246,099.36	2,148,840.35	89.0
TOTAL: 5000	3,562,559.72	68,308.82	68,308.82	1.9	562,598.35	2,931,652.55	82.2
TOTAL: 1000-5999	6,398,504.72	207,278.64	207,278.64	3.2	574,605.66	5,616,620.42	87.7
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	65,100.00	0.00	0.00	.0	9,460.09	55,639.91	85.4
TOTAL: 6000	65,100.00	0.00	0.00	.0	9,460.09	55,639.91	85.4
TOTAL: 1000-6999	6,463,604.72	207,278.64	207,278.64	3.2	584,065.75	5,672,260.33	87.7

Fund: 74 KVCR FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	7,512,806.26	1,205,594.44	1,205,594.44	16.0	0.00	6,307,211.82	83.9
TOTAL:	1000-5999	6,398,504.72	207,278.64	207,278.64	3.2	574,605.66	5,616,620.42	87.7
TOTAL:	1000-6999	6,463,604.72	207,278.64	207,278.64	3.2	584,065.75	5,672,260.33	87.7
TOTAL:	1000-7999	6,463,604.72	207,278.64	207,278.64	3.2	584,065.75	5,672,260.33	87.7
TOTAL EXPENSES	(1000 - 7999)	6,463,604.72	207,278.64	207,278.64	3.2	584,065.75	5,672,260.33	87.7

Fund: 76 INVSTMT TRUST FUND-SAN MANUE

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	0.00	1,000,000.00	1,000,000.00	100.0	0.00	1,000,000.00-	.0
TOTAL: 8000	0.00	1,000,000.00	1,000,000.00	100.0	0.00	1,000,000.00-	.0
2100.00 CONTRACT CLASSIFIED NON-INSTR.	0.00	32,977.95	32,977.95	100.0	0.00	32,977.95-	.0
TOTAL: 2000	0.00	32,977.95	32,977.95	100.0	0.00	32,977.95-	.0
3200.00 CLASSIFIED RETIREMENT	0.00	3,765.09	3,765.09	100.0	0.00	3,765.09-	.0
3300.00 OASDHI/FICA	0.00	2,516.49	2,516.49	100.0	0.00	2,516.49-	.0
3400.00 HEALTH AND WELFARE BENEFITS	0.00	5,595.90	5,595.90	100.0	0.00	5,595.90-	.0
3500.00 STATE UNEMPLOYMENT INSURANCE	0.00	361.85	361.85	100.0	0.00	361.85-	.0
3600.00 WORKERS COMPENSATION INSURANCE	0.00	625.00	625.00	100.0	0.00	625.00-	.0
3900.00 OTHER BENEFITS	0.00	30.45	30.45	100.0	0.00	30.45-	.0
TOTAL: 3000	0.00	12,894.78	12,894.78	100.0	0.00	12,894.78-	.0
TOTAL: 1000-5999	0.00	45,872.73	45,872.73	100.0	0.00	45,872.73-	.0



Fund: 76 INVSTMT TRUST FUND-SAN MANUE SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
			CURRENT	YEAR TO DATE				
TOTAL INCOME	(8000 - 8999)	0.00	1,000,000.00	1,000,000.00	100.0	0.00	1,000,000.00-	.0
TOTAL:	1000-5999	0.00	45,872.73	45,872.73	100.0	0.00	45,872.73-	.0
TOTAL:	1000-6999	0.00	45,872.73	45,872.73	100.0	0.00	45,872.73-	.0
TOTAL:	1000-7999	0.00	45,872.73	45,872.73	100.0	0.00	45,872.73-	.0
TOTAL EXPENSES	(1000 - 7999)	0.00	45,872.73	45,872.73	100.0	0.00	45,872.73-	.0

Fund: 78 SELF INSURANCE-LIABILITY&PRO

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	3,000.00	0.00	0.00	.0	0.00	3,000.00	100.0
8900.00 OTHER FINANCING SOURCES	750,000.00	750,000.00	750,000.00	100.0	0.00	0.00	.0
TOTAL: 8000	753,000.00	750,000.00	750,000.00	99.6	0.00	3,000.00	.3
5100.00 PERSON&CONSULTANT SVC-DIST USE	20,000.00	0.00	0.00	.0	10,000.00	10,000.00	50.0
5400.00 INSURANCES - DISTRICT USE	600,000.00	508,093.00	508,093.00	84.6	1,285.20	90,621.80	15.1
5800.00 OTHER OPERATING EXP-DIST. USE	150,000.00	3,120.58	3,120.58	2.0	21,879.42	125,000.00	83.3
TOTAL: 5000	770,000.00	511,213.58	511,213.58	66.3	33,164.62	225,621.80	29.3
TOTAL: 1000-5999	770,000.00	511,213.58	511,213.58	66.3	33,164.62	225,621.80	29.3
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	511,213.58	511,213.58	64.3	33,164.62	250,621.80	31.5

Fund: 78 SELF INSURANCE-LIABILITY&PRO SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	753,000.00	750,000.00	750,000.00	99.6	0.00	3,000.00	.3
TOTAL:	1000-5999	770,000.00	511,213.58	511,213.58	66.3	33,164.62	225,621.80	29.3
TOTAL:	1000-6999	770,000.00	511,213.58	511,213.58	66.3	33,164.62	225,621.80	29.3
TOTAL:	1000-7999	795,000.00	511,213.58	511,213.58	64.3	33,164.62	250,621.80	31.5
TOTAL EXPENSES	(1000 - 7999)	795,000.00	511,213.58	511,213.58	64.3	33,164.62	250,621.80	31.5

Fund: 84 WORKERS COMPENSATION FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	1,260,000.00	119,250.00-	119,250.00-	.0	0.00	1,379,250.00	100.0
TOTAL: 8000	1,260,000.00	119,250.00-	119,250.00-	.0	0.00	1,379,250.00	100.0
5100.00 PERSON&CONSULTANT SVC-DIST USE	160,000.00	34,463.00	34,463.00	21.5	88,000.00	37,537.00	23.4
5400.00 INSURANCES - DISTRICT USE	130,000.00	116,739.00	116,739.00	89.7	5,000.00	8,261.00	6.3
5800.00 OTHER OPERATING EXP-DIST. USE	607,000.00	59,887.34	59,887.34	9.8	15,640.96	531,471.70	87.5
TOTAL: 5000	897,000.00	211,089.34	211,089.34	23.5	108,640.96	577,269.70	64.3
TOTAL: 1000-5999	897,000.00	211,089.34	211,089.34	23.5	108,640.96	577,269.70	64.3
7900.00 RESERVE FOR CONTINGENCIES	500,000.00	0.00	0.00	.0	0.00	500,000.00	100.0
TOTAL: 7000	500,000.00	0.00	0.00	.0	0.00	500,000.00	100.0
TOTAL: 1000-7999	1,397,000.00	211,089.34	211,089.34	15.1	108,640.96	1,077,269.70	77.1

Fund: 84 WORKERS COMPENSATION FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
			CURRENT	YEAR TO DATE				
TOTAL INCOME	(8000 - 8999)	1,260,000.00	119,250.00-	119,250.00-	.0	0.00	1,379,250.00	100.0
TOTAL:	1000-5999	897,000.00	211,089.34	211,089.34	23.5	108,640.96	577,269.70	64.3
TOTAL:	1000-6999	897,000.00	211,089.34	211,089.34	23.5	108,640.96	577,269.70	64.3
TOTAL:	1000-7999	1,397,000.00	211,089.34	211,089.34	15.1	108,640.96	1,077,269.70	77.1
TOTAL EXPENSES	(1000 - 7999)	1,397,000.00	211,089.34	211,089.34	15.1	108,640.96	1,077,269.70	77.1

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	45,500.00	0.00	0.00	.0	0.00	45,500.00	100.0
8600.00 STATE REVENUES	1,291,984.00	0.00	0.00	.0	0.00	1,291,984.00	100.0
8800.00 LOCAL REVENUES	622,509.96	15,353.00	15,353.00	2.4	0.00	607,156.96	97.5
TOTAL: 8000	1,959,993.96	15,353.00	15,353.00	.7	0.00	1,944,640.96	99.2
1100.00 CONTRACT CLASSROOM INST.	10,483,417.00	1,943.75	1,943.75	.0	0.00	10,481,473.25	99.9
1200.00 CONTRACT CERT. ADMINISTRATORS	3,160,400.00	250,530.18	250,530.18	7.9	0.00	2,909,869.82	92.0
1300.00 INSTRUCTORS DAY/HOURLY	5,289,132.00	215,244.58	215,244.58	4.0	0.00	5,073,887.42	95.9
1400.00 NON-INSTRUCTION HOURLY CERT.	324,093.00	14,803.88	14,803.88	4.5	0.00	309,289.12	95.4
TOTAL: 1000	19,257,042.00	482,522.39	482,522.39	2.5	0.00	18,774,519.61	97.4
2100.00 CONTRACT CLASSIFIED NON-INSTR.	6,099,423.00	515,304.37	515,304.37	8.4	0.00	5,584,118.63	91.5
2200.00 INSTRUCTIONAL AIDS	782,406.00	59,048.91	59,048.91	7.5	0.00	723,357.09	92.4
2300.00 NON-INSTRUCTION HOURLY CLASS.	128,681.00	8,072.24	8,072.24	6.2	0.00	120,608.76	93.7
2400.00 INST AIDS-HOURLY- DIR. INSTRUC	314,877.00	7,462.00	7,462.00	2.3	0.00	307,415.00	97.6
TOTAL: 2000	7,325,387.00	589,887.52	589,887.52	8.0	0.00	6,735,499.48	91.9
3100.00 CERTIFICATED RETIREMENT	1,539,209.00	33,559.41	33,559.41	2.1	0.00	1,505,649.59	97.8
3200.00 CLASSIFIED RETIREMENT	861,753.00	69,810.03	69,810.03	8.1	0.00	791,942.97	91.8
3300.00 OASDHI/FICA	855,582.00	53,082.36	53,082.36	6.2	0.00	802,499.64	93.7
3400.00 HEALTH AND WELFARE BENEFITS	3,743,986.00	299,233.64	299,233.64	7.9	0.00	3,444,752.36	92.0
3500.00 STATE UNEMPLOYMENT INSURANCE	294,349.00	11,721.14	11,721.14	3.9	0.00	282,627.86	96.0
3600.00 WORKERS COMPENSATION INSURANCE	475,959.00	38,078.77	38,078.77	8.0	0.00	437,880.23	91.9
3900.00 OTHER BENEFITS	91,898.00	7,579.52	7,579.52	8.2	0.00	84,318.48	91.7
TOTAL: 3000	7,862,736.00	513,064.87	513,064.87	6.5	0.00	7,349,671.13	93.4
4100.00 TEXTBOOKS	215.00	0.00	0.00	.0	0.00	215.00	100.0
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	23,125.00	265.63	265.63	1.1	500.00	22,359.37	96.6
4300.00 INSTRUCTIONAL SUPPLIES	70,838.00	2,111.62	2,111.62	2.9	25,074.90	43,651.48	61.6
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	13,031.00	0.00	0.00	.0	0.00	13,031.00	100.0
4500.00 NONINSTRUCTIONAL SUPPLIES	426,171.00	24,281.59	24,281.59	5.6	249,356.53	152,532.88	35.7
4700.00 FOOD SUPPLIES	3,000.00	0.00	0.00	.0	2,000.00	1,000.00	33.3
TOTAL: 4000	536,380.00	26,658.84	26,658.84	4.9	276,931.43	232,789.73	43.4
5100.00 PERSON&CONSULTANT SVC-DIST USE	832,933.00	5,486.37	5,486.37	.6	442,591.00	384,855.63	46.2
5200.00 TRAVEL & CONFERENCE EXPENSES	114,633.00	4,004.37	4,004.37	3.4	6,690.16	103,938.47	90.6
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	115,193.00	26,025.27	26,025.27	22.5	56,509.42	32,658.31	28.3
5400.00 INSURANCES - DISTRICT USE	1,000.00	0.00	0.00	.0	0.00	1,000.00	100.0
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	1,586,858.00	144,941.23	144,941.23	9.1	1,410,412.70	31,504.07	1.9
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	628,355.00	77,687.13	77,687.13	12.3	369,459.05	181,208.82	28.8
5800.00 OTHER OPERATING EXP-DIST. USE	241,408.00	63,119.12	63,119.12	26.1	71,156.00	107,132.88	44.3
5900.00 INTERPROGRAM CHARGES-DIST. USE	180.00	0.00	0.00	.0	0.00	180.00	100.0
TOTAL: 5000	3,520,560.00	321,263.49	321,263.49	9.1	2,356,818.33	842,478.18	23.9
TOTAL: 1000-5999	38,502,105.00	1,933,397.11	1,933,397.11	5.0	2,633,749.76	33,934,958.13	88.1

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
6300.00 LIBRARY BOOKS - EXPANSION	60,000.00	0.00	0.00	.0	49,340.00	10,660.00	17.7
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	151,017.00	9,866.92	9,866.92	6.5	2,002.91	139,147.17	92.1
TOTAL: 6000	211,017.00	9,866.92	9,866.92	4.6	51,342.91	149,807.17	70.9
TOTAL: 1000-6999	38,713,122.00	1,943,264.03	1,943,264.03	5.0	2,685,092.67	34,084,765.30	88.0
7300.00 INTERFUND TRANSFERS	60,406.00	0.00	0.00	.0	0.00	60,406.00	100.0
7600.00 OTHER STUDENT AID	16,488.00	0.00	0.00	.0	0.00	16,488.00	100.0
TOTAL: 7000	76,894.00	0.00	0.00	.0	0.00	76,894.00	100.0
TOTAL: 1000-7999	38,790,016.00	1,943,264.03	1,943,264.03	5.0	2,685,092.67	34,161,659.30	88.0

Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDING/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	1,959,993.96	15,353.00	15,353.00	.7	0.00	1,944,640.96	99.2
TOTAL:	1000-5999	38,502,105.00	1,933,397.11	1,933,397.11	5.0	2,633,749.76	33,934,958.13	88.1
TOTAL:	1000-6999	38,713,122.00	1,943,264.03	1,943,264.03	5.0	2,685,092.67	34,084,765.30	88.0
TOTAL:	1000-7999	38,790,016.00	1,943,264.03	1,943,264.03	5.0	2,685,092.67	34,161,659.30	88.0
TOTAL EXPENSES	(1000 - 7999)	38,790,016.00	1,943,264.03	1,943,264.03	5.0	2,685,092.67	34,161,659.30	88.0



Fund: 72 CHILD DEVELOPMENT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	25,886.00	0.00	0.00	.0	0.00	25,886.00	100.0
8900.00 OTHER FINANCING SOURCES	60,406.00	0.00	0.00	.0	0.00	60,406.00	100.0
TOTAL: 8000	86,292.00	0.00	0.00	.0	0.00	86,292.00	100.0
2300.00 NON-INSTRUCTION HOURLY CLASS.	23,930.00	0.00	0.00	.0	0.00	23,930.00	100.0
TOTAL: 2000	23,930.00	0.00	0.00	.0	0.00	23,930.00	100.0
3300.00 OASDHI/FICA	1,831.00	0.00	0.00	.0	0.00	1,831.00	100.0
3500.00 STATE UNEMPLOYMENT INSURANCE	263.00	0.00	0.00	.0	0.00	263.00	100.0
TOTAL: 3000	2,094.00	0.00	0.00	.0	0.00	2,094.00	100.0
TOTAL: 1000-5999	26,024.00	0.00	0.00	.0	0.00	26,024.00	100.0

Fund: 72 CHILD DEVELOPMENT FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDING/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	86,292.00	0.00	0.00	.0	0.00	86,292.00	100.0
TOTAL:	1000-5999	26,024.00	0.00	0.00	.0	0.00	26,024.00	100.0
TOTAL:	1000-6999	26,024.00	0.00	0.00	.0	0.00	26,024.00	100.0
TOTAL:	1000-7999	26,024.00	0.00	0.00	.0	0.00	26,024.00	100.0
TOTAL EXPENSES	(1000 - 7999)	26,024.00	0.00	0.00	.0	0.00	26,024.00	100.0

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	21,860.00	0.00	0.00	.0	0.00	21,860.00	100.0
8600.00 STATE REVENUES	550,476.00	0.00	0.00	.0	0.00	550,476.00	100.0
8800.00 LOCAL REVENUES	485,465.00	2,532.71	2,532.71	.5	0.00	482,932.29	99.4
8900.00 OTHER FINANCING SOURCES	0.00	5,792.75	5,792.75	100.0	0.00	5,792.75-	.0
TOTAL: 8000	1,057,801.00	8,325.46	8,325.46	.7	0.00	1,049,475.54	99.2
1100.00 CONTRACT CLASSROOM INST.	4,690,815.00	62,649.16	62,649.16	1.3	0.00	4,628,165.84	98.6
1200.00 CONTRACT CERT. ADMINISTRATORS	2,257,356.00	183,781.75	183,781.75	8.1	0.00	2,073,574.25	91.8
1300.00 INSTRUCTORS DAY/HOURLY	1,863,849.00	4,341.70	4,341.70	.2	0.00	1,859,507.30	99.7
1400.00 NON-INSTRUCTION HOURLY CERT.	122,200.00	8,998.86	8,998.86	7.3	0.00	113,201.14	92.6
TOTAL: 1000	8,934,220.00	259,771.47	259,771.47	2.9	0.00	8,674,448.53	97.0
2100.00 CONTRACT CLASSIFIED NON-INSTR.	3,390,539.00	268,728.58	268,728.58	7.9	0.00	3,121,810.42	92.0
2200.00 INSTRUCTIONAL AIDS	582,880.00	42,681.02	42,681.02	7.3	0.00	540,198.98	92.6
2300.00 NON-INSTRUCTION HOURLY CLASS.	92,885.00	3,995.87	3,995.87	4.3	0.00	88,889.13	95.6
2400.00 INST AIDES-HOURLY- DIR. INSTRUC	322,194.00	7,947.00	7,947.00	2.4	0.00	314,247.00	97.5
TOTAL: 2000	4,388,498.00	323,352.47	323,352.47	7.3	0.00	4,065,145.53	92.6
3100.00 CERTIFICATED RETIREMENT	690,180.00	17,653.32	17,653.32	2.5	0.00	672,526.68	97.4
3200.00 CLASSIFIED RETIREMENT	513,073.00	38,422.46	38,422.46	7.4	0.00	474,650.54	92.5
3300.00 OASDHI/FICA	464,150.00	28,854.19	28,854.19	6.2	0.00	435,295.81	93.7
3400.00 HEALTH AND WELFARE BENEFITS	1,872,627.00	142,889.70	142,889.70	7.6	0.00	1,729,737.30	92.3
3500.00 STATE UNEMPLOYMENT INSURANCE	147,581.00	6,381.89	6,381.89	4.3	0.00	141,199.11	95.6
3600.00 WORKERS COMPENSATION INSURANCE	248,159.00	19,165.42	19,165.42	7.7	0.00	228,993.58	92.2
3900.00 OTHER BENEFITS	51,860.00	4,753.95	4,753.95	9.1	0.00	47,106.05	90.8
TOTAL: 3000	3,987,630.00	258,120.93	258,120.93	6.4	0.00	3,729,509.07	93.5
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	5,810.00	105.00	105.00	1.8	0.00	5,705.00	98.1
4300.00 INSTRUCTIONAL SUPPLIES	51,494.00	9,727.21	9,727.21	18.8	5,704.15	36,062.64	70.0
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	2,455.00	0.00	0.00	.0	0.00	2,455.00	100.0
4500.00 NONINSTRUCTIONAL SUPPLIES	144,364.00	6,536.32	6,536.32	4.5	61,959.88	75,867.80	52.5
4700.00 FOOD SUPPLIES	500.00	0.00	0.00	.0	0.00	500.00	100.0
TOTAL: 4000	204,623.00	16,368.53	16,368.53	7.9	67,664.03	120,590.44	58.9
5100.00 PERSON&CONSULTANT SVC-DIST USE	66,828.00	0.00	0.00	.0	7,835.00	58,993.00	88.2
5200.00 TRAVEL & CONFERENCE EXPENSES	40,950.00	5,816.22	5,816.22	14.2	2,652.92	32,480.86	79.3
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	45,190.00	10,974.35	10,974.35	24.2	19,999.65	14,216.00	31.4
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	526,359.00	47,048.53	47,048.53	8.9	395,107.65	84,202.82	15.9
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	367,944.00	39,880.26	39,880.26	10.8	220,651.14	107,412.60	29.1
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	5,300.00	0.00	0.00	.0	0.00	5,300.00	100.0
5800.00 OTHER OPERATING EXP-DIST. USE	224,877.00	27,090.87	27,090.87	12.0	7,000.00	190,786.13	84.8
TOTAL: 5000	1,277,448.00	130,810.23	130,810.23	10.2	653,246.36	493,391.41	38.6
TOTAL: 1000-5999	18,792,419.00	988,423.63	988,423.63	5.2	720,910.39	17,083,084.98	90.9

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
6300.00 LIBRARY BOOKS - EXPANSION	10,000.00	811.72	811.72	8.1	7,188.28	2,000.00	20.0
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	22,447.00	947.00	947.00	4.2	5,995.66	15,504.34	69.0
TOTAL: 6000	32,447.00	1,758.72	1,758.72	5.4	13,183.94	17,504.34	53.9
TOTAL: 1000-6999	18,824,866.00	990,182.35	990,182.35	5.2	734,094.33	17,100,589.32	90.8

Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDING/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	1,057,801.00	8,325.46	8,325.46	.7	0.00	1,049,475.54	99.2
TOTAL:	1000-5999	18,792,419.00	988,423.63	988,423.63	5.2	720,910.39	17,083,084.98	90.9
TOTAL:	1000-6999	18,824,866.00	990,182.35	990,182.35	5.2	734,094.33	17,100,589.32	90.8
TOTAL:	1000-7999	18,824,866.00	990,182.35	990,182.35	5.2	734,094.33	17,100,589.32	90.8
TOTAL EXPENSES	(1000 - 7999)	18,824,866.00	990,182.35	990,182.35	5.2	734,094.33	17,100,589.32	90.8

Fund: 72 CHILD DEVELOPMENT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	3,000.00	0.00	0.00	.0	0.00	3,000.00	100.0
TOTAL: 8000	3,000.00	0.00	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	22.00	0.00	0.00	.0	0.00	22.00	100.0
TOTAL: 3000	175.00	0.00	0.00	.0	0.00	175.00	100.0
5800.00 OTHER OPERATING EXP-DIST. USE	838.00	0.00	0.00	.0	0.00	838.00	100.0
TOTAL: 5000	838.00	0.00	0.00	.0	0.00	838.00	100.0
TOTAL: 1000-5999	3,013.00	0.00	0.00	.0	0.00	3,013.00	100.0

Fund: 72 CHILD DEVELOPMENT FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDING/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	3,000.00	0.00	0.00	.0	0.00	3,000.00	100.0
TOTAL:	1000-5999	3,013.00	0.00	0.00	.0	0.00	3,013.00	100.0
TOTAL:	1000-6999	3,013.00	0.00	0.00	.0	0.00	3,013.00	100.0
TOTAL:	1000-7999	3,013.00	0.00	0.00	.0	0.00	3,013.00	100.0
TOTAL EXPENSES	(1000 - 7999)	3,013.00	0.00	0.00	.0	0.00	3,013.00	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: September 6, 2012  
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 July 23, 2012 to August 19, 2012 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

This is an information item. There are no financial implications.



**Purchase Order Board Report**  
**September 6, 2012**

<b>PO No.</b>	<b>Vendor Name</b>	<b>PO Board Description</b>	<b>Amount</b>
130888	PACIFIC GREEN	Pest Control	\$ 4,860.00
130889	A & I REPROGRAPHICS	New Buildings	\$ 144,805.97
130890	C H J INCORPORATED	New Buildings	\$ 269,457.43
130891	LPA	Site Improvements	\$ 13,700.00
130892	INLAND INSPECTIONS/CONSULTING	Building Improvements	\$ 426,620.83
130893	STEINBERG ARCHITECTS	New Buildings	\$ 330,543.13
130894	LPA	Site Improvements	\$ 111,906.80
130895	BRAUGHTON CONSTRUCTION INC	Site Improvements	\$ 1,043,914.12
130896	SBVC BOOKSTORE	Non-instructional Supplies	\$ 300.00
130897	ZEE MEDICAL SERVICE INC	Non-instructional Supplies	\$ 500.00
130898	COMEVO LLC	Contract Services	\$ 2,900.00
130899	SHALIMAR INC	Bus/Car Rentals	\$ 1,184.06
130900	AMERICAN EXPRESS - US PAYMENTS	Conference	\$ 585.00
130901	AMERICAN EXPRESS - US PAYMENTS	Conference	\$ 580.00
130902	ACBO	Conference	\$ 85.00
130903	DESERT BUSINESS INTERIORS	Equipment	\$ 996.69
130904	ALLIED REFRIGERATION INC	Equipment	\$ 962.59
130905	STAPLES	Non-instructional Supplies	\$ 355.42
130906	FISHER SCIENTIFIC	Equipment	\$ 4,999.60
130907	STAPLES	Commencement Supplies	\$ 76.44
130908	STAPLES	Non-instructional Supplies	\$ 222.86
130909	SOUTHERN CALIFORNIA FOOTBALL	Dues & Memberships	\$ 1,800.00
130910	XPRESS RENT A CAR	Bus Rentals	\$ 18,806.00
130911	H & L CHARTER CO INC	Bus Rentals	\$ 1,550.00
130912	H & L CHARTER CO INC	Bus Rentals	\$ 2,400.00
130913	H & L CHARTER CO INC	Bus Rentals	\$ 1,700.00
130914	AMAZON.COM	Instructional Supplies	\$ 107.66
130915	BRINKS INC	Consultants & Other Services	\$ 2,160.00
130916	TECH4FIT	Repairs & Maintenance	\$ 3,000.00
130917	HERNANDEZ, ANITA	Mileage Reimbursement	\$ 300.00
130918	BEST GOLF CARTS INC	Repairs & Maintenance	\$ 1,000.00
130919	HSA-CCC	Dues & Memberships	\$ 150.00
130920	FERGUSON ENTERPRISES #1071	Repairs & Maintenance	\$ 112.44
130921	CITY OF SAN BERNARDINO	Consultants & Other Services	\$ 7,998.00
130922	REVOLVING CASH	Other Expenses & Fees	\$ 1,740.00
130923	CITADEL ENVIROMENTAL SERV INC	Consultants & Other Contracts	\$ 4,045.00
130924	REVOLVING CASH	Other Expenses & Fees	\$ 1,512.00
130925	REVOLVING CASH	Other Expenses & Fees	\$ 3,160.00
130926	SAN BERNARDINO COUNTY SHERIFF	Consultants & Other Services	\$ 3,800.00
130927	STAPLES	Non-instructional Supplies	\$ 507.73
130928	STAPLES	Non-instructional Supplies	\$ 147.00
130929	STAPLES	Equipment	\$ 226.26
130930	TRANE US INC	Equipment	\$ 2,077.70
130931	SYMMETRY DATA INC	IT Equipment	\$ 9,640.66
130932	SCHOOL OUTFITTERS	Non-instructional Supplies	\$ 468.93
130933	STAPLES	Non-instructional Supplies	\$ 566.62

**Purchase Order Board Report**  
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<b>PO No.</b>	<b>Vendor Name</b>	<b>PO Board Description</b>	<b>Amount</b>
130934	BARNES & NOBLE INC	Library Books Expansion	\$ 4,000.00
130935	AT&T	Phone Utilities	\$ 14,400.00
130936	PUBLIC RADIO INTERNATIONAL	Dues & Memberships	\$ 13,000.00
130937	AMERICAN PUBLIC TELEVISION	Broadcast Program Rights	\$ 7,383.00
130938	SBVC BOOKSTORE	Non-instructional Supplies	\$ 1,000.00
130939	GENESIS INTERNATIONAL	Broadcast Program Rights	\$ 11,000.00
130940	VERIZON CALIFORNIA	Phone Utilities	\$ 540.00
130941	VERIZON CALIFORNIA	Phone Utilities	\$ 2,556.00
130942	SBCCD PRINTING SERVICES	Non-instructional Supplies	\$ 282.69
130943	FEDEX	Postage & Freight	\$ 500.00
130944	GLAXOSMITHKLINE PHARMACEUTICAL	Non-instructional Supplies	\$ 4,000.00
130945	SBCCD PRINTING SERVICES	Printing, SBCCD	\$ 1,000.00
130946	RED STAR FIRE PROTECTION	Repairs & Maintenance	\$ 150.00
130947	SAN BERNARDINO SHERIFFS DEPT	Conference	\$ 750.00
130948	STAPLES	Non-instructional Supplies	\$ 217.31
130949	ORIGINAL TACO GIRLS & COURT ST	Other Expenses & Fees	\$ 750.00
130950	BERNAN ASSOCIATES	Library Books Expansion	\$ 1,415.00
130951	STAPLES	Non-instructional Supplies	\$ 532.34
130952	US BANK CORPORATE PMT SYSTEMS	Dues & Memberships	\$ 149.95
130953	WARD'S NATURAL SCIENCE EST INC	Instructional Supplies	\$ 70.36
130954	AMERICAN PUBLIC TELEVISION	Broadcast Program Rights	\$ 7,824.00
130955	PUBLIC RADIO INTERNATIONAL	Broadcast Program Rights	\$ 24,136.00
130956	WARD'S NATURAL SCIENCE EST INC	Instructional Supplies	\$ 164.86
130957	ZEE MEDICAL SERVICE INC	Non-instructional Supplies	\$ 700.00
130958	WALCO SUPPLY CO INC	Instructional Supplies	\$ 302.61
130959	STAPLES	Non-instructional Supplies	\$ 117.33
130960	KATER-CRAFTS INC	Consultants & Other Services	\$ 2,000.00
130961	KONICA	Office Equipment Maintenance Agmts	\$ 1,277.84
130962	NATIONAL EDUCATIONAL	Broadcast Program Rights	\$ 2,921.00
130963	SEHI COMPUTER PRODUCTS INC	Equipment	\$ 300.16
130964	KH METALS & SUPPLY	Maintenance Supplies	\$ 1,371.44
130965	REGENTS - U C	Consultants & Other Services	\$ 6,000.00
130966	STAPLES	Equipment	\$ 498.88
130967	STAPLES	Non-instructional Supplies	\$ 255.64
130968	SBVC FOOD SERVICES	Refreshments	\$ 816.94
130969	WARD'S NATURAL SCIENCE EST INC	Instructional Supplies	\$ 244.26
130970	SWACC	Liability Insurance	\$ 1,285.20
130971	SMITH, DEBRA	Non Instructional Supplies	\$ 38.58
130972	COUNCIL OF CHIEF LIBRARIANS	Dues & Membership	\$ 150.00
130973	ENTERPRISE RENT A CAR	Conference	\$ 130.32
130974	BANGASSER,SUSAN	Mileage Reimbursement	\$ 600.00
130975	INNOVATIVE USERS GROUP	Dues & Membership	\$ 100.00
130976	EBSCO SUBSCRIPTION SERVICES	Library Books Expansion	\$ 3,490.00
130977	BIO-RAD LABORATORIES	Instructional Supplies	\$ 342.65
130978	CAROLINA BIOLOGICAL SUPPLY CO	Instructional Supplies	\$ 724.19
130979	CAROLINA BIOLOGICAL SUPPLY CO	Instructional Supplies	\$ 306.47

**Purchase Order Board Report**  
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<b>PO No.</b>	<b>Vendor Name</b>	<b>PO Board Description</b>	<b>Amount</b>
130980	CAROLINA BIOLOGICAL SUPPLY CO	Instructional Supplies	\$ 642.16
130981	FLINN SCIENTIFIC INC	Instructional Supplies	\$ 446.03
130982	GAYLORD BROS INC	Non-instructional Supplies	\$ 277.89
130983	GRAINGER INC, W W	Instructional Supplies	\$ 584.53
130984	CAROLINA BIOLOGICAL SUPPLY CO	Instructional Supplies	\$ 400.00
130985	FISHER SCIENTIFIC	Instructional Supplies	\$ 92.41
130986	NATIONAL OFFICE FURNITURE	Equipment	\$ 2,897.83
130987	GRAINGER INC, W W	Instructional Supplies	\$ 103.46
130988	BAUDVILLE	Non Instructional Supplies	\$ 103.08
130989	BIO QUIP PRODUCTS	Instructional Supplies	\$ 47.95
130990	UNITED PARCEL SERVICE	Postage & Freight	\$ 5,800.00
130991	DOUG WALL CONSTRUCTION INC	Building Improvements	\$ 9,250,000.00
130992	DLR GROUP WWCOT	New Buildings	\$ 474,749.00
130993	P2S ENGINEERING INC	New Buildings	\$ 156,680.00
130994	ECORP CONSULTING INC	Consultants	\$ 33,151.78
130995	RIVERSIDE CONSTRUCTION	New Buildings	\$ 56,525.00
130996	COMMUNITY BANK	New Buildings	\$ 2,974.99
130997	KITCHELL CEM	New Buildings	\$ 7,045,369.00
130998	UNDERGROUND SOLUTIONS	Site Improvements	\$ 3,275.00
130999	DEPARTMENT OF PESTICIDE	Dues & Memberships	\$ 60.00
131000	ARUP NORTH AMERICA LTD	Consultants	\$ 221,100.00
131001	AEI CASC	New Buildings	\$ 6,597.00
131002	CA WORKFORCE ASSOCIATION	Conference	\$ 555.00
131003	MARINA LANDSCAPE	Site Improvements	\$ 3,930.84
131004	STEINBERG ARCHITECTS	Site Improvements	\$ 6,225.45
131005	CITADEL ENVIROMENTAL SYSTEMS	New Buildings	\$ 86,532.62
131006	VISTA ENVIROMENTAL CONSULTING	New Buildings	\$ 62,910.00
131007	KISHIMOTO ARCHITECTURE	New Buildings	\$ 1,182,842.85
131008	AEI CASC	Consultant	\$ 450.00
131009	AEI CASC	New Buildings	\$ 3,462.00
131010	AEI CASC	Consultants	\$ 1,425.00
131011	ARUP NORTH AMERICA LTD	Consultants	\$ 379,660.00
131012	INLAND INSPECTIONS/CONSULTING	Site Improvements	\$ 30,000.00
131013	3M CENTER LIBRARY SYSTEMS	Maintenance Agreement	\$ 2,079.00
131014	BOOK HOUSE INC, THE	Library Books Expansion	\$ 15,000.00
131015	FISHER SCIENTIFIC	Instructional Supplies	\$ 500.00
131016	BLACKBAUD INC	Computer Systems Maintenance Agmts	\$ 7,180.19
131017	CCLC	Contract Services	\$ 29,207.00
131018	COMMUNITY COLLEGE LEAGUE	Consultants & Other Services	\$ 8,750.00
131019	SAN BERNARDINO SHERIFFS DEPT	Conference	\$ 60.00
131020	NCMPR	Other Expenses & Fees	\$ 105.00
131021	SNIPES-DYE ASSOC	Site Improvements	\$ 16,958.00
131022	PARTNERS IN RECOGNITION INC	Equipment	\$ 402.21
131023	STAPLES	Non-instructional Supplies	\$ 381.35
131024	AMAZON.COM	Instructional Supplies	\$ 31.08
131025	LEIGHTON CONSULTING INC	New Buildings	\$ 65,775.90

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<b>PO No.</b>	<b>Vendor Name</b>	<b>PO Board Description</b>	<b>Amount</b>
131026	A & I REPROGRAPHICS	New Buildings	\$ 8,500.00
131027	KEENAN & ASSOCIATES	Consultants & Other Services	\$ 9,000.00
131028	ECORP CONSULTING INC	Consultants & Other Services	\$ 71,050.00
131029	GLYNN, SHERPRI	Other Student Aid	\$ 1,000.00
131030	RICOH USA INC	Office Equipment Maintenance Agmts	\$ 914.12
131031	SBCCD PRINTING SERVICES	Printing, SBCCD	\$ 247.00
131032	CALIFORNIA PUBLIC TV	Dues & Memberships	\$ 1,500.00
131033	PSTV PARTNERS LLC	Leases	\$ 36,000.00
131034	SURVIVAL TECHNOLOGIES & TRAIN	Conference	\$ 500.00
131035	TNT ELECTRIC SIGN INC	Site Improvements	\$ 2,832.75
131036	MIDWEST LIBRARY SERVICE	Library Books Expansion	\$ 16,500.00
131037	STAPLES	Non-instructional Supplies	\$ 67.46
131038	BOOKER, STACEY	Other Student Aid	\$ 1,000.00
131039	SNIPES-DYE ASSOC	New Buildings	\$ 37,069.85
131040	INLAND INSPECTIONS/CONSULTING	Site Improvements	\$ 10,000.00
131041	REVOLVING CASH	Athletic Entry Fee	\$ 385.00
131042	CAREER AMERICA	Contract Services	\$ 3,500.00
131043	NASFAA	Dues & Memberships	\$ 2,073.00
131044	COMMUNITY CARE LICENSING	Other Expenses & Fees	\$ 550.00
131045	PMSM ARCHITECTS	Building Improvements	\$ 652,766.00
131046	A & W CART SERVICE	Repairs & Maintenance	\$ 200.00
131047	BIG BEAR CHAMBER OF COMMERCE	Dues & Memberships	\$ 110.00
131048	MARQUIS, JEANNE	Mileage Reimbursement	\$ 57.16
131049	SAMUEL FRENCH INC	Broadcast Program Rights	\$ 375.00
131050	LUONG, HOWARD	Mileage Reimbursement	\$ 250.00
131051	REVOLVING CASH	Non-instructional Supplies	\$ 97.02
131052	GOLDEN VALLEY MEDICAL INC	Consultants & Other Services	\$ 560.00
131053	CSPI	Magazines & Subscriptions	\$ 20.00
131054	PHARMACIST'S LETTER	Magazines & Subscriptions	\$ 85.00
131055	KLOG INC	Equipment	\$ 1,107.36
131056	REALVOLLEYBALL.COM	Instructional Supplies	\$ 974.33
131057	US BANK CORPORATE PMT SYSTEMS	Magazines & Subscriptions	\$ 45.00
131058	STEINBERG ARCHITECTS	New Buildings	\$ 10,000.00
131059	AIR CONDITIONING CONTROL	Repairs & Maintenance	\$ 2,495.00
131060	ARROWHEAD REGIONAL MEDICAL CTR	Consultants & Other Services	\$ 46,000.00
131061	SAN BERNARDINO CO FIRE DEPT	Other Expenses & Fees	\$ 1,791.00
131062	CHC BOOKSTORE	Non-instructional Supplies	\$ 300.62
131063	MEDICAL BILLING TECHNOLOGIES	Consultants & Other Services	\$ 4,000.00
131064	UNIVERSAL HOSPITAL SERVICES	Rentals	\$ 1,328.00
131065	HSA-CCC	Dues & Memberships	\$ 150.00
131066	LOMA LINDA UNIVERSITY	Consultants & Other Services	\$ 1,000.00
131067	CHC BOOKSTORE	Instructional Supplies	\$ 200.00
131068	CHC BOOKSTORE	Other Student Aid	\$ 15,819.00
131069	CHC BOOKSTORE	Other Student Aid	\$ 2,700.00
131070	CHC BOOKSTORE	Other Student Aid	\$ 100,000.00
131071	QUICK CAPTION INC	Consultants & Other Services	\$ 10,000.00

**Purchase Order Board Report  
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<b>PO No.</b>	<b>Vendor Name</b>	<b>PO Board Description</b>	<b>Amount</b>
131072	RP GROUP, THE	Conference	\$ 750.00
131073	BEN'S LOCK AND KEY	Lock & Key Supplies	\$ 6,000.00
131074	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 350.00
131075	KUCK, GLEN	Conference	\$ 100.00
131076	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 450.00
131077	KUCK, GLEN	Conference	\$ 100.00
131078	XPRESS RENT A CAR	Bus Rentals	\$ 8,000.00
131079	ZINN, WENDY	Conference	\$ 603.00
131080	ROSENDIN ELECTRIC INC	Site Improvements	\$ 62,678.76
131081	MIDWEST LIBRARY SERVICE	Library Books Expansion	\$ 8,935.00
131082	GLAXOSMITHKLINE PHARMACEUTICAL	Non-instructional Supplies	\$ 2,000.00
131083	PHARMEDIX	Non-instructional Supplies	\$ 6,000.00
131084	STAPLES	Non-instructional Supplies	\$ 230.97
131085	STAPLES	Non-instructional Supplies	\$ 55.54
131086	STAPLES	Non-instructional Supplies	\$ 56.31
131087	ARROWHEAD DIRECT A DIVISION	Non-instructional Supplies	\$ 1,380.04
131088	NILES BIOLOGICAL INC	Instructional Supplies	\$ 1,945.51
131089	H L DALIS INC	Non-instructional Supplies	\$ 2,000.00
131090	STAPLES	Instructional Supplies	\$ 92.68
131091	EUROSPORT	Instructional Supplies	\$ 824.16
131092	EUROSPORT	Instructional Supplies	\$ 583.67
131093	SBVC BOOKSTORE	Other Expenses & Fees	\$ 500.00
131094	HOGREFE JR, RICHARD K	Non-instructional Supplies	\$ 174.20
131095	ROMERO, GABRIELA	Mileage Reimbursement	\$ 500.00
131096	BRAGGINS, ALAN	Mileage Reimbursement	\$ 500.00
131097	KAPOOR, ANIL	Non-instructional Supplies	\$ 231.76
131098	MORENO, MARIANA	Conference	\$ 132.82
131099	BIG BEAR CHAMBER OF COMMERCE	Dues & Memberships	\$ 110.00
131100	US DEPT OF EDUCATION	Other Expenses & Fees	\$ 1,500.00
131101	WURTZ, KEITH	Conference	\$ 316.00
131102	RIGGS, MICHELLE A	Conference	\$ 335.00
131103	MORENO, MARIANA	Conference	\$ 57.00
131104	DIAL, TROY LYNN	Conference	\$ 151.00
131105	GIST, JOHN	Conference	\$ 151.00
131106	MCATEE,ROBERT	Conference	\$ 151.00
131107	WILSON, DEBBIE	Conference	\$ 151.00
131108	MCATEE,ROBERT	Conference	\$ 64.00
131109	GIST, JOHN	Conference	\$ 64.00
131110	DIAL, TROY LYNN	Conference	\$ 64.00
131111	WILSON, DEBBIE	Conference	\$ 64.00
131112	DIRECT CONNECTION	Postage & Freight	\$ 770.69
131113	NEWBURY, KRISTEN	Conference	\$ 30.33
131114	DIRECT CONNECTION	Postage & Freight	\$ 7,076.46
131115	GBC DOCUMENT FINISHING	Non-instructional Supplies	\$ 90.48
131116	HARDY DIAGNOSTICS	Instructional Supplies	\$ 84.85
131117	SPICERS PAPER INC	Non-instructional Supplies	\$ 1,124.10

**Purchase Order Board Report**  
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<b>PO No.</b>	<b>Vendor Name</b>	<b>PO Board Description</b>	<b>Amount</b>
131118	WARD'S NATURAL SCIENCE EST INC	Instructional Supplies	\$ 650.53
131119	DIRECT CONNECTION	Consultants & Other Services	\$ 6,263.78
131120	DIRECT CONNECTION	Consultants & Other Services	\$ 7,566.61
131121	DONNHAUSER, MARC	Conference	\$ 1,475.00
131122	CITRIX ONLINE AUDIO SERVICES	Phone Utilities	\$ 991.80
131123	TVTN	Consultants & Other Services	\$ 2,400.00
131124	ADT SECURITY SERVICES	Computer Systems Maintenance Agmts	\$ 600.00
131125	DALLAS COUNTY COMMUNITY	Contract Services	\$ 12,500.00
131126	EBSCO SUBSCRIPTION SERVICES	Magazines & Subscriptions	\$ 21,595.22
131127	KONE INC	Maintenance Agreements	\$ 36,487.90
131128	NEW MEXICO PBS	Other Expenses & Fees	\$ 3,120.00
131129	BIODATA LAB & RADIOLOGY	Consultants & Other Services	\$ 3,000.00
131130	KNOWLAND INC	New Buildings	\$ 190,000.00
131131	CHAVIRA, REJOICE C	Conference	\$ 573.00
131132	MCCRARY, DENISE M	Conference	\$ 1,475.00
131133	ROWLEY, KATHLEEN	Conference	\$ 1,362.00
131134	NCSPD INC MCCC	Dues & Memberships	\$ 350.00
131135	BEDOYA, ROSEMARY	Conference	\$ 151.00
131136	BEDOYA, ROSEMARY	Conference	\$ 64.00
131137	BESTWAY LAUNDRY SOLUTIONS	Repairs & Maintenance	\$ 325.40
131138	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 167.00
131139	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 524.86
131140	MOORE MEDICAL CORPORATION	Non-instructional Supplies	\$ 1,000.00
131141	GLOVES ONLINE INC	Instructional Supplies	\$ 20.95
131142	STAPLES	Non-instructional Supplies	\$ 107.74
131143	GLOBAL PROTECTION CORP	Non-instructional Supplies	\$ 2,000.00
131144	SNAP-ON INDUSTRIAL	Non-instructional Supplies	\$ 128.46
131145	BEST BUY GOV LLC	IT Equipment	\$ 1,939.46
131146	BEST BUY GOV LLC	IT Equipment	\$ 1,616.14
131147	LEVESQUE, ROBERT	Conference	\$ 945.00
131148	SAN BERNARDINO COUNTY SUPT	Physicals & Fingerprinting	\$ 312.00
131149	MCCLURE PHD, FAITH	Consultants & Other Services	\$ 5,000.00
131150	CCCAOE	Conference	\$ 395.00
131151	SYSCO FOOD SERVICES	Instructional Supplies	\$ 24,819.00
131152	HARVARD BUSINESS REVIEW	Magazines & Subscriptions	\$ 99.00
131153	BANGASSER,SUSAN	Conference	\$ 90.96
131154	HYND, JANIS	Consultants & Other Services	\$ 6,000.00
131155	RALSTON, BONNIE	Consultants & Other Services	\$ 8,000.00
131156	KITAY, PATRICIA	Consultants & Other Services	\$ 2,000.00
131157	HOGREFE JR, RICHARD K	Other Expenses & Fees	\$ 650.46
131158	QUICK CAPTION INC	Consultants & Other Services	\$ 4,160.00
131159	CHC BOOKSTORE	Reference Books	\$ 185.87
131160	CHANG, ANDREW	Conference	\$ 16.25
131161	ZINN, WENDY	Mileage Reimbursement	\$ 4,000.00
131162	ZINN, WENDY	Mileage Reimbursement	\$ 2,500.00
131163	ACADEMIC SENATE, THE	Dues & Memberships	\$ 2,543.20

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<b>PO No.</b>	<b>Vendor Name</b>	<b>PO Board Description</b>	<b>Amount</b>
131164	TRUSSELL, DEANNA	Conference	\$ 578.61
131165	ZINN, WENDY	Conference	\$ 440.00
131166	CCCAOE	Conference	\$ 395.00
131167	LEVESQUE, ROBERT	Conference	\$ 549.78
131168	STAPLES	Non Instructional Supplies	\$ 125.37
131169	STAPLES	Non-instructional Supplies	\$ 332.75
131170	ENCO SYSTEMS INC	IT Equipment	\$ 5,479.08
131171	SARGENT-WELCH SCIENTIFIC	Equipment	\$ 3,879.29
131172	CUMMINGS, LOU'RIE	Conference	\$ 64.00
131173	QUANTUM GROUP, THE	Advertising	\$ 776.48
131174	DELL COMPUTER COMPANY	Software	\$ 184.33
131175	OPTICSPLANET INC	Instructional Supplies	\$ 62.50
131176	STAPLES	Non-instructional Supplies	\$ 67.46
131177	STAPLES	Non-instructional Supplies	\$ 183.89
131178	KEN'S SPORTING GOODS	Instructional Supplies	\$ 547.27
131179	PEPSI- COLA	CDC Food Supplies	\$ 2,000.00
131180	PRUDENTIAL OVERALL SUPPLY INC	Laundry	\$ 2,590.00
131181	TJT QUALITY FOOD SOLUTIONS	CDC Food Supplies	\$ 3,000.00
131182	TYPECARE OFFICE MACHINE SER	Repairs & Maintenance	\$ 500.00
131183	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 2,000.00
131184	DIRECT CONNECTION	Postage & Freight	\$ 5,004.00
131185	LORTONDATA	Other Expenses & Fees	\$ 517.20
131186	SMART & FINAL IRIS CO	CDC Food Supplies	\$ 5,000.00
131187	STATER BROS MARKETS	CDC Food Supplies	\$ 2,900.00
131188	LORTONDATA	Other Expenses & Fees	\$ 1,098.19
131189	DEVELOPMENT EXCHANGE INC, THE	Other Expenses & Fees	\$ 9,100.00
131190	P A P A	Conference	\$ 160.00
131191	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 126.60
131192	WIRZ & COMPANY PRINTING INC	Consultants & Other Services	\$ 224.12
131193	NATIONAL PUBLIC RADIO INC	Dues & Memberships	\$ 12,000.00
131194	GENESIS INTERNATIONAL	Broadcast Program Rights	\$ 11,000.00
131195	CA WORKFORCE ASSOCIATION	Conference	\$ 555.00
131196	SHER, RICHARD G. DBA	Broadcast Program Rights	\$ 1,109.00
131197	MYERS INFORMATION SYSTEMS INC	Contract Services	\$ 679.80
131198	ZINN, WENDY	Conference	\$ 700.00
131199	EL POLLO LOCO	Other Expenses & Fees	\$ 269.38
131200	REVOLVING CASH	Officials	\$ 2,208.00
131201	SBVC FOOD SERVICES	Refreshments	\$ 71.79
131202	WALTERS, LINDA	Other Student Aid	\$ 349.92
131203	COSTCO	Instructional Supplies	\$ 743.23
131204	HOME DEPOT, THE	Instructional Supplies	\$ 1,000.00
131205	STAPLES	Non-instructional Supplies	\$ 286.59
131206	TJT QUALITY FOOD SOLUTIONS	CDC Food Supplies	\$ 4,000.00
131207	HOME DEPOT, THE	Non-instructional Supplies	\$ 500.00
131208	BASIC SCIENCE SUPPLIES	Instructional Supplies	\$ 1,003.11
131209	SBCCD PRINTING SERVICES	Non-instructional Supplies	\$ 51.50

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<b>PO No.</b>	<b>Vendor Name</b>	<b>PO Board Description</b>	<b>Amount</b>
131210	STAPLES	Non-instructional Supplies	\$ 1,850.59
131211	CHC BOOKSTORE	Non-instructional Supplies	\$ 75.00
131212	STAPLES	Equipment	\$ 908.20
131213	STAPLES	Non-instructional Supplies	\$ 592.36
131214	TROXELL COMMUNICATIONS INC	Instructional Supplies	\$ 4,814.27
131215	INMARK	Non-instructional Supplies	\$ 21.71
131216	J J KELLER & ASSOC INC	Reference Books	\$ 144.36
131217	STAPLES	Non-instructional Supplies	\$ 94.67
131218	DETROIT PUBLIC TELEVISION	Other Expenses & Fees	\$ 5,000.00
131219	SANTA FE PRODUCTIONS INC	Other Expenses & Fees	\$ 5,000.00
131220	MINDWORKS PRESS	Other Expenses & Fees	\$ 10,000.00
131221	RICK STEVES EUROPE THROUGH	Other Expenses & Fees	\$ 5,000.00
131222	VISIBILITY OF COLORADO	Other Expenses & Fees	\$ 3,000.00
131223	FOREST INCENTIVES LTD	Other Expenses & Fees	\$ 50,000.00
131224	SOUND MEDIA LLC	Other Expenses & Fees	\$ 5,000.00
131225	DETROIT PUBLIC TELEVISION	Other Expenses & Fees	\$ 280.98
131226	CAREER CRUISING	Contract Services	\$ 5,333.62
131227	LINDSTROM, EVGENIYA	Conference	\$ 902.61
131228	CALIFORNIA ASSOCIATION FOR	Dues & Memberships	\$ 80.00
131229	CCLC	Dues & Memberships	\$ 22,586.00
131230	MATHESON TRI-GAS INC	Instructional Supplies	\$ 0.01
131231	COUNCIL FOR ADVANCEMENT AND	Conference	\$ 450.00
131232	TTG ENGINEERS	Consultants & Other Services	\$ 19,400.00
131233	CACCRAO	Dues & Memberships	\$ 200.00
131234	CACCRAO	Dues & Memberships	\$ 200.00
131235	3M LIBRARY SYSTEMS	Maintenance Agreements	\$ 104.00
131236	INLAND INSPECTIONS/CONSULTING	New Buildings	\$ 3,000.00
131237	KNOWLAND INC	New Buildings	\$ 740,000.00
131238	AWARDS & SPECIALTIES	Non-instructional Supplies	\$ 82.43
131239	SBCCD FINANCIAL AID	Other Expenses & Fees	\$ 25,000.00
131240	SBCCD FINANCIAL AID	Other Expenses & Fees	\$ 7,000.00
131241	AIR CONDITIONING CONTROL	Repairs Boilers	\$ 2,795.06
Total Purchase Orders: 354		Total Encumbrances:	<u>\$ 24,250,778.26</u>



## 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: September 6, 2012  
SUBJECT: General Fund Cash Flow Analysis

### RECOMMENDATION

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

### OVERVIEW

The District's budget is a financial plan based on estimated revenues and expenditures for the fiscal year, which runs from July 1 through June 30. Cash refers to what is actually in the District's treasury on a day-to-day and month-to-month basis. Monitoring the amount of cash available to meet the district's financial obligations is the core responsibility of the Fiscal Services Department.

The estimated General Fund cash balance for the District as of August 31 is \$35,729,278. It includes a \$9,950,437 constitutional advance and the \$15,487,815 partial state deferral payment. Also included is \$10,000,000 in interfund borrowing which occurred last fiscal year and which is scheduled to be paid in September 2012. This cash balance is sufficient to continue district operations through June 30, 2013.

### ANALYSIS

Attached is the General Fund monthly cash analysis for the district.

### BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

### FINANCIAL IMPLICATIONS

This is an information item only. There are no financial implications.

# General Fund Cash Flow Analysis

## Fiscal Year 2012-13

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	ACCRUALS	TOTAL
BEGINNING CASH BALANCE	14,041,360	35,264,386	35,729,278	23,791,725	20,711,540	17,353,430	16,373,765	13,657,743	13,836,895	12,900,990	18,252,446	14,197,068		
RECEIPTS														
FEDERAL	12,393	335,315	335,315	-	1,005,945	-	268,252	1,676,575	-	469,441	402,378	1,877,764	335,315	6,706,300
STATE	417,029	3,300,000	5,500,000	3,000,000	3,766,485	4,716,485	3,950,000	3,700,000	4,197,136	4,500,000	3,377,136	2,750,000	17,000,000	60,174,271
STATE DEFERRALS	13,750,302	1,737,513		394,445					1,919,164					17,801,424
LOCAL	-	193,932	193,932	1,546,920	193,932	7,234,068	775,727	2,521,112	581,795	3,486,234	581,795	775,723	1,300,000	19,393,170
TEMPORARY BORROWINGS	9,950,437	-								10,000,000				19,950,437
INC TRANSFER & SALE OF ASSETS	-	-		12,450										12,450
ACCOUNTS RECEIVABLE/ACCRUALS	2,679,463	850,000	280,000	300,000	80,000	10,000	35,000	74,537	136,000	30,000	25,000			4,500,000
TOTAL RECEIPTS	26,809,624	6,416,760	6,309,247	5,253,815	5,046,362	11,960,553	5,028,979	7,972,224	6,834,095	18,485,675	4,386,309	5,403,487	18,635,315	128,538,052
DISBURSEMENTS														
ACADEMIC SALARIES	-	918,467	3,015,000	3,015,000	3,015,000	3,015,000	3,015,000	3,015,000	3,015,000	3,015,000	3,015,000	3,015,000	1,075,042	32,143,509
CLASSIFIED SALARIES	1,476,857	1,530,000	1,740,000	1,800,000	1,750,000	1,850,000	1,750,000	1,793,797	1,810,000	1,825,000	1,825,000	1,830,000	633,531	21,614,185
BENEFITS	695,350	1,003,400	1,396,800	1,401,000	1,399,000	1,410,000	1,399,000	1,400,500	1,405,000	1,406,000	1,406,000	1,406,500	626,003	16,354,553
SUPPLIES & MATERIALS	20,628	130,000	130,000	135,000	135,000	140,000	140,000	143,776	145,000	180,000	180,000	160,000	154,372	1,793,776
OTHER OPERATING EXP	398,026	1,020,000	1,080,000	1,450,000	1,120,000	1,230,000	1,148,000	1,125,000	1,010,000	1,418,000	1,515,000	850,000	2,782,557	16,146,583
CAPITAL OUTLAY	1,209	65,000	85,000	113,000	80,000	80,000	98,000	120,000	145,000	200,000	220,000	250,000	204,056	1,661,265
OTHER OUTGO	750,000	85,000	100,000	120,000	850,000	240,000	195,000	195,000	240,000	115,000	280,687	100,000	-	3,270,687
LOAN REPAYMENT	-	-	10,000,000	-	-	4,975,218	-	-	-	4,975,219	-	-	-	19,950,437
ACCOUNTS PAYABLE	2,244,528	1,200,000	700,000	300,000	55,472									4,500,000
TOTAL DISBURSEMENTS	5,586,598	5,951,867	18,246,800	8,334,000	8,404,472	12,940,218	7,745,000	7,793,073	7,770,000	13,134,219	8,441,687	7,611,500	5,475,561	117,434,995
ENDING CASH BALANCE	35,264,386	35,729,278	23,791,725	20,711,540	17,353,430	16,373,765	13,657,743	13,836,895	12,900,990	18,252,446	14,197,068	11,989,055		

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: September 6, 2012  
SUBJECT: Quarterly Financial Status Report

RECOMMENDATION

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

OVERVIEW

The District is required to report its financial and budgetary conditions to the Chancellor's Office quarterly on the attached CCFS-311Q form.

ANALYSIS

This report reflects the District's ability to operate during 2011-12 within its fiscal means, with the use of short-term borrowing to meet its cash flow needs.

Questions may be addressed to the Fiscal Services Office.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications associated with this board item.

**CALIFORNIA COMMUNITY COLLEGES  
CHANCELLOR'S OFFICE**

**Quarterly Financial Status Report, CCFS-311Q**

**VIEW QUARTERLY DATA**

**CHANGE THE PERIOD**

**Fiscal Year: 2011-2012**

**Quarter Ended: (Q4) Jun 30, 2012**

**District: (980) SAN BERNARDINO**

As of June 30 for the fiscal year specified

Line	Description	Actual 2008-09	Actual 2009-10	Actual 2010-11	Projected 2011-2012
<b>I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:</b>					
<b>A. Revenues:</b>					
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	79,015,097	74,641,197	76,540,217	71,022,681
A.2	Other Financing Sources (Object 8900)	993,700	35,224	32,290	191,325
A.3	<b>Total Unrestricted Revenue (A.1 + A.2)</b>	<b>80,008,797</b>	<b>74,676,421</b>	<b>76,572,507</b>	<b>71,214,006</b>
<b>B. Expenditures:</b>					
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	72,248,446	67,898,960	66,026,349	66,221,820
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	2,365,984	5,165,504	3,571,100	9,217,551
B.3	<b>Total Unrestricted Expenditures (B.1 + B.2)</b>	<b>74,614,430</b>	<b>73,064,464</b>	<b>69,597,449</b>	<b>75,439,371</b>
C.	<b>Revenues Over(Under) Expenditures (A.3 - B.3)</b>	<b>5,394,367</b>	<b>1,611,957</b>	<b>6,975,058</b>	<b>-4,225,365</b>
<b>D. Fund Balance, Beginning</b>					
D.1	Prior Year Adjustments + (-)	0	0	0	0
D.2	<b>Adjusted Fund Balance, Beginning (D + D.1)</b>	<b>11,698,817</b>	<b>17,093,184</b>	<b>18,705,141</b>	<b>25,680,199</b>
E.	<b>Fund Balance, Ending (C. + D.2)</b>	<b>17,093,184</b>	<b>18,705,141</b>	<b>25,680,199</b>	<b>21,454,834</b>
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	22.9%	25.6%	36.9%	28.4%

**II. Annualized Attendance FTES:**

G.1	<b>Annualized FTES (excluding apprentice and non-resident)</b>	15,413	15,413	15,838	15,838
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**III. Total General Fund Cash Balance (Unrestricted and Restricted)**

		As of the specified quarter ended for each fiscal year			
		2008-09	2009-10	2010-11	2011-2012
H.1	Cash, excluding borrowed funds		8,708,191	13,008,403	4,041,360
H.2	Cash, borrowed funds only		0	0	10,000,000
H.3	<b>Total Cash (H.1+ H.2)</b>	<b>10,240,917</b>	<b>8,708,191</b>	<b>13,008,403</b>	<b>14,041,360</b>

**IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:**

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
<b>I. Revenues:</b>					
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	71,262,738	71,348,352	71,022,681	99.5%
I.2	Other Financing Sources (Object 8900)	1,719	151,544	191,325	126.3%
I.3	<b>Total Unrestricted Revenue (I.1 + I.2)</b>	<b>71,264,457</b>	<b>71,499,896</b>	<b>71,214,006</b>	<b>99.6%</b>
<b>J. Expenditures:</b>					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	70,368,336	71,068,879	66,221,820	93.2%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	4,651,873	9,243,248	9,217,551	99.7%
J.3	<b>Total Unrestricted Expenditures (J.1 + J.2)</b>	<b>75,020,209</b>	<b>80,312,127</b>	<b>75,439,371</b>	<b>93.9%</b>
K.	<b>Revenues Over(Under) Expenditures (I.3 - J.3)</b>	<b>-3,755,752</b>	<b>-8,812,231</b>	<b>-4,225,365</b>	
L.	Adjusted Fund Balance, Beginning	25,680,199	25,680,199	25,680,199	
L.1	<b>Fund Balance, Ending (C. + L.2)</b>	<b>21,924,447</b>	<b>16,867,968</b>	<b>21,454,834</b>	
M.	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	29.2%	21%		

V. Has the district settled any employee contracts during this quarter? **NO**

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

Contract Period Settled (Specify) YYYY-YY	Management		Academic				Classified	
	Total Cost Increase	% *	Permanent		Temporary		Total Cost Increase	% *
			Total Cost Increase	% *	Total Cost Increase	% *		
<b>a. SALARIES:</b>								
Year 1:								
Year 2:								
Year 3:								
<b>b. BENEFITS:</b>								
Year 1:								
Year 2:								
Year 3:								

\* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)? **NO**

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII. Does the district have significant fiscal problems that must be addressed? **NO**  
 This year? **NO**  
 Next year? **NO**

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Bruce Baron, Chancellor  
PREPARED BY: Bruce Baron, Chancellor  
DATE: September 6, 2012  
SUBJECT: Applause Cards

RECOMMENDATION

This item is for information only. No action is required.

OVERVIEW

The attached individuals have received special recognition for extending that extra effort in providing quality service and valued assistance:

ANALYSIS

The *Caring Hands* Applause Card was developed so that employees, students, visitors and vendors would have the opportunity to recognize someone at SBCCD who provides outstanding quality and service.

BOARD IMPERATIVE

I. Institutional Effectiveness

FINANCIAL IMPLICATIONS

None

SBVC

Baber, Corrina  
Candelaria, Bridget  
Cardenas, Marcial  
Deck, Karen  
Garcia, Rose  
Gonzalez, Maria  
Gowen, Laura  
Kyle, Jon  
Murillo-Peters, Dena  
Silva, Steven  
Smith, Cecile  
Tymchek, Linda  
Ulloa, Julie  
Velazquez, Judy  
Williams, Nicole (2)

CHC

Brown, Robert  
Bryant, Tom  
Flores, Stephanie  
Hegde, Raju  
Hogrefe, Rick  
Jackson, Atthadeus  
McCambly, Jessica  
Morales, Carrita  
Moreno, Anaiza  
Newbury, Krysten  
Paddock, Ericka  
Riggs, Michelle  
Roberts, Sandra  
Williams, Gary  
Wurtz, Keith  
Yau, Margaret