



BOARD MEETING ADDENDUM

February 8, 2018

AGENDA ITEM#	PG #	ACTION TO BE TAKEN
11.b.8	61	Replace and approve item as attached. There were additional ratifications from CHC.
11.c.2	98	Correction to date of event Site: SBVC Event: Kennedy Center American College Theatre Festival, Region Date of Event: 01/12/18-01/18/18 02/12/18-02/18/18
12.a	150 and 152	Revise two pages as attached: Overview on page 150 and Table on page 152 were revised.
12.b	154	Student Access by increasing effective and targeted outreach.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services

PREPARED BY: Kristina Hannon, Director, Human Resources
Dr. Wei Zhou, President, CHC
Diana Rodriguez, President, SBVC

DATE: February 8, 2018

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 following list of employees is submitted for approval.

ANALYSIS

Non-instructional pay, at \$49.00 per hour, is requested on a periodic basis to assist departments with various research, projects, committee work, or events on campus or in the community.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2017-2018 budget.

Non Instructional Pay**Crafton Hills College****February 8, 2018**

Name	Project	Start Date	End Date	Hours-Not to Exceed / Amount	Funding Source
Anderson, Jonathan	Educational Planning Initiative (EPI) Project – Working on training/implementing Starfish	02/09/18	05/24/18	22 / \$1,078	SSSP Grant
Hildago, Joshua	Mathematics Tutoring Curriculum Development	02/12/18	05/24/18	126 / \$6,174	Tutoring Center General Fund
Hjortnaes, Christine	Adjunct Counselor, provide academic, career and personal counseling	02/12/18	06/30/18	180 / \$8,820	EOPS General Fund
Papp, Ed	Educational Planning Initiative (EPI) Project – Working on training/implementing Starfish	02/09/18	05/24/18	22 / \$1,078	SSSP Grant
Shum, Cynthia	Adjunct Counselor, provide counseling, Ed Plan development and other counseling services in Counseling	02/09/18	06/30/18	400 / \$19,600	Counseling General Fund
Troncoza, Arlene	Adjunct Counselor, provide counseling, Ed Plan development and other counseling services in Counseling	02/09/18	06/30/18	150 / \$7,350	Adult Education Block Grant

Non Instructional Pay

Crafton Hills College - RATIFICATION

February 8, 2018

Name	Project	Start Date	End Date	Hours-Not to Exceed / Amount	Funding Source/ Ratification/ Amendment
Barger, Heather	Develop curriculum and implement plan for business incubator that support student activities.	12/01/18	06/30/18	400 / \$19,600	Strong Workforce Fund RATIFICATION: This item was approved on November 9, 2017 for 51 hours. The hours increased by 349.
Commander, John	Conduct fit testing	01/08/18	06/30/18	35 / \$1,715	Instruction General Fund RATIFICATION: This item was approved on January 18, 2018. The start date is being revised from January 19 to January 8, 2018 to provide fit testing for a new paramedic class.

Non Instructional Pay					
Crafton Hills College - RATIFICATION					
February 8, 2018					
Delmonico, Shana	Adjunct Counselor – Dual Enrollment Support	08/11/17	12/07/17	50 / \$2,450	Yucaipa/Redlands Joint Unified School District Contract RATIFICATION: This item was approved on December 14, 2017. The start date is being revised from August 21 to August 11, 2017.
Lehar, Jade	Reading Tutoring Curriculum Development	01/16/18	05/24/18	342 / \$16,758	Tutoring Center General Fund RATIFICATION: Due to recent vacancies within the non-instructional areas, English & Reading, within the Tutoring Center a last minute replacement for the vacancies was needed so that we could continue to claim apportionment for tutoring services.

Page, Tony	Outreach and RESA coordinator for the CTE Public Safety Programs.	07/01/17	06/30/18	100 / \$4,900	<p>CTE Transitions, Strong Workforce, and Perkins Funds</p> <p>RATIFICATION: Mr. Page replaced another instructor. His request for approval was inadvertently omitted.</p>
Piamonte, Rennard	Mathematics Tutoring Curriculum Development	01/22/18	05/24/18	187 / \$9,163	<p>Tutoring Center General Fund</p> <p>RATIFICATION: Due to the recent vacancies within the non-instructional areas, Mathematics, within the Tutoring Center a last minute replacement for the vacancies was needed so that we could continue to claim apportionment for tutoring services.</p>

Scott, Brad	Adjunct Counselor – Dual Enrollment Support	08/11/17	12/07/17	50 / \$2,450	Yucaipa/Redlands Joint Unified School District Contract RATIFICATION: This item was approved on December 14, 2017. The start date is being revised from August 21 to August 11, 2017.
Scott, Trish	Adjunct Counselor – Dual Enrollment Support	08/11/17	12/07/17	50 / \$2,450	Yucaipa/Redlands Joint Unified School District Contract RATIFICATION: This item was approved on December 14, 2017. The start date is being revised from August 21 to August 11, 2017.
Scott, Shella	Adjunct Counselor – Provide counseling, Ed Plan development and other counseling services in Counseling	01/02/18	05/31/18	422 / \$20,678	Student Success & Support Program (SSSP) RATIFICATION: This item was approved on December 14, 2017 for 296 hours. An additional 126 hours are required to meet the needs of students.

Verosik, Eileen	Conduct fit testing	01/08/18	06/30/18	35 / \$1,715	Instruction General Fund RATIFICATION: This item was approved on January 18, 2018. The start date is being revised from January 19 to January 8, 2018 to provide fit testing for a new paramedic class.
Walsh, Sherry	Adjunct Counselor – Dual Enrollment Support	08/11/17	12/07/17	50 / \$2,450	Yucaipa/Redlands Joint Unified School District Contract RATIFICATION: This item was approved on December 14, 2017. The start date is being revised from August 21 to August 11, 2017.

Non Instructional Pay**Valley College****February 8, 2018**

Name	Project	Start Date	End Date	Hours-Not to Exceed / Amount	Funding Source
Alvarez, Vicente	To tutor and mentor MESA Grant students; attend MESA Grant meetings and research MESA Grant programs.	2/9/18	5/25/18	32 / \$1,568	MESA Grant

Non Instructional Pay

Valley College - RATIFICATION

February 8, 2018

Name	Project	Start Date	End Date	Hours-Not to Exceed / Amount	Funding Source/ Ratification/ Amendment
Blanquet, Rebeca	Will provide academic support in the First Year Experience/Valley Bound program. This person will be required to attend monthly FYR and VBC meetings, trainings and workshops.	1/08/18	5/25/18	60 / \$2940	Student Equity Categorical Funds RATIFICATION: The paperwork was submitted on time to the department, however, due to a shortage of staff, the memorandums were not processed in a timely manner. In the future, all memorandums and paperwork will be submitted on time and will be verified within the department before each agenda board item deadline to confirm approval.
Henkle, Lisa	Will provide academic support in the First Year Experience/Valley Bound program. This person will be required to attend monthly FYR and VBC meetings, trainings and workshops.	1/08/18	5/25/18	60 / \$2940	Student Equity Categorical Funds RATIFICATION: The paperwork was submitted on time to the department, however, due to a shortage of staff, the memorandums were not processed in a timely manner. In the future, all memorandums and paperwork will be submitted on time and will be verified within the department before each agenda board item deadline to confirm approval.

Joshua, Judith	Will provide academic support in the First Year Experience/Valley Bound program. This person will be required to attend monthly FYR and VBC meetings, trainings and workshops.	1/08/18	5/25/18	60 / \$2940	Student Equity Categorical Funds RATIFICATION: The paperwork was submitted on time to the department, however, due to a shortage of staff, the memorandums were not processed in a timely manner. In the future, all memorandums and paperwork will be submitted on time and will be verified within the department before each agenda board item deadline to confirm approval.
Lee, Yvette	Will provide academic support in the First Year Experience/Valley Bound program. This person will be required to attend monthly FYR and VBC meetings, trainings and workshops.	1/08/18	5/25/18	60/ \$2940	Student Equity Categorical Funds RATIFICATION: The paperwork was submitted on time to the department, however, due to a shortage of staff, the memorandums were not processed in a timely manner. In the future, all memorandums and paperwork will be submitted on time and will be verified within the department before each agenda board item deadline to confirm approval.

Ortega, Alexandra	Will provide counseling services to prospective and current students in General Counseling.	11/13/17	12/22/17	150/\$7350	Student Success and Support Program Categorical Funds RATIFICATION: This was original board approved for 70 hours on the November 9, 2017 board agenda. Due to a department error, the hours will need to be revised to reflect 150 hours total, this included the original 70 hours.
Watterlond, John	Will provide academic support in the First Year Experience/Valley Bound program. This person will be required to attend monthly FYR and VBC meetings, trainings and workshops.	1/08/18	5/25/18	60/ \$2940	Student Equity Categorical Funds RATIFICATION: The paperwork was submitted on time to the department, however, due to a shortage of staff, the memorandums were not processed in a timely manner. In the future, all memorandums and paperwork will be submitted on time and will be verified within the department before each agenda board item deadline to confirm approval.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services
PREPARED BY: Hussain Agah, Director, Facilities Planning & Construction
DATE: February 8, 2018
SUBJECT: Consideration of Approval to Award RFQ/RFP 03-1718-10 and Contract to Key Code Media, Inc. of Burbank CA

RECOMMENDATION

It is recommended that the Board of Trustees award RFQ/RFP 03-1718-10 and contract to Key Code Media, Inc. of Burbank CA for design engineering and consultation services for the KVCR Technology Core Modernization project in an amount of not to exceed \$366,400.

OVERVIEW

In July 2017, SBCCD received \$157 million in FCC auction proceeds in exchange for the transition of KVCR from ultra-high frequency channel 24 (UHF) to very-high frequency channel 5 (VHF). Since then, a concentrated effort has been made to meet the Board of Trustees' need for a complete and comprehensive project scope and budget. Unfortunately, the unique nature of the transition and its resulting impact on existing KVCR equipment makes the process complex and challenging. To date, however, certain project components, as well as an initial budget, have been identified and are depicted on the attached.

The award of this contract is for Tech Core Modernization design services only, as part of the \$5 million approved by the Board of Trustees on March 9, 2017. The overall estimated funding for the KVCR modernization project of \$16 million as outlined on pages 151 and 152 has not been approved by the Board. A formal plan will be presented at an upcoming Board meeting.

ANALYSIS

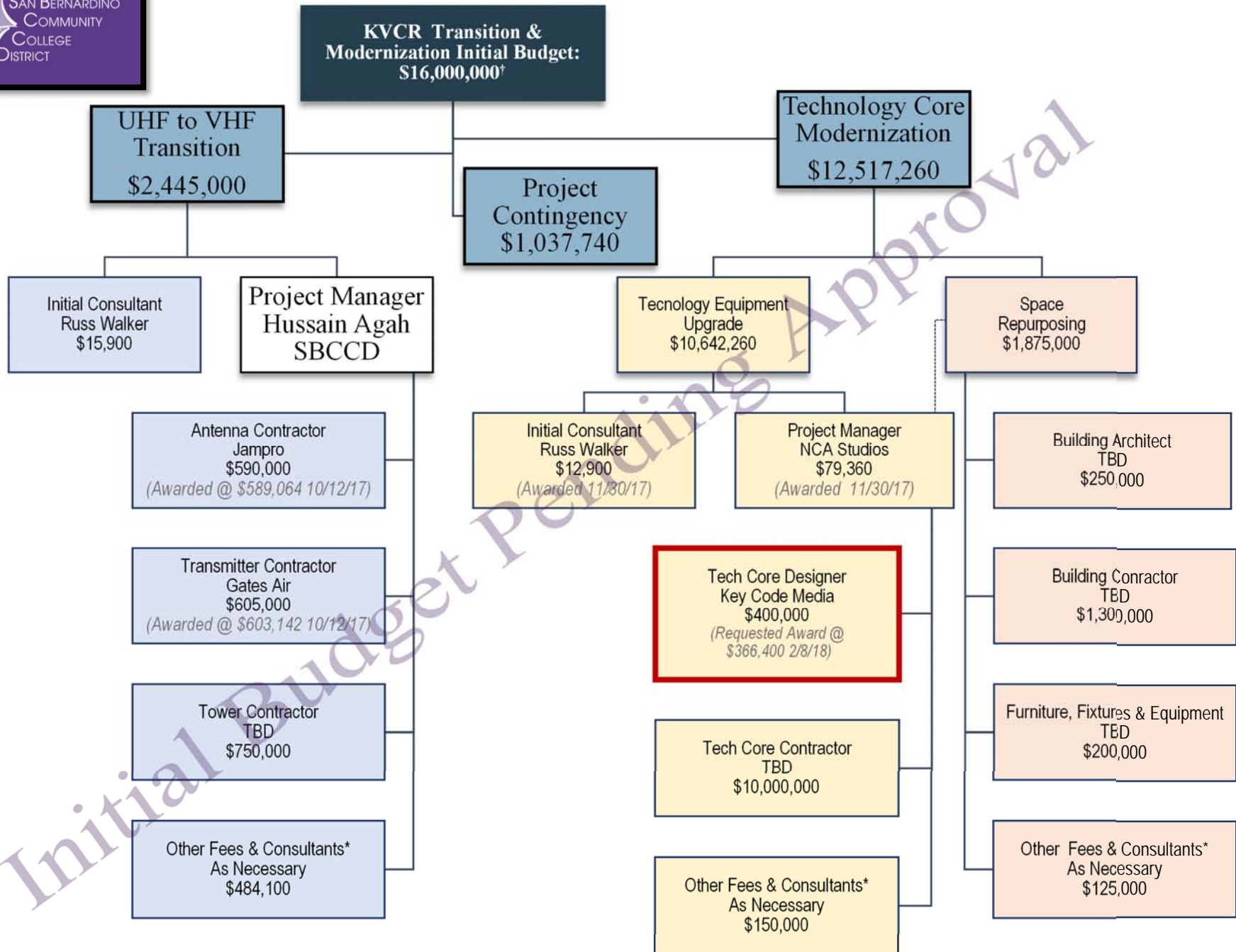
Four vendors responded to the request for qualification and proposal. Based on qualifications, areas of expertise, and responses, two vendors were pre-qualified. After post-proposal interviews, scope of service considerations and price negotiation, Key Code Media, Inc. has been determined to be the most experienced and best suited to provide design engineering and consultation services on the SBCCD Technology Core Upgrade project for KVCR.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in the Fund 59 FCC Auction Proceeds budget.



[†]Initial budget pending approval.

*Various- attorney, engineer, environmental, inspection, permits, etc.

UHF-to-VHF Transition

	Task	Timeline	Estimated Cost
UHF to VHF Transition	Antenna Contractor RFP/Award (<i>Jampro</i>) ✓	October 2017 - December 2018	\$ 590,000
	Transmitter Contractor RFP/Award (<i>GatesAir</i>) ✓	October 2017 - December 2018	\$ 605,000
	Tower Contractor RFP/Award	February 2018 - March 2018	\$ 750,000
	Tower/Antenna/Transmitter Construction to Occur	March 2018 - December 2018	---
	Initial Consultant Cost (<i>Russ Walker</i>) ✓	July 2017 - September 2017	\$ 15,900
	Other fees & consultants as Necessary*	March 2017 - June 2019	\$ 484,100
	Total Expected Cost		

Technology Core Modernization Project

	Task	Timeline	Estimated Cost
Technology Equipment Upgrade	Initial Consultant Cost (<i>Russ Walker</i>) ✓	October 2017 - November 2017	\$ 12,900
	Project Manager Award (<i>NCA Studio</i>) ✓	December 2017 - December 2018	\$ 79,360
	Technology Core RFP/Award (<i>Key Code Media</i>)	January 2018 - February 2018	\$ 400,000
	Technology Core Design to Occur	February 2018 - June 2018	---
	Technology Core Contractor RFP/Award	July 2018 - August 2018	\$ 10,000,000
	Technology Core Modernization to Occur	August 2018 - April 2019	---
	Other fees & consultants as Necessary*	February 2018 - April 2019	\$ 150,000
Space Repurposing	Building Architect RFP/Award	February 2018 - March 2018	\$ 250,000
	Building Design to Occur	March 2018 - August 2018	---
	Building Contractor RFP/Award	October 2018	\$ 1,300,000
	Building Construction to Occur	November 2018 - April 2019	---
	Furniture, Fixtures & Equipment Procurement	November 2018 - April 2019	\$ 200,000
	Other fees & consultants as Necessary*	March 2018 - April 2019	\$ 125,000
Total Expected Cost			\$ 12,517,260

Project Contingency

Task	Timeline	Estimated Cost
Overall KVCR Transition & Modernization Contingency ~ 7%	October 2017 - April 2019	\$ 1,037,740

TOTAL INITIAL BUDGET† **\$ 16,000,000**

†Initial budget pending approval.

*Various- attorney, engineer, environmental, inspection, permits, etc.