

**1. CALL TO ORDER – PLEDGE OF ALLEGIANCE**

**2. ANNOUNCEMENT OF ELIGIBLE CANDIDATES AND CANDIDATE INTERVIEWS**

In the interest of fairness, the Board requests for candidates to convene in the conference room where they can have time to focus on the interview questions. It should be made clear that leaving the room is strictly voluntary as this is a public meeting.

- a. Dr. Anne L. Viricel (p.5)
- b. Nader Fayez Shahatit (p.10)
- c. Stephen Sandlin (p.15)
- d. Susan Barkdoll (p.21)

**3. PUBLIC COMMENTS ON CANDIDATES**

The Board will now accept any oral or written input from the public.

**4. BOARD VOTE FOR PROVISIONAL APPOINTEE**

**5. ANNOUNCEMENT OF CLOSED SESSION ITEMS**

- a. **Conference with Labor Negotiators**  
Government Code § 54957.6  
Agency Negotiator(s): Dr. Lisa Norman and Bruce Baron  
CTA  
CSEA  
Management/Supervisors  
Confidential Employees
- b. **Public Employee Performance Evaluation**  
Government Code § 54957 Title: Chancellor
- c. **Conference with Legal Counsel – Anticipated Litigation:**  
Significant exposure to litigation pursuant to Government Code section 54956.9(e)(1): 1 case
- d. **Public Employee Discipline/Dismissal Release**  
Government Code 54957: 4 cases
- e. **Discrimination Complaint Appeal**  
Complainant's Appeal of the District's Administrative Determination Regarding Internal Discrimination Complaint, 5 CCR Section 59338
- f. **Public Employment**  
Government Code 54957 Title: President of SBVC

**6. PUBLIC COMMENTS ON CLOSED SESSION ITEMS**

The San Bernardino Community College Board of Trustees offers an opportunity for the public to address the Board on any agenda item prior to or during the Board's consideration of that item. Matters not appearing on the agenda will be heard after the board has heard all action agenda items. Comments must 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. As a matter of law, members of the Board may not discuss or take action on matters raised during public comment unless the matters are properly noticed for discussion or action in Open Session.

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.

This is an opportunity for members of the public to address the Board concerning closed session items.

**7. CONVENE CLOSED SESSION**

If closed session business is not concluded by 6:15pm, the Board will reconvene to the regular meeting and recess the Closed Session until the end of the meeting.

**8. RECONVENE PUBLIC MEETING**

**9. REPORT OF ACTION IN CLOSED SESSION (if any)**

**10. REPORTS**

*Under Section 54954.2(a)(2) of the Brown Act, trustees are permitted to make a brief announcement or to make a brief report on his or her own activities. Reports from all groups are intended to be non-controversial and used for reporting on conferences, meetings, and other activities related to District business. No action will be taken.*

- a. Board Members
- b. Student Trustees
- c. Chancellor
- d. SBVC
  - i. President
  - ii. Academic Senate
  - iii. Classified Senate
  - iv. Associated Students
- e. CHC
  - i. President
  - ii. Academic Senate
  - iii. Classified Senate
  - iv. Associated Students
- f. CSEA
- g. CTA

**11. APPROVAL OF MINUTES**

- a. October 8, 2015 (p.30)

**12. PUBLIC COMMENTS ON AGENDA ITEMS**

The San Bernardino Community College Board of Trustees offers an opportunity for the public to address the Board on any agenda item prior to or during the Board's consideration of that item. Matters not appearing on the agenda will be heard after the board has heard all action agenda items. Comments must 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. As a matter of law, members of the Board may not discuss or take action on matters raised during public comment unless the matters are properly noticed for discussion or action in Open Session.

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**13. 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. **BOARD OF TRUSTEES & CHANCELLOR**
  - i. None
- b. **INSTRUCTIONAL/STUDENT SERVICES**
  - i. Consideration of Approval of Curriculum Modifications – CHC (p.43)
  - ii. Consideration of Approval of Donation – Science (p.49)
  - iii. Consideration of Approval to Serve Champagne at Campus Event – Crafton (p.50)
  - iv. Consideration of Approval of Donation – Textbooks (p.51)
- c. **HUMAN RESOURCES**
  - i. Consideration of Approval of Professional Expert Short-Term and Substitute Employees (p.52)
  - ii. Consideration of Approval of Sabbatical Leave for the 2015-2016 Academic Year (p.58)
  - iii. Consideration of Approval of the Revision to Professional Expert and Short Term Lists (p.59)



- iv. Consideration of Acceptance of Employee Resignation (p.63)
- v. Consideration of Approval of Adjunct and Substitute Academic Employees (p.64)
- vi. Consideration of Approval of Appointment of District Employees (p.72)
- vii. Consideration of Approval of Coordinator Stipend (p.73)
- viii. Consideration of Approval of District Volunteers (p.74)
- ix. Consideration of Approval of Employee Promotion (p.76)
- x. Consideration of Approval of Employment Rescission (p.77)
- xi. Consideration of Approval of Management Tuition Reimbursement (p.78)
- xii. Consideration of Approval of Revised Management Job Description- District Director of Public Affairs and Government Relations (p.79)
- xiii. Consideration of Approval of Non-Instructional Pay for Academic Employees (p.83)

**d. BUSINESS & FISCAL SERVICES**

- i. Consideration of Approval of Conference Attendance (p.87)
- ii. Consideration of Approval of District & College Expenses (p.91)
- iii. Consideration of Approval of Individual Memberships (p.98)
- iv. Consideration of Approval of Professional Services Contracts (p.101)
- v. Consideration of Approval of Purchase Order Report (p.104)
- vi. Consideration of Approval of Routine Contracts (p.113)
- vii. Consideration of Approval of Sole Source Contract – Ellucian (p.144)
- viii. Consideration of Approval to Appoint Members to the CBOC - Garcia-Jaramillo-Retana (p.145)
- ix. Consideration of Approval to Donate Property - City of Redlands (p.149)
- x. Consideration of Approval to Donate Property - Rio Hondo (p.150)
- xi. Consideration of Approval to Surplus Property (p.151)

**e. FACILITIES**

- i. Consideration of Approval of Amendment 002 – CHJ (p.153)
- ii. Consideration of Approval of Amendment 002 - Leighton Consulting Inc. (p.158)
- iii. Consideration of Approval of Amendment 005 - Knowland Construction Services (p.163)
- iv. Consideration of Approval of Amendment 010 - Little Diversified at SBVC (p.168)
- v. Consideration of Approval of Measure M Construction Changes (p.173)
- vi. Consideration of Approval to Ratify UCCAP Contract - Beaumont Electric (p.194)
- vii. Consideration of Approval to Ratify UCCAP Contract - National Construction (p.198)

**f. RESOLUTIONS**

- i. Resolution In Support of College Promise Nov 2015 (p.203)
- ii. Resolution for International Day Persons with Disabilities (p.205)

**14. ACTION AGENDA**

**a. BOARD OF TRUSTEES & CHANCELLOR**

- i. Board Ad Hoc Committee Reports (p.207)

**b. INSTRUCTIONAL/STUDENT SERVICES**

- i. None

**c. HUMAN RESOURCES**

- i. Consideration of Acceptance of Employee Retirement (p.208)
- ii. Consideration of Approval of Management Appointment - Vice Chancellor Fiscal Services (p.209)
- iii. Consideration of Approval of One Time Off Salary Schedule Bonus for Classified Employees (p.210)
- iv. Consideration of Approval of One Time Off Salary Schedule Bonus for Confidential Employees (p.212)
- v. Consideration of Approval of One Time Off Salary Schedule Bonus for CTA Employees (p.213)
- vi. Consideration of Approval of One Time Off Salary Schedule Bonus for Management Employees (p.215)

**d. BUSINESS & FISCAL SERVICES**

- i. Consideration of Approval to Adopt a Resolution to Appropriate Funds (p.216)
- ii. Consideration of Approval to Adopt Budget Calendar (p.220)

e. **FACILITIES**

- i. Consideration of Approval to Award Bid and Contract – BWW (p.223)

15. **PUBLIC COMMENT ON NON-AGENDA ITEMS**

This is an opportunity for members of the public to address the Board concerning issues on not on the agenda.

16. **INFORMATION ITEMS**

- a. Applause Cards (p.228)
- b. Board of Trustees Information Requests (p.236)
- c. Budget Report (p.242)
- d. Cenergistic Report (p.283)
- e. CHC Program Viability Process Policy (p.286)
- f. CHC Veterans Task Force Report (p.291)
- g. Clery Report (p.296)
- h. EDCT Accomplishments September 2015 (p.298)
- i. Energy Conservation Program Board Update (p.300)
- j. General Fund Cash Flow Analysis (p.314)
- k. HSI Stem Pass Go Report (p.316)
- l. Local Hire Summary (p.326)
- m. Measure M Construction Change Orders & Amendments (p.405)
- n. Quarterly Investment Report (p.432)
- o. Status of District Strategic Planning Committee Alignment Activities (p.434)

17. **ANNOUNCEMENT OF CLOSED SESSION ITEMS**

This is an opportunity for members of the public to address the Board concerning issues on the closed session agenda.

a. **Conference with Labor Negotiators**

Government Code § 54957.6

Agency Negotiator(s): Dr. Lisa Norman and Bruce Baron

CTA

CSEA

Management/Supervisors

Confidential Employees

b. **Public Employee Performance Evaluation**

Government Code § 54957 Title: Chancellor

c. **Conference with Legal Counsel – Anticipated Litigation:**

Significant exposure to litigation pursuant to Government Code section 54956.9(e)(1): 1 case

d. **Public Employee Discipline/Dismissal Release**

Government Code 54957: 4 cases

e. **Discrimination Complaint Appeal**

Complainant's Appeal of the District's Administrative Determination Regarding Internal Discrimination Complaint, 5 CCR Section 59338

f. **Public Employment**

Government Code 54957 Title: President of SBVC

18. **CONVENE CLOSED SESSION**

19. **RECONVENE PUBLIC MEETING**

20. **REPORT OF ACTION IN CLOSED SESSION (if any)**

21. **ADJOURN** – the next Board of Trustees Meeting will be a **STUDY SESSION** Thursday, December 3, 2015 from 12:00-2:00pm at SBCCD Board Room



San Bernardino Community College District  
114 S. Del Rosa Drive, San Bernardino, CA 92408  
Phone (909) 382-4090 Fax: (909) 382-0153

## **APPLICATION AND CANDIDATE INFORMATION SHEET**

Name Dr. Anne L. Viricel

Address 6352 Cloverhill Drive  
Highland, CA 92346

Phone (951) 285-6015 Email alviricel@gmail.com

- 1. Do you have prior experience serving on a governing board, specifically a community college district? Please list such prior experience.**

While I have not served on a community college district board, I have been appointed to city board/committee positions responsible for strategic goal-setting and organizational governance. Specifically, I served as an appointee to the Highland Trails Committee and to the Rancho Cucamonga Library Board. In both cases, my role was to work alongside other appointees to assess data provided by staff and consultants, achieve consensus as to recommendations, then present those to City Council.

- 2. Have you worked on any committee or participated in any college activities recently? If so, please list them.**

As a professor at the University of Redlands School of Business for the past 16 years, I have had the opportunity to instruct thousands of students and work on a number of projects, including the bi-annual faculty workshops where I have been a regular presenter and the Study Abroad Scholarship fundraising efforts. Under the University's new Master's Capstone program, I regularly facilitate student cohort strategic planning services for local small business clients. From 2001 through 2014, I concurrently taught at Chapman University (now Brandman University) as an adjunct professor. From 2002 through 2005, I also taught at the Keller School of Management.

**3. Describe any other community or business activities in which you have participated. Describe your role, and whether your work was volunteer or employment-related.**

Recent volunteer work includes the following:

- American Association of University Women, Redlands Branch (Presenter at STEM Conference 2015; STEM Committee Member 2015, 2014, 2013; Member since 1998)
- Bonnes Meres Auxiliary of The Children's Fund of San Bernardino County (Social Media Chair 2015-16; Public Relations Chair 2014-15, 2013-14)
- Highland Family YMCA (Board Member 2015-16; President 2014-15; Board Member 2013-14, 2012-13, 2011-12, 2010-11, 2009-10)
- Highland Trails Committee (appointee 2012-2015)
- Highland Woman's Club (Interim Treasurer 2015-16; Board Member 2014-15; President 2013-14, 2012-13; Member 2011-12, 2010-11)
- Girl Scouts of America, San Gorgonio Chapter (annual career event presenter since 2013)
- Highland Improvement Team (Member since 2008)
- Jurupa Vista Elementary School Career Day Presenter, 2015
- Kimbark Elementary School Career Day Presenter, 2014, 2015
- Kiwanis Club of Highland (Board Member 2014-15, 2015-16; President 2013-14; President Elect 2012-13; Secretary 2011-12, 2010-11)
- Lankershim Elementary School Career Day Presenter, 2014
- Reading Buddy for Barton Elementary School (since 2010)
- Reading Buddy for Capt. Leland Norton Elementary School (since 2013)
- Rotary Club of San Bernardino *San Bernardino Summit 2015* speaker on "How the Arts Can Heal a Community"
- San Bernardino City Unified School District Visual and Performing Arts (VAPA) Committee (Member since 2013)
- Thompson Elementary School Career Day Presenter, 2014, 2015
- YMCA of the East Valley (Board Member 2014-15)

Recent employment-related work includes the following:

- Executive Director of the San Bernardino Symphony Orchestra (2013-Present)  
Duties include representing the organization at local community activities and emphasizing organizational visibility at arts and education functions. The position also allows for direct interface with school leaders, faculty, and students as related to the arts programming provided to the San Bernardino City, Rialto, Fontana, and Upland school districts.
- Adjunct Professor at University of Redlands School of Business (2000-Present)

Special activities include serving in the University's Mentorship Program and serving on the Study Abroad Scholarship Fundraising Committee. Have also led panels and provided training for colleagues at bi-yearly faculty seminars.

**4. Why do you want to be a board member?**

It is my belief that a community college board member should be an individual who is particularly desirous of giving back to local students and to the community. Through my over 16 years as a college professor and extensive involvement in community activities across the county, I have had the opportunity to develop a wealth of knowledge and experience which, I believe, can be used to benefit others. I also believe it is particularly crucial that community colleges are recognized and elevated in the public perception for their invaluable job training opportunities and the pathways they represent to higher education for so many of our youth who are not yet ready for a four-year institution.

**5. What do you see as the basic purpose of community colleges?**

The basic purpose of community college is preparing young people for four-year institutions, making access to technical training affordable for people of all ages, and providing an environment that encourages academic exploration and lifelong learning.

**6. What is the role of the board in the fulfillment of that purpose?**

The role of the board in the fulfillment of the stated purpose is to represent the community – both those who attend community colleges and those who benefit from the efforts of community college students – in ensuring the accessibility, fiscal stability, and overall quality of community colleges.

**7. How does the board's role differ from that of the chancellor?**

The board is an external authority that delegates power and authority to the chancellor. Alternatively, the chancellor, as lead administrator, represents all employees and is responsible for the success of organizational operations. The two authorities must work in balance with a clear and respected separation of powers.

**8. What should be the relationship between the board members and the administration in the handling of college and district concerns?**

The administration represents the trusted advisors of the board, providing detailed information about which effective recommendations may be made. The board, therefore, must have sufficient confidence in administration so that concepts presented can be taken

at face value. Such a level of confidence is developed through interaction as well as mutual expectation of excellence. Recognizing the commonality of goals and the shared desire to create a stronger community is, in my opinion, key to a positive and sustained relationship between the board and administration.

**9. Briefly describe your commitment to our colleges and district.**

My statement of commitment begins with a brief anecdote about my and my daughter's own experiences at Chaffey Community College in Rancho Cucamonga. I had not yet obtained my Bachelors degree and wanted to assess my readiness to return to college following 18 years outside of higher education. I enrolled in a marketing course and found it to be an eye-opening experience as my professor inspired us to think deeply and objectively about a topic where I had previously felt quite competent. I left the course realizing I had not known nearly as much as I had thought, but realizing I did, in fact, have the ability to open my mind to multiple perspectives and learn new things. That experience provided the emphasis needed to begin and complete my Bachelor's, then my Master's, and finally my Doctorate in Public Administration. Years later, when my daughter was unable to enroll in all the courses she needed at Cal State Fullerton, she also went to Chaffey for several transferrable courses. Expecting to encounter a low level of academic rigor, she was surprised to find real challenges, especially in the course which would eventually become her favorite: statistics.

In my current position at the San Bernardino Symphony, I regularly work with youth enrolled in the San Bernardino City Unified School District, many of whom erroneously believe a higher education is only a dream for other people; this is something which must be changed.

These personal experiences illuminated the value of community colleges as places which benefit individuals from *all throughout the community*. I believe that in order for our region to thrive, we need to ensure that we are providing community college students with the best opportunities. My commitment, therefore, is to build understandable and accessible pathways for all desirous youth to attend a local college and begin a career here in San Bernardino County thereby contributing to our local economy, and for those who may be considering a new career to have an affordable option for timely and relevant career education.

**10. What do you see as the strengths of the SBCCD?**

SBCCD serves a diverse population of students and has the ability to make a significant positive impact on the community. Students who attend community colleges are often the first of their families to attain a post-high-school degree, thereby breaking the chain of

poverty and establishing the foundation for generations of success. SBCCD is already well-positioned to benefit these individuals.

Further, SBCCD partners with industry experts, organizations, and quality professors to provide classes and opportunities for students to succeed. By offering students access to quality education and career training, this strength can be leveraged to significantly improve their quality of life *and* to better the community.

**11. What do you see as the area(s) most needing improvement in the colleges and district?**

Because students are recognizing and responding to the quality offerings at community colleges, enrollment is increasing; but this brings significant challenges. Therefore, the expansion of accessibility and availability of classes and programs at these colleges is an area of concern. A further goal would be ensuring that students are prepared to be successful in the modern workforce or to seamlessly transfer to a university.

In addition, it is important that the certification programs offered are of the highest quality so students are prepared to meet the demands of the modern workforce.

Finally, more visibility through effective public relations programs focusing on the benefits of attending a community college before, after, or in place of a four-year university would make the dream of higher education less of a mystery to those students without a strong educational foundation in their own homes.

## **APPLICATION AND CANDIDATE**

## **INFORMATION SHEET**

**Name** Nader FayeZ Shahatit

**Address** 28793 Beattie St  
Highland, CA 92346

**Phone** (909) 725-5911 **Email** Shahatitnader@yahoo.com

Attach responses on a separate sheet if needed:

1. Do you have prior experience serving on a governing board, specifically a community college district? Please list such prior experience.
2. Have you worked on any committees or participated in any college activities recently? If so, please list them.
3. Describe any other community or business activities in which you have participated. Describe your role, and whether your work was volunteer or employment-related.
4. Why do you want to be a board member?
5. What do you see as the basic purpose of community colleges?
6. What is the role of the board in the fulfillment of that purpose?
7. How does the board's role differ from that of the chancellor?
8. What should be the relationship between the board members and the administration in the handling of college and district concerns?
9. Briefly describe your commitment to our colleges and district.
10. What do you see as the strengths of SBCCD?
11. What do you see as the area(s) most needing improvement in the colleges and district?



## Responses from Candidate Information Sheet: Nader F Shahatit

1. Do you have prior experience serving on a governing board, specifically a community college district? Please list such prior experience.

I was a member of the Board of Equalization Hiring committee.

2. Have you worked on any committees or participated in any college activities recently? If so, please list them.

I attended college career fairs and other student improvement events with the Board of Equalization at various campuses to educate them of the opportunities available to them at the Board.

3. Describe any other community or business activities in which you have participated. Describe your role, and whether your work was volunteer or employment-related.

I volunteer as a school site council member at my son's school. I collaborate with other parents, staff members, students and the schools administration to make decisions on how state allocated school improvement funds should be spent.

4. Why do you want to be a board member?

For as long as I can remember, I have been drawn to education. Whether it be my own or the education of others. Growing up in a suburban area in Jordan I realized the value of education through hard work and sacrifice earning a full scholarship to the university of Jordan. I went into the work force but felt drawn back to education, so I applied and was

admitted to the University of Southern California where I would complete my masters in public administration. Armed with more skills and knowledge I reentered the work force, but this time in America. After a few years I became a part time instructor at San Bernardino Valley College until my children were born and I had to quit one of my jobs to help take care of them. Now that they are all grown up I hope to reenter the community college sphere and use my perspective as a past instructor to help the Board make more informed and representative decisions to best serve public interest.

5. What do you see as the basic purpose of community colleges?  
The basic purpose of community colleges is to teach individuals skills to improve their lives and provide robust educational opportunities for our increasingly diverse communities.

6. What is the role of the board in the fulfillment of that purpose?

With all of the amazing services the community college district provides administrative decisions must be made to ensure the financial viability of these efforts. The board takes these ideals of robust, inexpensive and available education and ensures their reality.

7. How does the board's role differ from that of the chancellor?

The board selects, hires, and evaluates the Chancellor. They delegate power and authority to the Chancellor to effectively lead the District.

8. What should be the relationship between the board members and the administration in the handling of college and district concerns?

The relationship between the board members and the administration should be similar to how Congress and the President should cooperate. The Board ensures that the Administration will be able to do its job through making various decisions similar to how Congress ensures the President will be able to do his job by passing laws and amendments and so forth.

9. Briefly describe your commitment to our colleges and district.

I have lived in Highland for the last twenty years, and taught at San Bernardino Valley College for more than 5 years as a part time instructor.

10. What do you see as the strengths of SBCCD?

The ability to adjust to many changes especially budget and financial conditions.

11. What do you see as the area(s) most needing improvement in the colleges and district?

The effective implementation and use of technology and social media to reach out to prospective students, inform students of the benefits available to them and educate the community on how they might be more involved in the education of future generations.

# NADER F SHAHATIT

28793 Beattie St, Highland, CA 92346, Phone 909 440 8769

## SUMMARY OF QUALIFICATIONS

- Strong and diverse training and practical *experience* in *Auditing, Accounting, Computer applications, and Taxation*, coupled with the ability to *teach* in these areas.
- Excellent computer skills, proficient in various applications including Microsoft office, *Word, Excel, Power point, Windows*.
- Experienced in both *domestic* and **international taxation**.
- Experienced in **teaching at university and college level**.
- Extremely versatile; capable of handling multiple tasks simultaneously; excellent follow through and judgment at prioritizing task at hand.
- *Interact easily* with groups of wide social, cultural, and educational diversity.

## EXPERIENCE

2000 TO PRESENT

### TAX AUDITOR,

STATE BOARD OF EQUALIZATION, CALIFORNIA

2014

### Former top Candidate for Member Board of Equalization District 4

1996 TO 2005

### ACCOUNTING AND COMPUTER INSTRUCTOR, (PART TIME)

SAN BERNARDINO VALLEY COLLEGE, San Bernardino  
NATIONAL UNIVERSITY, San Bernardino

1983 TO 1995

### TAX AUDITOR, RESEARCH ANALYST

JORDAN INCOME TAX DEPARTMENT

## EDUCATION

University Of Southern California, Los Angeles, Ca  
**Master Degree: Public Administration**

University Of Jordan, Amman, Jordan  
**Bachelor: Accounting; Minor Education**

Southern Methodist University, Dallas, Texas  
**Academy for International Taxation**

## **APPLICATION AND CANDIDATE INFORMATION SHEET**

**Name** Stephen Sandlin

**Address** 30097 Enchanted Way (P.O. Box 1275)  
Running Springs, CA 92382

**Phone** (909) 867-5438 **Email** ssandlin@sbccd.cc.ca.us

Attach responses on a separate sheet if needed:

1. Do you have prior experience serving on a governing board, specifically a community college district? Please list such prior experience.
2. Have you worked on any committees or participated in any college activities recently? If so, please list them.
3. Describe any other community or business activities in which you have participated. Describe your role, and whether your work was volunteer or employment-related.
4. Why do you want to be a board member?
5. What do you see as the basic purpose of community colleges?
6. What is the role of the board in the fulfillment of that purpose?
7. How does the board's role differ from that of the chancellor?
8. What should be the relationship between the board members and the administration in the handling of college and district concerns?
9. Briefly describe your commitment to our colleges and district.
10. What do you see as the strengths of SBCCD?
11. What do you see as the area(s) most needing improvement in the colleges and district?

## BOARD OF TRUSTEES APPLICATION FROM STEPHEN SANDLIN

1. I have no experience serving on a governing board, however, my wife, Dr. Ruth Sandlin, serves on the board of the San Bernardino Valley Foundation and we frequently discuss the issues facing her as a fundraising chair for the board.
2. I have served as the President of the San Bernardino Valley College Faculty Association, President of the San Bernardino Valley College Academic Senate and Chairman (President) of the San Bernardino Community College District Assembly.
3. As the husband of a former President of the Woman's Assistance League of San Bernardino, I have been involved as a worker for years with their fundraising activities, including the annual Head Dress Ball. We are both involved with the Mountain Communities Scholarship Association to provide funds to mountain students to attend Cal State, San Bernardino, where we have also set up an endowment in memory of a grandson that we tragically lost. Two of our grandchildren graduated from Rim of the World High School and while they were there, we frequently participated in their extracurricular activities related to school. We have also been involved in fundraising for the Lake Arrowhead Classical Ballet Company. While I have not been involved in business activities, while serving as an U.S. Air Force Intelligence Officer, I supervised and worked with intelligence professionals to analyze and propose solutions to complex problems facing the military.

4. The San Bernardino Community College District has been the focus of my professional life for nearly 50 years. I have taught classes at both San Bernardino Valley College and Crafton Hills College. I am a Professor Emeritus at SBVC. Not only has the college been the focus of my professional life, but I hold an Associate Degree, and serving on the board of a community college is one way of saying "Thank You" for the start I got into higher education. I also would bring to the board a very wide ranging set of experiences in California's educational system. After leaving the Air Force, I returned to Stanford University, where I had earned a BA in Geography and completed an MA in Secondary Education. After a few years of high school teaching where I coached football, taught drivers education in the summer and taught an American literature class as well as three different levels of 9<sup>th</sup> grade World Geography, I set my sights on teaching in a community college. While working on a Ph.D. at UCR, I taught as an adjunct professor at SBVC and later became a tenured member of the faculty. Upon completion of my doctorate in Geography, I became a lecturer in the California State University system, teaching classes for San Diego State, Cal State, Fullerton, Cal State, San Bernardino and California State Polytechnic University, Pomona. I have taught at Cal Poly for nearly 30 years, I am a Lecturer Emeritus and still teach 4 courses a year there. I am also an artist and craftsman, with a great respect for the trades and vocational education. Twenty five years ago, I was directly involved in the construction of our home in the San Bernardino Mountains. I have, subsequently, added nearly 2500 square feet of living



space to the house, doing virtually all of the carpentry, electrical, heating and air conditioning and finishing.

5. The community colleges are a part of the three tier higher education plan in California. A student earning an AA degree and completing a prescribe curriculum can be assured of a place in California's State University system. The community college is the most economical and practical place to learn a trade if the university is not a part a student's plan for the future. Our district serves a community with one of lowest per capita family income in the state with one of the lowest percentage of family members who have never participated in higher education. Our district must face this situation straight on. Perhaps, the most important thing we must do is meet this challenge seriously address the problems associated with this.
6. The Community College League of California tasks the Board of Governors of a community college in California to:
  1. Set the policy direction.
  2. Employ a chief executive officer as the institutional leader.
  3. Act as a community bridge and buffer.
  4. Establish the climate in which educational goals are accomplished.
  5. Define legal, ethical and prudent standards for college operation.
  6. Assure fiscal health and stability.
  7. Maintain standards for good personnel relations.
  8. Monitor institutional performance.
  9. Lead as a thoughtful educated team



7. The board sets policy and the Chancellor administers these policies.
8. The relationship of the board members and the administration in the handling of college and district concerns is well defined in the tasks of the Board as defined by the Community College League of California. The board is a team and individual members of the board should never intervene in matters of the administration of district and college concerns.
9. I am fully committed to our colleges and district. I contribute one hundred dollars a month to the San Bernardino Valley College Foundation. Since I am semi retired, I have the time and the desire to be a “full time” board member.
10. The strength of SBCCD is the commitment to excellence of our dedicated professional staff of administrators and professors and their understanding of the challenge that our community of students present to them. Professors choose to teach at a community college because they know they can make a difference in the lives of their students and, ultimately, make difference in the community they serve.
11. The district has a number of programs to meet the needs of disadvantaged and poorly prepared students. However, we can never do too much. There are still too many students who are enrolled in transfer level classes that they cannot reasonably be expected to successfully complete. It would also be nice if a competition swimming pool, as well as tennis and handball courts could be added to the new multi million dollar sports

complex being completed at San Bernardino Valley College. Not only can we longer field inter collegian tennis and swimming teams but these would be facilities that all our students could use to meet their physical education requirement and could be made available to the community.

**APPLICATION AND CANDIDATE**  
**INFORMATION SHEET**

**Name** Susan Barkdoll  
**Address** PO Box 811  
Twin Peaks CA 92391-0811  
**Phone** (909) 337-1198 **Email** Susan.Barkdoll@gmail.com

Attach responses on a separate sheet if needed:

1. Do you have prior experience serving on a governing board, specifically a community college district? Please list such prior experience.
2. Have you worked on any committees or participated in any college activities recently? If so, please list them.
3. Describe any other community or business activities in which you have participated. Describe your role, and whether your work was volunteer or employment-related.
4. Why do you want to be a board member?
5. What do you see as the basic purpose of community colleges?
6. What is the role of the board in the fulfillment of that purpose?
7. How does the board's role differ from that of the chancellor?
8. What should be the relationship between the board members and the administration in the handling of college and district concerns?
9. Briefly describe your commitment to our colleges and district.
10. What do you see as the strengths of SBCCD?
11. What do you see as the area(s) most needing improvement in the colleges and district?

Susan Barkdoll, SciEdD  
PO Box 811, Twin Peaks, CA 923191-0811  
Susan.Barkdoll@gmail.com

1. I have no prior experience serving on a governing board of a community college. I have 28 years experience participating in the California Parent Teacher Association board within the San Bernardino City Unified School District as a Teacher. I have 12 years of active participation with the California Parent Teacher Association as a parent/grandparent.
2. I have participated with college activities over the last 17 years. I was an adjunct professor at California State University, San Bernardino in the Science Education Department. I have been involved at California State University as a professor, a student and the parent of alumni. I continue to participate at the University in the roll of a life long learner, attending classes to enrich my life in a multitude of ways.
3. I have volunteered with the United States Forest Service for twelve years as the “eyes and ears” of the USFS. I have participated in helping lost hikers, thirsty off roaders and camping enthusiast enjoy the outdoors of our mountain community. I am chain saw qualified as a “B” feller, which enables me to maintain roadways for off road travelers. I have educated the public on the joys and dangers of our native habitat as thousands embark in the mountains above San Bernardino. I have been able to apply these volunteer activities into the practical applications of my profession as an elementary school teacher. I combine my volunteer work with field trips and classroom visits to involve our inner city students with opportunities to see beyond their current environment to greater potential for their lives. I have also participated in the retail business world for 2 years. I worked in sales and enjoyed the rapport developed between sales associate and customer. My greatest joy has been the business of educating young minds. I have spent 28 years in the field of education. I have worked with kindergarten through graduate level students. The joy of academic instruction is a passion that never grows old.
4. I would love to be a board member for a myriad of reasons. I have had the pleasure of living and working in the San Bernardino County for almost thirty years. My elementary students move from my classroom through the educational system into our community. I hope to make an impact today, based on my participation with the San Bernardino Community College Board, to prepare my students for their future. The knowledge and experience I will obtain through the board will enable me to better

prepare the future students today. I realize the value of placing goals early into the impressionable minds of primary students. The opportunity for technical and academic training is an avenue I want to provide the students at the elementary level. My work today will make a better tomorrow for the individual child, their family and our community. I want to be part of the process that makes San Bernardino a better place because of the actions we take together through educating our citizens.

5. The basic purpose of community colleges is to provide opportunities for all our citizens to maximize their potential. Whether their success is through trade school careers or the pursuit of higher academic goals, the community college enables student a means to make their dreams come true. I personally graduated from community college in 1976. It was one of the most beneficial experiences for academic growth. The community college provided me the time to hone my academic skills that prepared me to pursue my doctorate degree further down the road. I am such an advocate, both of my sons attended community college prior to their University careers. The chance to follow their heart's desire is a struggle people of all ages grapple. A community college provides the opportunity for students across the diverse make of San Bernardino to become successful. It enables students of all ages to enroll in courses that meet their needs for that time of their life. Whether the needs are for job advancement or life enrichment, San Bernardino Valley College can offer options for the citizens in our city.
6. The role of the board in the fulfillment of that opportunity is to seek out opportunities to advance the goals of the college. It will require members to seek out information from current and prospective students to determine exactly what the needs of our community are for the future. It will require collaboration with business leaders to determine the work force requirements for the prospective employees so the college can provide graduates ready to begin their careers the day they graduate.
7. The role of the chancellor is different from the board in that the chancellor must weigh the options provided by the board and make the final decisions. The board must be a diverse mix of business and educational voices that offer strategies from a variety of perspectives. The chancellor must assess the validity of all opinions and determine the best route for

the students and staff of the college. The board's role is to offer solutions based on their experience, education and personal background to provide a harmonic chorus of differing opinions. The board provides a voice for the business world to air the needs of the financial community. It speaks to the needs of the future employers, the direction of financial growth, and the technical requirements that are arising for our next generation of students. The academic members of the board provide insight on direction based in research trends based on what the current students possess, and what they will need to further their educational growth. The community college services students geared for both technical and academic pursuits. The chancellor must decide how best to meet the needs of our community juggling limited State funds and reduced classes. As more students turn to community colleges, the problems exponentially increase. The board's goal is to provide rationale and options that will best serve San Bernardino. It is up to the Chancellor to determine which road to follow.

8. The relationship between the board members and the head administration in the handling of college and district concerns must be one of collaboration and co-operation, based on mutual respect. The goal of the college is to provide high standards for a quality education to our diverse community of learners. The board members offer unique perspectives on how to achieve these lofty goals. The vision remains the same for both the board members and the administration. As professionals-whether it be in the field of business or academics-the end of the journey remains united. The college must provide educational options for citizens to achieve their dreams. It may be a technical degree that allows them to provide for their families. It may be a stepping stone towards becoming a doctor or lawyer. The college is a place that ignites the minds to become life long learners. Once the end result is agreed upon by both the board members and the administration, the route to achieve these goals can be determined amicably, with reason and great dignity for all.
9. My commitment to the college and the district springs from both a personal and a professional center. I married six months out of high school and couldn't afford a University degree. I worked full time and carried sixteen units at community college. The professors taught me to believe in myself and in my dreams. These early years in the community college system provided a foundation for my career as a student, elementary school teacher and University professor. I treasure them as



molding my talents towards achieving my dreams. As a strong community college advocate, I encouraged my children to attend community colleges. Happily, they graduated with their Associate of Arts degree and continued at California State University. I continue my words of encouragement as my grandchildren approach their collegiate options. Community college is the best options for your students straight out of high school, as well as life enriching options for pending retirees such as myself. As a professional interest, I send my elementary school children to San Bernardino Valley College. I have spent years attending the Observatory with Chris Clarke on field trips with elementary children. These visits offer children a glimpse into an academic career they were unaware of in their home environment. I am dedicated to encouraging community colleges as a viable option for my students in San Bernardino City Unified School District. Many of the children view college out of their reach, but our community colleges offer a means to break the cycle of poverty they currently know with a rope to bring them up to a better future.

10. The strengths of SBCCD can be found in the diverse make up of the faculty, board and student population which provides a wonderful balance and harmony. As our students reflect the changes in American culture, so must the board and faculty represent the shifts in our world. The SBCCD must remain a varied group of business and academic oriented individuals. The world of academics must be heard in order to prepare our students to be successful at the University level. The well qualified educational representatives on the SBCCD address the upward bound needs that prepare our students for their rigorous pursuit of educational excellence. The business model is represented in the SBCCD to provide options for our community citizens that wish to learn technical skills to be successful in the occupational placement of our graduates.

11. The area most needing improvement in the colleges and district is better communication between the high school student population and the opportunities available at the community college. The students need to enter the college prepared for the rigorous high standards of the curriculum. Too often, the students are over whelmed by the new world of academics and not properly prepared for the demands of college, especially in the field of writing. I believe the area most in need of improvement is communicating the support available for students that may feel they are going to be unsuccessful at their current level of achievement. The community college offers an abundance of remedial

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options for students that will allow them to become successful, but the information is not meeting the people that need it the most. I would suggest high school alumni returning to their high schools to encourage peers to attend our community colleges. This would boost the morale of the college students and inform younger students of their options for the future.



Susan Barkdoll  
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(909) 337-1198 or (909) 880-6730  
susan.barkdoll@sbcusd.k12.ca.us

**OBJECTIVE:**

I would like to apply for a position with the San Bernardino Community College District.

**AWARDS AND SERVICE:**

LCAP Award for Innovation in Education, May 2015, \$100,00 for the implementation of *STEAMing to the Future Through Aquaponics* which combines technology and agriculture in the elementary classroom.

*Toshiba Award*, 2012, \$1,000 "Solar Empowered and Water Wise!" Students research and install solar timer and irrigation system for school garden.

*Lowe's Toolbox for Education*, 2012, \$5,000, "What's for Lunch?" Students research seeds and plants for seasonal garden. The project integrates math, science and social studies in a practical application of theory into tangible experiences.

San Bernardino County Teacher of the Year 2012

San Bernardino City Unified School District Superintendent's Teacher of the Year finalist 2011

CASA Grant award 2010, *Shady Side of Math and Science*, a thematic project incorporating math and science to create shade structures on the playground.

CASA Grant award 2009, *Paving the Way with Math and Science.*, a thematic garden project incorporating science, literature and history to reach special needs students create adobe bricks to create a sidewalk.

San Bernardino City Unified School District Program of the Year, 2007, *Science Through the Senses*, awarded for the innovative connection of literature and science for differential style learners in the outdoor education setting. Teacher in Space Finalist NASA 2005

CASA Grant award, *Science Through the Senses*, a thematic garden project incorporating science, literature and history to reach special needs students.

Lowe's Award "Toolbox for Education", 2004, \$2,500 "Building a Better Future." Students will create raised garden beds in a thematic approach to math, science and social studies.

Presenter at the National Science Teacher's Association, San Diego, CA.

*"You've Got Mail - An Interdisciplinary Approach to Science Education.*  
March, 2002

Best Buy Award, *"Prepare for the Future by Learning Through Our Past"*, 2002

CASA Grant award, *Food for Frazee House* Recipient, a thematic project incorporating science, literature and community service as children harvest crops for a homeless shelter in San Bernardino, CA.

Presenter at the National Association of Research Science Teachers Conference, *Classroom Learning Environment Questionnaire and Academic Achievement* Boston, MA 1999.

Smithsonian Innovator 1998 nominee for Camp Internet, a Statewide internet project examining the history and science of the Santa Barbara Channel Islands.

California Technology Assistance Project, *Early Literacy and Technology*, [www.ertp.santacruz.k12.ca.us](http://www.ertp.santacruz.k12.ca.us) August 1997 - May 1998, Santa Cruz, CA.

San Bernardino County Office of Education liaison for San Bernardino City Unified School District May, 1997 - 2000

"Old, Fat and Drunk" First Place 1998, Alcohol Awareness Video Contest San Bernardino County Office of Mental Health.

"Venom in Denim" First Place 1997, Alcohol Awareness Video Contest San Bernardino County Office of Mental Health.

"Highway Patrol" First Place 1996, Alcohol Awareness Video Contest San Bernardino County Office of Mental Health

Vern Stern Memorial Award 1993  
Inland Technology Consortium, "Hills Of Fire"

Inland Empire Conservation Teacher of the Year 1998  
Western Resource Conservation District.

Presenter at the Computer Using Educators Conference, *Early Reading and Technology: What a Novel Idea!* Palm Springs, CA. May 1998

Apple Distinguished School, 1999, Citation for the cross cultural program "Cousin to Cousin" integrating math, literature and science with Samburu school in Kenya..

Presenter at the Computer Using Educators Conference, *Cousin to Cousin, We Learn by Teaching Others: Using Technology to Bridge Two Cultures, Two Continents.* Palm Springs, CA. May 1997.

Presenter at the Conference of Technology in Education, *Technology and Early Literacy*, University of Arizona, Tucson, Arizona. February, 1997

Presenter at the Conference of National Australian Science Teachers Association, *WILD About Science*, Sydney, Australia. July, 1993.

Presenter at the California Science Teacher's Association, Palm Springs, CA. *A Rainforest in Your Classroom.* October 1994.

## **EXPERIENCE:**

### **Educator**

July 1990-Present

North Verdmont Elementary School, San Bernardino, CA.

Current responsibilities include Math and Science Committee, Technology Committee and P.T.A. member. Create and implement staff development in-service training for the San Bernardino City Unified School District. Work with California State University, San Bernardino pre-service science education training programs.

**Lecturer**

Fall 1998 to 2005

California State University, San Bernardino

Science Methods Instructor for the Teacher Education Program. Develop material for pre-service training of elementary school teachers in the methods of guided inquiry.

**Consultant**

Scholastic Publishing Company.

March 1992- Present

Contributing author of the Science Place textbook by Scholastic Publishing Company. National consultant and presenter for Science, Math, and Literacy Place In-services. Provided tele-mentor training for Scholastic Network.

**Educator**

April 1988 - July

1990

Merced Elementary School, 15454 Merced Ave., West Covina, CA

(818) 931-1700

Responsibilities included Language Arts Chairperson, member of Social Studies Adoption Committee and Technology Chairperson.

**EDUCATION**

Science Education Doctorate

September, 1998

Curtin University, Perth, Western Australia, Australia.

SB 1969 Certificate for SDAIE and ELD

September, 1998

San Bernardino City Unified School District

Master Degree in Education

1992

California Polytechnic University, Pomona, CA 91768

Educational Technology Certificate

1992

California Polytechnic University, Pomona, CA 91768

Ryan Multiple Subject Teaching Credential

1988

California Polytechnic University, Pomona, CA 91768

Bachelor's degree in Behavioral Sciences

1978

California Polytechnic University, Pomona, CA 91768

Associate Arts degree in Liberal Arts

1976

Citrus Community College, Glendora, CA 91741

**CALL TO ORDER – PLEDGE OF ALLEGIANCE**

President Longville called the meeting to order at 4:03pm. Trustee Henry led the pledge of allegiance.

**Members Present:**

John Longville, President  
Dr. Kathleen Henry, Vice President  
Joseph Williams, Clerk  
Donna Ferracone, Trustee  
Gloria Macias Harrison, Trustee  
Dr. Donald L. Singer, Trustee  
Nickolas W. Zoumbos, Trustee  
Esmeralda Vazquez, CHC Student Trustee (left at 7:45pm)  
Thomas Robles, SBVC Student Trustee

**Members Absent:**

None

**Administrators Present:**

Bruce Baron, Chancellor  
Dr. Gloria Fisher, President, SBVC  
Dr. Cheryl Marshall, President, CHC (arrived at 4:30pm)  
Dr. Lisa Norman, Vice Chancellor Human Resources  
Jose Torres, Interim Vice Chancellor Fiscal Services

**Administrators Absent:**

None

**CONSIDERATION TO ADOPT A RESOLUTION TO RECOGNIZE THE CONTRIBUTIONS AND SERVICE OF SBCCD TRUSTEE DR. KATHLEEN “KATY” HENRY**

Trustee Harrison motioned, Trustee Zoumbos seconded the motion and the board members voted as follows:  
To adopt a resolution recognizing the contributions of Trustee Dr. Kathleen “Katy” Henry to the San Bernardino Community College District, thanking her for her service, and acknowledging her resignation.

AYES:	Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez
NOES:	None
ABSENT:	None
ABSTENTIONS:	None

Trustee Henry was serenaded by SBVC Student Trustee Thomas Robles, Over the Rainbow  
Longville opened meeting in honor of Charles “Chuck” Terrell

**ANNOUNCEMENT OF CLOSED SESSION ITEMS**

- Conference with Legal Counsel – Anticipated Litigation: Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2): 2 cases
- Conference with Labor Negotiators, Government Code 54957.6
- Agency Negotiator(s): Dr. Lisa Norman and Bruce Baron
- CTA, CSEA, Management/Supervisors, Confidential Employees
- Public Employee Performance Evaluation, Government Code 54957 - Title: Chancellor

**PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS**

John Stanskas

**CONVENE CLOSED SESSION**

Closed session convened at 4:19pm

**RECONVENE PUBLIC MEETING**

**REPORT OF ACTION IN CLOSED SESSION (if any)**

None

**INSTITUTIONAL PRESENTATIONS**

- Ken Coate of the Citizens' Bond Oversight Committee gave an update on projects currently taking place on both campuses. He stated the lease leaseback project will continue to be monitored. The CBOC has discussed the prequalification process and recommends utilizing free resources available in the community for outreach.
- An accreditation report status was presented as if the ACCJC were to come in today. The presentation is available on the District website as was given by Haragewen Kinde, SBVC ALO; Celia Huston, Co-Chair, ASLO; Jeremiah Gilbert, President, SBVC Academic Senate; Rebecca Warren-Marlatt, CHC ALO; Jim Holbrook, CHC Academic Senate. CHC and SBVC will draft and vetting the reports throughout the fall. The Board will be asked to look at the report in February in time for the March deadline. Chancellor recommended and requested the drafts be shared with the Board as soon as they were available before February. The group noted drafts are posted on the accreditation websites but the ALOs are agreeable to sending it to the Chancellor's office to forward to the board.

**REPORTS**

- Trustee Ferracone attended a soirée at the new OE2 building.
- Trustee Williams reported that October 15 is the Great Shake Out. Participated at the Student Success Workshop, served as a member of the Board Goals Ad Hoc Committee, participated in the Rialto Successor Agency Board Meeting, and attended a Watch Party for Time for Change Foundation.
- Trustee Harrison is on the Program committee for FNX, serves as the Board representative on the SB County School Board Association, which will have their annual meeting.
- Trustee Henry thanked her colleagues and wished everyone the best.
- President Longville had an opportunity to meet with State Superintendent Tom Torlakson.
- Student Trustee Robles will participate at the Common Council Candidate Forum on October 21 at SBVC and will be attending HACU.
- Student Trustee Vazquez will be attending HACU. She met with Dr. Kuck on a web portal. Been working on a book loan program for students who don't receive aid at CHC campus.
- Chancellor Baron thanked Dr. Henry and wished her luck. Student success and student equity funds will become part of our base budget. Students can count on additional services. Annual Clery report is available on the website and should be reviewed for safety procedures and information on crime statistics around the district. Kinsington event is cosponsored by County Schools, KVCR, and the District on October 22.
- President Marshall reported CHC had its first Herbivore Festival with over 800 visitors to campus. Closing out Title 5 report. Had a Joint Yucaipa meeting to discuss partnerships and agreements and are working with counselors to work with students to bring more students to CHC.
- CHC Academic Senate acknowledged Dr. Henry and thanked her for her service. Looking forward to moving into new center. Collegiate level athletics are now available at CHC. Distance Education program should be finalized at end of fall term. CHC will host two sections of introduction to online learning. They have adopted a syllabus template, development of 15-16 basic skills plan, updates to student success and student equity plan to be completed soon. Budget processes resolution coming to board in November. Letter from Andrea Naestad was received responding to the joint letter of no confidence. 3<sup>rd</sup> party response was presented to the Academic Senate.
- Associated Students CHC – Approved leadership notation on transcripts for students who have participated in Student Senate. Club Rush is on October 21. Associated Students are working on outreach to local businesses for student discounts.
- SBVC President reported they achieved target of 4% greater from last fall semester. Resource for homeless students Forum on the 13<sup>th</sup> of October. Veterans Appreciation Day November 10.
- SBVC Academic Senate reported on 5 resolutions that were presented.
- SBVC Classified Senate reported working with HR to replace retired staff so the process and timing works to not have gaps between getting a new person in place.
- SBVC Associated Students reported attended training courses in Washington DC. They are working on the details for the SB County Common Council Candidate Forum, Wolverine Day for athletics department, and they are working on Christmas luncheon for needy students.
- CSEA reported the Chapter Picnic is this weekend at Sylvan Park. CSEA was contacted by Osha and will keep the board posted as things progress. Negotiations are late and members are not pleased. CSEA is looking forward to Hay meeting. Morale at SBVC is low.
- CTA thanked the board and Chancellor for the negotiations over the last few years. CTA read the sunshine proposal for CTA.

## **APPROVAL OF MINUTES**

Trustee Henry motioned, Trustee Williams seconded the motion and the board members voted as follows:  
To approve the minutes of September 2, 2015, September 8, 2015, and September 10, 2015.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

## **CONSENT AGENDA**

### **INSTRUCTIONAL/STUDENT SERVICES**

#### **Consideration of Approval of Curriculum Modifications – CHC**

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To approve the curriculum modifications for CHC as presented.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

#### **Consideration of Approval of Designated Representatives to Serve as Official Representatives on the Executive Committee of the San Bernardino Community College District Consortium**

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To approve President Gloria Fisher, and President Cheryl Marshall to serve as official Representatives on the San Bernardino Community College District Adult Education Consortium Executive Committee through June 30, 2016. If the Official Representative is unable to attend, they can select a non-voting designee to attend on their behalf.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

#### **Consideration of Approval of Donation – CHC**

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To accept the donation of a 1992 KME Renegade Pumper to the CHC Fire Academy to support the Fire Academy at Crafton Hills College.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

#### **Consideration of Approval of Donation Cummins ISX Engine– SBVC**

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To accept the donation of a Cummins ISX Engine to the Diesel Department at CHC from Mr. Mark Trautwein.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

#### **Consideration of Approval of Donation Textbooks – SBVC**

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To accept the donation of Heavy Duty Truck Systems, 6th Edition Textbook to the Diesel Department within the Applied Technology, Transportation, and Culinary Arts Division at SBVC from Mr. Steve Harrington.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

#### Consideration of Approval to Serve Champagne at Campus Events

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:

To approve champagne to be served at the following campus events: President's Circle Preview Party of the new Crafton Center Building, October 20, 2015 and President's Circle Preview Party of the new Canyon Hall Building, November 10, 2015.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

#### HUMAN RESOURCES

##### Consideration of Acceptance of Employee Resignation

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:

To accept the resignation of Mariella Long, Account Clerk I, CHC, resigning effective October 3, 2015.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

##### Consideration of Approval of Adjunct and Substitute Academic Employees

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:

To approve the employment of adjunct and substitute academic employees as needed for the 2015-2016 academic year.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

##### Consideration of Approval of Appointment of District Employees

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:

To approve Chris Williams, Student Success Services and Programs (SSS&P) Coordinator, Transfer and Career Center, SBVC, effective October 26, 2015; Larry Blanco, Student Success Services and Programs (SSS&P) Coordinator, Counseling, SBVC, effective October 26, 2015; Alejandra Campos, Student Services Technician II, SBVC, effective October 26, 2015; Shawna Gibson, Child Development Center Clerical Assistant I (19 hours), SBVC, effective October 26, 2015; Liliana Molina, Account Clerk I, SBVC, effective October 26, 2015; Claudia Herrera, Library Media Clerk, SBVC, effective October 26, 2015; Letitia Baden, Clerical Assistant, CHC, effective October 13, 2015; and Kashaunda Harris, Counselor, EOPS, effective September 14, 2015.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

##### Consideration of Approval of District Volunteers

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:

To approve the list of District volunteers as presented.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

##### Consideration of Approval of Employee Promotion

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:

To approve the promotion of Kristina Heilgeist, Administrative Secretary, CHC, promoted to Schedule/Catalog Data Specialist, CHC, effective October 9, 2015.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None

ABSTENTIONS: None

Consideration of Approval of Interim Management Appointments

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To approve the interim management appointments of Deirdre Marsac Interim Assistant Manager, Workforce Development, Professional Development Center, ATTC, effective October 12, 2015 and Giovanni Sosa, Interim Dean of Institutional Effectiveness, Research, and Planning, CHC, effective October 12, 2015.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration of Approval of Non-Instructional Pay for Academic Employees

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To approve non-instructional pay for academic employees as presented.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration of Approval of Professional Expert Short-Term and Substitute Employees

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To approve the employment of Professional Expert, Short-Term, and Substitute Employees as presented.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration of Approval of Reclassifications

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To approve the reclassification of the following employees:

	From	To	Effective
John Feist	Computer Technician (38 E)	Technology Support Specialist II (50A)	May 1, 2015
Maria Trujillo	Financial Aid Specialist II (40E)	Financial Aid Coordinator (44D)	June 1, 2015
Emily McNichols	Secretary I (29E)	Secretary II (33D)	July 1, 2015

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration of Approval of Salary Step Advancement for Management Employee

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To approve the salary step advancement for Mike Strong and Bryan Reece as presented.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration of Approval of Stipends for Head & Assistant Coaches

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To approve stipends for head and assistant coaches, SBVC as presented.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None



Consideration of Approval of the Senior Research & Planning Analyst Classified Job Description

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To approve the Senior Research & Planning Analyst classified job description at Range 58.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration of Approval of Workers' Compensation Coverage for Volunteers

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To approve the resolution, authorizing Worker's Compensation Coverage for District Volunteers.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**BUSINESS & FISCAL SERVICES**

Consideration of Approval of Conference Attendance

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To approve the list of conference attendance requests as presented.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration of Approval of District & College Expenses

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To approve the list of district and college expense requests as presented.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration of Approval of Individual Memberships

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To approve the list of individual memberships as presented.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration of Approval of Professional Services Contracts

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To approve the list of professional services contracts as presented.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration of Approval of Purchase Orders

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To approve the list of purchase orders as presented.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None

ABSTENTIONS: None

Consideration of Approval of Routine Contracts

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To approve the list of routine contracts as presented.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**FACILITIES**

Consideration of Approval of Amendment 001 - Leighton Consulting

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To approve Amendment 001 to the Leighton Consulting, Inc. contract for Measure M projects at CHC, in the amount of \$71,000.00 for special inspection services associated with the Occupational Education 2 (OE2) building project at CHC.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration of Approval of Amendment 009 - Little Diversified

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To approve Amendment 009 to the Little Diversified Architectural Consulting, Inc. contract in the amount of \$38,165.00.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration of Approval of Amendment 06 - HMC Architects

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To approve Amendment #06 to the HMC Architects contract at CHC in the amount of \$2,550.00.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration of Approval of Non-Bond Construction Change Orders

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To approve the following change order.

Crafton Hills College – Performing Arts Center Patio & Roof						
<u>Original Contract</u>	<u>Change #</u>	<u>Original Contract</u>	<u>Previous Changes</u>	<u>Proposed Changes</u>	<u>New Contract</u>	<u>Total CO %</u>
Best Contracting	CO-01	\$113,915	\$0	\$5,000	\$118,915	4.4%

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**RESOLUTIONS**

Consideration of Approval to Adopt a Resolution Recognizing November as National Native American Heritage Month and the District's Continuing Partnership with the San Manuel Band of Mission Indians

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To approve the adoption of a resolution to recognize November as National Native American Heritage Month and the District's continued partnership with the San Manuel Band of Mission Indians.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration of Resolution to Recognize November 11 2015 as Veteran's Day

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To approve the resolution to recognize November 11, 2015 as Veteran's Day.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration to Adopt a Resolution Congratulating CSUSB on its 50th Anniversary

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To adopt a resolution congratulating CSUSB on its 50<sup>th</sup> Anniversary.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration to Adopt a Resolution Expressing Support for November 16 2015 as United Nations International Day for Tolerance

Trustee Singer motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To adopt a resolution expressing support for November 16, 2015 as UN International Day for Tolerance.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**ACTION AGENDA**

**BOARD OF TRUSTEES & CHANCELLOR**

Consideration of Approval of 2016 Board Meeting Dates

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To approve the 2016 dates and move board retreat to March 24 and consolidate with 2015-2016 progress report on goals, Strike Swearing in of new members in January, College Village will be a floating day, Leave time alone on Board Retreat.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration of Approval of Board Orientation Handbook

Trustee Ferracone motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To approve the Board Orientation Handbook as presented. The recommended changes will be suggested to the Board Policy Ad Hoc Committee for revisions to the Board Policies. When the policy is revised it will be reflected in the Board Orientation Handbook. Recommendations: Line 389 should change to: Board members should be mindful of their role as members of the board and any comments made should not be presented as views of the Board of Trustees. Page 170 add oversight committees to the redevelopment agencies and add KVCR and EDCT Org charts to page 184.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration of Approval to Name Board Room in Honor of Charles Terrell Jr.

Trustee Harrison motioned, Trustee Ferracone seconded the motion and the board members voted as follows:

To approve option 3 of a creative perpetual recognition listing all board members who served over the last 90 years. The Chancellor will bring designs for the Board of Trustees to select. There will be no naming of the Board Room.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
 NOES: None  
 ABSENT: None  
 ABSTENTIONS: None

Consideration of Approval to Create Ad Hoc Committees and Nominate Ad Hoc Committee Members

Trustee Henry motioned, Trustee Harrison seconded the motion and the board members voted as follows:

To approve ad hoc committees as amended by Trustee Singer, to list formal names of Trustees and replace Trustee Singer with Trustee Zoumbos on Board Vacancy Ad Hoc Committee.

- o Board Policy & Accreditation Ad Hoc –Donna Ferracone, Dr. Donald L. Singer, Gloria Harrison
- o Evaluation (Board Self-Evaluation and Chancellor Evaluation) Ad Hoc – Gloria Harrison, Dr. Donald L. Singer, Nickolas W. Zoumbos
- o Board Goals Ad Hoc – John Longville, Joseph Williams, Donna Ferracone
- o Budget Ad Hoc – Joseph Williams, Donna Ferracone, Gloria Harrison
- o Student Success Ad Hoc – Joseph Williams, Donna Ferracone, John Longville
- o Board Vacancy Ad Hoc – John Longville, Nickolas W. Zoumbos, Gloria Harrison
- o SBCCD Board & Local K-12 Boards Issues – Dr. Donald L. Singer, Joseph Williams, Donna Ferracone

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
 NOES: None  
 ABSENT: None  
 ABSTENTIONS: None

Consideration of Approval to Reaffirm Board Imperatives and Approve 2015-2016 Board Goals

Trustee Henry motioned, Trustee Harrison seconded the motion and the board members voted as follows:

To reaffirm the Board Imperatives and approve the 2015-2016 Board Goals.

I. INSTITUTIONAL EFFECTIVENESS		
Board Goal	Action	Results
1. Develop a plan to effect a district-wide emphasis on leadership development.	a. Chancellor to assign responsible staff immediately. b. Develop strategies to be reported to the Board by December 2015. c. Plan completion by March 2016. d. Implementation of development training by April 2016.	a. On August 20, 2015, Chancellor assigned Vice Chancellor Human Resources

## II. LEARNING CENTERED INSTITUTION FOR STUDENT ACCESS, RETENTION AND SUCCESS

Board Goal	Action	Results
2. Develop collaborative partnerships with other educational institutions, especially Pre-12.	a. Board President to form an Ad Hoc Committee of the Board for the purpose of prioritizing the institutions to be contacted and to outline the proposed issues for discussion.	
3. Strengthen the Board's capacity to use metrics to monitor improvement in student access and success.	a. To form a student success committee formed to continue the work currently being done and to bring back, to the Board, a report on how many students are being trained and how many are gainfully employed through CTE and Department of Labor programs (SCANS report). b. Monitor all District Programs that provide workforce training and experience for students. c. Obtain measurement from Contra Costa with consideration from California Competes on skill attainment. d. Monitor, each semester, the progress of the campuses in meeting the access and success goals as outlined in the Strategic Plan. e. Request a written report or a presentation from the campuses from the Chancellor at the Board's discretion.	

## III. RESOURCE MANAGEMENT FOR EFFICIENCY, EFFECTIVENESS, AND EXCELLENCE

Board Goal	Action	Results
4. Monitor budget process.	a. For a Budget Ad Hoc committee to meet with the Vice Chancellor of Business & Fiscal Services at least quarterly.	

## IV. ENHANCED AND INFORMED GOVERNANCE AND LEADERSHIP

Board Goal	Action	Results
5. Strengthen the effectiveness of the Board of Trustees.	a. New Board Orientation and Handbook b. Trustees to attend local and state conferences. c. Chancellor to attend CCLC Annual Conference and ACCT Legislative Conference	

AYES: Ferracone, Harrison, Henry, Longville, Williams, Zoumbos, Robles, Vazquez  
 NOES: None  
 ABSENT: None  
 ABSTENTIONS: Singer

### Consideration of Authorization for District to Participate in the Federal Communications Commission ("FCC") Incentive Auction for KVCR

Trustee Harrison motioned, Trustee Zoumbos seconded the motion and the board members voted as follows:  
 To authorize the district to participate in the FCC incentive auction with respect to KVCR in a manner to be determined by Chancellor Baron as outlined by the FCC in its public notice and with the advice of legal counsel.

AYES: Ferracone, Harrison, Henry, Longville, Williams, Zoumbos, Robles, Vazquez  
 NOES: None  
 ABSENT: None  
 ABSTENTIONS: Singer

### Consideration of Approval to Fill the Vacancy on the Board of Trustees and Approve Process and Timeline

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:  
 To make a provisional appointment to fill the vacancy on the Board of Trustees, and to approve the process and timeline for the appointment.

1. October 13, 2015 – Public Notice is published in The Sun to call for applications.
2. October 30, 2015 – All applications are due.
3. November 2-5, 2015 – Ad Hoc Committee to meet and screen applicants for eligibility, and announce the applicants.
4. November 6, 2015 – Notify applicants of Board Interview date, time, and location.
5. November 12, 2015 Interview Candidates and make a provisional selection based on majority vote.
6. On or before November 23, 2015 – Publish notice in The Sun naming date of the vacancy filing, effective date of the resignation, name of the appointee, date of appointment, and a statement to the voters pursuant to Education Code 5091.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
 NOES: None  
 ABSENT: None  
 ABSTENTIONS: None

Consideration to Nominate and Approve a Replacement for Dr. Kathleen Henry to the City of Highland Oversight Committee of the Redevelopment Successor Agency.  
**NO ACTION WAS TAKEN.**

Consideration to Nominate and Approve Committee Replacement Assignments (KVCR Foundation and EDCT Foundation)

Trustee Williams motioned, Trustee Ferracone seconded the motion and the board members voted as follows:  
 To appoint John Longville on KVCR Foundation and the new Trustee for EDCT Foundation

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
 NOES: None  
 ABSENT: None  
 ABSTENTIONS: None

Consideration to Nominate and Elect a Vice President of the Board of Trustees

To fill vacant officer positions of the Board of Trustees, effective October 9, 2015 through December 31, 2015. The Board unanimously agreed to the nominations: Trustee Williams, Vice President and Trustee Harrison, Clerk

## **HUMAN RESOURCES**

Consideration of Acceptance of Employee Retirement

Trustee Longville motioned, Trustee Williams seconded the motion and the board members voted as follows:  
 To accept the retirement of Sandra Roberts Financial Aid Specialist I, CHC, retiring effective December 1, 2015, after 19 years of service to the District.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
 NOES: None  
 ABSENT: None  
 ABSTENTIONS: None

Consideration of Approval of Presentation of CTA NEA's Initial Proposal to SBCCD for Negotiation

Trustee Singer motioned, Trustee Williams seconded the motion and the board members voted as follows:  
 The attached initial proposal from the SBCCD Chapter CTA-NEA -- for negotiation of the Collective Bargaining Agreement for the period July 1, 2015, through June 30, 2016, be acknowledged for official receipt by the District

AYES: Ferracone, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
 NOES: None  
 ABSENT: None  
 ABSTENTIONS: Harrison

Consideration of Approval of Presentation of SBCCD's Initial Proposal to CTA NEA for Negotiation

Trustee Williams motioned, Trustee Henry seconded the motion and the board members voted as follows:

To open public hearing

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Trustee Ferracone motioned, Trustee Henry seconded the motion and the board members voted as follows:

To close the public hearing

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles, Vazquez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration of Approval of Public Hearing of SBCCD Initial Proposal to CTA NEA Negotiation

Trustee Harrison motioned, Trustee Zoumbos seconded the motion and the board members voted as follows:

To open the public hearing.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles  
NOES: None  
ABSENT: Vazquez  
ABSTENTIONS: None

Consideration of Approval of Public Hearing of SBCCD Initial Proposal to CTA NEA Negotiation

Trustee Zoumbos motioned, Trustee Harrison seconded the motion and the board members voted as follows:

To close the public hearing.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles  
NOES: None  
ABSENT: Vazquez  
ABSTENTIONS: None

**FACILITIES**

Consideration of Approval to Award Bid & Contract – Corovan

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:

To award a contract to Corovan Moving & Storage of Fullerton, CA for the Campus Wide Move at Crafton Hills College in the amount of \$99,527.80.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles  
NOES: None  
ABSENT: Vazquez  
ABSTENTIONS: None

Consideration of Approval to Award Bid & Contract - Western Audio Visual

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:

To award an informal bid and contract to Western Audio Visual of Orange, CA for the installation of audio video/technology (AV/IT) equipment at the New Science Building at CHC in the amount of \$156,347.82.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles  
NOES: None  
ABSENT: Vazquez  
ABSTENTIONS: None

Consideration of Approval to Award Contract - DVV Associates

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:

To award a contract to DVV Associates, Inc. of Westlake Village, CA for consultant services on the Occupation Education 2, New Science Building and New Crafton Center projects at CHC, as well as the Gymnasium project at SBVC, in the amount of \$35,950.00.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles  
NOES: None

ABSENT: Vazquez  
ABSTENTIONS: None

Consideration of Approval to Award Informal Bid & Contract - Giannelli Electric

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To ratify a contract with Giannelli Electric, Inc. for Emergency Lighting Upgrades at SBVC in the amount of \$19,817.00.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles  
NOES: None  
ABSENT: Vazquez  
ABSTENTIONS: None

Consideration of Approval to Award RFP & Contract – OmniUpdate

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:  
To award Request for Proposals (RFP) 2016-02 Content Management System Replacement to OmniUpdate, Inc. of Camarillo, CA for the purpose of providing complete web content management services for all District sites. The total amount of the contract is not to exceed \$140,500.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos, Robles  
NOES: None  
ABSENT: Vazquez  
ABSTENTIONS: None

Board requested for staff to look for alternate ways to encourage local vendors to participate in bids.

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

Mary Valdimar  
Rocio Delgado  
Corrina Baber  
Justin Gatewood  
Kevin Palkki  
Jason Martinez

**INFORMATION ITEMS**

Annual Security Report  
Applause  
Board Information Requests and Updates  
Budget Report  
CCS Accomplishments  
Cenergistic Report  
Clery Report  
Dreamers & Dreamers Resource Center (DRC)  
General Fund Cash Flow Analysis  
Local Hire  
Mi Familia Vota Resolution  
MOU - Interim Assignment  
New Logo for CHC  
Quarterly Financial Status Report  
Revised Expenditure Report for Proposition 30 EPA  
Summary of Measure M Construction Contract Change Orders and Amendments

**ADJOURN**

President Longville adjourned the meeting at 8:45pm

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Donna Ferracone, Clerk  
San Bernardino Community College District  
Board of Trustees



## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Cheryl A. Marshall, President, CHC  
**PREPARED BY:** Bryan Reece, Vice President of Instruction, CHC  
**DATE:** November 12, 2015  
**SUBJECT:** Consideration of Approval of Curriculum Modifications

### **RECOMMENDATION**

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

### **OVERVIEW**

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

### **ANALYSIS**

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

### **BOARD IMPERATIVE**

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

### **FINANCIAL IMPLICATIONS**

None.

**CRAFTON HILLS COLLEGE  
SUBMITTED FOR BOARD OF TRUSTEES APPROVAL  
November 12, 2015**

<b>COURSE MODIFICATIONS</b>
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COURSE ID	COURSE TITLE
ANAT 150	Human Anatomy and Physiology I

**Note:** The course will no longer equate with SBVC. See rationale following ANAT 151 from Sam Truong, M.D., Professor of Anatomy and Physiology at Crafton Hills College.

**Effective: FA16**

**Rationale:** To meet C-ID descriptor requirements.

COURSE ID	COURSE TITLE
ANAT 151	Human Anatomy and Physiology II

**Note:** The course will no longer equate with SBVC. Rationale from Sam Truong:

Here is my explanation for **NOT** equating these two courses (ANAT 150 and 151) to Valley's two anatomy courses (BIOL 250 and 251):

Anatomy & Physiology I and II topics do **NOT** match up from SBVC vs. CHC. I've copied both campuses college catalog to show proof.

**SBVC: Anatomy & Physiology I (BIOL 250):**

This is the first semester of a two semester sequence that introduces students to the basic concepts and principles of human anatomy and physiology. This course will provide a foundation for pre-professional majors or others interested in the advanced study of human biology. Topics include inorganic and organic chemistry, body orientation and organization, cytology, histology, fluid and electrolyte balances, and the following systems: urinary, cardiovascular, lymphatic, and respiratory. Course includes dissections of preserved specimens.

**CHC: Anatomy & Physiology I (ANAT 150):**

Advanced understanding of the structural and functional aspects of the human body. First in a two semester series; covers biochemistry, cytology, cellular metabolism, histology, osteology, articulations, myology, and the integumentary, and nervous systems.

**SBVC: Anatomy & Physiology II (BIOL 251):**

This is the second semester of a two semester sequence that includes human metabolism, and the following systems: digestive, integumentary, skeletal, muscular, nervous, endocrine and reproductive. Course includes dissections of preserved specimens.

**CHC: Anatomy & Physiology II (ANAT 151):**

Advanced understanding of the structural and functional aspects of the human body. Second in a two semester series; covers hematology, somatic and special senses, the bodies nutritional needs, pregnancy and maturation, electrolyte and acid/base balance, and the endocrine, lymphatic, immune, respiratory, cardiovascular, digestive, urinary, and reproductive systems.

Curriculum Meeting: 09/14/15, 09/28/15, 10/12/15

Conjoint Meeting: 10/26/15

Board of Trustees Meeting: 11/12/15

2 of 6

If these courses are to be equated, the following scenario can happen:

**Scenario 1:** Students who takes **A&P I at SBVC** and decide to continue **A&P II at CHC**, then they will have missed the integumentary system, skeletal system, and nervous system. Yet, they will have duplicated fluid, electrolytes, cardiovascular system, lymphatic system, and respiratory system. These courses are usually used as pre-requisites to the various healthcare professional programs (i.e. nursing, pharmacy, dental hygienist, registered dietician, etc.).

**Missed topics:** Integumentary system, skeletal system, and the nervous system

**Duplicated topics:** Fluid, electrolytes, cardiovascular system, lymphatic system, and the respiratory system.

**Scenario 2:** Students who takes **A&P I at CHC** and decide to continue **A&P II at SBVC**, then they will have missed the lymphatic system, cardiovascular system, digestive system, fluid, electrolytes, and the respiratory system. Yet, they would have duplicated the integumentary system, skeletal system, muscular system, and the nervous system.

**Missed topics:** Lymphatic system, cardiovascular system, digestive system, fluid, electrolytes, and the respiratory system.

**Duplicated topics:** Integumentary system, skeletal system, muscular system, and the nervous system.

The CHC system is the traditional way of teaching Anatomy & Physiology in almost all institutions of higher learning.

**Effective: FA16**

**Rationale:** To meet C-ID descriptor requirements.

COURSE ID	COURSE TITLE
MATH 102	College Algebra

**CATALOG DESCRIPTION:** Study of logarithms, sequences, series, the Binomial Theorem, graphing conic sections, inverse functions, operations with radicals, systems of quadratic equations, and solving systems of three or more linear equations in three or more variables by matrices, and determinants; introduction to graphing rational functions, and the theory of equations. MATH 102 and MATH 160, maximum UC credit one course.

**SCHEDULE DESCRIPTION:** Study of logarithms, sequences, series, the Binomial Theorem, graphing conic sections, inverse functions, operations with radicals, systems of quadratic equations, and solving systems of three or more linear equations in three or more variables by matrices, and determinants; Introduction to graphing rational functions, and the theory of equations. Students who purchase a used textbook may need to purchase software at an additional expense. Ask instructor for details.

**Note:** The course currently equates with MATH 102 at SBVC.

**Effective: FA16**

**Rationale:** To meet C-ID descriptor requirements.

Curriculum Meeting: 09/14/15, 09/28/15, 10/12/15

Conjoint Meeting: 10/26/15

Board of Trustees Meeting: 11/12/15

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COURSE ID	COURSE TITLE
MATH 250	Single Variable Calculus I

**PREREQUISITE:** MATH 160 or eligibility for MATH 250 as determined through the Crafton Hills College assessment process or MATH 102 with a grade of A or B and MATH 103 with a grade of A or B.

**CATALOG DESCRIPTION:** Introduction to differential and integral calculus, including functions, limits, and continuity; techniques and applications of differentiation including derivatives of algebraic and transcendental functions, the chain rule, implicit differentiation, the Mean Value Theorem, curve sketching, extremum problems, and related rates; and an introduction to integration and The Fundamental Theorem of Calculus.

**SCHEDULE DESCRIPTION:** Introduction to differential and integral calculus, including functions, limits, and continuity; techniques and applications of differentiation including derivatives of algebraic and transcendental functions, the chain rule, implicit differentiation, the Mean Value Theorem, curve sketching, extremum problems, and related rates; and an introduction to integration and The Fundamental Theorem of Calculus. Students who purchase a used textbook may need to purchase software at an additional expense. Ask instructor for details.

**Note:** The course will no longer equate with MATH 250 at SBVC. Rationale from Sherri Wilson, M.S., Professor of Mathematics:

MATH 250 at CHC is Early Transcendentals which includes the trigonometry functions, logarithmic and exponential functions. SBVC's MATH 250 does not specify early transcendentals and some of the content may not be covered until the second semester. Also SBVC does not have C-ID course numbers that match to CHC's C-ID numbers.

**Effective: FA16**

**Rationale:** Revise prerequisite and curriculum update.

	COURSE TITLE
MATH 265	Linear Algebra

**CATALOG DESCRIPTION:** An introduction to linear algebra that complements advanced courses in calculus. Topics include systems of linear equations, matrix algebra and its operations, Gaussian elimination, determinants, vectors and vector spaces in two or more dimensions, inner product spaces, norms, orthogonality, linear transformations, eigenvalues and eigenvectors.

**SCHEDULE DESCRIPTION:** An introduction that complements advanced courses in calculus. Topics include systems of linear equations, matrix operations, determinants, vectors and vector spaces in two or more dimensions, inner product spaces, linear transformations, eigenvalues and eigenvectors. Students who purchase a used textbook may need to purchase software at an additional expense. Ask instructor for details.

**Note:** The course currently equates with MATH 265 at SBVC.

**Effective: FA16**

**Rationale:** To meet C-ID descriptor requirements.

COURSE ID	COURSE TITLE
MATH 266	Introduction to Ordinary Differential Equations

**SCHEDULE DESCRIPTION:** An introduction to ordinary differential equations including both quantitative and qualitative methods as well as applications from a variety of disciplines. Introduces the theoretical aspects of differential equations, including establishing when solution(s) exist, and techniques for obtaining solutions, including series solutions and singular points, Laplace transforms, and linear systems. Students who purchase a used textbook may need to purchase software at an additional expense. Ask instructor for details.

**Note:** The course currently equates with MATH 266 at SBVC.

**Effective:** FA16

**Rationale:** To meet C-ID descriptor requirements and curriculum update.

COURSE ID	COURSE TITLE
PHIL 101	Introduction to Philosophy

**PREREQUISITE:** ENGL 010 or eligibility for ENGL 101 as determined through the Crafton Hills College assessment process

**DEPARTMENTAL RECOMMENDATION:** None

**CATALOG DESCRIPTION:** Introduction to philosophical ideas and methods. Topics include the sources and limitations of knowledge, the nature of reality and the study of human values. Special points of emphasis may include human nature, truth, ethics, religion, science, mind, art or political theory.

**SCHEDULE DESCRIPTION:** Introduction to philosophical ideas and methods. Topics include the sources and limitations of knowledge, the nature of reality and the study of human values. Special points of emphasis may include human nature, truth, ethics, religion, science, mind, art or political theory.

**Note:** The course currently equates with PHIL 101 at SBVC.

**Effective:** FA16

**Rationale:** Adding prerequisite and distance education component.

COURSE ID	COURSE TITLE
PHIL 101H	Introduction to Philosophy – Honors

**CATALOG DESCRIPTION:** Introduction to philosophical ideas and methods. Topics include the sources and limitations of knowledge, the nature of reality and the study of human values. Special points of emphasis may include human nature, truth, ethics, religion, science, mind, art or political theory. This course includes content and experiences appropriate for students wishing to earn honors credit.

**SCHEDULE DESCRIPTION:** Introduction to philosophical ideas and methods. Topics include the sources and limitations of knowledge, the nature of reality and the study of human values. Special points of emphasis may include human nature, truth, ethics, religion, science, mind, art or political

Curriculum Meeting: 09/14/15, 09/28/15, 10/12/15

Conjoint Meeting: 10/26/15

Board of Trustees Meeting: 11/12/15

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theory. This course includes content and experiences appropriate for students wishing to earn honors credit.

**Note:** The course currently equates with PHIL 101H at SBVC.

**Effective: FA16**

**Rationale:** Curriculum update.

COURSE ID	COURSE TITLE
PSYCH 120	Statistics for the Social and Behavioral Sciences

**CATALOG DESCRIPTION:** The use of probability techniques, hypothesis testing, and predictive techniques to facilitate decision making. Topics include descriptive statistics; probability and sampling distributions; statistical inference; correlation and linear regression; analysis of variance; chi squared and t-tests; effect size; confidence intervals; and application of technology for statistical analysis including the interpretation of the relevance of the statistical findings, especially for practical applications using data from disciplines such as the social sciences, health care and education. While the MATH 110 class approaches these topics with a firmer grounding in the principles of mathematics, this PSYCH 120 does cover the mathematical basis of statistics, probability theory and estimation, but focuses on the interpretation and application, uses and misuses, and the analysis and criticism of statistical arguments in public discourse.

**Note:** The course does not equate with PSYCH 105 at SBVC. PSYCH 120 at CHC is four units and C-ID approved.

**Effective: FA16**

**Rationale:** To meet IGETC requirements.

#### DISTANCE EDUCATION

COURSE ID	DE TYPE
PHIL 101	100% Online and Hybrid

**Effective: FA16**

**Rationale:** To increase Distance Education course offerings.

#### DISCIPLINE NAME CHANGE

Change from Engineering to Engineering and Architectural Sciences (EAS)

Engineering Courses (ENGR) will become EAS/E  
Architectural Courses will become EAS/A

**Effective: FA16**

**Rationale:** To assist with recruitment of faculty under minimum qualifications.

Curriculum Meeting: 09/14/15, 09/28/15, 10/12/15

Conjoint Meeting: 10/26/15

Board of Trustees Meeting: 11/12/15

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## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Dr. Gloria M. Fisher, President, SBVC  
**PREPARED BY:** Dr. Haragewen Kinde, Vice President, Instruction, SBVC  
**DATE:** November 12, 2015  
**SUBJECT:** Consideration of Approval of Donation – San Bernardino Valley College

### **RECOMMENDATION**

It is recommended that the Board of Trustees accepts the following donation from US Food and Drug Administration, Pacific Regional Laboratory Southwest

### **OVERVIEW**

The following donation is being made to the Science Division:

#### **Donations**

(1) VWR Aquasonic Cleanser, Model 750D

#### **Source**

US Food and Drug  
Administration,  
Pacific Regional Laboratory  
Southwest

### **ANALYSIS**

Donation of (1) VWR Aquasonic Cleanser, Model 750D is being made to the Science Division to be used for cleaning glassware in the Chemistry Department.

### **BOARD IMPERATIVE**

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

### **FINANCIAL IMPLICATIONS**

None.

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Cheryl Marshall, President, CHC

**PREPARED BY:** Michelle Riggs, Director, Community Relations and Resource Development, CHC

**DATE:** November 12, 2015

**SUBJECT:** Consideration of Approval to Serve Champagne at Campus Event – Crafton

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve champagne to be served at a campus event: President's Circle Preview Party of the new Canyon Hall Building, December 3, 2015.

### **OVERVIEW**

This event was originally scheduled for November 10, 2015, and approved at the October 8, 2016 Board of Trustees meeting. The event date has been changed to December 3, 2015.

### **ANALYSIS**

Per Board Policy 3560 and in accordance with California law, the Preview Party is a private, by invitation only event that is not open to the public and where alcohol will not be sold.

According to the California Department of Alcoholic Beverage Control, a license is not required if alcohol is not served and is held for private (invitation only) events.

### **FINANCIAL IMPLICATIONS**

None. Funding will be provided by the CHC Foundation.



## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Dr. Gloria M. Fisher, President, SBVC  
**PREPARED BY:** Dr. Haragewen Kinde, Vice President, Instruction, SBVC  
**DATE:** November 12, 2015  
**SUBJECT:** Consideration of Approval of Donation – San Bernardino Valley College

### **RECOMMENDATION**

It is recommended that the Board of Trustees accepts the following donations from Mr. Steve Harrington.

### **OVERVIEW**

The following donations are being made to the Diesel Department within the Applied Technology, Transportation, and Culinary Arts Division:

#### **Donations**

#### **Source**

(20) Heavy Duty Truck Systems, 6<sup>th</sup> Edition Textbooks      Mr. Steve Harrington

### **ANALYSIS**

Donations of (20) Heavy Duty Truck Systems, 6<sup>th</sup> Edition Textbooks are being made to the Diesel Department to be used for student training purposes.

### **BOARD IMPERATIVE**

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

### **FINANCIAL IMPLICATIONS**

None.

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron  
Chancellor

**REVIEWED BY:** Dr. Lisa Norman  
Vice Chancellor, Human Resources & Employee Relations

**PREPARED BY:** Dr. Lisa Norman  
Vice Chancellor, Human Resources & Employee Relations

**DATE:** November 12, 2015

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

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve the employment of Professional Expert, Short-Term, and Substitute Employees.

### **OVERVIEW**

The following list of Professional Expert, Short-Term, and Substitute Employees is submitted for approval.

### **ANALYSIS**

Approval of Professional Expert, Short-Term, and Substitute Employees is essential to the operation and needs of the District.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness and Excellence.

### **FINANCIAL IMPLICATIONS**

Included in the 2015-2016 budget.

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**  
**Professional Expert Hourly Employees**  
**November 12, 2015**

<b>Name</b>	<b>Department</b>	<b>Site</b>	<b>Duties</b>	<b>Start Date</b>	<b>End Date</b>	<b>Hourly Rate</b>
Breasil, Cisco	Public Safety & ES	CHC	Lab Inst/Primary Inst/EMS Specialist	11/13/15	12/31/15	\$20/\$25/\$30
Fuller, Brent	Public Safety & ES	CHC	Lab Inst/Primary Inst/EMS Specialist	11/13/15	12/31/15	\$20/\$25/\$30
Valdez, Trevor	Public Safety & ES	CHC	Lab Inst/Primary Inst/EMS Specialist	11/13/15	12/31/15	\$20/\$25/\$30
Sysawang, Brittany	Applied Technology	SBVC	Program Assistant	11/13/15	12/24/15	\$20.00
Esclovon-Dexter, Lionel	Human Services	SBVC	Training Specialist	11/13/15	12/31/15	\$19.00
Orneles, Matt	FNX	KVCR	Content Specialist	11/13/15	12/31/15	\$15.00
Brown, June	EDCT	DIST	PDC Trainer	11/13/15	12/31/15	\$40.00
Valdez, Eugene	EDCT	DIST	PDC Trainer	11/13/15	12/31/15	\$60.00
Manoz, Darian	KVCR	KVCR	Content Specialist	11/13/15	12/31/15	\$15.00
Alatore, Yesica	KVCR	KVCR	Closed Captioning I	11/13/15	12/31/15	\$10.00
Vargas, Sarina	KVCR	KVCR	Closed Captioning I	11/13/15	12/31/15	\$10.00
Clark, Edward Lewis	EDCT	DIST	PDC Trainer	11/13/15	12/31/15	\$50.00
Jackson III, Davil	EDCT	DIST	PDC Trainer	11/13/15	12/31/15	\$30.00
Johnson, Chad	PDC	DIST	PDC Trainer	11/13/15	12/31/15	\$20.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT						
Short Term Hourly Employees						
November 12, 2015						
Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Gerhartz, David	Marketing/PR	CHC	Staff writer/Photographer	11/13/15	12/18/15	\$20.00
Ornelaz, Trisha	Aquatics	CHC	Lifeguard	11/13/15	12/31/15	\$12.00
Asad, Sabehha	English	SBVC	Tutor III	11/13/15	12/31/15	\$14.00
Cornejo, Annique	Aquatics	CHC	Lifeguard	11/13/15	12/31/15	\$12.00

<b>SAN BERNARDINO COMMUNITY COLLEGE DISTRICT</b>							
<b>Substitute Employees</b>							
<b>November 12, 2015</b>							
<b>Name</b>	<b>Department</b>	<b>Site</b>	<b>Duties</b>	<b>Start Date</b>	<b>End Date</b>	<b>Hourly Rate</b>	<b>Justification</b>
Stiles, Christopher	Police Department	DIST	College Security Officer	9/2/15	11/1/15	\$16.69	Ext: Vacancies and coverage
Nguyen, Thang	Counseling & Matriculation	SBVC	SSSP Coordinator	9/27/15	11/24/15	\$25.39	New: Vacancy in active recruitment.
Taylor, Alyssa	Police Department	DIST	College Security Officer	10/5/15	12/4/15	\$16.69	New: Vacancies and coverage
Munoz-Rois, Nelly	CDC	SBVC	CD Assistant	10/6/15	11/19/15	\$13.35	New: Vacancy in active recruitment.
Munoz-Rois, Andrea	CDC	SBVC	CD Assistant	10/6/15	11/19/15	\$13.35	New: Vacancy in active recruitment.
Poynter, Wonder	Child Development Center	SBVC	Child Development Assistant	10/29/15	12/24/15	\$13.35	Extension: On call vacancy in active recruitment/sick/vacation coverage.
Carlin, Rebecka	Child Development Center	SBVC	Child Development Teacher	10/29/15	12/24/15	\$19.21	Extension: On Call for sick/vacation coverage.
Reynolds, Rebecca	Child Development Center	SBVC	Child Development Teacher	10/29/15	12/24/15	\$19.21	Extension: On Call for sick/vacation coverage.
Acosta, Priscilla	Child Development Center	SBVC	Child Development Assistant	10/29/15	12/24/15	\$13.35	Extension: On call vacancy in active recruitment/sick/vacation coverage.
Scott, Mary	Child Development Center	SBVC	Child Development Assistant	10/29/15	12/24/15	\$13.35	Extension: On call vacancy in active recruitment/sick/vacation coverage.

Cevallo Medina, Maria	Child Development Center	SBVC	Child Development Assistant	10/29/15	12/24/15	\$13.35	Extension: On call vacancy in active recruitment/sick/vacation coverage.
Smith, Love	Child Development Center	SBVC	Child Development Assistant	10/29/15	12/24/15	\$13.35	Extension: On call vacancy in active recruitment/sick/vacation coverage.
Huizar, Lena	Child Development Center	SBVC	Child Development Assistant	10/29/15	12/24/15	\$13.35	Extension: On call vacancy in active recruitment/sick/vacation coverage.
Gutierrez, Daniela	Child Development Center	SBVC	Clerical Asst I	10/29/15	12/24/15	\$13.69	Extension: On call vacancy in active recruitment/sick/vacation coverage.
Ramirez Islas, Cosme George	Child Development Center	SBVC	Child Development Assistant	10/29/15	12/24/15	\$13.35	Extension: On call vacancy in active recruitment/sick/vacation coverage.
Molina, Corrine	Child Development Center	SBVC	Child Development Teacher	10/29/15	12/24/15	\$19.21	Extension: On Call for sick/vacation coverage.
Mercado, Ceccilia	Child Development Center	SBVC	Child Development Assistant	10/29/15	12/24/15	\$13.35	Extension: On call vacancy in active recruitment/sick/vacation coverage.
Nguyen, Thang	Counseling & Matriculation	SBVC	SSSP Coordinator	9/27/15	10/27/15	25.39	Extension: recruitment in process
Pinedo, Vanessa	Custodial	SBVC	Custodian	10/25/15	12/25/15	15.87	Extension: On Call vacancy in active recruitment/sick/vacation coverage.

Ramos, Enrique	Custodial	CHC	Custodian	10/31/15	12/31/15	\$15.87	New: For employee working out of class.
Shaff, Joseph	KVCR	KVCR	Broadcast Operator	11/3/15	1/3/2016	\$20.82	Extension: On call vacancy in active recruitment/sick/vacation coverage.
Lapham, Garrett	KVCR	KVCR	Broadcast Operator	11/4/15	1/4/2016	\$19.25	Extension: On call vacancy in active recruitment/sick/vacation coverage.
Porter, Janine	KVCR	KVCR	Broadcast Operator	11/5/15	1/5/2016	\$19.25	Extension: On call vacancy in active recruitment/sick/vacation coverage.
Miller, Donald	KVCR	KVCR	Broadcast Operator	11/6/15	1/6/2016	\$19.25	Extension: On call vacancy in active recruitment/sick/vacation coverage.
Diaz, Jose	Admissions & Records	SBVC	A&R Technician	10/13/15	12/13/15	\$17.97	New: Covering for Raquel Villa's medical leave
Shephard, Anissa	Custodial	SBVC	Custodian	10/12/15	12/12/15	\$15.87	Extension: On Call vacancy in active recruitment/sick/vacation coverage.
Duran, Ricardo	Police	SBVC	CSO	10/26/15	12/25/15	\$16.69	Extension: On Call vacancy in active recruitment/sick/vacation coverage.

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron  
Chancellor

**REVIEWED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations

**PREPARED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations

**DATE:** November 12, 2015

**SUBJECT:** Consideration of Approval of Granting Sabbatical Leave for the 2015-2016 Academic Year

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve the granting of sabbatical leave for Dave Bastedo for the 2015-2016 academic year.

### **OVERVIEW**

Dave Bastedo is being recommended for Sabbatical Leave for the 2015-2016 academic year.

### **ANALYSIS**

On February 19, 2015, the Board of Trustees granted two sabbatical leaves for the 2015-2016 academic year. On September 10, 2015, one of the sabbatical leave recipients resigned her position with the District.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness and Excellence.

### **FINANCIAL IMPLICATIONS**

The cost to the District is the adjunct replacement for the instructor's classes.



## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations

**PREPARED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations

**DATE:** November 12, 2015

**SUBJECT:** Consideration of Approval of the Revisions to Professional Expert and Short Term Lists

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve the revisions to the Professional Expert and Short Term Lists.

### **OVERVIEW**

The approval of the following positions to be transferred from the Short Term to the Professional Expert Rates of Pay Schedule:

Tutor I, II and III

### **ANALYSIS**

The transfer of Tutor I, II and III from the Short Term Rates of Pay to the Professional Experts Rate Schedule is to enable Tutors to work more than 60 hours per pay period. There is no change in rate of pay.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness and Excellence.

### **FINANCIAL IMPLICATIONS**

Included in the 2015-2016 budget.

**San Bernardino Community College District**  
**PROFESSIONAL EXPERT RATES OF PAY**

<b>PROFESSIONAL EXPERT ASSIGNMENT</b>	<b>HOURLY RATE</b>
3D Animator	\$25.00 to \$40.00
Adult Education Planning Grant Coordinator	\$40.00
Assistant Instructor	\$20.00
Background Investigator	\$30.00
Bilingual Translator/Interviewer	\$20.00
Business and Resources Development Consultant	\$60.00
CAHSEE Facilitator	\$50.00
Camera & Lighting Technician	\$10.00 to \$20.00
Clinical Instructor	\$20.00
Closed Caption Editor I	\$10.00 to \$15.00
Closed Caption Editor II	\$16.00 to \$20.00
Closed Caption Editor III	\$21.00 to \$30.00
Content Specialist (FNX)	\$15.00 to \$40.00
Counseling Trainee	\$12.00
Criminal Justice Academy Liaison	\$30.00
CTE Transition Coordinator	\$20.00 to \$30.00
Guardian Scholars and Dreams Liaison (Categorical)	\$45.00
Editor (KVCR, FNX, Pledge Drive)	\$18.00 to \$30.00
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 Program Assistant (Categorical)	\$35.00
Grant Writer I	\$30.00
Grant Writer II	\$40.00
Grant Writer III	\$55.00
Human Resources Recruiter	\$20.00
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	\$55.00
Nurse Practitioner I (1-2 years of SBCCD experience)	\$55.00
Nurse Practitioner II (3-5 years of SBCCD experience)	\$60.00
Nurse Practitioner III (6+ years of SBCCD experience)	\$65.00
Physician	\$30.00
EMT(EMS)/Respiratory Care/Fire TechPE/ASL Specialist	\$30.00
Pharmacy Technology Accreditation Coordinator	\$30.00 to \$50.00
Police Science Facilitator/Instructor	\$35.00

**San Bernardino Community College District**  
**PROFESSIONAL EXPERT RATES OF PAY**

Post Masters Counseling Intern	\$25.00
Primary Instructor	\$25.00
Program Assistant	\$20.00 to \$49.00
Public Information Specialist	\$65.00
Radiologic Technology Specialist	\$30.00
Respiratory Care Clinical	\$40.00
RTVF Intern I	\$11.00
RTVF Intern II	\$12.00
RTVF Intern III	\$13.00
Safety Facilitator	\$19.00 to \$25.00
Safety Officer	\$22.50
Social Media Specialist (FNX)	\$21.00 to \$25.00
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>Tutor I</b>	<b>\$10.00</b>
<b>Tutor II</b>	<b>\$12.00</b>
<b>Tutor III</b>	<b>\$14.00</b>
TV Closed Captioning	\$10.00 to \$15.00
Veteran's Resource Specialist	\$50.00
Workforce Development/PDC Trainer	\$15.00 to \$100.00 or up to 85% of Enrollment or up to 60% of net
Strengths Educator/Coach	\$49.00
<b>PROFESSIONAL EXPERT ASSIGNMENT</b>	<b>SESSION RATE</b>
Foster Parent Host	\$25.00
Musician	\$75.00
<b>PROFESSIONAL EXPERT ASSIGNMENT</b>	<b>DAILY RATE</b>
Evaluator ( <i>per scenario</i> )	\$105.00
Theatre Production Assistant	\$500.00
CPR/Lifeguard Certification Facilitator	\$200.00 to \$300.00
Consultant	\$300.00 to \$500.00
<b>PROFESSIONAL EXPERT ASSIGNMENT</b>	<b>SEMESTER RATE</b>
Faculty Intern	\$600.00
Future Teacher Intern	\$300.00
Grant Assignment	\$300.00
Medical Director (EMT)	\$3,500.00
Medical Director (Respiratory Care)	\$3,000.00

## SHORT-TERM RATES OF PAY

SHORT-TERM ASSIGNMENT	HOURLY RATE
Accompanist	\$16.00
Driver	\$15.00
Lifeguard	\$12.00
Model, Draped	\$11.00
Model, Undraped	\$16.00
Project Assistant I	\$10.00*
Project Assistant II	\$12.00
Project Assistant III	\$14.00

**\* Minimum Wage increase effective July 1, 2014 and January 1, 2016.**

*The San Bernardino Community College District shall utilize short-term hourly non-academic employees in accordance with California Education Code Section 88003.*

*These rules apply to employees who are not members of the classified service as defined by the California Education Code Section 88003. The District has limited a temporary hourly employee to no more than one-hundred seventy-five (175) days. Short-Term temporary hourly employees are not eligible to work more than forty (40) hours per week or more than eight (8) hours per day.*

Board Approval: November 12, 2015

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations

**PREPARED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations

**DATE:** November 12, 2015

**SUBJECT:** Consideration of Acceptance of Employee Resignations

### **RECOMMENDATION**

It is recommended that the Board of Trustees accept the resignation of Melinda Wallace, Marcial Cardenas, and Thomas Crane.

### **OVERVIEW**

Melinda Wallace, Child Development Assistant, CHC. Resigning effective October 14, 2015. Last day of employment October 13, 2015. 7 months of service.

Marcial Cardenas, Custodian I, SBVC. Resigning effective November 30, 2015. Last day of employment is November 30, 2015. 11 years of service.

Thomas Crane, Lab Technician, Environmental Science, CHC. Resigning effective October 10, 2015. Last day of employment October 9, 2015. 4 years of service.

### **ANALYSIS**

The resignation correspondence was received and accepted by the Human Resources Department.

### **BOARD IMPERATIVE**

None.

### **FINANCIAL IMPLICATIONS**

None.

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations

**PREPARED BY:** Dr. Cheryl Marshall, President, CHC  
Dr. Gloria Fisher, President, SBVC

**DATE:** November 12, 2015

**SUBJECT:** Consideration of Approval of Adjunct and 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 2015-2016 academic year.

### **OVERVIEW**

The following list of adjunct and 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 2015-2016 academic year.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness and Excellence.

### **FINANCIAL IMPLICATIONS**

Included in the 2015-2016 budget.

Adjunct & Substitute Academic Employees  
Crafton Hills College  
November 12, 2015

Fall 2015

<u>NAME</u>	<u>DISCIPLINE</u>
Matley, John	Computer Information Systems
McLoughlin, Kerry	Sociology
Rezola, Nolberto	Mathematics
Yasar-Inceoglu, Ozgul	Engineering

Spring 2016

<u>NAME</u>	<u>DISCIPLINE</u>
Abad, Jeremy	English
Adams, Emma	Biology
Almazon, Jason	Project Assistant, Library
Amaya, Makiko	Japanese
Anderson, Debbie	Radiologic Technology
Anderson, Jonathan	English
Andrade, Myra	Counselor, STEM
Aniello, Lisa	Kinesiology
Aranda, Michael	Computer Information Systems
Atkinson, Anne	Health
Avery, George	Emergency Medical Services
Bailes, Brandi	Mathematics
Baird, Eric	Physics
Baker, Deena	English
Ballester, Maria	Spanish
Barger, Heather	Business Administration
Barrie, Trinetta	Counselor, College Life, Counseling
Bashir, Yaser	Chemistry
Bastedo, Yvonne	Kinesiology
Beard, Joseph	Geography
Bedoya, Rosemary	Counselor, College Life, Counseling
Begley, David	Mathematics
Berube, Melissa	Biology
Blanck, Robert	English
Blanco, Glenn	Anatomy
Bogh, Debbie	Counselor, College Life, Counseling
Bouzidi, Djemoui	Physics
Bradford, Deborah	Theatre Arts
Branson, Joanna	English
Bray, Linda	Allied Health
Bridges, Andrew	Religious Studies
Bullock, Scott	Mathematics
Burke, Jeffrey	Mathematics
Burns, Carole	Microbiology
Campbell, Phillip	Mathematics
Cannon, Judy K.	English

Cardenas, Yolanda  
 Carroll, LaMont  
 Castaneda, David  
 Chavira, Rejoice  
 Chairez, Octavio  
 Chhuon, Ny  
 Chittenden, Heather  
 Cifelli, Jessica  
 Clark, Parissa  
 Clarke, Sally  
 Colvey, Kirsten  
 Commander, John  
 Conilogue, Amy  
 Conrad, Paul  
 Cook, Natalie  
 Costello, Gerarda  
 Cowles, Randee Teresa  
 Crane, Thomas  
 Crews, Carly  
 Cruz, Jason  
 Cummings, Lou'Rie  
 Curnyn, Katie  
 Curry, Victoria  
 Curtis, Christopher  
 Davis, Andrea D.  
 De Boer, Frank  
 Dealba-Yount, Claudia  
 DeLaune, Stacey  
 Denson, Tommy  
 Derosier, Wendy  
 Dial, Troy  
 Ding, Guizhi  
 Dinu, Razvan  
 Dobbs, Anne  
 Dodd, Jennifer  
 Dolson-Andrew, Stephen  
 Douthit, Milly  
  
 Downey, Jennifer  
 Drake-Green, Penny Marie  
 Dudash, Leigh  
 Durban, Mark  
 Eastmond, Elizabeth  
 Eby, Larry  
 Edris, Emily  
 Enright, Evan  
 Estus, Steven  
 Fiallo, Carolina  
 Firtha, Christie  
 Fleishman, Richard  
 Flory-Sanchez, Pamela  
 Flowers, Todd  
 Ford, Jacquelyn

Spanish  
 Computer Information Systems  
 Fire Technology  
 Counselor, College Life, Counseling  
 Mathematics  
 Sociology  
 Public Safety and Services  
 Human Services  
 Multicultural Studies, Political Science  
 Allied Health  
 Counselor, College Life, Counseling  
 Emergency Medical Services  
 Biology  
 Mathematics  
 English  
 History  
 English  
 Geology, Oceanography  
 Emergency Medical Services  
 Business Administration  
 Counselor, College Life, Counseling  
 Biology, Microbiology  
 Counselor, College Life, Counseling  
 Computer Information Systems  
 English  
 Fire Technology  
 Japanese  
 American Sign Language  
 Mathematics  
 Kinesiology  
 Counselor, College Life, Counseling  
 Kinesiology  
 Mathematics  
 English  
 English  
 Political Science  
 Counselor, College Life, Counseling, Learning Disabilities,  
 Learning Resources Center  
 Psychology  
 Communication Studies  
 Geology, Oceanography  
 Fire Technology  
 English  
 English  
 Communication Studies  
 Mathematics  
 English  
 Spanish  
 English  
 Accounting, Business Administration  
 English  
 Child Development  
 Reading and Study Skills



Ford, Patricia  
Franklin, Bradley  
Franko, Karla  
Fry, Maureen

Gaddy, Duran  
Gamble, Trevor  
Garcia, Claudia  
Garcia, Maria  
Gardner, Gerry G.  
Gairson, Phillip  
Gavrilov, Ginka  
Gergis, Nader  
Giles, Brizset  
Gimple, Tina Marie  
Gist, John  
Granado, Alycia  
Groff, Nathan  
Guaracha, Anthony  
Gunter, Melody  
Gutierrez, Juan  
Guzman, Jose  
Hadden, Jay  
Hallex, Alicia

Hamlett, Cynthia  
Hammond-Williams, Heather  
Hansler, Kathryn  
Harrington, Judith  
Harris, Matti  
Harter-Speer, Joan  
Hartmann, Adam  
Hausman, Edward  
Hawkins, Damaris J.  
Hawkins, Judith  
Hayes, Ashley  
Hayes, Chauncey  
Henley, Lauren  
Henriquez, Aja  
Herrera, Elizabeth  
Herrera-Gill, Diana  
Hidalgo, Joshua  
Higgins, Meagen  
Hoehn, Marisela  
Hogrefe, Richard  
Holod, Audrey  
Hopper, Randi  
Howard, Kristy  
Hunter, Morris  
Jacinto, Christopher  
Janssen, Joshua  
Jaravata-Hamson, Rudolfo  
Johansen, Greg

Health  
Respiratory Care  
Religious Studies  
Counselor, College Life, Counseling, Learning Disabilities,  
Learning Resources Center  
Fire Technology  
Physics  
Counselor, College Life, Counseling  
College Nurse  
Fire Technology  
Emergency Medical Services  
Mathematics  
Art  
Accounting  
Computer Information Systems  
Counselor, College Life, Counseling  
Child Development  
Fire Technology  
Sociology  
Theatre Arts  
Mathematics  
Philosophy  
Anthropology  
Counselor, College Life, Counseling, Learning Disabilities,  
Learning Resources Center  
English  
Child Development  
English  
Counselor, STEM  
English  
Human Services, Psychology  
English  
Fire Technology  
English  
English  
English  
Kinesiology – Fitness  
Developmental Studies Specialist  
English  
Biology  
Mathematics  
Mathematics  
Human Services, Psychology  
Counselor, College Life, Counseling  
Communication Studies  
English  
Child Development  
Biology  
Allied Health, Radiologic Technology  
Mathematics  
Fire Technology  
Allied Health  
Microbiology

Johnsen, Torgeir  
 Johnson, Brittany  
 Johnson, James  
 Jordan, Jessica  
 Kalinski, Felix  
 Karim, Fahima  
 Katkov, Andre  
 Kennedy, Scott  
 Keys, Scott  
 Khalfallah, Hazem  
 Kim, Elliott  
 Kim, Myong  
 King, Peter  
 Koda, Ashley  
 Korn, Thomas  
 Kowach, Melody  
 Lagoykina, Svetlana  
 Lapointe, Stacy  
 Landa, Christina  
 Larsen, Amber  
 Lastra, Ulises  
 Leahy, Julie  
 Lee, James M.  
 Lee, Jeffrey  
 Lehar, Jade  
 Leon, Ralph  
 Leora, Anthony  
 Leslie, Grant  
 Levy, Steven  
 Limon-Burbaj, M. Guadalupe  
 Linfield, Leon  
 Lucier, Bradley  
 Macias, Angela  
 Malik, Neal  
 Mann, Kyle  
 Mann, Laurie  
 Manzanilla Renteria, Elicinda  
 Martin, Lisa  
 Mason, Elizabeth  
 Matley, John  
 McAtee, Robert  
 McCarty, Dennis  
 McClurg, Bruce  
 McCool, Karol  
 McCoy, Danielle  
 McLoughlin, Kerry  
 McNamara, Laurence  
 McNaughton, Anna  
 McNaughton, Barry  
 Mealey, Elizabeth  
 Menzing, Todd  
 Michel, Pamela  
 Millan, Christopher

Anatomy  
 Health  
 Anatomy  
 Human Services, Psychology  
 Business Administration, Marketing  
 Mathematics  
 English  
 Computer Information Systems  
 History  
 Mathematics  
 History  
 Mathematics  
 Business Administration  
 Sociology  
 Multicultural Studies  
 English  
 Chemistry  
 English  
 Allied Health  
 Reading and Study Skills  
 Mathematics  
 Allied Health, Radiologic Technology  
 English  
 Project Assistant, Library  
 English, Reading and Study Skills  
 Mathematics  
 Emergency Medical Services  
 English  
 Theatre Arts  
 Dance  
 English, Philosophy  
 History  
 English  
 Health  
 Communication Studies  
 Counselor, DSP&S  
 Counselor, College Life, Counseling  
 Counselor, College Life, Counseling  
 Kinesiology  
 Computer Information Systems  
 Counselor, College Life, Counseling  
 Allied Health  
 Music  
 Librarian  
 Mathematics  
 Sociology  
 Art  
 Theatre Arts  
 Music  
 Librarian  
 History  
 American Sign Language  
 English

Miller, Christopher	English
Mills, Bryan	Computer Information Systems
Molloy, David	Emergency Medical Services
Monteil, Liliana	English
Moreno, Mariana	Counselor, College Life, Counseling
Moreno-Terrill, Steven	Sociology
Morrow, Erin	Librarian
Morse, Curtis	Fire Technology
Mott, Justin	English
Mudgett, Benjamin	Business Administration
Murphy, Ryan	English
Munoz, Susana	Mathematics
Musch, German	Anatomy
Nakamura, Aki	Japanese
Namekata, James	Kinesiology
Natividad, Beverly	Communication Studies
Nelson, Betsy	Mathematics
Nelson, Kristina	Human Services, Psychology
Nelson, Wendy	Business Administration
Neumann, Brent	Physics
Newsom, Helen	Nurse Practitioner
Nguyen, Nicholas	Allied Health
Niessen, Amy	English
Nimri, Anas	Computer Science
Nunn, Masako	Japanese
Nunn, Steve	Fire Technology
O'Shaughnessy, Vonda	Communication Studies
Ogden, John	Kinesiology – Sport and Skill Activities
Olivas, David	Fire Technology
Overstreet-Murphy, Penni	Fire Technology
Pantoja, Suzanne	Business Administration
Page, Tony	Fire Technology
Papp, Edward	Computer Information Systems
Parker, Mason	Kinesiology
Patton, Randall	Librarian
Perente, Zeneida	Communication Studies
Peterson, Charles	Biology
Piamonte, Rennard	Mathematics
Pierce, Leah C.	Mathematics
Piluso, Robert	English
Plaxton-Hennings, Charity	Human Services, Psychology
Poffek, Christine	Kinesiology
Polson, Elizabeth	English
Pritchard, Bekki	Sociology
Przeklasa, Terence	History
Pschaida, Daniel	Religious Studies
Purper, Cammy	Child Development
Purves, Dianne	Biology
Quintanar, Brittnee	Counselor, College Life, Counseling
Rafeedie, Nidal	Respiratory Care
Ramirez, Robert	Mathematics
Raney, Bret	Fire Technology
Raykowski, Angela	Health

Rebro, Fanciscus	Mathematics
Regalado, Sean T.	Art
Reid, Shirley	Mathematics
Rezola, Nolberto	Mathematics
Rinker, Courtney	English
Rivera, Ernesto	Counselor, STEM
Rives, Ryan	Respiratory Care
Roberts, Charles	Oceanography
Robinson, Jesse	Mathematics
Robles, Matthew	Oceanography
Roche, Joshua	Mathematics
Romano, Nicholas	Computer Information Systems
Romero, Jose	Accounting
Rooney, Kristin	Dance
Rose, Kendra	American Sign Language
Rugroden, Kristin	Anthropology
Ruiz, Sandra	Computer Information Systems, Computer Science
Sachs, Raymond	Astronomy
Sadiq, Fahima	Mathematics
Samadani, Nick	Anatomy
Samson, Danae	English
Sandez, Ann	Emergency Medical Services
Sandgren Wilson, Debra	Counselor, College Life, Counseling
Sarhad, Jonathan J.	Mathematics
Schmidt, Lisa	Geography
Schoepf, Laura	Biology
Seager, Elena	Mathematics
SeLeague Phillip	Emergency Medical Services
Sentmanat, Jose	Philosophy
Serrano, Thomas	Respiratory Care
Shafer, Alexander Phillip	Spanish
Shchoepf, Laura	Biology
Shelby, Patricia A.	Sociology
Shelton II, Stephen A.	Communication Studies
Shum, Cindy	Counselor, College Life, Counseling
Simonson, Scott	Music
Singh, Jasmeet	Chemistry
Singh, Manika	Counselor, EOPS/CARE/CalWORKs, College Life, Counseling
Smith, Jeffrey	Mathematics
Smith, Sean	Mathematics, Developmental Studies Specialist
Snow, Stephen	History
Sonico, Melissa	English
Soutsakhone, Xayaphanthong	Counselor, College Life, Counseling
Soza, Karen	American Sign Language
Spence, Cynthia	Reading and Study Skills
Spencer, Emily	Chemistry
Stalbert, Malik	Computer Information Systems
Sternard, Evan	Counselor, College Life, Counseling
Stevens, Alfred	Fire Technology
Stevens, Sara Robin	English
Stupin, Mary	Music
Sutphin, Ginger	Business Administration

Swanson, Justin  
 Swanson, William E.  
 Ta, Canh  
 Tasaka, Bethany  
 Thompson-Walker, Melissa  
 Tinoco, Michelle  
 Torres-Nez, John  
 Townsend, Jonathan  
 Train, Jesse  
 Troy, Janna  
 Vasquez, Alta  
 Vasquez, Violeta  
 Veldhuis, Stefan  
 Verosik, Eileen  
 Victor, Mark  
 Walter, Michael D.  
 Warsinski, Jeffrey  
 Wasbotten, Deborah  
 Washburn, Ben  
 Wassing, Amy  
 Wawelo, Tara  
 Wendy, Goliff  
 White, Debra  
 White-Elliott, Cassandra  
 Wilcox-Herzog, Amanda  
 Williams, Carolyn  
 Williams, Dave  
 Winokur, Robert  
 Wise, Louise  
 Woodcock, Alexandra  
 Yamashiro, Sabrina  
 Yasar-Inceoglu, Ozgul  
 Zhang, Renwu

Kinesiology - Fitness  
 English  
 Anatomy  
 Mathematics, Developmental Studies Specialist  
 Child Development  
 Counselor, College Life, Counseling  
 Anthropology  
 English  
 Mathematics  
 Kinesiology – Fitness  
 Computer Information Systems  
 Counselor, EOPS, College Life, Counseling  
 Political Science  
 Emergency Medical Services  
 Chemistry  
 Computer Information Systems  
 Mathematics  
 Child Development  
 Counselor, College Life, Counseling  
 Communication Studies  
 Anthropology, Religion  
 Chemistry  
 Communication Studies  
 English  
 Child Development  
 English  
 Fire Technology  
 Music  
 Reading and Study Skills  
 Librarian  
 Emergency Medical Services  
 Engineering  
 Chemistry

San Bernardino Valley College  
 Adjunct & Substitute Academic Employees  
 November 12, 2015

NAME

DISCIPLINE

Arlandson, James	English
Banuelos, Elizabeth	Counseling
Corrales, Athena Marcia	Counseling
Hall, Guillermina	Corrections
Kadow, Eugene	Economics
Kinon, Marc	Psychology
Linder, Brenda	Nursing
Meekins, Jack	Math
Molle, Laura	Psychiatric Technology
Murtada, Samira	Modern Languages (Arabic)
Pratt, Randolph	Sociology
Torres-Nez, John	Anthropology

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations

**PREPARED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations

**DATE:** November 12, 2015

**SUBJECT:** Consideration of Approval of Appointment of District Employees

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve the appointment of Yancie Carter, Ericka Morgan, Keenan Giles and Maribel Cisneros.

### **OVERVIEW**

Yancie Carter, Matriculation Coordinator, SBVC, effective November 30, 2015. 221 days of service. Salary placement to be determined upon verification of education and experience. Replacing Gilbert Maez. Funding Source is Matriculation Categorical Fund.

Ericka Morgan, Custodian, SBVC, effective November 30, 2015, at Classified Salary Schedule Range 27, Step A, \$2,762.00 per month. Replacing Long Nguyen. Funding Source is Custodial General Fund.

Keenan Giles, EOPS Counselor, SBVC, effective November 13, 2015. 200 days of service. Academic Salary Range G, Step 8, \$82,784 annually. Replacing Maria C. Rodriguez. Funding Source is EOPS Categorical Fund.

Maribel Cisneros, EOPS Counselor, SBVC, effective January 4, 2016. 200 days of service. Salary placement to be determined upon verification of education and experience. New position. Funding Source is EOPS Categorical Fund.

### **ANALYSIS**

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

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness and Excellence.

### **FINANCIAL IMPLICATIONS**

Included in the 2015-2016 budget.

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Dr. Lisa Norman, Vice Chancellor  
Human Resources & Employee Relations  
**PREPARED BY:** Dr. Cheryl A. Marshall, President, CHC  
**DATE:** November 12, 2015  
**SUBJECT:** Consideration of Approval of Coordinator Stipends

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve Coordinator Stipend for the 2015-16 academic year.

### **OVERVIEW**

The following employees will receive Coordinator Stipends for the 2015-2016 academic year:

Moreno, Mariana	Transfer Center	\$1,440 total for 12 months
Winningham, Laura	Library	\$1,440 total for 12 months

### **ANALYSIS**

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

### **BOARD IMPERATIVE**

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

### **FINANCIAL IMPLICATIONS**

Included in the 2015-2016 budget.

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations

**PREPARED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations  
Dr. Cheryl Marshall, President, CHC  
Dr. Gloria Fisher, President, SBVC

**DATE:** November 12, 2015

**SUBJECT:** Consideration of Approval of District Volunteers

### **RECOMMENDATION**

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

### **OVERVIEW**

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

### **ANALYSIS**

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

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness and Excellence.

### **FINANCIAL IMPLICATIONS**

None.



Crafton Hills College  
Volunteers  
Academic Year 2015-2016  
November 12, 2015

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>DATE</u>
Carner, Brian	Fire Technology	11/13/2015-12/31/2015
Puffer, Hans	Anatomy & Physiology	11/13/2015-12/31/2015

San Bernardino Valley College  
Volunteers  
Academic Year 2015-2016  
November 12, 2015

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>DATE</u>
Clark, Trae J.	Social Sciences/Athletics	11/13/2015-12/31/2015
Flores, Amanda	Student Services/Student Health Services	11/13/2015-12/31/2015
Fratlicelli, Kerry	Student Services/DSP&S	11/13/2015-12/31/2015
Freitag, Morgan	Student Services/DSP&S	11/13/2015-12/31/2015
Gillis, Alex	Student Services/DSP&S	11/13/2015-12/31/2015
Grissom, Jimmy Brad	Arts and Humanities/Theatre Arts	11/13/2015-12/17/2015
Guerrero, Stephanie	Student Services/DSP&S	11/13/2015-12/31/2015
Kotsay, Jamine	Student Services/DSP&S	11/13/2015-12/31/2015
Lacey, Anthony S.	Social Sciences/Athletics	11/13/2015-12/31/2015
MacNeil, Kayla	Student Services/DSP&S	11/13/2015-12/31/2015
Martinez, Andrea	Student Services/Student Health Services	11/13/2015-12/31/2015
Mattison, Lamarr	Arts and Humanities/Theatre Arts	11/13/2015-12/31/2015
Miranda, Ivette	Student Services/Student Health Services	11/13/2015-12/31/2015
Nava, Katherine	Student Services/Student Health Services	11/13/2015-12/31/2015
Ramirez, Gabriela	Student Services/Student Health Services	11/13/2015-12/31/2015
Romero, Yvette	Student Services/DSP&S	11/13/2015-12/31/2015
Segura, Cody	Arts and Humanities/Theatre Arts	11/13/2015-12/15/2015
Torres, Edgar	President's Office/Marketing & PR	11/13/2015-12/31/2015

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations

**PREPARED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations

**DATE:** November 12, 2015

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

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve the promotion of Martha Camacho-Kelly.

### **OVERVIEW**

Martha Camacho-Kelly, Account Clerk II, District, promoted to Purchasing Agent, District, effective November 16, 2015, Classified Salary Schedule Range 40, Step A, \$3,808 per month. Replaces Jason Oberhelman. Funding Source is Fiscal General Fund.

### **ANALYSIS**

The employee went through the recruitment process and is being recommended for promotion.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness and Excellence.

### **FINANCIAL IMPLICATIONS**

Included in the 2015-2016 budget.

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron  
Chancellor

**REVIEWED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations

**PREPARED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations

**DATE:** November 12, 2015

**SUBJECT:** Consideration of Approval of Employment Rescission

### **RECOMMENDATION**

It is recommended that the Board of Trustees rescind the employment of Larry Blanco and Letitia Baden.

### **OVERVIEW**

Rescind the employment of Larry Blanco, Student Success Services and Programs (SSS&P) Coordinator, Counseling, SBVC, effective November 12, 2015.

Rescind the employment of Letitia Baden, Clerical Assistant, CHC, effective October 13, 2015.

### **ANALYSIS**

On October 8, 2015, the Board of Trustees approved the employment of Mr. Blanco and Ms. Baden. Mr. Blanco and Ms. Baden have subsequently declined employment due to personal reasons.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness and Excellence.

### **FINANCIAL IMPLICATIONS**

No impact to budget.

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations

**PREPARED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations

**DATE:** November 12, 2015

**SUBJECT:** Consideration of Approval of Management Tuition Reimbursement

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve the management tuition reimbursement for Dr. Lisa Norman.

### **OVERVIEW**

Dr. Lisa Norman, Vice Chancellor, Human Resources and Employee Relations, District, is requesting tuition reimbursement for coursework to be completed at Taft Law School for the Juris Doctorate Program.

### **ANALYSIS**

This request is in compliance with Board Policy 7250 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 2015-2016 budget.

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations

**PREPARED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations

**DATE:** November 12, 2015

**SUBJECT:** Consideration of Approval of Revised Management Job Description-  
District Director of Public Affairs and Government Relations

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve the revision to the management job description that was formerly District Director of Marketing and Public Relations to District Director of Public Affairs and Government Relations.

### **OVERVIEW**

Under the direction of the Chancellor, serves as principal policy researcher and public affairs officer, principal liaison officer for Federal, State and local outreach, advocates for change within the California Community Colleges Chancellor's Office, state entities, municipal entities, industry groups, and legislators. Coordinates District Public Affairs functions, marketing and branding efforts.

### **ANALYSIS**

The revised job description is reflective of the additional responsibilities and growth that has taken place within the District. The position will replace the District Director of Public Relations and Marketing.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness and Excellence.

### **FINANCIAL IMPLICATIONS**

Position will be forwarded for program review for the 2015-2016 fiscal year.

## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

### DISTRICT DIRECTOR OF ~~MARKETING AND~~ PUBLIC AFFAIRS AND GOVERNMENT RELATIONS

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

#### SUMMARY DESCRIPTION

Under the direction of the Chancellor, the District Director of ~~Marketing and~~ Public Affairs and Government Relations will implement and coordinate a District-wide program of marketing, public information, community relations activities, and institutional advancement; ~~and will perform related work as required. This position will also serve as Crafton Hills College media and marketing representative, publications producer, and coordinator of special events.~~ serves as principal policy researcher and public affairs officer, principal liaison officer for Federal, State and local outreach, analyzes data, and; implements procedures, advocates for change California Community Colleges Chancellor's Office, state entities, municipal entities, industry groups, and legislators, and performs a variety of professional and technical services relating to District programs and operations.

#### REPRESENTATIVE DUTIES

*The following duties are typical for this classification.*

*Serves as the District resource regarding the development of a marketing and public information program for the District.*

1. Maintains District-wide record of publicity. Researches, collects, compiles, tabulates and/or analyzes data and materials, preparing computerized spread sheets, reports and manuals; reads, assesses and disseminates information from government publications (California Community Colleges Chancellor's Office, state entities, municipal entities, and other industry groups), and the internet websites. Provides routine management reports to the Chancellor regarding performance in those areas.
2. Develops standards for, and coordinates the preparation and publication of all information regarding the District and coordinates with colleges and sites regarding off-campus marketing efforts within the service area.
3. Provides responsible professional and technical assistance in the evaluation and implementation of District policies and procedures; as well, participates in formulating program and college policy goals, objectives and procedures by collecting and compiling relevant data in support of recommendations.
4. Develops and maintains close liaison with media, alerting them to stories of interest, preparing appropriate press releases, and hosting them at various meetings with the District, colleges, and auxiliary sites.
5. Tracks regulatory issues at the federal, state and local level and provides regular written guidance to District staff.
6. Develops and maintains broad-reaching community contacts to both gather and disseminate demographic, opinion, and strategic marketing data.
7. Serves as liaison with Public Relations officer contacts at various community and civic organizations.
8. ~~Prepares copy for District and college news/media releases, the District newsletter, annual reports, and other publications that serve as information pieces for the communities served by the District.~~
9. ~~Takes, or arranges to have taken, news photographs at various District and colleges events.~~
10. ~~Maintains file of general information and statistics.~~
11. Attends/participates/makes presentations to the California Community Colleges Chancellor's Office, state entities, municipal entities, industry groups, and others to advocate for the District.
12. Develops policy analyses and initiatives, author position papers, and advocate on behalf of the District before legislative representatives, local officials, state agencies, federal departments, and trade associations.
13. Regularly attends meetings of local political and community organizations, state and federal representatives, regulatory officials, and trade associations and engage in other necessary political outreach.
14. Develops communications plan and marketing strategy, and execute objectives. Prepares and develops marketing materials and publications; internal and external communications material; and District branding initiatives.
15. Coordinates all marketing and public relations activities at the District including press releases, photo opportunities for District events, and marketing campaigns. Develops strong relationships with media representatives and ensures public views the organization favorably. Maintains coordination of these efforts with College Directors of Marketing and Public Relations.
16. Assists the Chancellor in the preparation of information for the Board of Trustees, and in responses to local, state, and federal leaders or legislators.
17. ~~Coordinates the publication and distribution of college catalogs and class schedules in cooperation with college staff.~~
18. ~~Coordinates information including District and college web site.~~
19. Provides responses to general inquiries as needed (e.g. by government officials, academic colleagues, trade associations, and the media).
20. Facilitates the formation of partnerships with cities, community organizations, non-profits, and other local, state, and federal agencies.
21. Manages and interacts with consultants working on key District policy issues (e.g. public relations or advocacy-related consultants).
22. Directs and administers the successful implementation of the District facilities initiative related to the Local/MBE/WBE/Veterans Opportunities Program.
23. Organizes and participates in outreach activities to promote long-term competitive capacity for local small contractor and subcontractors; local minority, women and veterans organizations; and other community organizations.

24. Performs additional duties as requested.

### **QUALIFICATIONS**

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

#### **Knowledge of:**

Operational characteristics, services, and activities of a marketing and public relations program.

Principles and practices of program development and administration.

Principles and practices of marketing and public relations.

Advanced methods and techniques of journalistic writing and reporting techniques.

Advanced methods, procedures, programs, and techniques used to write, edit, and publish newsletters and brochures.

Public information channels.

Techniques and equipment used to create various forms of media and marketing material.

~~Principles and practices of photography.~~

Principles and practices of budget preparation and administration.

Principles of supervision, training, and performance evaluation.

Knowledge of data collection and analysis principles Knowledge and skill in training methods, programs and techniques.

Proficient in business office procedures, methods, and equipment including computes and applicable software applications such as desktop publishing, word processing, graphics, design, page layout, drawing, painting and database management.

Principles of business letter writing and basic report preparation.

English usage, spelling, grammar, and punctuation. Pertinent federal, state, and local laws, codes, and regulations.

Knowledge of Education Code.

Outstanding skills in developing written documents for a variety of audiences, including executive memos, position papers, public relations documents, etc.

Excellent verbal communication skills, including public speaking and interpersonal communication skills.

#### **Ability to:**

Develop, implement, and evaluate marketing & public relations goals, objectives, policies, and procedures.

Plan, organized, direct, coordinate, and evaluate marketing & public relations programs. Develop, write, and coordinate the production of marketing materials in an effective and appropriate manner.

Edit and prepare articles for publication.

Interact with staff and students in planning and coordinating public relations activities.

Deliver promotional materials to various venues.

Respond to inquiries and requests

Plan and organize work to meet changing priorities and deadlines.

Meet critical deadlines while working with frequent interruptions.

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

Participate in the selection and recommendation, supervision, training, and evaluation of staff. Participate in the preparation and administration of assigned budget.

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

Organize data, maintain records, and prepare reports.

Demonstrate a sensitivity to, and understanding of the diverse academic, socioeconomic, cultural, and ethnic backgrounds of community college students and personnel, including those with physical or learning disabilities.

Demonstrate professionalism, fairness and honesty in all aspects of the performance of duties. Operate a digital camera and manipulate digital images.

Operate office equipment including computers and applicable software applications such as desktop publishing, word processing, graphics, design, page layout, drawing, painting and database management.

Adapt to changing technologies and lean functionality of new equipment and systems. Communicate clearly and concisely, both orally and in writing.

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

Edit and prepare articles for publication.

Establish and maintain cooperative and effective working relationships.

Meet the public with courtesy and tact.

Interact with staff and students in planning and conducting public relations activities.

Travel nationally as needed.

Work with minimal supervision.

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

**Education/Training:**

Bachelor's degree with a focus in political science, public policy, public relations, law, or related field. ~~A Bachelor's degree from an accredited college or university with major course work in journalism, communications, advertising, marketing, English, public relations or a related field.~~

**Experience:**

Six (6) years or more of policy research, legislative experience or community affairs. Successful record of interaction with key public and community leaders. ~~Three (3) years of increasingly responsible experience in advertising, marketing or public relations.~~

**License or Certification:**

Possession of a valid California's driver's license.

**Preferred Experience:**

1. A Master's degree from an accredited college or university with major course work in journalism, communications, advertising, marketing, English, public relations or a related field. 2. Public information experience in community college or university.

**PHYSICAL DEMANDS AND WORKING ENVIRONMENT**

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

**Environment:** Work is performed primarily in a standard office setting with intermittent travel as needed.

**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 up to 25 pounds; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; and to verbally communicate to exchange information. ~~Primary functions require sufficient physical ability and mobility to work in an office setting; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; to lift, carry, push, and/or pull light to moderate amounts of weight; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; and to verbally communicate to exchange information.~~

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

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

Board Approved: May 2001

Revised: May 2010

Range: 14 19

Board Approved: November 12, 2015



## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations

**PREPARED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations  
Dr. Cheryl Marshall, President, CHC  
Dr. Gloria Fisher, President, SBVC

**DATE:** November 12, 2015

**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 is requested on a periodic 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 2015-2016 budget.

Crafton Hills College  
Non-Instructional Pay  
Academic Year 2015-2016  
November 12, 2015

**Bell, Reynaldo**, Non-instructional pay to move into new building, unpack and prepare room for instruction the following Monday, 10/17/2015 through 10/18/2015, not to exceed 16 hours at \$49.00 per hour. Funding source is Campus President's Office General Fund.

**Commander, John**, Non-instructional pay for conducting Fit Testing, 01/19/2015 through 06/30/2015, not to exceed 32 hours at \$49.00 per hour. Funding source is Instruction Office General Fund.

**Greyraven, Cynthia R.**, Stipend for Title V Honors component, 08/14/2015 through 12/18/2015, not to exceed \$400.00. Funding source is Title V Grant. (Note: This is a correction; originally approved for \$200.00 on September 10, 2015).

**Hadden, Jay**, Stipend for Title V Honors component, 08/14/2015 through 12/18/2015, not to exceed \$600.00. Funding source is Title V Grant. (Note: This is a correction; originally approved for \$500.00 on September 10, 2015).

**Hamlett, Cynthia**, Stipend for Title V Honors component, 08/14/2015 through 12/18/2015, not to exceed \$400.00. Funding source is Title V Grant. (Note: This is a correction; originally approved for \$300.00 on September 10, 2015).

**Landa, Cristina**, Non-instructional pay to move into new building, unpack and prepare room for instruction the following Monday, 10/17/2015 through 10/18/2015, not to exceed 16 hours at \$49.00 per hour. Funding source is Campus President's Office General Fund.

**Mills, Bryan C.**, Non-instructional pay for building Digital Media Careers Pathways Project, 10/09/2015 through 12/10/2015, not to exceed 90 hours at \$49.00 per hour. Funding source is Economic Development Fund.

**Nguyen, Nick**, Non-instructional pay to move into new building, unpack and prepare room for instruction the following Monday, 10/17/2015 through 10/18/2015, not to exceed 16 hours at \$49.00 per hour. Funding source is Campus President's Office General Fund.

**Parente, Zeneida**, Stipend for Title V Honors component, 08/14/2015 through 12/18/2015, not to exceed \$300.00. Funding source is Title V Grant.

**Rafeedie, Nidel**, Non-instructional pay to move into new building, unpack and prepare room for instruction the following Monday, 10/17/2015 through 10/18/2015, not to exceed 16 hours at \$49.00 per hour. Funding source is Campus President's Office General Fund.

**Rives, Ryan**, Non-instructional pay to move into new building, unpack and prepare room for instruction the following Monday, 10/17/2015 through 10/18/2015, not to exceed 16 hours at \$49.00 per hour. Funding source is Campus President's Office General Fund.

**Rojas, Daniel**, Non-instructional pay to move into new building, unpack and prepare room for instruction the following Monday, 10/17/2015 through 10/18/2015, not to exceed 16 hours at \$49.00 per hour. Funding source is Campus President's Office General Fund.

**Sheahan, Michael**, Non-instructional pay to move into new building, unpack and prepare room for instruction the following Monday, 10/17/2015 through 10/18/2015, not to exceed 16 hours at \$49.00 per hour. Funding source is Campus President's Office General Fund.

**Verosik, Eileen**, Non-instructional pay for conducting Fit Testing, 01/19/2015 through 06/30/2015, not to exceed 32 hours at \$49.00 per hour. Funding source is Instruction General Fund.

**Honors:** This stipend is given to faculty members who have taken on an honors component with their taught course. One of the objectives of the Title V grant is to increase the number of honors courses offered at Crafton hills College.

San Bernardino Valley College  
Non-Instructional Pay  
Academic Year 2015-2016  
November 12, 2015

**Bourbeau, Ron**, will be developing curriculum for a 3D Printing course using Career Technical Education funds, 11-13-15 to 5-1-16, not to exceed 81 hours, at \$49.00 per hour. Funding source is Career Technical Education Funds.

**Che, Yon**, to provide translations services from English to Spanish for the SBVC college catalog, 6-29-15, not to exceed 2.5 hours, at \$49.00 per hour. Funding source is the Marketing & Public Relations Office General Fund. This is a ratification due to the fact that the then Interim Director for Marketing & Public Relations Office did not know or understand the board approval process and this item was never board approved.

**Doyle, Alicia**, will support the (STEM) Science Technology, Engineering & Math Grant, will coordinate and plan learning community strategies and activities, 11-13-15 to 12-24-15 not to exceed 32 hours, at \$49.00 per hour. Funding source is Minority Science and Engineering Improvement Program (MSEIP) Grant Fund. This item was previously approved at the June 11, 2015, board and is being amended to increase the hours from 20 hours to 32 hours, and revise the funding source.

**Hird, Scott**, substitute as needed for the on-site coordinator for the Big Bear Program, 11-13-15 to 6-30-16, not to exceed 40 hours, at \$49.00 per hour. Funding source is the Big Bear Program general fund.

**Recinos, Jose**, to provide translations services from English to Spanish for the SBVC college catalog, 4-11-15 to 5-10-15, not to exceed 5 hours, at \$49.00 per hour. Funding source is the Marketing & Public Relations Office general fund. This is ratification due to the fact that the then Interim Director for Marketing & Public Relations Office did not know or understand the board approval process and this item was never set forward to board.

**Rife, Valecia**, EOPS/CARE, Counseling, 11-17-15 to 6-30-16, not to exceed 350 hours per semester, at \$49.00 per hour. Funding source is the EOPS Categorical Fund.

**Romero, Markazan**, to develop and update Electricity/Electronics curriculum, 11-13-15 to 12-18-15, not to exceed 40 hours, at \$49.00 per hour. Funding source is the Perkins Grant funds.

**Sadjadi, Shahla**, will facilitate the (STEM) Science Technology, Engineering and Math Supplemental Instructor training, workshops and other activities, 1-4-16 to 6-30-16, not to

exceed 72 hours, at 49.00 per hour. Funding source is the Science Technology, Engineering and Math Grant.

**Vasquez, Tatiana**, will support the (STEM) Science Technology, Engineering & Math Grant, will coordinate and plan learning community strategies and activities, 11-13-15 to 12-24-15 not to exceed 40 hours, at \$49.00 per hour. Funding source is Minority Science and Engineering Improvement Program (MSEIP) Grant Fund. This item was previously approved at the June 11, 2015, board and is being amended to increase the hours from 20 hours to 40 hours, and revise the funding source.

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Bruce Baron, Chancellor

**PREPARED BY:** Stacey Nikac, Executive Assistant to the Chancellor

**DATE:** November 12, 2015

**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 2015-2016 budget.

# DISTRICT CONFERENCE ATTENDANCE

NAME	DEPARTMENT	CONFERENCE NAME	TRAVEL START DATE	TRAVEL END DATE	CITY, STATE	PURPOSE	ESTIMATED COST	FUNDING SOURCE
Virginia Diggle	Business & Fiscal Services	California Perkins Nontraditional & Special Populations Conference 2015	12/01/15	12/05/15	Sacramento, CA	To enable the Perkins and Career & Technical Education (CTE) Grants monitor to gain knowledge in how to better assist the campuses in expanding their programs within grant parameters. This conference will help identify several ways to integrate academics into CTE courses.	\$2,000.00	Vocational Education Perkins Title I C Allocation General Fund
Dr. Glen Kuck, Dr. Keith Wurtz, Dr. James Smith	TESS	Strategic Planning-Internal Faciliator Training Program	12/06/15	12/11/15	Oak Park, IL	This training program is designed to train individuals on all aspects of strategic planning in the context of educational environments including creative facilitation techniques, sound theory and practice regarding holistic strategy, disciplines and process thinking, planning, and action, distinguishing cause from action, effective ways of engendering community support, elimination of redundancy, justification of programs and projects based on return on investment and abandonment of irrelevant or non-productive activities.	\$4,740.00 per person	Distance Education General Funds
Janet Penn	Human Resources	CCC Registry Job Fair	01/30/16	01/30/16	Los Angeles, CA	To assist the District with recruitment needs.	\$1,200.00	Human Resources General Fund

## CHC CONFERENCE ATTENDANCE

NAME	DEPARTMENT	CONFERENCE NAME	TRAVEL START DATE	TRAVEL END DATE	CITY, STATE	PURPOSE	ESTIMATED COST	FUNDING SOURCE
Cheryl Marshall	President's Office	CCLC Annual Conference	10/17/15	10/20/15	San Francisco, CA	The League's Annual Convention brings together California community college professionals, state, and national leaders, who will share their knowledge and experience and focus on working together as a system to realize a brighter future for the next generation.	\$1,459.00	President's Office General Fund
Morris Hunter	Career Education	Association of Collegiate Educators in Radiologic Technology 41st Conference	02/02/16	02/05/16	Las Vegas, NV	Morris and 16 students to attend this conference. The most recent updates on program accreditation, curriculum changes, teaching methodologies and technological advances in Radiologic Technology are presented, Our students compete in the Student Challenge.	\$2,675.00	Ramp-Up Grant
Cheryl Marshall	President's Office	CEO Symposium 2016	03/12/16	03/15/16	Yosemite Valley, CA	California CEO Spring Conference is for CEOs to discuss critical issues that face California Community Colleges includes State and system updates, accreditation updates, Student Success and Adult Education.	\$1,625.00	President's Office General Fund

### SBVC CONFERENCE ATTENDANCE

NAME	DEPARTMENT	CONFERENCE NAME	TRAVEL START DATE	TRAVEL END DATE	CITY, STATE	PURPOSE	ESTIMATED COST	FUNDING SOURCE
Alan Braggins	Economic Development and Corporate Training	Discovering the Treasure of the Inland Empire/Desert Region	11/18/15	11/21/15	San Diego, CA	To learn strategies and understand products for workforce education that emphasize partnerships that maximize positive participant/student outcomes. Attendance at this conference is part of the ICT/DM DSN Work Plan for the 2015-2016 fiscal year.	\$1,277.00	ICT/Digital Media Categorical Funds
Sherrie Fenton	Applied Technology, Transportation, and Culinary Arts	Business Aviation Convention and Exhibition	11/18/15	11/19/15	Las Vegas, NV	This is the NBAA's largest conference. Program includes industry updates, educational sessions, over 1,000 exhibitors and an extensive static display of business aircraft. This convention will provide an opportunity to network with industry stakeholders while seeing the latest and greatest in business aviation, bringing those connections to SBVC's Aeronautics Program.	\$514.07	Professional Development General Fund
Sam Trejo	Financial Aid	2015 Federal Student Aid Training Conference	11/30/15	12/04/15	Las Vegas, NV	Attending conference will provide new updates on federal and state policies, necessary training to ensure compliance.	\$1,800.00	Financial Aid General Fund
Albert Maniaol	Applied Technology, Transportation, and Culinary Arts	California Perkins Joint Special Populations Advisory Committee Conference 2015	12/02/15	12/04/15	Sacramento, CA	The purpose is to learn resources to support college and career readiness, CTE Common Core, and changes, challenges, and opportunities in K-14. Material learned at this conference will be used to enhance SBVC's CTE Programs.	\$1,195.00	Carl D. Perkins Grant Fund
Susan Bangasser/Tatiana Vasquez	Science	Hawaii International Conference on Education	01/02/16	01/07/16	Honolulu, HI	We are presenting data about our success with STEM students supported through the MSEIP grant. We will bring back new ideas for student success in STEM fields.	\$3,484.06 each	Minority in Science and Engineering Improvement Program (MSEIP) Grant Fund
Theresa Davis	Science	Hawaii International Conference on Education	01/02/16	01/07/16	Honolulu, HI	We are presenting data about our success with STEM students supported through the MSEIP grant. We will bring back new ideas for student success in STEM fields.	\$1,955.05	Minority in Science and Engineering Improvement Program (MSEIP) Grant Fund
Albert Maniaol	Applied Technology, Transportation, and Culinary Arts	2016 Educating for Careers Conference	03/06/16	03/08/16	Sacramento, CA	The purpose is to attend this annual professional development event surrounding career technical education (CTE). This conference will allow me to experience and learn a variety of delivery systems, strategies, and Industry Sectors throughout the CTE System, which will benefit SBVC's CTE Program.	\$1,385.00	Career Technical Education (CTE) Transitions Grant Fund



## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Bruce Baron, Chancellor

**PREPARED BY:** Stacey Nikac, Executive Assistant to the Chancellor

**DATE:** November 12, 2015

**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**

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**

IV. Enhanced and Informed Governance and Leadership

### **FINANCIAL IMPLICATIONS**

Included in the 2015-2016 budget.

EVENT	DATE	ITEM BEING PURCHASED	ESTIMATED COST	FUNDING SOURCE
KVCR's In Her Boots Female Veterans In- Studio Event	11/14/15	Miscelleaneous art supplies and refreshments.	\$1,500.00	76-50-35-8110-0144-4500.00-7099
Career Fairs and Events	11/1/15 through 6/30/2015	Attendance at career fairs and events to recruit new talent	\$15,000.00	Human Resources General Funds
The Movement	01/21/15	Ron Jones to perform a community diversity offering event in a 1 man stage play of "Far more nuance and complex look at	\$3,000.00	Human Resources General Funds

EVENT	DATE	ITEM BEING PURCHASED	ESTIMATED COST	FUNDING SOURCE
Soberfest	11/19/15	T-Shirts and Banner Food and giveaways to be donated. Spnsored by Health & Wellness Center, partnering with the Institute for Public Strategies, this event is to promote the reduction in use of alcohol, tobacco and illegal drugs. Anticipated attendance is 200 community members, staff and students.	\$500.00	Student Health Fees
Public Safetyand Allied Health Careers	11/20/15	Refreshments, Supplies Outreach event offered by the Public Safety and Allied Health Departments, giving students from various high schools and middle schools the opportunity to explore the health careers offered through Crafton Hills College to include Emergency Medical Services, Fire Academy, Respiratory Care and Public Safety.	\$800.00	Crafton Hills College Paramedic Trust Fund
CHC Spring 2016 CARE/CalWORKS Mini Conference	01/08/16	Refreshments	\$1,500.00	EOPS/Care General Fund and Workforce Readiness/CALWORKS General Fund
Association of Collegiate Educators in Radiologic Technology 41st Conference	02/02/16-02/06/16	One faculty and 16 students to attend the Associatin of Collegiate Educators in Radiologic Technology 41st Annual Conference. Our students compete in the Student Challenge	\$2,675.00	Ramp-Up Grant
Senior Day	03/04/16	Refreshments Sponsored by Crafton Hills College, Senior Day invites local area high school seniors to the Crafton campus for tours and workshops which are presented by various seniors to visit our campus that day.	\$4,500.00	Counseling General Fund CHC Foundation

EVENT	DATE	ITEM BEING PURCHASED	ESTIMATED COST	FUNDING SOURCE	RATIFICATION/AMENDMENT
Welcome Back Training for Supplemental Instructors	08/14/15	Refreshments This event is sponsored by HSI STEM PASS GO in order to meet the request by our faculty to provide academic support to students with the service of supplemental instruction within the Student Success Center. Supplemental instructors are employed to meet the academic support needs and require training. The initial semester training is a day-long training and provides lunch and refreshments.	\$628.29	HSI STEM PASS GO Grant General Fund	This is a ratification: This event grew from the initial estimation as a result of faculty requesting additional support staff. In order to accommodate faculty and student needs, there was an increase in expenses for the training which required board approval.
California Secure Choice Retirement Savings Program: A Conversation with State Treasurer John Chiang	11/06/15	Refreshments Sponsored by the President's office, the President is hosting the California Secure Choice Retirement Savings Program: A conversation with State Treasurer John Chiang. Anticipated attendance is approximately 40 to 50 community members and staff.	\$250.00	President's Office General Fund	This is a ratification. Due to the last minute notification by the entity to the Chancellor's office, then his notification to us for our campus to host this event for the State Treasurers office, not enough time to have item approved prior to the event date.
Community Outreach Breakfast	11/13/15	Refreshments Sponsored by the Outreach department, this event is to host a community activity toward middle school students that will connect them and inform them with the various programs that are offered at San Bernardino Valley College (SBVC) to further their education. Anticipated attendance is 250 students, faculty, staff and community members.	\$3,715.20	Student Equity Categorical Fund	

EVENT	DATE	ITEM BEING PURCHASED	ESTIMATED COST	FUNDING SOURCE	RATIFICATION/AMENDMENT
Mental Health Fair	11/17/15 4/26/16	Decorations, Refreshments and Supplies Sponsored by Student Health Services, the purpose of these events is to promote healthy habits that in turn promote classroom success. Anticipated attendance is approximately 350 students.	\$250.00 each	Student Health Fees Restricted Funds	
Student Success Workshop - Brothers Kick Off	11/18/15	Refreshments Sponsored by the First Year Experience Program, this event connects male students at San Bernardino Valley College with college resources and services; campus engagement; retention and successful completion that would include graduation. Anticipated attendance is 60 students, staff and faculty members.	\$1,500.00	Student Equity Categorical Fund	
Joint Student Services Meeting	11/19/15	Refreshments Sponsored by Student Services, this event will bring members of the Colton Joint Unified School District's Student Services Division to join the San Bernardino Valley College (SBVC) Student Services Council meeting. This will be an opportunity to provide an overview of our support services and discuss ways to partner. Anticipated attendance will be 50 staff, faculty and community members.	\$660.00	Matriculation Categorical Funds	

EVENT	DATE	ITEM BEING PURCHASED	ESTIMATED COST	FUNDING SOURCE	RATIFICATION/AMENDMENT
Clash of the Clubs	11/19/15	Refreshments, Advertising, Prizes and Club Awards Sponsored by the Inter Club Council, this event will feature a fun and mildly competitive atmosphere in which clubs will compete against one another for prizes and overall bragging rights to be the winner of Clash of the Clubs. The competitions are designed to encourage maximum participation of the clubs. Anticipated attendance is approximately 100 students, faculty, staff and community members.	\$2,900.00	Student Clubs & Trust/Inter Club Council Account	
Associated Student Government Wolverine Day	11/25/15	Meals, prizes, Decorations and Refreshments Sponsored by the Associated Student Government (ASG), Wolverine Day will serve as a San Bernardino Valley College (SBVC) Spirit day. It will give ASG, SBVC clubs, campus divisions and athletics a chance to showcase their areas, while boosting school spirit and morale. Anticipated attendance is 500 students, staff and faculty. Raymond Carlos will serve as the advisor.	\$5,000.00	Associated Student General Fund.	

EVENT	DATE	ITEM BEING PURCHASED	ESTIMATED COST	FUNDING SOURCE	RATIFICATION/AMENDMENT
Planning to Complete the Race to an Associate of Arts	11/30/15	Refreshments/Food Sponsored by the Middle College High School Chancellor's Grant. This event will provided an opportunity for students to meet with Dr. Fisher, Susan Gasca, Kimberly Wingson, James Espinoza, Linda Etzel, and talk about their future goals and ambitions. In addition, this event will provide recognition to students for their hard work and commitment to the Middle College High School program. Anticipated attendance is approximately 25 students and staff.	\$300.00	Middle College High School Chancellor's Grant	
CARE Luncheon Meeting	12/18/15	Refreshments and Supplies Sponsored by the CARE Program, this luncheon meeting is targeted for our CARE students who will partake in a workshop and share their academic progress for fall 2015 semester. Discussion will include spring events and policies and procedures for program. The luncheon meeting will be held at San Bernardino Valley College. Anticipated attendance is 45 students, staff and faculty.	\$2,200.00	CARE and EOPS Categorical Funds.	

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Bruce Baron, Chancellor

**PREPARED BY:** Stacey Nikac, Executive Assistant to the Chancellor

**DATE:** November 12, 2015

**SUBJECT:** Consideration of Approval of Individual Memberships

### **RECOMMENDATION**

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

### **OVERVIEW**

Individual requests are submitted to fund expenses related to various functions planned for the colleges and district office.

### **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 2015-2016 budget.



NAME	MEMBERSHIP	PURPOSE	ESTIMATED COST	FUNDING SOURCE
Larry Cook	International Facility Management Association	Allows the Director of Facilities and Operations to keep up to date on latest information and technology.	\$276.00	Maintenance General Fund
Patrick Kirkhart	Pesticide Applicators Professional Association (PAPA)	PAPA pesticide applicator annual individual membership for each CHC ground staff.	\$45.00	Grounds General Fund
Richard Kirkhart	Pesticide Applicators Professional Association (PAPA)	PAPA pesticide applicator annual individual membership for each CHC ground staff.	\$45.00	Grounds General Fund
Antonio Carrillo	Pesticide Applicators Professional Association (PAPA)	PAPA pesticide applicator annual individual membership for each CHC ground staff.	\$45.00	Grounds General Fund
Javier Davila	Pesticide Applicators Professional Association (PAPA)	PAPA pesticide applicator annual individual membership for each CHC ground staff.	\$45.00	Grounds General Fund
John Boatman	Pesticide Applicators Professional Association (PAPA)	PAPA pesticide applicator annual individual membership for each CHC ground staff.	\$45.00	Grounds General Fund
Larry Cook	Pesticide Applicators Professional Association (PAPA)	PAPA pesticide applicator annual individual membership for each CHC ground staff.	\$45.00	Grounds General Fund

NAME	MEMBERSHIP	PURPOSE	ESTIMATED COST	FUNDING SOURCE	RATIFICATION/AMENDMENT
Paul Bratulin	Community College Public Relations Organization (CCPRO)	The organization is an excellent venue for sharing best practices, exchanging of ideas and networking with fellow professionals.	\$75.00	Marketing & Public Relations General Fund	This item was previously board approved at the September 10, 2015 board meeting. Item is being amended to reflect an increase in membership total from \$50.00 to \$75.00.
Paul Bratulin	California Association of Public Information Officials, Inc. (CAPIO)	This organization is an excellent venue for sharing best practices, exchanging ideas and networking with other public relations professionals.	\$225.00	Marketing & Public Relations General Fund	
Achala Chatterjee	American Water Works Association (AWWA)	AWWA represents national and state water utility agencies. As a non-profit organization, AWWA offers discounts on conference attendance and instructional supplies to members. The institutional membership is only available to utility service providers.	\$208.00	Water Supply Technology General Fund	
Karen Childers	Partnership for Philanthropic Planning (PPP) and the Inland Empire Planned Giving Roundtable (IEPGRT)	The PPP is the source for education, research and advocacy for professionals who have a role in designing and implementing donors' philanthropic plans. The IEPGRT is the local chapter of PPP for the Inland Empire.	\$200.00(include s \$50 IEPGRT membership)	Development and Community Relations General Fund.	
Karen Childers	Council for Resource Development (CRD)	The CRD provides members with networking, educational opportunities, and resources that can't be found elsewhere. See why so many resource development professionals have made CRD their professional home.	\$350.00	Development and Community Relations General Fund.	

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services  
**PREPARED BY:** Steven J. Sutorus, Business Manager  
**DATE:** November 12, 2015  
**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 and Administrative Procedure 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, agreements and their associated purchase orders are for fiscal audits, legal services, consultants and other professional services that are needed by the District. Unless otherwise noted the amount shown for multi-year agreements is the projected total amount for the full contract period. Any changes to these amounts will be submitted for board ratification and/or approval.

### **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.

## ***Contracts for Approval***

***Scheduled Board Date 11/12/2015***

### ***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>Legal</i></b>				
Bergman Dacey Goldsmith PLC	(12418) Legal services for Bond and District construction projects Term: 12/15/2015 - 6/30/2018 Funding Source: Bond Funded	Fiscal Services/SBCCD	\$250,000.00	SSutorus
<b><i>SubTotal for Legal: 1</i></b>				
<b><i>Professional Services</i></b>				
Au, Loretta	(12424) Braille Transcribing Term: 7/1/2015 - 6/30/2016 Funding Source: Braille Grant	TESS/SBCCD	\$20,000.00	SSutorus
HMC Architects	(12490) Architectural services for various small projects at SBVC Term: 11/16/2015 - 6/30/2018 Funding Source: General Funds	Administrative Services/SBVC	\$100,000.00	SSutorus
Knowland Construction Services	(12404) Provide inspection of work for compliance with approved contract documents for the Health Life Science Building Ventilation Project Term: 7/1/2015 - 11/30/2015 Funding Source: State Grant	Administrative Services/SBVC	\$60,480.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
Ortiz, Sheena	(12425) Braille Transcribing Term: 7/1/2015 - 6/30/2016 Funding Source: Braille Grant	TESS/SBCCD	\$20,000.00	SSutorus
<i>SubTotal for Professional Services: 4</i>				
<i>Grand Total Contracts for Board Date 11/12/2015: 5</i>				

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services  
**PREPARED BY:** Steven J. Sutorus, Business Manager  
**DATE:** November 12, 2015  
**SUBJECT:** Consideration of Approval of Purchase Order Report

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve the attached list of purchase orders.

### **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**

Purchase Orders between the ranges of 161779 - 162257 are attached for approval, except those approved through the contract agenda items. Purchase Orders are detailed by number, vendor, purpose, and amount.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

### **FINANCIAL IMPLICATIONS**

Included in the 2015/2016 budget.

<b>PO#</b>	<b>Vendor Name</b>	<b>Purchase Order Description</b>	<b>Amount</b>
161914	REVOLVING CASH	Athletic Entry Fees	495
161915	REVOLVING CASH	Athletic Entry Fees	470
161937	SBVC BOOKSTORE	Classroom Textbooks	1,899.26
161938	SBVC BOOKSTORE	Classroom Textbooks	1,277.10
161953	SCRIP-SAFE SECURITY PRODUCTS	Commencement Supplies	2,384.80
162170	ENTERPRISE RENT A CAR	Conference	519.57
161799	US BANK CORPORATE PMT SYSTEMS	Conference	195
161801	US BANK CORPORATE PMT SYSTEMS	Conference	195
161895	TRUJILLO, KARLA	Conference	834
162220	GALLAGHER, AMBER	Conference	280
162239	CSU CHANNEL ISLANDS	Conference	375
162104	BERRY, ROBERT C	Conference	193.4
161869	US BANK CORPORATE PMT SYSTEMS	Conference	15
162059	ISAAC, MATTHEW K	Conference	25
161902	CALIFORNIA COMMUNITY COLLEGES	Conference	175
161903	US BANK CORPORATE PMT SYSTEMS	Conference	400
161904	SHABAZZ, RICKY	Conference	305
161870	HOLLAND, BENJAMIN	Conference	2,200.00
161874	RIENSTA, ROBERT	Conference	1,000.00
162129	US BANK CORPORATE PMT SYSTEMS	Conference	350
161916	CHAVIRA, REJOICE C	Conference	978.5
161809	ELLUCIAN INC	Conference	1,440.00
162047	HALLEX, ALICIA	Conference	1,587.00
162048	COLVEY, KIRSTEN	Conference	1,587.00
162056	DRAZIN, NOELLE	Conference	395
162079	US BANK CORPORATE PMT SYSTEMS	Conference	550
162118	US BANK CORPORATE PMT SYSTEMS	Conference	443.7
162111	US BANK CORPORATE PMT SYSTEMS	Conference	405
162112	GRISHOW, KEVIN	Conference	363
161917	RODRIGUEZ, NATIVIDAD	Conference	752
162122	US BANK CORPORATE PMT SYSTEMS	Conference	178.5
162131	US BANK CORPORATE PMT SYSTEMS	Conference	1,965.24
162201	GRANT PROFESSIONALS ASSOC	Conference	50
162202	ROWLEY, KATHLEEN	Conference	32
161838	US BANK CORPORATE PMT SYSTEMS	Conference	169
161839	US BANK CORPORATE PMT SYSTEMS	Conference	399
162029	GAMBOA, COLLEEN	Conference	961
161990	US BANK CORPORATE PMT SYSTEMS	Conference	670
162214	US BANK CORPORATE PMT SYSTEMS	Conference	361.8
161996	TORRES, JOSE	Conference	939
161997	STRONG, LAWRENCE	Conference	954
161896	LEWIS, DENEATRICE	Conference	834
162115	OPRIS, IOSIF	Conference	728.81
161920	CCCCIO	Conference	375
162078	US BANK CORPORATE PMT SYSTEMS	Conference	187.32

161913	US BANK CORPORATE PMT SYSTEMS	Conference	550
161854	TRUONG, SAM	Conference	1,614.50
161855	MENCHACA, PATRICIA	Conference	1,614.50
161856	RIVERA, ERNESTO	Conference	1,564.00
162219	GALLAGHER, AMBER	Conference	624
162207	MARSHALL, CHERYL A	Conference	40
161892	LINDSEY, CAROLYN	Conference	1,000.00
161893	CALIFORNIA COMMUNITY COLLEGES	Conference	125
162196	ROWLEY, KATHLEEN	Conference	100
162108	BRIGGS, STEPHANIE	Conference	395
162107	KELLOGG, ELENA	Conference	250
161919	FRED PRYOR SEMINARS	Conference	149
161992	US BANK CORPORATE PMT SYSTEMS	Conference	834
162036	COMMUNITY COLLEGE LEAGUE	Conference	625
162095	KING, MELISSA	Conference	750
162103	FENTON, SHERRIE	Conference	250
162127	FISHER, GLORIA	Conference	790
162245	BRAGGINS, ALAN	Conference	385
162105	SYLVA, BRIAN	Conference	750
162125	US BANK CORPORATE PMT SYSTEMS	Conference	200
162119	US BANK CORPORATE PMT SYSTEMS	Conference	354.49
161862	ACADEMIC SENATE, THE	Conference	425
161864	ACADEMIC SENATE, THE	Conference	425
161879	SOMERS, NIVARD	Conference	1,050.00
161880	CONLEY, JOHNNY	Conference	1,050.00
161881	RODRIGUEZ, OSCAR	Conference	1,050.00
161882	HECHT, ANDREA	Conference	1,050.00
161883	LUKE, CRAIG	Conference	1,050.00
161884	ASK, LADAN	Conference	1,050.00
161885	JOHNSON, HEATHER	Conference	1,050.00
161888	HENKLE, LISA	Conference	1,050.00
162054	ALLEN, DENISE	Conference	758.15
161819	SHEAHAN, MICHAEL	Conference	2,087.76
161810	ELLUCIAN INC	Conference	480
162121	NATIONAL SEMINARS TRAINING	Conference	71.6
162221	TREJO, SAMUEL	Conference	1,800.00
162210	US BANK CORPORATE PMT SYSTEMS	Conference	525
162240	COMMUNITY COLLEGE LEAGUE	Conference	500
162217	US BANK CORPORATE PMT SYSTEMS	Conference	5,223.49
162222	US BANK CORPORATE PMT SYSTEMS	Conference	225
162223	US BANK CORPORATE PMT SYSTEMS	Conference	472.18
161789	PAPAS, CONSTANTINE	Conference	281.7
161794	PAPAS, CONSTANTINE	Conference	156.62
161868	BLANQUET, FRANCISCO	Conference	1,500.00
161894	US BANK CORPORATE PMT SYSTEMS	Conference	302.18
162132	HARRIS, KASHAUNDA	Conference	758.5
161912	MARTIN, LISA	Conference	111.39



161924	DIAL, TROY LYNN	Conference	134.39
161925	MUDGETT, BENJAMIN	Conference	111.39
161926	XAYAPHANTHONG, SOUTS	Conference	103.39
161927	TINOCO, MICHELLE	Conference	111.39
161928	BARRIE, TRINETTE	Conference	178.39
161929	VASQUEZ, VIOLETA	Conference	109.39
161930	MCATEE, ROBERT	Conference	103.39
161931	GIST, JOHN	Conference	103.39
161932	WILSON, DEBBIE	Conference	136.39
161984	WILKINS, JANICE	Conference	87.11
162009	OROZCO, DEBBIE	Conference	87.11
162017	JONES, PATRICIA	Conference	87.11
162028	GOMEZ, LAURA	Conference	112.11
162046	MENDEZ, REBECCA	Conference	112.11
162027	GREGORY, LESLIE	Conference	211.26
162190	GASCA, SUSAN	Conference	260
162247	COLVEY, KIRSTEN	Conference	955.87
162184	HUA, HENRY	Conference	9
162186	HUA, HENRY	Conference	136.2
162206	DIAZ, EMMA	Conference	136.2
161991	US BANK CORPORATE PMT SYSTEMS	Conference	290
162106	HEIBEL, TODD	Conference	65.44
162077	US BANK CORPORATE PMT SYSTEMS	Conference	174.5
162128	CHAVIRA, REJOICE C	Conference	275.41
161988	US BANK CORPORATE PMT SYSTEMS	Conference	980
161994	US BANK CORPORATE PMT SYSTEMS	Conference	48.6
161909	BEDOYA, ROSEMARY	Conference	183.61
161910	WILSON, DEBBIE	Conference	60
161911	MCATEE, ROBERT	Conference	183.61
161906	QUINTANAR, BRITNEE A	Conference	84.01
161907	XAYAPHANTHONG, SOUTS	Conference	84.01
161908	MARTIN, LISA	Conference	84.01
161933	VASQUEZ, VIOLETA	Conference	84.01
162018	JONES, PATRICIA	Conference	72.66
162199	MANZANILLA, ELICINDA	Conference	84.01
161804	US BANK CORPORATE PMT SYSTEMS	Conference	121.5
161816	EQUAL EMPLOYMENT OPPORTUNITY	Dues & Memberships	1,475.00
162002	SCIAC	Dues & Memberships	100
162010	NAFSA MEMBERSHIP	Dues & Memberships	460
162019	INSTRUCTIONAL TECHNOLOGY COUNCIL	Dues & Memberships	495
162039	CACCRAO	Dues & Memberships	200
161897	REDLANDS CHAMBER OF COMMERCE	Dues & Memberships	145
161899	ACADEMIC SENATE, THE	Dues & Memberships	1,488.02
162023	HONORS TRANSFER COUNCIL OF CA	Dues & Memberships	120
162035	COUNCIL OF CHIEF LIBRARIANS	Dues & Memberships	150
162040	CA FIRE TECHNOLOGY DIR ASSOC	Dues & Memberships	25
162041	CA FIRE TECHNOLOGY DIR ASSOC	Dues & Memberships	25

162042	CA FIRE TECHNOLOGY DIR ASSOC	Dues & Memberships	25
162043	CA FIRE TECHNOLOGY DIR ASSOC	Dues & Memberships	25
162044	BUTTE GLENN COMM COLL DIST	Dues & Memberships	500
162130	SAN BERNARDINO AREA CHAMBER	Dues & Memberships	250
162140	COUNCIL FOR RESOURCE DEVELOP	Dues & Memberships	350
162145	DISTRIBUTION MANAGEMENT ASSOC	Dues & Memberships	975
162174	PARTNERSHIP FOR PHILANTHROPIC	Dues & Memberships	200
162198	FOUNDATION FOR CALIFORNIA COMM	Dues & Memberships	1,050.00
161796	ULINE	Equipment	582.8
161802	BRONSON INVESTMENTS INC	Equipment	1,338.96
161805	VARIDESK	Equipment	1,162.93
161807	BOUND TREE MEDICAL	Equipment	426.59
161813	SPECTRUM SCIENTIFICS	Equipment	384.37
161817	TRUCK DEPOT	Equipment	37,957.86
161818	TOOLWELL INC	Equipment	2,184.19
161833	HOISTS DIRECT INC	Equipment	7,668.00
161843	G/M BUSINESS INTERIORS	Equipment	5,449.67
161849	KLINGER EDUCATIONAL	Equipment	1,090.80
161850	STRYKER	Equipment	5,631.30
161900	CHEM-PAK	Equipment	1,894.75
161901	AARDVARK CLAY & SUPPLIES	Equipment	5,562.00
161905	YAMAMOTO, JUNE	Equipment	1,036.76
161918	DUO-SAFETY LADDER CORPORATION	Equipment	1,518.10
161923	WILBUR'S POWER EQUIPMENT	Equipment	2,703.15
161954	PRECISION WHEIGHING BALANCES	Equipment	566.57
161955	CAROLINA BIOLOGICAL SUPPLY CO	Equipment	11,823.05
161957	FLINN SCIENTIFIC INC	Equipment	459.37
161958	CARDIAC DIRECT	Equipment	3,188.60
161960	FIRE ETC	Equipment	5,616.00
161961	BAUER COMPRESSORS	Equipment	51,205.36
162055	B&H PHOTO VIDEO	Equipment	718.52
162058	WEST COAST NETTING INC	Equipment	1,019.19
162080	LAB CORPORATION	Equipment	49,453.20
162143	L N CURTIS & SONS	Equipment	1,554.97
162152	ALTA ENTERPRISES INC	Equipment	2,197.84
162226	BKM OFFICEWORKS LLC	Equipment	27,104.63
162165	SOUTHERN CALIFORNIA GAS CO	Gas Utilities	5,400.00
161790	BP MEDICAL SUPPLIES	Instructional Supplies	135.14
161825	S & W PLASTICS INC	Instructional Supplies	300
161826	GRAINGER INC W W	Instructional Supplies	1,174.89
161827	FLINN SCIENTIFIC INC	Instructional Supplies	238.21
161828	FISHER SCIENTIFIC	Instructional Supplies	345.37
161829	CYNMAR CORPORATION	Instructional Supplies	630.38
161832	AMERICAN TYPE CULTURE	Instructional Supplies	100.3
161841	LAKESHORE LEARNING MATERIALS	Instructional Supplies	648
161842	DISCOUNT SCHOOL SUPPLY	Instructional Supplies	799.2
161846	BOUND TREE MEDICAL	Instructional Supplies	1,437.72

161847	CHC BOOKSTORE	Instructional Supplies	100
161852	HARBOR FREIGHT TOOLS CO	Instructional Supplies	136.15
161861	PATTON SALES CORP	Instructional Supplies	240.32
161865	LAERDAL MEDICAL CORPORATION	Instructional Supplies	353.16
161921	US BANK CORPORATE PMT SYSTEMS	Instructional Supplies	2,500.00
161922	WILBUR'S POWER EQUIPMENT	Instructional Supplies	229.82
161951	JOHNSTONE SUPPLY	Instructional Supplies	241.07
161959	VERNIER SOFTWARE & TECHNOLOGY	Instructional Supplies	170.64
161962	STAPLES	Instructional Supplies	111.35
161963	PHYSIO-CONTROL INC	Instructional Supplies	1,593.11
161965	NASCO MODESTO	Instructional Supplies	220.22
162012	LINCOLN ELECTRIC COMPANY, THE	Instructional Supplies	10,000.00
162015	KEN'S SPORTING GOODS	Instructional Supplies	2,460.24
162030	FORESTRY SUPPLIERS INC	Instructional Supplies	2,098.58
162038	CHEM MARK	Instructional Supplies	1,013.76
162062	STAPLES	Instructional Supplies	102.2
162063	US BANK CORPORATE PMT SYSTEMS	Instructional Supplies	86.65
162064	FLINN SCIENTIFIC INC	Instructional Supplies	1,927.24
162066	POCKET NURSE	Instructional Supplies	1,117.54
162070	COSTCO	Instructional Supplies	421.09
162081	REAL VOLLEYBALL	Instructional Supplies	1,113.07
162083	FLINN SCIENTIFIC INC	Instructional Supplies	237.5
162084	FISHER SCIENTIFIC	Instructional Supplies	172.76
162086	ULINE	Instructional Supplies	300
162123	CYNMAR CORPORATION	Instructional Supplies	1,678.03
162124	QUARK GLASS	Instructional Supplies	2,135.56
162151	PHENIX TECHNOLOGIES INC	Instructional Supplies	1,851.07
162160	NAPA AUTO PARTS	Instructional Supplies	449.8
162161	ACORN NATURALISTS	Instructional Supplies	122.13
162182	BLICK ART MATERIALS	Instructional Supplies	632.07
162238	HOT BLOCK TOOLS	Instructional Supplies	180.62
162243	NAPA AUTO PARTS	Instructional Supplies	1,290.43
161977	AVI SPL	IT Equipment	21,911.32
161989	US BANK CORPORATE PMT SYSTEMS	IT Equipment	880.31
162088	COMPUTERLAND OF SILICON VALLEY	IT Equipment	740
162136	DELL COMPUTER COMPANY	IT Equipment	1,437.48
162137	DELL COMPUTER COMPANY	IT Equipment	1,634.46
162138	DELL COMPUTER COMPANY	IT Equipment	2,433.32
162155	SIGMANET INC	IT Equipment	5,503.68
162156	COMPUTER PROTECTION TECH INC	IT Equipment	18,825.48
162157	COMPUTER PROTECTION TECH INC	IT Equipment	1,844.43
162158	COMPUTER PROTECTION TECH INC	IT Equipment	4,435.26
162237	MAKERBOT	IT Equipment	14,504.87
162244	DELL COMPUTER COMPANY	IT Equipment	29,973.96
162252	STAPLES	IT Equipment	313.99
162073	CCLC	Library Book Expansion	1,864.00
161945	DAWNSIGNPRESS	Library Book Expansion	99.39

161993	US BANK CORPORATE PMT SYSTEMS	Magazines & Subscriptions	70
162072	US BANK CORPORATE PMT SYSTEMS	Magazines & Subscriptions	59
162091	EBSCO SUBSCRIPTION SERVICES	Magazines & Subscriptions	22,565.77
162149	CHRONICLE OF HIGHER EDUC, THE	Magazines & Subscriptions	100
161956	PHARMEDIX	Magazines & Subscriptions	39.99
162067	UNIVERSITY OF SOUTHERN CALIFOR	Media	61.5
162257	BARNES & NOBLE INC	Media	13.77
161808	STAPLES	Non Instructional Supplies	365.44
161824	STAPLES	Non Instructional Supplies	542
161840	BMI SUPPLY	Non Instructional Supplies	575.64
161853	STAPLES	Non Instructional Supplies	129.73
161866	G/M BUSINESS INTERIORS	Non Instructional Supplies	392.71
161867	UNIVERSAL FOAM PRODUCTS LLC	Non Instructional Supplies	404.94
161876	US BANK CORPORATE PMT SYSTEMS	Non Instructional Supplies	1,000.00
161967	US BANK CORPORATE PMT SYSTEMS	Non Instructional Supplies	1,000.00
161968	STAPLES	Non Instructional Supplies	4,961.70
161983	WISEGARVER, LILLIAN	Non Instructional Supplies	17.28
162069	US BANK CORPORATE PMT SYSTEMS	Non Instructional Supplies	45.09
162076	STAPLES	Non Instructional Supplies	2,125.01
162164	JORGENSEN, JUDY	Non Instructional Supplies	356.03
162246	HYLTON, CHRISTOPHER	Non Instructional Supplies	12.98
162235	STAPLES	Non Instructional Supplies	164.73
161820	STAPLES	Non Instructional Supplies	449.61
162218	STAPLES	Non Instructional Supplies	87.78
161795	US BANK CORPORATE PMT SYSTEMS	Non Instructional Supplies	499.5
161815	STAPLES	Non Instructional Supplies	175.73
161822	US BANK CORPORATE PMT SYSTEMS	Non Instructional Supplies	95.87
161823	STAPLES	Non Instructional Supplies	526.18
161834	CAMPUS MARKETING SPECIALISTS	Non Instructional Supplies	1,494.71
161835	STAPLES	Non Instructional Supplies	638.3
161836	STAPLES	Non Instructional Supplies	966.08
161837	SEHI COMPUTER PRODUCTS INC	Non Instructional Supplies	757.95
161848	STAPLES	Non Instructional Supplies	109.39
161858	STAPLES	Non Instructional Supplies	750.74
161863	STAPLES	Non Instructional Supplies	200.48
161871	123 OFFICE SOLUTION INC	Non Instructional Supplies	8,294.40
161873	STAPLES	Non Instructional Supplies	114.23
161943	STAPLES	Non Instructional Supplies	147.23
161952	STAPLES	Non Instructional Supplies	253.84
161966	US BANK CORPORATE PMT SYSTEMS	Non Instructional Supplies	27.81
161969	US BANK	Non Instructional Supplies	39.23
161972	DISPLAYS2GO	Non Instructional Supplies	493.59
161986	WALKER, JAMES	Non Instructional Supplies	5.88
161987	VALLEY TIRE COMPANY	Non Instructional Supplies	2,500.00
161998	STAPLES	Non Instructional Supplies	333.37
161999	STAPLES	Non Instructional Supplies	21.19
162000	STAPLES	Non Instructional Supplies	68.36

162031	DELL COMPUTER COMPANY	Non Instructional Supplies	110.2
162057	TESSCO INC	Non Instructional Supplies	215.09
162061	PROFESSIONAL ID CARDS INC	Non Instructional Supplies	18.85
162071	SHIPLEY COMMUNICATION	Non Instructional Supplies	392
162085	TORRES, JOSE	Non Instructional Supplies	236.39
162087	STAPLES	Non Instructional Supplies	210.68
162116	CHC BOOKSTORE	Non Instructional Supplies	2,669.76
162144	JR MICROSYSTEMS LLC	Non Instructional Supplies	1,393.15
162153	STAPLES	Non Instructional Supplies	486.63
162154	STAPLES	Non Instructional Supplies	144.11
162159	STAPLES	Non Instructional Supplies	83.8
162162	HOME DEPOT, THE	Non Instructional Supplies	500
162163	HARBOR FREIGHT TOOLS CO	Non Instructional Supplies	300
162215	STAPLES	Non Instructional Supplies	136.05
162224	STAPLES	Non Instructional Supplies	147.19
162225	US BANK CORPORATE PMT SYSTEMS	Non Instructional Supplies	54.06
162233	CHC BOOKSTORE	Non Instructional Supplies	2,670.00
162236	MCNICHOLS, EMILY	Non Instructional Supplies	27.13
162248	PROFESSIONAL ID CARDS INC	Non Instructional Supplies	11.51
162249	STAPLES	Non Instructional Supplies	363.74
162253	PEREZ, AMALIA	Non Instructional Supplies	83.15
162254	BMI GENERAL LICENSING	Non Instructional Supplies	424.8
162255	STAPLES	Non Instructional Supplies	119.72
162256	LABELVALUE.COM	Non Instructional Supplies	139.05
161971	STAPLES	Non Instructional Supplies	360.99
161821	SEHI COMPUTER PRODUCTS INC	Non Instructional Supplies	326.13
161964	STAPLES	Non Instructional Supplies	164.31
162001	STAPLES	Non Instructional Supplies	848.99
162074	STAPLES	Non Instructional Supplies	1,203.09
161889	REVOLVING CASH	Officials	700
161891	REVOLVING CASH	Officials	594
161898	REVOLVING CASH	Officials	2,560.00
161845	SBVC FOOD SERVICES	Operational Expenses & Fees	8,000.00
162005	POMONA COLLEGE	Operational Expenses & Fees	312
162034	COUNTY OF SAN BERNARDINO	Operational Expenses & Fees	123
162060	BMI GENERAL LICENSING	Operational Expenses & Fees	1,179.31
162113	ACCREDITATION COMMISSION	Operational Expenses & Fees	2,625.00
162173	SBVC FOOD SERVICES	Operational Expenses & Fees	1,514.00
162177	SIEMENS INDUSTRY INC	Operational Expenses & Fees	626.4
162227	COUNTY OF SAN BERNARDINO	Operational Expenses & Fees	123
162229	COMMITTEE ON ACCREDITATION	Operational Expenses & Fees	1,900.00
162049	OLASCOAGA, ARISBETH	Other Student Aid	3,000.00
162050	JOSEPH, JASMINE JAUNELL	Other Student Aid	3,000.00
162090	CHATTERJEE, ACHALA	Personal Mileage	200
162176	RPW SERVICES INC	Pest Control	4,860.00
161844	VERIZON WIRELESS	Phone Utilities	480
162150	SBCCD PRINTING SERVICES	Printing, SBCCD	1,500.00

161878	WILD HORIZONS PRODUCTIONS	Promotional Products	500
161973	GRAPHIC SOLUTION, THE	Promotional Products	648
161982	4IMPRINT	Promotional Products	6,851.44
162033	CROWN PRINTERS	Promotional Products	3,927.00
161974	QUANTUM GROUP, THE	Promotional Products	2,178.00
161975	QUANTUM GROUP, THE	Promotional Products	1,019.20
161877	QUANTUM GROUP, THE	Promotional Products	1,966.69
162102	BAUDVILLE	Promotional Products	735.59
161980	4IMPRINT	Promotional Products	409.68
161981	4IMPRINT	Promotional Products	3,199.63
162004	PROMOTING MATTERS	Promotional Products	1,056.51
161979	4IMPRINT	Promotional Products	1,642.89
161811	US BANK CORPORATE PMT SYSTEMS	Reference Books	266.17
161970	CHC BOOKSTORE	Reference Books	1,005.47
162068	CALIFORNIA STATE UNIVERSITY	Reference Books	89.92
161887	SBVC FOOD SERVICES	Refreshments	600
161948	GAINES, ASHLEY	Refreshments	14.59
162032	CRUZ, ALFREDO	Refreshments	7.9
162089	PEREZ, AMALIA	Refreshments	61
162120	PEREZ, AMALIA	Refreshments	141.38
162126	US BANK CORPORATE PMT SYSTEMS	Refreshments	111.29
162181	TOMDAN ENTERPRISES INC	Refreshments	3,100.00
162194	TACO VILLAGE	Refreshments	1,250.00
162208	SBVC FOOD SERVICES	Refreshments	605
162251	JOSE'S MEXICAN FOOD INC	Refreshments	512.24

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

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

**PREPARED BY:** Steven J. Sutorus, Business Manager

**DATE:** November 12, 2015

**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, agreements and their associated purchase orders are routine, customary and necessary for the on-going operations of the District. Unless otherwise noted the amount shown for multi-year agreements is the projected total amount for the full contract period. Any changes to these amounts will be submitted for board ratification and/or approval.

### **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.

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

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

**PREPARED BY:** Steven J. Sutorus, Business Manager

**DATE:** November 12, 2015

**SUBJECT:** Consideration of Approval of Routine Contracts/Agreements and Memorandums of Understanding

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### **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 11/12/2015***

### ***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>
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### **Bond Measure Funded**

Citadel Environmental Services, Inc	(12505) Environmentally Regulated Materials Consulting Services for the Career Technical Education Building welding renovation project Term: 6/11/2015 - 6/30/2017  Funding Source: Bond Funded	Kitchell/SBVC	\$22,640.00	SSutorus
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***SubTotal for Bond Measure Funded: 1***

***\$22,640.00***

### **Broadcasting Rights**

American Public Television	(12416) Broadcasting rights for syndicated programs "Bye Bye Car", "Elizabeth I: War on Terror", "Stan Lee: With Great Power", and "Vera I & II" Term: 7/1/2015 - 6/30/2016  Funding Source: KVCR - Gen Funds	TV/KVCR	\$8,152.00	SSutorus
American Public Television	(12413) Broadcasting rights for the airing of "George Perris: Live in New York from Jazz at Lincoln Center" Term: 11/1/2015 - 10/31/2018  Funding Source: KVCR - Gen Funds	TV/KVCR	\$1,005.00	SSutorus

<i><b>Contract Type</b></i>				
<i><b>Firm</b></i>	<i><b>Purpose and Information</b></i>	<i><b>Department / Location</b></i>	<i><b>Amount</b></i>	<i><b>Signed</b></i>
<b><u>Broadcasting Rights</u></b>				
Flickerfest Pty Ltd	(12448) Broadcasting rights for the airing of "Plains Empty and Flat" Term: 1/1/2016 - 12/31/2020  Funding Source: KVCR - Gen Funds	TV/KVCR	\$3,600.00	SSutorus
National Public Radio, Inc. (NPR)	(12511) Carriage fees for KVCR radio programs Term: 10/1/2015 - 9/30/2016  Funding Source: KVCR - Gen Funds	FM/KVCR	\$214,794.00	SSutorus
Seiffert Media Advisors dba Digital Smash Enterprises	(12491) Broadcasting rights for the airing of "Fractured Land" Term: 1/29/2016 - 1/28/2021  Funding Source: KVCR - Gen Funds	TV/KVCR	\$16,000.00	SSutorus
<b><i>SubTotal for Broadcasting Rights: 5</i></b>			<b><i>\$243,551.00</i></b>	
<b><u>CalWorks Child Care</u></b>				
Joseph, Jasmine	(12435) CalWorks Grant to cover cost of Childcare for participating Students - Parent – Armstrong, Waity Term: 9/22/2015 - 6/30/2016  Funding Source: CalWorks	Calworks/SBVC	\$1,983.58	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>CalWorks Child Care</u></b>				
Olascoaga, Arisbeth	(12434) CalWorks Grant to cover cost of Childcare for participating Students - Parent – Huitron, Diana Term: 9/14/2015 - 6/30/2016  Funding Source: CalWorks	Calworks/SBVC	\$3,482.22	SSutorus
<b><i>SubTotal for CalWorks Child Care: 2</i></b>			<b><i>\$5,465.80</i></b>	
<b><u>CalWorks Off-Campus Work Study</u></b>				
Woodward Leadership Academy	(12437) Off-Campus workstudy - Student - Chessman, Jessica; reimbursed at 75% of per hourly rate Term: 9/21/2015 - 6/30/2016  Funding Source: CalWorks	Calworks/SBVC	\$8,856.00	SSutorus
Woodward Leadership Academy	(12436) Off-Campus workstudy - Student - Reyes, Gilbert; reimbursed at 75% of per hourly rate Term: 9/21/2015 - 6/30/2016  Funding Source: CalWorks	Calworks/SBVC	\$8,856.00	SSutorus
<b><i>SubTotal for CalWorks Off-Campus Work Study: 2</i></b>			<b><i>\$17,712.00</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>				
4 Imprint	(12445) Production of 200 lanyards with SBVC logo for promotional giveaways to prospective students attending the "Stemapalooza Event" Term: 10/1/2015 - 10/23/2015  Funding Source: STEM Grant	STEM/SBVC	\$409.68	SSutorus
4 Imprint	(12442) Production of 60 Polo T-Shirts for promotional giveaways at the "Stemapalooza Event" Term: 10/1/2015 - 10/23/2015  Funding Source: STEM Grant	STEM/SBVC	\$1,642.99	SSutorus
4 Imprint	(12444) Production of 600 T-shirts for promotional giveaways to prospective students attending the "Stemapalooza Event" Term: 10/1/2015 - 10/23/2015  Funding Source: STEM Grant	STEM/SBVC	\$7,399.56	SSutorus
4 Imprint	(12443) Production of promotional giveaways to prospective students attending the "Stemapalooza Event"; 500 Lanyards, 750 Sportpacks, and 1000 translucent pens with SBVC logo Term: 10/1/2015 - 10/23/2015  Funding Source: STEM Grant	STEM/SBVC	\$3,199.63	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>				
ABM Building Solutions	(12460) Provide 15 boiler evaluations on HVAC equipment Term: 10/1/2015 - 12/31/2015  Funding Source: General Funds	Maintenance/SBVC	\$4,500.00	SSutorus
Alliance Bus Lines, Inc	(12454) Bus rental for Geology field trip to Mill Creek and Forest Falls Term: 11/11/2015 - 11/11/2015  Funding Source: General Funds	Geology/CHC	\$488.22	SSutorus
Alliance Bus Lines, Inc	(12455) Bus rental for Geology field trip to Mormon Rock Term: 11/20/2015 - 11/20/2015  Funding Source: General Funds	Geology/CHC	\$477.19	SSutorus
American Safety & Health Institute	(12447) Training Center Agreement for Aquatics training; no cost to District Term: 9/1/2015 - 6/30/2016  Funding Source: N/A	Aquatics Center/CHC		SSutorus
Aramark Educational Service, LLC at UCI	(12408) Refreshments for faculty and staff attending the UCI campus tour Term: 11/6/2015 - 11/6/2015  Funding Source: Student Equity	First Year/SBVC	\$679.80	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>				
Argosy Education Group, Inc dba Argosy University	(12423) Affiliation agreement for internship for CHC students who are in the Psychology Program; no cost to District Term: 7/23/2015 - 7/22/2016  Funding Source: N/A	Health Services/CHC		SSutorus
B & G Equipment Rentals	(12487) Rental of 32' RT Scissorlift Term: 10/7/2015 - 10/9/2015  Funding Source: General Funds	Maintenance/SBVC	\$253.20	SSutorus
Barr Door, Inc.	(12507) Repairs to Cookson Counter Fire Door in the Physical Science Building Term: 10/13/2015 - 6/30/2016  Funding Source: General Funds	Maintenance/SBVC	\$500.00	SSutorus
Baudville	(12419) Production of color wave crystal trophies for KVCR TV-FM Term: 9/21/2015 - 10/30/2015  Funding Source: KVCR - Foundation	TV&FM/KVCR	\$735.59	SSutorus
Bellfree Contractors, Inc	(12494) Construction of a new trail from the soccer field to the Crafton Hills Ridge trail; funded through Block Grant Term: 10/1/2015 - 6/30/2016  Funding Source: State Grant	Maintenance/CHC	\$14,230.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>General</u></b>				
Bellfree Contractors, Inc	(12495) Construction of new trail along Lot N and installation of lodgepole fencing; funding through Block Grant Term: 10/1/2015 - 6/30/2016  Funding Source: State Grant	Maintenance/CHC	\$12,500.00	SSutorus
bKM Office Works	(12465) Furnish and install five new work stations in Human Resources Term: 10/12/2015 - 12/31/2015  Funding Source: Capital Outlay	District M&O/SBCCD	\$25,031.03	SSutorus
bKM Office Works	(12464) Reconfiguration of workstations in Human Resources Term: 10/12/2015 - 12/31/2015  Funding Source: Capital Outlay	District M&O/SBCCD	\$2,073.60	SSutorus
Box of Cheese Photo	(12462) Rental of photo booth for "Common Council Forum" event; funded through ASG general fund Term: 10/21/2015 - 10/21/2015  Funding Source: Trust Account	Student Life/SBVC	\$495.00	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>				
Burgess Moving & Storage	(11179) Provide labor and equipment to move welding equipment, machinery, furniture and miscellaneous items as indicated to storage containers on campus. Provide rigging services for granite table and other large pieces of equipment; This is to approve additional cost of \$3,142 associated with the Applied Technology Building renovation project Term: 1/2/2015 - 6/30/2016  Funding Source: Bond Funded	Kitchell/SBVC	\$7,029.00	SSutorus
California State University - San Bernardino	(12496) Educational Counseling Internship Agreement; no cost to District Term: 9/21/2015 - 9/20/2020  Funding Source: N/A	Health Services/SBVC		SSutorus
Claridge Products & Equipment, Inc	(12488) Replacement of cables and pulleys for white board units and repair of weights Term: 10/1/2015 - 6/30/2016  Funding Source: General Funds	Maintenance/SBVC	\$9,760.36	SSutorus
Control Air Conditioning Service Group	(12486) On demand repairs to chillers, boilers, and air conditioning units Term: 7/1/2015 - 6/30/2016  Funding Source: General Funds	Maintenance/SBVC	\$15,000.00	SSutorus



<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>General</u></b>				
Crown Printers	(12407) Production of 5,000 presentation folders for promotional giveaways Term: 9/2/2015 - 12/31/2015  Funding Source: Student Equity	First Year/SBVC	\$3,927.00	SSutorus
Culligan Water	(12468) Provide water services including six gallon water tank with cup holder Term: 10/1/2015 - 9/30/2018  Funding Source: General Funds	Financial Aid/SBVC	\$990.00	SSutorus
Elite Voices Speakers and Events Bureau, LLC	(12472) Motivational speaker and presentation for Black History month Term: 2/11/2016 - 2/11/2016  Funding Source: General Funds	Student Life/SBVC	\$20,000.00	SSutorus
Enterprise Rent A Car	(12461) Van rental for Geology field trip to the Mojave Desert Term: 11/5/2015 - 11/9/2015  Funding Source: General Funds	Geology/CHC	\$519.57	SSutorus
Fairview Ford	(12483) On demand repair services for District Police vehicles Term: 7/1/2015 - 6/30/2016  Funding Source: General Funds	District Police/SBCCD	\$2,500.00	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>				
Fischer, Patrick	(12409) Speaker at the SBVC Deaf Awareness event Term: 9/24/2015 - 9/24/2015  Funding Source: General Funds	Art & Lecture/SBVC	\$1,508.00	SSutorus
Foundation for Sustainable Communities	(12497) Provide assistance in developing a regional career pathway model for education and industry alliance project; funded through Community Services Term: 7/1/2015 - 6/30/2016  Funding Source: Other Non-General	PDC/SBCCD	\$10,000.00	SSutorus
Graphic Solutions, The	(12456) Production of a full color 3x20 banner with "Congratulations Graduate and Transfer Students" imprint; funded through Title V grant Term: 9/28/2015 - 10/31/2015  Funding Source: Federal Grant	Title V/CHC	\$648.00	SSutorus
H & L Charter Co, Inc	(12131) Bus rental to College of the Desert for SBVC Football game; revision to contract amount due to a change in time of pick up Term: 10/3/2015 - 10/3/2015  Funding Source: General Funds	Athletics/SBVC	\$2,210.00	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>				
HAAS Automation Inc.	(12446) Repairs to the SBVC lathe equipment; funded through the ETP Grant Term: 8/24/2015 - 8/24/2015  Funding Source: State Grant	PDC/SBCCD	\$444.41	SSutorus
Inland Empire Tours & Transportation	(12492) Bus rental for field trip to the Orange County Sanitation District in Fountain Valley, CA Term: 10/23/2015 - 10/23/2015  Funding Source: General Funds	Water Supply/SBVC	\$939.25	SSutorus
Inland Empire Tours & Transportation	(12402) Bus rental for Geology field trip to the Cajon Pass Term: 10/27/2015 - 10/27/2015  Funding Source: General Funds	Geology/SBVC	\$598.00	SSutorus
Inland Empire Tours & Transportation	(12403) Bus rental for Geology field trip to Mill Creek Term: 11/3/2015 - 11/3/2015  Funding Source: General Funds	Geology/SBVC	\$598.00	SSutorus
Inland Empire Tours & Transportation	(12432) Bus rental for Science field trip to the Cajon Pass; funded through Minority Science Improvement Grant Term: 11/20/2015 - 11/20/2015  Funding Source: State Grant	Science/SBVC	\$2,036.00	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>				
International Optimum Solutions dba Kirkpatrick Enterprises	(12422) Provide training to students who are part of EDCT programs; funded through the ETP Grant Term: 10/1/2015 - 6/30/2016  Funding Source: State Grant	PDC/SBCCD	\$50,000.00	SSutorus
Jose's Mexican Food	(12508) Refreshments for staff at the Student Services Employee Retreat Term: 10/16/2015 - 10/16/2015  Funding Source: General Funds	Counseling/CHC	\$512.24	SSutorus
K&S Equipment Services	(12405) On demand repair and maintenance service for CHC custodial department Term: 7/1/2015 - 6/30/2016  Funding Source: General Funds	Maintenance/CHC	\$2,500.00	SSutorus
Laboratory Microscope Specialist - LMS	(12484) Repairs to 30 Nikon E200 student microscopes Term: 10/1/2015 - 6/30/2016  Funding Source: General Funds	Science/SBVC	\$940.00	SSutorus
Laboratory Microscope Specialist - LMS	(12509) Repairs to 60 Olympus CH30 student microscopes Term: 10/1/2015 - 6/30/2016  Funding Source: General Funds	Science/SBVC	\$1,840.00	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>				
Land Solutions, The	(12485) Synthetic turf repair and infill at SBVC football field; includes removal of debris Term: 10/1/2015 - 6/30/2016  Funding Source: General Funds	Maintenance/SBVC	\$950.00	SSutorus
Las Cafeteras Music, LLC	(10820) Music license for compositions and recording for music video "Luna Lovers"; no cost to District; This is to approve the corrected term date of 08/31/2017 Term: 9/1/2014 - 8/31/2017  Funding Source: N/A	FNX/KVCR		SSutorus
LeMay Construction	(12459) Removal of walls and cabinetry, replacement of carpet and installation of new workstations in the Human Resources department; labor and materials included Term: 9/1/2015 - 6/30/2016  Funding Source: Capital Outlay	Facilities Planning/SBCCD	\$7,640.00	SSutorus
Moreno Valley Unified SD	(12426) Provide assistance in the development of the CyberPatriot mini grant proposal; funded through the ICT Digital Media grant Term: 10/9/2015 - 11/30/2015  Funding Source: State Grant	PDC/SBCCD	\$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>				
National Education Telecommunications Association	(12510) Handling fees for HD uplink of anti- bullying interstitials Term: 10/1/2015 - 6/30/2016  Funding Source: KVCR - Gen Funds	TV/KVCR	\$175.00	SSutorus
National Testing Network	(12431) Test Center Agreement to administer testing and recruitment services at CHC to public safety departments; no cost to District Term: 11/1/2015 - 10/31/2016  Funding Source: N/A	Counseling/CHC		SSutorus
Party Plus Rental	(12498) Rental of chairs and tables for the "Stemapalooza" event Term: 10/22/2015 - 10/23/2015  Funding Source: General Funds	STEM/SBVC	\$1,309.83	SSutorus
Plumbing Piping & Construction, Inc.	(12415) On demand AC/Heating repairs at SBVC campus Term: 9/16/2015 - 6/30/2016  Funding Source: General Funds	Maintenance/SBVC	\$10,000.00	SSutorus
Pomona College	(12421) Purchase of block theater tickets for the production of "Twelfth Night" Term: 11/18/2015 - 11/18/2015  Funding Source: General Funds	Honors/SBVC	\$312.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u><b>General</b></u>				
Promoting Matters	(12412) Production of 35 custom coaster sets for promotional giveaways Term: 9/17/2015 - 10/31/2015  Funding Source: KVCR - Gen Funds	KVCR/KVCR	\$1,056.51	SSutorus
Quantum Group, The	(12453) Production of advertisement on 10' deluxe tent kit with CHC logo and imprints; funded through the Title V grant Term: 9/28/2015 - 10/31/2015  Funding Source: Federal Grant	Title V/CHC	\$2,178.00	SSutorus
Quantum Group, The	(12452) Production of advertising signage with ground stakes with CHC logo and imprints; funded through the Title V grant Term: 9/28/2015 - 10/31/2015  Funding Source: Federal Grant	Title V/CHC	\$1,019.20	SSutorus
RDO Construction Equipment Co. dba RDO Equipment Co.	(12506) On demand repairs to lawnmowers for the grounds department Term: 10/19/2015 - 6/30/2016  Funding Source: General Funds	Maintenance/SBVC	\$2,000.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>General</u></b>				
Redlands, City of	(12428) 1/4 page advertisement in the Redlands 2015 Veteran's Day Parade Program Term: 11/11/2015 - 11/11/2015  Funding Source: General Funds	President/CHC	\$500.00	SSutorus
Riverside Convention Center	(12512) Room rental and catering for Counselor Conclave Conference; funded through CAPS/Robotic local grant Term: 11/2/2015 - 11/2/2015  Funding Source: Local Grant	PDC/SBCCD	\$30,000.00	SSutorus
Rosendin Electric, Inc	(12451) On demand electrical repairs at CHC Solar Farm Term: 7/1/2015 - 6/30/2016  Funding Source: General Funds	Maintenance/CHC	\$10,000.00	SSutorus
Shred-It	(12469) Monthly document shredding service Term: 10/1/2015 - 9/30/2018  Funding Source: General Funds	Financial Aid/SBVC	\$2,160.00	SSutorus
Shred-It	(12450) On-demand document shredding service Term: 7/1/2015 - 6/30/2016  Funding Source: General Funds	District Police/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>				
Shred-It	(12493) One-time document shredding service Term: 10/1/2015 - 12/31/2015  Funding Source: General Funds	Maintenance/CHC	\$3,500.00	SSutorus
Siemens Industry, Inc	(12474) Purchase of blank access cards replacements for KVCR Term: 9/1/2015 - 6/30/2016  Funding Source: KVCR - Gen Funds	KVCR/KVCR	\$626.40	SSutorus
Sweeting, Christina	(12477) Manage and promote the Contract Education and Instructional Services Agreements Term: 11/13/2015 - 6/30/2016  Funding Source: General Funds	President/CHC	\$5,000.00	SSutorus
Technical Employment Training, Inc.	(12433) Provide hands on demonstrations of Career Technical Education for middle school students; funded through High School Summer Program Grant Term: 10/15/2015 - 6/30/2016  Funding Source: State Grant	PDC/SBCCD	\$10,800.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>General</u></b>				
Three M (3M) Company	(12470) Online respirator medical evaluations to meet OSHA respiratory protection standards for 171 employees Term: 7/1/2015 - 6/30/2016  Funding Source: State Grant	Administrative Services/CHC	\$4,788.00	SSutorus
Tomdan Enterprises, Inc. dba Original Tommy's World Famous	(12427) Refreshments for students and staff attending the Veteran's Day Event Term: 11/10/2015 - 11/10/2015  Funding Source: STEM Grant	Admissions & Records/SBVC	\$3,100.00	SSutorus
Trane US, Inc	(12441) On demand services for repairs on AC and Chiller Units Term: 7/1/2015 - 6/30/2016  Funding Source: General Funds	Maintenance/SBVC	\$2,800.00	SSutorus
Trujillo, David	(12458) Provide assistance in an external evaluation of the Hispanic Serving Institutions and STEM projects Term: 12/1/2015 - 1/31/2016  Funding Source: STEM Grant	STEM/CHC	\$8,000.00	SSutorus

<i><b>Contract Type</b></i>				
<i><b>Firm</b></i>	<i><b>Purpose and Information</b></i>	<i><b>Department / Location</b></i>	<i><b>Amount</b></i>	<i><b>Signed</b></i>
<b><u>General</u></b>				
University of California - Riverside	(12411) Campus site visit agreement; no cost to District Term: 10/23/2015 - 10/23/2015  Funding Source: N/A	First Year/SBVC		SSutorus
Wilbur's Power Equipment	(12476) On demand repairs and maintenance for the fire academy chainsaws Term: 7/1/2015 - 6/30/2016  Funding Source: Perkins	Fire Technology/CHC	\$500.00	SSutorus
<b><i>SubTotal for General: 69</i></b>			<b><i>\$318,730.26</i></b>	
<b><u>Income - Contract Ed</u></b>				
TST, Inc	(12449) PDC to provide on-site contract training; no cost to District Term: 11/1/2015 - 6/30/2016  Funding Source: N/A	PDC/SBCCD	\$800.00	SSutorus
<b><i>SubTotal for Income - Contract Ed: 1</i></b>			<b><i>\$800.00</i></b>	
<b><u>Income - Grant</u></b>				
Employment Training Panel	(12503) Agreement for reimbursement for the cost of training incumbent workers Term: 8/1/2015 - 7/31/2017  Funding Source: N/A	PDC/SBCCD	\$949,962.00	SSutorus

<i><b>Contract Type</b></i>				
<i><b>Firm</b></i>	<i><b>Purpose and Information</b></i>	<i><b>Department / Location</b></i>	<i><b>Amount</b></i>	<i><b>Signed</b></i>
<i><b><u>Income - Grant</u></b></i>				
Mt. San Jacinto CCD	(12473) Participation agreement for the Counselor Conclave Conference Term: 8/15/2015 - 11/3/2015  Funding Source: N/A	PDC/SBCCD	\$40,000.00	SSutorus
San Bernardino County Superintendent of Schools	(12288) State preschool grant delegated agency agreement; This is to approve Amendment 1 -Increase rate per child from \$18.94 to \$20.29 and increase funding amount by \$829 Term: 7/1/2015 - 6/30/2016  Funding Source: N/A	Child Development/CHC	\$164,471.00	SSutorus
<i><b>SubTotal for Income - Grant: 3</b></i>			<i><b>\$1,154,433.00</b></i>	
<i><b><u>Income - Lease</u></b></i>				
California, State of	(12406) License for use of space on media tower located at SBVC for State of California Statewide air quality study; includes indoor space to house equipment; Lease payment is spit 70% SBVC and 30% KVCR Term: 9/1/2015 - 7/31/2018  Funding Source: N/A	KVCR/SBVC	\$28,000.00	SSutorus
<i><b>SubTotal for Income - Lease: 1</b></i>			<i><b>\$28,000.00</b></i>	

<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 - Underwriter</u></b>				
California State University - San Bernardino	(12420) Underwriter agreement for the sponsoring of CSUSB programs on KVCR-91.9 FM Term: 9/21/2015 - 8/31/2016  Funding Source: N/A	FM/KVCR	\$10,000.00	SSutorus
<b><i>SubTotal for Income - Underwriter: 1</i></b>			<b><i>\$10,000.00</i></b>	
<b><u>Joint Power/Piggyback Purchase</u></b>				
Golden Star Technology Inc. DBA GST	(12400) Purchase of smart classroom technology equipment for CHC New Science building project; piggyback contract from Los Angeles Community College District Bid #94; This is to approved vendor name correction from GST Infomation Technology Solutions to Golden Star Technology DBA GST and to correct the total cost Term: 10/9/2015 - 6/30/2016  Funding Source: Bond Funded	Kitchell/CHC	\$600,000.00	SSutorus
<b><i>SubTotal for Joint Power/Piggyback Purchase: 1</i></b>			<b><i>\$600,000.00</i></b>	
<b><u>Maintenance Agreement</u></b>				
RPW Services, Inc	(12414) Rodent control maintenance for SBVC campus grounds Term: 7/1/2015 - 6/30/2016  Funding Source: General Funds	Maintenance/SBVC	\$4,860.00	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>Maintenance Agreement</u></b>				
<b><i>SubTotal for Maintenance Agreement: 1</i></b>			<b><i>\$4,860.00</i></b>	
<b><u>PO as Contract</u></b>				
Duo-Safety Ladder Corporation	(12440) Repairs and replacement of parts for the fire academy ladders Term: 9/21/2015 - 9/21/2015  Funding Source: Perkins	Fire Technology/CHC	\$957.00	SSutorus
Phenix Technologies, Inc.	(12481) Repairs to helmet ear flaps for the Fire Technology department Term: 10/1/2015 - 6/30/2016  Funding Source: Perkins	Fire Technology/CHC	\$1,003.10	SSutorus
TSI, INC	(12438) Repair and cleaning of Porta Count Fit Tester Term: 9/22/2015 - 9/22/2015  Funding Source: Perkins	Fire Technology/CHC	\$1,170.00	SSutorus
Wingate Mechanical, Inc	(12410) Emergency repair of air conditioning system at KVCR Tower Term: 8/17/2015 - 8/17/2015  Funding Source: KVCR - Gen Funds	TV/KVCR	\$3,000.00	SSutorus
<b><i>SubTotal for PO as Contract: 4</i></b>			<b><i>\$6,130.10</i></b>	

<i><b>Contract Type</b></i>				
<i><b>Firm</b></i>	<i><b>Purpose and Information</b></i>	<i><b>Department / Location</b></i>	<i><b>Amount</b></i>	<i><b>Signed</b></i>
<u><b>Rescinded/Cancelled</b></u>				
Regents of University of CA, The	(9015) License for use of space on media tower located at SBVC for U.C. Davis statewide air quality study; includes indoor space to house equipment; Contract canceled as of 09/01/2015 reducing the contract by \$4,000 Term: 1/31/2015 - 9/1/2015  Funding Source: N/A	Fiscal Services/SBCCD	\$3,200.00	SSutorus
<b>SubTotal for Rescinded/Cancelled: 1</b>			<b>\$3,200.00</b>	
<u><b>Software/Online Services</b></u>				
Eureka	(12504) Software License - Site license for Eureka software, a career information system Term: 9/1/2015 - 8/31/2016  Funding Source: General Funds	Counseling/CHC	\$1,182.60	SSutorus
BlueSnap, Inc dba Plimus	(12417) Software license for "Key Organizer" used for key management Term: 9/1/2015 - 8/30/2017  Funding Source: General Funds	Maintenance/SBVC	\$1,314.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u><b>Software/Online Services</b></u>				
College Central Network, Inc.	(12466) Provide web-based career office management systems for SBVC students in exchange for feedback from SBVC regarding performance and features of the software; no cost to District Term: 11/15/2015 - 11/14/2016  Funding Source: N/A	Research & Planning/SBVC		SSutorus
Community College League of CA	(12457) Provide an online library database "Books in Print" with reviews Term: 1/1/2016 - 12/31/2016  Funding Source: Lottery Fund	Library/SBVC	\$1,864.00	SSutorus
ComputerLand of Silicon Valley	(12478) Software license for "Adobe Captivate" which allows faculty and staff to develop interactive instructional modules Term: 7/1/2015 - 6/30/2017  Funding Source: General Funds	TESS/SBCCD	\$570.24	SSutorus
ComputerLand of Silicon Valley	(12479) Software license for "Adobe Creative Cloud" used to create print, digital, and multimedia assets Term: 7/1/2015 - 6/30/2016  Funding Source: General Funds	TESS/SBCCD	\$740.00	SSutorus



<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u><b>Software/Online Services</b></u>				
ComputerLand of Silicon Valley	(12480) Software renewal for "Symantec Backup Exec" for the backup and restoration of data on District servers Term: 10/24/2015 - 10/23/2016  Funding Source: General Funds	TESS/SBCCD	\$2,635.00	SSutorus
Constant Contact, Inc	(12489) E-mail marketing services to find potential donors Term: 10/2/2015 - 10/1/2016  Funding Source: KVCR - Foundation	TV & FM/KVCR	\$2,478.00	SSutorus
Ellucian, Inc	(9567) Master agreement for Datatel System; student management software used throughout the District for managing enrollment and scheduling; Amendment 7 - Software maintenance upgrade to "Advantage Plus" used by DCS staff to access the library of training videos for an additional cost of \$17,330 Term: 7/1/2013 - 6/30/2018  Funding Source: General Funds	TESS/SBCCD	\$2,462,420.00	SSutorus
Mt. San Jacinto CCD	(12430) @ONE Software for "Online Teaching and Learning Mentorship" for CHC faculty Term: 10/19/2015 - 11/13/2015  Funding Source: Student Equity	Student Services/CHC	\$6,000.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>Software/Online Services</u></b>				
Myers Information Systems	(12467) Software license for "ProWeb" used as an automated system that deploys the TV schedule for FNX Term: 11/1/2015 - 10/31/2016  Funding Source: KVCR - CPB Grant - TV	TV&FM/KVCR	\$15,772.66	SSutorus
Pluralsight (formerly Trainsignal)	(12429) Software license for "Pluralsight" an online software training service Term: 9/22/2015 - 9/21/2016  Funding Source: General Funds	Technology Services/SBVC	\$2,245.00	SSutorus
Sage Software	(12475) Software licenses for "Sage 50" 2016 Accounting software Term: 7/1/2015 - 6/30/2016  Funding Source: General Funds	Fiscal Services/SBCCD	\$1,700.00	SSutorus
VIMEO	(12471) Online services for video uploads and storage Term: 1/5/2016 - 1/4/2017  Funding Source: KVCR - CPB Grant - TV	TV/KVCR	\$59.95	SSutorus
<b><i>SubTotal for Software/Online Services: 14</i></b>			<b><i>\$2,498,981.45</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>Subgrantee</u></b>				
Hobsons, Inc.	(12482) Institutional Participation Agreement; no cost to District Term: 7/1/2015 - 6/30/2016  Funding Source: N/A	Admissions & Records/CHC		SSutorus
<b><i>SubTotal for Subgrantee: 1</i></b>				
<b><i>Grand Total Contracts for Board Date 11/12/2015: 107</i></b>				

## **Routine Contracts - Summary**

Scheduled Board Meeting 11/12/2015

### **EXPENSES**

<b>Category</b>	<b>Number of Contracts</b>	<b>Contract Value</b>
<u>Bond Measure Funded</u>	1	\$22,640.00
<u>Broadcast Rights</u>	5	\$243,551.00
<u>CalWorks Child Care</u>	2	\$5,465.80
<u>Calworks Workstudy</u>	2	\$17,712.00
<u>General</u>	69	\$318,730.26
<u>Joint Power/Piggyback Prurchase</u>	1	\$600,000.00
<u>Maintenance Agreement</u>	1	\$4,860.00
<u>PO as Contract</u>	4	\$6,130.10
<u>Rescinded/Canceled</u>	1	(\$4,000.00)
<u>Software/Online Services</u>	14	\$2,498,981.45
<u>Subgrantee</u>	1	\$0.00
	101	
		<b>Total Expenses</b> <u><u>\$3,691,430.61</u></u>

### **INCOME**

<b>Category</b>	<b>Number of Contracts</b>	<b>Contract Value</b>
<u>Income - Contract Ed</u>	1	\$800.00
<u>Income - Grant</u>	3	\$1,154,433.00
<u>Income - Lease</u>	1	\$28,000.00
<u>Income - Underwriter</u>	1	\$10,000.00
	6	
<b>Total Number of Contracts</b>	<u><u>107</u></u>	<b>Total Income</b> <u><u>\$1,192,433.00</u></u>

## **Routine Contracts - Summary**

Scheduled Board Meeting 11/12/2015

### **EXPENSES**

<b>Category</b>	<b>Number of Contracts</b>	<b>Contract Value</b>
<u>Bond Measure Funded</u>	1	\$22,640.00
<u>Broadcast Rights</u>	5	\$243,551.00
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<u>General</u>	69	\$318,730.26
<u>Joint Power/Piggyback Prurchase</u>	1	\$600,000.00
<u>Maintenance Agreement</u>	1	\$4,860.00
<u>PO as Contract</u>	4	\$6,130.10
<u>Rescinded/Canceled</u>	1	(\$4,000.00)
<u>Software/Online Services</u>	14	\$2,498,981.45
<u>Subgrantee</u>	1	\$0.00
	101	
		<b>Total Expenses</b> <u><u>\$3,691,430.61</u></u>

### **INCOME**

<b>Category</b>	<b>Number of Contracts</b>	<b>Contract Value</b>
<u>Income - Contract Ed</u>	1	\$800.00
<u>Income - Grant</u>	3	\$1,154,433.00
<u>Income - Lease</u>	1	\$28,000.00
<u>Income - Underwriter</u>	1	\$10,000.00
	6	
<b>Total Number of Contracts</b>	<u><u>107</u></u>	<b>Total Income</b> <u><u>\$1,192,433.00</u></u>

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services  
**PREPARED BY:** Steven J. Sutorus, Business Manager  
**DATE:** November 12, 2015  
**SUBJECT:** Consideration of Approval of Sole Source Contract from Ellucian Company L.P.

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve the contract for managed and hosting services with Ellucian Company L.P. as a sole source vendor for Colleague (Database, Applications, UI WebAdvisor, and Self-Service) applications in the amount of \$1,061,123.

### **OVERVIEW**

Under the contract, Ellucian will manage and host the District's Student Information System (SIS). With the managed services, Ellucian will administer the SIS including daily tasks, backups, data retention and patches. Through the hosting services for this system, no longer will there be a need to purchase and maintain equipment and services to store and manage this data locally. The goal of this contract would be to improve our service to students and employees. This would also increase services during peak registration and create stability, speed and security of the system. The cost of both the managed and hosting services for five years will be \$1,061,123, commencing December 2015 and ending in November 2020.

Fiscal Year 2016 (7 months)	\$96,564
Fiscal Year 2017	\$216,768
Fiscal Year 2018	\$209,940
Fiscal Year 2019	\$214,440
Fiscal Year 2020	\$225,156
Fiscal Year 2021 (5 months)	<u>\$98,255</u>
Total	\$1,061,123

### **ANALYSIS**

SBCCD's Student Information System (SIS) is currently Colleague, an educational management software product of Ellucian Company L.P. The additional services needed are for the hosting and management of the Colleague environment. As Colleague is a product currently licensed from Ellucian, the managed and hosting services can be delivered by a vendor having the specific knowledge, resources, and expertise only Ellucian can provide. Therefore, there is no advantage to the District by competitively bidding these services. It is therefore recommended the District contract with Ellucian Company L.P. as the sole source.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

### **FINANCIAL IMPLICATIONS**

Included in the Fiscal Year 2015-16 budget.

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services  
**PREPARED BY:** Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services  
**DATE:** November 12, 2015  
**SUBJECT:** Consideration of Approval to Appoint Members to the Citizens Bond Oversight Committee (CBOC)

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve the appointment of Kevin Retana and Gabriel Jaramillo to the Citizens Bond Oversight Committee for an initial two-year term, and reappoint Albert Garcia for a second two-year term.

### **OVERVIEW**

The Citizens Bond Oversight Committee is comprised of at least seven members of the community, and serves the purpose of reviewing the expenditure of Bond Measure M funds. Members of the Committee shall be appointed by the Board of Trustees through the following process: (a) appropriate local groups will be solicited for applications; (b) the Chancellor or his designee will review the applications; and (c) the Chancellor or his designee will make recommendations to the Board.

- Mr. Jaramillo is currently Vice President of the Associated Student Government at SBVC and an active volunteer both on and off campus. His role on the CBOC would be that of Student Representative.
- Mr. Retana is CHC Student Senate's Director of External Affairs and has been nominated by that body to represent them. He would also fulfill the role of Student Representative.
- Mr. Garcia, a resident of Fontana, has been active on the District's CBOC since December 2013 as a Member at Large. He is also active in the Iron Workers 416.

### **ANALYSIS**

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

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

### **FINANCIAL IMPLICATIONS**

This item carries no financial implications.

# CITIZENS BOND OVERSIGHT COMMITTEE

## MEMBER APPLICATION FORM

Resume may be attached, but is optional. Submit completed application to Kelly Goodrich via email at kgoodric@sbccd.cc.ca.us, or via regular mail to SBCCD Fiscal Services, 114 S. Del Rosa Drive, San Bernardino, CA 92408. If you have questions, please call 909-382-4022.

Name <b>Kevin Retana</b>	Date of Application <b>10/07/15</b>
Street Address	Telephone #(s)
City, State Zip	Email Address

- 1) Are you currently 18 years of age or older? ☒ Yes ☐ No
- 2) Are you currently an employee or an official of the District? ☐ Yes ☒ No
- 3) Are you a vendor, contractor or consultant of the District? ☐ Yes ☒ No

Please indicate organizational representation, if applicable:

- ☐ Local Community ☐ Bona-fide Taxpayers Organization
- ☐ Business Organization within the District ☐ SBVC, CHC or KVCR Foundation
- ☐ Senior Citizens Organization ☒ SBVC or CHC Student Active in a College Group

Statement of expected contributions if appointed.

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Statement of qualifications (see **DESIRABLE QUALITIES FOR CANDIDATES** on reverse).

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Able to invest time in attending scheduled meetings

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Knowledge of the San Bernardino Community College District

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Knowledge of Parliamentary Procedure

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Please provide three professional references including name, address, phone number and relationship.

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Dr. Ericka Paddock, Advisor, Student Senate, Crafton Hills College, 11711 Sand Canyon Road, Yucaipa, CA 92399

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Joe Cabrales, Dean, Student Services, Crafton Hills College, 11711 Sand Canyon Road, Yucaipa, CA 92399

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Dr. Rebbecca Warren-Marlatt, Vice President, Student Services, Crafton Hills College, 11711 Sand Canyon Road, Yucaipa

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# CITIZENS BOND OVERSIGHT COMMITTEE

## MEMBER APPLICATION FORM

Resume may be attached, but is optional. Submit completed application to Kelly Goodrich via email at kgoodric@sbccd.cc.ca.us, or via regular mail to SBCCD Fiscal Services, 114 S. Del Rosa Drive, San Bernardino, CA 92408. If you have questions, please call 909-382-4022.

Name <b>Gabriel Jaramillo</b>	Date of Application <b>October 6, 2015</b>
Street Address <b>701 S Mt Vernon Avenue</b>	Telephone #(s) <b>[REDACTED]</b>
City, State Zip <b>San Bernardino, California 92410</b>	Email Address <b>vicepresident.asg.sbvc@outlook.com</b>

- 1) Are you currently 18 years of age or older? ☒ Yes ☐ No
- 2) Are you currently an employee or an official of the District? ☐ Yes ☒ No
- 3) Are you a vendor, contractor or consultant of the District? ☐ Yes ☒ No

Please indicate organizational representation, if applicable:

- ☐ Local Community ☐ Bona-fide Taxpayers Organization
- ☐ Business Organization within the District ☐ SBVC, CHC or KVCR Foundation
- ☐ Senior Citizens Organization ☒ SBVC or CHC Student Active in a College Group

Statement of expected contributions if appointed.

I have knowledge of the San Bernardino Community College District as well as the local community. I also have knowledge with financing and budget only within Associated Students and little knowledge with the district budget. Higher Education plays a big role as VP of ASG SBVC. Advocating on behalf of the entire student body has become a great part of my education and the students. I have volunteered in numerous activities on campus and off campus.

Statement of qualifications (see **DESIRABLE QUALITIES FOR CANDIDATES** on reverse).

I believe becoming a part of this committee will enhance my opportunities for future jobs in Business. This will educate me more and prepare me for future committees similar to this one I am applying for.

Please provide three professional references including name, address, phone number and relationship.

Raymond Carlos, 701 S Mt Vernon Ave, San Bernardino, CA. 92410, 909-384-8253

Joseph Nguyen, 701 S Mt Vernon Ave, San Bernardino, CA. 92410, 909-384-4400

Amanda Moody, 701 S Mt Vernon Ave, San Bernardino, CA. 92410, 909-384-8661

# CITIZENS BOND OVERSIGHT COMMITTEE

## MEMBER APPLICATION FORM

Resume may be attached, but is optional. Submit completed application to Kelly Goodrich via email at kgoodrich@sbccd.cc.ca.us, or via regular mail to SBCCD Fiscal Services, 114 S. Del Rosa Drive, San Bernardino, CA 92408. If you have questions, please call 909-382-4022.

Name <u>ALBERT T. GARCIA JR</u>	Date of Application <u>11-5-13</u>
Street Address [REDACTED]	Telephone #(s) [REDACTED]
City, State Zip [REDACTED]	Email Address [REDACTED]

- 1) Are you currently 18 years of age or older? ☒ Yes ☐ No
- 2) Are you currently an employee or an official of the District? ☐ Yes ☒ No
- 3) Are you a vendor, contractor or consultant of the District? ☐ Yes ☒ No

Please indicate organizational representation, if applicable:

- |  |  |
|--|--|
| <input type="checkbox"/> Local Community                           | <input type="checkbox"/> Bona-fide Taxpayers Organization              |
| <input type="checkbox"/> Business Organization within the District | <input type="checkbox"/> SBVC, CHC or KVCR Foundation                  |
| <input type="checkbox"/> Senior Citizens Organization              | <input type="checkbox"/> SBVC or CHC Student Active in a College Group |

Statement of expected contributions if appointed.

A SOUND EAR AND VOICE OF REASON

Statement of qualifications (see DESIRABLE QUALITIES FOR CANDIDATES on reverse).

VICE PRESIDENT FOR 2 AND 1 HALF TERMS, CLOCAL 416  
TRUSTEE @ RIV. /SIB. LLC.

Please provide three professional references including name, address, phone number and relationship.

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

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

**PREPARED BY:** Steven Sutorus, Business Manager

**DATE:** November 12, 2015

**SUBJECT:** Consideration of Approval of Surplus Property and Authorize Donation to the City of Redlands

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve the surplus and donation of six precast concrete steps to the City of Redlands.

### **OVERVIEW**

Crafton Hills College's Administrative Services Department wishes to surplus six precast concrete steps which are no longer needed by the campus. Education Code 81450.5 provides that a community college district may donate property to another public entity. The estimated value of the donation is \$500.

### **ANALYSIS**

Crafton Hills College no longer has a use for the concrete steps and the items are non-essential to ongoing operations. The City of Redlands has examined the property and is willing to accept the donation for use in supporting their mission.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness and Excellence

### **FINANCIAL IMPLICATIONS**

No cost to the District.

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

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

**PREPARED BY:** Steven Sutorus, Business Manager

**DATE:** November 12, 2015

**SUBJECT:** Consideration of Approval of Surplus Property and Authorize Donation to Rio Hondo Community College District

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve the surplus and donation of seven pieces of Diesel department equipment to Rio Hondo College.

### **OVERVIEW**

San Bernardino Valley College's Diesel program wishes to surplus the seven pieces of equipment listed below which are no longer used by the campus. Education Code 81450.5 provides that a community college district may donate property to another public entity. The estimated value of the donation is \$10,000.00.

- Engine Stand with Mercedes Engine
- Volvo Engine
- Mack Engine
- Rear Axle
- Front Axle
- Air Brake Display
- Disc Brake Display

### **ANALYSIS**

San Bernardino Valley College no longer uses the equipment and the items are non-essential to ongoing operations. Rio Hondo Community College District has examined the property and is willing to accept the donation for use in supporting their mission.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness and Excellence

### **FINANCIAL IMPLICATIONS**

No cost to the District.

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services  
**PREPARED BY:** Steven J. Sutorus, Business Manager  
**DATE:** November 12, 2015  
**SUBJECT:** Consideration of Approval of Surplus Property and Authorization for Private Sale or Disposal

### **RECOMMENDATION**

It is recommended that the Board of Trustees declare the equipment and/or materials listed on the attached as surplus property, and direct the Business Manager to arrange for its sale or disposal.

### **OVERVIEW**

California Education Code 81452 states that if a governing board, by a unanimous vote of those members present, finds that property, whether one or more items, does not exceed in value the sum of \$5,000, the property may be sold at private sale without advertising or disposed of.

### **ANALYSIS**

The items listed on the attached have been identified as obsolete and no longer usable. Upon approval by the board, they will be sold or disposed of through reputable auction houses and/or salvage companies.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

### **FINANCIAL IMPLICATIONS**

Funds for materials sold will be provided to the district within 30 days after auction and positively impact the budget.

Fixed Assets Surplus Report  
November 12, 2015

Asset Number	Date Retired	Location	Description	Date In Service	Initial Value	Current Value
17169	9/17/2015	CHC	HP LASERJET 1320 PRINTER	01/04/05	\$366.00	\$0.00
17611	9/17/2015	CHC	HIT HITCPX445 - Projector	04/04/07	\$1,847.91	\$0.00
30546	9/17/2015	CHC	Scaler, 5-in HDCP Compliant	12/19/12	\$3,495.14	\$0.00
32411	10/14/2015	SBVC	Copier - used	07/08/11	\$6,465.00	\$0.00
Total					<u>\$12,174.05</u>	

Non-Fixed Asset Surplus List  
November 12, 2015

Sharp ARM257 Copier	1 ea
HP DesignJet Plotter	1 ea
Dell Tablet	1 ea
Dell Keyboards	30 ea

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

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

**PREPARED BY:** Fath-Allah Oudghiri, Director Facilities, Planning & Construction

**DATE:** November 12, 2015

**SUBJECT:** Consideration of Approval of Amendment 002 to the CHJ Incorporated Contract

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve Amendment 002 to the CHJ Incorporated contract in the amount of \$299,351.00.

### **OVERVIEW**

On March 12, 2015 the board approved a contract with CHJ Incorporated for geotechnical and special testing services for Measure M projects at SBVC, including the Gymnasium and Athletic Facilities, Applied Technology building, and Miscellaneous Campus-wide Projects.

Since that time, multiple and significant unforeseen conditions arose requiring additional inspection parameters for the visitor and home gymnasium facilities, adding an additional cost of \$2 million dollars to the project. Likewise, unforeseen soil, environmental, and geotechnical circumstances necessitated further inquiry, inspection, and testing as mandated by the Division of the State Architect (DSA). This amendment is necessary to procure the additional professional services, including additional field and laboratory work, and field and shop inspection hours, for the remainder of the project.

### **ANALYSIS**

The effect of this amendment will be an addition of \$299,351.00 to the CHJ Incorporated contract, resulting in a revised contract amount of \$820,018.00.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

### **FINANCIAL IMPLICATIONS**

Included in the Fund 42 Construction Bond budget.

**No. 431 – Gymnasium Project**

DATE: 10/09/2015

TO: Fath-Allah Oudghiri, AIA, MBA  
*Director Facilities Planning & Construction*  
**San Bernardino Community College District (SBCCD)**

FROM: Hussain Agah *h/a*  
*Sr. Campus Manager*  
*San Bernardino Valley College (SBVC)*  
**Kitchell/BRj**

RE: **San Bernardino Valley College (SBVC) Measure M**  
**SBVC – 1510 – New Gymnasium & Pools (Gymnasium and Fields Project)**  
**C.H.J. INCORPORATED Amendment No. 02**

**PROJECT SCOPE:**

SBCCD approval of Amendment No. 02 for C.H.J. INCORPORATED for the Gymnasium Project and Field Facilities for necessary professional services per the Division of State Architecture (DSA) requirements.

**NARRATIVE:**

This amendment is for additional professional services including additional field and laboratory work and field and shop inspection hours. C.H.J. INCORPORATED's additional professional services are necessary to cover geotechnical and lab testing for the remainder of the Gymnasium Project, including the Main Gymnasium Building, Visitor Building (E), Home Building (D), Visitor Grandstand, Home Grandstand, Restroom Facility, Pressbox, and all flatworks.

**RECOMMENDATION:**

Kitchell/BRj recommends that SBCCD approves the C.H.J. INCORPORATED Amendment No. 02 for **the not to exceed amount of \$299,351.00**. SBCCD's concurrence with this recommendation for C.H.J. INCORPORATED's Amendment No. 02 will be presented to the SBCCD board at the upcoming November 12, 2015 board meeting.

**BUDGET INFORMATION:**

*Gymnasium Project – 1510*



*Info from Measure M Budget Version V29 09/30/2015*

Project Original Budget Amount:	\$ 69,376,038.00
Project Current Spent to date:	\$ 31,419,644.18
Project Current Estimate to Complete:	\$ 69,323,519.30
Project Memo Forecast Cost:	\$ 299,351.00
Project Change Amount:	\$ 00.00

Project Memo cost of \$299,351.00 will be added to Budget Line Item 42-50-01-1510-0257-6210.13-7100.



## Approvals:

	08.09.2015	
Hussain Agah, Sr. Campus Manager, Kitchell/BRj, SBVC	Date	WE 10/12/15
	10/12/15	
George Johnson, Bond Program Manager, Kitchell/BRj, SBVC	Date	
	10-14-15	
Scott Stark, Vice President, Administrative Services, SBVC	Date	
	10.21.2015	
Fath-Allah Oudghiri, AIA, MBA, Director Facilities Planning & Construction, SBCCD	Date	

Attachments: CHJ INCORPORATED proposal dated 10/09/15, Contract Amendment No. 02, emails.

## CONSULTANT CONTRACT AMENDMENT 002

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

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

TO: C.H.J. INCORPORATED  
1355 East Cooley Drive  
Colton, CA 92324

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### Brief Description:

This contract amendment is for additional geotechnical and inspection services for the Gymnasium Project and associated field facilities under the Measure M Bond New Gymnasium Project at San Bernardino Valley College. Additional Services to provide additional geotechnical observations, lab testing and specialty inspection necessary per Division of State Architecture (DSA).

### Attachments:

CHJ INCORPORATED proposal dated 10/09/2015; SBVC PM#431

### INCREASE Line items:

42-50-01-1510-0257-6210.13-7100 – SBVC – 1510 – New Gymnasium & Pools

### Costs:

\$299,351.00 = Total of this requested Consultant Contract Amendment: CA-002

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The original Contract Sum	\$320,667.00
Net change by previous Amendments	\$200,000.00
The Contract Sum prior to this Amendment	\$520,667.00
The Contract Sum will be increased by this Amendment	\$299,351.00
The new Contract Sum including this Amendment	\$820,018.00

The Contract Schedule as of this Amendment will have (0) change.

---

By signing this Amendment the San Bernardino Community College District (SBCCD) authorizes C.H.J. INCORPORATED to proceed with the scope of professional services.

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

### Authorized:

CONSULTANT  
CHJ INCORPORATED

PROGRAM MANAGER  
Kitchell/BRj

OWNER  
SBCCD

By: George E. Battey

By: George E. Battey

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

DATE: 10-12-15

DATE: 10/13/15

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

**701 South Mount Vernon • San Bernardino, CA 92410 • (909) 384-4400**



AD/SS.....Administration/Student Services	MC.....Media/Communications
(Note: AD rooms are located in AD/SS)	MCHS.....Middle College High School
ART.....Art Center	M&O.....Maintenance & Operations
AUD.....Auditorium	O.....Observatory
B.....Business	PL.....Planetarium
BOOK.....Bookstore	PS.....Physical Sciences
CC.....Campus Center	SG.....Snyder Gym
CDC.....Child Development Center	SHS.....Student Health Services
CTS.....Computer Technology Services	T.....Technical
HLS.....Health & Life Science	TRAN.....Transportation Center
LA.....Liberal Arts	WG.....Women's Gym
LIB.....Library	

**Parking in disabled stalls requires a valid California disabled placard and a valid SBCCCD parking permit/decal.**

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

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

**PREPARED BY:** Fath-Allah Oudghiri, Director, Facilities Planning & Construction

**DATE:** Novemebr 12, 2015

**SUBJECT:** Consideration of Approval of Amendment 002 to the Leighton Consulting, Inc. Contract for Measure M Projects at CHC

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve Amendment 002 to the Leighton Consulting, Inc. contract for Measure M Projects at CHC in the amount of \$25,000.00.

### **OVERVIEW**

On February 19, 2015, the Board of Trustees approved a contract with Leighton Consulting, Inc. for geotechnical observation and special testing for various projects at Crafton Hills College. During the course of construction for the New Science Buliding the project fell behind due to contractor and design issues. The general contractor provided a recovery schedule, which extended the final completion date to November 2015. It has been determined that an increase of \$25,000.00 is needed to complete the special inspection services for the New Science Buliding.

### **ANALYSIS**

The effect of this amendment will be an addition of \$25,000.00 to the Leighton Consulting, Inc. contract, resulting in a revised contract amount of \$612,000.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

### **FINANCIAL IMPLICATIONS**

Included in the Fund 42 Bond Construction budget.



**No. 048 – New Science Building**

DATE: 10/14/2015

TO: Fath-Allah Oudghiri, AIA, MBA  
Director Facilities Planning & Construction  
San Bernardino Community College District (SBCCD)

FROM: Monica Garza *MG*  
Project Manager  
Crafton Hills College (CHC)  
Kitchell/BRj

RE: Crafton Hills College (CHC) Measure M  
CHC- 4625 – New Science Building (NSB)  
Extended contract for Leighton Consulting, Inc.

**PROJECT SCOPE:**

SBCCD approval to execute an amendment to Leighton Consultant, Inc's (KCS) contract for Special Testing and Geotechnical fees associated with CHC - New Science Building.

**NARRATIVE:**

Leighton's Consulting Inc., is currently contracted to provide testing and geotechnical services for SBCCD through the District approved RFQ/RFP. The testing & inspection requirements provided by Leighton for their original project quote were provided to them prior DSA approval of the project. The DSA Testing & Inspection sheet provided after DSA's approval included continuous inspections for the fabrication and installation of the precast concrete panels which was not anticipated at the time of Leighton's original quote. The increase is the anticipated amount required to complete the project through substantial completion, November 2015.

**RECOMMENDATION:**

Kitchell/BRJ recommends that SBCCD approve this proposal in the amount of Twenty Five Thousand Dollars and Zero cents (\$25,000.00). We believe that the costs associated with this proposal is reasonable and in agreement with construction industry practices.

**BUDGET INFORMATION:**

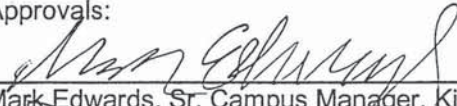
*New Science Project – Proj. # (4625)*

*Info from Measure M Budget V# 29, September 30, 2015*

Project Original Budget Amount:	\$ 26,805,517.00
Project Current Spent to date:	\$ 21,943,377.06
Project Current Estimate to Complete:	\$ 5,213,267.72
Project Memo Forecast Cost:	\$ 25,000.00
Project Change Amount:	\$ 00.00

Project Memo cost of \$25,000 Budget Line Item 42-50-02-4625-0257- 6210.59 -7100

Approvals:

	10/21/15
Mark Edwards, Sr. Campus Manager, Kitchell/BRj	Date
	10/21/15
George Johnson, Bond Program Manager, Kitchell/BRj	Date
	10/21/15
Mike Strong, Vice President, Administrative Services, CHC	Date
	10.21.2015
Fath-Allah Oudghiri, AIA, MBA, Director Facilities Planning & Construction	Date

Attachments: Leighton Proposal dated October 14, 2015

**CHC NEW SCIENCE BUILDING  
CONTRACT AMENDMENT: 002**

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

OWNER: San Bernardino Community College District (SBCCD)

TO: Leighton Consulting, Inc.  
10532 Acacia Street, Suite B-6  
Rancho Cucamonga, CA 91730

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**BRIEF DESCRIPTION:**

Leighton Consulting Inc. Contract Amendment 002 for Special Testing and Geotechnical Services fees associated with CHC New Science Building.

COSTS: \$25,000 Total for Amendment No.002

**ATTACHMENTS: -**

Kitchell/BRj Project Memo - New Science Bldg. #048  
Leighton Consulting Inc. proposal dated 10/14/15

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The original Contract Sum	\$ 516,000.00
Net change by previous Amendments	\$ 71,000.00
The Contract Sum prior to this Amendment	\$ 587,000.00
The Contract Sum will be increased/decreased by this Amendment	\$ 25,000.00
The new Contract Sum including this Amendment	\$ 612,000.00

The Contract Schedule as of this Amendment will be extended to December, 2015.

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

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

Authorized:

CONSULTANT  
Leighton Consulting, Inc.

BOND PROGRAM MANAGER  
Kitchell/BRj

OWNER  
SBCCD

By: 

By: 

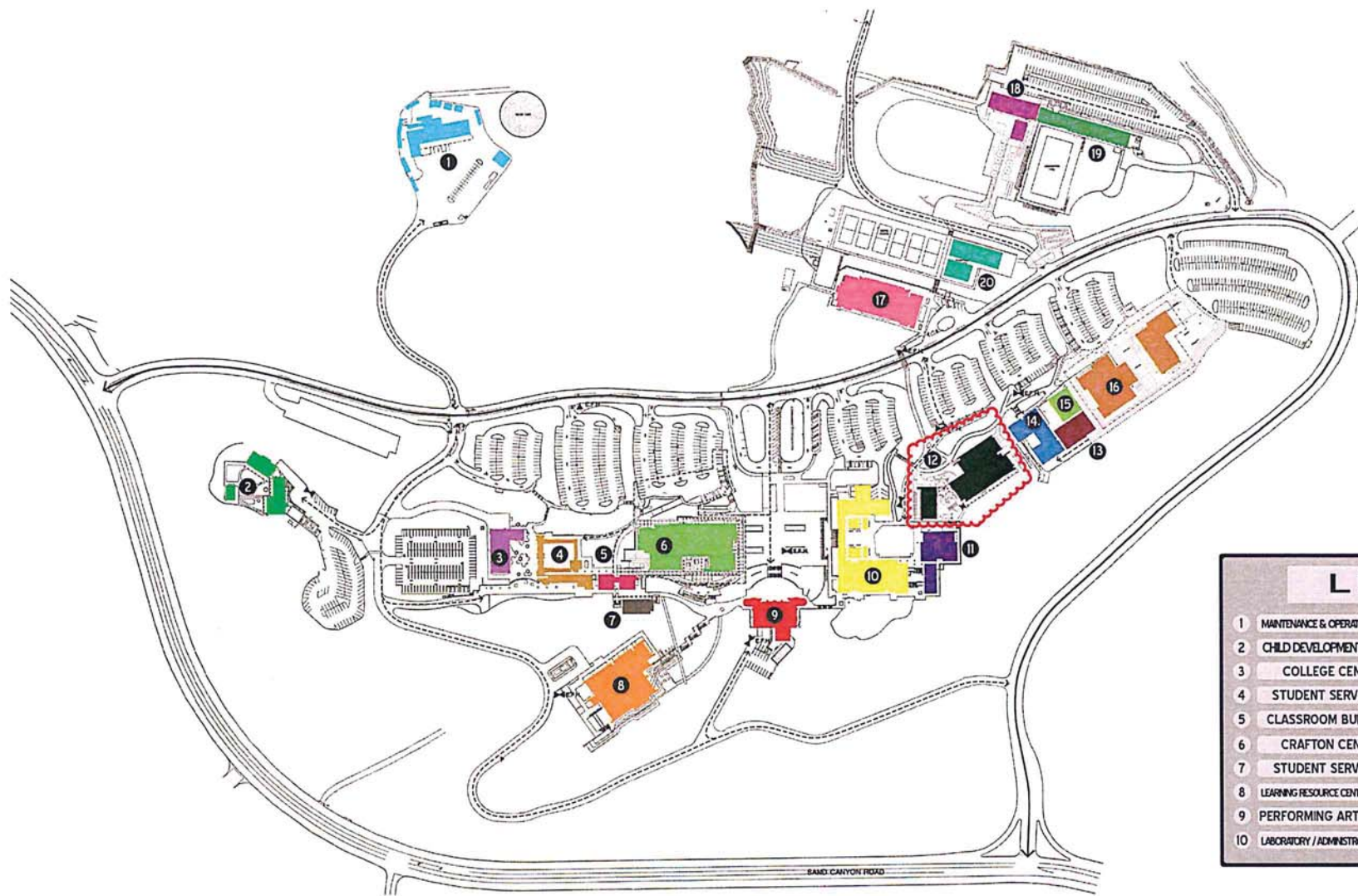
By: \_\_\_\_\_

DATE: 10/26/2015

DATE: 10/27/15

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





LEGEND			
1	MAINTENANCE & OPERATIONS / M&O	11	CHEMISTRY / HEALTH SCIENCE
2	CHILD DEVELOPMENT CENTER	12	NEW SCIENCE BUILDING
3	COLLEGE CENTER	13	BOOKSTORE
4	STUDENT SERVICES A	14	OCCUPATIONAL EDUCATION 1 / OE-1
5	CLASSROOM BUILDINGS	15	CLASSROOM AT BOOKSTORE
6	CRAFTON CENTER	16	OCCUPATIONAL EDUCATION 2 / OE-2
7	STUDENT SERVICES B	17	GYMNASIUM
8	LEARNING RESOURCE CENTER / LIBRARY	18	PHYSICAL EDUCATION COMPLEX / PE
9	PERFORMING ART CENTER	19	AQUATICS CENTER / CRF
10	LABORATORY / ADMINISTRATION / LADM	20	SCIENCE PORTABLES



## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

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

**PREPARED BY:** Fath-Allah Oudghiri, Director, Facilities Planning & Construction

**DATE:** November 12, 2015

**SUBJECT:** Consideration of Approval of Amendment 005 to the Knowland Construction Services, Inc. Contract for Measure M Projects

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve Amendment 005 to the Knowland Construction Services, Inc. contract for Measure M Projects in the amount of \$26,496.00.

### **OVERVIEW**

On August 13, 2012, the Board of Trustees approved a contract with Knowland Construction Services, Inc. for inspection services for various Measure M projects. During the course of construction for the CHC New Science Building, the project fell behind due to contractor and design issues. The general contractor provided a recovery schedule, which extended the final completion date to January 2016. It has been determined that a total of 368 hours at \$72/hour for an increase of \$26,496.00 is needed to complete the inspection services for this project.

### **ANALYSIS**

The effect of this amendment will be an addition of \$26,496.00 to Knowland Construction Services, Inc. contract, resulting in a revised contract amount of \$2,312,240.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

### **FINANCIAL IMPLICATIONS**

Included in the Fund 42 Bond Construction budget.

**No. 047 Revised– New Science Building**

DATE: 10/13/2015

TO: Fath-Allah Oudghiri, AIA, MBA  
*Director Facilities Planning & Construction*  
**San Bernardino Community College District (SBCCD)**

FROM: Monica Garza  
*Project Manager*  
*Crafton Hills College (CHC)*  
**Kitchell/BRj**

RE: **Crafton Hills College (CHC) Measure M**  
CHC- 4625 – New Science Building (NSB)  
Extended contract for inspection services

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**PROJECT SCOPE:**

SBCCD approval to execute an amendment to Knowland Construction Services, Inc's (KCS) contract for project inspection services associated with the New Science Building from October through January, 2016.

**NARRATIVE:**

Knowland's Construction Services, a Division of State Architect (DSA) certified inspection company, is currently contracted to provide inspection services for SBCCD through the District approved RFQ/RFP. Knowland's contract with the District expired June 5, 2015 and New Science Building is currently under construction with 92% time completion. Prosecution and progress of work under extension of time is required for Inspector of Record to complete the inspection for construction phase. Substantial completion is scheduled on November, 2015. In addition, we are requesting to extend the fees through January, 2016 for extended Contract Amendment services.

**RECOMMENDATION:**

Kitchell/BRJ recommends that SBCCD approve this proposal in the amount of Twenty Six Thousand Four Hundred Ninety Six Dollars and Zero Cents (\$26,496.00). We believe that the costs associated with this proposal is reasonable and in agreement with construction industry practices.

Project Memo cost of \$26,496.00 Budget Line Item 42-50-02-4625-0257- 6210.20 -7100

**BUDGET INFORMATION:**

*New Science Project – Proj. # (4625)*

*Info from Measure M Budget V# 29, September 30, 2015*


Project Original Budget Amount:	\$ 26,805,517.00
Project Current Spent to date:	\$ 21,943,377.06
Project Current Estimate to Complete:	\$ 5,213,267.72
Project Memo Forecast Cost:	\$ 26,496.00
Project Change Amount:	\$ 00.00

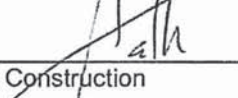
Project Memo cost of \$26,496.00 Budget Line Item 42-50-02-4625-0257- 6210.20 -7100

Approvals:

  
\_\_\_\_\_  
Mark Edwards, Sr. Campus Manager, Kitchell/BRj  
10/19/15  
Date

  
\_\_\_\_\_  
George Johnson, Bond Program Manager, Kitchell/BRj  
10/19/15  
Date

  
\_\_\_\_\_  
Mike Strong, Vice President, Administrative Services, CHC  
10/20/15  
Date

  
\_\_\_\_\_  
Fath-Allah Oudghiri, AIA, MBA, Director Facilities Planning & Construction  
10.21.2015  
Date

Attachments: Knowland Proposal dated October 14, 2015



**CHC NEW SCIENCE BUILDING  
CONTRACT AMENDMENT: 005**

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

**OWNER:** San Bernardino Community College District (SBCCD)

**TO:** Knowland Construction Services  
33 Narcissa Drive,  
Rancho Palos Verdes,  
CA 90275

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**BRIEF DESCRIPTION:**

Knowland's Construction Services, Inc. Contract Amendment #005 for Inspection Services fees associated with the CHC New Science Building project. This Contract amendment amends the total value of the contract Knowland Construction Services, Inc. has with SBCCD for Division of State Architect (DSA) Inspector of Record services for various SBVC and CHC Measure M projects.

**COSTS:**

\$26,496.00 Total for Amendment No. 005

**ATTACHMENTS:** -

Kitchell/BRj Project Memo - New Science Bldg. #047  
Knowland Construction Services proposal dated 10/14/15

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The original Contract Sum	\$ 1,500,000.00
Net change by previous Amendments	\$ 785,744.00
The Contract Sum prior to this Amendment	\$ 2,285,744.00
The Contract Sum will be increased/decreased by this Amendment	\$ 26,496.00
The new Contract Sum including this Amendment	\$ 2,312,240.00

The Contract Schedule as of this Amendment will be extended to January 2016.

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

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

Authorized:

DSA Inspectors  
Knowland Construction  
Services

BOND PROGRAM MANAGER

OWNER

Kitchell/BRj

SBCCD

By: 

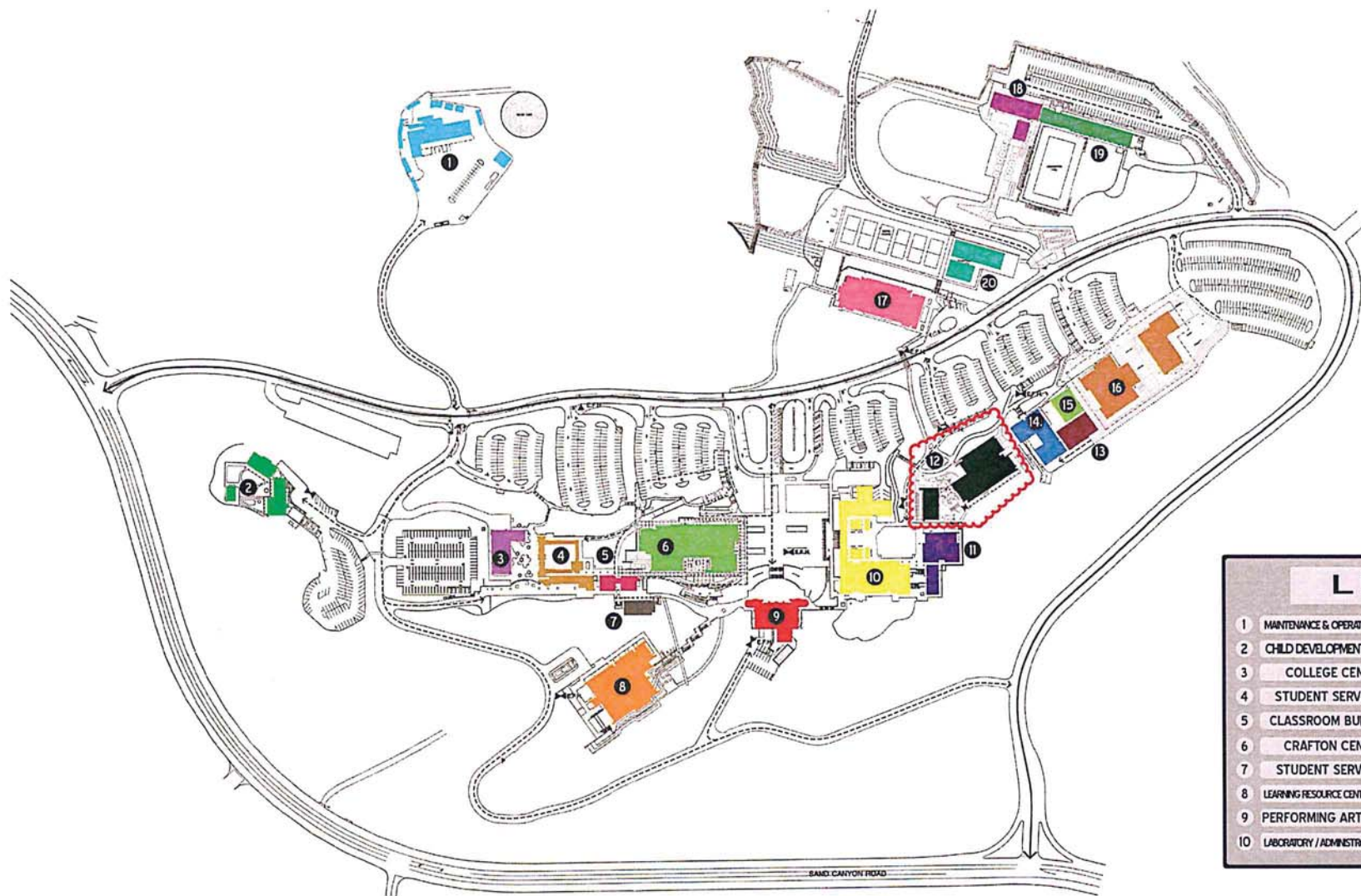
By: 

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

DATE: 10/26/2015

DATE: 10/27/15

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



LEGEND			
1	MAINTENANCE & OPERATIONS / M&O	11	CHEMISTRY / HEALTH SCIENCE
2	CHILD DEVELOPMENT CENTER	12	NEW SCIENCE BUILDING
3	COLLEGE CENTER	13	BOOKSTORE
4	STUDENT SERVICES A	14	OCCUPATIONAL EDUCATION 1 / OE-1
5	CLASSROOM BUILDINGS	15	CLASSROOM AT BOOKSTORE
6	CRAFTON CENTER	16	OCCUPATIONAL EDUCATION 2 / OE-2
7	STUDENT SERVICES B	17	GYMNASIUM
8	LEARNING RESOURCE CENTER / LIBRARY	18	PHYSICAL EDUCATION COMPLEX / PE
9	PERFORMING ART CENTER	19	AQUATICS CENTER / CRF
10	LABORATORY / ADMINISTRATION / LADM	20	SCIENCE PORTABLES

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

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

**PREPARED BY:** Fath-Allah Oudghiri, Director Facilities, Planning & Construction

**DATE:** November 12, 2015

**SUBJECT:** Consideration of Approval of Amendment 010 to the Little Diversified Architectural Consulting, Inc. Contract at SBVC

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve Amendment 010 to the Little Diversified Architectural Consulting, Inc. contract at SBVC in the amount of \$750.00.

### **OVERVIEW**

On February 17, 2011, the Board of Trustees approved an agreement with NTD Architecture for architectural services on the Auditorium Renovation project at SBVC. On February 19, 2015, the Board of Trustees approved an amendment which assigned the agreement from NTD Architecture to Little Diversified Architectural Consulting, Inc. as a result of a court-ordered bankruptcy sale.

This amendment to that contract is for additional design services requested by the District as part of the commissioning processes necessary to obtain Leadership in Environmental & Energy Design (LEED) Certification for the Auditorium Renovation Project.

### **ANALYSIS**

The effect of this amendment will be an addition of \$750.00 to the Little Diversified Architectural Consulting, Inc. contract, resulting in a revised contract amount of \$939,475.00.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

### **FINANCIAL IMPLICATIONS**

Included in the Fund 42 Construction Bond budget.



# Kitchell/BRj

701 S. Mount Vernon Avenue, San Bernardino, CA 92410

# Project Memo

Ph: 909.693-3160

Fax: 909.889-9952

DATE: August 31, 2015

No. VC 424

TO: Jose F Torres  
Interim Vice Chancellor, Business & Fiscal Services  
San Bernardino Community College District (SBCCD)

FROM: Hussain Agah  
Sr. Campus Manager  
San Bernardino Valley College (VC)  
Kitchell/BRj

RE: San Bernardino Valley College (SBVC) Measure M  
Auditorium Renovation Project  
Contract Amendment CA-10 for OPR Preparation

## SCOPE:

SBCCD approval for Contract Amendment No. 10 to Little Diversified Architectural Consulting to develop Owner Program Requirements (OPR) for Auditorium Renovation Project for the LEED Certification.

## NARRATIVE:

This contract amendment is for additional professional services to the Little Diversified Architectural Consulting contract for the Auditorium Renovation Project to develop Owner Program Requirements (OPR) necessary for LEED Certification. During LEED submission, it was discovered that United States Green Building Council (USGBC) would not accept the District Standards and Programing and Basis of Design (BOD) as a substitution to the Owner Program Requirements (OPR). The OPR development is not part of the commissioning agent scope of services nor is it part of Little Diversified scope of services. Kitchell/BRj reached out to ARUP and Little Diversified and received two (2) proposals of which Little Diversified the most reasonable to the District.

## RECOMMENDATION:

Kitchell/BRj recommends that SBCCD approves the Little Diversified Architectural Consulting Contract Amendment No. 10 for the amount of \$750.

## Budget Information:

Auditorium Renovation Project- Project #9517  
Info from Measure M Budget Version 28 8/31/2015

**PROJECT:** 42-50-01-9517-0257-6220.10-7100

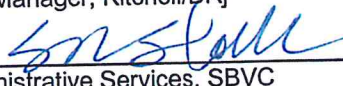
Original Project Budget amount:	\$ 10,762,085.44
Spent to Date:	\$ 9,787,505.43
Project Current Estimate of Complete Costs:	\$ 10,470,763.05
<b>Project Memo Forecast Cost:</b>	\$ 750.00
Project Change Amount:	\$ 0.00

Project Memo cost of \$750.00 will be added to Budget Line Item 6220.10

Approvals:

  
George Johnson, Bond Program Manager, Kitchell/BRj

9/10/15  
Date

  
Scott Stark, Vice President, Administrative Services, SBVC

9.15.15  
Date

  
Fath-Allah Oudghiri, AIA, MBA, Director Facilities, Planning & Construction

9.21.2015  
Date

**Attachments:** Little Diversified proposal, ARUP proposal and email correspondences



## ARCHITECT CONTRACT AMENDMENT 010

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

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

TO: Little Diversified Architectural Consulting, Inc.  
300 North Lone Hill Avenue, Suite 110  
San Dimas, CA 91773

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### Brief Description:

This contract amendment is for additional professional services for developing the Owner Program Requirements (OPR) for commissioning that is necessary for LEED Certification for the Auditorium Renovation Project at San Bernardino Valley College. Additional services to provide an Owner Program Requirement (OPR) are to satisfy United States Green Building Council (USGBC) for project LEED Certification.

### Attachments:

Little Diversified Architectural Consulting, Inc. Proposal dated 8/12/2015

### Costs:

**\$750.00** = Total of this requested Architect Contract Amendment: 010

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The original <b>Contract Sum</b>	\$458,400.00
Net change by previous Amendments	\$480,325.00
The <b>Contract Sum</b> prior to this Amendment	\$938,725.00
The <b>Contract Sum</b> will be <b>increased</b> by this Amendment	\$750.00
The new <b>Contract Sum</b> including this Amendment	\$939,475.00

The Contract Schedule as of this Amendment will be **extended (0) days**.

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By signing this Amendment, SBCCD authorizes Little Diversified Architectural Consulting, Inc. to perform the scope of work listed above.

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

Authorized:

### ARCHITECT

### PROGRAM MANAGER

### OWNER

Little Diversified Architectural  
Consulting, Inc.

Kitchell/BRj

SBCCD

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

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

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

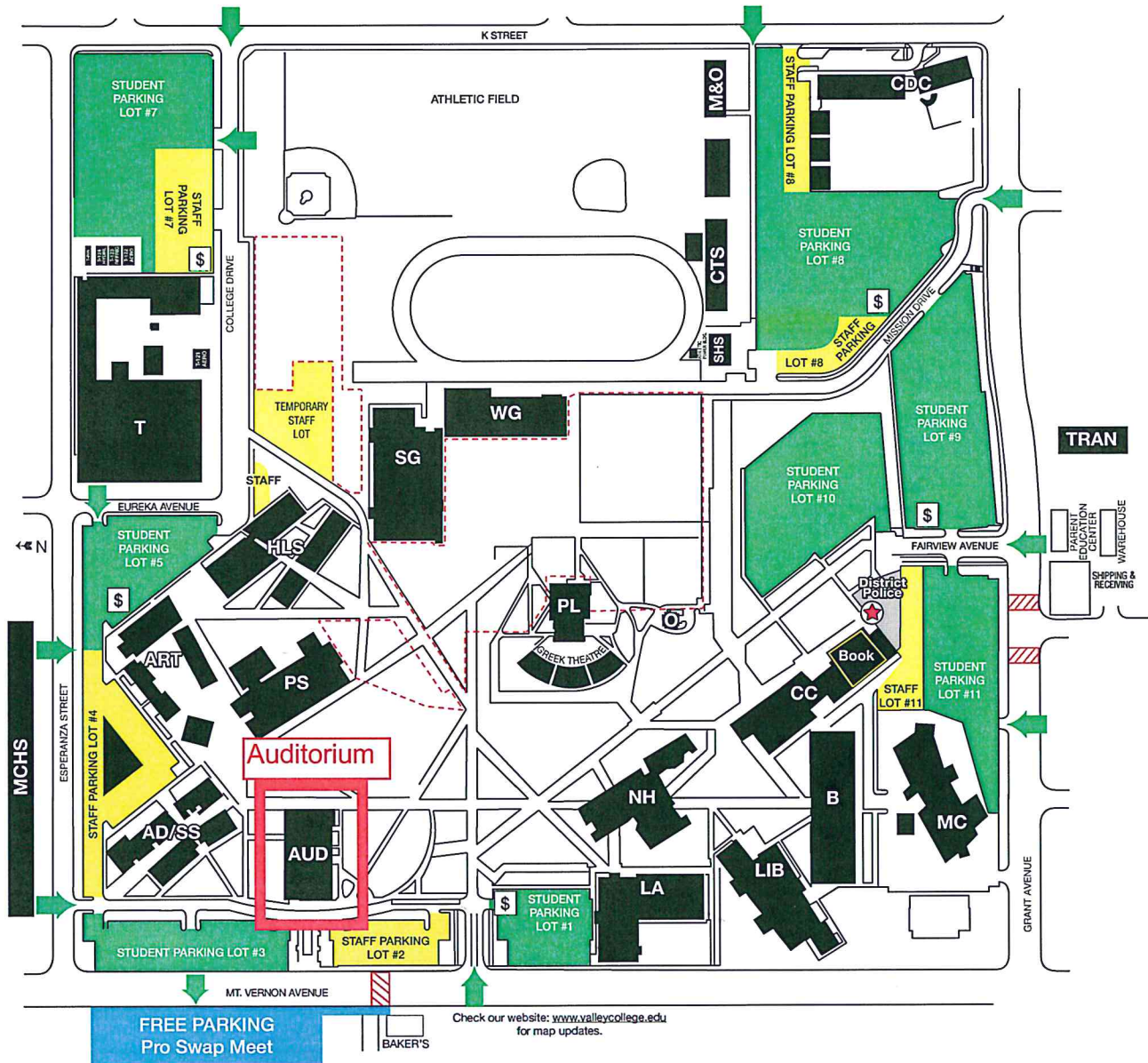
DATE: 8/31/15

DATE: 9/9/15

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

# San Bernardino Valley College

701 South Mount Vernon • San Bernardino, CA 92410 • (909) 384-4400



INDICATES CONSTRUCTION AREAS

ARROWS DESIGNATE STUDENT PARKING LOT ENTRANCES

INDICATES PARKING PERMIT DISPENSER

CROSSWALK

INDICATES APPROVED SMOKING AREAS (10)  
This is a smoke-free campus - smoking in non-designated areas or buildings may result in the issuance of a citation (Board Policy #3570; Government Code #7597)

## Building Symbols

AD/SS.....Administration/Student Services  
(Note: AD rooms are located in AD/SS)  
ART.....Art Center  
AUD.....Auditorium  
B.....Business  
BOOK.....Bookstore  
CC.....Campus Center  
CDC.....Child Development Center  
CTS.....Computer Technology Services  
HLS.....Health & Life Science  
LA.....Liberal Arts  
LIB.....Library

MC.....Media/Communications  
MCHS.....Middle College High School  
M&O.....Maintenance & Operations  
O.....Observatory  
PL.....Planetarium  
PS.....Physical Sciences  
SG.....Snyder Gym  
SHS.....Student Health Services  
T.....Technical  
TRAN.....Transportation Center  
WG.....Women's Gym

**DISTRICT POLICE**  
Campus Center Rm. 100  
(909) 384-4491

Parking permits/decals are required to park in all parking lots and on all college streets.

Parking in disabled stalls requires a valid California disabled placard and a valid SBCCD parking permit/decal.

Revised 7-14

## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

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

**PREPARED BY:** Fath-Allah Oudghiri, Director, Facilities Planning & Construction

**DATE:** November 12, 2015

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

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve the following contract amendments and ratify the following change orders. These changes are required and necessary, benefit the District, and reflect the most favorable negotiated costs.

<b>Crafton Hills College – PE Complex</b>						
	<u>Change #</u>	<u>Original Contract</u>	<u>Previous Changes</u>	<u>Proposed Changes</u>	<u>New Contract</u>	<u>Total CO %</u>
All-Surface Roofing & Waterproofing	CO-01	7,320.00	0	243.00	7,563	3.32%
Restoration Management Company	CO-01	48,658.68	0	500.00	49,158.68	1.03%
<b>Crafton Hills College – Small Scale Construction Projects – Swing Space</b>						
Three Peaks Corporation	CO-01	14,085.00	0	1,155.00	15,240.00	8.20%
Mobile Modular Management Corporation	CO-01	107,242.00	0	(1,155.00)	106,087.00	-1.08%

### **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 \$743.00, which is 0.00000552% of the total Measure M construction contracts of \$164,572,192.37.

The total of all Measure M amendments and change orders, including those submitted this month, increases the Measure M construction contracts by \$4,931,016.34. The new overall Measure M change order percentage is 3.00%. The construction projects remain within the approved budget.

## **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

## **FINANCIAL IMPLICATIONS**

Included in the Measure M budget.

**No. 03 – CHC Swing Project Phase B Gym (NCC)**

DATE: October 19, 2015

TO: Fath-Allah Oudghiri, AIA, MBA  
Director Facilities Planning & Construction  
San Bernardino Community College District (SBCCD)

FROM: Tom Anderson  
Project Manager  
Crafton Hills College (CHC)  
Kitchell/BRj

RE: **Crafton Hills College (CHC) Measure M**  
CHC Swing Project Phase B Gym (NCC)  
Three Peaks Corp. Change Order #01

**PROJECT SCOPE:**

Cosmetic Improvements to the Gym Building Classrooms.

**NARRATIVE:**

SBCCD approval to execute Change Order #01 to Three Peaks Corp., per the following items:

## Item 1.1 –

Description: KB CD#09 – Install gutter guard and downspout extensions.  
Code: L-2, Contract Administrative issue, Construction Manager Generated  
Amount: \$880.00

## Item 1.2 –

Description: KB CD#09 – Repair Sod/Landscape damaged by other.  
Code: L-2, Contract Administrative issue, Construction Manager Generated  
Amount: \$275.00

TOTAL \$1,155.00

In summary, this change order includes additional scope of work for the General Contractor generated from added and/or deleted scope improvements from Campus requested changes identified during construction operations. These items were not included in the original contract documents and noted after the proposal and execution of the contract.

**RECOMMENDATION:**

In accordance with Article 7 of the General Conditions, Kitchell/BRj recommends that SBCCD approve Three Peaks Corp. Change Order #01 in the amount of \$1,155.00 and 0 additional calendar days. The project team estimated the change order request of Three Peaks Corp. in order to develop concurrence with the final change order amount and schedule impact. We believe that the cost and schedule impact associated with the above described change in scope of work are reasonable and in agreement with construction industry practices.

Original Contract Value: \$14,085.00

Contract Value per previous Change Orders: \$14,085.00



Change Order #01 request: \$1,155.00

With the approval of this change order the new contract amount: \$15,240.00

With your concurrence with this recommendation please sign the attached copies of the change order and return to us for further processing within the next monthly project billing.

**BUDGET INFORMATION:**

*New Crafton Center – 8208*

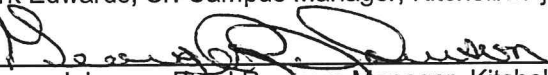
*Info from Measure M Budget V28 — 8/26/15*

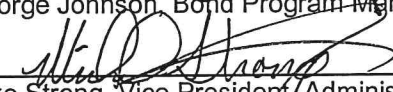
Project Original Budget Amount:	\$ 31,347,128.00
Project Current Spent to date:	\$ 25,150,518.09
Project Current Estimate to Complete:	\$ 6,343,407.14
Project Memo Forecast Cost:	\$ 1,155.00
Project Change Amount:	\$ 00.00

Project Memo cost of \$1,155.00 will be paid from Budget Line Item #42-50-02-8208-0257-6420.47-7400 *2*

Approvals:

  
\_\_\_\_\_  
Mark Edwards, Sr. Campus Manager, Kitchell/BRj  
Date *10/20/15*

  
\_\_\_\_\_  
George Johnson, Bond Program Manager, Kitchell/BRj  
Date *10/20/15*

  
\_\_\_\_\_  
Mike Strong, Vice President/ Administrative Services, CHC  
Date *10/20/15*

  
\_\_\_\_\_  
Fath-Allah Oudghiri, AIA, MBA, Director Facilities Planning & Construction  
Date *10.21.2015*

Attachments: Three Peaks Company Change Order #01 with Details/Backup

8208  
Project Number

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
Capital Facilities Program Management  
**CHANGE ORDER**

SwingSpace B- C.O.#1  
C.O./ P.C. #

Original Contract Amount: \$14,085.00  
Amount of Previous Contract Amendments: \$0.00  
Amount of Previous Change Orders: \$0.00  
Current Contract Amount \$14,085.00

School Name:	SBCCD -8208 Crafton Hills College	Date:	October 8, 2015
Project Description:	Swing Project-Phase B Gym NCC	Contract #:	Bld Category 2
To (Contractor):	Three Peaks Corp.	Attn:	Erik Simmons

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

Item 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, errors and/or omissions and unforeseen field conditions. These items were not included in the original contract documents and noted after the bid and execution of the trade contract.

Contractor to furnish all labor, materials and equipment to install two (2) splash guards on the existing roof gutters of modular #2 & #3 to simulate modular #1. Install three (3) 90 degree returns to the existing drain pipes to detour water off the walkway decks. Repair grass area damaged by truck tires of the Mobile Modular service crew. (All work to be performed on Swing Project - Phase A NCC portables to complete back charge work to Modular Mobile)  
See detailed backup for more information.

Refer to Attached Project Memo No. :

TOTAL COST OF THIS CHANGE ORDER :

\$1,155.00

**Reason for Change:** \*\*See Breakdown by Item on next page

- ☐ Site Cost, Unforeseen Field Condition  
☐ Site Cost, Error and/ or Omission  
☐ Building Cost, District Added or Reduced Scope

Initiator of Change: \*\*See Breakdown by Item on next page

Current contract AMOUNT:	\$14,085.00
The contract AMOUNT due to this Change Order will be increased by:	\$1,155.00
The contract AMOUNT due to this Change Order will be decreased by:	\$0.00
The revised Contract Amount, including this Contract Change Order is:	\$15,240.00
The contract TIME due to this Change order will be increased by:	0
The contract TIME due to this Change order will be decreased by:	0
The New Contract Completion Date, including this Contract Change Order is	5-Oct-15

San Bernardino Community College District Change Order No.: CO #1

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 work.

Includes Items: Item 1.1 - Item 1.2

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

Dana Cartney  
Architect - DC Architects  
Tom Anderson  
Construction Manager - Kitchell/BRJ  
Erik Simmons  
Contractor - Three Peaks Constructors, Inc.  
District: San Bernardino Community College District

Dana Cartney  
Dana Cartney - Sr. Project Mgr. DC Architects  
Tom Anderson  
Tom Anderson - Project Manager  
Erik Simmons  
Erik Simmons - Owner  
Jose Torres  
Jose Torres - Interim Vice Chancellor Fiscal Services

10-13-15  
Date  
10-5-15  
Date  
10/14/15  
Date  
Date

[illegible]

\* DC Architects has a disagreement on the entitlement of this item. See detailed backup for more information.  
 \*\* DC Architects has a disagreement with amount approved in this item. See detailed backup for more information.

CODE LEGEND

- 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



**No. 03 – CHC Swing Space – Phase A NCC Portables**

DATE: October 19, 2015

TO: Fath-Allah Oudghiri, AIA, MBA  
*Director Facilities Planning & Construction*  
**San Bernardino Community College District (SBCCD)**

FROM: Tom Anderson  
*Project Manager*  
*Crafton Hills College (CHC)*  
**Kitchell/BRj**

RE: **Crafton Hills College (CHC) Measure M**  
CHC (8208) Swing Space – Phase A NCC Portables  
Mobile Modular Deductive Change Order #01

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**PROJECT SCOPE:**

Provide Modular Buildings for Classrooms swing Space (CSS) Project.

**NARRATIVE:**

SBCCD approval to execute a Deductive Change Order #01 to Mobile Modular, per the following items:

## Item 1.1 –

Description: KB CD#09 – Install gutter guard and downspout extensions.  
Code: L-2, Contract Administrative issue, Construction Manager Generated  
Amount: \$(880.00)

## Item 1.2 –

Description: KB CD#09 – Repair Sod/Landscape damaged by other.  
Code: L-2, Contract Administrative issue, Construction Manager Generated  
Amount: \$(275.00)

TOTAL \$(1,155.00)

In summary, this change order includes additional scope of work for the General Contractor generated from added and/or deleted scope improvements from Campus requested changes identified during construction operations. These items were not included in the original contract documents and noted after the proposal and execution of the contract.

**RECOMMENDATION:**

In accordance with Article 7 of the General Conditions, Kitchell/BRj recommends that SBCCD approve Mobile Modular deductive Change Order #01 in the amount of \$(1,155.00) and 0 additional calendar days. The project team estimated the change order request of Mobile Modular in order to develop concurrence with the final change order amount and schedule impact. We believe that the cost and schedule impact associated with the above described change in scope of work are reasonable and in agreement with construction industry practices.

Original Contract Value: \$107,242.00  
Contract Value per previous Change Orders: \$107,242.00

Change Order #01 request: \$(1,155.00)

With the approval of this change order the new contract amount: \$106,087.00

With your concurrence with this recommendation please sign the attached copies of the change order and return to us for further processing within the next monthly project billing.

**BUDGET INFORMATION:**


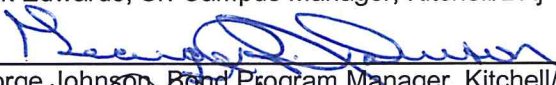
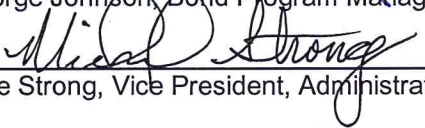
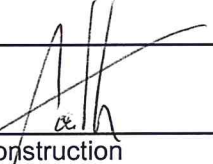
*PE Complex – 1510*

*Info from Measure M Budget V28 — 8/26/15*

Project Original Budget Amount:	\$ 31,347,128.00
Project Current Spent to date:	\$ 25,150,518.09
Project Current Estimate to Complete:	\$ 6,343,407.14
Project Memo Forecast Cost:	\$ (1,155.00)
Project Change Amount:	\$ 00.00

Project Memo cost of \$(1,155.00) will paid from Budget Line Item #42-50-02-8280-0257-6400.47-7100

Approvals:

	11/20/15
Mark Edwards, Sr. Campus Manager, Kitchell/BRj	Date
	10/20/15
George Johnson, Bond Program Manager, Kitchell/BRj	Date
	10/20/15
Mike Strong, Vice President, Administrative Services, CHC	Date
	10.21.2015
Fath-Allah Oudghiri, AIA, MBA, Director Facilities Planning & Construction	Date

Attachments: Mobile Modular Deductive Change Order #01 with Details/Backup

8208

Project Number

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**  
**Capital Facilities Program Management**  
**CHANGE ORDER**

CHC-Mod Bldg/Classrms - C.O. #01  
 C.O./P.C. #

Original Contract Amount: \$107,242.00  
 Amount of Previous Contract Amendments: \$0.00  
 Amount of Previous Change Orders: \$0.00  
 Current Contract Amount \$107,242.00

School Name:	SBCCD - Crafton Hills College	Date:	09/09/15
Project Description:	CHC-Mod Bldg for Classrms Swing Space A	Contract #:	Bld Category 1
To (Contractor):	Mobile Modular Management Corp.	Attn:	Larry Rodgers

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

Item No: Refer to attachments

**Description of Work**

This scope of work will become a deductive change order for the contractor. Generated from the construction manager (Kitchell/BRJ) added and/or deleted/reduced scope, work incomplete & damages to the area. These items were not included in the original contract documents and noted after the bid and execution of the trade contract.

See detailed backup for more information.

Refer to Attached Project Memo No. : CHC-Classroom Swing Space A 002  
 TOTAL COST OF THIS CHANGE ORDER : -\$1,155.00

**Reason for Change:** \*\*See Breakdown by Item on next page

- ☐ Site Cost, Unforeseen Field Condition  
☐ Site Cost, Error and/ or Omission  
☐ Building Cost, District Added or Reduced Scope

Initiator of Change: \*\*See Breakdown by Item on next page

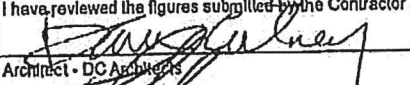
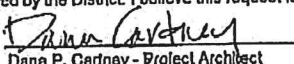

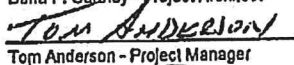
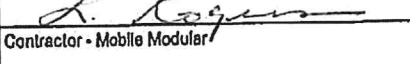
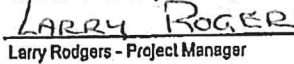
Current contract AMOUNT:	\$107,242.00
The contract AMOUNT due to this Change Order will be increased by:	\$0.00
The contract AMOUNT due to this Change Order will be decreased by:	-\$1,155.00
The revised Contract Amount, including this Contract Change Order is:	\$106,087.00

The contract TIME due to this Change order will be increased by:	0
The contract TIME due to this Change order will be decreased by:	0
The New Contract Completion Date, including this Contract Change Order is	10-Jul-15

San Bernardino Community College District Change Order No.: Mod Bldg CO #01 Includes Items: Item 1.1 - Item 1.2

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 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		
		<u>9-20-15</u>
Architect - DC Architects	Dana P. Cardney - Project Architect	Date
		<u>9-18-15</u>
Construction Manager - Kitchell/BRJ	Tom Anderson - Project Manager	Date
		<u>10-12-15</u>
Contractor - Mobile Modular	Larry Rodgers - Project Manager	Date
District: San Bernardino Community College District	Jose Torres - Interim Vice Chancellor Fiscal Services	Date

**CHANGE ORDER No. 01**

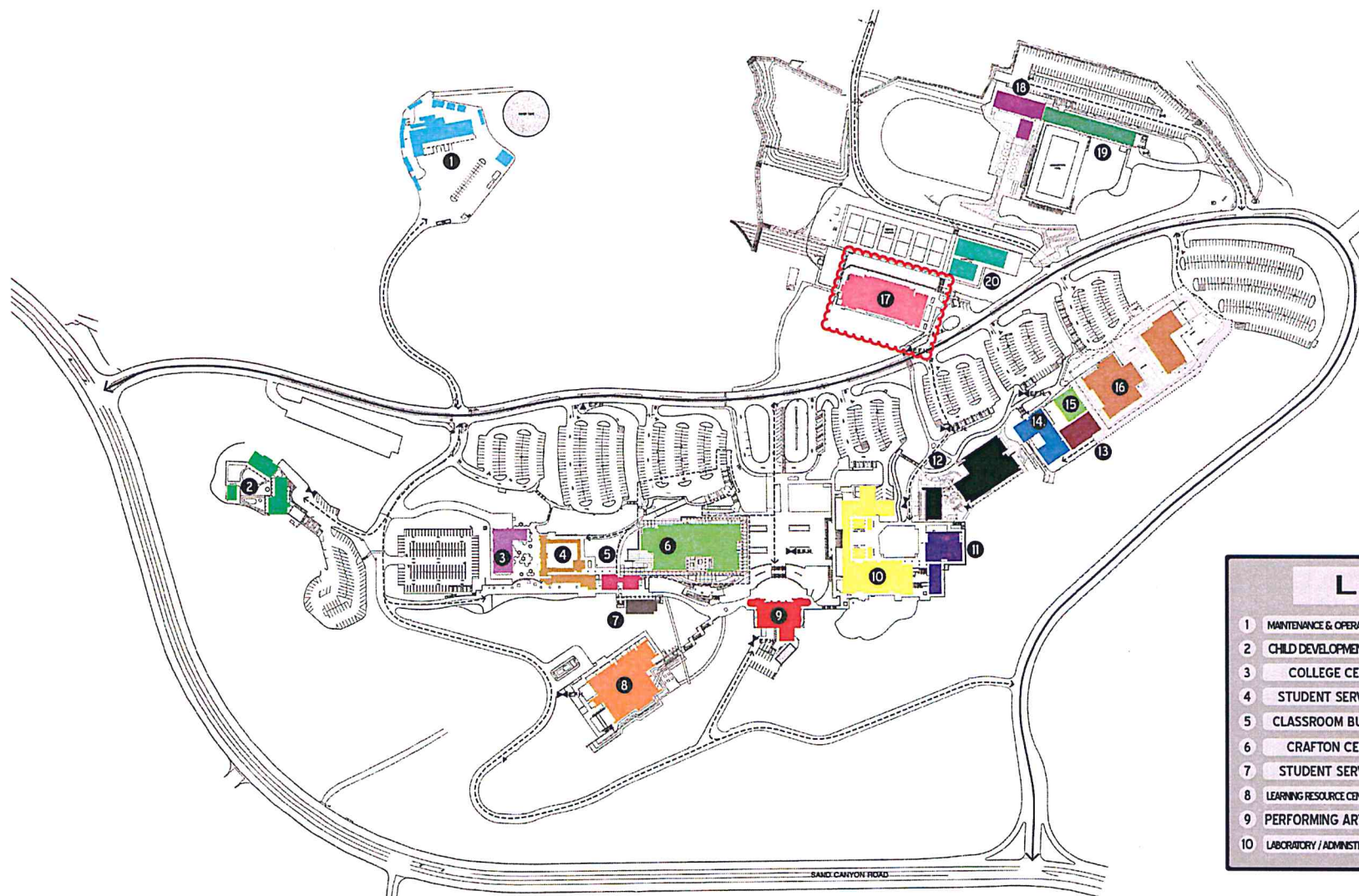
REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
Item 1.1	Install gutter guard and downspout extensions	L-2	100	(\$880.00)		(\$880.00)
Item 1.2	Repair sod/landscape damaged by others	L-2	100	(\$275.00)		(\$275.00)
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
Subtotal						(\$1,155.00)
<b>TOTAL CONTRACT CHANGE ORDER No. 01</b>						<b>(\$1,155.00)</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



## LEGEND


1	MAINTENANCE & OPERATIONS / M&O	11	CHEMISTRY / HEALTH SCIENCE
2	CHILD DEVELOPMENT CENTER	12	NEW SCIENCE BUILDING
3	COLLEGE CENTER	13	BOOKSTORE
4	STUDENT SERVICES A	14	OCCUPATIONAL EDUCATION 1 / OE-1
5	CLASSROOM BUILDINGS	15	CLASSROOM AT BOOKSTORE
6	CRAFTON CENTER	16	OCCUPATIONAL EDUCATION 2 / OE-2
7	STUDENT SERVICES B	17	GYMNASIUM
8	LEARNING RESOURCE CENTER / LIBRARY	18	PHYSICAL EDUCATION COMPLEX / PE
9	PERFORMING ART CENTER	19	AQUATICS CENTER / CRF
10	LABORATORY / ADMINISTRATION / LADM	20	SCIENCE PORTABLES



**No. 01 – PE Complex Dance Studio Flooring**

DATE: September 11, 2015

TO: Fath-Allah Oudghiri, AIA, MBA  
Director Facilities Planning & Construction  
San Bernardino Community College District (SBCCD)

FROM: Leilani Nunez   
Project Manager  
Crafton Hills College (CHC)  
Kitchell/BRj

RE: Crafton Hills College (CHC) Measure M  
PE Complex Dance Studio Flooring  
Restoration Management Company Change Order #01

---

**PROJECT SCOPE:**

Remediate and replace flooring at the PE Complex Dance Studio.

**NARRATIVE:**

SBCCD approval to execute Change Order #01 to Restoration Management Company, per the following items:

## Item 1.1 –

Description: KB PCO #01 / RMC COR #01 Paint Cubbies  
Code: H-4, Building Cost, District Added or Deleted/Reduced Scope  
Amount: \$500.00

TOTAL \$500.00

In summary, this change order includes additional scope of work for the General Contractor generated from added and/or deleted scope improvements from Campus requested changes identified during construction operations. These items were not included in the original contract documents and noted after the proposal and execution of the contract.

**RECOMMENDATION:**

In accordance with Article 7 of the General Conditions, Kitchell/BRj recommends that SBCCD approve Restoration Management Company Change Order #01 in the amount of \$500.00 and 0 additional calendar days. The project team estimated the change order request of Restoration Management Company in order to develop concurrence with the final change order amount and schedule impact. We believe that the cost and schedule impact associated with the above described change in scope of work are reasonable and in agreement with construction industry practices.

Original Contract Value: \$48,658.68

Contract Value per previous Change Orders: \$48,658.68

Change Order #01 request: \$500.00

With the approval of this change order the new contract amount: \$49,158.68

With your concurrence with this recommendation please sign the attached copies of the change order and return to us for further processing within the next monthly project billing.

**BUDGET INFORMATION:**

*PE Complex – 1510*

*Info from Measure M Budget V28 — 8/26/15*

Project Original Budget Amount:	\$ 6,952,080.61
Project Current Spent to date:	\$ 6,890,076.30
Project Current Estimate to Complete:	\$ 111,328.71
Project Memo Forecast Cost:	\$ 500.00
Project Change Amount:	\$ 00.00

Project Memo cost of \$500.00 will be transferred from Budget Line Item #42-50-02-1510-0257-5809.00-7100 – Hard Cost Contingency and added to Budget Line Item #42-50-02-1510-0257-6220.50-7100 – Remodel Construction

Approvals:

	9/14/15
Mark Edwards, Sr. Campus Manager, Kitchell/BRj	Date
	9/16/15
George Johnson, Bond Program Manager, Kitchell/BRj	Date
	9/17/15
Mike Strong, Vice President, Administrative Services, CHC	Date
	9.21.2015
Fath-Allah Oudghiri, AIA, MBA, Director Facilities Planning & Construction	Date

Attachments: Restoration Management Company Change Order #01 with Details/Backup

  
9/11/15  
Page 2 of 2

1510
Project Number

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**  
Capital Facilities Program Management  
**CHANGE ORDER**

PECDSF - C.O. #01
8/26/2015

Original Contract Amount:	\$48,658.68
Amount of Previous Contract Amendments:	\$0.00
Amount of Previous Change Orders:	\$0.00
Current Contract Amount	\$48,658.68

School Name:	SBCCD - Crafon Hills College	Contract Date:	6/15/2015
Project Description:	PE Complex Dance Studio Flooring	Contract #:	PE Complex - Remodel Construction
To (Contractor):	Restoration Management Company	Attn:	Jeff Bua

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

Item No: Refer to attachments

Description of Work

This change order includes additional scope of work for the General Contractor generated from added and/or deleted scope improvements from Campus requested changes identified during construction operations. These items were not included in the original contract documents and noted after the proposal and execution of the contract.

See detailed back-up for each listed item.

Refer to Attached Project Memo No. :	1
TOTAL COST OF THIS CHANGE ORDER :	\$500.00

Reason for Change: See Breakdown by Item on attached pages  
☒ BUILDING COST, DISTRICT ADDED OR DELETED/REDUCED SCOPE

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 work.

Initiator of Change: See Breakdown by Item on attached pages

Current contract AMOUNT:	\$48,658.68
The contract AMOUNT due to this Change Order will be increased by:	\$500.00
The contract AMOUNT due to this Change Order will be decreased by:	
The revised Contract Amount, Including this Contract Change Order is:	\$49,158.68
The contract TIME due to this Change order will be increased by:	0
The contract TIME due to this Change order will be decreased by:	0
The New Contract Completion Date, including this Contract Change Order is	7/25/2015
San Bernardino Community College District Change Order No.:	CO #01

Includes Items: 1.1

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		
	M. RANGEL	9.1.15
Signature - Inspector of Record		Date
	Daniel Lash, Project Architect	8.31.15
Signature - Steinberg Architects		Date
	Leilani Nunez, Project Manager	9/10/15
Signature - Kitchell/BRJ		Date
	Joseph Danilewicz, President @ Project Manager	9-8-15
Signature - Restoration Management Company		Date
Signature - San Bernardino Community College District	Jose F. Torres, Interim Vice Chancellor Business and Fiscal Services	Date

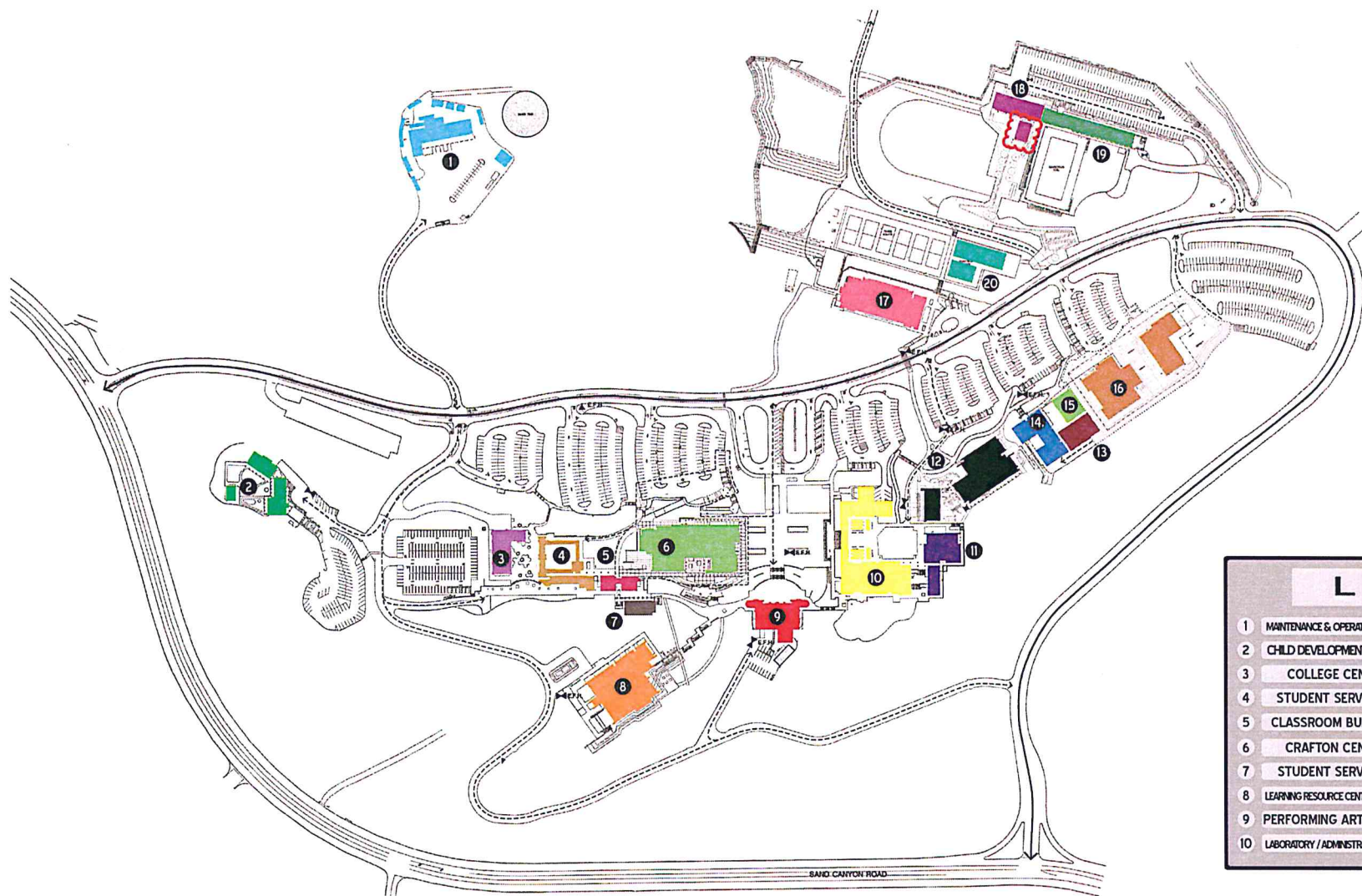


## CHANGE ORDER NO. 01

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
CO						
Item 1.1	KB PCO #01 / RMC COR #01 Paint Cubbies	H-4			\$500.00	\$500.00
						\$0.00
						\$0.00
	<b>Subtotal</b>			<b>\$0.00</b>	<b>\$500.00</b>	<b>\$500.00</b>
<b>TOTAL CONTRACT CHANGE ORDER #</b>						<b>\$500.00</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




## LEGEND

1	MAINTENANCE & OPERATIONS / M&O	11	CHEMISTRY / HEALTH SCIENCE
2	CHILD DEVELOPMENT CENTER	12	NEW SCIENCE BUILDING
3	COLLEGE CENTER	13	BOOKSTORE
4	STUDENT SERVICES A	14	OCCUPATIONAL EDUCATION 1 / OE1
5	CLASSROOM BUILDINGS	15	CLASSROOM AT BOOKSTORE
6	CRAFTON CENTER	16	OCCUPATIONAL EDUCATION 2 / OE2
7	STUDENT SERVICES B	17	GYMNASIUM
8	LEARNING RESOURCE CENTER / LIBRARY	18	PHYSICAL EDUCATION COMPLEX / PE
9	PERFORMING ART CENTER	19	AQUATICS CENTER / CRF
10	LABORATORY / ADMINISTRATION / LADM	20	SCIENCE PORTABLES

**No. 01 – PE Complex Dance Studio Parapet Cap**

DATE: September 16, 2015

TO: Fath-Allah Oudghiri, AIA, MBA  
*Director Facilities Planning & Construction*  
**San Bernardino Community College District (SBCCD)**

FROM: Leilani Nunez   
*Project Manager*  
*Crafton Hills College (CHC)*  
**Kitchell/BRj**

RE: **Crafton Hills College (CHC) Measure M**  
**PE Complex Dance Studio Parapet Cap**  
**All Surface Roofing & Waterproofing, Inc., Change Order #01**

---

**PROJECT SCOPE:**

Add sheet metal cap to existing CMU cap at parapet of the PE Complex Dance Studio roof.

**NARRATIVE:**

SBCCD approval to execute Change Order #01 to All Surface Roofing & Waterproofing, Inc., per the following items:

**Item 1.1 –**

Description: KB PCO #01 / ASRW COR #01 Difference in Coated vs Non Coated Metal  
Code: F-1, Building Cost, Unforeseen Field Condition, Contractor Generated  
Amount: (\$292.00)

**Item 1.2 –**

Description: KB PCO #03 / ASRW COR #01 Added Plumber and Electrician Costs  
Code: F-1, Building Cost, Unforeseen Field Condition, Contractor Generated  
Amount: \$535.00

**TOTAL \$243.00**

In summary, this change order includes additional scope of work for the General Contractor generated from added and/or deleted scope improvements from Campus requested changes identified during construction operations. These items were not included in the original contract documents and noted after the proposal and execution of the contract.

**RECOMMENDATION:**

In accordance with Article 7 of the General Conditions, Kitchell/BRj recommends that SBCCD approve All Surface Roofing & Waterproofing, Inc., Change Order #01 in the amount of \$243.00 and 0 additional calendar days. The project team estimated the change order requests and requested revisions of All Surface Roofing & Waterproofing, Inc. in order to develop concurrence with the final change order amount and schedule impact. We believe that the cost and schedule impact associated with the above described change in scope of work are reasonable and in agreement with construction industry practices.

Original Contract Value: \$7,320.00  
Contract Value per previous Change Orders: \$7,320.00  
Change Order #01 request: \$243.00

With the approval of this change order the new contract amount: \$7,563.00

With your concurrence with this recommendation please sign the attached copies of the change order and return to us for further processing within the next monthly project billing.

**BUDGET INFORMATION:**

PE Complex – 1510


Info from Measure M Budget V28 — 8/26/15


Project Original Budget Amount:	\$ 6,952,080.61
Project Current Spent to date:	\$ 6,890,076.30
Project Current Estimate to Complete:	\$ 111,328.71
Project Memo Forecast Cost:	\$ 243.00
Project Change Amount:	\$ 00.00

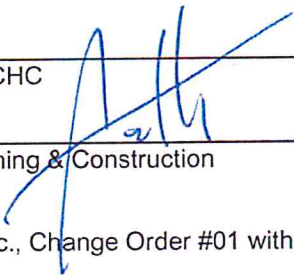
Project Memo cost of \$243.00 will come from PO #160830. Contract amount was paid from PO #154336 but PO #160830 was issued for 2016 fiscal year.

**Approvals:**

 9/17/15  
\_\_\_\_\_  
Mark Edwards, Sr. Campus Manager, Kitchell/BRj Date

 9/18/15  
\_\_\_\_\_  
George Johnson, Bond Program Manager, Kitchell/BRj Date

 9/22/15  
\_\_\_\_\_  
Mike Strong, Vice President, Administrative Services, CHC Date

 10.01.2015  
\_\_\_\_\_  
Fath-Allah Oudghiri, AIA, MBA, Director Facilities Planning & Construction Date

Attachments: All Surface Roofing & Waterproofing, Inc., Change Order #01 with Details/Backup



1510
Project Number

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**  
**Capital Facilities Program Management**  
**CHANGE ORDER**

PECDSPC - C.O. #01
8/26/2015

Original Contract Amount:	\$7,320.00
Amount of Previous Contract Amendments:	\$0.00
Amount of Previous Change Orders:	\$0.00
Current Contract Amount	\$7,320.00

School Name:	SBCCD - Crafton Hills College	Contract Date:	4/9/2015
Project Description:	PE Complex Dance Studio Parapet Cap	Contract #:	PE Complex - New Construction
To (Contractor):	All Surface Roofing & Waterproofing, Inc.	Attn:	John Camplin

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

Item No: Refer to attachments

Description of Work

This change order includes additional scope of work for the General Contractor generated from added and/or deleted scope improvements from unforeseen field conditions identified during construction operations. These items were not included in the original contract documents and noted after the proposal and execution of the contract.

See detailed back-up for each listed item.

Refer to Attached Project Memo No. :	1
TOTAL COST OF THIS CHANGE ORDER :	\$243.00

Reason for Change: See Breakdown by item on attached pages

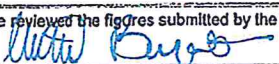
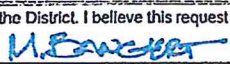
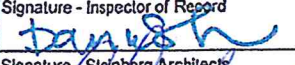

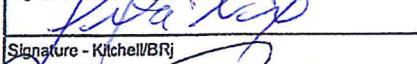
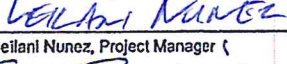

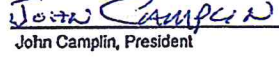
- ☒ Building Cost, Unforeseen Field Condition  
☐ Building Cost, Agency or Code Revision

Initiator of Change: See Breakdown by item on attached pages

Current contract AMOUNT:	\$7,320.00
The contract AMOUNT due to this Change Order will be increased by:	\$243.00
The contract AMOUNT due to this Change Order will be decreased by:	
The revised Contract Amount, including this Contract Change Order is:	\$7,563.00
The contract TIME due to this Change order will be increased by:	0
The contract TIME due to this Change order will be decreased by:	0
The New Contract Completion Date, including this Contract Change Order is	5/13/2015
San Bernardino Community College District Change Order No.:	CO #01

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 work.

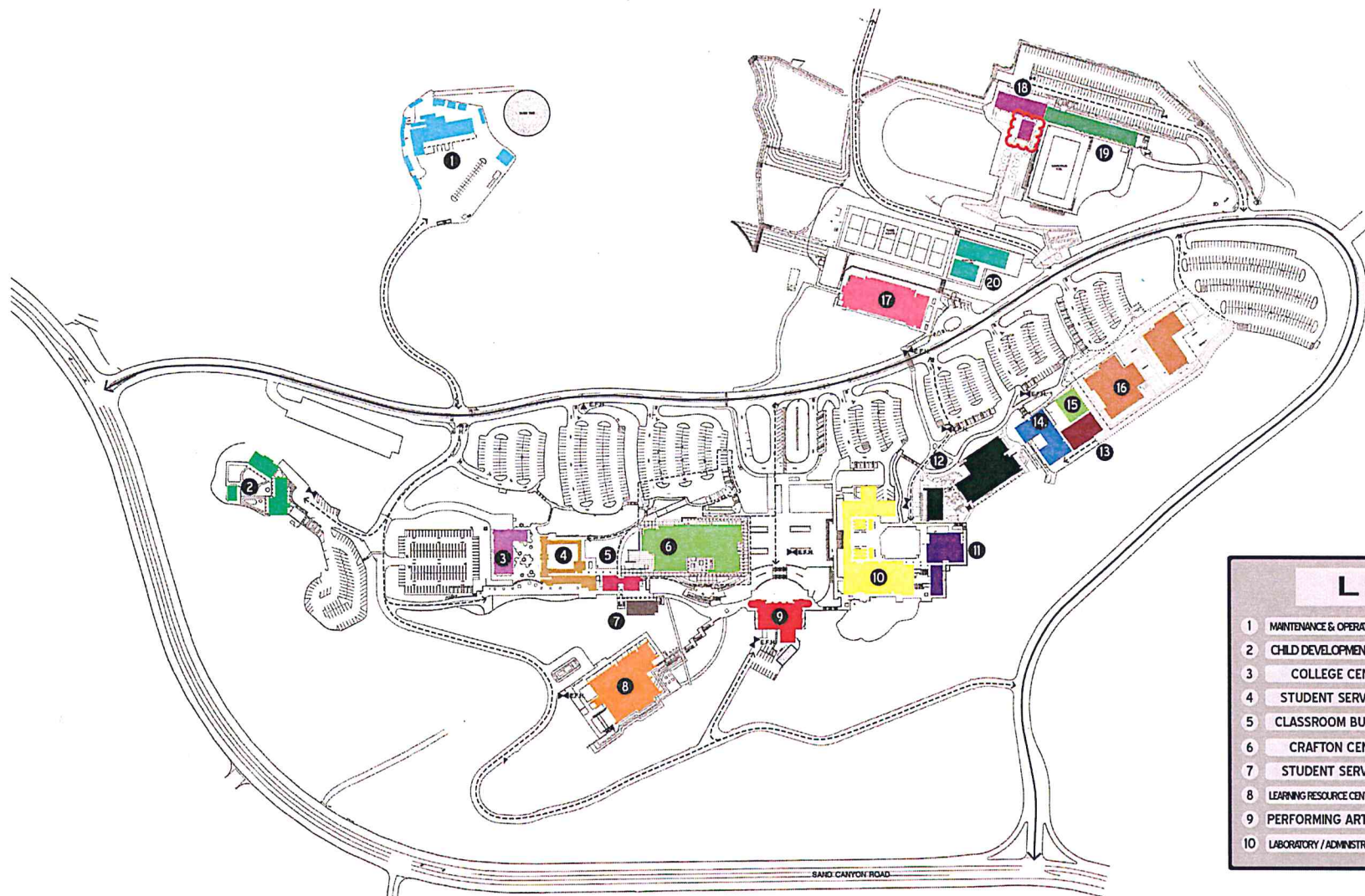
I have reviewed the figures submitted by the Contractor and they have been reviewed by the District. I believe this request is valid and recommend your approval		
		9.1.15
Signature - Inspector of Record		Date
		8.31.15
Signature - Steinberg Architects	Daniel Lash, Project Architect	Date
		9/14/15
Signature - Kitchell/BRJ	Leilani Nunez, Project Manager	Date
		9.15.15
Signature - All Surface Roofing & Waterproofing, Inc.	John Camplin, President	Date
Signature - San Bernardino Community College District	Jose F. Torres, Interim Vice Chancellor Business and Fiscal Services	Date

## CHANGE ORDER NO. 01

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
CO						
Item 1.1	KB PCO #01 / ASRW COR #01 Difference in Coated vs Non Coated Metal	F-1		(\$292)		(\$292.00)
Item 1.2	KB PCO #03 / ASRW COR #01 Added Plumber and Electrician Costs	F-1			\$535.00	\$535.00
						\$0.00
	<b>Subtotal</b>			<b>-\$292.00</b>	<b>\$535.00</b>	<b>\$243.00</b>
<b>TOTAL CONTRACT CHANGE ORDER #</b>						<b>\$243.00</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
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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



## LEGEND

1	MAINTENANCE & OPERATIONS / M&O	11	CHEMISTRY / HEALTH SCIENCE
2	CHILD DEVELOPMENT CENTER	12	NEW SCIENCE BUILDING
3	COLLEGE CENTER	13	BOOKSTORE
4	STUDENT SERVICES A	14	OCCUPATIONAL EDUCATION 1 / OE-1
5	CLASSROOM BUILDINGS	15	CLASSROOM AT BOOKSTORE
6	CRAFTON CENTER	16	OCCUPATIONAL EDUCATION 2 / OE-2
7	STUDENT SERVICES B	17	GYMNASIUM
8	LEARNING RESOURCE CENTER / LIBRARY	18	PHYSICAL EDUCATION COMPLEX / PE
9	PERFORMING ART CENTER	19	AQUATICS CENTER / CRF
10	LABORATORY / ADMINISTRATION / LADM	20	SCIENCE PORTABLES

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services  
**PREPARED BY:** Fath-Allah Oudghiri, Director, Facilities Planning & Construction  
**DATE:** November 12, 2015  
**SUBJECT:** Consideration of Approval to Ratify a UCCAP Contract with Beaumont Electric, Inc. of Beaumont, California

### **RECOMMENDATION**

It is recommended that the Board of Trustees ratify a UCCAP contract with Beaumont Electric, Inc. of Beaumont, California in the amount of \$13,928.00.

### **OVERVIEW**

In September 2007, SBCCD adopted a resolution to use Uniform Construction Cost Accounting Program procedures (UCCAP). Per the Award of Contracts section, authority to award a contract is delegated by the Board to the Vice Chancellor of Business & Fiscal Services. This delegation of authority is an option granted by Public Contract Code 22034(e). Hence, it is at the discretion of the Vice Chancellor to authorize individual UCCAP contracts, allowing for work to begin. These contracts will then be taken to the Board for ratification.

This contract is for the procurement and installation of electrical plugs for welding machines in the east wing of the Applied Technology building at SBVC.

### **ANALYSIS**

As part of its UCCAP program, the District maintains a pre-qualified list of contractors according to trade category for public works projects valued between \$45,000.00 and \$175,000.00. Informal bids were solicited from those qualified contractors and the lowest, most responsive was from Beaumont Electric, Inc.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

### **FINANCIAL IMPLICATIONS**

Included in the Fund 42 Construction Bond budget.



**No. VC 429**

DATE: 09/21/2015

TO: Jose F. Torres  
Interim Vice Chancellor Business & Fiscal Services  
San Bernardino Community College District (SBCCD)FROM: Hussain Agah *H/A*  
Sr. Campus Manager  
San Bernardino Valley College (SBVC)  
Kitchell/BRjRE: San Bernardino Valley College (SBVC) Measure M  
Applied Technology Renovation Project, Phase I  
Beaumont Electric, Inc. Approval for Small Scale Construction Contract and PO**SCOPE:**

SBCCD approval for a new Small Scale Construction Contract and PO for Beaumont Electric, Inc. to procure and install Electrical Plugs for welding machines for the Applied Technology Renovation, Phase I, east wing.

**NARRATIVE:**

Upon Campus and District direction, Kitchell/BRj has reached out to electrical contractors in the District approved UCCAP list and solicited a bid proposal to furnish and install seventy (70) Arrow/Hart Electrical Plugs for the welding machines at the back-labs. Kitchell/BRj received three (3) bid proposals based on the scope of work. Beaumont Electric, Inc. has been determined to be the lowest responsive and responsible bidder of total \$13,928.

**RECOMMENDATION:**

Kitchell/BRj recommends that SBCCD approve the execution of a Small Scale Construction Contract for Beaumont Electric, Inc. The cost is anticipated to be within the Measure M project budget for the Applied Technology Renovation Phase I.

**BUDGET INFORMATION:**Applied Technology Renovation – 42-50-01-8119-0257- 6220.50-7100  
Info from Measure M Budget Version 28 08/31/2015

Project Original Budget Amount:	\$ 3,987,672.00
Project Current Spent to date:	\$ 2,396,403.01
Project Current Estimate to Complete:	\$ 3,266,886.18
Project Memo Forecast Cost:	\$ 13,928.00
Project Change Amount:	\$ 00.00

Project Memo cost of \$13,928.00 will be funded from Budget Line Item 6220.50.

Approvals:

*George Johnson*  
George Johnson, Bond Program Manager, Kitchell/BRj*9/22/15*  
Date*Scott Stark*  
Scott Stark, Vice President, Administrative Services, SBVC*9.23.15*  
Date*Fath Allah*  
Fath-Allah Oudghiri, AIA, MBA, Director Facilities, Planning & Construction*9.24.2015*  
Date

Attachments: RFP Package, Bid Proposals, Bid Evaluation Summary, and Sample Contract.

J:\Measure M\SBCCD - VALLEY COLLEGE -NEW\PROJECT MEMOS

Page 1 of 1 *[Signature]*



## KITCHELL | BRj

**September 21, 2015**

**San Bernardino Community College District**

## San Bernardino Valley College - Applied Technology, Phase I

## Electrical Plugs for Welding Machines

[illegible]



**701 South Mount Vernon • San Bernardino, CA 92410 • (909) 384-4400**

[illegible]

INDICATES CONSTRUCTION AREAS

**\$ INDICATES PARKING PERMIT DISPENSER**

 **INDICATES APPROVED SMOKING AREAS (10)**  
This is a smoke-free campus - smoking in non-designated areas or buildings may result in the issuance of a citation (Board Policy #3570; Government Code #7597)

MC.....Media/Communications  
MCHS.....Middle College High School  
M&O.....Maintenance & Operations  
O.....Observatory  
PL.....Planetarium  
PS.....Physical Sciences  
SG.....Snyder Gym  
SHS.....Student Health Services  
T.....Technical  
TRAN.....Transportation Center  
WG.....Women's Gym

**Parking in disabled stalls requires a valid California disabled placard and a valid SBCCCD parking permit/decal.**

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

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

**PREPARED BY:** Fath-Allah Oudghiri, Director, Facilities Planning & Construction

**DATE:** November 12, 2015

**SUBJECT:** Consideration of Approval to Ratify a UCCAP Contract with  
National Construction & Maintenance of San Bernardino, California

### **RECOMMENDATION**

It is recommended that the Board of Trustees ratify a UCCAP contract with National Construction & Maintenance of San Bernardino, California for the CHC – Chemistry, Health, Science; Tenant Improvements (1st Floor Phase 1) project in the amount of \$162,872.10.

### **OVERVIEW**

In September 2007, SBCCD adopted a resolution to use Uniform Construction Cost Accounting Program procedures (UCCAP). Per the Award of Contracts section, authority to award a contract is delegated by the Board to the Vice Chancellor of Business & Fiscal Services. This delegation of authority is an option granted by Public Contract Code 22034(e). Hence, it is at the discretion of the Vice Chancellor to authorize individual UCCAP contracts, allowing for work to begin. These contracts will then be taken to the Board for ratification.

This project will convert an existing computer lab into two science classrooms, and will facilitate the relocation of many campus departments as part of the ongoing construction program.

### **ANALYSIS**

As part of its UCCAP program, the District maintains a pre-qualified list of contractors according to trade category for public works projects valued between \$45,000.00 and \$175,000.00. Informal bids were solicited from those qualified contractors and the lowest, most responsive was from National Construction & Maintenance.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

### **FINANCIAL IMPLICATIONS**

Included in the Fund 42 Bond Construction budget.

# Kitchell/BRJ

11715 Sand Canyon Rd., Yucaipa, CA 92399

## Project Memo

Ph: 909.435.4159 Fax: 909.794.8901

### No. 03B – CHC-Chemistry, Health, Science;

### Tenant Improvements (1st Floor Phase 1)

DATE: 10/12/2015

TO: Fath-Allah Oudghiri, AIA, MBA  
Director Facilities Planning & Construction  
San Bernardino Community College District (SBCCD)

FROM: Tom Anderson  
Project Manager  
Crafton Hills College (CHC)  
Kitchell/BRJ

RE: Crafton Hills College (CHC) Measure M  
CHC – 4640 – Chemistry, Health, Science; Tenant Improvements (1st Floor Phase 1):  
Contract Agreement with National Construction & Maintenance Inc.  
\*\*\*\*RATIFICATION\*\*\*\*

### PROJECT SCOPE:

SBCCD approval of Kitchell/BRJ's recommendation for approval of a UCCAP contract agreement to National Construction & Maintenance Inc. for the Chemistry, Health, Science Tenant Improvement; 1st floor Phase 1 Project in the amount of \$162,872.10.

### NARRATIVE:

This contract will be to implement the CHC – Chemistry, Health, Science Tenant Improvement; 1st Floor Phase 1 project to be completed in the fall 2015 at CHC. The locations of many campus departments will change, as such a contract with National Construction & Maintenance, Inc. to perform construction services. Alteration and reconstruction projects such as, CHS-Tenant Improvement 1st floor phase one shall have a DSA approved "exception" per DSA form IR A-10. Exceptions: 1.1, 1.2, 1.2.2, 1.2.3.

### RECOMMENDATION:

Kitchell/BRJ recommends that SBCCD approve through Ratification the issuance of a contract agreement to National Construction & Maintenance, Inc. in the amount of \$162,872.10, Ratification November Board.

### BUDGET INFORMATION:

Chemistry, Health, Science Remodel– Proj. # 4640



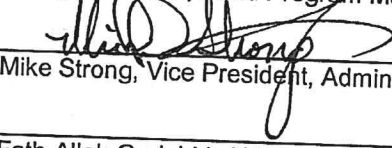
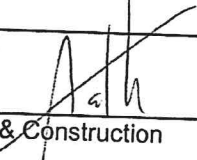
Info from Measure M Budget V#29—9/30/15

Project Original Budget Amount:	\$ 553,444.00
Project Current Spent to date:	\$ 164,126.56
Project Current Estimate to Complete:	\$ 253,579.44
Project Memo Forecast Cost:	\$ 162,872.10
Project Change Amount:	\$ 00.00

Funding for Project Memo cost of \$162,872.10 will come from the following Budget Line Item#

42-50-02-4640-0257-6220.50-7100 - Remodel Construction (Chemistry, Health, Science – \$162,872.10)

Approvals:

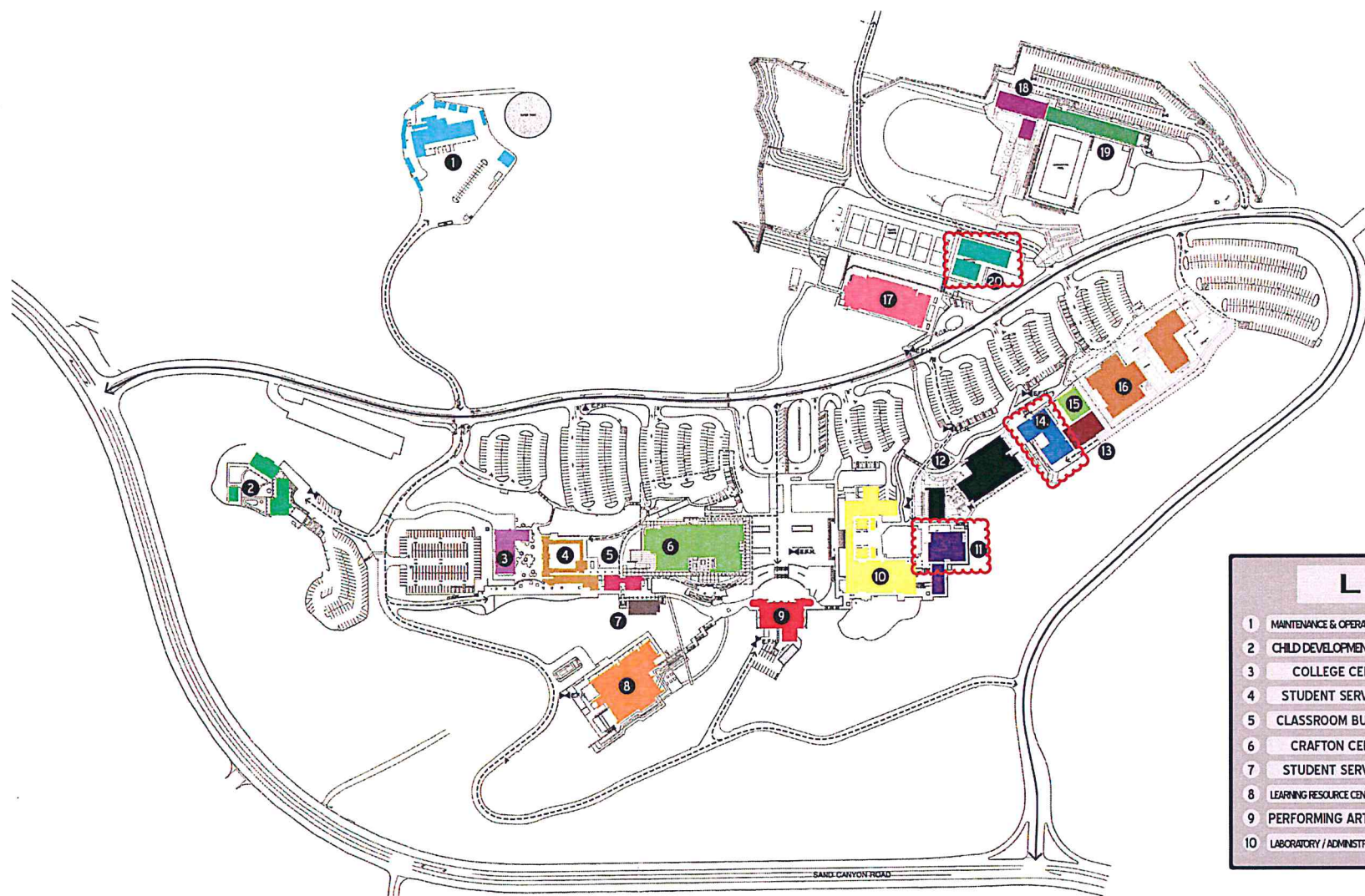
	10/13/15
Mark Edwards, Sr. Campus Manager, Kitchell/BRj	Date
	10/13/15
George Johnson, Bond Program Manager, Kitchell/BRj	Date
	10/13/15
Mike Strong, Vice President, Administrative Services, CHC	Date
	10.14.2015
Fath-Allah Oudghiri, AIA, MBA, Director Facilities Planning & Construction	Date

Attachments: Bid Proposal (48 Pages)



### Unofficial Results

#	Mandatory Pre Bid Attendee Contractors	City	Bid Bond Y/N	Addenda (1 -2) Noted Y/N	Base Bid	ADD ALT #1	ADD ALT #2	ADD ALT #3	ADD ALT #4	ADD ALT #5	TOTAL
1	Lewis & Clark	Rialto									
2	Lemay Construction										\$0.00
3	BW&W Co.	Redlands	Y	Y	\$152,570.04	\$4,063.16	\$1,755.56	\$10,247.78	\$7,873.33	\$2,000.00	\$0.00
4	Oakview Construction	Calimesa									\$178,509.87
5	Three Peaks Corp.	Redlands	Y	Y	\$163,800.00	\$8,200.00	\$38,600.00	\$42,900.00	\$8,800.00	\$1,750.00	\$0.00
6	National Construction & Maintance (Awarded)	Perris	Y	Y	\$129,500.00	\$2,236.00	\$2,739.10	\$11,739.00	\$13,975.00	\$2,683.00	\$264,050.00
7											\$162,872.10
8											
9											
10											
11											
12											
13											
14											



## LEGEND

1	MAINTENANCE & OPERATIONS / M&O	11	CHEMISTRY / HEALTH SCIENCE
2	CHILD DEVELOPMENT CENTER	12	NEW SCIENCE BUILDING
3	COLLEGE CENTER	13	BOOKSTORE
4	STUDENT SERVICES A	14	OCCUPATIONAL EDUCATION 1 / OE-1
5	CLASSROOM BUILDINGS	15	CLASSROOM AT BOOKSTORE
6	CRAFTON CENTER	16	OCCUPATIONAL EDUCATION 2 / OE-2
7	STUDENT SERVICES B	17	GYMNASIUM
8	LEARNING RESOURCE CENTER / LIBRARY	18	PHYSICAL EDUCATION COMPLEX / PE
9	PERFORMING ART CENTER	19	AQUATICS CENTER / CRF
10	LABORATORY / ADMINISTRATION / LADM	20	SCIENCE PORTABLES



## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Bruce Baron, Chancellor

**PREPARED BY:** Bruce Baron, Chancellor

**DATE:** November 12, 2015

**SUBJECT:** Consideration of Resolution in Support of “America’s College Promise” Proposal and the “California College Promise” Campaign

### **RECOMMENDATION**

It is recommended that the Board of Trustees adopt a resolution in support of “America’s College Promise” Proposal: Tuition-Free Community College for Responsible Students and the work of the California College Promise Campaign.

### **OVERVIEW**

The San Bernardino Community College District (SBCCD) supports the opportunities for students provided through the “America’s College Promise” Proposal: Tuition-Free Community College for Responsible Students, which supplements and expands the support for students being provided by the BOG fee waiver in California, and the work in support of the Proposal being done by the “California College Promise” Campaign.

### **ANALYSIS**

The “California College Promise” Campaign has been established to interface with the California Community College Chancellor’s Office, the Community College League of California and other interested organizations to support the application of the “America’s College Promise” Proposal to the California Community College system, which already supports more than a million students through the BOG fee waiver.

### **BOARD IMPERATIVE**

1. Learning-Centered Institution for Student Access, Retention and Success
2. Resource Management for Efficiency, Effectiveness and Excellence
3. Enhanced and Informed Governance and Leadership

### **FINANCIAL IMPLICATIONS**

None

## **RESOLUTION IN SUPPORT OF “AMERICA’S COLLEGE PROMISE” PROPOSAL: Tuition-Free Community College for Responsible Students**

**WHEREAS,** The San Bernardino Community College District (SBCCD) supports the proposal “America’s College Promise”, which calls for Tuition-Free Community College for Responsible Students, and the work in support of the application of that proposal to the California Community College system by the “California College Promise” Campaign; and

**WHEREAS,** the Mission of the SBCCD is to transform lives through the education of our students for the benefit of our diverse communities. This Mission is achieved through the District’s two colleges, the Economic Development and Corporate Training Division, and public broadcast system (KVCR TV-FM/FNX) by providing high quality, effective and accountable instructional programs and services, and

**WHEREAS,** President Obama acknowledges that to continue the nation’s economic resurgence, Americans need the knowledge and skills to meet the demands of a growing global economy, recognizing the role of America’s community colleges to the nation’s workforce and continued economic expansion; and

**WHEREAS,** President Obama has offered the national, bi-partisan “America’s College Promise,” calling for the first two years of a community college education to be free in order to increase access to higher educational opportunities for responsible students pursuing a two-year college degree, a technical certificate, and/or transfer to a four-year university; and

**WHEREAS,** Educators across the nation are urging that support of the Promise include, national, local and state-based campaigns to further this broad educational vision, as the California College Promise Campaign is charged to do; and

**WHEREAS,** the California College Campaign has noted that more than 60% of California’s community college students are eligible for academic fee waivers through the California Community Colleges Board of Governors (BOG) Fee Waivers, which provided more than 17,400 SBCCD students about \$13.4 million in assistance in 2014-2015; and

**WHEREAS,** it is the goal of both “America’s College Promise” and “California’s College Promise” help students complete their educational goals in a timely fashion as they simultaneously juggle family and employment commitments, by working with local community and educational partners and resources to support student success; and

**THEREFORE,** be it resolved that the Board of Trustees of the San Bernardino Community College District hereby supports the concepts incorporated in “America’s College Promise” and the initiatives proposed by the California College Promise Leadership Committee to extend this opportunities to qualified California community college students, and that the Board of Trustees authorizes the Chancellor to engage legislators, business and community leaders, student leaders, faculty, staff and administrators in efforts to further these goals.

**ADOPTED** this 12<sup>th</sup> day of November, 2015

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Bruce Baron, Chancellor and Secretary to the Board of Trustees

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Bruce Baron, Chancellor

**PREPARED BY:** Bruce Baron, Chancellor

**DATE:** November 12, 2015

**SUBJECT:** Consideration to Adopt a Resolution Proclaiming December 3, 2015 as International Day of Persons with Disabilities

### **RECOMMENDATION**

It is recommended that the Board of Trustees adopt a resolution proclaiming December 3, 2015 as "International Day of Persons with Disabilities".

### **OVERVIEW**

The San Bernardino Community College District (SBCCD) supports all attempts to improve the lives of those with disabilities here and around the world.

### **ANALYSIS**

Declared the International Day of Persons with Disabilities by the United Nations in 1992, the day is designed to encourage all people to support and promote the rights and dignity of persons with disabilities. The Mission and Vision of the San Bernardino Community College District is to enhance the educational and occupational opportunities of all students, regardless of any disabilities.

### **BOARD IMPERATIVE**

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

### **FINANCIAL IMPLICATIONS**

None

**RESOLUTION  
TO PROCLAIM DECEMBER 3, 2015 AS  
“INTERNATIONAL DAY OF PERSONS WITH DISABILITIES”**

**WHEREAS**, The San Bernardino Community College District (SBCCD) recognizes and appreciates the contributions all people, including those with disabilities, bring to our community, and we rededicate ourselves to improving access to education and employment opportunities for those living with disabilities; and

**WHEREAS**, the Mission of the SBCCD is to transform lives through the education of our students for the benefit of our diverse communities. This Mission is achieved through the District's two Colleges, the Economic Development and Corporate Training Division and public broadcast system, KVCR TV-FM/FNX, by providing high quality, effective and accountable instructional programs and services; and

**WHEREAS**, the United Nations' annual theme for International Day of Persons with Disabilities, provides a frame for considering how people with disabilities are excluded from society, and to promote the removal of all types of barriers; including those relating to the physical environment, information and communications technology (ICT), or attitudinal barriers; and

**WHEREAS**, the 2015 theme, “Inclusion Matters: Access and Empowerment for People of All Abilities”, focuses on the estimated one billion people living with disabilities worldwide who face many barriers to inclusion in many key aspects of society. As a result, people with disabilities do not enjoy access to society on an equal basis with others, including areas of transportation, employment, and education as well as social and political participation. The right to participate in public life is essential to create stable democracies, active citizenship and reduce inequalities in society; and

**WHEREAS**, each College provides support services, specialized equipment and educational accommodations for students with disabilities through their highly professional Disabled Student Services offices; and

**WHEREAS**, the SBCCD is the host District for the Alternative Text Production Center, which produces Braille and e-Text for community college and K-12 students across California, while training people to produce said text, promoting their access to equal education and to employable skills; and

**THEREFORE**, be it resolved that the Board of Trustees of the San Bernardino Community College District does hereby proclaim December 3, 2015, “International Day of Persons with Disabilities”, supporting the position that all persons with disabilities should have access to the education, training, and experiences necessary to be productive and successful, personally and professionally.

**ADOPTED** this 12th day of November, 2015

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Bruce Baron, Chancellor and Secretary to the Board of Trustees

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Bruce Baron, Chancellor

**PREPARED BY:** Stacey Nikac, Executive Assistant

**DATE:** November 12, 2015

**SUBJECT:** Board Ad Hoc Committee Reports

### **RECOMMENDATION**

To provide an opportunity for Board Ad Hoc Committees to give a report to the full board and have discussions as necessary.

- Board Policy & Accreditation Ad Hoc – Donna Ferracone, Dr. Donald L. Singer, Gloria Harrison
- Evaluation (Board Self-Evaluation and Chancellor Evaluation) Ad Hoc – Gloria Harrison, Dr. Donald L. Singer, Nickolas W. Zoumbos
- Board Goals Ad Hoc – John Longville, Joseph Williams, Donna Ferracone
- Budget Ad Hoc – Joseph Williams, Donna Ferracone, Gloria Harrison
- Student Success Ad Hoc – Joseph Williams, Donna Ferracone, John Longville
- Board Vacancy Ad Hoc – John Longville, Nickolas W. Zoumbos, Gloria Harrison
- SBCCD Board & Local K-12 Boards Issues – Dr. Donald L. Singer, Joseph Williams, Donna Ferracone

### **OVERVIEW**

The Board developed Ad Hoc Committees to meet on an as needed basis until projects are complete or June 30, 2015, whichever comes first. The Ad Hoc committees will do the necessary research and provide recommendations to the full board in order to take appropriate action.

### **BOARD IMPERATIVE**

I. Institutional Effectiveness

### **FINANCIAL IMPLICATIONS**

None

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations

**PREPARED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations

**DATE:** November 12, 2015

**SUBJECT:** Consideration of Acceptance of Employee Retirement

### **RECOMMENDATION**

It is recommended that the Board of Trustees accept the retirement of Laura Winningham.

### **OVERVIEW**

Laura Winningham, Librarian, CHC, retiring effective June 30, 2016, after 32 years of service to the District. Her last day of employment is June 30, 2016.

### **ANALYSIS**

The employee's retirement correspondence was received and accepted by the Human Resources Department.

### **BOARD IMPERATIVE**

None.

### **FINANCIAL IMPLICATIONS**

None.

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations

**PREPARED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations

**DATE:** November 12, 2015

**SUBJECT:** Consideration of Approval of Management Appointment – Vice  
Chancellor Business and Fiscal Services

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve the appointment of Jose Torres.

### **OVERVIEW**

Jose Torres, Vice Chancellor, Business and Fiscal Services, District. Effective November 13, 2015, through June 30, 2017, at Management Salary Schedule Range 26, Step C, \$168,367 annually. Replaces Charlie Ng. Funding Source is Fiscal General Funds.

### **ANALYSIS**

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

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness and Excellence.

### **FINANCIAL IMPLICATIONS**

Included in the 2015-2016 budget.

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron  
Chancellor

**REVIEWED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations

**PREPARED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations

**DATE:** November 12, 2015

**SUBJECT:** Consideration of Approval of One Time Off Salary Schedule Bonus for  
Classified Employees

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve a one-time off salary schedule bonus of \$1,000 for Classified employees.

### **OVERVIEW**

In recognition of the value and service provided by the employees, the District will give a one-time off salary schedule bonus of \$1,000 to Classified employees.

### **ANALYSIS**

A meeting was held with the California School Employees Association Chapter 291, and a one-time off salary schedule bonus was agreed upon. This increase is line with the increase granted to other employee groups.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness and Excellence.

### **FINANCIAL IMPLICATIONS**

The cost to the District will be \$402,000.00



SBA  
FC

Memorandum of Understanding (MOU)  
Between  
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
and  
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION and its CHAPTER #291


On October 16<sup>th</sup> 2015 the California School Employees Association and its SBCCD Chapter #291 (CSEA) and the San Bernardino Community College District (District) met to discuss the one-time off salary schedule bonus.

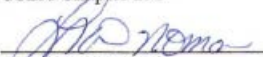
The California School Employees Association and its SBCCD Chapter #291, the San Bernardino Community College District (District) agree to the following:

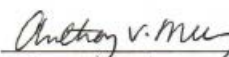
1. The District and CSEA agree, in recognition of the value and service provided the classified employees both parties have agreed to a one-time off salary schedule bonus in the amount of one thousand dollars (\$1,000) for all permanent CSEA bargaining unit member employed on the date of ratification of the agreement.
2. The District and CSEA agree the one-time bonus does not replace or affect negotiation of the implementation of the Hay Group Study (refer to Article 7.1).
3. The District and CSEA agree that the one-time bonus does not replace or affect negotiations on COLA and salary increase. Both parties have agreed to reconvene **no later than March 1, 2016** to review potential savings from Health and Welfare costs that can **serve as one of the sources that may be** utilized for prospective salary increases in the subsequent fiscal year.
4. The District and CSEA agree that the one-time bonus does not replace or affect the longevity payments due to unit members in December 2015. (refer to Article 11)
5. This District and CSEA agree that the one-time off salary schedule bonus will be disbursed on the December 15, 2015 longevity payroll disbursement.
6. The District and CSEA agree that the District will provide an opportunity for bargaining unit members to adjust their tax exemptions, if the W-4 is submitted by Monday, November 16, 2015.

This MOU is unique unto its own circumstances and shall not set a precedent for any other negotiations in the future and furthermore, no party hereto shall cite this MOU or its terms as past practice for any purpose in the future, except to the extent necessary to enforce the terms and condition of this MOU. This MOU shall be considered part of the Agreement between the San Bernardino Community College District and CSEA SBCCD Chapter #291 by reference herein.

This is a tentative agreement pending review per CSEA policy 610 and ratification of CSEA Chapter #291 membership and the San Bernardino Community College District Board of Trustees, if required.

  
\_\_\_\_\_  
Grayling Eaton, President  
CSEA Chapter 291  
10.21.15  
(Date)

  
\_\_\_\_\_  
Lisa Norman, Ed.D  
Vice Chancellor of Human Resources  
San Bernardino Community College District  
10/21/15  
(Date)

  
\_\_\_\_\_  
Anthony V. Muniz,  
Labor Relations Representative  
California School Employees Association (CSEA)  
10.21.15  
(Date)

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron  
Chancellor

**REVIEWED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations

**PREPARED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations

**DATE:** November 12, 2015

**SUBJECT:** Consideration of Approval of One Time Off Salary Schedule Bonus for  
Confidential Employees

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve a one-time off salary schedule bonus of \$1,000 for confidential employees.

### **OVERVIEW**

For 2015-2016, the District will give a one-time off salary schedule bonus of \$1,000 to confidential employees.

### **ANALYSIS**

A meet and confer was held with the confidential group representatives and the one-time off salary schedule bonus was agreed upon. This increase is line with the increase granted to other employee groups.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness and Excellence.

### **FINANCIAL IMPLICATIONS**

The cost to the District will be \$14,000.00

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron  
Chancellor

**REVIEWED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations

**PREPARED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations

**DATE:** November 12, 2015

**SUBJECT:** Consideration of Approval of One Time Off Salary Schedule Bonus for  
Faculty Employees

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve a one-time off salary schedule bonus of \$700 for full-time faculty employees and \$300 for part-time faculty employees.

### **OVERVIEW**

In recognition of the value and service provided by the employees, the District will give a one-time off salary schedule bonus of \$700 for full-time faculty employees and \$300 for part-time faculty employees.

### **ANALYSIS**

A meeting was held with the San Bernardino Community College District Teachers Association, and a one-time off salary schedule bonus was agreed upon. This increase is line with the increase granted to other employee groups.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness and Excellence.

### **FINANCIAL IMPLICATIONS**

The cost to the District will be \$350,700.

MEMORANDUM OF UNDERSTANDING (MOU)  
Between  
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT TEACHERS ASSOCIATION  
And  
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

October 30, 2015

This Memorandum of Understanding is entered into this 30<sup>th</sup> day of 2015 between the San Bernardino Community College District Teachers Association (hereinafter the Association) and the San Bernardino Community College District (hereinafter the District). All terms of the current Collective Bargaining Agreement (hereinafter Agreement) between the Association and District shall remain in full force with the exceptions:

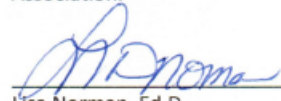
WHEREAS: The District is the recipient of approximately \$8.2 million in one-time funding in the Mandated Block Grant for the 2015-2016 academic year; and

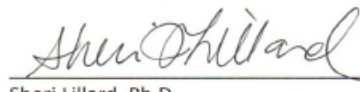
WHEREAS: The District proposes to allocate a portion of that Mandated Block Grant to one-time compensation for all employees based on negotiations with the respective bargaining units;

THEREFORE BE IT RESOLVED:

1. The District and the Association agree that, for the 2015-2016 academic year, full-time faculty shall receive a one-time, off salary schedule payment in the amount of \$700.
2. The District and the Association agree that, for the 2015-2016 academic year, part-time faculty shall receive a one-time, off salary schedule payment in the amount of \$300.
3. The District and the Association agree that this one-time payment does not replace or delay negotiations on the on-schedule salary proposal presented by the Association during negotiations in response to the April 28, 2015 Memorandum of Understanding, Article 10 – WAGES, which stipulates that “Not later than October 1, 2015, the District and the Association shall reopen negotiations on wages for 2015-2016 once the impact of the State Budget Act has been determined.”
4. The District and the Association agree that the District shall provide an opportunity for all faculty bargaining unit members to adjust their tax exemptions, if they submit an appropriate W-4 not later than Monday, November 16, 2015.
5. The District and the Association agree that the disbursement of this one-time, off salary payment occur not later than December 15, 2015 payroll.

This MOU shall not create a precedent for any future negotiations nor shall either party cite this MOU and its terms and conditions as past practice in any future actions, provided only as it applies to enforcement of this MOU. This MOU shall be tentative pending approval by the members of the Association.

  
\_\_\_\_\_  
Lisa Norman, Ed.D.  
San Bernardino Community College District

  
\_\_\_\_\_  
Sheri Lillard, Ph.D.  
San Bernardino Community College District  
Teachers Association

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron  
Chancellor

**REVIEWED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations

**PREPARED BY:** Dr. Lisa Norman,  
Vice Chancellor, Human Resources & Employee Relations

**DATE:** November 12, 2015

**SUBJECT:** Consideration of Approval of One Time Off Salary Schedule Bonus for  
Management Employees

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve a one-time off salary schedule bonus of \$1,000 for management employees.

### **OVERVIEW**

For 2015-2016, the District will give a one-time off salary schedule bonus of \$1,000 to management employees.

### **ANALYSIS**

A meet and confer was held with the management group representatives and the one-time off salary schedule bonus was agreed upon. This increase is line with the increase granted to other employee groups.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness and Excellence.

### **FINANCIAL IMPLICATIONS**

The cost to the District will be \$93,000.

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

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

**PREPARED BY:** Lawrence P. Strong, Interim Director, Fiscal Services

**DATE:** November 12, 2015

**SUBJECT:** Consideration of Approval to Adopt a Resolution to Appropriate Funds

### **RECOMMENDATION**

It is recommended that the Board of Trustees adopt a resolution approving the appropriation of income from the general reserve to various major expense classifications as indicated by need on the attached resolution.

### **OVERVIEW**

The 2015-16 Final Budget adopted by the Board of Trustees on September 10, 2015 represents the District's best estimates for income and expenditures during the ensuing fiscal year. However, as the year progresses, additional funds may become available. According to Title 5, §58308, and in accordance with Administrative Procedure 6250, all income in excess of budgeted amounts shall be added to the general reserve. However, the Board of Trustees may approve the appropriation of such funds, according to need, by the adoption of a resolution by a majority vote.

### **ANALYSIS**

The board is being asked to adopt a resolution approving the appropriation of funds in excess of final budget allocation, based on need, to the various expenditure classifications indicated on the attached resolution.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

### **FINANCIAL IMPLICATIONS**

The approval of this board item will allow for the appropriation of income to various expense classifications to match revenues over and above that which was anticipated in the 2015-16 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
RESOLUTION TO APPROPRIATE ASSURED INCOME OVER THE FINAL BUDGETED ALLOCATION  
FROM THE GENERAL RESERVE TO VARIOUS EXPENDITURE CLASSIFICATIONS  
November 12, 2015

ON MOTION of Member \_\_\_\_\_, seconded by Member \_\_\_\_\_,  
the following resolution is hereby adopted:

WHEREAS, on the 10<sup>th</sup> day of September, 2015, the San Bernardino Community College District (the District) adopted the 2015-16 Final Budget specifying the maximum amount which may be expended for each classification of expenditure; and

WHEREAS, Title 5, §58308 of the California Code of Regulations and District Administrative Procedure 6250 stipulate that all income accruing to the District in excess of the amounts required to finance the total proposed expenditures, including transfers to other community college districts and funds, as shown in the budget of the District shall be added to the general reserve of the District; and

WHEREAS, Title 5, §58308 of the California Code of Regulations and District Administrative Procedure 6250 also stipulate that the governing board may pass a resolution setting forth the need according to major classification, expenditures to be met from any portion of the general reserve derived from assured income in excess of the total amount anticipated in the budget; and

WHEREAS, the appropriations listed on the attached Exhibit A were deemed necessary and prudent by the District;

NOW THEREFORE, BE IT RESOLVED that the governing body of the San Bernardino Community College District hereby adopts this resolution and authorizes, by a majority vote, to approve said appropriations.

PASSED AND ADOPTED by the Governing Board on November 12, 2015, by the following majority vote:

AYES: \_\_\_\_\_  
NOES: \_\_\_\_\_  
ABSTENTIONS: \_\_\_\_\_  
ABSENT: \_\_\_\_\_

STATE OF CALIFORNIA                     )  
COUNTY OF SAN BERNARDINO        )

I, Bruce Baron, Secretary of the governing board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution passed and adopted by the Board at a regularly called and conducted meeting held on said date.

WITNESSED my hand this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_ Secretary of the Governing Board

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
RESOLUTION TO APPROPRIATE ASSURED INCOME OVER THE FINAL BUDGETED ALLOCATION  
FROM THE GENERAL RESERVE TO VARIOUS EXPENDITURE CLASSIFICATIONS  
November 12, 2015

EXHIBIT A

Fund 01 – General Fund, Unrestricted

Date	Ref #	Income	Amount to Be Appropriated	Major Classification	Comments
10/27/2015	80	\$5,995	\$200	4000 Supplies & Materials	<i>To account for sewing materials and craft supplies donated to SBVC Theater Arts</i>
	83		\$5,519		<i>To account for textbooks donated to SBVC Diesel</i>
	85		\$276		
	79	\$50,800	\$17,950	6000 Capital Outlay	<i>To account for fire truck donated to CHC Fire Tech</i>
	81		\$850		<i>To account for equipment donated to SBVC Chemistry</i>
	82		\$15,000		<i>To account for equipment and instruments donated to SBVC Biology</i>
	84		\$17,000		<i>To account for diesel engine donated to SBVC Diesel</i>
	Total	\$56,795	\$56,795	General Fund, Unrestricted	

Fund 01 – General Fund, Restricted

Date	Ref #	Income	Amount to Be Appropriated	Major Classification	Comments
10/27/2015	76	\$31,846	\$15,000	1000 Certificated Salaries	<i>To reflect increase in 2015-16 Care allocation at CHC</i>
			\$3,000	2000 Classified Salaries	
			\$3,000	3000 Employee Benefits	
			\$3,000	5000 Other Expenses	
			\$7,846	7600 Other Student Aid	
	77	\$131,982	\$70,000	1000 Certificated Salaries	<i>To reflect increase in 2015-16 Extended Opportunity Programs and Services allocation at CHC</i>
			\$17,000	2000 Classified Salaries	
			\$3,000	3000 Employee Benefits	
			\$7,000	5000 Other Expenses	
			\$34,982	7600 Other Student Aid	



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
 RESOLUTION TO APPROPRIATE ASSURED INCOME OVER THE FINAL BUDGETED ALLOCATION  
 FROM THE GENERAL RESERVE TO VARIOUS EXPENDITURE CLASSIFICATIONS  
 November 12, 2015

Date	Ref #	Income	Amount to Be Appropriated	Major Classification	Comments
10/27/2015	78	\$68,000	\$41,364	2000 Classified Salaries	<i>Partial distribution of anticipated increase in Student Success and Support Program for hiring of Technician at CHC</i>
			\$26,636	3000 Employee Benefits	
	86	\$40,000	\$40,000	5000 Other Expenses	<i>Funds allocated into accounts for Mt. San Jacinto College contract planning for Professional Development Center</i>
	87	\$10,000	\$10,000	5000 Other Expenses	<i>Budget adjustment to fulfill contract obligations between SBCCD and Norton Elementary School by Professional Development Center</i>
	88	\$127,737	\$44,200	1000 Certificated Salaries	<i>To set up budget for 2015-16 Enrollment Growth Nursing Grant at SBVC</i>
			\$4,892	3000 Employee Benefits	
			\$78,645	5000 Other Expenses	
	89	\$292,340	\$130,804	1000 Certificated Salaries	<i>To create initial Success through Achievement &amp; Retention Program/TRIO Student Support Services Federal Grant budget for 2015-20 grant cycle at SBVC</i>
			\$50,817	2000 Classified Salaries	
			\$49,857	3000 Employee Benefits	
			\$50,862	5000 Other Expenses	
			\$10,000	7500 Federal Student Aid	
	Total	\$701,905	\$701,905	General Fund, Restricted	

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services  
**PREPARED BY:** Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services  
**DATE:** November 12, 2015  
**SUBJECT:** Consideration of Approval to Adopt Budget Calendar for 2016-17

### **RECOMMENDATION**

It is recommended that the Board of Trustees adopt the attached Budget Calendar.

### **OVERVIEW**

District Administrative Procedure 6200 requires that the Board adopt a budget development calendar every January that identifies activities and sets dates for each step in the budget development process. The purpose of a Budget Calendar is to provide the timelines necessary for discussion and adoption of the District budget. This year the Budget Calendar is being presented in November in order to allow more time in the budgeting process.

### **ANALYSIS**

The Fiscal Year 2016-17 budget calendar is presented to the Board of Trustees for approval. The only material change from the 2015-16 calendar is that the target date for receiving budget directives from the Board of Trustees was returned to January in accordance with Administrative Procedure 6200 on Budget Preparation.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

### **FINANCIAL IMPLICATIONS**

There are no financial implications associated with this board item.

## Fiscal Year 2016-17 Budget Calendar

(Submitted for Board Approved November 12, 2015)

Tentative Date	Item	Responsible
November 2015	Budget calendar to Board of Trustees for adoption. <i>(AP 6200: Each January the Board will adopt a budget development calendar that identifies activities and sets dates for each step in the budget development process.)</i>	Business & Fiscal Services Board of Trustees
December 2015 to January 2016	District office development budget processes continue.	Business & Fiscal Services District Budget Committee
January 21, 2016	Receive budget directives from Board of Trustees. <i>(AP 6200: [By] Each February the Board will give direction for budget development to include: 1. Reaffirmation or change in mission; 2. Resource allocation (set level of Reserve for Contingency, Workers' Compensation Reserve, any special project reserve, etc.); 3. Determination of the amount of resources estimated to be available for General Fund expenditure with potential increases or decreases during the budget preparation period; 4. Preliminary establishment of base budget for the District and each site.)</i>	Business & Fiscal Services Board of Trustees
January 2016	Recommendations for projected funds and tentative distribution to campuses are developed by District Budget Committee for Chancellor's Cabinet.	Business & Fiscal Services District Budget Committee
February 2016	Projected funds and assessments for fiscal year, and tentative distribution to campuses determined at Chancellor's Cabinet. <i>(AP 6200: Prior to March 1 information will be provided to Responsibility Center Managers that will include the status of current expenditures, state and county estimates of revenues, site "base budget" allocations, and targets for increases or decreases.)</i>	Business & Fiscal Services Chancellor's Cabinet
February 22, 2016	Prior and current year line budgets, instruction packet, and due dates are forwarded to Campus Presidents and Chancellor for distribution to responsibility centers.	Business & Fiscal Services
February 23, 2016 to March 25, 2016	Campus budget processes determine priorities and reallocation of funds; responsibility center managers prepare budget forms for submittal to District.	College Presidents College VPs Business & Fiscal Services Responsibility Managers
March 28, 2016	Development Budget reports to establish Preliminary Budget due at District.	College Presidents
April 2016	District Budget Committee reviews Preliminary Budget and develops recommended adjustments, if any, for Chancellor's Cabinet.	Business & Fiscal Services District Budget Committee
April 2016	Chancellor's Cabinet is updated on status of Preliminary Budget. Reviews recommended adjustments as necessary.	Business & Fiscal Services Chancellor's Cabinet

## Fiscal Year 2016-17 Budget Calendar

(Submitted for Board Approved November 12, 2015)

Tentative Date	Item	Responsible
May 26, 2016	Board is updated on status of budget process and receives Preliminary Budget (no formal action required). <i>(AP 6200: Preliminary Budget – a. No later than the May Board meeting the Chief Business Officer will present the Preliminary Budget to the Board. No formal action is required by the Board on the Preliminary Budget. b. Between the time that the Preliminary Budget is developed and the Final Budget is adopted, changes to the budget will be made as additional information is received from the state based on the state budget adoption process.)</i>	Business & Fiscal Services Board of Trustees
June 2016	Tentative Budget is presented to the District Budget Committee and the Board of Trustees. <i>(AP 6200: Tentative Budget – No later than July 1 the Board will adopt a Tentative Budget. This budget will reflect changes made to the Preliminary Budget.)</i>	Business & Fiscal Services District Budget Committee Board of Trustees
July 2016	Draft of Final Budget discussed at District Budget Committee meeting. Final recommendations, if any, are made from District Budget Committee to Chancellor's Cabinet. <i>(AP 6200: Final Budget – Prior to the state-prescribed date, the Board will adopt a final budget for the District that reflects changes made to the Tentative Budget and provides the operational budget base for the District for the fiscal year of adoption.)</i>	Business & Fiscal Services
August 10, 2016	Review of Tentative Budget and development of Final Budget. Changes made based on internal discussion, Budget Committee recommendations, and changes in State financial picture.	Business & Fiscal Services Chancellor's Cabinet
August 24, 2016	Draft of Final Budget discussed at Chancellor's Cabinet.	Business & Fiscal Services Chancellor's Cabinet
September 1, 2016	Board Study session to review Final Budget.	Business & Fiscal Services District Budget Committee Board of Trustees
September 8, 2016	Public Hearing and adoption of FY 2015-16 Final Budget by Board of Trustees. <i>(Budget and Accounting Manual (BAM): Public Hearing and Final Budget Adoption must be completed on or before September 15.)</i>	Business & Fiscal Services Board of Trustees

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

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

**PREPARED BY:** Fath-Allah Oudghiri, Director, Facilities Planning & Construction

**DATE:** November 12, 2015

**SUBJECT:** Consideration of Approval to Award Bid and Contract to BWW & Company of Redlands, California

### **RECOMMENDATION**

It is recommended that the Board of Trustees award bid and contract to BWW & Company of Redlands, California for the Chemistry, Health, Science/Occupational Education 1 (OE1): Tenant Improvement (OE1, CHS, MSA) Phase 2 project in the amount of \$320,013.67.

### **OVERVIEW**

This construction project will facilitate the relocation of several departments throughout the campus as part of the ongoing construction program.

### **ANALYSIS**

A bid opening was held for this project on October 9, 2015. The District received two responsive and responsible bids:

<b>Vendor</b>	<b>Total Base Bid</b>	<b>Alternate 2</b>	<b>Total Contract</b>
BWW & Company, Redlands CA	\$278,011.56	\$42,002.11	\$320,013.67
Oakview Construction, Calimesa CA	\$418,000.00	\$128,000.99	\$546,000.00

An analysis of the bids received indicates that BWW & Company is the lowest, most responsive bidder. Base Bid was used to select the lowest bidder. Alternate 2 was selected by the campus and was added to the based bid for total contract value of \$320,013.67.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

### **FINANCIAL IMPLICATIONS**

Included in the Fund 42 Bond Construction budget.

**No. 05 – Chemistry, Health, Science; Occupational Education 1:****Tenant Improvement (OE1, CHS, MSA) Phase 2**

DATE: 10/12/2015

TO: Fath-Allah Oudghiri, AIA, MBA  
Director Facilities Planning & Construction  
San Bernardino Community College District (SBCCD)

FROM: Tom Anderson  
Project Manager  
Crafton Hills College (CHC)  
Kitchell/BRJ

RE: **Crafton Hills College (CHC) Measure M**  
CHC – 4640 / 5625 - Chemistry, Health, Science / Occupational Education 1:  
Tenant Improvement (OE1, CHS, MSA) Phase 2  
Contract Agreement with BWW & Company

**PROJECT SCOPE:**

SBCCD approval of Kitchell/BRJ's recommendation for approval of a contract agreement to BWW & Company for the Chemistry, Health, Science; Occupational Education 1: Tenant Improvement (OE1, CHS, MSA) Phase 2 Project in the amount of \$320,013.67.

**NARRATIVE:**

This contract will be to implement the Chemistry, Health, Science; Occupational Education 1: Tenant Improvement (OE1, CHS, MSA) Phase 2 Project to be completed in the fall 2015 at CHC. The locations of many campus departments will change, as such a contract with BWW & Company to perform construction services.

**RECOMMENDATION:**

Kitchell/BRJ recommends that SBCCD approve the issuance of a contract agreement to BWW & Company in the amount of \$320,013.67 on November 12, 2015 Board.

**BUDGET INFORMATION:**

*Chemistry, Health, Science Remodel– Proj. # 4640*

*Info from Measure M Budget V#29—9/30/15*

Project Original Budget Amount:	\$ 553,444.00
Project Current Spent to date:	\$ 164,126.56
Project Current Estimate to Complete:	\$ 253,579.44
Project Memo Forecast Cost:	\$ 197,501.05
Project Change Amount:	\$ 00.00

*Occupational Education 1 – Proj. # (5625)*

*Info from Measure M Budget V#29—09-30-2015*

Project Original Budget Amount:	\$ 672,051.00
Project Current Spent to date:	\$ 276,952.20
Project Current Estimate to Complete:	\$ 342,576.40



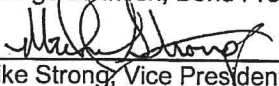
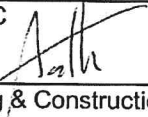
Project Memo Forecast Cost: \$ 122,512.62  
Project Change Amount: \$ 00.00

Funding for Project Memo cost of \$320,013.67 will come from the following Budget Line Item#

42-50-02-4640-0257-6220.50-7100 – Remodel Construction (Chemistry, Health, Science Remodel –  
\$197,501.05)

42-50-02-5625-0257-6220.50-7100 – Remodel Construction (Occupational Education 1 – \$122,512.62)

Approvals:

	10/13/18	Date
Mark Edwards, Sr. Campus Manager, Kitchell/BRj		
	10/15/15	Date
George Johnson, Bond Program Manager, Kitchell/BRj		
	10/20/15	Date
Mike Strong, Vice President, Administrative Services, CHC		
	10.21.2015	Date
Fath-Allah Oudghiri, AIA, MBA, Director Facilities Planning & Construction		

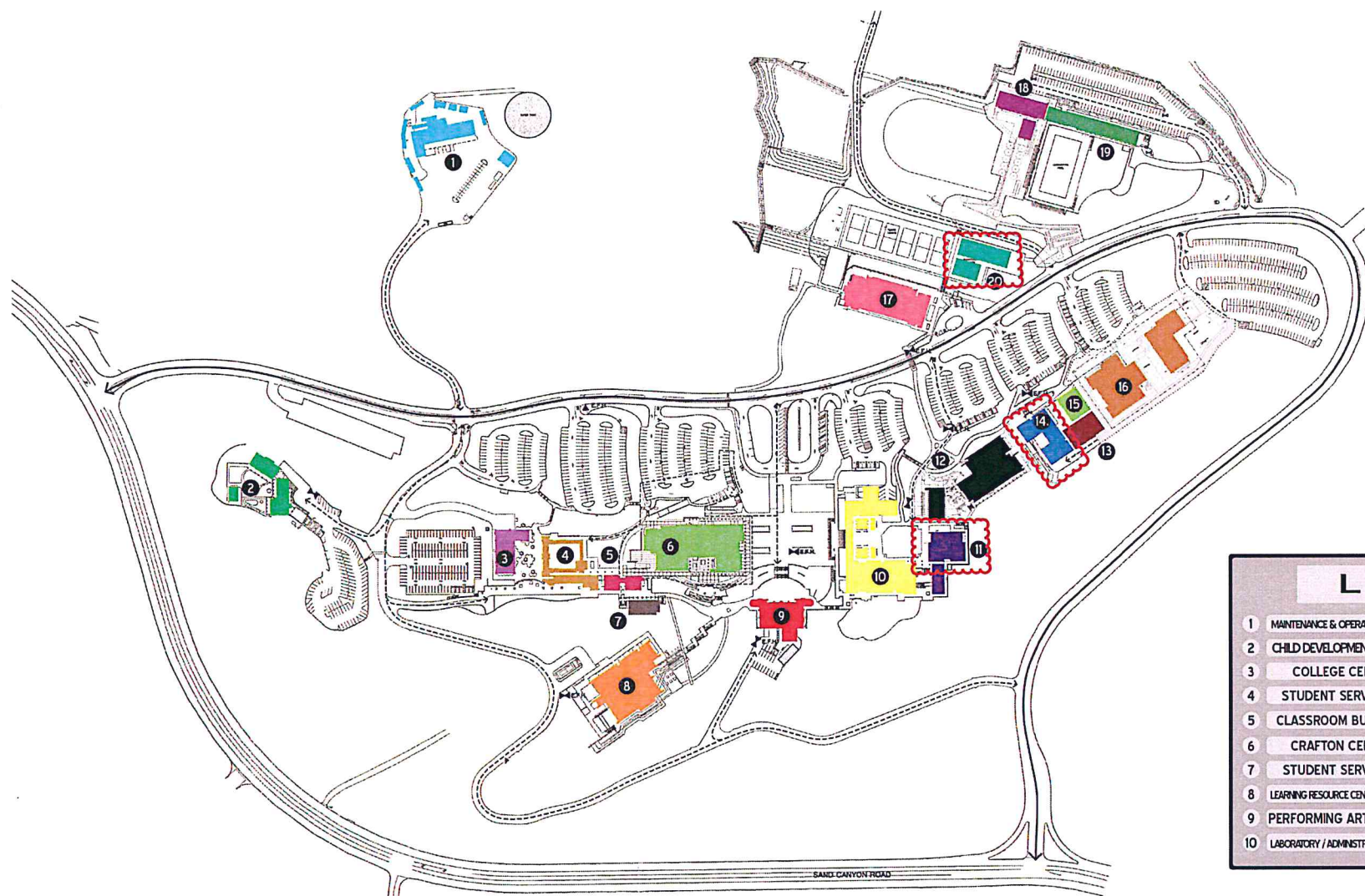
Attachments: Bid Proposal (30 pages)

Bid Summary (1 Page)

## Unofficial Results

#	Pre Bid Attendee Contractors	City	Bid Bond Y/N	Addenda (1 -2) Noted Y/N	Base Bid	ADD ALT #1	ADD ALT #2	TOTAL
1	Dalke & Sons Construction, Inc.	Riverside						\$0.00
2	Inland Building Construction	San Bernardino						\$0.00
3	Lewis & Clark	Rialto						\$0.00
4	Oakview Construction	Calimesa	Y	Y	\$418,000.00	\$148,000.00	\$128,000.00	\$546,000.00
5	Beaumont Electric	Beaumont						\$0.00
6	Allison Mechanical	Redlands						\$0.00
7	National Construction & Maintance	Perris						\$0.00
8	Three Peaks Corp.	Redlands						\$0.00
9	Delt Builders	Rancho Cucamanga						\$0.00
10	Lemay Construction							\$0.00
11	BW&W Co. (*Awarded)	Redlands	Y	Y	\$278,011.56	\$55,862.11	\$42,002.11	\$320,013.67
	AVERAGE				\$348,005.78	\$101,931.06	\$85,001.06	\$433,006.84
	MEAN				\$348,005.78	\$101,931.06	\$85,001.06	\$433,006.84





## LEGEND

1	MAINTENANCE & OPERATIONS / M&O	11	CHEMISTRY / HEALTH SCIENCE
2	CHILD DEVELOPMENT CENTER	12	NEW SCIENCE BUILDING
3	COLLEGE CENTER	13	BOOKSTORE
4	STUDENT SERVICES A	14	OCCUPATIONAL EDUCATION 1 / OE-1
5	CLASSROOM BUILDINGS	15	CLASSROOM AT BOOKSTORE
6	CRAFTON CENTER	16	OCCUPATIONAL EDUCATION 2 / OE-2
7	STUDENT SERVICES B	17	GYMNASIUM
8	LEARNING RESOURCE CENTER / LIBRARY	18	PHYSICAL EDUCATION COMPLEX / PE
9	PERFORMING ART CENTER	19	AQUATICS CENTER / CRF
10	LABORATORY / ADMINISTRATION / LADM	20	SCIENCE PORTABLES

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Bruce Baron, Chancellor

**PREPARED BY:** Stacey Nikac, Executive Assistant

**DATE:** November 12, 2015

**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.

### **Caring Hands Applause Cards – November 2015**

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.

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

#### **DISTRICT**

<b>Baeza, Daniel</b> <b>Police Department</b>	<i>"Daniel was instrumental in locating a career criminal who assaulted a student on the Valley Campus. Good Job Daniel!!!"</i>  Chief Galvez
<b>Bonnet, Blake</b> <b>Police Department</b>	<i>"Blake's vigilance and attention to duty led to the apprehension/arrest of a veteran criminal who committed an unspeakable crime against a SBVC student. GOOD JOB!!!"</i>  Chief Galvez
<b>Borges, Dione</b> <b>Police Department</b>	<i>"Thank you for helping my Foundation Directors and wandering campus visitors find their way, even giving them a ride and escorting them to/from their cars when needed. Thank you for always being a helpful team player."</i>  Michelle Riggs
<b>Brady, Jason</b> <b>Administrative Applications</b>	<i>"You are always so helpful with updating webpages and their special links. Thank you for your prompt assistance and friendly service."</i>  Stacey Nikac
<b>Braggins, Alan</b> <b>EDCT</b>	<i>"Alan is always ready to help . He goes out of his way to lend his support to anyone in the department who needs technical assistance, often behind the scenes."</i>  Roanne Holliman
<b>Castro, Debbie</b> <b>Printing Services</b>	<i>"Thanks for all the great work you do and for taking on the extra jobs due to our campus reorganization."</i> Bryan Reece and Instructional Support Staff at CHC
<b>Datillo, Alyssa</b> <b>Police Department</b>	<i>"I appreciate the extra help you provide for our office. Thank you for all you do."</i>  Stacey Nikac
<b>Davis, Angela</b> <b>Purchasing</b>	<i>"Always willing to help; goes above and beyond. So refreshing to work with Angela."</i>  Mary Smith
<b>Jones, Chris</b> <b>Printing Services</b>	<i>"Thank you for your hard work, terrific service, and quick responses. Your work is always flawless."</i>  Michelle Riggs
<b>Jones, Chris</b> <b>Printing Services</b>	<i>"Thank you for walking me through my print order! I appreciate the extra time and effort it took to make sure the order was submitted on time."</i>

<b>Larimore, Fred</b> <b>Printing Services</b>	<i>"Thanks for all the great work you do and for taking on the extra jobs due to our campus reorganization."</i> Bryan Reece and Instructional Support Staff at CHC
<b>Piggott, Gloria</b> <b>Printing Services</b>	<i>"Working with Gloria is always such a pleasure. She is kind and always goes the extra mile to make the artwork requested to make her "client" happy."</i> Lillian Vasquez
<b>Piggott, Gloria</b> <b>Printing Services</b>	<i>"Thanks for all the great work you do and for taking on the extra jobs due to our campus reorganization."</i> Bryan Reece and Instructional Support Staff at CHC
<b>Sanchez, Carmen</b> <b>Printing Services</b>	<i>"Thanks for all the great work you do and for taking on the extra jobs due to our campus reorganization."</i> Bryan Reece and Instructional Support Staff at CHC
<b>Williams, Roennia</b> <b>Human Resources</b>	<i>"Thank you Roennia for your support and professionalism in assisting, safety and risk management. Your expertise and assistance is appreciated."</i> Whitney Fields
<b><u>CHC</u></b>	
<b>Aycock, Larry</b> <b>Admissions and Records</b>	<i>"Thank you for your time in facilitating and guest speaking at the Left Lane Check-In meetings. Your hard work and enthusiasm is very much appreciated by both Student Success and the students."</i> Left Lane Program
<b>Aycock, Larry</b> <b>Admissions and Records</b>	<i>"Thank you for giving a program overview of Admissions and Records for the All Secretaries meeting. You answered all their questions, it was informative and was greatly appreciated."</i> Cyndie St. Jean
<b>Bender, Mary</b> <b>Career Education and Human Development</b>	<i>"Thanks for all the hard work so far with Classified Senate!"</i> Michelle Tinoco
<b>Bogh, Wayne</b> <b>Technology Services</b>	<i>"Thank you for taking the time out of your busy day last week to show my Fire Technology students the workings of the unique fire suppression system in the main computer room. The students enjoyed the presentation."</i> Dan Sullivan
<b>Cabrales, Joe</b> <b>Student Services</b>	<i>"Thank you for giving a program overview of Admissions and Records for the All Secretaries meeting. You answered all their questions, it was informative and was greatly appreciated."</i> Cyndie St. Jean
<b>Chittenden, Heather</b> <b>Aquatics Center</b>	<i>"Thanks for all the work you have done and are continuing to do to plan and organize the BIG MOVE."</i> Bryan Reece

<b>Cummings, Lou'Rie Counseling</b>	<i>"She is the most caring individual I have ever met. She always goes out of her way to help students. She is an amazing listener and gives the best advice."</i> Kassie Lawson
<b>Davila, Maria CHC Bookstore</b>	<i>"For all your patience, dedication and hard work involved with the implementation/training of the new bookstore Point of Sale software. Your support is what makes the bookstore successful. Thank you."</i> Gloriann Chavez
<b>Davis, Andrea English</b>	<i>"Thank you for your time in facilitating and guest speaking at the Left Lane Check-In meetings. Your hard work and enthusiasm is very much appreciated by both Student Success and the students."</i> Left Lane Program
<b>Garcia, Kristin Admissions and Records</b>	<i>"Thanks for all the hard work so far with Classified Senate! You're the best!"</i> Michelle Tinoco
<b>Gundersen, Cyndi Institutional Effectiveness, Research and Planning</b>	<i>"Thanks for all the hard work so far with Classified Senate! You're the best!"</i> Michelle Tinoco
<b>Lehman, Veronica Financial Aid</b>	<i>"Thanks for all the hard work so far with Classified Senate! You're the best!"</i> Michelle Tinoco
<b>Limoges, Kevin Technology Services</b>	<i>"Thank you Kevin for working on the Cybrarian software installation at the Library. We appreciate your thoroughness and willingness to help us with our questions and concerns regarding this new software."</i> Karol McCool
<b>McCartney, Karen Biology</b>	<i>"For your enthusiastic support of the STEM program and it's activities. Thank you so much for always being there and even more importantly, for having a kind and thoughtful approach to everything you do."</i> Patricia Menchaca
<b>Melendez, Gladys CHC Bookstore</b>	<i>"Always happy and cheerful while interacting with colleagues and managers. Always seeks opportunities to improve learning. Always eager to help. Inspires others to do better. Great Worker!"</i> Kaila Wheeler
<b>Moreno, Carol CHC Bookstore</b>	<i>"For all your patience, dedication and hard work involved with the implementation/training of the new bookstore Point of Sale software. Your support is what makes the bookstore successful. Thank you."</i> Gloriann Chavez
<b>Oliver, Laura Letters, Arts and Mathematics</b>	<i>"Laura has gone over and above the "call of duty" to welcome me and help acclimate me to my new position as an adjunct in the English Department. I could not possibly have gotten up and running as quickly without her!"</i> Andrea Davis
<b>Pompa, Rebecca Facilities</b>	<i>"Thank you for all that you do! Classified Senate appreciates all the hard work that you put in with room assignments, changes, and adjustments!"</i> Michelle Tinoco

<b>Rahbarnia, Shohreh Chemistry</b>	<i>"Shohreh has done outstanding service for both the chemistry department and students. Has organized several workshops to specifically help CHEM 101 students and also has taken the lead in finding new adjunct professors for the department."</i>	Kim Salt
<b>Riggs, Michelle Resource Development</b>	<i>"Thank you for your time in facilitating and guest speaking at the Left Lane Check-In meetings. Your hard work and enthusiasm is very much appreciated by both Student Success and the students."</i>	Left Lane Program
<b>Rush, Steve Admissions and Records</b>	<i>"Thank you for your time in facilitating and guest speaking at the Left Lane Check-In meetings. Your hard work and enthusiasm is very much appreciated by both Student Success and the students."</i>	Left Lane Program
<b>Rush, Steve Admissions and Records</b>	<i>"Thank you for all the hard work so far with Classified Senate. You're the best!"</i>	Michelle Tinoco
<b>Tinoco, Michelle Admissions and Records</b>	<i>"Thank you for your time in facilitating and guest speaking at the Left Lane Check-In meetings. Your hard work and enthusiasm is very much appreciated by both Student Success and the students."</i>	Left Lane Program
<b>Tinoco, Michelle Admissions and Records</b>	<i>"Thank you for always being so helpful and going above and beyond! Any time I have a student issue I need resolved, you are always ready and willing to help. I really appreciate it!"</i>	Veronica Lehman
<b>Wheeler, Kaila CHC Bookstore</b>	<i>"For all your patience, dedication and hard work involved with the implementation/training of the new bookstore Point of Sale software. Your support is what makes the bookstore successful. Thank you."</i>	Gloriann Chavez
<b>White, Anthony Technology Services</b>	<i>"Thank you Anthony for going above and beyond to help the Library with the installation of the Cybrarian software. We all appreciate your hard work!"</i>	Karol McCool
<b>Zuniga, Ruby Institutional Effectiveness, Research and Planning</b>	<i>"Thank you for all the hard work so far with Classified Senate! You're the best!"</i>	Michelle Tinoco
<b><u>SBVC</u></b>		
<b>Alex-Schiel, Valerie Food Services</b>	<i>"Thank you Valerie, you and your staff for going above and beyond in helping serve our students/staff! Your staff is always so helpful. Couldn't do it without YOU!"</i>	Mary Smith
<b>Arciero, Noel Bookstore</b>	<i>"Noel for all your patience, dedication and hard work involved with the implementation/training of the new Bookstore Point of Sale Software. Your support is what makes the Bookstore successful, Thank You."</i>	Gloriann Chavez

<b>Bender, Robyn CBO</b>	<i>"Robyn is so very nice and patient. Anytime I have any questions, she always go out of her way to help me with a smile on her face. I really appreciate her."</i>	Raina Okray
<b>Demers, Dora President's Office</b>	<i>"Thank you for going above and beyond to have a cart ready for me to pick up a campus visitor for a tour. It made a positive difference!"</i>	Karen Childers
<b>Diaz, Marvellee Bookstore</b>	<i>"Marvellee for all your patience, dedication and hard work involved with the implementation/training of the new Bookstore Point of Sale Software. Your support is what makes the Bookstore successful, Thank You."</i>	Gloriann Chavez
<b>Feist, John Technology Services</b>	<i>"Always goes above and beyond to help us when needed. John is greatly appreciated."</i>	Marie (Fin Aid)
<b>Feist, John Technology Services/CTS Room 102</b>	<i>"Police Science would like to thank and recognize John Feist for accommodating our department in such a short notice. John has re-imaged our computers and maximized the total number of computers. He offers outstanding service."</i>	Jeff Klug
<b>Ferguson, Craig Technology Services</b>	<i>"The man with the 'magic' fingers! Thank you Craig for always coming to my rescue! you ROCK!"</i>	Mary Smith
<b>Ferguson, Craig Technology Services</b>	<i>"Thank you for expediting the computer switch from room to room -- we needed, and you were there! I appreciate your service, always."</i>	Nicole Williams
<b>Hecht, Andrea First Year Experience</b>	<i>"Thank you for making my job so easy!"</i>	Mary Smith
<b>Hepburn-Stroud, Lisa Bookstore</b>	<i>"Lisa for all your patience, dedication and hard work involved with the implementation/training of the new Bookstore Point of Sale Software. Your support is what makes the Bookstore successful, Thank You."</i>	Gloriann Chavez
<b>Hollis, Patrice Financial Aid</b>	<i>"Patrice Hollis is so nice and caring. Anytime I have a problem with financial aid with a student, she goes the extra mile and always take care of the problems."</i>	Raina Okray
<b>Jenkins, Robert M&amp;O</b>	<i>"Robert always responds quickly and gets things done even with a huge workload. Thank you!"</i>	Karen Childers
<b>Jollie, Melodie Custodial</b>	<i>"Melodie is so kind hearted. Anytime I have a problem with something at work, she will go the extra mile and try to help me. I appreciate her so much, and she helps you with a smile."</i>	Raina Okray



<b>Jollie, Melodie Custodial</b>	<i>"Thank you for your efficiency in getting some furniture moved in my area despite having to work around bad weather. I appreciate it!"</i> Karen Childers
<b>Kates, Johnny Custodial</b>	<i>"Thank you for your efficiency with getting a cart ready for a campus visitor, and also in having some furniture moved in my area."</i> Karen Childers
<b>Lillard, Sheri Chemistry</b>	<i>"Covered my lecture and lab with just hours notice when my son was in hospital"</i> Michael, Employee
<b>Lopez, Dolores Bookstore</b>	<i>"Dolores for all your patience, dedication and hard work involved with the implementation/training of the new Bookstore Point of Sale Software. Your support is what makes the Bookstore successful, Thank You."</i> Gloriann Chavez
<b>Luke, Dr. College to Career 102 04</b>	<i>"Dr. Luke has given me positive advise during his lecture. He will support any student that needs help and encourage students to be confident. Thank you for taking interest in our education and it is an honor to be in your class."</i> Adriana Alejandres, Student
<b>Martinez, Patricia Bookstore</b>	<i>"Pat for all your patience, dedication and hard work involved with the implementation/training of the new Bookstore Point of Sale Software. Your support is what makes the Bookstore successful, Thank You."</i> Gloriann Chavez
<b>Pasillas, Karol Administrative Services</b>	<i>"I want to thank and commend Karol for her invaluable and skilled assistance in development of the SBVC budget for FY 2015-16."</i> Scott Stark
<b>Preston, Tammy Bookstore</b>	<i>"Tammy for all your patience, dedication and hard work involved with the implementation/training of the new Bookstore Point of Sale Software. Your support is what makes the Bookstore successful, Thank You."</i> Gloriann Chavez
<b>Shafer, Kris Maintenance</b>	<i>"Kris was commended by faculty, and I also thank him for his successful effort to re-rig the observatory dome shutter mechanism."</i> Scott Stark
<b>Silva, Steven Admissions &amp; Records</b>	<i>"Steven is very nice and patient. anytime I have a problem, he is quick to answer my questions, now matter how many times I call. I really appreciate him."</i> Raina Okray
<b>Somers, Nivard First Year Experience</b>	<i>"Thank you for making my job so easy! You ROCK!"</i> Mary Smith
<b>Soto, Margie Financial Aid</b>	<i>"Thank you for always having a positive attitude and for taking the time to assist our students with their questions and concerns. Your efforts are not unnoticed. Also, thanks for making the "new ones" on the team feel welcomed."</i> Gabriela Padilla



<b>Vargas, Leticia</b> <b>Custodial</b>	<i>"I just wanted to say how nice Leticia is and anytime I ask her to do something, she always does it with a smile. She is such a hard worker and I appreciate her."</i>	Raina Okray
<b>Wall, Mark</b> <b>Kinesiology/Athletics</b>	<i>"The women's soccer team would like to thank Mark Wall for his continued support of our program. He goes above and beyond his duties and works tirelessly on a daily basis. Valley College is lucky to have him as an employee."</i>	Kristin Hauge
<b>Wells, Carol</b> <b>Registered Nursing - Health Sciences</b>	<i>"Thank you Carol for all the knowledge you have brought to this department. Last month I saw how hard you worked on the ACEN report meet your deadline. Not once did you turn away a student, faculty or staff throughout this time."</i>	Mary Gutierrez
<b>Wingson, Carol</b> <b>Bookstore</b>	<i>"Carol for all your patience, dedication and hard work involved with the implementation/training of the new Bookstore Point of Sale Software. Your support is what makes the Bookstore successful, Thank You."</i>	Gloriann Chavez
<b>Wooten, Andrea</b> <b>Kinesiology/Athletics</b>	<i>"The women's soccer team would like to thank Andre Wooten for his continued effort to get the Academic Support Program for student-athletes up and running. He has gone above and beyond garnering support for this much needed program."</i>	Kristin Hauge

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Bruce Baron, Chancellor  
**PREPARED BY:** Stacey Nikac, Executive Assistant  
**DATE:** November 12, 2015  
**SUBJECT:** Board of Trustees Information Requests

### **RECOMMENDATION**

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

### **ANALYSIS**

The Board of Trustees requested a form be developed to track requests made by the board and updates be provided at board meetings.

### **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**

No impact to the budget.

**San Bernardino Community College District  
2015-2016 Board of Trustees Information Requests  
(updated 11/4/15)**

**Date of Request:** 10/10/2013  
**Requested by:** Trustee Williams  
**Planned Completion Date:** Completed  
4/9/2015

**Request:** Consider succession planning at the President/CEO and Cabinet levels.

**Comments:** The Board approved BP 2432 on 4/9/15

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**Date of Request:** 5/14/2015  
**Requested by:** Trustee Williams  
**Planned Completion Date:** Completed  
8/3/2015

**Request:** Trustee Williams asked for more information on the bookstore at a future meeting.

**Comments:** Chancellor provided to the Board on 8/3/15. ASG was very satisfied with the outcome.

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**Date of Request:** 6/11/2015  
**Requested by:** Trustee Longville  
**Planned Completion Date:** Completed  
8/3/2015

**Request:** President Longville asked to have an agenda item to address all concerns presented by the CSEA.

**Comments:** The final update was provided to the Board on 8/3/15. The President of the CSEA stated that he was satisfied with the results.

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**Date of Request:** 7/9/2015  
**Requested by:** Trustee Henry  
**Planned Completion Date:** Completed  
8/3/2015

**Request:** Chancellor recommends CSEA meet with Vice Chancellor HR and EH&S Director to go through each concern and report back to the board. Trustee Henry requested for Dr. Norman to facilitate the meeting. Dr. Henry asked for an Itemization of what happened, transpired, what was brought forward, what were the responses. The Board will ensure they will address the report once it is received from CSEA/HR.

**Comments:** Chancellor provided a final detailed report to the Board on 8/3/15.

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**Date of Request:** 7/9/2015  
**Requested by:** Trustee Williams  
**Planned Completion Date:** Completed  
8/14/2015

**Request:** Gabriel Jaramillo asked if we could have Webadvisor fixed as it goes down when students have to register. Trustee Williams asked for a board item to discuss solutions for Webadvisor.

**Comments:** Chancellor updated the board on 8/14/15. Additional presentations can be made at the request of the Board.

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**Date of Request:** 3/12/2015  
**Requested by:** Trustee Williams  
**Planned Completion Date:** Completed 9/4/2015

**Request:** Trustee Williams asked who is in charge of Measure M Work? Who has done work within the District over the last year? He would like to have a conversation to give feedback on the process and their bids to the board.

**Comments:** Chancellor provided the response to the Board on 9/4/15.

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**Date of Request:** 4/9/2015  
**Requested by:** Trustee Harrison  
**Planned Completion Date:** Completed 9/4/2015

**Request:** Trustee Harrison requested the Chancellor to give direction to KBRJ to give local people the feedback they need to know why their bids were not successful.

**Comments:** Chancellor provided the response to the Board on 9/4/15.

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**Date of Request:** 7/9/2015  
**Requested by:** Trustee Henry  
**Planned Completion Date:** Completed 9/4/2015

**Request:** Trustee Henry requested a report that shows how many injuries by department and training reports.

**Comments:** Chancellor provided the information to the Board on 9/4/15.

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**Date of Request:** 3/12/2015  
**Requested by:** Trustee Ferracone  
**Planned Completion Date:** Completed 9/4/2015

**Request:** Strategic Planning Committee and Accreditation Ad Hoc Task Force include board members and be agendized to have discussion

**Comments:** Board ratified member to the Ad Hoc Task Force on 4/9/15. Ad Hoc Task Force updates have been provided in the Trustee's Chat. An update presentation is scheduled for the October board meeting and again in early 2016.

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**Date of Request:** 3/12/2015  
**Requested by:** Trustee Williams  
**Planned Completion Date:** Completed 10/8/2015

**Request:** Trustee Williams asked how much did the Community Counseling Services raise for the KVCR and SBVC Foundations?

**Comments:** CCS provided their accomplishments in the Information Items section of the 10/8/15 Board Book.

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**Date of Request:** 9/2/2015  
**Requested by:** Trustee Williams  
**Planned Completion Date:** Completed 10/8/2015

**Request:** Requested HR Staff to create a chart with Chancellor and Board Self-Evaluation deadlines

**Comments:** The Vice Chancellor of HR provided the deadlines to the Board on 10/8/15.

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**Date of Request:** 9/8/2015  
**Requested by:** Trustee Ferracone  
**Planned Completion Date:** Completed 10/8/2015

**Request:** Trustee Ferracone asked how the state figures the FON.

**Comments:** The report was included in the 10/8/15 Board packet under Information Items.

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**Date of Request:** 9/8/2015  
**Requested by:** All Trustees  
**Planned Completion Date:** Completed  
10/8/2015

**Request:** Trustees asked for a written report from CCS on their accomplishments.

**Comments:** The report was included in the 10/8/15 Board packet under Information Items.

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**Date of Request:** 9/8/2015  
**Requested by:** Trustees Williams and Singer  
**Planned Completion Date:** Completed  
10/8/2015

**Request:** What is the relationship between the demand for classes/programming and building/seat capacity.

**Comments:** The report was included in the 10/8/15 Board packet under Information Items.

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**Date of Request:** 9/8/2015  
**Requested by:** Trustee Harrison  
**Planned Completion Date:** Completed  
10/8/2015

**Request:** Trustee Harrison asked for a breakdown of the 765 faculty and staffing needs that were budgeted for. Where is the salary being funded from? How many are funded through the general fund and how many through the restricted fund? Send percentage figure

**Comments:** The report was included in the 10/8/15 Board packet under Information Items.

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**Date of Request:** 10/8/2015  
**Requested by:** Trustee Williams  
**Planned Completion Date:** Completed  
10/26/2015

**Request:** Trustee Williams recommended the following changes to the Board Orientation Handbook: Line 389 should change to: Board members should be mindful of their role as members of the board and any comments made should not be presented as views of the Board of Trustees. Page 170 add oversight committees to the redevelopment agencies and add KVCR and EDCT Org charts to page 184.

**Comments:** The recommended changes were made and the revised Board Handbook is posted online.

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**Date of Request:** 8/13/2015  
**Requested by:** Trustee Harrison  
**Planned Completion Date:** Ongoing

**Request:** The Board requested a report at least every three months on the pre-qualification program for construction projects.

**Comments:** Fiscal Services will provide a report will be provided in the Information Items section of the board book.

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**Date of Request:** 8/13/2015  
**Requested by:** Trustee Harrison  
**Planned Completion Date:** Ongoing

**Request:** Trustee Harrison asked for a report every six months to cover local hire reports, disadvantaged business entities, and apprenticeships program reports

**Comments:** Fiscal Services will provide a report will be provided in the Information Items section of the board book after program implementation.

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**Date of Request:** 8/20/2015  
**Requested by:** Board Retreat  
**Planned Completion Date:** Ongoing

**Request:** Receive regular information on the progress of filling interim positions via Chancellor's Chat.

**Comments:** HR will provide a report in the Information Items section of the board book as requested.

---

**Date of Request:** 4/9/2015  
**Requested by:** Trustee Williams  
**Planned Completion Date:** Ongoing

**Request:** Trustee Williams asked for a follow up on the claim for the gymnasium floor through Lima Consulting.

**Comments:** Chancellor will update the Board on a regular basis until the issue has been resolved. Weekly reports have been provided in Trustee's Chat. Future reports will be included in the Information Items section of the board book as requested.

---

**Date of Request:** 4/9/2015  
**Requested by:** Trustee Harrison  
**Planned Completion Date:** 12/10/15

**Request:** Trustee Harrison requested the Strategic Plan should come back to the board in six months with elements to include TESS, KVCRC, and ATTC.

**Comments:** The complete Strategic Plan will be revised and resubmitted to the Board for 1st read by the end of 2015. It is pending review by the DSPC.

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**Date of Request:** 10/8/2015  
**Requested by:** Trustees Williams and Harrison  
**Planned Completion Date:** 12/10/15

**Request:** Board requested for staff to look for alternate ways to encourage local vendors to participate in bids.

**Comments:** Fiscal Services will provide a report back to the Board in the Information Items section of the Board book.

---

**Date of Request:** 9/24/2015  
**Requested by:** Goals Ad Hoc Committee  
**Planned Completion Date:** 12/01/15

**Request:** To incorporate a Meet Your Trustees (use "Collegial") with the Chancellor's Holiday Party. Special invite to the members of District Assembly so the board can get to know the members and better understand the process. Opening dialogue might help them work together on policies.

**Comments:** The invitation will be emailed to District Assembly members,

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**Date of Request:** 10/8/2015  
**Requested by:** Trustee Harrison  
**Planned Completion Date:** 12/10/15

**Request:** Trustees would like a creative perpetual recognition listing all board members who served over the last 90 years.

**Comments:** The Chancellor will bring designs for the Board of Trustees to select. Staff will obtain an accurate list of all past board members.

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**Date of Request:** 9/8/2015  
**Requested by:** Trustee Singer  
**Planned Completion Date:** 02/04/16

**Request:** Trustee Singer asked the board to consider whether or not they want to change the 15% reserve?

**Comments:** Trustees to discuss at the Study Session: Budget Directives & Development on 2/4/16.

---

**Date of Request:** 9/8/2015  
**Requested by:** Trustee Ferracone  
**Planned Completion Date:** 05/26/16

**Request:** The Board would like to have more discussion on the budget. Trustee Ferracone suggested a meeting in May to have discussion on where we could go or might go with the budget to be able to make a more informed decision.

**Comments:** The preliminary budget presentation is scheduled for a study session on 5/26/16, which was approved by the Board on 10/8/15. The Board Ad Hoc Budget Committee meets on a monthly basis and will report updates at the Board meetings.

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**Date of Request:** 9/24/2015  
**Requested by:** Goals Ad Hoc Committee  
**Planned Completion Date:** TBD

**Request:** Develop a State of Community Colleges "From Cradle to College" Have the college CDC students involved.

**Comments:** The Board Goals Ad Hoc Committee to work with the Chancellor to develop a plan for this event.

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**Date of Request:** 11/13/2014  
**Requested by:** Trustee Ferracone  
**Planned Completion Date:** TBD

**Request:** Trustee Ferracone would like the board to consider developing a policy on the hiring of a college president.

**Comments:** The Board Policy Work Group is tasked to develop the policy with the VC HR.

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**Date of Request:** 3/12/2015  
**Requested by:** Trustee Williams  
**Planned Completion Date:** TBD

**Request:** SWOT Analysis of CTE Programs.

**Comments:** This is being worked on through the Educational Master Plan.

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## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services  
**PREPARED BY:** Lawrence P. Strong, Interim Director of Fiscal Services  
**DATE:** November 12, 2015  
**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 its review.

### **ANALYSIS**

The attached Revenue and Expenditure Summary reflects activity for the 2015-16 fiscal year through October 26 for all District funds. As of October 26, the District was 32.3% through the fiscal year and had spent and encumbered about 26.9% of its budgeted general funds.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

### **FINANCIAL IMPLICATIONS**

This is an information item and there are no financial implications.





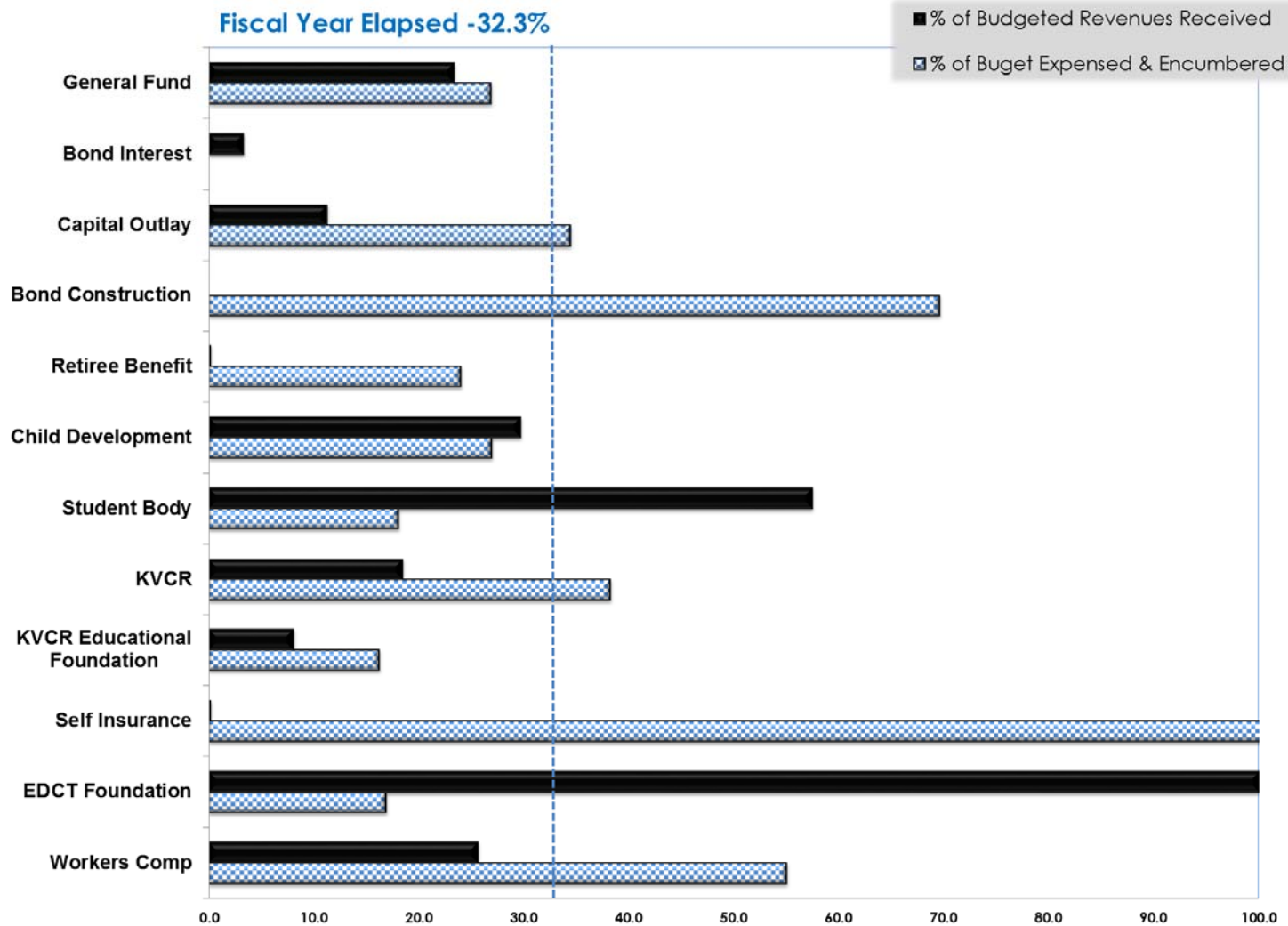
## Budget Revenue & Expenditure Summary

Year to Date 10/26/2015  
32.3% of Fiscal Year Elapsed

	REVENUES			EXPENDITURES			COMMENTS
	Budget	Received YTD		Budget	Expensed/ Encumbered YTD		
01 General Fund	\$123,217,321	\$ 28,819,782	23.4%	\$123,616,905	\$ 33,229,250	26.9%	<i>Encumbered amount is \$10,121,083.</i>
21 Bond Interest & Redemption	\$ 24,000,000	\$ 795,559	3.3%	\$ 24,000,000	\$ -	0.0%	
41 Capital Outlay Projects	\$ 4,952,078	\$ 559,758	11.3%	\$ 8,897,078	\$ 3,064,720	34.4%	<i>Encumbered amount is \$2,243,173.</i>
42 Bond Construction	\$ 35,000,000	\$ 8,294	11.3%	\$ 75,174,727	\$ 52,358,946	69.6%	<i>Encumbered amount is \$36,644,770.</i>
68 Retiree Benefit	\$ 1,875,000	\$ 3,661	0.2%	\$ 375,000	\$ 90,145	24.0%	
72 Child Development	\$ 2,688,913	\$ 798,360	29.7%	\$ 2,688,913	\$ 724,198	26.9%	
73 Student Body Center Fee	\$ 293,352	\$ 168,620	57.5%	\$ 293,352	\$ 52,946	18.0%	<i>Revenues reflect Fall fees.</i>
74 KVCR	\$ 5,860,576	\$ 1,080,777	18.4%	\$ 5,860,576	\$ 2,243,484	38.3%	<i>Encumbered amount is \$1,239,056.</i>
76 KVCR Educational Foundation	\$ 2,841,126	\$ 229,528	8.1%	\$ 2,841,126	\$ 462,015	16.3%	
78 Self Insurance-Liability	\$ 550,000	\$ 1,024	0.2%	\$ 550,000	\$ 718,145	130.6%	<i>Premiums are paid in July; expenses exceed budget due to recent settlement agreement.</i>
79 EDCT Foundation	\$ 200,000	\$ 200,040	100.0%	\$ 240,000	\$ 40,607	16.9%	
84 Workers Compensation	\$ 1,082,000	\$ 277,564	25.7%	\$ 1,082,000	\$ 595,550	55.0%	<i>Encumbered amount is \$241,581.</i>

## Budget Revenue & Expenditure Summary

Year to Date 10/26/2015



Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	6,179,607.89	125,089.52	125,089.52	2.0	0.00	6,054,518.37	97.9
8600.00 STATE REVENUES	91,100,220.64	25,396,926.45	25,396,926.45	27.8	0.00	65,703,294.19	72.1
8800.00 LOCAL REVENUES	25,845,492.42	3,295,032.28	3,295,032.28	12.7	0.00	22,550,460.14	87.2
8900.00 OTHER FINANCING SOURCES	92,000.00	2,733.90	2,733.90	2.9	0.00	89,266.10	97.0
TOTAL: 8000	123,217,320.95	28,819,782.15	28,819,782.15	23.3	0.00	94,397,538.80	76.6
1100.00 CONTRACT CLASSROOM INST.	16,703,619.12	3,182,852.52	3,182,852.52	19.0	0.00	13,520,766.60	80.9
1200.00 CONTRACT CERT. ADMINISTRATORS	8,968,343.86	2,105,119.56	2,105,119.56	23.4	0.00	6,863,224.30	76.5
1300.00 INSTRUCTORS DAY/HOURLY	12,216,733.52	2,608,325.70	2,608,325.70	21.3	0.00	9,608,407.82	78.6
1400.00 NON-INSTRUCTION HOURLY CERT.	2,168,450.98	509,438.46	509,438.46	23.4	0.00	1,659,012.52	76.5
TOTAL: 1000	40,057,147.48	8,405,736.24	8,405,736.24	20.9	0.00	31,651,411.24	79.0
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	19,688,785.83	4,715,476.56	4,715,476.56	23.9	0.00	14,973,309.27	76.0
2200.00 INSTRUCTIONAL AIDS	1,422,878.26	337,082.26	337,082.26	23.6	0.00	1,085,796.00	76.3
2300.00 NON-INSTRUCTION HOURLY CLASS.	2,656,857.58	640,501.85	640,501.85	24.1	0.00	2,016,355.73	75.8
2400.00 INST AIDES-HOURLY- DIR. INSTRU	1,641,814.34	200,857.79	200,857.79	12.2	0.00	1,440,956.55	87.7
TOTAL: 2000	25,410,336.01	5,893,918.46	5,893,918.46	23.1	0.00	19,516,417.55	76.8
3100.00 CERTIFICATED RETIREMENT	3,806,150.01	792,141.23	792,141.23	20.8	0.00	3,014,008.78	79.1
3200.00 CLASSIFIED RETIREMENT	2,551,793.16	722,065.79	722,065.79	28.2	0.00	1,829,727.37	71.7
3300.00 OASDHI /FICA	2,428,371.33	574,497.83	574,497.83	23.6	0.00	1,853,873.50	76.3
3400.00 HEALTH AND WELFARE BENEFITS	9,662,904.26	2,092,024.23	2,092,024.23	21.6	0.00	7,570,880.03	78.3
3500.00 STATE UNEMPLOYMENT INSURANCE	74,090.98	7,094.94	7,094.94	9.5	0.00	66,996.04	90.4
3600.00 WORKERS COMPENSATION INSURANCE	962,654.00	233,325.00	233,325.00	24.2	0.00	729,329.00	75.7
3900.00 OTHER BENEFITS	210,035.03	65,939.96	65,939.96	31.3	0.00	144,095.07	68.6
TOTAL: 3000	19,695,998.77	4,487,088.98	4,487,088.98	22.7	0.00	15,208,909.79	77.2
4100.00 TEXTBOOKS	271,556.45	952.55	952.55	.3	124,108.06	146,495.84	53.9
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	96,455.01	15,641.28	15,641.28	16.2	27,435.55	53,378.18	55.3
4300.00 INSTRUCTIONAL SUPPLIES	428,567.90	52,554.70	52,554.70	12.2	89,802.76	286,210.44	66.7
4400.00 MEDIA AND SOFTWARE-DISTRICT USE	22,898.00	0.00	0.00	.0	117.75	22,780.25	99.4
4500.00 NONINSTRUCTIONAL SUPPLIES	1,546,427.05	208,157.84	208,157.84	13.4	553,951.85	784,317.36	50.7
4700.00 FOOD SUPPLIES	130,117.92	7,573.71	7,573.71	5.8	55,027.12	67,517.09	51.8
TOTAL: 4000	2,496,022.33	284,880.08	284,880.08	11.4	850,443.09	1,360,699.16	54.5
5100.00 PERSON&CONSULTANT SVC-DIST USE	6,457,808.12	598,666.78	598,666.78	9.2	3,478,494.10	2,380,647.24	36.8
5200.00 TRAVEL & CONFERENCE EXPENSES	1,259,049.60	204,538.91	204,538.91	16.2	224,962.97	829,547.72	65.8
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	426,846.60	132,803.19	132,803.19	31.1	41,528.92	252,514.49	59.1
5400.00 INSURANCES - DISTRICT USE	121,000.00	120,331.00	120,331.00	99.4	0.00	669.00	.5
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	2,934,023.22	327,411.48	327,411.48	11.1	2,463,315.94	143,295.80	4.8
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	3,830,232.27	1,431,693.94	1,431,693.94	37.3	1,221,348.76	1,177,189.57	30.7
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	625,450.00	72,458.34	72,458.34	11.5	267,190.75	285,800.91	45.6
5800.00 OTHER OPERATING EXP-DIST. USE	7,289,230.01	170,761.74	170,761.74	2.3	310,630.13	6,807,838.14	93.3
TOTAL: 5000	22,943,639.82	3,058,665.38	3,058,665.38	13.3	8,007,471.57	11,877,502.87	51.7

BDX110  
ALL FUNDS  
72 San Bernardino Community Col

BEST NET CONSORTIUM  
BUDGET SUMMARY REPORT  
07/01/2015 TO 06/30/2016

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Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDING/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL: 1000-5999	110,603,144.41	22,130,289.14	22,130,289.14	20.0	8,857,914.66	79,614,940.61	71.9
6100.00 SITES & IMPROVEMENTS-DIST. USE	310,093.79	151,916.45	151,916.45	48.9	12,728.55	145,448.79	46.9
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	1,618,608.49	44,172.15	44,172.15	2.7	289,395.85	1,285,040.49	79.3
6300.00 LIBRARY BOOKS - EXPANSION	106,718.00	62,095.65	62,095.65	58.1	39,803.32	4,819.03	4.5
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	2,876,417.35	169,128.19	169,128.19	5.8	364,029.31	2,343,259.85	81.4
TOTAL: 6000	4,911,837.63	427,312.44	427,312.44	8.6	705,957.03	3,778,568.16	76.9
TOTAL: 1000-6999	115,514,982.04	22,557,601.58	22,557,601.58	19.5	9,563,871.69	83,393,508.77	72.1
7300.00 INTERFUND TRANSFERS	5,750,000.00	500,000.00	500,000.00	8.6	0.00	5,250,000.00	91.3
7400.00 OTHER TRANSFERS	1,500,000.00	0.00	0.00	.0	0.00	1,500,000.00	100.0
7500.00 OTHER OUTGO-STUDENT FIN AID	45,935.78	6,997.99	6,997.99	15.2	0.00	38,937.79	84.7
7600.00 OTHER STUDENT AID	805,987.54	43,567.44	43,567.44	5.4	557,211.05	205,209.05	25.4
TOTAL: 7000	8,101,923.32	550,565.43	550,565.43	6.7	557,211.05	6,994,146.84	86.3
TOTAL: 1000-7999	123,616,905.36	23,108,167.01	23,108,167.01	18.6	10,121,082.74	90,387,655.61	73.1

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 ALL FUNDS  
 72 San Bernardino Community Col

BEST NET CONSORTIUM  
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 07/01/2015 TO 06/30/2016

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Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME (8000 - 8999)		123,217,320.95	28,819,782.15	28,819,782.15	23.3	0.00	94,397,538.80	76.6
TOTAL: 1000-5999		110,603,144.41	22,130,289.14	22,130,289.14	20.0	8,857,914.66	79,614,940.61	71.9
TOTAL: 1000-6999		115,514,982.04	22,557,601.58	22,557,601.58	19.5	9,563,871.69	83,393,508.77	72.1
TOTAL: 1000-7999		123,616,905.36	23,108,167.01	23,108,167.01	18.6	10,121,082.74	90,387,655.61	73.1
TOTAL EXPENSES (1000 - 7999)		123,616,905.36	23,108,167.01	23,108,167.01	18.6	10,121,082.74	90,387,655.61	73.1

BDX110  
 ALL FUNDS  
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BEST NET CONSORTIUM  
 BUDGET SUMMARY REPORT  
 07/01/2015 TO 06/30/2016

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Fund: 21 BOND INTEREST AND REDEMPTION

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8600.00 STATE REVENUES	200,000.00	772,184.91	772,184.91	100.0	0.00	572,184.91-	.0
8800.00 LOCAL REVENUES	23,800,000.00	23,373.99	23,373.99	.0	0.00	23,776,626.01	99.9
TOTAL: 8000	24,000,000.00	795,558.90	795,558.90	3.3	0.00	23,204,441.10	96.6
7100.00 DEBT RETIREMENT	24,000,000.00	0.00	0.00	.0	0.00	24,000,000.00	100.0
TOTAL: 7000	24,000,000.00	0.00	0.00	.0	0.00	24,000,000.00	100.0
TOTAL: 1000-7999	24,000,000.00	0.00	0.00	.0	0.00	24,000,000.00	100.0

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BEST NET CONSORTIUM  
 BUDGET SUMMARY REPORT  
 07/01/2015 TO 06/30/2016

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Fund: 21 BOND INTEREST AND REDEMPTION SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	24,000,000.00	795,558.90	795,558.90	3.3	0.00	23,204,441.10	96.6
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	24,000,000.00	0.00	0.00	.0	0.00	24,000,000.00	100.0
TOTAL EXPENSES	(1000 - 7999)	24,000,000.00	0.00	0.00	.0	0.00	24,000,000.00	100.0

Fund: 41 CAPITAL OUTLAY PROJECTS FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDING/ ENCUMBERED	UNENCUMBERED BALANCE	%
8600.00 STATE REVENUES	496,139.55	531,159.28	531,159.28	100.0	0.00	35,019.73-	.0
8800.00 LOCAL REVENUES	1,255,938.00	28,598.65	28,598.65	2.2	0.00	1,227,339.35	97.7
8900.00 OTHER FINANCING SOURCES	3,200,000.00	0.00	0.00	.0	0.00	3,200,000.00	100.0
TOTAL: 8000	4,952,077.55	559,757.93	559,757.93	11.3	0.00	4,392,319.62	88.6
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	95,724.00	23,931.00	23,931.00	25.0	0.00	71,793.00	75.0
TOTAL: 2000	95,724.00	23,931.00	23,931.00	25.0	0.00	71,793.00	75.0
3200.00 CLASSIFIED RETIREMENT	11,340.42	2,835.09	2,835.09	24.9	0.00	8,505.33	75.0
3300.00 OASDHI/FICA	7,359.61	1,824.60	1,824.60	24.7	0.00	5,535.01	75.2
3400.00 HEALTH AND WELFARE BENEFITS	12,253.15	3,063.06	3,063.06	24.9	0.00	9,190.09	75.0
3500.00 STATE UNEMPLOYMENT INSURANCE	48.10	11.94	11.94	24.8	0.00	36.16	75.1
3600.00 WORKERS COMPENSATION INSURANCE	1,200.00	300.00	300.00	25.0	0.00	900.00	75.0
3900.00 OTHER BENEFITS	58.94	14.73	14.73	24.9	0.00	44.21	75.0
TOTAL: 3000	32,260.22	8,049.42	8,049.42	24.9	0.00	24,210.80	75.0
5100.00 PERSON&CONSULTANT SVC-DIST USE	1,165,400.00	66,841.75	66,841.75	5.7	746,206.25	352,352.00	30.2
5200.00 TRAVEL & CONFERENCE EXPENSES	480.00	120.00	120.00	25.0	0.00	360.00	75.0
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	46,500.00	31,000.00	31,000.00	66.6	12,956.76	2,543.24	5.4
TOTAL: 5000	1,212,380.00	97,961.75	97,961.75	8.0	759,163.01	355,255.24	29.3
TOTAL: 1000-5999	1,340,364.22	129,942.17	129,942.17	9.6	759,163.01	451,259.04	33.6
6100.00 SITES & IMPROVEMENTS-DIST. USE	1,651,437.05	0.00	0.00	.0	0.00	1,651,437.05	100.0
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	2,194,776.50	220,594.58	220,594.58	10.0	1,321,524.15	652,657.77	29.7
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	3,710,500.00	471,010.41	471,010.41	12.6	162,485.53	3,077,004.06	82.9
TOTAL: 6000	7,556,713.55	691,604.99	691,604.99	9.1	1,484,009.68	5,381,098.88	71.2
TOTAL: 1000-6999	8,897,077.77	821,547.16	821,547.16	9.2	2,243,172.69	5,832,357.92	65.5



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Fund: 41 CAPITAL OUTLAY PROJECTS FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	4,952,077.55	559,757.93	559,757.93	11.3	0.00	4,392,319.62	88.6
TOTAL:	1000-5999	1,340,364.22	129,942.17	129,942.17	9.6	759,163.01	451,259.04	33.6
TOTAL:	1000-6999	8,897,077.77	821,547.16	821,547.16	9.2	2,243,172.69	5,832,357.92	65.5
TOTAL:	1000-7999	8,897,077.77	821,547.16	821,547.16	9.2	2,243,172.69	5,832,357.92	65.5
TOTAL EXPENSES	(1000 - 7999)	8,897,077.77	821,547.16	821,547.16	9.2	2,243,172.69	5,832,357.92	65.5

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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	35,000,000.00	8,294.08	8,294.08	.0	0.00	34,991,705.92	99.9
TOTAL: 8000	35,000,000.00	8,294.08	8,294.08	.0	0.00	34,991,705.92	99.9
5100.00 PERSON&CONSULTANT SVC-DIST USE	824,249.00	25,056.75	25,056.75	3.0	152,483.00	646,709.25	78.4
5400.00 INSURANCES - DISTRICT USE	233,468.00	3,972.00	3,972.00	1.7	7,102.44	222,393.56	95.2
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	10,267.00	1,283.60	1,283.60	12.5	4,498.07	4,485.33	43.6
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	256,000.00	440.00	440.00	.1	145,110.00	110,450.00	43.1
5800.00 OTHER OPERATING EXP-DIST. USE	7,042,847.00	6,016.67	6,016.67	.0	24,083.33	7,012,747.00	99.5
TOTAL: 5000	8,366,831.00	36,769.02	36,769.02	.4	333,276.84	7,996,785.14	95.5
TOTAL: 1000-5999	8,366,831.00	36,769.02	36,769.02	.4	333,276.84	7,996,785.14	95.5
6100.00 SITES & IMPROVEMENTS-DIST. USE	487,020.00	0.00	0.00	.0	0.00	487,020.00	100.0
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	60,680,850.00	15,595,098.95	15,595,098.95	25.7	35,287,924.71	9,797,826.34	16.1
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	5,640,026.00	82,308.09	82,308.09	1.4	1,023,568.39	4,534,149.52	80.3
TOTAL: 6000	66,807,896.00	15,677,407.04	15,677,407.04	23.4	36,311,493.10	14,818,995.86	22.1
TOTAL: 1000-6999	75,174,727.00	15,714,176.06	15,714,176.06	20.9	36,644,769.94	22,815,781.00	30.3

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Fund: 42 REVENUE BOND CONSTRUCTION FU SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	35,000,000.00	8,294.08	8,294.08	.0	0.00	34,991,705.92	99.9
TOTAL:	1000-5999	8,366,831.00	36,769.02	36,769.02	.4	333,276.84	7,996,785.14	95.5
TOTAL:	1000-6999	75,174,727.00	15,714,176.06	15,714,176.06	20.9	36,644,769.94	22,815,781.00	30.3
TOTAL:	1000-7999	75,174,727.00	15,714,176.06	15,714,176.06	20.9	36,644,769.94	22,815,781.00	30.3
TOTAL EXPENSES	(1000 - 7999)	75,174,727.00	15,714,176.06	15,714,176.06	20.9	36,644,769.94	22,815,781.00	30.3

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Fund: 51 BOOKSTORE FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	0.00	84.98	84.98	100.0	0.00	84.98-	.0
TOTAL: 8000	0.00	84.98	84.98	100.0	0.00	84.98-	.0

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Fund: 51 BOOKSTORE FUND

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SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	0.00	84.98	84.98	100.0	0.00	84.98-	.0
TOTAL:	1000-5999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-6999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-7999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL EXPENSES	(1000 - 7999)	0.00	0.00	0.00	.0	0.00	0.00	.0

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Fund: 68 RETIREE BENEFIT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	374,999.87	3,660.57	3,660.57	.9	0.00	371,339.30	99.0
8900.00 OTHER FINANCING SOURCES	1,500,000.00	0.00	0.00	.0	0.00	1,500,000.00	100.0
TOTAL: 8000	1,874,999.87	3,660.57	3,660.57	.1	0.00	1,871,339.30	99.8
3300.00 OASDHI/FICA	190.02	32.66	32.66	17.1	0.00	157.36	82.8
3400.00 HEALTH AND WELFARE BENEFITS	360,348.38	88,846.76	88,846.76	24.6	0.00	271,501.62	75.3
3500.00 STATE UNEMPLOYMENT INSURANCE	7.39	1.14	1.14	15.4	0.00	6.25	84.5
3900.00 OTHER BENEFITS	14,454.55	1,264.52	1,264.52	8.7	0.00	13,190.03	91.2
TOTAL: 3000	375,000.34	90,145.08	90,145.08	24.0	0.00	284,855.26	75.9
TOTAL: 1000-5999	375,000.34	90,145.08	90,145.08	24.0	0.00	284,855.26	75.9

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Fund: 68 RETIREE BENEFIT FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	1,874,999.87	3,660.57	3,660.57	.1	0.00	1,871,339.30	99.8
TOTAL:	1000-5999	375,000.34	90,145.08	90,145.08	24.0	0.00	284,855.26	75.9
TOTAL:	1000-6999	375,000.34	90,145.08	90,145.08	24.0	0.00	284,855.26	75.9
TOTAL:	1000-7999	375,000.34	90,145.08	90,145.08	24.0	0.00	284,855.26	75.9
TOTAL EXPENSES	(1000 - 7999)	375,000.34	90,145.08	90,145.08	24.0	0.00	284,855.26	75.9

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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		0.00	0.09	0.09	100.0	0.00	0.09-	.0
TOTAL: 8000		0.00	0.09	0.09	100.0	0.00	0.09-	.0



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Fund: 69 EMPL LOAD BANKING TRUST FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	0.00	0.09	0.09	100.0	0.00	0.09-	.0
TOTAL:	1000-5999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-6999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-7999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL EXPENSES	(1000 - 7999)	0.00	0.00	0.00	.0	0.00	0.00	.0

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Fund: 72 CHILD DEVELOPMENT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	146,820.00	30,113.44	30,113.44	20.5	0.00	116,706.56	79.4
8600.00 STATE REVENUES	2,362,093.00	739,775.52	739,775.52	31.3	0.00	1,622,317.48	68.6
8800.00 LOCAL REVENUES	180,000.00	28,470.59	28,470.59	15.8	0.00	151,529.41	84.1
TOTAL: 8000	2,688,913.00	798,359.55	798,359.55	29.6	0.00	1,890,553.45	70.3
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	1,339,466.26	282,790.12	282,790.12	21.1	0.00	1,056,676.14	78.8
2300.00 NON-INSTRUCTION HOURLY CLASS.	290,667.00	89,925.77	89,925.77	30.9	0.00	200,741.23	69.0
TOTAL: 2000	1,630,133.26	372,715.89	372,715.89	22.8	0.00	1,257,417.37	77.1
3100.00 CERTIFICATED RETIREMENT	0.00	6,612.80	6,612.80	100.0	0.00	6,612.80	.0
3200.00 CLASSIFIED RETIREMENT	137,483.14	25,914.98	25,914.98	18.8	0.00	111,568.16	81.1
3300.00 OASDHI/FICA	104,739.72	18,208.76	18,208.76	17.3	0.00	86,530.96	82.6
3400.00 HEALTH AND WELFARE BENEFITS	433,552.32	103,987.78	103,987.78	23.9	0.00	329,564.54	76.0
3500.00 STATE UNEMPLOYMENT INSURANCE	667.93	154.82	154.82	23.1	0.00	513.11	76.8
3600.00 WORKERS COMPENSATION INSURANCE	49,500.00	12,750.00	12,750.00	25.7	0.00	36,750.00	74.2
3900.00 OTHER BENEFITS	17,431.44	3,571.02	3,571.02	20.4	0.00	13,860.42	79.5
TOTAL: 3000	743,374.55	171,200.16	171,200.16	23.0	0.00	572,174.39	76.9
4300.00 INSTRUCTIONAL SUPPLIES	24,000.00	1,382.78	1,382.78	5.7	16,064.42	6,552.80	27.3
4500.00 NONINSTRUCTIONAL SUPPLIES	60,250.00	10,248.61	10,248.61	17.0	40,860.24	9,141.15	15.1
4700.00 FOOD SUPPLIES	115,447.00	31,867.54	31,867.54	27.6	78,882.46	4,697.00	4.0
TOTAL: 4000	199,697.00	43,498.93	43,498.93	21.7	135,807.12	20,390.95	10.2
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	11,208.00	370.67	370.67	3.3	0.00	10,837.33	96.6
5800.00 OTHER OPERATING EXP-DIST. USE	95,800.21	0.00	0.00	.0	605.00	95,195.21	99.3
TOTAL: 5000	107,008.21	370.67	370.67	.3	605.00	106,032.54	99.0
TOTAL: 1000-5999	2,680,213.02	587,785.65	587,785.65	21.9	136,412.12	1,956,015.25	72.9
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	8,700.00	0.00	0.00	.0	0.00	8,700.00	100.0
TOTAL: 6000	8,700.00	0.00	0.00	.0	0.00	8,700.00	100.0
TOTAL: 1000-6999	2,688,913.02	587,785.65	587,785.65	21.8	136,412.12	1,964,715.25	73.0

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Fund: 72 CHILD DEVELOPMENT FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	2,688,913.00	798,359.55	798,359.55	29.6	0.00	1,890,553.45	70.3
TOTAL:	1000-5999	2,680,213.02	587,785.65	587,785.65	21.9	136,412.12	1,956,015.25	72.9
TOTAL:	1000-6999	2,688,913.02	587,785.65	587,785.65	21.8	136,412.12	1,964,715.25	73.0
TOTAL:	1000-7999	2,688,913.02	587,785.65	587,785.65	21.8	136,412.12	1,964,715.25	73.0
TOTAL EXPENSES	(1000 - 7999)	2,688,913.02	587,785.65	587,785.65	21.8	136,412.12	1,964,715.25	73.0

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Fund: 73 STUDENT BODY CENTER FEE FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	293,352.00	168,619.86	168,619.86	57.4	0.00	124,732.14	42.5
TOTAL: 8000	293,352.00	168,619.86	168,619.86	57.4	0.00	124,732.14	42.5
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	99,245.36	27,724.50	27,724.50	27.9	0.00	71,520.86	72.0
2300.00 NON-INSTRUCTION HOURLY CLASS.	54,000.00	11,405.70	11,405.70	21.1	0.00	42,594.30	78.8
TOTAL: 2000	153,245.36	39,130.20	39,130.20	25.5	0.00	114,115.16	74.4
3200.00 CLASSIFIED RETIREMENT	11,662.82	3,284.53	3,284.53	28.1	0.00	8,378.29	71.8
3300.00 OASDHI/FICA	7,592.26	2,073.05	2,073.05	27.3	0.00	5,519.21	72.6
3400.00 HEALTH AND WELFARE BENEFITS	35,493.34	7,657.64	7,657.64	21.5	0.00	27,835.70	78.4
3500.00 STATE UNEMPLOYMENT INSURANCE	49.62	13.54	13.54	27.2	0.00	36.08	72.7
3600.00 WORKERS COMPENSATION INSURANCE	3,000.00	750.00	750.00	25.0	0.00	2,250.00	75.0
3900.00 OTHER BENEFITS	147.36	36.84	36.84	25.0	0.00	110.52	75.0
TOTAL: 3000	57,945.40	13,815.60	13,815.60	23.8	0.00	44,129.80	76.1
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	2,000.00	0.00	0.00	.0	0.00	2,000.00	100.0
4500.00 NONINSTRUCTIONAL SUPPLIES	20,500.00	0.00	0.00	.0	0.00	20,500.00	100.0
TOTAL: 4000	22,500.00	0.00	0.00	.0	0.00	22,500.00	100.0
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	9,661.24	0.00	0.00	.0	0.00	9,661.24	100.0
5800.00 OTHER OPERATING EXP-DIST. USE	50,000.00	0.00	0.00	.0	0.00	50,000.00	100.0
TOTAL: 5000	59,661.24	0.00	0.00	.0	0.00	59,661.24	100.0
TOTAL: 1000-5999	293,352.00	52,945.80	52,945.80	18.0	0.00	240,406.20	81.9

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Fund: 73 STUDENT BODY CENTER FEE FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	293,352.00	168,619.86	168,619.86	57.4	0.00	124,732.14	42.5
TOTAL:	1000-5999	293,352.00	52,945.80	52,945.80	18.0	0.00	240,406.20	81.9
TOTAL:	1000-6999	293,352.00	52,945.80	52,945.80	18.0	0.00	240,406.20	81.9
TOTAL:	1000-7999	293,352.00	52,945.80	52,945.80	18.0	0.00	240,406.20	81.9
TOTAL EXPENSES	(1000 - 7999)	293,352.00	52,945.80	52,945.80	18.0	0.00	240,406.20	81.9

Fund: 74 KVCRR FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	4,125,992.05	780,777.34	780,777.34	18.9	0.00	3,345,214.71	81.0
8900.00 OTHER FINANCING SOURCES	1,734,584.00	300,000.00	300,000.00	17.2	0.00	1,434,584.00	82.7
TOTAL: 8000	5,860,576.05	1,080,777.34	1,080,777.34	18.4	0.00	4,779,798.71	81.5
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	1,464,324.07	328,811.48	328,811.48	22.4	0.00	1,135,512.59	77.5
2300.00 NON-INSTRUCTION HOURLY CLASS.	555,100.00	110,315.64	110,315.64	19.8	0.00	444,784.36	80.1
TOTAL: 2000	2,019,424.07	439,127.12	439,127.12	21.7	0.00	1,580,296.95	78.2
3200.00 CLASSIFIED RETIREMENT	171,714.10	44,789.75	44,789.75	26.0	0.00	126,924.35	73.9
3300.00 OASDHI/FICA	112,043.73	33,961.94	33,961.94	30.3	0.00	78,081.79	69.6
3400.00 HEALTH AND WELFARE BENEFITS	322,086.42	57,195.54	57,195.54	17.7	0.00	264,890.88	82.2
3500.00 STATE UNEMPLOYMENT INSURANCE	732.32	231.12	231.12	31.5	0.00	501.20	68.4
3600.00 WORKERS COMPENSATION INSURANCE	32,625.00	6,906.25	6,906.25	21.1	0.00	25,718.75	78.8
3900.00 OTHER BENEFITS	12,852.54	2,584.90	2,584.90	20.1	0.00	10,267.64	79.8
TOTAL: 3000	652,054.11	145,669.50	145,669.50	22.3	0.00	506,384.61	77.6
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	300.00	0.00	0.00	.0	70.00	230.00	76.6
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	3,000.00	0.00	0.00	.0	0.00	3,000.00	100.0
4500.00 NONINSTRUCTIONAL SUPPLIES	46,700.00	6,164.45	6,164.45	13.2	20,389.50	20,146.05	43.1
TOTAL: 4000	50,000.00	6,164.45	6,164.45	12.3	20,459.50	23,376.05	46.7
5100.00 PERSON&CONSULTANT SVC-DIST USE	111,579.00	14,998.70	14,998.70	13.4	26,675.00	69,905.30	62.6
5200.00 TRAVEL & CONFERENCE EXPENSES	73,900.00	8,615.98	8,615.98	11.6	16,395.52	48,888.50	66.1
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	79,915.00	13,559.79	13,559.79	16.9	32,708.73	33,646.48	42.1
5400.00 INSURANCES - DISTRICT USE	10,500.00	0.00	0.00	.0	7,810.00	2,690.00	25.6
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	206,808.00	43,248.61	43,248.61	20.9	123,155.06	40,404.33	19.5
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	457,769.00	87,700.16	87,700.16	19.1	208,473.57	161,595.27	35.3
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	142,000.00	60,898.73	60,898.73	42.8	54,726.20	26,375.07	18.5
5800.00 OTHER OPERATING EXP-DIST. USE	1,767,459.05	175,252.13	175,252.13	9.9	747,934.08	844,272.84	47.7
TOTAL: 5000	2,849,930.05	404,274.10	404,274.10	14.1	1,217,878.16	1,227,777.79	43.0
TOTAL: 1000-5999	5,571,408.23	995,235.17	995,235.17	17.8	1,238,337.66	3,337,835.40	59.9
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	153,168.00	9,192.56	9,192.56	6.0	718.52	143,256.92	93.5
TOTAL: 6000	153,168.00	9,192.56	9,192.56	6.0	718.52	143,256.92	93.5
TOTAL: 1000-6999	5,724,576.23	1,004,427.73	1,004,427.73	17.5	1,239,056.18	3,481,092.32	60.8
7200.00 INTRAFUND TRANSFERS OUT	56,000.00	0.00	0.00	.0	0.00	56,000.00	100.0
7300.00 INTERFUND TRANSFERS	80,000.00	0.00	0.00	.0	0.00	80,000.00	100.0
TOTAL: 7000	136,000.00	0.00	0.00	.0	0.00	136,000.00	100.0
TOTAL: 1000-7999	5,860,576.23	1,004,427.73	1,004,427.73	17.1	1,239,056.18	3,617,092.32	61.7

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SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	5,860,576.05	1,080,777.34	1,080,777.34	18.4	0.00	4,779,798.71	81.5
TOTAL:	1000-5999	5,571,408.23	995,235.17	995,235.17	17.8	1,238,337.66	3,337,835.40	59.9
TOTAL:	1000-6999	5,724,576.23	1,004,427.73	1,004,427.73	17.5	1,239,056.18	3,481,092.32	60.8
TOTAL:	1000-7999	5,860,576.23	1,004,427.73	1,004,427.73	17.1	1,239,056.18	3,617,092.32	61.7
TOTAL EXPENSES	(1000 - 7999)	5,860,576.23	1,004,427.73	1,004,427.73	17.1	1,239,056.18	3,617,092.32	61.7

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Fund: 76 KVCER EDUCATIONAL FOUNDATION

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	2,785,125.91	229,527.81	229,527.81	8.2	0.00	2,555,598.10	91.7
8900.00 OTHER FINANCING SOURCES	56,000.00	0.00	0.00	.0	0.00	56,000.00	100.0
TOTAL: 8000	2,841,125.91	229,527.81	229,527.81	8.0	0.00	2,611,598.10	91.9
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	258,115.97	25,117.92	25,117.92	9.7	0.00	232,998.05	90.2
2300.00 NON-INSTRUCTION HOURLY CLASS.	200,250.00	36,531.25	36,531.25	18.2	0.00	163,718.75	81.7
TOTAL: 2000	458,365.97	61,649.17	61,649.17	13.4	0.00	396,716.80	86.5
3200.00 CLASSIFIED RETIREMENT	30,430.91	6,325.30	6,325.30	20.7	0.00	24,105.61	79.2
3300.00 OASDHI/FICA	19,722.92	4,555.07	4,555.07	23.0	0.00	15,167.85	76.9
3400.00 HEALTH AND WELFARE BENEFITS	110,670.02	3,866.91	3,866.91	3.4	0.00	106,803.11	96.5
3500.00 STATE UNEMPLOYMENT INSURANCE	128.91	35.29	35.29	27.3	0.00	93.62	72.6
3600.00 WORKERS COMPENSATION INSURANCE	4,875.00	468.75	468.75	9.6	0.00	4,406.25	90.3
3900.00 OTHER BENEFITS	989.46	23.01	23.01	2.3	0.00	966.45	97.6
TOTAL: 3000	166,817.22	15,274.33	15,274.33	9.1	0.00	151,542.89	90.8
4500.00 NONINSTRUCTIONAL SUPPLIES	15,500.00	103.03	103.03	.6	1,141.14	14,255.83	91.9
TOTAL: 4000	15,500.00	103.03	103.03	.6	1,141.14	14,255.83	91.9
5100.00 PERSON&CONSULTANT SVC-DIST USE	296,000.00	69,789.28	69,789.28	23.5	92,845.87	133,364.85	45.0
5200.00 TRAVEL & CONFERENCE EXPENSES	1,300.00	0.00	0.00	.0	0.00	1,300.00	100.0
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	53,500.00	1,500.00	1,500.00	2.8	10,000.00	42,000.00	78.5
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	23,500.00	3,875.67	3,875.67	16.4	0.00	19,624.33	83.5
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	16,883.00	0.00	0.00	.0	9,000.00	7,883.00	46.6
5800.00 OTHER OPERATING EXP-DIST. USE	365,675.91	55,720.76	55,720.76	15.2	141,115.99	168,839.16	46.1
TOTAL: 5000	756,858.91	130,885.71	130,885.71	17.2	252,961.86	373,011.34	49.2
TOTAL: 1000-5999	1,397,542.10	207,912.24	207,912.24	14.8	254,103.00	935,526.86	66.9
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	9,000.00	0.00	0.00	.0	0.00	9,000.00	100.0
TOTAL: 6000	9,000.00	0.00	0.00	.0	0.00	9,000.00	100.0
TOTAL: 1000-6999	1,406,542.10	207,912.24	207,912.24	14.7	254,103.00	944,526.86	67.1
7200.00 INTRAFUND TRANSFERS OUT	1,434,584.00	0.00	0.00	.0	0.00	1,434,584.00	100.0
TOTAL: 7000	1,434,584.00	0.00	0.00	.0	0.00	1,434,584.00	100.0
TOTAL: 1000-7999	2,841,126.10	207,912.24	207,912.24	7.3	254,103.00	2,379,110.86	83.7



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SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	2,841,125.91	229,527.81	229,527.81	8.0	0.00	2,611,598.10	91.9
TOTAL:	1000-5999	1,397,542.10	207,912.24	207,912.24	14.8	254,103.00	935,526.86	66.9
TOTAL:	1000-6999	1,406,542.10	207,912.24	207,912.24	14.7	254,103.00	944,526.86	67.1
TOTAL:	1000-7999	2,841,126.10	207,912.24	207,912.24	7.3	254,103.00	2,379,110.86	83.7
TOTAL EXPENSES	(1000 - 7999)	2,841,126.10	207,912.24	207,912.24	7.3	254,103.00	2,379,110.86	83.7

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Fund: 78 SELF INSURANCE-LI ABIL I TY&PRO

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	0.00	1,024.24	1,024.24	100.0	0.00	1,024.24-	.0
8900.00 OTHER FINANCING SOURCES	550,000.00	0.00	0.00	.0	0.00	550,000.00	100.0
TOTAL: 8000	550,000.00	1,024.24	1,024.24	.1	0.00	548,975.76	99.8
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	450,000.00	454,810.00	454,810.00	100.0	0.00	4,810.00-	.0
5800.00 OTHER OPERATING EXP-DIST. USE	80,000.00	181,735.59	181,735.59	100.0	71,599.41	173,335.00-	.0
TOTAL: 5000	550,000.00	636,545.59	636,545.59	100.0	81,599.41	168,145.00-	.0
TOTAL: 1000-5999	550,000.00	636,545.59	636,545.59	100.0	81,599.41	168,145.00-	.0

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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)	550,000.00	1,024.24	1,024.24	.1	0.00	548,975.76	99.8
TOTAL:	1000-5999	550,000.00	636,545.59	636,545.59	100.0	81,599.41	168,145.00-	.0
TOTAL:	1000-6999	550,000.00	636,545.59	636,545.59	100.0	81,599.41	168,145.00-	.0
TOTAL:	1000-7999	550,000.00	636,545.59	636,545.59	100.0	81,599.41	168,145.00-	.0
TOTAL EXPENSES	(1000 - 7999)	550,000.00	636,545.59	636,545.59	100.0	81,599.41	168,145.00-	.0

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Fund: 79 EDCT FOUNDATION

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	0.00	39.56	39.56	100.0	0.00	39.56-	.0
8900.00 OTHER FINANCING SOURCES	200,000.00	200,000.00	200,000.00	100.0	0.00	0.00	.0
TOTAL: 8000	200,000.00	200,039.56	200,039.56	100.0	0.00	39.56-	.0
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	93,762.00	24,158.98	24,158.98	25.7	0.00	69,603.02	74.2
2300.00 NON-INSTRUCTION HOURLY CLASS.	15,000.00	0.00	0.00	.0	0.00	15,000.00	100.0
TOTAL: 2000	108,762.00	24,158.98	24,158.98	22.2	0.00	84,603.02	77.7
3200.00 CLASSIFIED RETIREMENT	11,107.98	2,862.12	2,862.12	25.7	0.00	8,245.86	74.2
3300.00 OASDHI/FICA	7,172.79	1,826.70	1,826.70	25.4	0.00	5,346.09	74.5
3400.00 HEALTH AND WELFARE BENEFITS	20,316.44	3,828.82	3,828.82	18.8	0.00	16,487.62	81.1
3500.00 STATE UNEMPLOYMENT INSURANCE	46.88	11.94	11.94	25.4	0.00	34.94	74.5
3600.00 WORKERS COMPENSATION INSURANCE	1,500.00	375.00	375.00	25.0	0.00	1,125.00	75.0
3900.00 OTHER BENEFITS	73.68	18.42	18.42	25.0	0.00	55.26	75.0
TOTAL: 3000	40,217.77	8,923.00	8,923.00	22.1	0.00	31,294.77	77.8
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	453.00	0.00	0.00	.0	0.00	453.00	100.0
4500.00 NONINSTRUCTIONAL SUPPLIES	2,000.00	795.39	795.39	39.7	1,135.92	68.69	3.4
TOTAL: 4000	2,453.00	795.39	795.39	32.4	1,135.92	521.69	21.2
5100.00 PERSON&CONSULTANT SVC-DIST USE	20,000.00	0.00	0.00	.0	0.00	20,000.00	100.0
5200.00 TRAVEL & CONFERENCE EXPENSES	9,100.00	1,059.59	1,059.59	11.6	2,592.00	5,448.41	59.8
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	4,000.00	0.00	0.00	.0	0.00	4,000.00	100.0
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	12,267.00	334.05	334.05	2.7	179.88	11,753.07	95.8
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	14,200.00	0.00	0.00	.0	0.00	14,200.00	100.0
5800.00 OTHER OPERATING EXP-DIST. USE	27,000.00	20.00	20.00	.0	160.00	26,820.00	99.3
TOTAL: 5000	86,567.00	1,413.64	1,413.64	1.6	2,931.88	82,221.48	94.9
TOTAL: 1000-5999	237,999.77	35,291.01	35,291.01	14.8	4,067.80	198,640.96	83.4
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	2,000.00	1,248.26	1,248.26	62.4	0.00	751.74	37.5
TOTAL: 6000	2,000.00	1,248.26	1,248.26	62.4	0.00	751.74	37.5
TOTAL: 1000-6999	239,999.77	36,539.27	36,539.27	15.2	4,067.80	199,392.70	83.0

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SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	200,000.00	200,039.56	200,039.56	100.0	0.00	39.56-	.0
TOTAL:	1000-5999	237,999.77	35,291.01	35,291.01	14.8	4,067.80	198,640.96	83.4
TOTAL:	1000-6999	239,999.77	36,539.27	36,539.27	15.2	4,067.80	199,392.70	83.0
TOTAL:	1000-7999	239,999.77	36,539.27	36,539.27	15.2	4,067.80	199,392.70	83.0
TOTAL EXPENSES	(1000 - 7999)	239,999.77	36,539.27	36,539.27	15.2	4,067.80	199,392.70	83.0

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Fund: 84 WORKERS COMPENSATION FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	1,082,000.00	227,563.80	227,563.80	21.0	0.00	854,436.20	78.9
TOTAL: 8000	1,082,000.00	227,563.80	227,563.80	21.0	0.00	854,436.20	78.9
5100.00 PERSON&CONSULTANT SVC-DIST USE	260,000.00	66,873.21	66,873.21	25.7	186,817.10	6,309.69	2.4
5400.00 INSURANCES - DISTRICT USE	167,000.00	140,983.00	140,983.00	84.4	26,017.00	0.00	.0
5800.00 OTHER OPERATING EXP-DIST. USE	655,000.00	146,112.37	146,112.37	22.3	28,747.07	480,140.56	73.3
TOTAL: 5000	1,082,000.00	353,968.58	353,968.58	32.7	241,581.17	486,450.25	44.9
TOTAL: 1000-5999	1,082,000.00	353,968.58	353,968.58	32.7	241,581.17	486,450.25	44.9

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Fund: 84 WORKERS COMPENSATION FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	1,082,000.00	227,563.80	227,563.80	21.0	0.00	854,436.20	78.9
TOTAL:	1000-5999	1,082,000.00	353,968.58	353,968.58	32.7	241,581.17	486,450.25	44.9
TOTAL:	1000-6999	1,082,000.00	353,968.58	353,968.58	32.7	241,581.17	486,450.25	44.9
TOTAL:	1000-7999	1,082,000.00	353,968.58	353,968.58	32.7	241,581.17	486,450.25	44.9
TOTAL EXPENSES	(1000 - 7999)	1,082,000.00	353,968.58	353,968.58	32.7	241,581.17	486,450.25	44.9

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	30,000.00	2,735.00	2,735.00	9.1	0.00	27,265.00	90.8
8600.00 STATE REVENUES	41,373,491.00	9,597,156.81	9,597,156.81	23.1	0.00	31,776,334.19	76.8
8800.00 LOCAL REVENUES	12,519,326.00	326,331.67	326,331.67	2.6	0.00	12,192,994.33	97.3
TOTAL: 8000	53,922,817.00	9,926,223.48	9,926,223.48	18.4	0.00	43,996,593.52	81.5
1100.00 CONTRACT CLASSROOM INST.	11,357,640.16	2,158,761.71	2,158,761.71	19.0	0.00	9,198,878.45	80.9
1200.00 CONTRACT CERT. ADMINISTRATORS	3,652,569.92	857,382.53	857,382.53	23.4	0.00	2,795,187.39	76.5
1300.00 INSTRUCTORS DAY/HOURLY	8,402,593.52	1,807,590.88	1,807,590.88	21.5	0.00	6,595,002.64	78.4
1400.00 NON-INSTRUCTION HOURLY CERT.	407,092.08	57,872.67	57,872.67	14.2	0.00	349,219.41	85.7
TOTAL: 1000	23,819,895.68	4,881,607.79	4,881,607.79	20.4	0.00	18,938,287.89	79.5
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	6,529,955.89	1,638,078.87	1,638,078.87	25.0	0.00	4,891,877.02	74.9
2200.00 INSTRUCTIONAL AIDS	823,108.92	195,364.06	195,364.06	23.7	0.00	627,744.86	76.2
2300.00 NON-INSTRUCTION HOURLY CLASS.	338,150.00	97,481.15	97,481.15	28.8	0.00	240,668.85	71.1
2400.00 INST AIDES-HOURLY- DIR. INSTRUC	235,792.00	30,194.44	30,194.44	12.8	0.00	205,597.56	87.1
TOTAL: 2000	7,927,006.81	1,961,118.52	1,961,118.52	24.7	0.00	5,965,888.29	75.2
3100.00 CERTIFICATED RETIREMENT	2,366,759.29	463,368.65	463,368.65	19.5	0.00	1,903,390.64	80.4
3200.00 CLASSIFIED RETIREMENT	876,828.52	244,807.81	244,807.81	27.9	0.00	632,020.71	72.0
3300.00 OASDHI/FICA	981,595.10	232,574.77	232,574.77	23.6	0.00	749,020.33	76.3
3400.00 HEALTH AND WELFARE BENEFITS	4,411,439.72	1,010,565.60	1,010,565.60	22.9	0.00	3,400,874.12	77.0
3500.00 STATE UNEMPLOYMENT INSURANCE	14,973.57	3,401.76	3,401.76	22.7	0.00	11,571.81	77.2
3600.00 WORKERS COMPENSATION INSURANCE	452,230.50	111,263.06	111,263.06	24.6	0.00	340,967.44	75.3
3900.00 OTHER BENEFITS	90,513.55	26,188.99	26,188.99	28.9	0.00	64,324.56	71.0
TOTAL: 3000	9,194,340.25	2,092,170.64	2,092,170.64	22.7	0.00	7,102,169.61	77.2
4100.00 TEXTBOOKS	3,273.00	0.00	0.00	.0	0.00	3,273.00	100.0
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	7,030.55	463.70	463.70	6.5	782.78	5,784.07	82.2
4300.00 INSTRUCTIONAL SUPPLIES	37,134.00	912.91	912.91	2.4	12,996.43	23,224.66	62.5
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	7,795.00	0.00	0.00	.0	61.50	7,733.50	99.2
4500.00 NONINSTRUCTIONAL SUPPLIES	520,225.35	77,050.34	77,050.34	14.8	233,109.57	210,065.44	40.3
4700.00 FOOD SUPPLIES	12,000.00	1,364.57	1,364.57	11.3	10,635.43	0.00	.0
TOTAL: 4000	587,457.90	79,791.52	79,791.52	13.5	257,585.71	250,080.67	42.5
5100.00 PERSON&CONSULTANT SVC-DIST USE	949,294.15	16,140.13	16,140.13	1.7	611,565.06	321,588.96	33.8
5200.00 TRAVEL & CONFERENCE EXPENSES	169,026.90	23,291.50	23,291.50	13.7	31,564.19	114,171.21	67.5
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	203,066.00	25,764.66	25,764.66	12.6	20,466.19	156,835.15	77.2
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	1,842,085.00	69,258.04	69,258.04	3.7	1,664,846.05	107,980.91	5.8
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	1,121,867.60	310,641.24	310,641.24	27.6	394,495.30	416,731.06	37.1
5800.00 OTHER OPERATING EXP-DIST. USE	269,168.00	148,112.25	148,112.25	.0	122,953.60	294,326.65	100.0
TOTAL: 5000	4,554,507.65	296,983.32	296,983.32	6.5	2,845,890.39	1,411,633.94	30.9
TOTAL: 1000-5999	46,083,208.29	9,311,671.79	9,311,671.79	20.2	3,103,476.10	33,668,060.40	73.0
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	172,156.60	21,277.79	21,277.79	12.3	12,386.25	138,492.56	80.4



Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL: 6000	172,156.60	21,277.79	21,277.79	12.3	12,386.25	138,492.56	80.4
TOTAL: 1000-6999	46,255,364.89	9,332,949.58	9,332,949.58	20.1	3,115,862.35	33,806,552.96	73.0

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SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	53,922,817.00	9,926,223.48	9,926,223.48	18.4	0.00	43,996,593.52	81.5
TOTAL:	1000-5999	46,083,208.29	9,311,671.79	9,311,671.79	20.2	3,103,476.10	33,668,060.40	73.0
TOTAL:	1000-6999	46,255,364.89	9,332,949.58	9,332,949.58	20.1	3,115,862.35	33,806,552.96	73.0
TOTAL:	1000-7999	46,255,364.89	9,332,949.58	9,332,949.58	20.1	3,115,862.35	33,806,552.96	73.0
TOTAL EXPENSES	(1000 - 7999)	46,255,364.89	9,332,949.58	9,332,949.58	20.1	3,115,862.35	33,806,552.96	73.0

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Fund: 41 CAPITAL OUTLAY PROJECTS FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	1,667,995.00	325,963.83	325,963.83	19.5	1,140,535.55	201,495.62	12.0
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	74,000.00	0.00	0.00	.0	0.00	74,000.00	100.0
TOTAL: 6000	1,741,995.00	325,963.83	325,963.83	18.7	1,140,535.55	275,495.62	15.8
TOTAL: 1000-6999	1,741,995.00	325,963.83	325,963.83	18.7	1,140,535.55	275,495.62	15.8

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Fund: 41 CAPITAL OUTLAY PROJECTS FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME (8000 - 8999)		0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL: 1000-5999		0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL: 1000-6999		1,741,995.00	325,963.83	325,963.83	18.7	1,140,535.55	275,495.62	15.8
TOTAL: 1000-7999		1,741,995.00	325,963.83	325,963.83	18.7	1,140,535.55	275,495.62	15.8
TOTAL EXPENSES (1000 - 7999)		1,741,995.00	325,963.83	325,963.83	18.7	1,140,535.55	275,495.62	15.8

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	0.00	395.00	395.00	100.0	0.00	395.00-	.0
8600.00 STATE REVENUES	20,659,568.00	4,376,688.39	4,376,688.39	21.1	0.00	16,282,879.61	78.8
8800.00 LOCAL REVENUES	6,050,183.43	239,671.36	239,671.36	3.9	0.00	5,810,512.07	96.0
TOTAL: 8000	26,709,751.43	4,616,754.75	4,616,754.75	17.2	0.00	22,092,996.68	82.7
1100.00 CONTRACT CLASSROOM INST.	5,018,143.16	1,024,090.81	1,024,090.81	20.4	0.00	3,994,052.35	79.5
1200.00 CONTRACT CERT. ADMINISTRATORS	2,613,956.83	633,254.09	633,254.09	24.2	0.00	1,980,702.74	75.7
1300.00 INSTRUCTORS DAY/HOURLY	3,512,637.50	796,272.32	796,272.32	22.6	0.00	2,716,365.18	77.3
1400.00 NON-INSTRUCTION HOURLY CERT.	310,273.00	50,200.11	50,200.11	16.1	0.00	260,072.89	83.8
TOTAL: 1000	11,455,010.49	2,503,817.33	2,503,817.33	21.8	0.00	8,951,193.16	78.1
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	3,595,117.17	946,444.54	946,444.54	26.3	0.00	2,648,672.63	73.6
2200.00 INSTRUCTIONAL AIDS	584,299.41	138,184.76	138,184.76	23.6	0.00	446,114.65	76.3
2300.00 NON-INSTRUCTION HOURLY CLASS.	214,605.00	76,257.09	76,257.09	35.5	0.00	138,347.91	64.4
2400.00 INST AIDES-HOURLY- DIR. INSTRU	382,085.00	30,247.52	30,247.52	7.9	0.00	351,837.48	92.0
TOTAL: 2000	4,776,106.58	1,191,133.91	1,191,133.91	24.9	0.00	3,584,972.67	75.0
3100.00 CERTIFICATED RETIREMENT	1,139,485.85	232,490.32	232,490.32	20.4	0.00	906,995.53	79.5
3200.00 CLASSIFIED RETIREMENT	522,453.52	204,528.12	204,528.12	39.1	0.00	317,925.40	60.8
3300.00 OASDHI/FICA	574,172.46	140,625.93	140,625.93	24.4	0.00	433,546.53	75.5
3400.00 HEALTH AND WELFARE BENEFITS	2,205,193.07	533,039.32	533,039.32	24.1	0.00	1,672,153.75	75.8
3500.00 STATE UNEMPLOYMENT INSURANCE	7,669.26	1,843.91	1,843.91	24.0	0.00	5,825.35	75.9
3600.00 WORKERS COMPENSATION INSURANCE	229,168.75	59,699.66	59,699.66	26.0	0.00	169,469.09	73.9
3900.00 OTHER BENEFITS	45,381.78	12,797.19	12,797.19	28.1	0.00	32,584.59	71.8
TOTAL: 3000	4,723,524.69	1,185,024.45	1,185,024.45	25.0	0.00	3,538,500.24	74.9
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	4,363.79	1,879.65	1,879.65	43.0	1,011.48	1,472.66	33.7
4300.00 INSTRUCTIONAL SUPPLIES	45,735.00	11,112.98	11,112.98	24.2	6,809.27	27,812.75	60.8
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	1,825.00	0.00	0.00	.0	56.25	1,768.75	96.9
4500.00 NONINSTRUCTIONAL SUPPLIES	175,014.71	43,371.08	43,371.08	24.7	65,075.36	66,568.27	38.0
TOTAL: 4000	226,938.50	56,363.71	56,363.71	24.8	72,952.36	97,622.43	43.0
5100.00 PERSON&CONSULTANT SVC-DIST USE	49,405.00	4,737.40	4,737.40	9.5	22,761.72	21,905.88	44.3
5200.00 TRAVEL & CONFERENCE EXPENSES	104,276.00	12,727.98	12,727.98	12.2	14,656.69	76,891.33	73.7
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	38,490.00	20,101.53	20,101.53	52.2	2,388.99	15,999.48	41.5
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	816,145.00	171,180.39	171,180.39	20.9	656,497.11	11,532.50-	.0
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	414,786.84	134,072.95	134,072.95	32.3	178,675.93	102,037.96	24.6
5800.00 OTHER OPERATING EXP-DIST. USE	543,910.43	33,800.90	33,800.90	6.2	12,343.95	497,765.58	91.5
TOTAL: 5000	1,967,013.27	376,621.15	376,621.15	19.1	887,324.39	703,067.73	35.7
TOTAL: 1000-5999	23,148,593.53	5,312,960.55	5,312,960.55	22.9	960,276.75	16,875,356.23	72.9
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	41,065.00	0.00	0.00	.0	6,449.67	34,615.33	84.2
TOTAL: 6000	41,065.00	0.00	0.00	.0	6,449.67	34,615.33	84.2

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SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL: 1000-6999	23,189,658.53	5,312,960.55	5,312,960.55	22.9	966,726.42	16,909,971.56	72.9

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SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	26,709,751.43	4,616,754.75	4,616,754.75	17.2	0.00	22,092,996.68	82.7
TOTAL:	1000-5999	23,148,593.53	5,312,960.55	5,312,960.55	22.9	960,276.75	16,875,356.23	72.9
TOTAL:	1000-6999	23,189,658.53	5,312,960.55	5,312,960.55	22.9	966,726.42	16,909,971.56	72.9
TOTAL:	1000-7999	23,189,658.53	5,312,960.55	5,312,960.55	22.9	966,726.42	16,909,971.56	72.9
TOTAL EXPENSES	(1000 - 7999)	23,189,658.53	5,312,960.55	5,312,960.55	22.9	966,726.42	16,909,971.56	72.9

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Fund: 41 CAPITAL OUTLAY PROJECTS FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDING/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	0.00	12,198.24	12,198.24	100.0	0.00	12,198.24-	.0
TOTAL: 8000	0.00	12,198.24	12,198.24	100.0	0.00	12,198.24-	.0
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	15,500.00	0.00	0.00	.0	12,956.76	2,543.24	16.4
TOTAL: 5000	15,500.00	0.00	0.00	.0	12,956.76	2,543.24	16.4
TOTAL: 1000-5999	15,500.00	0.00	0.00	.0	12,956.76	2,543.24	16.4
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	122,500.00	105,369.25-	105,369.25-	.0	118,915.00	108,954.25	100.0
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	86,500.00	66,430.34	66,430.34	76.7	8,451.02	11,618.64	13.4
TOTAL: 6000	209,000.00	38,938.91-	38,938.91-	.0	127,366.02	120,572.89	100.0
TOTAL: 1000-6999	224,500.00	38,938.91-	38,938.91-	.0	140,322.78	123,116.13	100.0



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Fund: 41 CAPITAL OUTLAY PROJECTS FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME (8000 - 8999)		0.00	12,198.24	12,198.24	100.0	0.00	12,198.24-	.0
TOTAL: 1000-5999		15,500.00	0.00	0.00	.0	12,956.76	2,543.24	16.4
TOTAL: 1000-6999		224,500.00	38,938.91-	38,938.91-	.0	140,322.78	123,116.13	100.0
TOTAL: 1000-7999		224,500.00	38,938.91-	38,938.91-	.0	140,322.78	123,116.13	100.0
TOTAL EXPENSES (1000 - 7999)		224,500.00	38,938.91-	38,938.91-	.0	140,322.78	123,116.13	100.0

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services  
**PREPARED BY:** Fath-Allah Oudghiri, Director, Facilities Planning & Construction  
**DATE:** November 12, 2015  
**SUBJECT:** Cenergistic Cumulative Cost Savings

### **RECOMMENDATION**

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

### **OVERVIEW**

The attached report illustrates the cumulative energy savings identified by Cenergistic under its energy management program, which began in June of 2012.

### **ANALYSIS**

At its May 17, 2012 meeting, SBCCD approved a contract to implement a comprehensive energy savings program. As October 21, 2015, Cenergistic is reporting the following savings:

Expected Energy Cost	\$10,037,784
Actual Energy Cost	\$8,061,891
Program Savings	\$1,975,893
Percent Savings	19.7%

The savings are the result of teamwork, data analysis, on-site training and expertise, comprehensive facilities audits, and, especially, the dedicated effort of SBCCD students, faculty, staff and administrators.

### **BOARD IMPERATIVE**

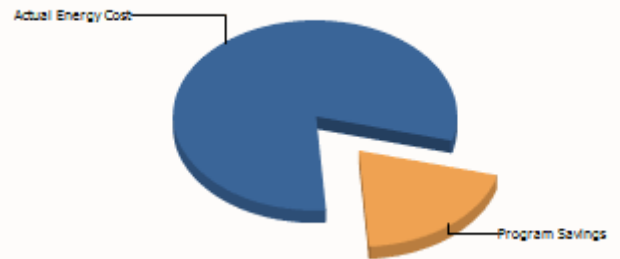
III. Resource Management for Efficiency, Effectiveness, and Excellence

### **FINANCIAL IMPLICATIONS**

This item is for information only; there are no financial implications.

**San Bernardino Community College District,  
California**
**Energy Conservation Program CAP - 19**
**October 2015**
**Cumulative Cost Savings**

Expected Energy Cost	\$10,037,784
Actual Energy Cost	\$8,061,891
Program Savings	\$1,975,893
Percent Savings	19.7%
Other Savings	\$0
Total Savings	\$1,975,893


**Expected Energy Cost**

Anticipated expense without energy management.

Base year usage after adjustments for such variables as changes in weather, equipment, schedules, occupancy and prices.

**Actual Energy Cost**

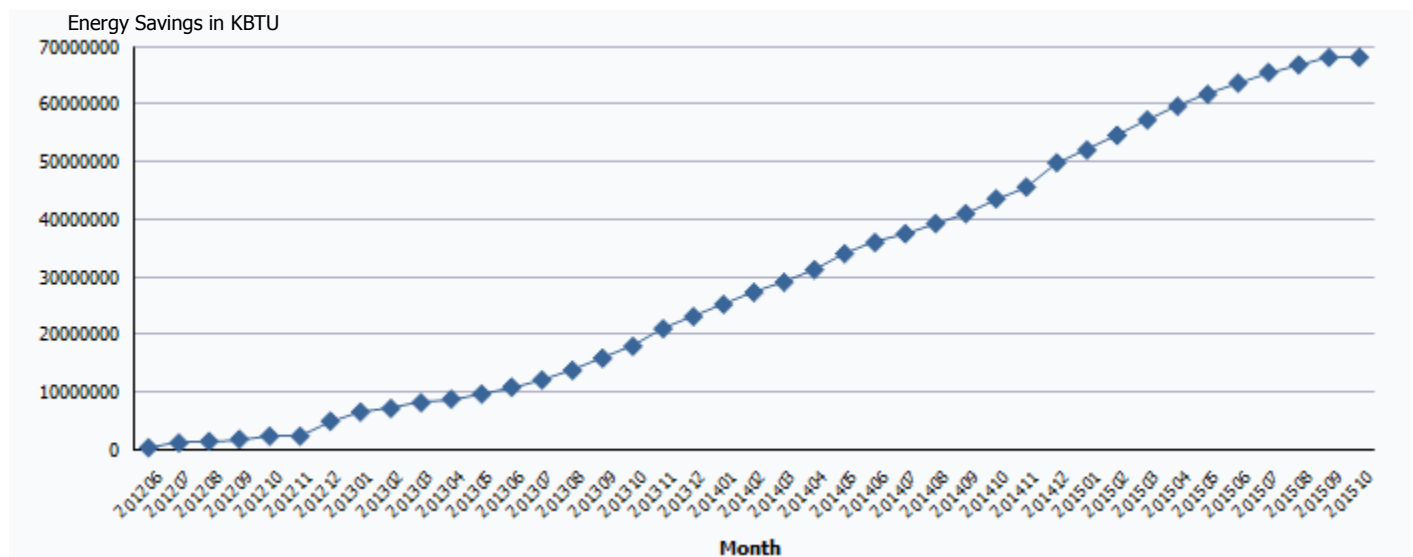
Actual utility costs for electricity, gas, water, sewer, etc. obtained directly from bills.

**Other Savings**

Additional documented savings attributable to Program activities but not the direct result of usage reductions, such as rebates, refunds, tariff changes, etc.

**Program Savings**

The difference between Expected and Actual Cost, calculated in accordance with the International Performance Measurement & Verification Protocol. Does not include savings attributable to reduced equipment maintenance and replacement costs and other collateral benefits. These savings can increase the program savings up to 20%.

**Cumulative Energy Savings**

**Cumulative Greenhouse Gas Reduction**

**Energy Reduction Impact:** 68,078,217 KBTU 4,261 equiv. metric tons of CO<sub>2</sub>

This is equivalent to the following:

Passenger cars not driven for one year:	888
Tree seedlings grown for 10 years:	109,263

**Requested by:** Mendter

**Version:**

**Report Version:** 14

**Filters:** Billing Period Between 201206|201510

10/21/2015 12:55:16PM

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## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Cheryl A. Marshall, President, CHC  
**PREPARED BY:** Cheryl A. Marshall, President, CHC  
**DATE:** November 12, 2015  
**SUBJECT:** CHC Program Viability Process Policy

### **RECOMMENDATION**

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

### **OVERVIEW**

Crafton Hills College has approved a CHC Program Viability Process Policy.

### **ANALYSIS**

The CHC Program Viability Process Policy was drafted, Academic Senate voted to approve and it was brought to Crafton Council for review. It was then taken to Classified Senate and Student Senate for review. In addition, the CHC Budget Committee reviewed and approved the Program Viability Process policy. By consensus Crafton Council has approved the CHC Program Viability Process and now brings it to the Board of Trustees as an information item.

### **BOARD IMPERATIVE**

I. Institutional Effectiveness

### **FINANCIAL IMPLICATIONS**

None.

## CHC Program Viability Process

### Overview

- Board Policy 4020 requires that each college establish procedures for the development and review of all curricular offerings, including their establishment, modification or discontinuance.
- Program Viability Review is a process meant to assure that the College's instructional resources are used in response to the College's Mission, its Educational Master Plan, the needs of its students, and the requirements of the community it serves.
- The term program as it relates to this review process includes all degree and certificate instructional programs, all instructional disciplines, and all departments or other campus units offering instruction. At the discretion of the local college, student service programs which include an instruction component may be considered using this process.
- Program viability discussion may be initiated by any constituency or group. Regardless of where the discussion is initiated, the Academic Senate, in accordance with the district's policy to "rely primarily" on the Academic Senates advice in academic matters, will guide the process and produce the recommendations.
- Education Code 78016, and Title 5, §51022(a) require that a viability review be conducted prior to program discontinuance (termination).
- In general, program discontinuance should be recommended only after a serious attempt has been made to improve program effectiveness and efficiency, unless it is clear that future efforts at remediation are not warranted.

### Process

A viability review is required prior to forwarding a program initiation or discontinuance proposal and must have taken into consideration the following:

1. The impact on students and student success;
2. The impact on the comprehensiveness and balance of offerings across the college curriculum and within the district;
3. The impact the educational and budget-planning process used at the institution;
4. The positive and/or negative impact on transfer to four-year colleges and universities;
5. The effects of the program on local businesses and industries;
6. The effects of the program on faculty and staff;
7. In the case of program discontinuance, provisions that can and should be made for students in progress to complete their educational goals.

Academic Senate will establish a Viability Review Ad Hoc Committee

- The process of Viability Review is carried out by an Ad Hoc committee organized by the Academic Senate for the purpose of Program Initiation, or Program Discontinuance.
- The Viability Review Ad Hoc Committee exists until it files its recommendations. Membership on

Approved by CHC Academic Senate: 12.3.14

the Review Committee should include clerical support and the following members:

- The Academic Senate President or Designee
- 1 – Faculty member from the discipline under consideration
- 1 – Department Chair (selected by the Chairs)
- The Curriculum Committee Chair or designee
- 1 – CTA representative
- The Vice President of Instruction
- The Dean of research and planning (or designee)
- 1 – Academic Dean
- Articulation Officer
- Student (selected by the Student Senate)
- Classified (selected by the Classified Senate – preferably from admissions and records)
- Community and or others deemed necessary by the Academic Senate Exec

(Note: if/when the viability review committee is asked to convene during an employee's non-service days – the employees will be compensated per the contract).

Once a Viability Review Ad Hoc Committee has been formed, it will meet to elect a chair and establish a specific plan for the study it is about to undertake.

### **Information Data Gathering**

This plan should include the following as needed:

- Qualitative Indicators based on the mission, values, and goals of the instruction and access and equity for students. These indicators should include, but are not limited to:
  - Balance of the college curriculum;
  - Effect on students of discontinuing the program;
  - Potential for a disproportion impact on any one group of students;
  - Quality of the program and how it is received by students, articulating universities, local business and industry, and the community;
  - Community needs assessment (SCANs report data);
  - Student employability and/or transferability;
  - Replication of programs in the District/surrounding area;
  - Interviews with faculty, staff, students and administrators in the affected area and in related instructional areas.
- Quantitative indicators must be considered in any discussion of program viability. Any data used as a basis for decision-making must be sound, comprehensive, uniform and reliable. Quantitative indicators should include, but are not limited to, the following:
  - Enrollment and retention trends
  - Persistence/completion/success of students in the program
  - Enrollment management committee discussions
  - Fiscal impact
- at least one well-publicized open forum should be held to allow any concerned member of the campus community or of the College's service area the opportunity to voice opinions and express concerns.
- CTA and CSEA presidents will make a formal recommendation on the proposal to be sure the proposal abides by all terms of the districts negotiated classified and certificated contracts.

- in addition, the committee shall consult when necessary with District, regional, and State agencies and institutions overseeing specific types of programs, such as certain vocational programs.

Decisions made through the Program Viability Process must be based on a broad and thorough ongoing investigation of factors relating to the benefits of a program for students, for the college, and for the community. They must, therefore, take into consideration information that goes far beyond simple measures of current student demand or weekly student-contact hours. The following general types of information should be gathered as needed and weighed in the process of formulating the Review Committee's recommend:

1. Relation of the program to the college Mission
2. Relation of the program to the Educational Master Plan
3. Recent Program Review or accrediting agency recommendations
4. Measures of student demand (enrollment, average class size, degrees/certificates, or surveys)
5. Measures of labor-market demand (CTE only)
6. Current program effectiveness (FTEF/FTES ratio, success and retention) [not required for program initiation]
7. SLO Assessment Data (not required for program initiation)
8. Advisory Committee Recommendations or other reports (CTE only)
9. Interviews [not required for program initiation]
10. Open Forum [not required for program initiation]
11. Projected impact on overall educational program, students, faculty, college budget, community

## Outcomes

Within six months of the committee's formation, it will produce a Program Viability Report specifying the outcome of its deliberations and making specific recommendations for action, complete with timelines. Viability review committees report may include recommendations that include but are not limited to the following:

- Program Initiation  
The institution or adoption of a new program, a new discipline, or a new department
- Program Modification and Improvement  
A plan of action to enhance the performance and effectiveness of an existing program discipline, or department
- Departmental Reorganization  
The restructuring of an existing program, discipline, or department for greater effectiveness, including the joining of smaller departments into a larger one, or splitting a larger department into smaller ones.
- Program Discontinuance  
The discontinuance (termination) of an existing program, discipline, or department

This Viability Report must include the following:

1. a summary of the process used by the committee
2. a review of all data consulted
3. a recommendation for program initiation, program discontinuance, program modification, or department reorganization.

Approved by CHC Academic Senate: 12.3.14

4. detailed assessment of the recommendations' impact on the College's overall educational program and budget, as well as its impact on all students, faculty, and staff involved.

### Approvals

Viability Review Workgroup recommendations shall be forwarded to the Academic Senate for recommendations/approval. The Academic Senate recommendations/approval are forwarded to the Crafton Council for review and approval. The recommendations/approvals of both the Academic Senate and the Crafton Council are forwarded to the following committees as an information item only: Curriculum Committee, Chairs, PPR, and Budget. The College President makes the final decision and will share the decision and justification for the decision with the college campus including all constituency groups.

"The College President and College Academic Senate President shall make program viability recommendations to the Board of Trustees for approval. The recommendation shall include a description of the viability review process and the reasons for the recommendation." Copies of this Viability Review of Educational Programs, signed by the College President and the Academic Senate President, shall be on file in the Office of Instruction.

College President Chey A Marshall Date: 10-28-15

Senate President Dennis Allen Date: 10/28/15



## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Cheryl A. Marshall, President, CHC  
**PREPARED BY:** Rebeccah Warren-Marlatt, Vice President of Student Services, CHC  
**DATE:** November 12, 2015  
**SUBJECT:** CHC Veterans Task Force Report

### **RECOMMENDATION**

Attached is a written report in lieu of the presentation that was scheduled to be made to the Board of Trustees. This item is for information only. No action is required.

### **OVERVIEW**

Written report on Crafton Hills College Veterans Task Force.

### **ANALYSIS**

The CHC Veterans Task Force is comprised of Joe Cabrales, Dean of Student Services and Student Development; Kirsten Colvey, Dean of Student Services and Matriculation; Robert McAtee, Chair of Counseling; Larry Aycock, Admissions and Records Coordinator and Steven Rush, Admissions and Records Specialist/Veteran's Certifying Official.

### **BOARD IMPERATIVE**

I. Institutional Effectiveness

### **FINANCIAL IMPLICATIONS**

None.

## **Crafton Hills College**



### **Veterans Task Force Report**

*October 2015*

At Crafton Hills College, significant progress has been made in improving both the quality and quantity of services to the veteran students of our District. This report will provide both detailed information regarding progress made to date as well as plans for the near-future. Crafton Hills College serves approximately 170 military veterans and their families.

#### **The CHC Veterans Task Force**

CHC has identified a task force consisting of Student Services personnel in both the Student Develop and Student Success divisions. The members include:

- \* Joe Cabrales: Dean of Student Services: Student Development
- \* Kirsten Colvey: Dean of Student Services: Counseling and Student Success
- \* Robert McAtee: Chair of Counseling
- \* Larry Aycock: Admissions & Records Coordinator
- \* Steven Rush: Admissions & Records Specialist/Veterans Certifying Official
- \* VA student workers

Efforts at CHC have largely been in the area of planning. To identify best practices in the realm of veterans' services, the group visited several college Veteran Resource Centers and dialogued with VRC coordinators and staff regarding best practices.

The Task Force plans include: 1) the establishment of a veteran's center, 2) the creation of an organizational infrastructure, and 3) the development of an array of services to best support CHC's military veterans and their families.

## **Veteran's Center Location and Furnishings**

A space has been identified for the new Veteran's Center. The location is adjacent to Lot E and, once the Vice President of Administrative Services and his staff move to the new Crafton Center, will be co-located with College Police. The approximately 1200-square-foot space will accommodate at least two staff members, a small lounge area, and a computer/study area for veterans.

Thanks for the efforts of the CHC Foundation, Ashley Furniture has pledged to donate furniture for the lounge area. An additional \$14,000 has been raised for the purchase of computers and other furnishings for the Center.

*"Without the VRC, it's hard to link up with soldiers again, unless you meet in the Admissions office. Other than that, you're pretty much on your own". George Miller, student veteran- CHC*

*"To be able to sit down with other vets is something that is needed and is something that allows us to support each other". Brenston Otanjah, student veteran –CHC*

## **Organization and Staffing**

Organizationally, the Veteran's Center staff will report to the Dean of Student Services: Student Development, Joe Cabrales. The Task Force has identified a need for two full-time positions to serve the 200+ veterans and their families in CHC's population. Possible sources of funding have also been identified. Because veterans have been identified in CHC's equity audit as disproportionately impacted with regard to access, the new Equity funding can be spent to serve this population. Additionally, educational planning, orientation, assessment, and follow-up are core components of the new Student Success and Support Program, therefore this categorical funding stream may be used to serve our military veterans.

Position FTEF Approximate Cost (Salary + Benefits) Possible Source(s)

Counselor 1.0 \$100,000 Equity/SSSP

Veterans Center Coordinator 1.0 \$70,000 Equity/SSSP

Veterans Student Workers 5.0 (no cost to district) Funded by Veterans Administration

Total Cost: \$170,000

## **Services and Support**

The services and processes provided by the Veterans' Center are described below.

Educational Planning – Consistent with the new SSSP mandate as well as federal mandates, each Veteran will receive a full educational plan. Progress toward meeting the plan will be carefully monitored.

Follow-Up – Consistent with the new SSSP mandate, the Veterans Center Coordinator, together with the new counselor, will provide proactive intervention and advisement to all veteran students.

Tracking – in cooperation with the respective research offices, systems are anticipated to monitor the academic progress of veterans for statistical and reporting purposes. This semester, the Task Force is developing the first-ever Planning and Program Review document for the Veterans' Center.

Outreach and Recruitment CHC has seen an influx of veterans through partnerships with local and regional agencies such as the Loma Linda Veterans Hospital, the San Bernardino Veterans Center (Colton), County Department of Veterans Affairs and others. Steven Rush, the current Veterans Certifying Official, has been responsible for most of these contacts.

Special Events – Crafton Hills College offers special, veteran-centered events, such as Memorial Day celebration, Independence Day celebration, Veterans Day events and others, as deemed appropriate.

Vet-Centered Workshops – in cooperation with local and regional resources, CHC plans to offer workshops with specialized, vet-centered themes, such as home loans, small business loans, educational benefits, veteran representatives from 4-year schools, representatives from the Veterans Administration, etc.

Partnerships – CHC is in the process of developing partnerships with local and regional organizations and agencies, such as the San Bernardino Veterans Center (located in Colton), the State Chancellor's Office, Veterans Administration Offices in Loma Linda, San Bernardino County Department of Veterans Affairs, California Department of Veterans Affairs, and various campus resources at our respective colleges.

Funding – The College will pursue state funding when it becomes available, as well as grants and partnership opportunities.

Awareness – Crafton Hills aims to raise the level of awareness of veterans needs and issues on our respective campuses, as well as in the community.

Veterans Recognition at Commencement – For the past two years, military veterans have received a special red, white and blue cord to wear at Commencement. President Marshall has thanked the graduating military veterans as well as all the veterans in the audience, asking them to stand to receive recognition.

### Learning Community for Veterans

The Veterans' Learning Community will be geared for veterans studying with other veterans. These courses will be designed for veterans. This is a group of students who share common emotions, values or experiences, and who are actively engaged in learning together from each other.

## **Specialized Orientation for Veterans**

CHC will create a Veteran Orientation designed specifically with the veteran student in mind. This includes all the information the student needs including information about their GI benefits, financial aid, counseling services, tutors and other benefits and services for the veteran student. The orientation will conclude with a tour of the veteran center and the campus.

## **Family Services**

CHC will offer veterans and their families:

- Guidance through the registration process
- Information to the educational benefits afforded to them to get them on track to earning a degree or certificate
- Access to resources and services that will aid in their educational and career pursuits
- Up-to-date information on veteran-related campus news and events

## **Summary**

At Crafton Hills, there has been a considerable increase in the awareness of veterans' issues, as well as the level of effort being marshaled to meet veterans' needs. While significant progress is being made, much work is yet to be done. The CHC Veterans' Task Force has begun to see a coalescing of resources which holds great promise for the future. The group will continue to meet for the purpose of sharing information and resources as well as incorporating input from community, regional and state-level partners.

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Bruce Baron, Chancellor  
**PREPARED BY:** Pierre Galvez, Police Chief  
**DATE:** November 12, 2015  
**SUBJECT:** District Clery Act Compliance Report

### **RECOMMENDATION**

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

### **OVERVIEW**

Postsecondary educational institutions (institutions) that participate in student aid programs under Title IV of the federal Higher Education Act of 1965, as amended, are required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) to create an annual security report by October 1 of each year. This security report must contain required crime statistics of the institution as well as certain security policy disclosures. When institutions do not comply with the Clery Act, they inhibit the ability of students and others to make informed decisions about campus security. Further, the U.S. Department of Education can impose financial penalties of up to \$27,500 per violation against noncompliant institutions.

### **ANALYSIS**

Monthly Report of Clery Crimes for September (See attached)

### **BOARD IMPERATIVE**

I. Institutional Effectiveness

### **FINANCIAL IMPLICATIONS**

None



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
CLERY ACT CRIMES  
September 2015

<u>Case#</u>	<u>Reported</u>	<u>Reportable Clery Crimes</u>	<u>Location</u>	<u>Disposition</u>
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**ON CAMPUS:**

**CRAFTON**

NO INCIDENTS TO REPORT

**DISTRICT**

NO INCIDENTS TO REPORT

**VALLEY**

15-325	9/16/15	Drug Law Violation	Campus Center	Cited
15-331	9/22/15	Dating Violence	HLS	Arrest
15-332	9/22/15	Drug Law Violations	Lot 9	Cited

**PUBLIC PROPERTY:**

**CRAFTON**

NO INCIDENTS TO REPORT

**DISTRICT**

NO INCIDENTS TO REPORT

**VALLEY**

NO INCIDENTS TO REPORT



## **Economic Development and Corporate Training (EDCT) Division**

### **EDCT Division's Accomplishments for September 2015**

*(Prepared by Dr. Matthew Isaac, Associate Vice Chancellor, EDCT)*

#### **Workforce Development**

- EDCT is selected to receive **Authorized Center (MAC) Award** from Manufacturing Skill Standards Council (MSSC). This award is given to schools and centers in the nation that are leaders in assessing individuals for MSSC industry-recognized nationally portable certifications and providing exemplary service in creating a better workforce pipeline.
- Pre-Apprenticeship Construction Training program initiated. Funding identified and initial budget developed. Instructor/Trainer and Professional Expert/Coordinator for the Pre-Apprenticeship are recruited. Program will be launched in January 2016.
- In September, EDCT-PDC conducted 7 off-site training programs and held 4 classes at the PDC. A combined total of 171 incumbent workers from 19 different companies were trained this month.
- The first training in Mechanical Craft funded by the TAACCCT grant for a cohort of 18 trainees began in September. Incumbent workers from six companies are participating in this 136-hour training, including Excel Logistics, California Steel Industries, Leggett & Platt, TST Inc., 3M, and Fender.
- Our project with Amazon.Com was launched. Beta testing of employees for the purpose of designing a customized training program started on September 22, 2015.

#### **Entrepreneurship Institute of San Bernardino (EIOSB)**

- With the assistance of EDCT Foundation, a partnership is being developed by EIOSB with the City of San Bernardino to offer micro loans from City's Community Development Block (CDBG) grant for eligible participants who complete Entrepreneurship training.

#### **Regional Office of Information Communication Technology/Digital Media (ICT Digital Media)**

- Office of the ICT Digital Media continued to provide Cyber Security leadership through the month of September that resulted in planning a Cyber Symposium for 200-400 K-12 and community college faculty and administrators. The Symposium will be offered on



October 15, 2015 at the National Orange Show Events Center Valencia Room in San Bernardino.

#### **Education (CTE) Community Collaborative**

- \$40,000 contract has been given to the EDCT's CTE Community Collaborative program by the Mount San Jacinto College from its SB1070 funding to coordinate the 8<sup>th</sup> Annual Counselor Conclave. The Counselor Conclave provides professional development and a forum for middle, high, and community college counselors to share their best practices. The Eighth Annual Counselor Conclave will be held on Monday, November 2, 2015 at the Riverside Convention Center.
- Wendy Zinn, EDCT Manager of the CTE Community Collaborative, was inducted as a founding member of the Global STEM Leadership Alliance (GSLA) Advisory Board.

#### **EDCT Foundation**

- The EDCT Foundation developed a program implementation plan to coordinate and offer microloans to entrepreneurs, using City of San Bernardino's CDBG grant. The plan is developed and submitted to the City Manager by the EDCT Foundation on behalf of the EIOSB for approval.
- EDCT Foundation's Tax Exempt 501c3 application was approved by the US Department of Treasury and is awaiting the final Letter of Approval.
- A Chinese Delegation visit and lecture was hosted by the EDCT Foundation.
- A Holiday Gala Event for the regional companies we do business with is being planned by EDCT Foundation.

*The **EDCT Division** is comprised of the Professional Development Center (PDC), the Donald F. Averill Applied Technology Training Center (ATTC), the Center for the Advancement of Nanotechnology (NanoCenter), the Entrepreneurship Institute of San Bernardino (EIOSB), the Career and Technical Education Community Collaborative, the On-line Education Center (Ed2Go), the Office of the Information and Communication Technologies (ICT)/Digital Media Deputy Sector Navigator (DSN) and the Economic Development and Corporate Training Foundation.*

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services  
**PREPARED BY:** Fath-Allah Oudghiri, Director, Facilities Planning & Construction  
**DATE:** November 12, 2015  
**SUBJECT:** Energy Conservation Program Board Update

### **RECOMMENDATION**

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

### **OVERVIEW**

The District approved a contract with Cenergistic to implement a comprehensive energy savings program in May of 2012. The following report is an update on the progress and future plans of the District's energy conservation/management program from January 2013 until September 2015.

### **ANALYSIS**

The district has partnered with Cenergistic to provide energy management oversight. Markus Endter is the current energy specialist assigned to the program, which is in its third year of implementation. Please see the attached report for the status of the program.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

### **FINANCIAL IMPLICATIONS**

This item is for information only; there are no financial implications.

# Energy Conservation Program Board Update

## San Bernardino Community College District

January 2013 - September 2015



To Chancellor Baron and fellow board members:

The following report is an update on the progress and future plans of the district's energy conservation/management program from January 2013 until September 2015. The district has partnered with Cenergistic to provide energy management oversight. Markus E. Endter, is the energy specialist assigned to San Bernardino Community Colleges District (SBCCD). The district's program is in its third year of implementation (33/60 months), with just over two years left on their contract.

Cenergistic's energy management program, along with the Board's policy and guidelines with the District's mission statement on energy conservation, have produced overwhelming results. The program's success belongs to several factors; teamwork and adoption from faculty and staff, analysis and audits by the energy specialist, and M&O leaders maintaining and addressing equipment issues.

The program's immediate benefit is through budget savings. The reduction in energy utility bills correlates to greater avoided utility costs and extending the life of heating, ventilation and air conditioning equipment. Reducing funds required for utilities leaves funds available for educational purposes. Furthermore, the program brings environmental responsibility, following the District's mission to be environmental stewards for the community and the state. In the end, the District's energy program is self-funding. Conservation activities generate savings which in turn pay for the program with Cenergistic. Finally, the program is designed for sustainability, with support from Cenergistic after the contract has been fulfilled.

The following pages provide information and data on the District's energy program, where it has come from, what it has accomplished and what are some of the future program goals. A brief description is also provided on the roles and responsibilities of the Cenergistic Energy Specialist in order to provide continued energy program support, growth and success.

# San Bernardino Community College District

Energy Savings To Date:

**\$1,967,547**

**20%**

33 months into energy program

**003**  
\* Dollar savings figure includes QuickStart period, June 2012 – December 2012.  
Performance Period is January 2013 - September 2015.

# Energy Cost Analysis

January 2013 - September 2015

Expected Energy Cost	\$10,002,835
Actual Cost	\$8,035,288
<b>Program Savings</b>	<b>\$1,967,547</b>
<b>Savings Percentage</b>	<b>20%</b>

## Expected Energy Cost

- Amount organization would have spent on energy without energy program
- Base year usage adjusted for changes in weather, energy loads and prices

## Actual Energy Cost

- Actual energy costs for electricity, water, sewer, and gas as a result of energy program

## Program Savings

- Program implementation resulting in behavior changes
- Cenergistic training and support
- Reductions in equipment run times

# Energy Program Success

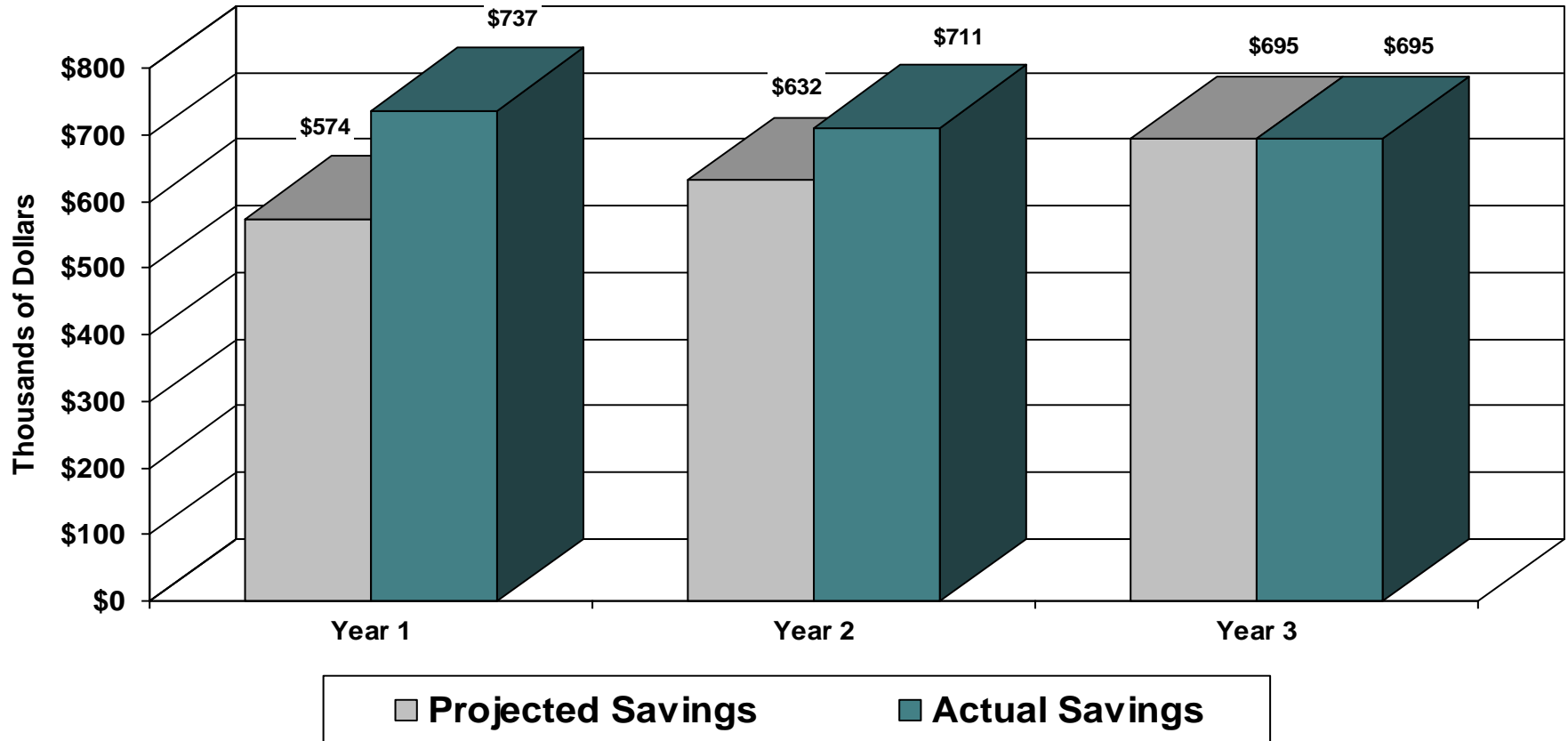
## Success Factors

1. **Teamwork** — All organization personnel
2. **Data analysis** — Energy Specialist
3. **On-site training and expertise** — Cenergistic
4. **Comprehensive facility audits** — Expert identification of energy conservation opportunities throughout system facilities

## Program Benefits and Features

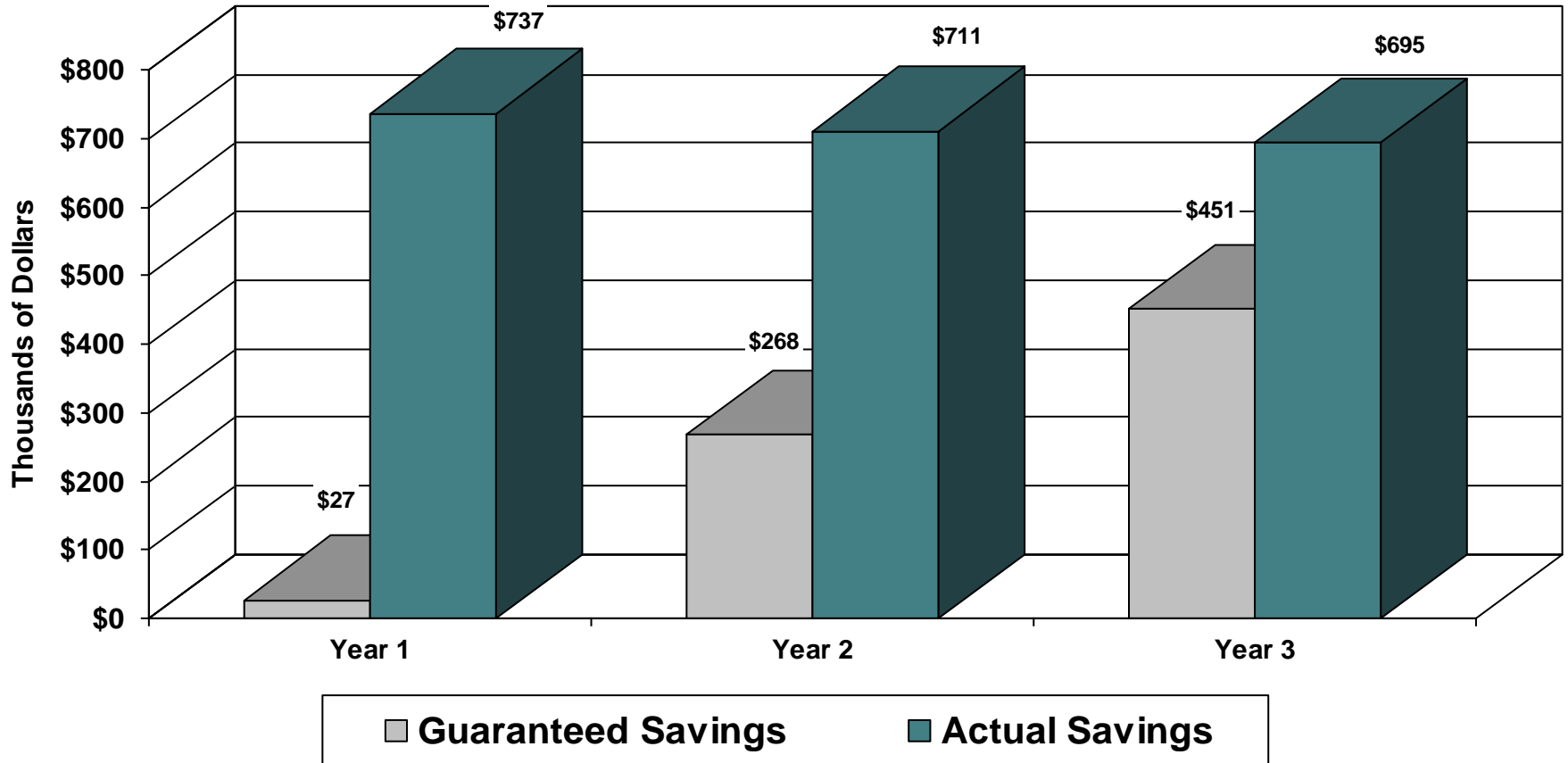
1. **Budget** — Dollars retained for educational purposes
2. **Environmental** — Conservation of natural resources
3. **Self-funding program** — Conservation activities generate savings which pay for the program
4. **Longevity** — Program designed to be ongoing, with support from Cenergistic after paid contract term

# Projected vs Actual Savings

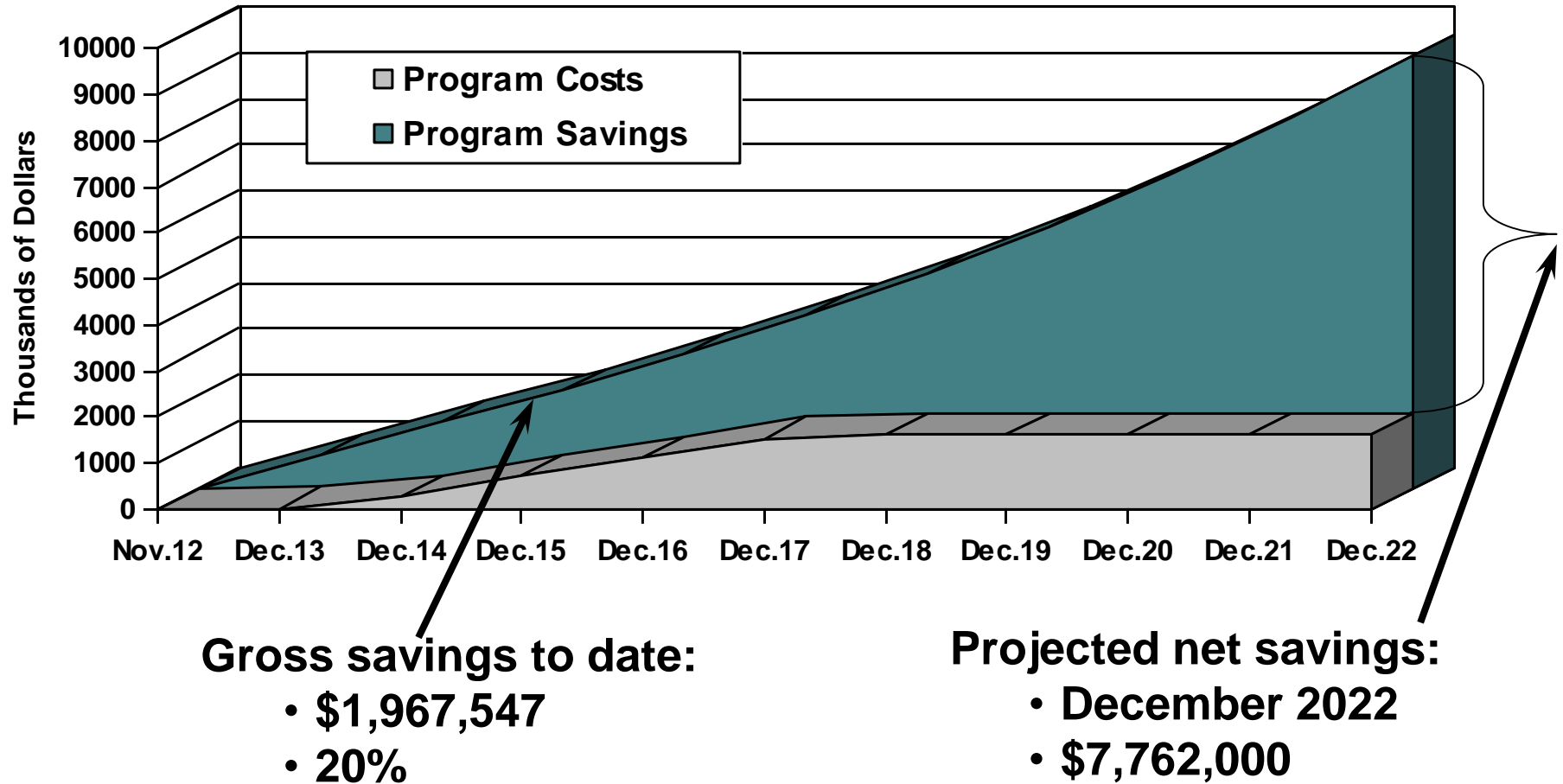




# Guaranteed vs Actual Savings



# 10-Year Projected Savings



*Continued Program Success With Cenergistic Support*

# Energy Program Environmental Impact

**68,079 MMBTUs Energy Reduction,**

**Equivalent to one of the following:**



<b>Greenhouse gas reduction (metric tons) CO<sub>2</sub></b>	<b>4,262</b>
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<b>Tree seedlings planted, grown for 10 yrs</b>	<b>109,271</b>
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<b>Passenger cars not driven one year</b>	<b>888</b>
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# Teamwork

*The success of the program depends on everyone!*

## Special thanks go to:

- **District** for proactively implementing our program
- **Community** for supporting our energy program
- **Maintenance Staff** for executing changes in the heating and cooling systems
- **Custodians** for setting back each night
- **Faculty** for reducing energy waste in their classrooms

# A Day in the Life of an Energy Specialist

- Perform 20-25 unoccupied and occupied audits per week – over 2,600 audits to date
- One-on-one training with Cenergistic staff
- ~130 visits from Cenergistic Engineers and Consultants to date
- Program EMS and work with Maintenance Team
- Match conditioning times to occupied times
- Strategic planning for extended breaks
- Continuous communication to faculty and staff
- Promote an “energy conservation culture”
- Continually assess and reassess the program

# The Future of Our Energy Program

- Developing Energy Profile Index for all campus' buildings
- Continued Water Conservation efforts
- Professional Development Training at National Training Conferences
- Prepare for Thanksgiving/Winter Break Shutdown to achieve greater savings
- Continue developing an “energy conservation culture”

# Questions?

Markus Endter

Energy Specialist

Office: 1.909.382.4032

Email: [mendter@sbccd.cc.ca.us](mailto:mendter@sbccd.cc.ca.us)

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services  
**PREPARED BY:** Lawrence P. Strong, Interim Director of Fiscal Services  
**DATE:** November 12, 2015  
**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. Attached is the General Fund monthly cash flow analysis for the District.

### **ANALYSIS**

The General Fund cash balance as of June 30, 2016 is estimated to be \$15,419,921.

### **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<sup>†</sup>

## Fiscal Year 2015-16

				PROJECTIONS										
	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	ACCRUALS	TOTAL
Beginning Cash Balance	23,494	23,287	22,910	25,696	24,436	22,103	18,795	18,370	18,699	19,472	17,497	17,271		
Receipts														
Federal	10	5	59	1,202	11	847	32	1,621	-375	179	2,484	377		6,452
State	4,931	4,246	12,507	7,056	7,100	4,736	8,328	7,380	10,930	7,399	6,479	17,518		98,611
State Deferrals														
Local	704	1,458	241	-97	354	944	482	169	53	581	720	-1,877		3,731
Temporary Borrowings														
Inc Transfer & Sale of Assets			3											3
Accounts Receivable/Accruals	688	322	151											1,161
Total Receipts	6,333	6,031	12,960	8,160	7,465	6,526	8,842	9,170	10,609	8,160	9,684	16,018		109,957
Disbursements														
Academic Salaries	4	1,586	3,284	3,557	3,647	3,624	3,806	3,393	3,588	3,646	3,623	5,706		39,463
Classified Salaries	1,699	1,901	1,869	2,162	2,204	2,370	2,195	1,973	2,187	2,247	2,169	2,114		25,090
Benefits	779	1,331	1,557	1,681	1,652	1,705	1,679	1,643	1,687	1,694	1,708	2,383		19,498
Supplies & Materials	3	51	118	160	166	103	177	80	197	173	335	805		2,366
Other Operating Exp	81	547	1,629	1,583	1,872	1,849	921	1,595	2,009	2,051	1,582	3,794		19,514
Capital Outlay		17	316	215	196	120	427	94	106	262	431	2,192		4,376
Other Outgo	2	59	62	62	62	62	62	62	62	62	62	875		1,496
Loan Repayment														
Accounts Payable/Accruals	3,972	916	1,339											6,227
Total Disbursements	6,540	6,408	10,174	9,421	9,798	9,833	9,267	8,840	9,836	10,135	9,910	17,869		118,031
Increase / (Decrease) in Cash Balance	-207	-377	2,786	-1,260	-2,333	-3,308	-425	329	773	-1,975	-227	-1,851		
Ending Cash Balance	23,287	22,910	25,696	24,436	22,103	18,795	18,370	18,699	19,472	17,497	17,271	15,420		

<sup>†</sup> Rounded to the nearest 1,000.

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Dr. Gloria Fisher, President, SBVC  
**PREPARED BY:** Dr. Haragewen Kinde, Vice President, Instruction, SBVC  
**DATE:** November 12, 2015  
**SUBJECT:** HSI STEM PASS GO

### **RECOMMENDATION**

Attached is a written report in lieu of the presentation that was scheduled to be made to the Board of Trustees. This is for information only. No action is required.

### **OVERVIEW**

The HSI STEM PASS GO Program has several objectives which foster the overall goal of increasing the number of SBVC students and students in our community who enter into STEM education with the goal of transferring and completing their STEM education at a four-year educational institution. The HSI STEM PASS GO Program is a collaborative effort with CSU San Bernardino. A video link is provided under "additional information," which documented Celebrating Men in Math and Science during the 14-15 academic year in order to provide the Board with additional information on the types of events being supported by HSI STEM PASS GO.

### **ANALYSIS**

The HSI STEM PASS GO program has met or is on track to meet all grant objectives. This success is in large part due to significant partnerships which have been formed with SBVC faculty, SBVC internal partnerships, and the development of significant external partnerships. These key partnerships will allow for sustained efforts to support STEM students either currently enrolled at SBVC or seeking to enroll in the future.

### **BOARD IMPERATIVE**

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

### **FINANCIAL IMPLICATIONS**

None.

In order to provide a complete review of the HSI STEM PASS GO Program the following information is being provided which contains portions of a report from our outside evaluator for the HSI STEM PASS GO Grant. The program has several objectives which foster the overall goal of increasing the number of SBVC students and students in our community who enter into STEM education with the goal of transferring and completing their STEM education at a four-year educational institution. The HSI STEM PASS GO Program is a collaborative effort with CSU San Bernardino. A video link is provided under “additional information,” which documented Celebrating Men in Math and Science during the 14-15 academic year in order to provide the Board with additional information on the types of events being supported by HSI STEM PASS GO.

### **Objective 1:**

During the past year, HSI STEM PASS GO facilitated the development of Pre-Assessment Workshops (Performance Measure 9) as well as the development of model transfer and articulation agreements between SBVC and CSUSB programs (Goal II, Performance Measures 16 & 17). During the first half of year three a Pre-Assessment Workshop was designed in partnership with faculty from the Mathematics Department at SBVC. A pilot was implemented during the same year and based on that experience, a partnership with Counseling and Matriculation rolled out the first Pre-Assessment Workshops to 13 local feeder high schools. SBVC Mathematics faculty conducted a total of 23 PAW’s serving over 700 local students for the Spring 2015 assessment period. Plans are underway to continue the PAW’s during the Spring 2016 assessment period.

The process to facilitate SBVC and CSUSB faculty to meet in order to address articulation agreements proved to be difficult in year three of the grant period. The lengthy hiring process of a new articulation officer, limited faculty availability, and a lack of urgency between faculty at both campuses proved to be significant obstacles. However, in the first half of year four two meetings were hosted at SBVC which was attended by both articulation officers and faculty from both campuses in the areas of Biology, Chemistry, Computer Science, Mathematics, and Physics. The meetings proved to be successful and currently, TAGs are established and have been reviewed during the first half of Year 4 with the five-year goal being met during the first half of Year 4.

Remaining progress on program goals, performance measures, and status can be reviewed below on Table 1. HSI STEM PASS GO has either met, or is on track to meet all program goals during the remaining time of the grant period. It should be noted that comments below reflecting performance measure nine’s five year goal were made without the entire data of students served due to reporting guidelines and as a result of a significant gap in PAW’s being performed prior to year three. I am confident that with the current plan through the partnership with Counseling and Matriculation as well as the Mathematics Department Faculty that we will surpass the five year goal.

#### **Objective 2-4:**

HSI STEM PASS GO in partnership with SBVC Outreach and Recruitment conducted, participated, and marketed several outreach events this year both at SBVC and in our community. Marketing efforts were conducted using social media outlets (Facebook, Twitter, STEM Website, etc). Traditional STEM events such as Celebrating Women in Mathematics and Science, and Empowering Men in Mathematics and Science showed significant student enrollment increases. The combined number of students attending both events exceeded six hundred this year compared to combined averages of just over four hundred the year before. Increases in student engagement were in part due to a partnership forged with San Bernardino County Schools through the Alliance for Education organization. This partnership also allowed for the first STEMAPALOOZA event to be held at SBVC last May. The event hosted over 400 local middle school students in an effort to promote STEM education and career opportunities. It should be noted that the middle school outreach component was not originally specifically stated in the grant narrative, however I feel that including middle school students when appropriate in our outreach efforts does fulfill the overall objective of having a viable and sustainable STEM program at SBVC. We will continue to explore ways to partner with SBVC Dept. of Outreach and Recruitment as well as community organizations to reach students during outreach efforts who are at college, high school, and middle school ages. Plans are currently underway to include all three groups in this year's STEMAPALOOZA event scheduled for October 23<sup>rd</sup>, 2015. Current estimates show the trend of increased student engagement to continue as projections reflect that over 800 students will attend this event which will make STEMAPALOOZA 2015 the largest STEM event ever hosted at SBVC. STEMAPALOOZA will feature keynote speakers, panel discussions, interactive break-out sessions, and an exhibit fair. Students will follow an age appropriate schedule designed to allow for the most interactive and exciting STEM experience during this all day event. Preliminary talks are also underway regarding turning STEMAPALOOZA into a regional event which would be open to the public. With the addition of new on campus facilities which will be completed this year (Athletic Facility), such a regional event could be possible.

SBVC STEM students and staff also participated in several additional on and off campus STEM events this year partnering with community organizations such as The Girl Scouts of America, The Alliance for Education, San Bernardino County Superintendent, Veterans Resource and Affairs offices, and a list of others. STEM PASS-GO staff participated in traditional on and off campus STEM presentations. Counselor Luncheons, New Student Orientations, Family Night, Financial Aide Awareness Fair, and other presentations were given to increase awareness about the SBVC STEM program and ensure that students are aware of the benefits of pursuing STEM education at SBVC. This ramp up in event exposure partnered with increasing community partnerships and traditional presentations increased student attendance in an effort to position SBVC to be seen as a STEM school to our community, state, and across the nation. This year's outreach efforts yielded an increase of self-identified SBVC STEM students with current numbers showing above 450 compared to just over 280 during the first half of year 3 of the grant period. These components will ensure that SBVC will continue to have a secure pipeline of community activists and leaders who are committed to increasing STEM education while at the same time keeping student interest and focus high on pursuing STEM at SBVC.

### **Objectives 5-8:**

This year we increased our offering of Supplemental Instruction (SI) supported courses and Tutoring being offered in the Student Success Center (SSC). Faculty support and student feedback partnered with past student data continued to be drivers in offering more sections with SI support and the increase of student tutor availability in the SSC. Current Data is being gathered on SI and Tutoring in order to evaluate the best uses of student academic support resources.

The program goal is to train three STEM faculty and 75 students in SI over five years. The five-year faculty SI goal was exceeded in Year 2 of the grant; a total of five faculty members, the PD, and the coordinator of the Student Success Center have received SI training. All of these individuals received official SI training at the University of Missouri-Kansas City. While the HSI STEM PASS GO program expanded SI this past year, other programs on campus have also included SI academic support in an effort to increase student outcomes. I have initiated plans in partnership with SBVC's professional development department to bring UMKC staff to SBVC in March 2016 in an effort to allow campus faculty, staff, current SI leaders, and future SI leaders to receive official SI training from the University of Missouri-Kansas City staff.

With regard to the SI student leaders, 26 SI student leaders were trained during the first half of Year 4 (spring 2015), bringing the total number of SI student leaders trained to 81. The Year 5-year SI leader goal was exceeded during the first half of Year 4. A total of 18 were trained in math, 4 in physics, 2 in chemistry, 1 in biology, and 1 in pharmacy. Because students trained in previous years still provide SI, the total number of SI leaders working in a given semester varies. A total of 49 leaders provided SI in spring 2015. Additionally, 11 SBVC STEM transfer students returned to SBVC to provide SI during spring 2015, bringing the total number of SBVC STEM transfer students who returned to SBVC to provide SI to 14.

During the first half of Year 4, the SI leader and Tutor training was revamped to include Technology of Participation Training (ToP). ToP training aims to enhance SI leaders' and Tutors' facilitation and leadership skills. The ToP facilitation trainings are provided to SI leaders and Tutors every other Friday, on alternate Fridays, SI leaders and Tutors meet discuss challenges they face as well as techniques and strategies to use in their respective duties. 2014 also marked initiating a SI Peer Mentor component. SI Leader Mentors were assigned and met regularly with new SI Leaders to provide insight, support, and guidance during bi-weekly sessions. During these sessions, experienced SI leaders peer mentor the novice SI leaders to discuss best practices. Thus, SI leaders receive training or engage in group discussions once a week, every week to improve their facilitation practice. During Summer 2015 program personnel partnered with mathematics faculty in the creation of an assessment tool to ensure that mathematics academic support staff were current in content knowledge required to be effective. These assessments spanned across all levels of mathematics being offered at SBVC both remedial and upper division. It is the goal to have all tutors in mathematics complete this academic assessment tool by the end of the Fall 2015 Semester. The need for such an assessment has not been deemed necessary for SI leaders as they have consistent contact with faculty and continue to attend course lectures. Further analysis as to SI also taking the assessments are ongoing.

In spring 2015 (first half of Year 4), PASS GO supported SI for 49 course sections, which is an increase from the 32 sections supported in fall 2014 (second half of Year 3). In spring 2015, 36 sections of math (11 courses), 6 sections of chemistry (3 courses), 4 sections of physics (2 courses), 1 section/course of pharmacy, 1 section/course of nursing, and 1 section/course of biology. SI is one program feature that has received increasing faculty buy-in and program staff is currently exploring options to sustain SI and Tutoring after the HSI STEM PASS GO Grant period. The development of a STEM Steering Committee has been formed comprised of faculty, administrators, and staff within STEM. Part of the committee's task is to drive the direction of STEM at SBVC and how to best utilize both academic support programs around the STEM disciplines. SBVC program personnel will continue to promote and support SI and Tutoring for STEM courses and will help to develop infrastructure to drive institutionalization of these academic support programs. Program personnel have researched other community college models of academic support and found that apportionment through positive attendance may be an option. Contact has been made with the State Chancellor's office to provide guidance on setting up the infrastructure to allow for this option. Faculty support continues to be key in this model as in order to be able to collect positive attendance a faculty member needs to be accessible. We have piloted an increase in Mathematics faculty involvement within the Student Success Center by working with the Division on identifying faculty who are available and interested in working as non-teaching faculty within the SSC. Mathematics was chosen as a pilot in part due to the high level of mathematics basic skills students enrolling at SBVC partnered with mathematics being the foundation to all STEM fields. Plans continue to evolve and we are working with SBVC leadership and faculty on implementation. It is the goal to initiate a structure that will allow academic support programs including SI and Tutoring to be funded through multiple sources including FTE and grant funds. One barrier to SI expansion is the lack of physical space for SI sessions. The SBVC PD will continue to address this barrier through the duration of the grant and has worked with faculty, staff, and SI student leaders to address the space barrier. Current data is being gathered for SI on a variety of markers including student usage and student outcomes as well as identifying traditional barrier courses in order to effectively position academic support resources. Data gathered for the 2013 academic year by the SARS system shows that students who utilize tutoring services and SI have higher success and retention rates than students who are enrolled in the same courses and do not utilize services. Tutor Surveys encourage students to assess their experience and the individual tutor's performance. Tutor surveys were evaluated to assess student satisfaction with tutoring services provided in the Student Success Center. Tutor Survey Data showed an overall high satisfaction rate from SBVC students. The tutor surveys have been sent to the Office of Institutional Research in order to compile hard data which will be available during program review. Success and Retention Rates were also compared for subjects that offered tutoring support in the SSC. There were 16 disciplines which offered tutoring support. Only 1 subject ASL did not show higher success rates when comparing students who did receive tutoring/students who did not receive tutoring. It is unclear at this time why ASL did not show higher success rates for students who received tutoring services. Student Success Center staff will work with faculty to address higher achievement for students receiving tutoring in ASL. In addition, there were 3 subjects which did not have a significant amount of data to warrant comparison (Academic Adv., Admin. of Justice, Art). In total 12/16 subjects showed significant student success rates for students receiving tutoring compared

to students who did not receive tutoring services. With respect to Retention Rates, 12 of 16 disciplines showed significant increases in retention rates for students receiving tutoring services compared to students who did not receive tutoring services in the SSC. Only 1 subject History did not show higher retention rates when comparing students who did receive tutoring/students who did not receive tutoring. It is unclear at this time why History did not show higher retention rates for students who received tutoring services. Student Success Center staff will work with faculty to address higher achievement for students receiving tutoring in ASL. In addition, there were 3 subjects which did not have a significant amount of data to warrant comparison (Academic Adv., Admin. of Justice, Art). In total 12/16 subjects showed significant student retention rates for students receiving tutoring compared to students who did not receive tutoring services.

## **Analysis:**

**Table 1. Program Goals, Performance Measures, & Status**

Performance Measures	Status
Goal I: Increase the number of Hispanic and/or low income students enrolled in STEM courses and prepare them for further study and job in STEM fields; and expand student support services aided by data-based decision-making	
<i>Performance Measure 1:</i> Create four new learning communities. Expand new learning communities and existing Valley Bound Commitment (VBC) learning community by 28% and 35% respectively over 5 years.	<i>Status 1:</i>
All 4 learning communities have been developed. Although it was intended that learning communities would expand their enrollment, there are institutional and logistical barriers that prevent this from occurring as planned. However, program personnel will continue to try and enhance student experience and improve student persistence in these communities.	

Performance Measures	Status
<i>Performance Measure 2:</i> Increase access to tutoring at the Student Success Center and expand services delivered to students in Math, Chemistry, Physics, Biology, Geography, and Computer Science (MCPBGCS) by as much as 100% from baseline 440 students by spring 2016.	<i>Status 2:</i> The 5-year goal was exceeded in Year 1. A total of 862 unique students have used tutoring during the first half of Year 4, bringing the cumulative number of unique students who attend tutoring to 5,201.
<b>Year 5 Goal Met &amp; Surpassed</b>	
<i>Performance Measure 3:</i> Increase capacity of the Student Success Center by 20% from a baseline of 29,128 contact hours to 35,000 contact hours by spring 2016.	<i>Status 3:</i> The 5-year goal was exceeded in Year 2. A total of 9,086 contact hours were recorded during the first half of Year 4, bringing the cumulative number of contact hours to 73,515.
<b>Year 5 Goal Met &amp; Surpassed</b>	
<i>Performance Measure 4:</i> Increase student success rates in MCPBGCS by as much as 50% from a baseline of 50% for a total success rate of 100% by spring 2016.	<i>Status 4:</i> The success rate for Year 3 is 62%, a 12% increase from baseline.
<b>PASS GO is on track to increase from baseline but may not meet program goal by Year 5.</b>	
<i>Performance Measure 5:</i> Increase student retention rates in MCPBGCS by as much as 30% from a baseline of 70% for a total retention rate of up to 100% by spring 2016.	<i>Status 5:</i> The retention rate for Year 3 is 84.5%, a 14.5% increase from baseline.
<b>PASS GO is on track to increase from baseline but may not meet program goal by Year 5.</b>	
<i>Performance Measure 6:</i> Increase student persistence rates in MCPBGCS by as much as 20% from a baseline of 57% for a total persistence rate of 77% by spring 2016.	<i>Status 6:</i> The persistence rate for Year 3 is 60.1%, a 4.8% increase from baseline.
<b>PASS GO is on track to meet program goal.</b>	
<i>Performance Measure 7:</i> Increase student completion rates in MCPBGCS by as much as 20% from a baseline of 3.5% by spring 2016.	<i>Status 7:</i> The completion rate for Year 3 is 39.7%, a 36.2% increase from baseline.
<b>PASS GO is on track to meet program goal.</b>	



Performance Measures	Status
<i>Performance Measure 8:</i> Increase student graduation rates in MCPBGCS by as much as 20% from a baseline of 0% by spring 2016.	<i>Status 8:</i> The graduation rate for Year 3 is 1.9%, a 1.9% increase from baseline.
<b>PASS GO is on track to meet program goal.</b>	
<i>Performance Measure 9:</i> Establish pre-assessment test preparation workshops to serve over 1,000 <i>PASS GO</i> students by spring 2016.	<i>Status 9:</i> During the first half of Year 4, 9 pre-assessment workshops were held with 177 student attendees, bringing the total number of student attendees to 425.
<b>Although <i>PASS GO</i> met its <i>yearly</i> pre-assessment workshop attendance goal during the first half of Year 4, the program will have to increase these efforts to meet the program goal by the end of Year 5.</b>	
<i>Performance Measure 10:</i> Train 3 STEM faculty and 75 student leaders in Supplemental Instruction (SI) methodology over 5 years.	<i>Status 10:</i> The 5-year SI faculty goal was exceeded in Year 3. Five faculty members received SI training during the first three years of the grant; no trainings were held during the first half of Year 4. The 5-year SI leader goal was exceeded during the first half of Year 4. A total of 26 SI leaders were trained during the first half of Year 4, bringing the total number of SI leaders trained to 81.
<b>Year 5 Goal Met &amp; Surpassed.</b>	
<i>Performance Measure 11:</i> Increase mandatory advising for <i>PASS GO</i> students from a baseline of 0 to 2,500 students by spring 2016.	<i>Status 11:</i> A total of 355 unique students attended advising during the first half of Year 4, bringing the total number of students advised to 1,660.
<b>PASS GO is on track to meet program goal.</b>	
<i>Performance Measure 12:</i> Increase student outreach services to target 1,500 high school students over 5 years in regions where many or all students do not typically attend college.	<i>Status 12:</i> A total of 319 high school students attended 2 student outreach services during the first half of Year 4, bringing the total number of high school students who attended outreach to 1,965. The goal to serve 1,500 students by Year 5 was met in Year 2.
<b>Year 5 Goal Met &amp; Surpassed</b>	

Performance Measures	Status
<i>Performance Measure 13:</i> Increase community involvement in students' STEM success by implementing <i>El Camino al Exito</i> student/family orientation for 1,000 new PASS GO students by spring 2016.	<i>Status 13:</i> A total of 633 community members attended five community involvement events offered during the first half of Year 4, bringing the total number of attendees to 1,769. The goal to serve 1,000 students and community members by Year 5 was surpassed in Year 3.
<b>Year 5 Goal Met &amp; Surpassed</b>	
<i>Performance Measure 14:</i> Increase knowledge of STEM career options and career soft skills through Academic Career Education (ACE) workshops and career counseling and assessment, specifically, by providing 32 ACE workshops at SBVC and 168 ACE workshops at CSUSB by spring 2016, and by providing individual career planning and/or career assessment sessions (one per quarter) for 50% of SBVC transfer students.	<i>Status 14:</i> There were 8 ACE workshops held at SBVC and 30 ACE workshops held for SBVC STEM transfer students at CSUSB in Year 4. A total of 139 SBVC STEM transfer students who qualify for career counseling were identified. Approximately 52.4% met with a counselor during the first half of Year 4
<b>PASS GO is on track to meet program goal.</b>	
<i>Performance Measure 15:</i> Increase the number of students who participate in internships in STEM fields to 15 internship stipend recipients per year (10 in year 1).	<i>Status 15:</i> A total of 16 students were placed in internships during the first half of Year 4 (bringing the total number of students who completed an internship to 62). It is expected that the overall program goal, to place 70 students will be met in Year 4.
<b>PASS GO is on track to meet program goal.</b>	
<b>Goal II: Develop model transfer and articulation agreements between SBVC and CSUSB programs.</b>	
<i>Performance Measure 16:</i> Facilitate use/ understanding of STEM articulation agreements between SBVC & CSUSB by establishing new and/or revising five STEM articulation agreements in Biology, Chemistry, Computer Science, Math, and Physics by fall 2014.	<i>Status 16:</i> A STEM articulation agreement meeting was hosted at SBVC during the first half of Year 4. A follow up meeting is scheduled for April 24, 2015 at SBVC.
<b>PASS GO is on track to meet program goal.</b>	
<i>Performance Measure 17:</i> Establish 5 Transfer Admission Guarantee (TAG) Agreements with CSUSB where successful	<i>Status 17:</i> TAGs are established and have been reviewed during the first half of Year 4. The five-year goal was met during the first half of Year 4.

Performance Measures	Status
PASS GO students are guaranteed transfer admission to CSUSB by December 2014.	
<b>Year 5 Goal Met</b>	
<i>Performance Measure 18:</i> Counselors/coordinators will offer a “boot camp” session for PASS GO students every quarter (beginning fall 2011) & beginning in year 3, 25 SBVC STEM transfer students will return to SBVC to tutor students at the Student Success Center and provide “boot camps” at CSUSB by Year 5.	<i>Status 18:</i> Two study marathons were held during the first half of Year 4, bringing the total number of boot camp sessions offered to 14. During the first half of Year 4, 11 SBVC STEM transfer students have returned to SBVC to provide SI, bringing the total to 14.
<b>PASS GO is on track to meet program goal.</b>	

### **Additional Information:**

In addition to providing the information mentioned above. The following link will provide a video which was filmed to document Celebrating Men in Math and Science during the last academic year.

<https://www.youtube.com/watch?v=h3qzNe7jtUA>

### **Summary:**

This year marked the first academic year where we were able to implement some of the strategies we saw the need for during my first six months of employment. The HSI STEM PASS GO team has worked extremely hard to overcome delays in initial implementing of program processes to meet grant objectives. This initial delay was overcome over the past year and we were able to meet several objectives which were behind. We also continued to drive community engagement through STEM activities and events as well as solidify key partnerships which will allow for sustained efforts to support STEM students either currently enrolled at SBVC or seeking to enroll in the future. Refining structure in academic support programs to allow for sustainability remains a high priority and we have already implemented initial components to allow for sustained growth and stability of academic support programs through the Student Success Center. It is my hope that we can continue to drive the conversation of the need for sustained academic support across SBVC through combined efforts of faculty, staff, and administration.

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Bruce Baron, Chancellor

**PREPARED BY:** Stacey Nikac, Executive Assistant

**DATE:** November 12, 2015

**SUBJECT:** Local Hire Summary

### **RECOMMENDATION**

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

### **OVERVIEW**

Local Hire Summary Report of Active Construction Projects for September 2015. This report presents the local hire status for each project and indicates the city of residence for the labor force.

### **ANALYSIS**

In November 2013, the Board of Trustees passed Board Policy 6610, which sets minimum goals at fifty percent (50%) participation of Local Hires and twenty-five percent (25%) participation of Local Businesses in its District Bid projects awarded each fiscal year. As of September 2015, the District-wide total of local hires was 61%, exceeding the Board goal by 11%. The District-wide total of local business was 46%, exceeding the Board goal by 21%.

### **BOARD IMPERATIVE**

I. Institutional Effectiveness

### **FINANCIAL IMPLICATIONS**

None.



# **MEASURE M**

## **DEMOGRAPHICS REPORT**

### **September-15**

**Chancellor:** Bruce Barron

**Vice Chancellor** Jose Torres

**Director Facilities Planning and Construction:** Fath-Allah Oudghiri

**Program Manager:**  

**Report Prepared By:** Kitchell/BRj

**Report Date:** 10/28/2015

## Demographics / Local Contracts Summary

### September 2015

SBVC	Local On-Site Work Force	%	Non Local On-Site Work Force	%	Contract Total – Riverside County	Contract Total – San Bernardino County	Contract Total – Non Local	Wages - Local (cumulative)	Wages - Non Local (cumulative)
Applied Technology	0	0%	0	0%	\$ 413,251.50	\$ 11,036.25	\$ 558,099.00	\$ 261,636.04	\$ 132,889.67
New Gymnasiums & Pools	168	65%	90	35%	\$ 4,531,008.85	\$ 15,699,082.84	\$ 28,187,738.50	\$ 1,777,739.13	\$ 802,498.53
<b>TOTAL</b>	<b>168</b>	<b>65%</b>	<b>90</b>	<b>35%</b>	<b>\$ 4,944,260.35</b>	<b>\$ 15,710,119.09</b>	<b>\$ 28,745,837.50</b>	<b>\$ 2,039,375.17</b>	<b>\$ 935,388.20</b>
					<b>\$20,654,379.44</b>		<b>\$ 28,745,837.50</b>		
					<b>42%</b>		<b>58%</b>		

CHC	Local On-Site Work Force	%	Non Local On-Site Work Force	%	Contract Total – Riverside County	Contract Total – San Bernardino County	Contract Total– Non-Local	Wages - Local (cumulative)	Wages - Non Local (cumulative)
New Crafton Center	65	61%	41	39%	\$ 7,496,846.94	\$ 7,096,378.00	\$ 6,822,698.06	\$ 1,748,188.82	\$ 689,077.63
New Science Building	87	65%	47	35%	\$ 3,579,050.00	\$ 6,804,716.00	\$ 8,199,240.00	\$ 2,762,842.02	\$ 902,301.75
Occupational Education #2	65	47%	74	53%	\$ 1,329,733.00	\$ 2,412,208.00	\$ 12,146,059.00	\$ 1,856,728.45	\$ 1,260,495.35
Maintenance and Operations Reno	0	0%	0	0%	\$ 104,149.00	\$ 982,433.00	\$ 161,418.00	\$ 168,237.32	\$ 10,283.79
PE Complex	2	100%	0	0%	\$ -	\$ 852,800.00	\$ 3,658,270.00	\$ 1,353.48	\$ -
<u>Miscellaneous Bond Improvements:</u> Swing Project - Phase A NCC Portables	5	100%	0	0%	\$ 107,242.00	\$ -	\$ -	\$ 11,134.20	\$ -
<u>Miscellaneous Bond Improvements:</u> Swing Project - Phase B Gym	5	83%	1	17%	\$ -	\$ 14,085.00	\$ -	\$ 8,502.55	\$ 3,973.17
<u>Miscellaneous Bond Improvements:</u> Campus Wayfinding Signage	0	0%	4	100%	\$ -	\$ 14,440.00	\$ 42,200.00	\$ -	\$ 14,120.00
<b>TOTAL</b>	<b>229</b>	<b>58%</b>	<b>167</b>	<b>42%</b>	<b>\$ 12,617,020.94</b>	<b>\$ 18,177,060.00</b>	<b>\$ 31,029,885.06</b>	<b>\$ 6,556,986.84</b>	<b>\$ 2,880,251.69</b>
					<b>\$30,794,080.94</b>		<b>\$ 31,029,885.06</b>		
					<b>50%</b>		<b>50%</b>		

DISTRICT WIDE Combined	Local On-Site Work Force	%	Non Local On-Site Work Force	%	Contract Total – Riverside County	Contract Total – San Bernardino County	Contract Total– Non-Local	Wages - Non Local (cumulative)	Wages - Non Local (cumulative)
<b>TOTAL</b>	<b>397</b>	<b>61%</b>	<b>257</b>	<b>39%</b>	<b>\$ 17,561,281.29</b>	<b>\$ 33,887,179.09</b>	<b>\$ 59,775,722.56</b>	<b>\$ 8,596,362.01</b>	<b>\$ 3,815,639.89</b>
					<b>\$ 51,448,460.38</b>		<b>\$ 59,775,722.56</b>		
					<b>46%</b>		<b>54%</b>		

DIR CERTIFIED SUBCONTRACTORS	MBE	WBE	VOBE	VOSB	SDBE	DVBE	SBE
<b>TOTAL FOR ALL PROJECTS</b>	<b>6</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\*Data not recorded because project started before implementation of Local Hire Bond Policy BP6610 as revised 2/19/14

# Apprentice Information

September 2015

SBVC	General Contractor Name	Contractor Name and Trade	Apprentices per Division of Work / Trade
New Gymnasiums & Pools	Swinerton	All Area Plumbing	3
		Anning Johnson Company	3
		Berg Electric	6
		California Hi-Tech Floors,Inc.	6
		Caston Inc.	20
		H.L. Moe Co.	3
		McGuire Contracting Inc.	1
		Quality Reinforcing, Rebar	5
		Southern California Grading Inc	1
		Swinerton Builders	4
		Triumph Painting	1
Applied Technology	Cal City Construction		
TOTAL # OF APPRENTICES			53

\*This information is gathered from reports provided by the General Contractors. Kitchell/BRJ not required to perform a labor compliance report or audit on this information.

# Apprentice Information

September 2015

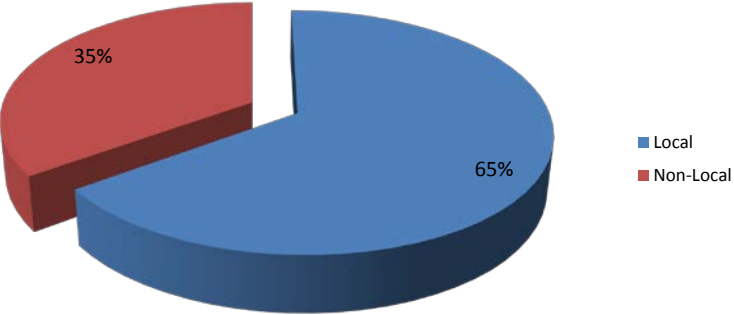
CHC	General Contractor Name	Contractor Name and Trade	Apprentices per Division of Work / Trade
New Crafton Center	Bernard's	Anderson	2
		Couts Heating and Cooling	1
		E & R Glass Construction	1
		Hamilton Ceiling	3
		JPI Development Group	1
		L2 Specialties, Inc.	1
		Orange County Plastering	1
		Pensylvania Coatings, Inc.	2
		PHL, DBA. VNSM	5
		Precision Concrete Inc	1
New Science Building	Earl Corporation	Alert Insulation	1
		Cimco Sheet Metal	9
		KONE Inc.	2
		Orange County Plastering	1
		Pro-Craft Construction	1
		So Cal West Coast Electrical	5
		Theisen Steel	1
		West-Tech Mechanical	3
		Zaretsky Engineering Solutions	1
Occupational Education #2	Sinanian Development	Best Contracting Services, Inc.	3
		BF Steel Inc.	1
		California Granite & Flooring	2
		Canyon Insulation, Inc.	1
		Danny Letner Inc DBA Letner Roofing Co	5
		Mack Construction	2
		Platnum Construction	7
		Prime Fire Protection	1
		Scoutlight Corp	4
PE Complex	Minco		
TOTAL # OF APPRENTICES			70

\*This information is gathered from reports provided by the General Contractors. Kitchell/BRj not required to perform a labor compliance report or audit on this information.



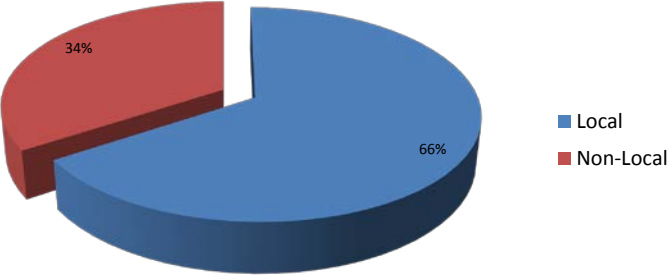
**Demographics Summary**  
**September 2015**  
**San Bernardino Valley College On-Site Labor Force**

**ALL ACTIVE PROJECTS - September 2015**



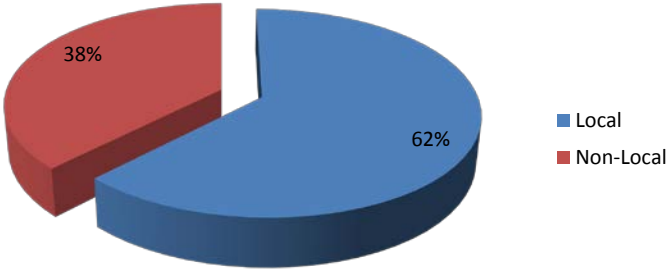
OVERALL		
Local	168	65%
Non-Local	90	35%
Total	258	

**ALL ACTIVE PROJECTS - August 2015**



OVERALL		
Local	150	66%
Non-Local	78	34%
Total	228	

**ALL ACTIVE PROJECTS - July 2015**



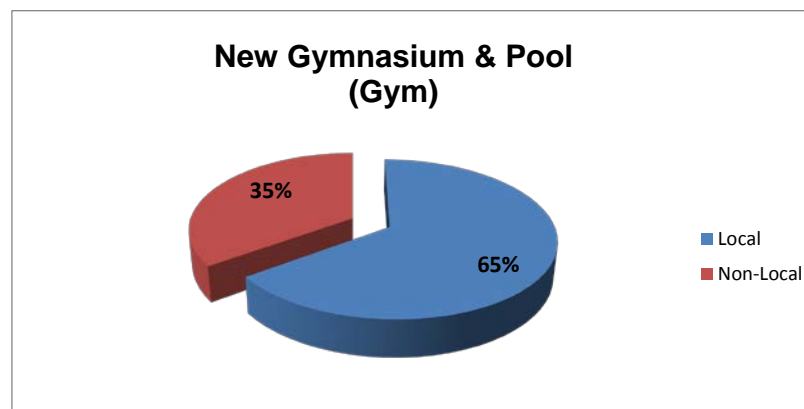
OVERALL		
Local	133	62%
Non-Local	80	38%
Total	213	

Notes:  
\* Information is taken directly from contractor provided data.  
\* How SBCCD tracked on-site labor force has evolved over time so reporting may be different from job to job.  
Overall numbers shown on the summary are local and non-local.

# Demographics Summary

September 2015

## San Bernardino Valley College On-Site Labor Force



New Gymnasiums & Pools		
Local	168	65%
Non-Local	90	35%
Total	258	

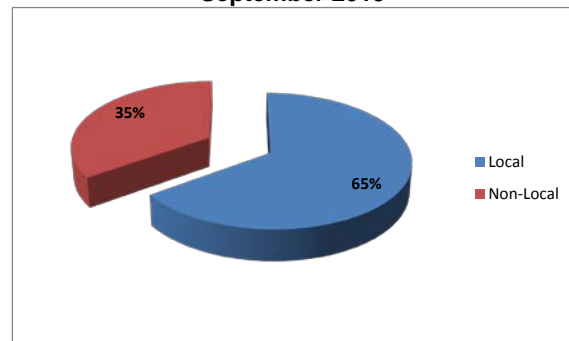
Notes:

\* Information is taken directly from contractor provided data.

\* How SBCCD tracked on-site labor force has evolved over time so reporting may be different from job to job.  
Overall numbers shown on the summary are local and non-local.

**New Gymnasiums & Pools**

(Gym)

**September 2015**

Jul-14				
Veteran	0			
Apprentice	12			
San Bernardino	16	Local	34	47%
Riverside	18	Non-Local	38	53%
Other	38	Total	72	

Aug-14				
Veteran	0			
Apprentice	12			
San Bernardino	23	Local	45	56%
Riverside	22	Non-Local	35	44%
Other	35	Total	80	

Sep-14				
Veteran	0			
Apprentice	1			
San Bernardino	15	Local	23	51%
Riverside	8	Non-Local	22	49%
Other	22	Total	45	

Oct-14				
Veteran	0			
Apprentice	1			
San Bernardino	8	Local	21	46%
Riverside	13	Non-Local	25	54%
Other	25	Total	46	

Nov-14				
Veteran	0			
Apprentice	0			
San Bernardino	5	Local	19	48%
Riverside	14	Non-Local	21	53%
Other	21	Total	40	

Dec-14				
Veteran	0			
Apprentice	3			
San Bernardino	5	Local	25	66%
Riverside	20	Non-Local	13	34%
Other	13	Total	38	

Jan-15				
Veteran	0			
Apprentice	5			
San Bernardino	8	Local	33	65%
Riverside	25	Non-Local	18	35%
Other	18	Total	51	

Feb-15				
Veteran	0			
Apprentice	10			
San Bernardino	9	Local	34	60%
Riverside	25	Non-Local	23	40%
Other	23	Total	57	

Mar-15				
Veteran	0			
Apprentice	10			
San Bernardino	13	Local	35	49%
Riverside	22	Non-Local	37	51%
Other	37	Total	72	

Apr-15				
Veteran	0			
Apprentice	12			
San Bernardino	22	Local	44	57%
Riverside	22	Non-Local	33	43%
Other	33	Total	77	

May-15				
Veteran	0			
Apprentice	18			
San Bernardino	30	Local	68	59%
Riverside	38	Non-Local	47	41%
Other	47	Total	115	

Jun-15				
Veteran	0			
Apprentice	33			
San Bernardino	45	Local	97	59%
Riverside	52	Non-Local	68	41%
Other	68	Total	165	

Jul-15				
Veteran	0			
Apprentice	45			
San Bernardino	62	Local	133	66%
Riverside	71	Non-Local	68	34%
Other	68	Total	201	

Aug-15				
Veteran	0			
Apprentice	40			
San Bernardino	68	Local	134	64%
Riverside	66	Non-Local	74	36%
Other	74	Total	208	

Sep-15				
Veteran	0			
Apprentice	53			
San Bernardino	86	Local	168	65%
Riverside	82	Non-Local	90	35%
Other	90	Total	258	

\*\*\*PROJECT ONGOING\*\*\*

**Applied Technology**  
(AT - Phase I)

\*\*\*PROJECT COMPLETE\*\*\*

Feb-15				
Veteran	1			
Apprentice	3			
San Bernardino	5	Local	7	70%
Riverside	2	Non-Local	3	30%
Other	3	<b>Total</b>	<b>10</b>	

Mar-15				
Veteran	1			
Apprentice	2			
San Bernardino	6	Local	9	75%
Riverside	3	Non-Local	3	25%
Other	3	<b>Total</b>	<b>12</b>	

Apr-15				
Veteran	1			
Apprentice	2			
San Bernardino	9	Local	13	50%
Riverside	4	Non-Local	13	50%
Other	13	<b>Total</b>	<b>26</b>	

May-15				
Veteran	0			
Apprentice	3			
San Bernardino	8	Local	15	50%
Riverside	7	Non-Local	15	50%
Other	15	<b>Total</b>	<b>30</b>	

Jun-15				
Veteran	0			
Apprentice	3			
San Bernardino	9	Local	15	48%
Riverside	6	Non-Local	16	52%
Other	16	<b>Total</b>	<b>31</b>	

Jul-15				
Veteran	0			
Apprentice	4			
San Bernardino	10	Local	14	52%
Riverside	4	Non-Local	13	48%
Other	13	<b>Total</b>	<b>27</b>	

Aug-15				
Veteran	0			
Apprentice	6			
San Bernardino	10	Local	16	80%
Riverside	6	Non-Local	4	20%
Other	4	<b>Total</b>	<b>20</b>	

Sep-15				
Veteran	0			
Apprentice	0			
San Bernardino	0	Local	0	0%
Riverside	0	Non-Local	0	0%
Other	0	<b>Total</b>	<b>0</b>	

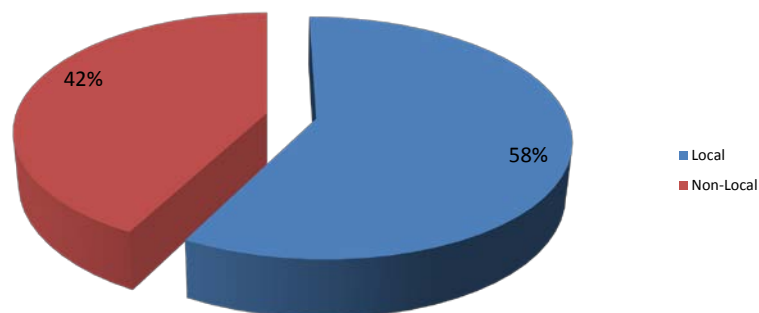
\*\*\*PROJECT CLOSED\*\*\*

# Demographics Summary

September 2015

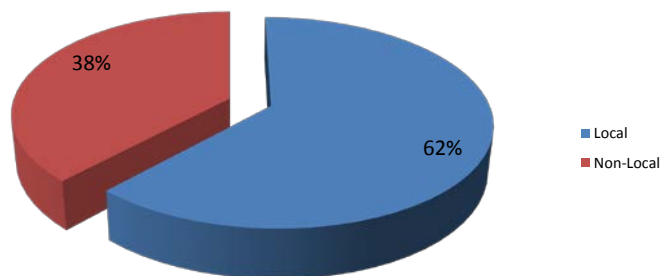
## Crafton Hills College On-Site Labor Force

ALL ACTIVE PROJECTS - September 2015



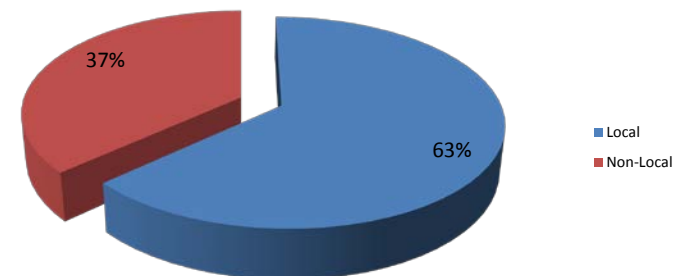
OVERALL		
Local	229	58%
Non-Local	167	42%
Total	396	

ALL ACTIVE PROJECTS - August 2015



OVERALL		
Local	183	62%
Non-Local	112	38%
Total	295	

ALL ACTIVE PROJECTS - July 2015



OVERALL		
Local	266	63%
Non-Local	154	37%
Total	420	

Notes:

\* Information is taken directly from contractor provided data.

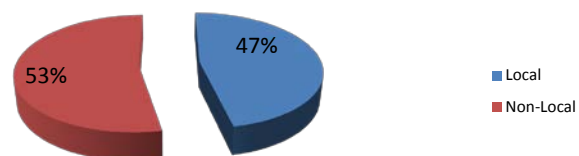
\* How SBCCD tracked on-site labor force has evolved over time so reporting may be different from job to job.

Overall numbers shown on the summary are local and non-local.

# Demographics Summary

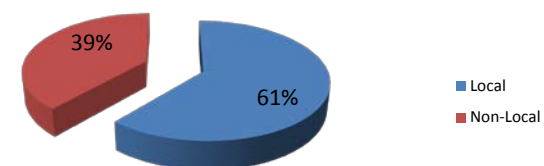
September 2015  
Crafton Hills College On-Site Labor Force

**Occupational Education #2  
(OE-2)**



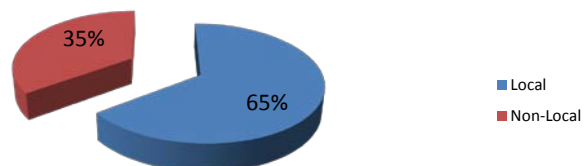
Occupational Education #2		
Local	65	47%
Non-Local	74	53%
Total	139	

**New Crafton Center  
(NCC)**



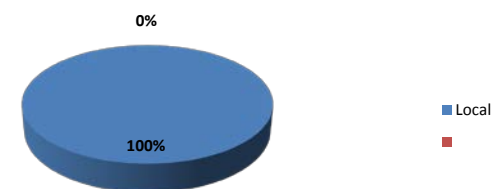
New Crafton Center		
Local	65	61%
Non-Local	41	39%
Total	106	

**New Science Building  
(NSB)**

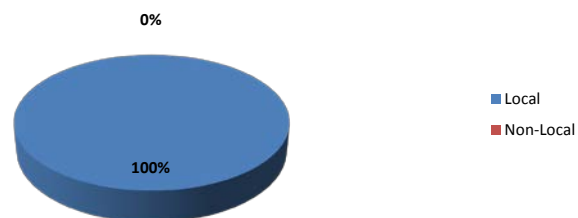


New Science Building		
Local	87	65%
Non-Local	47	35%
Total	134	

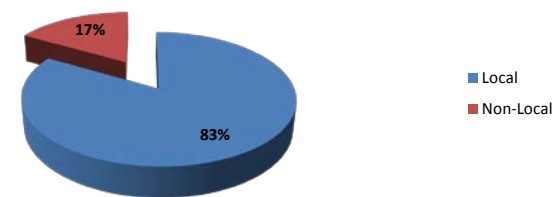
**PE Complex  
(PEC)**



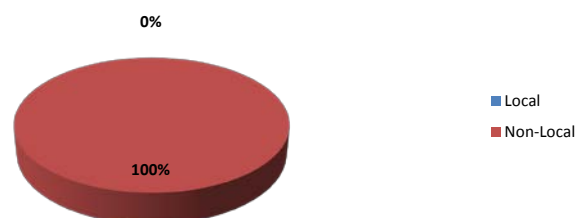
PE Complex		
Local	2	100%
Non-Local	0	0%
Total	2	

**Swing Space A (at Crafton Center)**

New Science Building		
Local	5	100%
Non-Local	0	0%
Total	5	

**Swing Space B (at Gym)**

New Science Building		
Local	5	83%
Non-Local	1	17%
Total	6	

**Campus Wayfinding Sinage**

New Science Building		
Local	0	0%
Non-Local	4	100%
Total	4	

**Notes:**

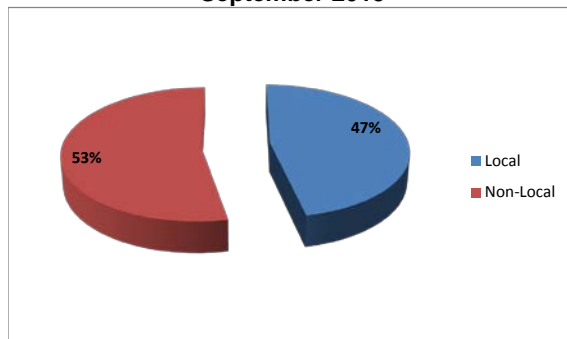
\* Information is taken directly from contractor provided data.

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Overall numbers shown on the summary are local and non-local.

# Occupational Education #2 (OE2)

September 2015



Dec-13				
Veteran	0			
Apprentice	0			
San Bernardino	0	Local	0	0%
Riverside	0	Non-Local	0	0%
Other	0	Total	0	

Jan-14				
Veteran	0			
Apprentice	0			
San Bernardino	1	Local	2	67%
Riverside	1	Non-Local	1	33%
Other	1	Total	3	

Feb-14				
Veteran	0			
Apprentice	0			
San Bernardino	7	Local	20	91%
Riverside	13	Non-Local	2	9%
Other	2	Total	22	

Mar-14				
Veteran	0			
Apprentice	2			
San Bernardino	8	Local	17	94%
Riverside	9	Non-Local	1	6%
Other	1	Total	18	

Apr-14				
Veteran	0			
Apprentice	4			
San Bernardino	5	Local	10	91%
Riverside	5	Non-Local	1	9%
Other	1	Total	11	

May-14				
Veteran	0			
Apprentice	11			
San Bernardino	14	Local	32	73%
Riverside	18	Non-Local	12	27%
Other	12	Total	44	

Jun-14				
Veteran	0			
Apprentice	8			
San Bernardino	13	Local	28	70%
Riverside	15	Non-Local	12	30%
Other	12	Total	40	

Jul-14				
Veteran	0			
Apprentice	6			
San Bernardino	18	Local	33	66%
Riverside	15	Non-Local	17	34%
Other	17	Total	50	

Aug-14				
Veteran	0			
Apprentice	6			
San Bernardino	9	Local	20	57%
Riverside	11	Non-Local	15	43%
Other	15	Total	35	

Sep-14				
Veteran	0			
Apprentice	6			
San Bernardino	11	Local	32	49%
Riverside	21	Non-Local	33	51%
Other	33	Total	65	

Oct-14				
Veteran	0			
Apprentice	8			
San Bernardino	13	Local	33	55%
Riverside	20	Non-Local	27	45%
Other	27	Total	60	

Nov-14				
Veteran	3			
Apprentice	5			
San Bernardino	11	Local	31	60%
Riverside	20	Non-Local	21	40%
Other	21	Total	52	

Dec-14				
Veteran	3			
Apprentice	11			
San Bernardino	8	Local	27	61%
Riverside	19	Non-Local	17	39%
Other	17	Total	44	

Jan-15				
Veteran	3			
Apprentice	11			
San Bernardino	9	Local	28	47%
Riverside	19	Non-Local	31	53%
Other	31	Total	59	

Feb-15				
Veteran	3			
Apprentice	9			
San Bernardino	8	Local	27	47%
Riverside	19	Non-Local	31	53%
Other	31	Total	58	

Mar-15				
Veteran	3			
Apprentice	9			
San Bernardino	13	Local	35	47%
Riverside	22	Non-Local	39	53%
Other	39	Total	74	

Apr-15				
Veteran	3			
Apprentice	17			
San Bernardino	15	Local	39	51%
Riverside	24	Non-Local	37	49%
Other	37	Total	76	

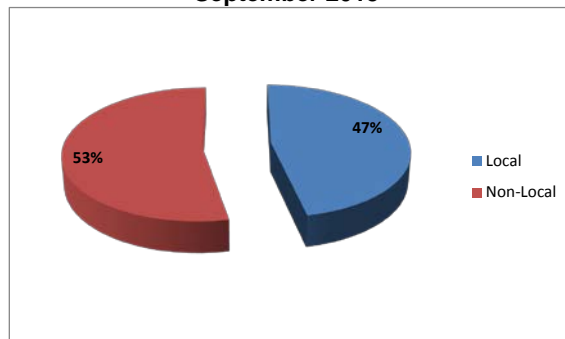
May-15				
Veteran	2			
Apprentice	28			
San Bernardino	33	Local	73	60%
Riverside	40	Non-Local	49	40%
Other	49	Total	122	

Jun-15				
Veteran	0			
Apprentice	29			
San Bernardino	36	Local	66	64%
Riverside	30	Non-Local	37	36%
Other	37	Total	103	



**Occupational Education #2**  
(OE2)

**September 2015**

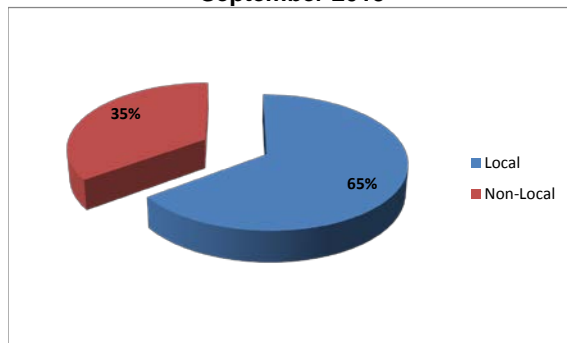


Jul-15				
Veteran	3			
Apprentice	29			
San Bernardino	53	Local	99	54%
Riverside	46	Non-Local	85	46%
Other	85	Total	184	

Aug-15				
Veteran	0			
Apprentice	38			
San Bernardino	54	Local	101	54%
Riverside	47	Non-Local	86	46%
Other	86	Total	187	

Sep-15				
Veteran	0			
Apprentice	0			
San Bernardino	31	Local	65	47%
Riverside	34	Non-Local	74	53%
Other	74	Total	139	

\*\*\*PROJECT ONGOING\*\*\*

**New Science Building  
(NSB)**
**September 2015**


Dec-13				
Veteran	0			
Apprentice	0			
San Bernardino		Local	0	0%
Riverside	0	Non-Local	0	0%
Other	0	Total	0	

Jan-14				
Veteran	0			
Apprentice	0			
San Bernardino	2	Local	3	60%
Riverside	1	Non-Local	2	40%
Other	2	Total	5	

Feb-14				
Veteran	0			
Apprentice	0			
San Bernardino	4	Local	8	57%
Riverside	4	Non-Local	6	43%
Other	6	Total	14	

Mar-14				
Veteran	0			
Apprentice	0			
San Bernardino	4	Local	8	53%
Riverside	4	Non-Local	7	47%
Other	7	Total	15	

Apr-14				
Veteran	0			
Apprentice	0			
San Bernardino	12	Local	17	65%
Riverside	5	Non-Local	9	35%
Other	9	Total	26	

May-14				
Veteran	0			
Apprentice	4			
San Bernardino	12	Local	21	58%
Riverside	9	Non-Local	15	42%
Other	15	Total	36	

Jun-14				
Veteran	0			
Apprentice	7			
San Bernardino	13	Local	27	59%
Riverside	14	Non-Local	19	41%
Other	19	Total	46	

Jul-14				
Veteran	0			
Apprentice	5			
San Bernardino	12	Local	22	51%
Riverside	10	Non-Local	21	49%
Other	21	Total	43	

Aug-14				
Veteran	4			
Apprentice	10			
San Bernardino	23	Local	36	75%
Riverside	13	Non-Local	12	25%
Other	12	Total	48	

Sep-14				
Veteran	4			
Apprentice	10			
San Bernardino	24	Local	41	73%
Riverside	17	Non-Local	15	27%
Other	15	Total	56	

Oct-14				
Veteran	4			
Apprentice	10			
San Bernardino	31	Local	56	73%
Riverside	25	Non-Local	21	27%
Other	21	Total	77	

Nov-14				
Veteran	1			
Apprentice	12			
San Bernardino	20	Local	45	75%
Riverside	25	Non-Local	15	25%
Other	15	Total	60	

Dec-14				
Veteran	1			
Apprentice	12			
San Bernardino	20	Local	45	75%
Riverside	25	Non-Local	15	25%
Other	15	Total	60	

Jan-15				
Veteran	2			
Apprentice	16			
San Bernardino	20	Local	54	73%
Riverside	34	Non-Local	20	27%
Other	20	Total	74	

Feb-15				
Veteran	2			
Apprentice	21			
San Bernardino	23	Local	36	69%
Riverside	13	Non-Local	16	31%
Other	16	Total	52	

Mar-15				
Veteran	1			
Apprentice	20			
San Bernardino	37	Local	81	73%
Riverside	44	Non-Local	30	27%
Other	30	Total	111	

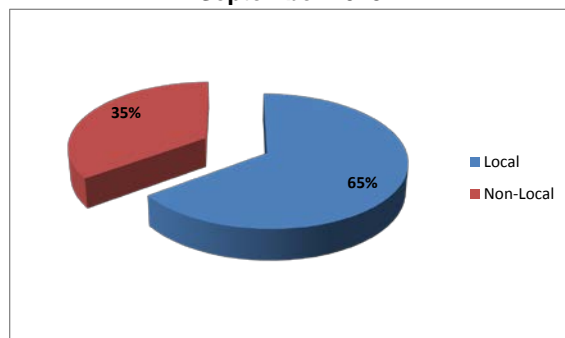
Apr-15				
Veteran	2			
Apprentice	18			
San Bernardino	46	Local	106	76%
Riverside	60	Non-Local	33	24%
Other	33	Total	139	

May-15				
Veteran	1			
Apprentice	25			
San Bernardino	28	Local	75	73%
Riverside	47	Non-Local	28	27%
Other	28	Total	103	

Jun-15				
Veteran	0			
Apprentice	19			
San Bernardino	36	Local	64	62%
Riverside	28	Non-Local	40	38%
Other	40	Total	104	

**New Science Building**  
(NSB)

**September 2015**



Jul-15					
Veteran	2				
Apprentice	18				
San Bernardino	33	Local	60	69%	
Riverside	27	Non-Local	27	31%	
Other	27	Total	87		

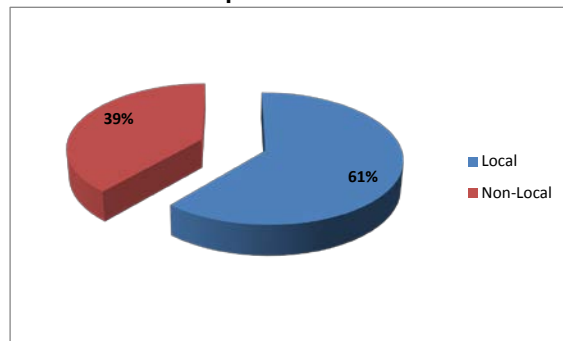
Aug-15					
Veteran	0				
Apprentice	10				
San Bernardino	20	Local	31	70%	
Riverside	11	Non-Local	13	30%	
Other	13	Total	44		

Sep-15					
Veteran	0				
Apprentice	10				
San Bernardino	41	Local	87	65%	
Riverside	46	Non-Local	47	35%	
Other	47	Total	134		

\*\*\*PROJECT ONGOING\*\*\*

**New Crafton Center  
(NCC)**

**September 2015**



May-14				
Veteran	0			
Apprentice	0			
San Bernardino	9	Local	12	100%
Riverside	3	Non-Local	0	0%
Other	0	Total	12	

Jun-14				
Veteran	0			
Apprentice	1			
San Bernardino	7	Local	15	79%
Riverside	8	Non-Local	4	21%
Other	4	Total	19	

Jul-14				
Veteran	0			
Apprentice	1			
San Bernardino	11	Local	17	71%
Riverside	6	Non-Local	7	29%
Other	7	Total	24	

Aug-14				
Veteran	3			
Apprentice	5			
San Bernardino	24	Local	34	83%
Riverside	10	Non-Local	7	17%
Other	7	Total	41	

Sep-14				
Veteran	3			
Apprentice	5			
San Bernardino	18	Local	33	67%
Riverside	15	Non-Local	16	33%
Other	16	Total	49	

Oct-14				
Veteran	3			
Apprentice	5			
San Bernardino	17	Local	38	67%
Riverside	21	Non-Local	19	33%
Other	19	Total	57	

Nov-14				
Veteran	3			
Apprentice	15			
San Bernardino	31	Local	52	53%
Riverside	21	Non-Local	47	47%
Other	47	Total	99	

Dec-14				
Veteran	3			
Apprentice	23			
San Bernardino	52	Local	78	57%
Riverside	26	Non-Local	59	43%
Other	59	Total	137	

Jan-15				
Veteran	1			
Apprentice	16			
San Bernardino	31	Local	90	64%
Riverside	33	Non-Local	50	36%
Other	28	Total	140	

Feb-15				
Veteran	1			
Apprentice	6			
San Bernardino	23	Local	36	69%
Riverside	13	Non-Local	16	31%
Other	16	Total	52	

Mar-15				
Veteran	1			
Apprentice	6			
San Bernardino	20	Local	53	72%
Riverside	33	Non-Local	21	28%
Other	21	Total	74	

Apr-15				
Veteran	1			
Apprentice	10			
San Bernardino	24	Local	51	63%
Riverside	27	Non-Local	30	37%
Other	30	Total	81	

May-15				
Veteran	1			
Apprentice	17			
San Bernardino	47	Local	82	65%
Riverside	35	Non-Local	44	35%
Other	44	Total	126	

Jun-15				
Veteran	0			
Apprentice	14			
San Bernardino	38	Local	66	60%
Riverside	28	Non-Local	44	40%
Other	44	Total	110	

Jul-15				
Veteran	0			
Apprentice	26			
San Bernardino	58	Local	91	64%
Riverside	33	Non-Local	52	36%
Other	52	Total	143	

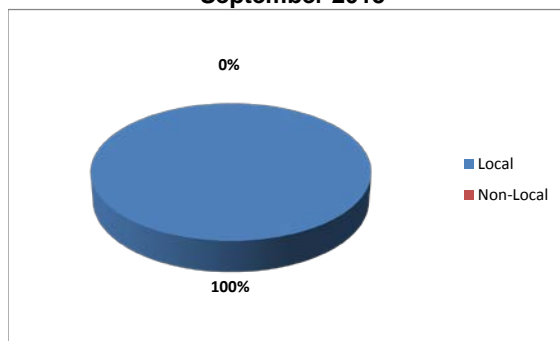
Aug-15				
Veteran	0			
Apprentice	15			
San Bernardino	22	Local	50	60%
Riverside	28	Non-Local	34	40%
Other	34	Total	84	

Sep-15				
Veteran	0			
Apprentice	18			
San Bernardino	41	Local	65	61%
Riverside	24	Non-Local	41	39%
Other	41	Total	106	

\*\*\*PROJECT ONGOING\*\*\*

**PE Complex**  
(PEC)

September 2015



Oct-13				
Veteran	0			
Apprentice	0			
San Bernardino	3	Local	12	71%
Riverside	9	Non-Local	5	29%
Other	5	Total	17	

Nov-13				
Veteran	0			
Apprentice	1			
San Bernardino	7	Local	14	70%
Riverside	7	Non-Local	6	30%
Other	6	Total	20	

Dec-13				
Veteran	0			
Apprentice	2			
San Bernardino	15	Local	26	81%
Riverside	11	Non-Local	6	19%
Other	6	Total	32	

Jan-14				
Veteran	0			
Apprentice	1			
San Bernardino	9	Local	27	82%
Riverside	18	Non-Local	6	18%
Other	6	Total	33	

Feb-14				
Veteran	0			
Apprentice	0			
San Bernardino	9	Local	27	82%
Riverside	18	Non-Local	6	18%
Other	6	Total	33	

Mar-14				
Veteran	0			
Apprentice	0			
San Bernardino	7	Local	28	82%
Riverside	21	Non-Local	6	18%
Other	6	Total	34	

Apr-14				
Veteran	0			
Apprentice	1			
San Bernardino	11	Local	30	81%
Riverside	19	Non-Local	7	19%
Other	7	Total	37	

May-14				
Veteran	0			
Apprentice	2			
San Bernardino	15	Local	36	78%
Riverside	21	Non-Local	10	22%
Other	10	Total	46	

Jun-14				
Veteran	0			
Apprentice	0			
San Bernardino	14	Local	26	67%
Riverside	12	Non-Local	13	33%
Other	13	Total	39	

Jun-14				
Veteran	0			
Apprentice	0			
San Bernardino	14	Local	26	67%
Riverside	12	Non-Local	13	33%
Other	13	Total	39	

Jul-14				
Veteran	0			
Apprentice	0			
San Bernardino	15	Local	22	71%
Riverside	7	Non-Local	9	29%
Other	9	Total	31	

Aug-14				
Veteran	0			
Apprentice	0			
San Bernardino	0	Local	7	70%
Riverside	0	Non-Local	3	30%
Other	0	Total	10	

Sep-14				
Veteran	0			
Apprentice	0			
San Bernardino	0	Local	0	0%
Riverside	0	Non-Local	0	0%
Other	0	Total	0	

\*\*\*MAJORITY OF PROJECT ENDED\*\*\*

Aug-15				
Veteran	0			
Apprentice	0			
San Bernardino	0	Local	1	100%
Riverside	1	Non-Local	0	0%
Other	0	Total	1	

Sep-15				
Veteran	0			
Apprentice	0			
San Bernardino	2	Local	2	100%
Riverside	0	Non-Local	0	0%
Other	0	Total	2	

\*\*\*SMALL PROJECT ITEMS ADDED\*\*\*

**Maintenance and Operations Reno**  
(M&O)

**September 2015**

\*\*\*PROJECT COMPLETE\*\*\*

Dec-14				
Veteran	0			
Apprentice	0			
San Bernardino	0	Local	2	67%
Riverside	0	Non-Local	1	33%
Other	0	<b>Total</b>	<b>3</b>	

Jan-15				
Veteran	0			
Apprentice	2			
San Bernardino	10	Local	22	92%
Riverside	12	Non-Local	2	8%
Other	2	<b>Total</b>	<b>24</b>	

Feb-15				
Veteran	0			
Apprentice	2			
San Bernardino	10	Local	16	94%
Riverside	6	Non-Local	1	6%
Other	1	<b>Total</b>	<b>17</b>	

Mar-15				
Veteran	0			
Apprentice	2			
San Bernardino	18	Local	26	96%
Riverside	8	Non-Local	1	4%
Other	1	<b>Total</b>	<b>27</b>	

Apr-15				
Veteran	0			
Apprentice	1			
San Bernardino	18	Local	26	96%
Riverside	8	Non-Local	1	4%
Other	1	<b>Total</b>	<b>27</b>	

May-15				
Veteran	0			
Apprentice	1			
San Bernardino	9	Local	16	94%
Riverside	7	Non-Local	1	6%
Other	1	<b>Total</b>	<b>17</b>	

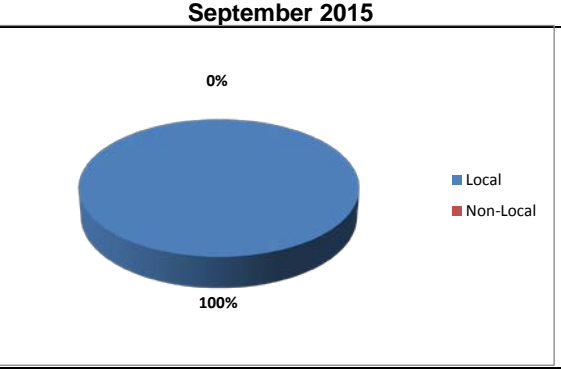
Jun-15				
Veteran	0			
Apprentice	6			
San Bernardino	9	Local	23	66%
Riverside	14	Non-Local	12	34%
Other	12	<b>Total</b>	<b>35</b>	

Jul-15				
Veteran	0			
Apprentice	0			
San Bernardino	2	Local	3	100%
Riverside	1	Non-Local	0	0%
Other	0	<b>Total</b>	<b>3</b>	

Aug-15				
Veteran	0			
Apprentice	0			
San Bernardino	0	Local	0	0%
Riverside	0	Non-Local	0	0%
Other	0	<b>Total</b>	<b>0</b>	

\*\*\*PROJECT COMPLETE\*\*\*

**Miscellaneous Bond Improvements: Swing Project - Phase A NCC Portables**  
**(CSS)**

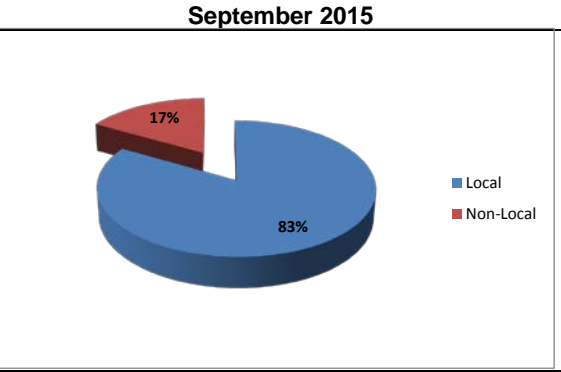


**\*\*\*PROJECT STARTED\*\*\***

Sep-15				
Veteran	0			
Apprentice	0			
San Bernardino	4	Local	5	100%
Riverside	1	Non-Local	0	0%
Other	0	Total	5	

**\*\*\*PROJECT ON HOLD TILL CRAFTON CENTER COMPLETION\*\*\***

Miscellaneous Bond Improvements: Swing Project - Phase B Gym



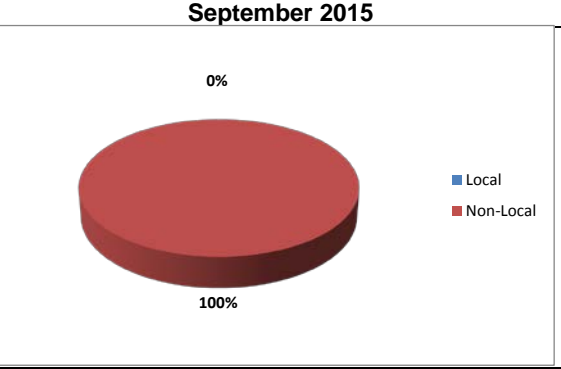
\*\*\*PROJECT STARTED\*\*\*

Sep-15			
Veteran	0		
Apprentice	0		
San Bernardino	5	Local	5 83%
Riverside	0	Non-Local	1 17%
Other	1	Total	6

\*\*\*PROJECT COMPLETED\*\*\*



**Miscellaneous Bond Improvements: Campus Wayfinding Signage**  
**(Wayfinding)**



**\*\*\*PROJECT STARTED\*\*\***

Sep-15				
Veteran	0			
Apprentice	0			
San Bernardino	0	Local	0	0%
Riverside	0	Non-Local	4	100%
Other	4	Total	4	

**Project:** New Gymnasium (and Stadium)  
**Program:** SBCCD Measure M Bond Program - Valley College

**Report Date:** September 30, 2015  
**Report By:** Hussain Agah, Sr. Campus Manager

<b>Project Budget</b>	<b>Planned</b>		<b>Spent to Date</b>		<b>Projected at Completion</b>		<b>Projected (Over) / Under Budget</b>	
Project Hard Costs	57,003,372.93	82.17%	23,946,928.73	42.01%	57,536,588.50	100.94%	(533,215.57)	-0.94%
Project Soft Costs	12,372,665.07	17.83%	7,472,715.45	60.40%	11,786,930.80	95.27%	585,734.27	4.73%
<b>Total Project</b>	<b>69,376,038.00</b>	<b>100.00%</b>	<b>31,419,644.18</b>	<b>45.29%</b>	<b>69,323,519.30</b>	<b>99.92%</b>	<b>52,518.70</b>	<b>0.08%</b>
<b>*NOTE: Hard Costs for Remodel Demo &amp; Men's Locker Renovation</b> <b>Note: Soccer Field included in Gym Project</b> Change Orders to Date * No. 1 * Change Order 350,000.00 * Change Amend. 0.00 0.61% of Hard Costs *								

<u>Project Schedule</u>		2012						2013						2014												2015												
		J	M	M	J	S	N	J	M	M	J	S	N																									
		F	A	J	A	O	D	F	A	J	A	O	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	
	Planning																																					
	Design																																					
	Agency Approval																																					
	Bidding / Negotiations																																					
	Construction																																					
		Planned						Progress						Completed						On Hold																		

### Progress Photos



Seg A - Roof



Seg C - Fire Proofing Beams and Columns



North West Side - Exterior Envelope being installed at Seg A.

**Project:** New Gymnasium (and Stadium)  
**Program:** SBCCD Measure M Bond Program - Valley College

Report Date: September 30, 2015  
Report By: Hussain Agah, Sr. Campus Manager

<b><u>Progress This Period</u></b> <ul style="list-style-type: none"><li>• Complete structural steel erection of Main Gym for all segments</li><li>• Continue decking second floor, third floor and roof</li><li>• Continue roofing the north portion of the building</li><li>• Started exterior finishes at the west and east elevations</li><li>• Continue mechanical, electrical, plumbing, fire proofing and studs install.</li><li>• Concrete pours for Building E foundation for Visitor Building E</li><li>• Complete concrete pours for Segment C auditorium seating</li><li>• Finalize the fixed fixture and furniture design by HMC</li><li>• Finalize the main gym logo and graphics by the Campus</li></ul>	<b><u>Items to Resolve</u></b> <ul style="list-style-type: none"><li>• Review and approve the re-baseline schedule per approved time extension</li><li>• Contractor submitted a \$260K change order request for structural steel DSA deferred approval system changes. Kitchell/BRj and HMC rejected the change order as it deems to be an internal change request, late submission change order request, contractor's sole decision to make the changes, unjustifiable design by the deferred approval designer, failure to provide testing data to DSA plan reviewer, and failure to submit a timely code interpretation code appeal to DSA through the design team</li></ul>
<b><u>Work Planned Next Period</u></b> <ul style="list-style-type: none"><li>• Start roofing the south portion of the building</li><li>• Continue underground utilities installation</li><li>• Continue mechanical, electrical, plumbing, fire proofing &amp; studs installation</li><li>• Continue exterior studs, sheathing and waterproofing systems</li></ul>	<b><u>Notes</u></b> <ul style="list-style-type: none"><li>• Delivery of Main Gym Building A is ahead of the schedule - May 28, 2016 (requested by July 15, 2016)</li></ul>

**Project:** New Gymnasium (and Stadium)

Report Date: September 30, 2015

**Program:** SBCCD Measure M Bond Program - Valley College

Report By: Hussain Agah, Sr. Campus Manager

Total Number of Workers: 258					
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
Adelanto	1	Beaumont	2	Alhambra	1
Alta Loma	1	Canyon Lake	1	Alta Dena	1
Apple Valley	1	Corona	8	Anaheim	5
Bloomington	2	Desert Hot Springs	2	Artesia	1
Chino	1	Hemet	2	Bell Gardens	2
Chino Hills	3	Homeland	1	Buena Park	1
Colton	1	Lake Elsinore	4	Covina	2
Fontana	14	Menifee	11	Downey	1
Grand Terrace	1	Mira Loma	2	Foothill Ranch	1
Hesperia	5	Montclair	1	Gardena	1
Highland	4	Moreno Valley	8	Glendale	1
Lake Arrowhead	1	Murrieta	4	Glendora	1
Loma Linda	1	Norco	3	Hacienda Heights	2
Mentone	1	Nuevo	4	Hawthorne	1
Ontario	11	Palm Desert	1	Huntington Park	1
Rancho Cucamonga	3	Perris	7	Inglewood	3
Redlands	2	Riverside	15	La Cresenta	1
Rialto	6	San Jacinto	1	La Palma	1
San Bernardino	14	Temecula	4	La Puente	4
Upland	2	Wildomar	1	Ladera Ranch	1
Victorville	6			Lake Forest	1
Wrightwood	2			Lakewood	3
Yucaipa	3			Long Beach	6
				Los Angeles	5
				North Hollywood	1
				Norwalk	1
				Orange	2

**Project:** New Gymnasium (and Stadium)  
**Program:** SBCCD Measure M Bond Program - Valley College

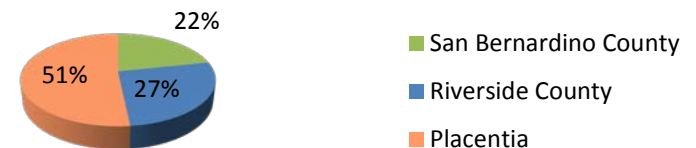
**Report Date:** September 30, 2015  
**Report By:** Hussain Agah, Sr. Campus Manager

Total Number of Workers: 258					
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
				Pacoima	3
				Pahrump	1
				Palmdale	2
				Pico Rivera	1
				Placentia	1
				Pomona	8
				San Dimas	2
				San Marcos	1
				Santa Ana	7
				Signal Hill	1
				Sun Valley	1
				Sunland	1
				Sylmar	1
				West Covina	1
				Whittier	5
				Yorba Linda	3
Total	86	Total	82	Total	90
Amount Paid to Workers:					
\$329,957.24		\$187,842.17		\$211,875.12	
Total Number of Subcontractors: 60					
San Bernardino County	13	Riverside County	16	Other Counties	31

**Total Number of Workers**



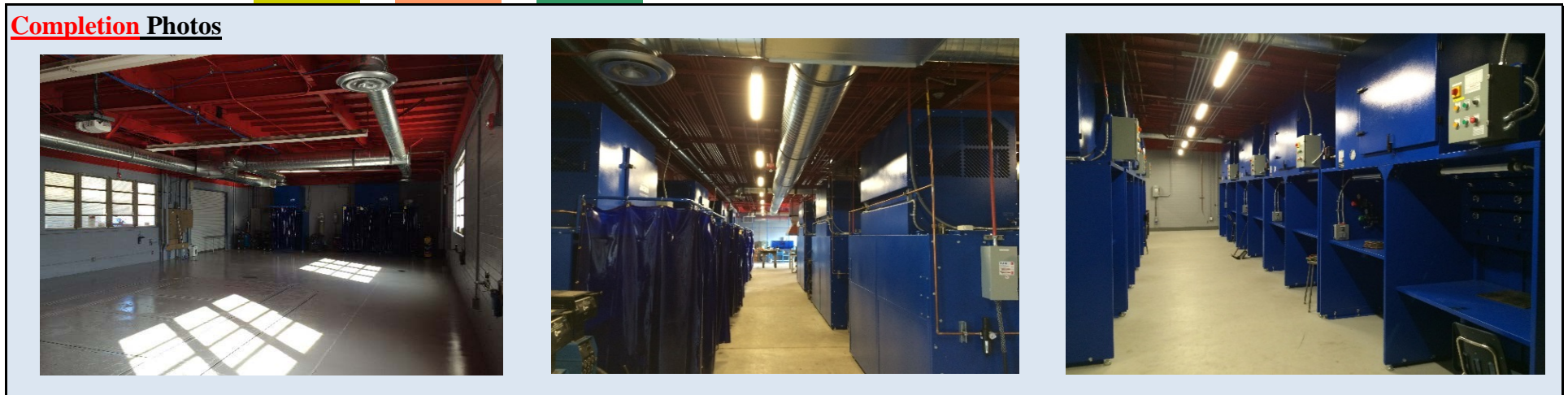
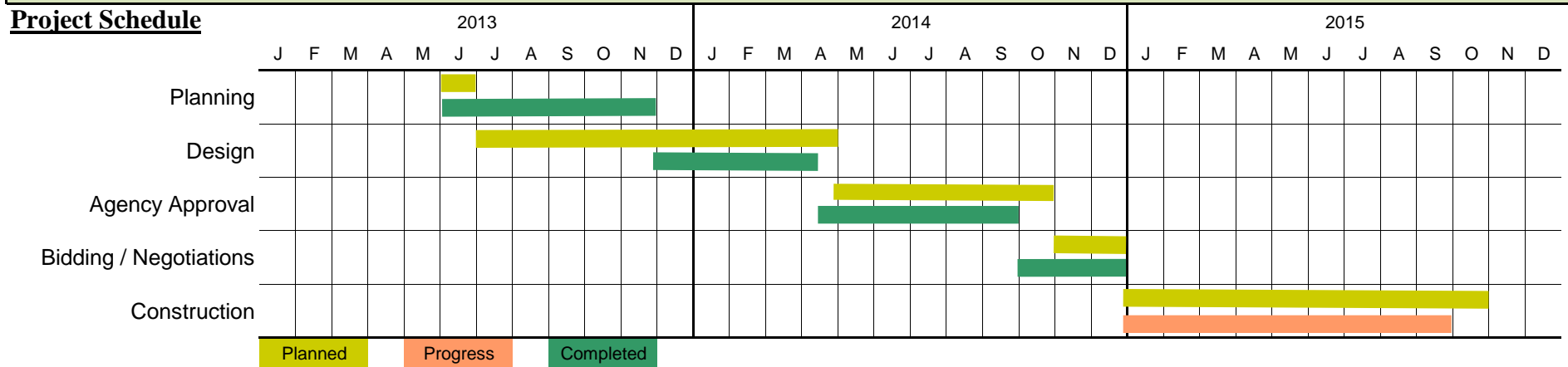
**Total Number of Subcontractors**



**Project:** Applied Technology (AT Phase 1)  
**Program:** SBCCD Measure M Bond Program - Valley College

**Report Date:** September 30, 2015  
**Report By:** Hussain Agah, Sr. Campus Manager

<b>Project Budget</b>	<b>Planned</b>		<b>Spent to Date</b>		<b>Projected at Completion</b>		<b>Projected (Over) / Under Budget</b>	
Project Hard Costs	2,726,675.00	68.38%	1,977,777.24	72.53%	2,106,197.97	77.24%	*	620,477.03 22.76%
Project Soft Costs	1,260,997.00	31.62%	514,357.98	40.79%	1,174,616.21	93.15%		86,380.79 6.85%
<b>Total Project</b>	<b>3,987,672.00</b>	<b>100.00%</b>	<b>2,492,135.22</b>	<b>62.50%</b>	<b>3,280,814.18</b>	<b>82.27%</b>		<b>706,857.82 17.73%</b>
*Note: Moved \$225,000 to AT from ADA scope for ADA requirements in the AT Building								
Change Orders to Date * No. 1			* Change Order 21,058.00	0	Change Amend. 0.00	1.00% of Hard Costs	*	
Change Orders to Date * No. 2			* Change Order 0.00	0	Change Amend. 0.00	0.00% of Hard Costs	*	



**Project:** Applied Technology (AT Phase 1)

Report Date: September 30, 2015

**Program:** SBCCD Measure M Bond Program - Valley College

Report By: Hussain Agah, Sr. Campus Manager

**Progress This Period**

- Punchlist Work
- Receive Closeout Docs
- Project Completion

**Items to Resolve**

- DSA certification of Phase I is contingent to closing out pending DSA approval in the main building. The women's and men's restrooms weren't constructed per plan. DSA certification of Phase I is contingent to closing out pending DSA application direction to comply with ADA requirements

**Work Planned Next Period**

- Punchlist
- Project Completion
- File final completion with the county
- Procure and install electrical plugs for the existing welding machines

**Notes**

- The original project scope is based on the LPA and HMC Fire, Life and Safety Assessment



**Project:** Applied Technology (AT Phase 1)  
**Program:** SBCCD Measure M Bond Program - Valley College

**Report Date:** September 30, 2015  
**Report By:** Hussain Agah, Sr. Campus Manager

Total Number of Workers: 0					
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
Colton		Beaumont		Alpine	
Highland		Homeland		Claremont	
Ontario		Lake Elsinore		Huntington Beach	
Rancho Cucamonga		Menifee		San Diego	
Yucaipa		San Jacinto			
		Wildomar			
Total	0	Total	0	Total	0
Amount Paid to Workers:					
\$0.00		\$0.00		\$0.00	
<div><div><div><div><div>Total Number of Workers</div><div>0%</div><div><div><div>San Bernardino County</div><div>Riverside County</div><div>Other Counties</div></div></div></div></div><div><div><div>Total Number of Subcontractors</div><div>0%</div><div><div><div>San Bernardino County</div><div>Riverside County</div><div>Other Counties</div></div></div></div></div></div></div>					




**Project:** Applied Technology II (AT Phase 2)  
**Program:** SBCCD Measure M Bond Program - Valley College

**Report Date:** September 30, 2015  
**Report By:** Hussain Agah, Sr. Campus Manager


<b>Project Budget</b>	<b>Planned</b>		<b>Spent to Date</b>		<b>Projected at Completion</b>		<b>Projected (Over) / Under Budget</b>	
Project Hard Costs	550,000.00	59.14%	0.00	0.00%	430,183.00	78.22%	*	119,817.00 21.78%
Project Soft Costs	380,000.00	40.86%	0.00	0.00%	297,900.00	78.39%		82,100.00 21.61%
<b>Total Project</b>	<b>930,000.00</b>	<b>100.00%</b>	<b>0.00</b>	<b>0.00%</b>	<b>728,083.00</b>	<b>78.29%</b>		<b>201,917.00 21.71%</b>
*Note: Moved \$225,000 to AT from ADA scope for ADA requirements in the AT Building								
Change Orders to Date	* No.	0	* Change Order	0.00	0	Change Amend.	0.00	0.00% of Hard Costs *

	2015												2016												2017											
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Planning																																				
Design																																				
Agency Approval																																				
Bidding / Negotiations																																				
Construction																																				
	Planned			Progress			Completed																													


**Progress Photos**



West Wing



North Wing



South Wind/Aranautics

**Project:** Applied Technology II (AT Phase 2)  
**Program:** SBCCD Measure M Bond Program - Valley College

Report Date: September 30, 2015  
 Report By: Hussain Agah, Sr. Campus Manager

<p><b><u>Progress This Period</u></b></p> <ul style="list-style-type: none"> <li>Received approval of funding, scope of work and schedule for Phase II</li> <li>Scope includes: Swamp cooler replacement and ventilation for welding lab and tool room, restrooms, ADA upgrade, emergency lighting fix, and remove/relocation of existing welding lab #112</li> </ul> <p><u>Emergency lighting upgrade</u></p> <ul style="list-style-type: none"> <li>The project was bid and received lowest responsible bidder</li> </ul> <p><u>Mechanical Upgrades</u></p> <ul style="list-style-type: none"> <li>Design Development</li> </ul> <p><u>Restrooms ADA Upgrades</u></p> <ul style="list-style-type: none"> <li>HMC submitted design fees and under review</li> </ul>	<p><b><u>Items to Resolve</u></b></p> <p><u>Emergency lighting upgrade</u></p> <ul style="list-style-type: none"> <li>N/A</li> </ul> <p><u>Mechanical Upgrades</u></p> <ul style="list-style-type: none"> <li>N/A</li> </ul> <p><u>Restrooms ADA Upgrades</u></p> <ul style="list-style-type: none"> <li>N/A</li> </ul>
<p><b><u>Work Planned Next Period</u></b></p> <ul style="list-style-type: none"> <li>Discuss and obtain approval for project delivery method of Phase II. Due to the nature of Phase II, smaller UCAAP projects will be the best method to complete approved scope of work</li> </ul> <p><u>Emergency lighting upgrade</u></p> <ul style="list-style-type: none"> <li>Receive board approval and start construction</li> </ul> <p><u>Mechanical Upgrades</u></p> <ul style="list-style-type: none"> <li>Receive 90% design development drawings for reviews</li> </ul> <p><u>Restrooms ADA Upgrades</u></p> <ul style="list-style-type: none"> <li>Receive HMC approval for design fees and start design development</li> </ul>	<p><b><u>Notes</u></b></p> <ul style="list-style-type: none"> <li>Developed project phasing strategies and schedules with Campus</li> <li>Discuss and obtain approval for project delivery method of Phase II. Due to the nature of Phase II, smaller UCAAP projects will be the best method to complete approved scope of work</li> </ul>

**Project:** Applied Technology II (AT Phase 2)  
**Program:** SBCCD Measure M Bond Program - Valley College

**Report Date:** September 30, 2015  
**Report By:** Hussain Agah, Sr. Campus Manager

Total Number of Workers: 0					
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
Total	0	Total	0	Total	0
Amount Paid to Workers:					
\$0.00		\$0.00		\$0.00	
Total Number of Subcontractors: 0					
San Bernardino County	0	Riverside County	0	Other Counties	0

Total Number of Workers

0%

San Bernardino County

Riverside County

Other Counties

Total Number of Subcontractors

0%

San Bernardino County

Riverside County

Other Counties

**Project:** Auditorium Renovations (Door & Hardware Upgrade)

**Report Date:** September 30, 2015

**Program:** SBCCD Measure M Bond Program - Valley College

**Report By:** Hussain Agah, Sr. Campus Manager

Project Budget	Planned		Spent to Date		Projected at Completion		Projected (Over) / Under Budget	
Project Hard Costs	7,903,326.41	73.44%	7,860,551.52	99.46%	8,086,455.43	102.32%	*(183,129.02)	-2.32%
Project Soft Costs	2,858,759.03	26.56%	1,926,953.91	67.41%	2,384,307.62	83.40%	474,451.41	16.60%
<b>Total Project</b>	<b>10,762,085.44</b>	<b>100.00%</b>	<b>9,787,505.43</b>	<b>90.94%</b>	<b>10,470,763.05</b>	<b>97.29%</b>	<b>291,322.39</b>	<b>2.71%</b>

\*Note: This project is part of Miscellaneous Bond Improvement and the budget portion doesn't reflect the Doors and Hardware project's budget

Change Orders to Date \* No. 0 \* Change Order 0.00 0 Change Amend. 0.00 0.00% of Hard Costs \*

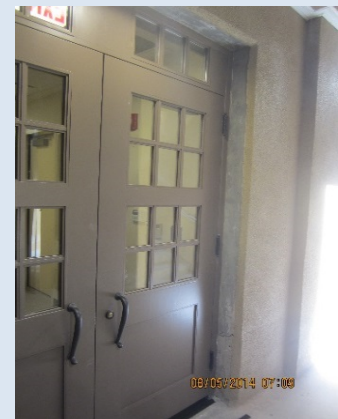
### Project Schedule

2015													2016													2017													
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D			
Planning																																							
Design																																							
Agency Approval																																							
Bidding / Negotiations																																							
Construction																																							
	Planned					Progress			Completed																														
<p>*Note: This project is part of Miscellaneous Bond Improvement.</p> <p>The schedule portion reflects the Doors and Hardware schedule only.</p>																																							

\*Note: This project is part of Miscellaneous Bond Improvement.

The schedule portion reflects the Doors and Hardware schedule only.

### Progress Photos



**Project:** Auditorium Renovations (Door & Hardware Upgrade)

**Program:** SBCCD Measure M Bond Program - Valley College

Report Date: September 30, 2015

Report By: Hussain Agah, Sr. Campus Manager

**Progress This Period**

- The project consists of replacement of all doors and hardware that were not addressed by the Auditorium Renovation Project.
- The project in design development
- Met with Campus facilities and user group and provided an initial scope and limit of work

**Items to Resolve**

- Coordinate the work among with Campus Facilities for logistical and access constraints
- Coordinate with the Campus to address schedule constraints for classes and events

**Work Planned Next Period**

- Review the design development with the campus

**Notes**

- Procurement of this project would fit within the UCCAP limit

**Project:** Auditorium Renovations (Door & Hardware Upgrade)

Report Date: September 30, 2015

**Program:** SBCCD Measure M Bond Program - Valley College

Report By: Hussain Agah, Sr. Campus Manager

Total Number of Workers: 0					
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
Total	0	Total	0	Total	0
Amount Paid to Workers:					
\$0.00		\$0.00		\$0.00	
Total Number of Subcontractors: 0					
San Bernardino County	0	Riverside County	0	Other Counties	0

Total Number of Workers

0%

San Bernardino County

Riverside County

Other Counties

Total Number of Subcontractors

0%

San Bernardino County

Riverside County

Other Counties

**Project:** Miscellaneous Bond Improvements:  
Outfield Baseball Netting (South)

Report Date: September 30, 2015

**Program:** SBCCD Measure M Bond Program - Valley College

Report By: Hussain Agah, Sr. Campus Manager

<b>Project Budget</b>	<b>Planned</b>		<b>Spent to Date</b>		<b>Projected at Completion</b>		<b>Projected (Over) / Under Budget</b>	
Project Hard Costs	305,739.45	83.71%	13,415.00	4.39%	290,215.00	94.92%	* 15,524.45	5.08%
Project Soft Costs	59,513.75	16.29%	23,337.98	39.21%	74,331.75	124.90%	(14,818.00)	-24.90%
<b>Total Project</b>	<b>365,253.20</b>	<b>100.00%</b>	<b>36,752.98</b>	<b>10.06%</b>	<b>364,546.75</b>	<b>99.81%</b>	<b>706.45</b>	<b>0.19%</b>

\*Note: This project is part of Miscellaneous Bond Improvement and the budget portion doesn't reflect the outfield baseball netting project's budget

Change Orders to Date \* No. 0 \* Change Order 0.00 0 Change Amend. 0.00 0.00% of Hard Costs \*

### **Project Schedule**

2015													2016													2017												
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D		
Planning																																						
Design																																						
Agency Approval																																						
Bidding / Negotiations																																						
Construction																																						

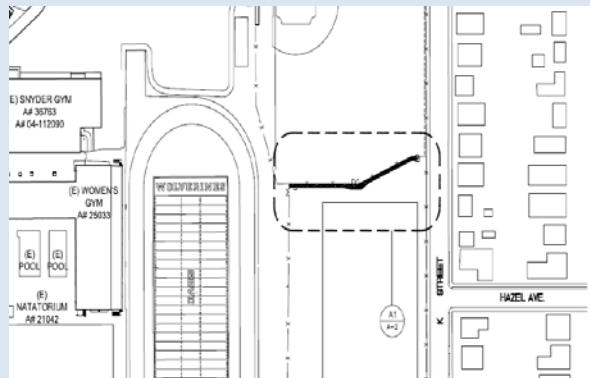
\*Note: This project is part of Miscellaneous Bond Improvement.

The schedule portion reflects the Outfield Baseball Netting schedule.

### **Progress Photos**



Future location for the netting fence



Future location for the netting fence



Future location for the netting fence



**Project:** Miscellaneous Bond Improvements:  
Outfield Baseball Netting (South)

Report Date: September 30, 2015

**Program:** SBCCD Measure M Bond Program - Valley College

Report By: Hussain Agah, Sr. Campus Manager

**Progress This Period**

- The purpose of this project is to separate the soccer field from baseball field in order to protect the soccer field from baseballs travelling over the existing fence
- The design of the project was concluded and signed off and ready for bid

**Items to Resolve**

- Coordinate the work among other contractors for logistical and access constraints
- Coordinate with the Campus to address schedule constraints for baseball and soccer game schedules

**Work Planned Next Period**

- Start the bid and award phase

**Notes**

- Procurement of this project would fit within the UCCAP limit



**Project:** Miscellaneous Bond Improvements:  
**Outfield Baseball Netting (South)**

Report Date: September 30, 2015

**Program:** SBCCD Measure M Bond Program - Valley College

Report By: Hussain Agah, Sr. Campus Manager

Total Number of Workers: 0					
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
Total	0	Total	0	Total	0
Amount Paid to Workers:					
\$0.00		\$0.00		\$0.00	
Total Number of Subcontractors: 0					
San Bernardino County	0	Riverside County	0	Other Counties	0

### Total Number of Workers

0%

- San Bernardino County
- Riverside County
- Other Counties

### Total Number of Subcontractors

0%

- San Bernardino County
- Riverside County
- Other Counties

**Project:** Miscellaneous Bond Improvements:  
**KVCR Parking Lot**

Report Date: September 30, 2015

**Program:** SBCCD Measure M Bond Program - Valley College

Report By: Hussain Agah, Sr. Campus Manager

<b>Project Budget</b>	<b>Planned</b>		<b>Spent to Date</b>		<b>Projected at Completion</b>		<b>Projected (Over) / Under Budget</b>	
Project Hard Costs	305,739.45	83.71%	13,415.00	4.39%	290,215.00	94.92%	15,524.45	5.08%
Project Soft Costs	59,513.75	16.29%	23,337.98	39.21%	74,331.75	124.90%	(14,818.00)	-24.90%
<b>Total Project</b>	<b>365,253.20</b>	<b>100.00%</b>	<b>36,752.98</b>	<b>10.06%</b>	<b>364,546.75</b>	<b>99.81%</b>	<b>706.45</b>	<b>0.19%</b>

\*Note: This project is part of Miscellaneous Bond Improvement and the budget portion doesn't reflect the KVCR Parking Lot project's budget

Change Orders to Date \* No. 0 \* Change Order 0.00 0 Change Amend. 0.00 0.00% of Hard Costs \*

<u>Project Schedule</u>													2015													2016													2017												
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D															
Planning																																																			
Design																																																			
Agency Approval																																																			
Bidding / Negotiations																																																			
Construction																																																			
																																											</								

\*Note: This project is part of Miscellaneous Bond Improvement.

The schedule portion reflects the KVCR Parking Lot schedule.

**Progress Photos**



Future Spot for Parking Stalls



Business Building Lot



Tenant Spot for KVCR Sound Wall

**Project:** Miscellaneous Bond Improvements:  
**KVCR Parking Lot**

Report Date: September 30, 2015

**Program:** SBCCD Measure M Bond Program - Valley College

Report By: Hussain Agah, Sr. Campus Manager

**Progress This Period**

- The project consists of constructing new parking lot between KVCR building and Business building that serves KVCR faculty and administration staff
- The project is at DSA under review for back-check
- The design of the project was concluded and signed off and ready for bid

**Items to Resolve**

- Coordinate the work among other contractors for logistical and access constraints
- Coordinate with the Campus to address schedule constraints for KVCR schedule constraints especially for Live Broadcasting

**Work Planned Next Period**

- Receive DSA approval
- Start the bid and award phase

**Notes**

- Procurement of this project would fit within the UCCAP limit

**Project:** Miscellaneous Bond Improvements:  
**KVCR Parking Lot**

Report Date: September 30, 2015

**Program:** SBCCD Measure M Bond Program - Valley College

Report By: Hussain Agah, Sr. Campus Manager

Total Number of Workers: 0					
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
Total	0	Total	0	Total	0
Amount Paid to Workers:					
\$0.00		\$0.00		\$0.00	
Total Number of Subcontractors: 0					
San Bernardino County	0	Riverside County	0	Other Counties	0

### Total Number of Workers

0%

- San Bernardino County
- Riverside County
- Other Counties

### Total Number of Subcontractors

0%

- San Bernardino County
- Riverside County
- Other Counties

**Program:** SBCCD Measure M Bond Program - Crafton Hills College

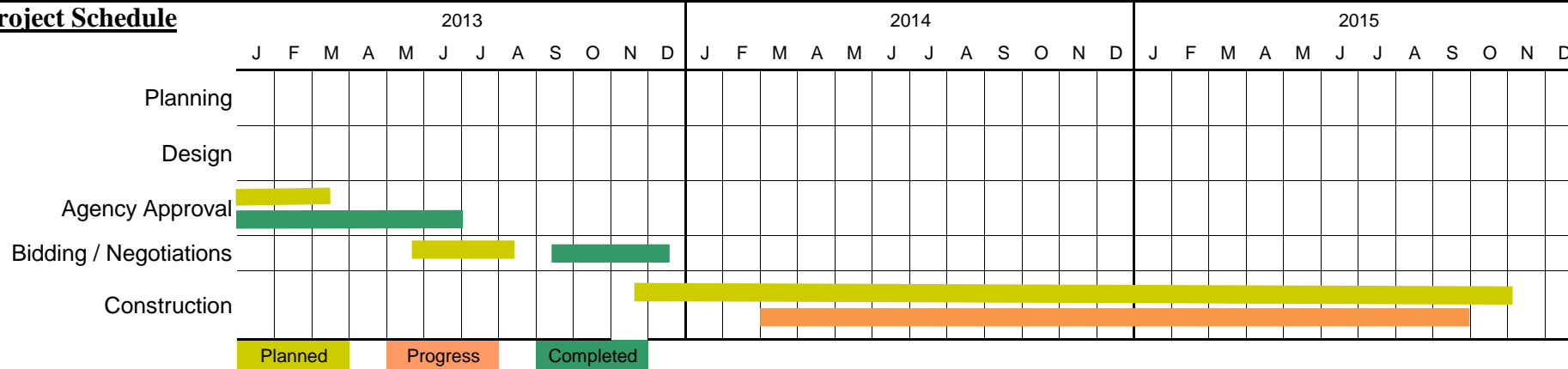
\* Includes Circuit C

Report Date: September 30, 2015

Report By: Monica Garza, Project Manager

Project Budget		Planned		Spent to Date		Projected at Completion		Projected (Over) / Under Budget	
Project Hard Costs	*	20,975,192.78	78.25%	16,931,194.63	80.72%	21,067,253.79	100.44%	(92,061.01)	-0.44%
Project Soft Costs		5,830,324.22	21.75%	5,012,182.43	85.97%	6,089,390.99	104.44%	(259,066.77)	-4.44%
<b>Total Project</b>		26,805,517.00	100.00%	21,943,377.06	81.86%	27,156,644.78	101.31%	(351,127.78)	-1.31%
Change Orders to Date	* No.	3	* Change Order	142,048.74	* Change Amend.	0.00	0.67% of Hard Costs	* <b>CIRCUIT C</b>	

## Project Schedule



## Progress Photos



## Lab



Interior courtyard - Lab and Lecture Wing



## Work Progress at Lecture Wing Building

**Project:** New Science Building\*

**Program:** SBCCD Measure M Bond Program - Crafton Hills College

Report Date: September 30, 2015

Report By: Monica Garza, Project Manager

**Progress This Period**

***LAB WING BUILDING***

- Installation of metal substrate wall and soffit panels at elevator # 2
- Complete above ceiling work, seismic, labeling, Commissioning revisions is ongoing, status is about 95%
- Arup will perform TAB (Test & Balance) verification starting on October 26, if TAB it's ok, start functional testing the following week.
- Installation of metal panels system is ongoing, approx. 90% at the Lab and 50% at the Lecture Building.
- Install and make up equipment for mechanical room is on going
- Fume hoods have been installed, pending certification and manufacturer field test

***LECTURE WING BUILDING***

- Installation of wood wall paneling at the Lecture Rooms is underway.
- Seismic, labeling, and inspections currently underway
- Installation of metal panels on the fins East and West elevations

***SITE WORK***

- Layout forming install sand, rebar & place concrete flatwork work at stairs and west side of the Lecture Wing Building.
- Installation of steel handrails both buildings is currently underway.

**Items to Resolve**

- Replacement of glass elevator. Elevator # 1
- Installation of metal panels are currently underway, Contractor pending at the Lab Wing Building - East and West Elevation and Lecture fins at the Lecture Wing Building

**Work Planned Next Period**

- Continue project submittal and RFI processing
- Complete Test and Inspection of fire alarm devices
- Install hardware and finish installation of Elevator # 1 (exterior elevator) the Lab Wing Building
- Installation and fabrication of window blinds 1st and 2nd floor of Lecture Wing Building
- Complete Installation of ceramic tile at restrooms
- Installation of carpet and linoleum at Lecture Wing Building
- Paint exterior handrails at Lab and Lecture Wing Building
- Complete site irrigation & planting (around the Lab and Lecture Wing Buildings)

**Notes**

- None



**Project:** New Science Building\*

Report Date: September 30, 2015

**Program:** SBCCD Measure M Bond Program - Crafton Hills College

Report By: Monica Garza, Project Manager

Total Number of Workers: 134					
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
Alta Loma	2	Banning	2	Alhambra	1
Apple Valley	1	Beaumont	4	Anaheim	1
Bloomington	1	Calimesa	1	Carson	2
Chino	1	Cathedral City	1	Costa Mesa	3
Fontana	6	Corona	5	Covina	1
Hesperia	2	Eastvale	1	El Monte	3
Highland	3	Hemet	5	Glendale	1
Ontario	6	Homeland	1	Glendora	1
Rancho Cucamonga	3	Indeo	1	Granada Hills	1
Redlands	2	Lake Elsinore	3	La Habra	2
Rialto	3	Mira Loma	4	La Puente	1
San Bernardino	5	Moreno Valley	1	La Verne	1
Upland	1	Murrieta	1	Lakewood	1
Victorville	3	Perris	5	Lomita	1
Yucaipa	2	Riverside	7	Long Beach	2
		San Jacinto	1	Los Angeles	2
		Sun City	1	Monterey Park	1
		Temecula	2	Norwalk	1
				Pico Rivera	1
				Pomona	2
				Rosemead	2
				San Dimas	1
				San Pedro	4
				Santa Ana	5
				Sun City	1
				Temple City	1
				Whittier	3
				Yorba Linda	1
<b>Total</b>	<b>41</b>	<b>Total</b>	<b>46</b>	<b>Total</b>	<b>47</b>

**Project:** New Science Building\*

Report Date: September 30, 2015

**Program:** SBCCD Measure M Bond Program - Crafton Hills College

Report By: Monica Garza, Project Manager

**Amount Paid to Workers:**

**\$135,526.70**

**\$174,316.47**

**\$122,118.45**

**Total Number of Subcontractors: 17**

San Bernardino County

4

Riverside County

2

Other Counties

11

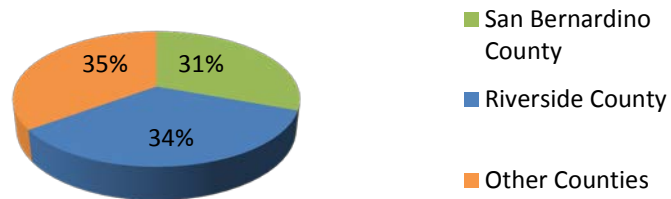
**Paid to Workers of Subcontractors:**

**\$40,882.08**

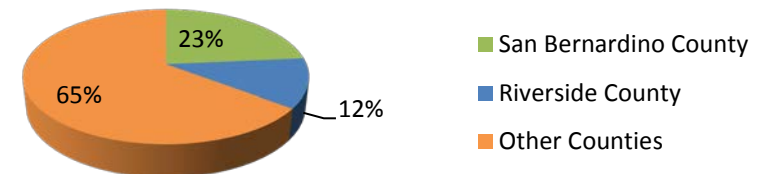
**\$153,043.06**

**\$238,036.48**

**Total Number of Workers**



**Total Number of Subcontractors**





**Project:** **New Crafton Center\*/\*\***

**Program:** SBCCD Measure M Bond Program - Crafton Hills College

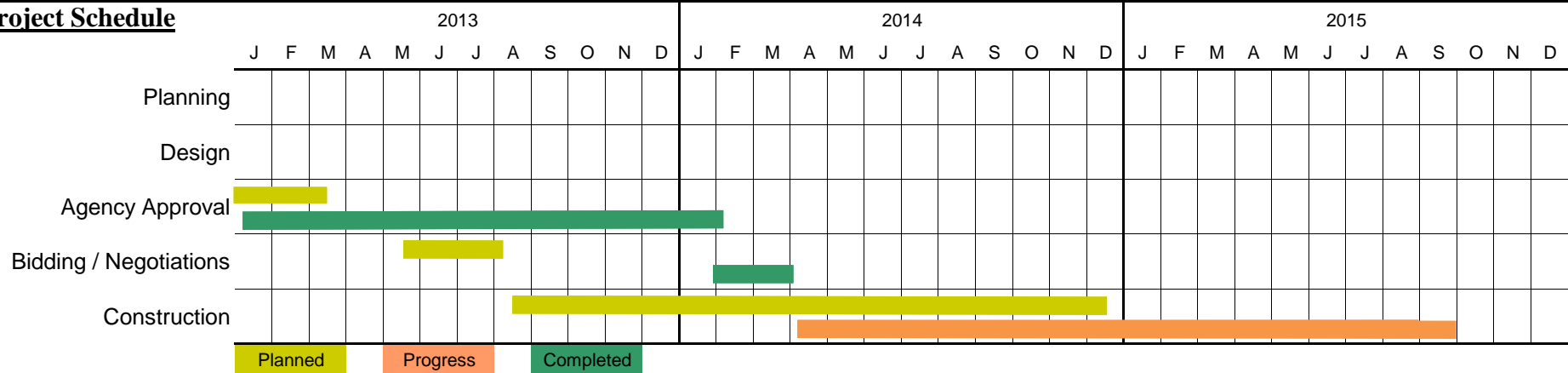
\*Includes Library Demo    \*\*Includes Circuit A

Report Date: September 30, 2015

Report By: Leilani Nunez, Project Manager

Project Budget		Planned		Spent to Date		Projected at Completion		Projected (Over) / Under Budget	
Project Hard Costs **		25,141,199.83	80.20%	19,566,069.59	77.82%	24,668,581.28	98.12%	472,618.55	1.88%
Project Soft Costs **		6,205,928.17	19.80%	5,584,448.50	89.99%	6,825,343.95	109.98%	(619,415.78)	-9.98%
Total Project		31,347,128.00	100.00%	25,150,518.09	80.23%	31,493,925.23	100.47%	(146,797.23)	-0.47%
Change Orders to Date		No. 5	Discretionary	184,287.00	Non-Discretionary	0.00	0.00% of Hard Costs		

## Project Schedule



## Progress Photos



### North elevation and partial Parking Lot C turn-over



1st Floor lobby looking to 2nd floor



### Ramp and asphalt base at Parking Lot C

**Project:** New Crafton Center\*/\*\*

Report Date: September 30, 2015

**Program:** SBCCD Measure M Bond Program - Crafton Hills College

Report By: Leilani Nunez, Project Manager

**Progress This Period**

- Countertops ongoing at 1st and 2nd Floor
- Casework at Bookstore continues
- Tile at Concourse completed
- Carpet and linoleum completed
- Mechanical, electrical, and fire trim completed
- Fire alarm testing completed
- Preliminary Health Inspection completed
- Metal panels ongoing at all elevations
- Rain screen cladding hardware and panels ongoing at all elevations
- Curb, gutters, and ramp at Parking Lot poured
- Sidewalks at Parking Lot and NW of site poured
- Final clean is in progress
- Partial turn-over of Parking Lot completed by 9/28/15

**Items to Resolve**

- Contractor submitted request for Substantial Completion as of 9/25/15. Request is in review by KB for recommendation to award.

**Work Planned Next Period**

- Complete metal panels
- Complete rain screen cladding
- Complete countertops and display cases
- Complete pavers at courtyards
- Complete irrigation and landscaping
- Complete exterior and site signage
- Complete slurry and striping of Parking Lot
- Complete punch walks and corrective punch work

**Notes**

- None

**Project:** New Crafton Center\*/\*\*

Report Date: September 30, 2015

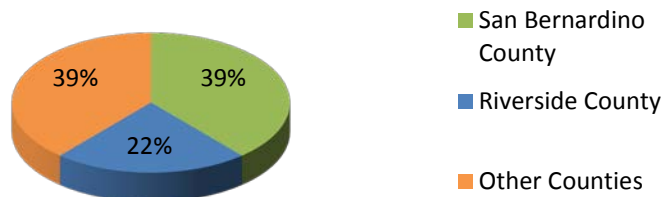
**Program:** SBCCD Measure M Bond Program - Crafton Hills College

Report By: Leilani Nunez, Project Manager

Total Number of Workers: 106					
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
Alta Loma	1	Beaumont	1	Bell	1
Bloomington	1	Calimesa	1	Bell Gardens	2
Chino	3	Cathedral City	1	Carson	1
Colton	1	Cherry Valley	1	Chula Vista	2
Fontana	4	Corona	1	Compton	1
Hesperia	6	Lake Elsinore	7	El Monte	3
Highland	2	Menifee	1	Escondido	1
Oak Glen	1	Mira Loma	1	Garden Grove	1
Ontario	5	Moreno Valley	1	Hawthorne	1
Rancho Cucamonga	1	Perris	2	Irwindale	1
Rialto	3	Riverside	7	La Crescenta	1
Running Springs	1			La Mirada	1
San Bernardino	3			La Verne	1
Upland	2			Lancaster	1
Victorville	1			Long Beach	3
Wrightwood	2			Mission Hills	1
Yucaipa	4			Monrovia	1
				Norwalk	1
				Pico Rivera	1
				Placentia	1
				Pomona	2
				Rosemead	1
				San Diego	1
				San Dimas	1
				San Leandro	1
				San Pedro	2
				Santa Ana	2
				Santa Clarita	1
				Stanton	1
				Tustin	1

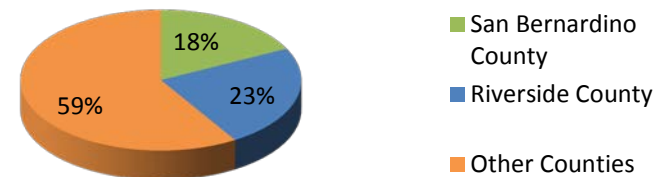
<b>Total Number of Workers: 0</b>					
				Valley Center	1
				Whittier	1
<b>Total</b>	<b>41</b>	<b>Total</b>	<b>24</b>	<b>Total</b>	<b>41</b>
<b>Amount Paid to Workers:</b>					
<b>\$87,908.25</b>		<b>\$53,633.96</b>		<b>\$82,461.86</b>	
<b>Number of Subcontractors: 17</b>					
San Bernardino	3	Riverside County	4	Other Counties	10
<b>Paid to Workers of Subcontractors:</b>					
<b>\$35,905.97</b>		<b>\$50,071.66</b>		<b>\$138,026.44</b>	

**Total Number of Workers**



Yucaipa

**Total Number of Subcontractors**



**Project:** Occupational Education #2 (OE2)  
**Program:** SBCCD Measure M Bond Program - Crafton Hills College

**Report Date:** September 30, 2015  
**Report By:** Nicholas Farano, Project Manager

<b>Project Budget</b>	<b>Planned</b>		<b>Spent to Date</b>		<b>Projected at Completion</b>		<b>Projected (Over) / Under Budget</b>	
Project Hard Costs	18,071,142.62	77.49%	16,221,082.53	89.76%	17,958,369.83	99.38%	112,772.79	0.62%
Project Soft Costs	5,249,663.38	22.51%	4,964,548.80	94.57%	5,689,386.46	108.38%	(439,723.08)	-8.38%
<b>Total Project</b>	<b>23,320,806.00</b>	<b>100.00%</b>	<b>21,185,631.33</b>	<b>90.84%</b>	<b>23,647,756.29</b>	<b>101.40%</b>	<b>(326,950.29)</b>	<b>-1.40%</b>
Change Orders to Date * No. 5 * Change Order 237,761.14 * Change Amend. 38,321.93 1.32% of Hard Costs *								

<u>Project Schedule</u>	2013												2014												2015																	
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D						
Planning																																										
Design																																										
Agency Approval																																										
Bidding / Negotiations																																										
Construction																																										
	Planned				Progress				Completed																																	

### Progress Photos



Fire Engine Bays



1st Floor Corridor



Landscaping At Courtyard

**Project:** Occupational Education #2 (OE2)  
**Program:** SBCCD Measure M Bond Program - Crafton Hills College

Report Date: September 30, 2015  
Report By: Nicholas Farano, Project Manager

<b><u>Progress This Period</u></b> <i>Building Package</i> <ul style="list-style-type: none"><li>• Exterior metal wall panel installation at east &amp; west wings</li><li>• Aluminum fin installation</li><li>• Exterior paver Installation</li><li>• Storefront door installation</li><li>• Hardscape and landscape installation</li><li>• Resilient flooring installation</li><li>• Interior Glazing installation</li><li>• Wood door and hardware installation.</li><li>• Striping &amp; signage for handicap parking stalls</li><li>• FF&amp;E Installation</li><li>• Testing, Adjusting &amp; Balancing of MEP Systems</li><li>• Commissioning of MEP Systems</li><li>• Submit closeout documents</li><li>• Complete trainings</li></ul>	<b><u>Items to Resolve</u></b> <ul style="list-style-type: none"><li>• General contractor did not meet the revised recovery plan with a substantial completion date of August 24, 2015. Kitchell/BRj is coordinating a revised recovery plan with a substantial completion date of October 10, 2015.</li></ul>
<b><u>Work Planned Next Period</u></b> <i>Building Package</i> <ul style="list-style-type: none"><li>• Interior Glazing installation</li><li>• Signage installation</li><li>• FF&amp;E Installation</li><li>• Hardscape and landscape installation</li><li>• Testing, Adjusting &amp; Balancing of MEP Systems</li><li>• Commissioning of MEP Systems</li><li>• Punchlist</li><li>• Submit closeout documents</li><li>• Complete trainings</li></ul>	<b><u>Notes</u></b> <ul style="list-style-type: none"><li>• None</li></ul>

**Project:** Occupational Education #2 (OE2)

Report Date: September 30, 2015

**Program:** SBCCD Measure M Bond Program - Crafton Hills College

Report By: Nicholas Farano, Project Manager

Total Number of Workers: 139					
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
Apple Valley	1	Beaumont	1	Anaheim	7
Bloomington	1	Cherry Valley	1	Baldwin Park	1
Chino	1	Coachella	1	Bell	1
Fontana	4	Corona	4	Cerritos	2
Grand Terrace	1	Hemet	5	Compton	2
Hesperia	1	Jurupa Valley	1	Covina	1
Ontario	4	Menifee	4	Downey	2
Rancho Cucamonga	1	Mira Loma	1	Escondido	2
Rialto	2	Moreno Valley	6	Fullerton	1
San Bernardino	5	Murrieta	1	Garden Grove	1
Upland	2	Riverside	3	Huntington Beach	1
Victorville	3	Romoland	1	La Habra	1
Wrightwood	0	San Jacinto	2	La Puente	1
Yucaipa	5	Temecula	3	Lancaster	1
				Long Beach	3
				Los Angeles	16
				Norwalk	1
				Orange	3
				Palmdale	3
				Panorama City	1
				Paramount	1
				Pico Rivera	2
				Pomona	3
				Redondo Beach	1
				San Leandro	1
				San Marcos	1
				Santa Ana	2
				Simi Valley	1
				South Gate	1
				Stanton	1

**Project:** Occupational Education #2 (OE2)  
**Program:** SBCCD Measure M Bond Program - Crafton Hills College

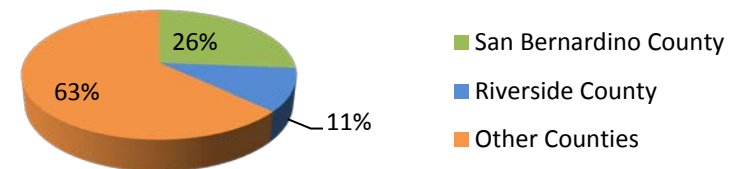
**Report Date:** September 30, 2015  
**Report By:** Nicholas Farano, Project Manager

Total Number of Workers: 139					
				Van Nuys	1
				West Covina	3
				Whittier	3
				Winnetka	2
Total	31	Total	34	Total	74
Amount Paid to Workers:					
\$122,113.68		\$101,599.37		\$154,104.73	
Total Number of Subcontractors: 24					
San Bernardino County	5	Riverside County	2	Other Counties	12
Paid to Workers by Subcontractors:					
\$48,950.60		\$71,369.03		\$257,498.15	

**Total Number of Workers**



**Total Number of Subcontractors**





**Project:** PE Complex

Report Date: September 30, 2015

**Program:** SBCCD Measure M Bond Program - Crafton Hills College

Report By: Leilani Nunez, Project Manager

Project Budget	Planned		Spent to Date		Projected at Completion		Projected (Over) / Under Budget	
Project Hard Costs	5,087,499.57	73.18%	4,966,002.76	97.61%	5,020,272.19	98.68%	67,227.38	1.32%
Project Soft Costs	1,864,581.04	26.82%	1,952,445.54	104.71%	2,015,428.38	108.09%	(150,847.34)	-8.09%
<b>Total Project</b>	<b>6,952,080.61</b>	<b>100.00%</b>	<b>6,918,448.30</b>	<b>99.52%</b>	<b>7,035,700.57</b>	<b>101.20%</b>	<b>(83,619.96)</b>	<b>-1.20%</b>
Change Orders to Date * No. 4 * Change Order 99,009.46 * Change Amend. 0.00 0.00% of Hard Costs ##								

Project Schedule	2013												2014												2015													
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D		
Planning																																						
Design																																						
Agency Approval																																						
Bidding / Negotiations																																						
Construction																																						
	Planned				Progress				Completed																													

### Progress Photos



New Screen Wall



Dance Studio Flooring

**Project:** PE Complex

Report Date: September 30, 2015

**Program:** SBCCD Measure M Bond Program - Crafton Hills College

Report By: Leilani Nunez, Project Manager

**Progress This Period**

- LEED Construction documentation in review
- LEED design resubmittal in review
- Speakers in Dance Studio replaced
- DSA acceptance of automatic door openers

**Items to Resolve**

- Retention & final billing
- All Contractor pending items: Oak tree replacement, ADA bollard, Yoga Studio flooring, roof hatch, evacuation plan, electricity meter testing, fiber optic test reports, and attic stock
- Finalize and negotiate open claim
- LEED Platinum certification at risk due to underachieving design credits and lack of construction documentation

**Work Planned Next Period**

- Close out documentation completed
- LEED design credits resubmitted
- LEED construction credits submittal
- Water intrusion claim resolved
- Retention release coordination with the State Labor Commissioner

**Notes**

- None

**Project:** PE Complex

Report Date: September 30, 2015


**Program:** SBCCD Measure M Bond Program - Crafton Hills College

Report By: Leilani Nunez, Project Manager

Total Number of Workers: 2					
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
San Bernardino	2	Riverside	0		0
Total	2	Total	0	Total	0
Amount Paid to Workers:					
\$0.00		\$458.48		\$0.00	
Total Number of Subcontractors: 1					
San Bernardino County	2	Riverside County	0	Other Counties	0
Paid to Workers by Subcontractors:					
\$895.00		\$0.00		\$0.00	

Total Number of Workers

0%



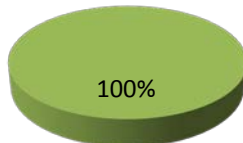
San Bernardino County

Riverside County

Other Counties

Total Number of Subcontractors

0%



San Bernardino County

Riverside County

Other Counties

**Project:** Miscellaneous Bond Improvements:  
Campus Wayfinding Signage

Report Date: September 30, 2015

**Program:** SBCCD Measure M Bond Program - Crafton Hills College

Report By: Tom Anderson, Project Manager

<b>Project Budget</b>	<b>Planned</b>		<b>Spent to Date</b>		<b>Projected at Completion</b>		<b>Projected (Over) / Under Budget</b>	
Project Hard Costs	332,486.25	95.00%	59,174.00	17.80%	303,238.25	91.20%	29,248.00	8.80%
Project Soft Costs	17,513.75	5.00%	50,468.00	288.16%	87,981.75	0.00%	(70,468.00)	0.00%
<b>Total Project</b>	<b>350,000.00</b>	<b>100.00%</b>	<b>109,642.00</b>	<b>31.33%</b>	<b>391,220.00</b>	<b>111.78%</b>	<b>(41,220.00)</b>	<b>-11.78%</b>
Change Orders to Date * No. 0 * Change Order 0.00 * Change Amend. 0.00 0.00% of Hard Costs *								

<u>Project Schedule</u>																																							
	2014												2015												2016														
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J		
Planning																																							
Design																																							
City of Yucaipa Approval																																							
Bidding / Negotiations																																							
Construction																																							
	Planned			Progress			Completed			On Hold																													

**Progress Photos**



Stop Sign on Sand Canyon Road



Police Parking in Lot E



Directional Signage to Crafton Center

**Project:** Miscellaneous Bond Improvements:  
**Campus Wayfinding Signage**

Report Date: September 30, 2015

**Program:** SBCCD Measure M Bond Program - Crafton Hills College

Report By: Tom Anderson, Project Manager

<b><u>Progress This Period</u></b> <ul style="list-style-type: none"><li>• Removal of 7 parking monuments: M, L, K, A, B, C, E</li><li>• Installation of Temporary parking monuments L, K, A, B, C, E</li><li>• Removal of Wayfinding Directories at New Crafton Center.</li><li>• New Wayfinding location layouts</li><li>• Shop work of reburbished directories and parking monuments</li></ul>	<b><u>Items to Resolve</u></b> <ul style="list-style-type: none"><li>• None</li></ul>
<b><u>Work Planned Next Period</u></b> <ul style="list-style-type: none"><li>• Refurbishment of Parking Monuments, Directories, Wayfinding signs</li><li>• Digging and pouring concrete footing for the wayfinding, directories, monuments signage.</li><li>• Installation of post &amp; panel and Wall Mounted Bulletin Boards</li><li>• Installation of new and reburbished parking monuments.</li><li>• Installtion of building numbers and letters</li></ul>	<b><u>Notes</u></b> <ul style="list-style-type: none"><li>• None</li></ul>

**Project:** Miscellaneous Bond Improvements:  
**Campus Wayfinding Signage**

Report Date: September 30, 2015

**Program:** SBCCD Measure M Bond Program - Crafton Hills College

Report By: Tom Anderson, Project Manager

Total Number of Workers: 4					
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
				Downey	1
				Los Angeles	2
				Montebello	1
Total	0	Total	0	Total	4
Amount Paid to Workers:					
\$0.00		\$0.00		\$14,120.00	
Total Number of Subcontractors: 1					
San Bernardino County	0	Riverside County	0	Other Counties	1
Paid to Workers by Subcontractors:					
\$0.00		\$0.00		\$14,120.00	

### Total Number of Workers

0% 0% 100%

- San Bernardino County
- Riverside County
- Other Counties

### Total Number of Subcontractors

0% 0% 100%

- San Bernardino County
- Riverside County
- Other Counties

**Project:** Miscellaneous Bond Improvements:  
Swing Space A (NCC Portables)

Report Date: September 30, 2015

**Program:** SBCCD Measure M Bond Program - Crafton Hills College

Report By: Tom Anderson, Project Manager

<b>Project Budget</b>	<b>Planned</b>		<b>Spent to Date</b>		<b>Projected at Completion</b>		<b>Projected (Over) / Under Budget</b>	
Project Hard Costs	332,486.25	95.00%	59,174.00	17.80%	303,238.25	91.20%	29,248.00	8.80%
Project Soft Costs	17,513.75	5.00%	50,468.00	288.16%	87,981.75	0.00%	(70,468.00)	0.00%
<b>Total Project</b>	<b>350,000.00</b>	<b>100.00%</b>	<b>109,642.00</b>	<b>31.33%</b>	<b>391,220.00</b>	<b>111.78%</b>	<b>(41,220.00)</b>	<b>-11.78%</b>
Change Orders to Date * No. 0 * Change Order 0.00 * Change Amend. 0.00 0.00% of Hard Costs *								

	2014												2015												2016																			
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J							
Planning																																												
Design																																												
Bidding / Negotiations																																												
Construction																																												
	Planned				Progress				Completed				On Hold																															

### Progress Photos



Grading of land for modular classrooms



Modulars being installed next to the Gym



Modulars installation complete

**Project:**     Miscellaneous Bond Improvements:  
                 Swing Space A (NCC Portables)

Report Date: September 30, 2015

**Program:**    SBCCD Measure M Bond Program - Crafton Hills College

Report By:    Tom Anderson, Project Manager

<b><u>Progress This Period</u></b> <ul style="list-style-type: none"><li>• Mobil Modular invoice for three modular classrooms approved</li><li>• Site cleared and utility connections prepared for hookup to the modular classrooms</li><li>• Three modular classrooms installed next to the old gym</li><li>• Corrective punch list items walked with KB and the campus</li><li>• Desks, chairs, and whiteboards installed in the classrooms</li><li>• Corrective work completed</li><li>• Classrooms are currently being used for classes</li></ul>	<b><u>Items to Resolve</u></b> <ul style="list-style-type: none"><li>• None</li></ul>
<b><u>Work Planned Next Period</u></b> <ul style="list-style-type: none"><li>• Removal of classrooms pending completion of the Crafton Center building.</li></ul>	<b><u>Notes</u></b> <ul style="list-style-type: none"><li>• None</li></ul>



**Project:** Miscellaneous Bond Improvements:  
Swing Space A (NCC Portables)

Report Date: September 30, 2015

**Program:** SBCCD Measure M Bond Program - Crafton Hills College

Report By: Tom Anderson, Project Manager

Total Number of Workers: 5					
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
Bloomington	1	Moreno Valley	1		
San Bernardino	3				
Total	4	Total	1	Total	0
Amount Paid to Workers:					
\$8,140.64		\$2,993.56		\$0.00	
Total Number of Subcontractors: 0					
San Bernardino County	1	Riverside County	0	Other Counties	0
Paid to Workers by Subcontractors:					
\$11,134.20		\$0.00		\$0.00	

### Total Number of Workers

County	Count	Percentage
San Bernardino County	4	80%
Riverside County	1	20%
Other Counties	0	0%

### Total Number of Subcontractors

County	Count	Percentage
San Bernardino County	0	100%
Riverside County	0	0%
Other Counties	0	0%

**Project:** Miscellaneous Bond Improvements:  
Swing Space B (Gym)

Report Date: September 30, 2015


**Program:** SBCCD Measure M Bond Program - Crafton Hills College

Report By: Tom Anderson, Project Manager


<b>Project Budget</b>	<b>Planned</b>		<b>Spent to Date</b>		<b>Projected at Completion</b>		<b>Projected (Over) / Under Budget</b>	
Project Hard Costs	332,486.25	95.00%	59,174.00	17.80%	303,238.25	91.20%	29,248.00	8.80%
Project Soft Costs	17,513.75	5.00%	50,468.00	288.16%	87,981.75	0.00%	(70,468.00)	0.00%
<b>Total Project</b>	<b>350,000.00</b>	<b>100.00%</b>	<b>109,642.00</b>	<b>31.33%</b>	<b>391,220.00</b>	<b>111.78%</b>	<b>(41,220.00)</b>	<b>-11.78%</b>
Change Orders to Date * No. 0 * Change Order 0.00 * Change Amend. 0.00 0.00% of Hard Costs *								

<u><b>Project Schedule</b></u>	2014												2015												2016																	
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J					
Planning																																										
Design																																										
Bidding / Negotiations																																										
Construction																																										
	Planned			Progress			Completed			On Hold																																


**Progress Photos**



Gym Classroom and Mirrors



Gym Classroom



Gym Classroom Punch Walk

**Project:** Miscellaneous Bond Improvements:  
**Swing Space B (Gym)**  
**Program:** SBCCD Measure M Bond Program - Crafton Hills College

Report Date: September 30, 2015

Report By: Tom Anderson, Project Manager

<b><u>Progress This Period</u></b> <ul style="list-style-type: none"><li>• Solicitation for proposal and award of proposals</li><li>• NTP Awarded to lowest proposal</li><li>• Painting and refurbishment scope of work completed</li><li>• Punch walk and closeout of project complete</li></ul>	<b><u>Items to Resolve</u></b> <ul style="list-style-type: none"><li>• None</li></ul>
<b><u>Work Planned Next Period</u></b> <ul style="list-style-type: none"><li>• None</li></ul>	<b><u>Notes</u></b> <ul style="list-style-type: none"><li>• None</li></ul>

**Project:** Miscellaneous Bond Improvements:  
Swing Space B (Gym)

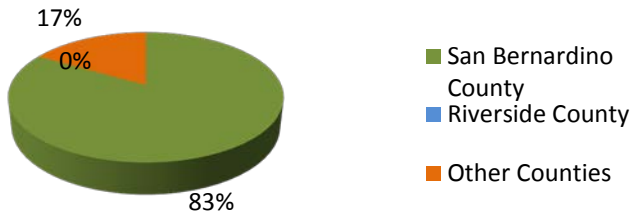
Report Date: September 30, 2015

**Program:** SBCCD Measure M Bond Program - Crafton Hills College

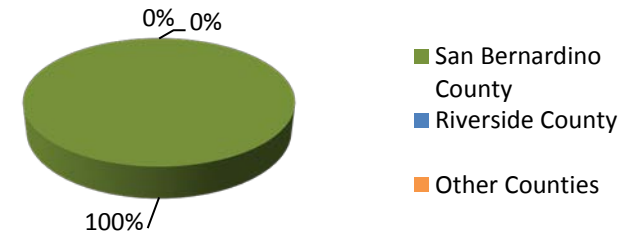
Report By: Tom Anderson, Project Manager

Total Number of Workers: 6					
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
Fontana	2			Pomona	1
San Bernardino	1				
Yucaipa	2				
Total	5	Total	0	Total	1
Amount Paid to Workers:					
\$8,502.55		\$0.00		\$3,973.17	
Total Number of Subcontractors: 0					
San Bernardino County	1	Riverside County	0	Other Counties	0
Paid to Workers by Subcontractors:					
\$12,475.72		\$0.00		\$0.00	

**Total Number of Workers**



**Total Number of Subcontractors**

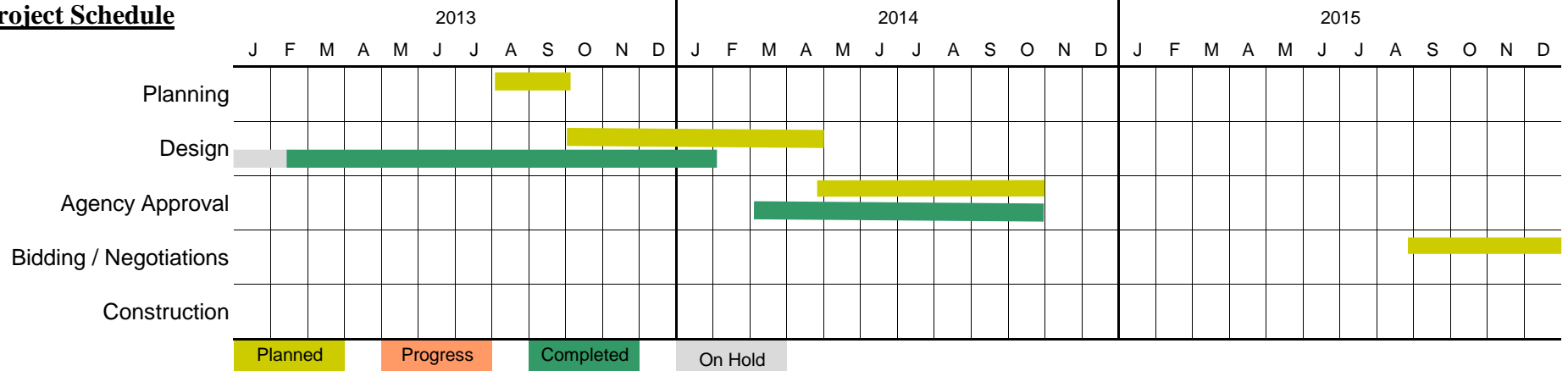


**Project:** LADM (Laboratory/Administration Renovation)  
**Program:** SBCCD Measure M Bond Program - Crafton Hills College

**Report Date:** September 30, 2015  
**Report By:** Nicholas Farano, Project Manager

<b>Project Budget</b>	<b>Planned</b>		<b>Spent to Date</b>		<b>Projected at Completion</b>		<b>Projected (Over) / Under Budget</b>	
Project Hard Costs	12,057,810.18	77.58%	0.00	0.00%	11,079,707.09	91.89% *	978,103.09	8.11%
Project Soft Costs	3,483,800.82	22.42%	1,253,345.69	35.98%	3,626,505.58	104.10% *	(142,704.76)	-4.10%
<b>Total Project</b>	<b>15,541,611.00</b>	<b>100.00%</b>	<b>1,253,345.69</b>	<b>8.06%</b>	<b>14,706,212.67</b>	<b>94.62%</b>	<b>835,398.33</b>	<b>5.38%</b>
Change Orders to Date * No. 0 * Change Order * Change Amend. 0.00 0.00% of Hard Costs *								

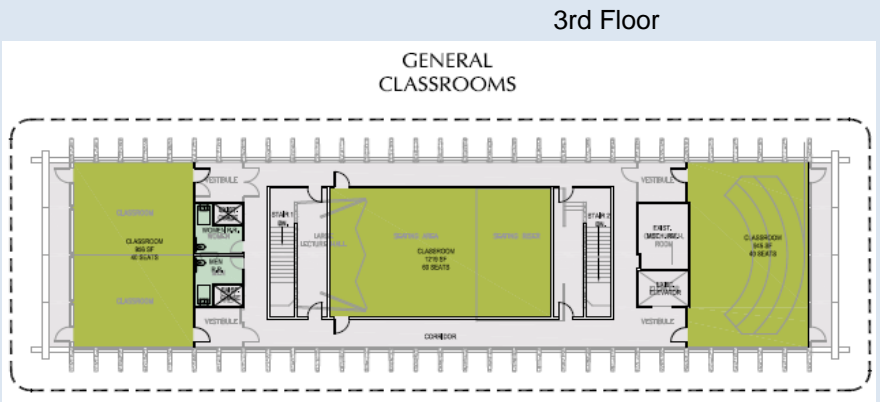
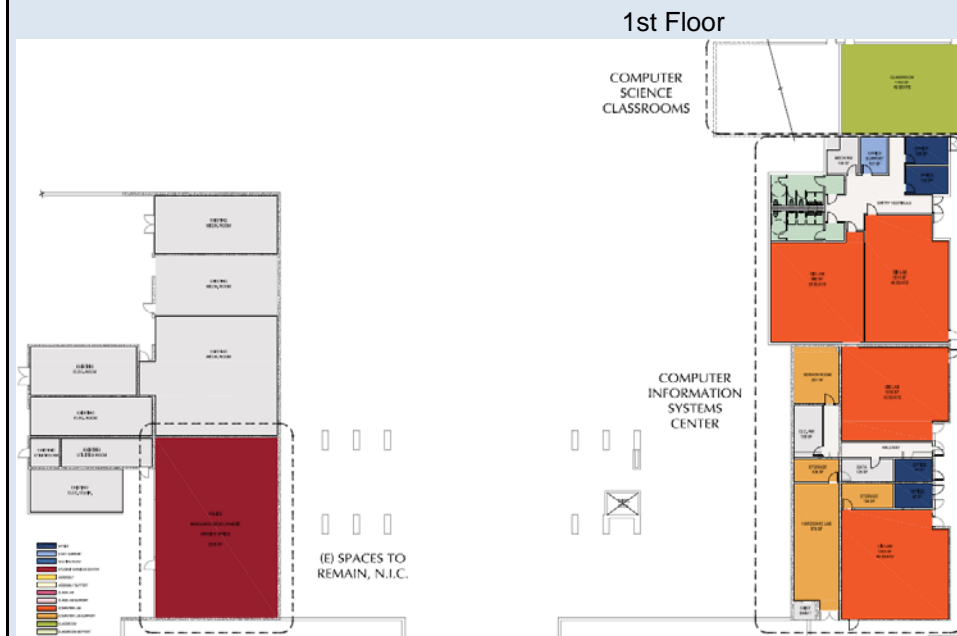
**Project Schedule**



## Progress Photos



Exterior North Elevation



**Project:** LADM (Laboratory/Administration Renovation)  
**Program:** SBCCD Measure M Bond Program - Crafton Hills College

**Report Date:** September 30, 2015  
**Report By:** Nicholas Farano, Project Manager

<b><u>Progress This Period</u></b> <ul style="list-style-type: none"><li>• DSA Agency approval obtained and completed</li></ul>	<b><u>Items to Resolve</u></b> <ul style="list-style-type: none"><li>• N/A</li></ul>
<b><u>Work Planned Next Period</u></b> <ul style="list-style-type: none"><li>• Project will bid</li></ul>	<b><u>Notes</u></b> <ul style="list-style-type: none"><li>• N/A</li></ul>

**Project:** Student Services A (SSA Renovations)

**Report Date:** September 30, 2015

**Program:** SBCCD Measure M Bond Program - Crafton Hills College

**Report By:** Leilani Nunez, Project Manager

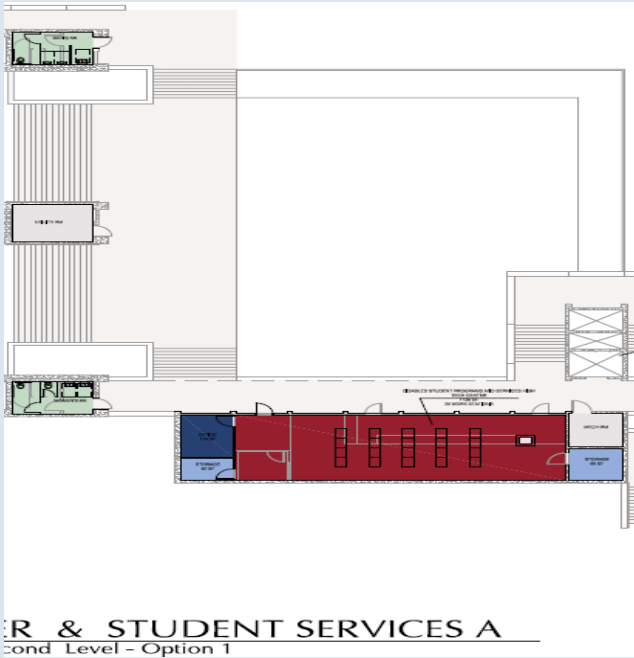
<b>Project Budget</b>	<b>Planned</b>		<b>Spent to Date</b>		<b>Projected at Completion</b>			<b>Projected (Over) / Under Budget</b>	
Project Hard Costs	5,549,055.30	73.18%	68,814.72	1.24%	5,043,690.80	90.89%	*	505,364.50	9.11%
Project Soft Costs	2,033,411.70	26.82%	606,149.04	29.81%	1,741,394.30	85.64%	*	292,017.40	14.36%
<b>Total Project</b>	<b>7,582,467.00</b>	<b>100.00%</b>	<b>674,963.76</b>	<b>8.90%</b>	<b>6,785,085.10</b>	<b>89.48%</b>		<b>797,381.90</b>	<b>10.52%</b>
Change Orders to Date * No. 0 * Change Order 0.00 * Change Amend. 0.00 0.00% of Hard Costs *									

<u><b>Project Schedule</b></u>		2014												2015												2016													
		J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D		
	Planning																																						
	Design																																						
	Agency Approval																																						
	Bidding / Negotiations																																						
	Construction																																						
		Planned			Progress			Completed																															

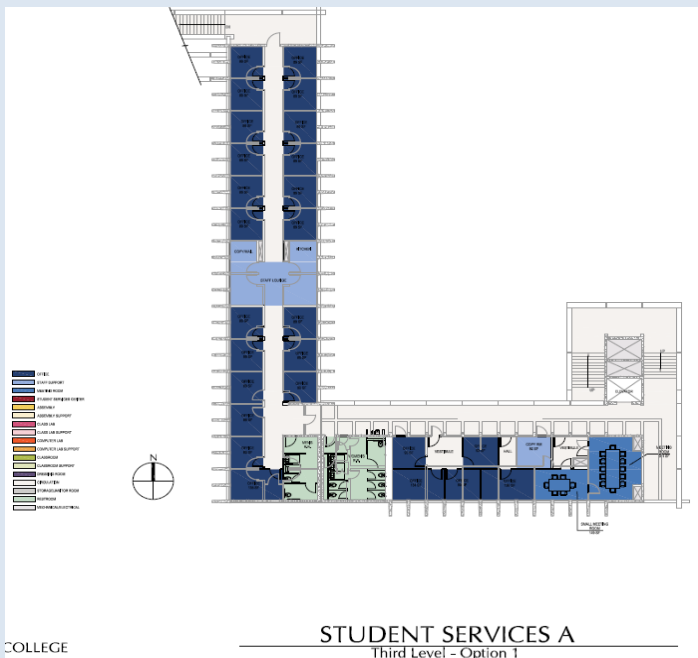


**Progress Photos**

2nd Floor



2st Floor



Exterior Photo of 3rd Floor Offices

**Project:** Student Services A (SSA Renovations)  
**Program:** SBCCD Measure M Bond Program - Crafton Hills College

Report Date: September 30, 2015  
Report By: Leilani Nunez, Project Manager

<b><u>Progress This Period</u></b> <ul style="list-style-type: none"><li>• Front end document coordination started</li><li>• Logistic review and planning in process</li><li>• Bid documentation preparation in process</li></ul>	<b><u>Items to Resolve</u></b> <ul style="list-style-type: none"><li>• Hazardous material surveying completed</li><li>• Storm water pollution prevention plan</li><li>• Environmental protection survey completed</li><li>• Commissioning requirements</li><li>• Confirm construction schedule and duration</li></ul>
<b><u>Work Planned Next Period</u></b> <ul style="list-style-type: none"><li>• Bid documents released</li><li>• 1st public advertisement of bid</li></ul>	<b><u>Notes</u></b> <ul style="list-style-type: none"><li>• None</li></ul>

**Project:** College Center (SCC)

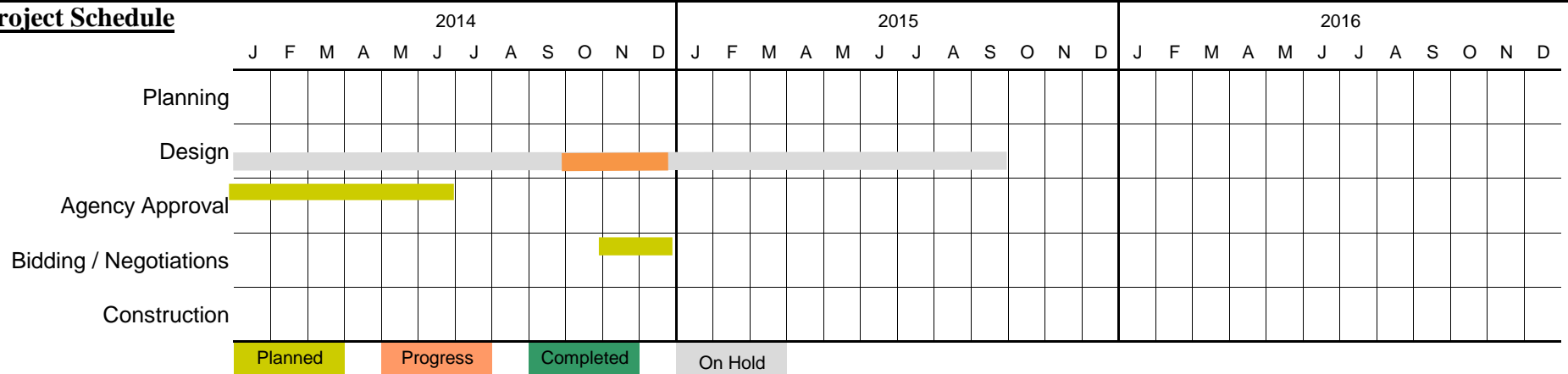
**Report Date:** September 30, 2015

**Program:** SBCCD Measure M Bond Program - Crafton Hills College

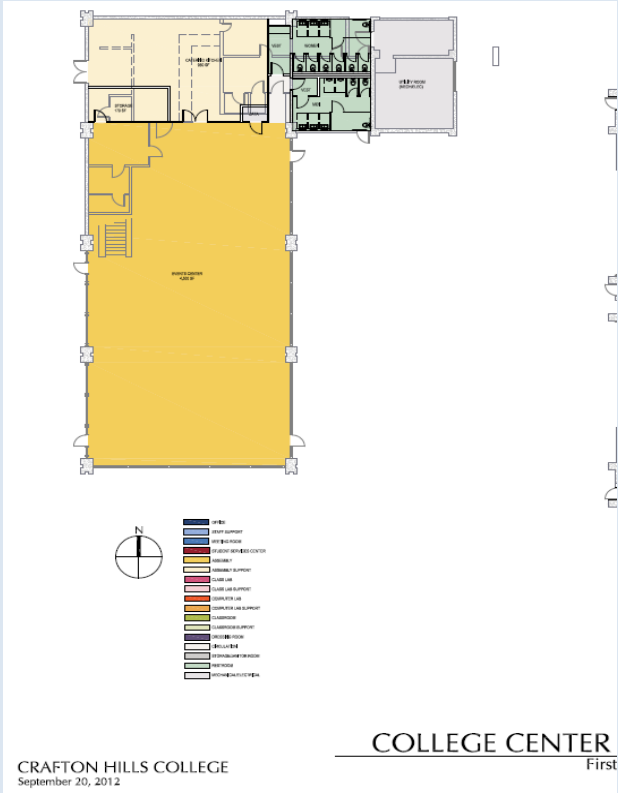
**Report By:** Tom Anderson, Project Manager

<b>Project Budget</b>	<b>Planned</b>		<b>Spent to Date</b>		<b>Projected at Completion</b>		<b>Projected (Over) / Under Budget</b>	
Project Hard Costs	1,167,649.38	58.86%	0.00	0.00%	1,041,668.50	89.21% *	125,980.88	10.79%
Project Soft Costs	816,214.62	41.14%	225,470.03	27.62%	730,304.72	89.47%	85,909.90	10.53%
<b>Total Project</b>	<b>1,983,864.00</b>	<b>100.00%</b>	<b>225,470.03</b>	<b>11.37%</b>	<b>1,771,973.22</b>	<b>89.32%</b>	<b>211,890.78</b>	<b>10.68%</b>
<b>* NOTE: INCLUDES FIRE ALARM SYSTEM UPGRADES</b>								
Change Orders to Date	* No.	0	* Change Order	0.00	* Change Amend.	0.00	0.00% of Hard Costs	*

**Project Schedule**



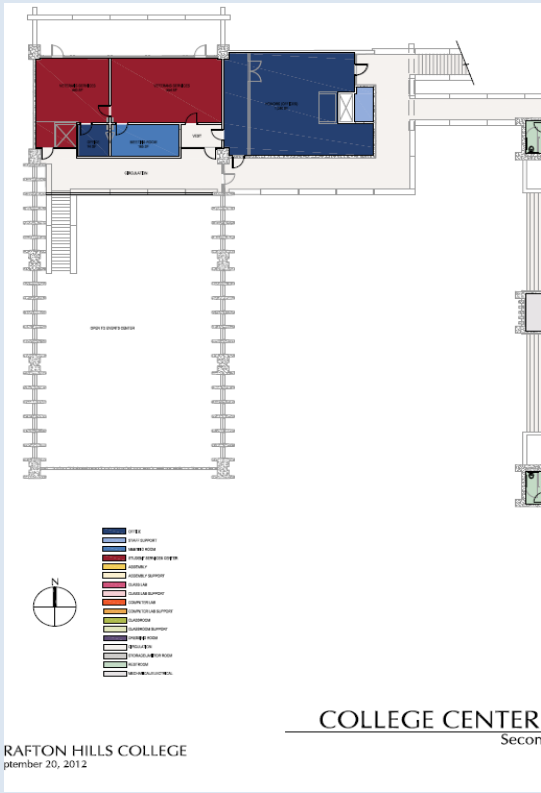
Progress Photos



1st Floor



Exterior Building Photo of East elevation



2nd Floor

**Project:** College Center (SCC)

Report Date: September 30, 2015

**Program:** SBCCD Measure M Bond Program - Crafton Hills College

Report By: Tom Anderson, Project Manager

**Progress This Period**

- None

**Items to Resolve**

- Architect requested additional fees for this project. Project Manager to review and discuss scope with the Campus
- Construction added scope and budget by the Campus

**Work Planned Next Period**

- Schedule user group meetings
- Validate scope and review budgets

**Notes**

- None

**Project:** Performing Arts Center Renovation (PAC)  
**Program:** SBCCD Measure M Bond Program - Crafton Hills College

**Report Date:** September 30, 2015  
**Report By:** Tom Anderson, Project Manager

<b>Project Budget</b>	<b>Planned</b>		<b>Spent to Date</b>		<b>Projected at Completion</b>		<b>Projected (Over) / Under Budget</b>	
Project Hard Costs	1,783,666.58	63.67%	0.00	0.00%	1,497,450.54	83.95%	286,216.04	16.05%
Project Soft Costs	1,017,943.07	36.33%	218,501.12	21.46%	924,356.97	90.81%	93,586.10	9.19%
<b>Total Project</b>	<b>2,801,609.65</b>	<b>100.00%</b>	<b>218,501.12</b>	<b>7.80%</b>	<b>2,421,807.51</b>	<b>86.44%</b>	<b>379,802.14</b>	<b>13.56%</b>
Change Orders to Date	* No. 0	* Change Order	0.00	* Change Amend.	0.00	0.00% of Hard Costs	*	

	2013												2014												2015											
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Planning																																				
Design																																				
Agency Approval																																				
Bidding / Negotiations																																				
Construction																																				
	Planned				Progress				Completed				On Hold																							

### Progress Photos



**Project:** Performing Arts Center Renovation (PAC)  
**Program:** SBCCD Measure M Bond Program - Crafton Hills College

Report Date: September 30, 2015  
Report By: Tom Anderson, Project Manager

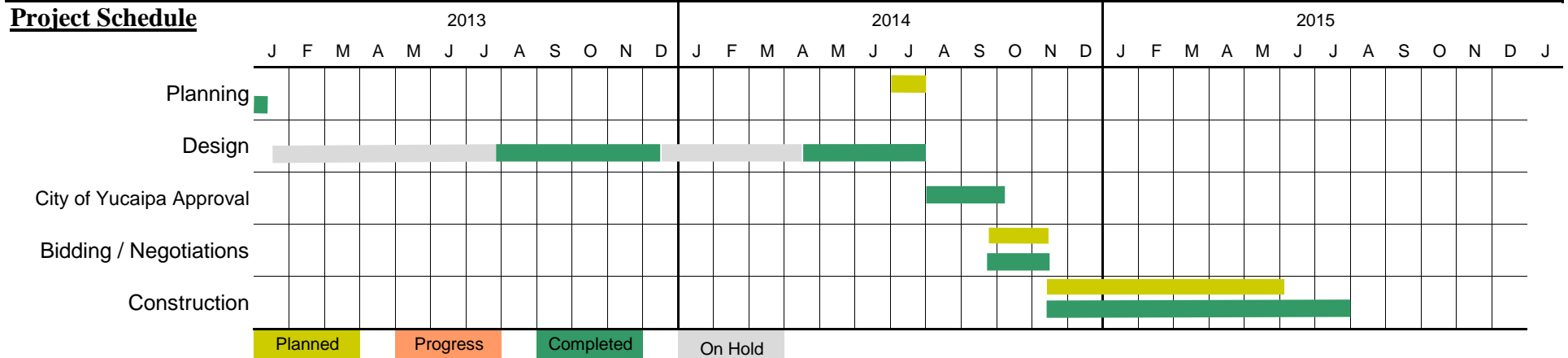
<b><u>Progress This Period</u></b> <ul style="list-style-type: none"><li>Final review conducted for the Programming effort. Architect to provide deliverables for distribution</li></ul>	<b><u>Items to Resolve</u></b> <ul style="list-style-type: none"><li>Due to lack of funding, current project scope is limited to completion of programming. Once Final Programming document is submitted, project will be on hold until such time that funds become available through Campus fundraising efforts or availability of additional bond funds</li></ul>
<b><u>Work Planned Next Period</u></b> <ul style="list-style-type: none"><li>None</li></ul>	<b><u>Notes</u></b> <ul style="list-style-type: none"><li>None</li></ul>



**Project:** Maintenance and Operations Renovation (M&O)  
**Program:** SBCCD Measure M Bond Program - Crafton Hills College

**Report Date:** September 30, 2015  
**Report By:** Nicholas Farano, Project Manager

<b>Project Budget</b>	<b>Planned</b>		<b>Spent to Date</b>		<b>Projected at Completion</b>		<b>Projected (Over) / Under Budget</b>	
Project Hard Costs	1,478,298.92	78.44%	1,339,764.50	90.63%	1,375,761.10	93.06%	102,537.82	6.94%
Project Soft Costs	406,395.08	21.56%	330,624.60	81.36%	430,841.52	106.02%	(24,446.44)	-6.02%
<b>Total Project</b>	<b>1,884,694.00</b>	<b>100.00%</b>	<b>1,670,389.10</b>	<b>88.63%</b>	<b>1,806,602.62</b>	<b>95.86%</b>	<b>78,091.38</b>	<b>4.14%</b>
Change Orders to Date	* No. 4		* Change Order 82,239.10		* Change Amend. 0.00		5.98% of Hard Costs	*



### Completion Photos



Exterior of New Warehouse



New Racks at New Warehouse



Finishes at New Restroom



**Project:** Maintenance and Operations Renovation (M&O)  
**Program:** SBCCD Measure M Bond Program - Crafton Hills College

Report Date: September 30, 2015  
Report By: Nicholas Farano, Project Manager

<b><u>Progress This Period</u></b> <ul style="list-style-type: none"><li>Completed</li></ul>	<b><u>Items to Resolve</u></b> <ul style="list-style-type: none"><li>None</li></ul>
<b><u>Work Planned Next Period</u></b> <ul style="list-style-type: none"><li>N/A</li></ul>	<b><u>Notes</u></b> <ul style="list-style-type: none"><li>None</li></ul>

**Project:** Maintenance and Operations Renovation (M&O)  
**Program:** SBCCD Measure M Bond Program - Crafton Hills College

**Report Date:** September 30, 2015  
**Report By:** Nicholas Farano, Project Manager

Total Number of Workers: 0					
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
Total	0	Total	0	Total	0
Amount Paid to Workers:					
\$0.00		\$0.00		\$0.00	
Total Number of Subcontractors: 0					
San Bernardino County	0	Riverside County	0	Other Counties	0
Paid to Workers by Subcontractors:					
\$0.00		\$0.00		\$0.00	
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## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services  
**PREPARED BY:** Fath-Allah Oudghiri, Director, Facilities Planning & Construction  
**DATE:** November 12, 2015  
**SUBJECT:** Summary of Measure M Construction Contract Change Orders and Amendments

### **RECOMMENDATION**

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

### **OVERVIEW**

Attached is a summary of all Measure M construction contract change orders and amendments to date.

### **ANALYSIS**

Construction contract change orders and amendments for currently awarded Measure M projects have been held to a minimal amount of \$4,931,016.34 which is only 3.00% of the project cost of \$164,572,192.37.

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, required by the Division of the State Architect (DSA), and/or, 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.

**Construction Change Summary**

Program Recap

**CONTRACT AMENDMENTS**

PROJECTS	Original Contract Amount	Contract Amendments		Base Contract Amount	Cumulative Contract Amendments
		Previous	Pending		
CHC-Crafton Hills College	\$ 76,597,936.00	\$ 441,122.93	\$ -	\$ 77,039,058.93	0.58%
SBVC-San Bernardino Valley College	\$ 85,922,649.95	\$ 1,610,483.49	\$ -	\$ 87,533,133.44	1.87%
				\$ -	
<b>TOTAL for CONTRACT AMENDMENTS</b>	<b>\$ 162,520,585.95</b>	<b>\$ 2,051,606.42</b>	<b>\$ -</b>	<b>\$ 164,572,192.37</b>	<b>1.26%</b>

**CHANGE ORDERS**

PROJECTS	Base Contract Amount + Amendments	Change Orders		New Contract Amount	Cumulative Change Orders
		Previous	Pending		
CHC-Crafton Hills College	\$ 77,039,058.93	\$ 1,576,434.68	\$ 743.00	\$ 78,616,236.61	2.05%
SBVC-San Bernardino Valley College	\$ 87,533,133.44	\$ 1,302,232.24	\$ -	\$ 88,835,365.68	1.49%
<b>TOTAL for CHANGE ORDERS</b>	<b>\$ 164,572,192.37</b>	<b>\$ 2,878,666.92</b>	<b>\$ 743.00</b>	<b>\$ 167,451,602.29</b>	<b>1.75%</b>

## Construction Change Summary

### Crafton Hills College - Recap

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	\$ -	\$ -	\$ 187,294.60	\$ -	\$ 2,457,794.60	8.25%
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	\$ -	\$ -	\$ 62,678.43	\$ -	\$ 2,762,678.43	2.32%
OE 2	\$ 16,623,427.00	\$ 38,321.93	\$ -	\$ 248,516.94	\$ -	\$ 16,910,265.87	1.49%
OE 1 Roofing Package	\$ 278,450.00	\$ -	\$ -	\$ (26,099.38)	\$ -	\$ 252,350.62	-9.37%
PE Complex	\$ 4,624,088.68	\$ -	\$ -	\$ 99,720.46	\$ 743.00	\$ 4,724,552.14	2.17%
Science Building	\$ 18,795,178.82	\$ -	\$ -	\$ 396,347.60	\$ -	\$ 19,191,526.42	2.11%
Crafton Center	\$ 22,060,873.00	\$ -	\$ -	\$ 187,789.00	\$ -	\$ 22,248,662.00	0.85%
Temporary Parking Lot	\$ 169,500.00	\$ -	\$ -	\$ 4,369.93	\$ -	\$ 173,869.93	2.58%
Chemistry/Health/Science/Classrooms	\$ 226,870.00	\$ -	\$ -	\$ -	\$ -	\$ 226,870.00	0.00%
M&O Renovation	\$ 1,267,550.00			\$ 82,239.10	\$ -	\$ 1,349,789.10	6.49%
Misc. Bond Improvements	\$ 332,772.00	\$ -	\$ -	\$ -	\$ -	\$ 332,772.00	0.00%
<b>TOTAL</b>	<b>\$ 76,597,936.00</b>	<b>\$ 441,122.93</b>	<b>\$ -</b>	<b>\$ 1,576,434.68</b>	<b>\$ 743.00</b>	<b>\$ 78,616,236.61</b>	<b>2.05%</b>

## Construction Change Summary

### Parking Lots, Lighting, & ADA Improvements

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>	<b>\$ 6,146,450.00</b>	<b>\$ 402,801.00</b>	<b>\$ -</b>	<b>\$ 296,344.00</b>	<b>\$ -</b>	<b>\$ 6,845,595.00</b>	<b>4.82%</b>

## Construction Change Summary

### Science Portables

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	\$ -	\$ -	\$ 20,253.60	\$ -	\$ 559,753.60	3.75%
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>\$ 187,294.60</b>	<b>\$ -</b>	<b>\$ 2,457,794.60</b>	<b>8.25%</b>

## Construction Change Summary

### MPOE - DATA

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>



## Construction Change Summary

### Library Demolition

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%
TOTAL	\$ 574,576.50	\$ -	\$ -	\$ -	\$ -	\$ 574,576.50	0.00%

## Construction Change Summary

### Solar Farm

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	\$ -	\$ -	\$ 62,678.43	\$ -	\$ 2,762,678.43	2.32%
<b>TOTAL</b>	<b>\$ 2,700,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 62,678.43</b>	<b>\$ -</b>	<b>\$ 2,762,678.43</b>	<b>2.32%</b>

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

## Construction Change Summary

### Occupational Education 2 (OE-2)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
<u>OE 2 Demo Pkg.</u>							
The Richards Group	\$ 614,100.00	\$ -	\$ -	\$ 10,755.80	\$ -	\$ 624,855.80	1.75%
<u>Building Pkg.</u>							
Sinanian Development, Inc.	\$ 15,888,000.00	\$ 38,321.93	\$ -	\$ 237,761.14		\$ 16,164,083.07	1.49%
Mobile Modular	\$ 107,242.00					\$ 107,242.00	0.00%
The Peaks Corp.	\$ 14,085.00					\$ 14,085.00	0.00%
<b>TOTAL</b>	<b>\$ 16,623,427.00</b>	<b>\$ 38,321.93</b>	<b>\$ -</b>	<b>\$ 248,516.94</b>	<b>\$ -</b>	<b>\$ 16,910,265.87</b>	<b>1.49%</b>

Sinanian Development, Inc. **NOTE: THIS WAS BOARD APPROVED ON 12/12/13 UP TO 10% IN CHANGE ORDERS**

Measure M Projects  
**Construction Change Summary**

October 8, 2015

**Occupational Education 1**

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
<u>OE 1 Roof Pkg.</u>							
Best Contracting Services	\$ 278,450.00	\$ -	\$ -	\$ (26,099.38)	\$ -	\$ 252,350.62	-9.37%
<b>TOTAL</b>	<b>\$ 278,450.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (26,099.38)</b>	<b>\$ -</b>	<b>\$ 252,350.62</b>	<b>-9.37%</b>

## Construction Change Summary

### Miscellaneous Bond Improvements

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Yesco Signs LLC	\$ 187,360.00					\$ 187,360.00	0.00%
Yesco Signs LLC	\$ 88,772.00	\$ -	\$ -		\$ -	\$ 88,772.00	0.00%
Broughton Construction, Inc.	\$ 56,640.00					\$ 56,640.00	0.00%
		\$ -	\$ -				
<b>TOTAL</b>	<b>\$ 332,772.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 332,772.00</b>	<b>0.00%</b>

## Construction Change Summary

### PE Complex

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Minco Construction	\$ 4,511,070.00	\$ -	\$ -	\$ 99,009.46	\$ -	\$ 4,610,079.46	2.19%
Oakview Constructors	\$ 16,125.00					\$ 16,125.00	0.00%
All Surface Roofing & Waterproofing, Inc.	\$ 7,320.00				\$ 243.00	\$ 7,563.00	3.32%
Oakview Constructors	\$ 6,350.00			\$ 711.00		\$ 7,061.00	11.20%
Restoration Management Company	\$ 48,658.68				\$ 500.00	\$ 49,158.68	1.03%
Three Peaks Corp.	\$ 34,565.00					\$ 34,565.00	0.00%
<b>TOTAL</b>	<b>\$ 4,624,088.68</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 99,720.46</b>	<b>\$ 743.00</b>	<b>\$ 4,724,552.14</b>	<b>2.17%</b>

Minco Construction **NOTE: THIS WAS BOARD APPROVED ON 8/08/13 UP TO 10% IN CHANGE ORDERS**

## Construction Change Summary

### New Science Building

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
<i>Circuit C</i>							
RDM Electric	\$ 65,700.00	\$ -	\$ -	\$ 492.89	\$ -	\$ 66,192.89	0.75%
<i>Building</i>							
Earl Corporation	\$ 18,573,131.00	\$ -	\$ -	\$ 395,854.71		\$ 18,968,985.71	2.13%
Western Audio Visual	\$ 156,347.82					\$ 156,347.82	0.00%
<b>TOTAL</b>	<b>\$ 18,795,178.82</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 396,347.60</b>	<b>\$ -</b>	<b>\$ 19,191,526.42</b>	<b>2.11%</b>

Earl Corporation **NOTE: THIS WAS BOARD APPROVED ON 12/12/13 UP TO 10% IN CHANGE ORDERS**

Measure M Projects  
**Construction Change Summary**

October 8, 2015

**M & O Renovation**

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Oakview Constructors, Inc.	\$ 1,248,000.00			\$ 82,239.10		\$ 1,330,239.10	6.59%
Mission Paving & Sealing, Inc.	\$ 19,550.00					\$ 19,550.00	0.00%
<b>TOTAL</b>	<b>\$ 1,267,550.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 82,239.10</b>	<b>\$ -</b>	<b>\$ 1,349,789.10</b>	<b>6.49%</b>

Oakview Constructors, Inc. **NOTE: THIS WAS BOARD APPROVED ON 11/12/14 UP TO 10% IN CHANGE ORDERS**



## Construction Change Summary

### New Crafton Center

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
<u>CIRCUIT A</u>							
Dalke & Sons Construction	\$ 141,480.00	\$ -	\$ -	\$ 3,502.00	\$ -	\$ 144,982.00	2.48%
<u>Building</u>							
Bernards Brothers	\$ 21,798,066.00	\$ -	\$ -	\$ 184,287.00		\$ 21,982,353.00	0.85%
<u>Swing Space</u>							
Three Peaks	\$ 14,085.00				\$ 1,155.00	\$ 15,240.00	8.20%
Mobile Modular	\$ 107,242.00				\$ (1,155.00)	\$ 106,087.00	-1.08%
<b>TOTAL</b>	<b>\$ 22,060,873.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 187,789.00</b>	<b>\$ -</b>	<b>\$ 22,248,662.00</b>	<b>0.85%</b>

Bernards Brothers **NOTE: THIS WAS BOARD APPROVED ON 04/10/14 UP TO 10% IN CHANGE ORDERS**

## Construction Change Summary

### Temporary Parking Lot

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Three Peaks	\$ 169,500.00	\$ -	\$ -	\$ 4,369.93	\$ -	\$ 173,869.93	2.58%
TOTAL	\$ 169,500.00	\$ -	\$ -	\$ 4,369.93	\$ -	\$ 173,869.93	2.58%

## Construction Change Summary

### CHS - Chemistry Health Sciences Renovation

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Roy O. Hoffman	\$ 226,870.00	\$ -	\$ -	\$ -	\$ -	\$ 226,870.00	0.00%
TOTAL	\$ 226,870.00	\$ -	\$ -	\$ -	\$ -	\$ 226,870.00	0.00%

## Construction Change Summary

### San Bernardino Valley College - Recap

PROJECTS	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Central Plant / Infrastructure	\$ 11,860,084.00	\$ 83,941.49	\$ -	\$ 55,854.00	\$ -	\$ 11,999,879.49	0.47%
HVAC Cafeteria & Health Science	\$ 325,000.00	\$ -	\$ -	\$ -	\$ -	\$ 325,000.00	0.00%
Gymnasium	\$ 52,163,223.00	\$ 1,480,000.00		\$ 509,732.75	\$ -	\$ 54,152,955.75	0.95%
Business Building Remodel	\$ 9,886,651.95	\$ 12,209.00	\$ -	\$ 850,839.00		\$ 10,749,699.95	8.60%
Site Signage	\$ 2,680,378.00	\$ 34,333.00	\$ -	\$ (739,853.51)		\$ 1,974,857.49	-27.25%
Auditorium	\$ 6,800,000.00	\$ -	\$ -	\$ 616,730.00	\$ -	\$ 7,416,730.00	9.07%
Applied Technology Renovation	\$ 2,090,363.00	\$ -	\$ -	\$ 15,524.00	\$ -	\$ 2,105,887.00	0.74%
K-Street Lighting	\$ 112,750.00	\$ -	\$ -	\$ (6,594.00)	\$ -	\$ 106,156.00	-5.85%
Miscellaneous Bond Improvements	\$ 4,200.00					\$ 4,200.00	0.00%
	\$ 85,922,649.95	\$ 1,610,483.49	\$ -	\$ 1,302,232.24	\$ -	\$ 88,835,365.68	1.49%

## Construction Change Summary

### Central Plant & Inf

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
<u>Infrastructure Sewer Improvements</u>							
Kirtley Construction dba TK Construction	\$ 348,300.00	\$ 83,941.49	\$ -	\$ 26,806.00	\$ -	\$ 459,047.49	6.20%
<u>Central Plant</u>							
Plumbing, Piping & Construction	\$ 10,878,000.00	\$ -	\$ -	\$ 122,077.00	\$ -	\$ 11,000,077.00	1.12%
<u>Grant Street Sewer Project</u>							
Tyco General Engineering	\$ 567,780.00	\$ -	\$ -	\$ (85,500.00)	\$ -	\$ 482,280.00	-15.06%
Broughton - ADA Access	\$ 26,485.00	\$ -	\$ -	\$ (5,568.00)	\$ -	\$ 20,917.00	-21.02%
L.A. Air Conditioning	\$ 39,519.00	\$ -	\$ -	\$ (1,961.00)	\$ -	\$ 37,558.00	-4.96%
<b>TOTAL</b>	<b>\$ 11,860,084.00</b>	<b>\$ 83,941.49</b>	<b>\$ -</b>	<b>\$ 55,854.00</b>	<b>\$ -</b>	<b>\$ 11,999,879.49</b>	<b>0.47%</b>



## Construction Change Summary

### Gymnasium

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
E. Avico, Inc.	\$ 253,071.00	\$ -	\$ -	\$ (15,000.00)	\$ -	\$ 238,071.00	-5.93%
JM Builders	\$ 256,000.00	\$ -	\$ -	\$ (35,905.00)	\$ -	\$ 220,095.00	-14.03%
Three Peaks (Soccer Field)	\$ 116,414.00	\$ -	\$ -	\$ 3,693.00	\$ -	\$ 120,107.00	3.17%
Inland Building Company	\$ 81,200.00			\$ (10,489.00)	\$ -	\$ 70,711.00	-12.92%
Swinerton Builders, Inc.	\$ 51,456,538.00	\$ 1,480,000.00		\$ 567,433.75		\$ 53,503,971.75	1.07%
				\$ -			
<b>TOTAL</b>	<b>\$ 52,163,223.00</b>	<b>\$ 1,480,000.00</b>	<b>\$ -</b>	<b>\$ 509,732.75</b>	<b>\$ -</b>	<b>\$ 54,152,955.75</b>	<b>0.95%</b>

Swinerton Builders **NOTE: THIS WAS BOARD APPROVED ON 06/12/14 UP TO 10% IN CHANGE ORDERS**

## Construction Change Summary

### Business Building

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Janus Corporation	\$ 417,600.00	\$ 12,209.00	\$ -	\$ 5,127.00	\$ -	\$ 434,936.00	1.19%
Three Peaks	\$ 34,923.95	\$ -	\$ -			\$ 34,923.95	0.00%
Three Peaks (Swing Space)	\$ 60,528.00	\$ -	\$ -	\$ (7,500.00)	\$ -	\$ 53,028.00	-12.39%
Doug Wall Construction, Inc.	\$ 9,250,000.00	\$ -	\$ -	\$ 848,321.00	\$ -	\$ 10,098,321.00	9.17%
Pacific Industrial Electric	\$ 123,600.00	\$ -	\$ -	\$ 4,891.00	\$ -	\$ 128,491.00	3.96%
<b>TOTAL</b>	<b>\$ 9,886,651.95</b>	<b>\$ 12,209.00</b>	<b>\$ -</b>	<b>\$ 850,839.00</b>	<b>\$ -</b>	<b>\$ 10,749,699.95</b>	<b>8.60%</b>



## Construction Change Summary

### Signage - ADA

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	\$ -	\$ -	\$ (20,502.00)	\$ -	\$ 1,149,498.00	-1.75%
C.S. Legacy Construction *	\$ 1,365,776.00	\$ 34,333.00	\$ -	\$ (720,807.51)	\$ -	\$ 679,301.49	-51.48%
Three Peaks Corporation	\$ 87,187.00	\$ -	\$ -	\$ (413.00)		\$ 86,774.00	-0.47%
Three Peaks Corporation	\$ 42,655.00			\$ 1,869.00		\$ 44,524.00	4.38%
Three Peaks Corporation	\$ 14,760.00					\$ 14,760.00	0.00%
*Note: \$71,836.58 - claim settlement							
<b>TOTAL</b>	<b>\$ 2,680,378.00</b>	<b>\$ 34,333.00</b>	<b>\$ -</b>	<b>\$ (739,853.51)</b>	<b>\$ -</b>	<b>\$ 1,974,857.49</b>	<b>-27.25%</b>

\*Note: District terminated for Convenience and final contract total is reflected.



## Construction Change Summary

### K-Street Lighting

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
RDM Electric	\$ 112,750.00			\$ (6,594.00)	\$ -	\$ 106,156.00	-5.85%
<b>TOTAL</b>	<b>\$ 112,750.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (6,594.00)</b>	<b>\$ -</b>	<b>\$ 106,156.00</b>	<b>-5.85%</b>

## Construction Change Summary

### Applied Technology Renovation

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
RDM Electric (Security Lighting)	\$ 44,950.00	\$ -	\$ -	\$ (534.00)		\$ 44,416.00	-1.19%
Cal City Construction, Inc.	\$ 1,977,000.00	\$ -	\$ -	\$ 21,058.00		\$ 1,998,058.00	1.07%
Three Peaks Corporation	\$ 14,040.00					\$ 14,040.00	0.00%
Three Peaks Corporation	\$ 29,130.00			\$ (5,000.00)		\$ 24,130.00	-17.16%
Giannelli Electric, Inc.	\$ 19,817.00					\$ 19,817.00	0.00%
Stanley Security	\$ 5,426.00					\$ 5,426.00	0.00%
<b>TOTAL</b>	<b>\$ 2,090,363.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,524.00</b>	<b>\$ -</b>	<b>\$ 2,105,887.00</b>	<b>0.74%</b>

Cal City Construction, Inc. **NOTE: THIS WAS BOARD APPROVED ON 01/15/15 UP TO 10% IN CHANGE ORDERS**



## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services  
**PREPARED BY:** Lawrence P. Strong, Interim Director of Fiscal Services  
**DATE:** November 12, 2015  
**SUBJECT:** Quarterly Investment Report

### **RECOMMENDATION**

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

### **OVERVIEW**

This report is submitted to the Board of Trustees pursuant to Government Code section 53646(b)(1) which states in part: "The treasurer or chief fiscal officer shall render a quarterly report to the chief executive officer, and/or the internal auditor and/or the legislative body of the local agency."

### **ANALYSIS**

The report does not include funds deposited with the County of San Bernardino. Funds deposited with the County are subject to the County of San Bernardino Treasurer's Statement of Investment Policy and are available for review in the San Bernardino Community College District Fiscal Services office.

This report also does not include the General Fund, which is submitted to the Board of Trustees on a monthly basis in the information item, General Fund Cash Flow Analysis.

All other funds are managed in accordance with the District Investment Policy. Sufficient funds and projected incomes are available to meet the cash flow and expenditure needs of the District for the next six months.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

### **FINANCIAL IMPLICATIONS**

There are no financial implications associated with this item.



## Quarterly Investment and Deposit Report

Quarter Ending September 30, 2015

Account	Amount	Interest	Type	Institution
<b>General Fund</b>				
Clearing Account	\$ 874,686.24	0.00	Checking	Citizens Business Bank, San Bernardino CA
Revolving Cash/Flex Fund	\$ 2,341.20	0.00	Checking	Citizens Business Bank, San Bernardino CA
	<u>\$ 877,027.44</u>			
<b>Bond Fund (#256245)</b>	\$ 75,242,004.50	0.00	Investment	Bank of New York Mellon, Los Angeles CA
<b>Enterprise Funds</b>				
Bookstore	\$ 664,830.58	0.00	Checking	Bank of America, Colton CA
Cafeteria	\$ 214,131.49	0.00	Checking	Bank of America, Colton CA
Bookstore CD (due 3/2/2016)	\$ 107,679.15	(y)0.75	CD	Inland Valley Bank, Redlands CA
	<u>\$ 986,641.22</u>			
<b>Internal Service Funds</b>				
Workers Comp	\$ 120,000.00	0.05	Checking	Union Bank, Los Angeles CA
Property & Liability	\$ 25,000.00	0.00	Checking	Bank of America, Concord CA
	<u>\$ 145,000.00</u>			
<b>Trust Funds</b>				
Financial Aid	\$ 1,369,486.19	0.00	Checking	Citizens Business Bank, San Bernardino CA
Cal Grant Financial Aid	\$ 645,976.91	0.05	Checking	Citizens Business Bank, San Bernardino CA
NDSL/Perkins	\$ 28,028.11	0.00	Checking	Citizens Business Bank, San Bernardino CA
Scholarships	\$ 46,715.75	0.20	Checking	Community Bank, Redlands CA
Emergency Loan	\$ 17,834.53	0.00	Checking	Community Bank, Redlands CA
SBVC Clubs/Trusts	\$ 218,033.71	0.00	Checking	Wells Fargo, San Bernardino CA
SBVC ASB	\$ 21,971.88	0.00	Checking	Wells Fargo, San Bernardino CA
CHC Clubs/Trust & ASB	\$ 182,339.81	0.00	Checking	Bank of America, Yucaipa CA
Scholarships	\$ 91,980.50	0.70	Money Market	Inland Valley Bank, Redlands CA
SBVC/CHC Student Rep Fee	\$ 103,582.92	0.00	Checking	Inland Valley Bank, Redlands CA
	<u>\$ 2,725,950.31</u>			
<b>Total Checking, Savings &amp; Investments</b>	\$ 79,976,623.47			

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**PREPARED BY:** Keith Wurtz, Interim Executive Director of Institutional Effectiveness,  
Research, and Planning

**DATE:** November 12, 2015

**SUBJECT:** Status of District Strategic Planning Committee Alignment Activities

### **RECOMMENDATION**

This is an information item and no action is required.

### **OVERVIEW**

At the October 9, 2015 District Strategic Planning Committee (DSPC) meeting the DSPC reviewed documents that illustrated the possible alignment between the TESS strategic plan and the DSP, the EDCT strategic plan and the DSP, and the KVCR strategic plan and the DSP.

### **ANALYSIS**

The DSPC unanimously voted to include the TESS alignment document in the DSP. After reviewing the EDCT draft alignment the DSPC requested that EDCT further examine the DSP objectives and ensure that EDCT is included in the District Strategic Plan. Moreover, the DSPC also asked that the EDCT re-examine the possibility that the DSP goals 1 and 2 are broad enough to include the work of the EDCT. After reviewing the draft KVCR and DSP alignment document, the DSPC decided to provide examples of the alignment document and ask KVCR to complete a draft alignment document. In addition, as part of the deliverables from Alma Strategies, Alma Strategies will provide strategic plans that include the alignment of all district plans for EDCT, KVCR, and TESS.

### **BOARD IMPERATIVE**

- I. Institutional Effectiveness ((select appropriate imperative(s))
- 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**

There are no financial implications associated with this board item.