

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees (Regular meeting)**  
**Tuesday, January 18, 2011**  
**2323 North Broadway, #107**  
**Santa Ana, CA 92706**

**Vision Statement (Board of Trustees)**

Rancho Santiago Community College District is a learning community. The college district and its colleges are committed to ensuring access and equity and to planning comprehensive educational opportunities throughout our communities. We will be global leaders in many fields, delivering cost-effective, innovative programs and services that are responsive to the diverse needs and interests of all students. We will be exceptionally sensitive and responsive to the economic and educational needs of our students and communities. The environment will be collegial and supportive for students, staff, and the communities we serve.

We will promote and extensively participate in partnerships with other educational providers, business, industry, and community groups. We will enhance our communities' cultural, educational, and economic well-being.

We will be a leader in the state in student success outcomes. Students who complete programs will be prepared for success in business, industry, careers, and all future educational endeavors. We will prepare students to embrace and engage the diversity of our global community and to assume leadership roles in their work and public lives.

**Americans with Disabilities Acts (ADA)**

It is the intention of the Rancho Santiago Community College District to comply with the Americans with Disabilities Acts (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance, the Rancho Santiago Community College District will attempt to accommodate you in every reasonable manner. Please contact the executive assistant to the board of trustees at 2323 N. Broadway, Suite 410-2, Santa Ana, California, 714-480-7452, on the Friday prior to the meeting to inform us of your particular needs so that appropriate accommodations may be made.

**A G E N D A**

**1.0 PROCEDURAL MATTERS 4:30 p.m.**

1.1 Call to Order

1.2 Pledge of Allegiance to the United States Flag

1.3 Approval of Additions or Corrections to Agenda Action

1.4 Public Comment

At this time, members of the public have the opportunity to address the board of trustees on any item within the subject matter jurisdiction of the board. Members of the community and employees wishing to address the board of trustees are asked to complete a "Public Comment" form and submit it to the board's executive assistant prior to the start of open session. **Completion of the information on the form is voluntary.** Each speaker may speak up to three minutes; however, the president of the board may, in the exercise of discretion, extend additional time to a speaker if warranted, or expand or limit the number of individuals to be recognized for discussion on a particular matter.

Please note the board cannot take action on any items not on the agenda, with certain exceptions as outlined in the Brown Act. Matters brought before the board that are not on the agenda may, at the board's discretion, be referred to staff or placed on the next agenda for board consideration.

1.5 Approval of Minutes – Regular meeting of December 6, 2010 Action

1.6 Approval of Consent Calendar Action

Agenda items designated as part of the consent calendar are considered by the board of trustees to either be routine or sufficiently supported by back-up information so that additional discussion is not required. Therefore, there will be no separate discussion on these items before the board votes on them. The board retains the discretion to move any action item listed on the agenda into the Consent Calendar. **The consent calendar vote items will be enacted by one motion and are indicated with an asterisk (\*).**

An exception to this procedure may occur if a board member requests a specific item be removed from the consent calendar consideration for separate discussion and a separate vote.

## **2.0 INFORMATIONAL ITEMS AND ORAL REPORTS**

- 2.1 Report from the Chancellor
- 2.2 Reports from College Presidents
  - Enrollment
  - Facilities
  - College activities
  - Upcoming events
- 2.3 Report from Student Trustee
- 2.4 Reports from Student Presidents
  - Student activities
- 2.5 Reports from Academic Senate Presidents
  - Senate meetings
- 2.6 Informational Presentation on the Budget
- 2.7 Informational Presentation on Unfunded Medical Liability Costs
- 2.8 Informational Presentation on A Report of the Commission on the Future

## **RECESS TO CLOSED SESSION**

*Conducted in accordance with applicable sections of California law. Closed sessions are not open to the public. (RSCCD)*

*Pursuant to Government Code Section 54957, the Board may adjourn to closed session at any time during the meeting to discuss staff/student personnel matters, negotiations, litigation, and/or the acquisition of land or facilities. (OCDE)*

The following item(s) will be discussed in closed session:

1. Public Employment (pursuant to Government Code Section 54957[b][1])
  - a. Full-time Faculty
  - b. Part-time Faculty
  - c. Classified Staff
  - d. Student Workers
  - e. Professional Experts
  - f. Educational Administrator Appointments
    - (1) Administrative Dean
    - (2) Associate Dean
    - (3) Director
    - (4) Vice President
  - g. Other Educational and Classified Administrators
2. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)  
Agency Negotiator: Mr. John Didion, Executive Vice Chancellor of Human Resources & Educational Services  
Employee Organizations: Faculty Association of Rancho Santiago Community College District  
California School Employees Association, Chapter 579  
Continuing Education Faculty Association  
Child Development Centers Teachers Association
3. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

4. Public Employee Complaint – Hearing on Public Employee’s Complaint Against Another Person or Employee (pursuant to Government Code Section 54957[b])

**RECONVENE**

**Issues discussed in Closed Session (Board Clerk)**

**Public Comment**

At this time, members of the public have the opportunity to address the board of trustees on any item within the subject matter jurisdiction of the board. Members of the community and employees wishing to address the board of trustees are asked to complete a “Public Comment” form and submit it to the board’s executive assistant prior to the start of open session.

**Completion of the information on the form is voluntary.** Each speaker may speak up to three minutes; however, the president of the board may, in the exercise of discretion, extend additional time to a speaker if warranted, or expand or limit the number of individuals to be recognized for discussion on a particular matter.

Please note the board cannot take action on any items not on the agenda, with certain exceptions as outlined in the Brown Act. Matters brought before the board that are not on the agenda may, at the Board’s discretion, be referred to staff or placed on the next agenda for board consideration.

**3.0 HUMAN RESOURCES**

3.1 Management/Academic Personnel

Action

- Approval of New Job Descriptions/Attachment #1
- Ratification of Resignations/Retirements
- Approval of Permission to Accept Outside Assignments
- Approval of Hiring of Long-term Substitute/Temporary Employee per E.C. 87482
- Approval of Leaves of Absence
- Approval of Adjusted Effective Dates for Leaves of Absence
- Approval of Increased Contract Percentage for STRS Reduced Workload Participants
- Revocation of STRS Reduced Workload Agreement Effective July 26, 2010
- Approval of Adjusted Column Placement for Long-term Substitute/Temporary Employee per E.C. 87482
- Approval of Stipends
- Approval of Adjusted Stipends
- Approval of Part-time/Hourly Hires/Rehires
- Approval of Non-paid Instructors of Record
- Approval of Non-paid Interns Service

3.2 Classified Personnel

Action

- Approval of New Appointments
- Approval of Hourly On Going to Contract Assignments
- Approval of Out of Class Assignments
- Approval of Changes in Positions
- Approval of Changes in Salary Placements
- Approval of Leaves of Absence
- Ratification of Resignations/Retirements
- Approval of New Appointments

3.2 Classified Personnel – (cont.)

- Approval of Temporary to Hourly On Going Assignments
- Approval of Out of Class Assignments
- Approval of Temporary Assignments
- Approval of Changes in Temporary Assignments
- Approval of Additional Hours for On Going Assignments
- Approval of Substitute Assignments
- Approval of Miscellaneous Positions
- Approval of Instructional Associates/Associate Assistants
- Approval of Community Service Presenters and Stipends
- Approval of Volunteers
- Approval of Student Assistant Lists

3.3 Authorization for Board Travel/Conferences

Action

**4.0 INSTRUCTION**

\*4.1 Approval of OTA Agreement Renewal – California Healthcare West dba Northridge Hospital Medical Center

Action

The administration recommends approval of this agreement renewal with California Healthcare West dba Northridge Hospital Medical Center in Northridge, California.

\*4.2 Approval of New OTA Agreement – Long Beach Unified School District

Action

The administration recommends approval of this agreement with Long Beach Unified School District in Long Beach, California.

\*4.3 Approval of Renewal of Nursing Agreement – Mount St. Mary's College, Los Angeles

Action

The administration recommends approval of this clinical affiliation agreement with Mount St. Mary's College, Los Angeles.

**5.0 BUSINESS OPERATIONS/FISCAL SERVICES**

\*5.1 Approval of Payment of Bills

Action

The administration recommends payment of bills as submitted.

\*5.2 Approval of Budget Transfers and Budget Increases/Decreases

Action

The administration recommends approval of budget transfers, increases, and decreases during the months of November 2010 and December 2010.

\*5.3 Approval of Non-Resident Tuition Rate for 2011-2012

Action

The administration recommends establishing the Non-resident tuition fee at \$176 per-unit, the capital outlay fee at \$24 per-unit, and the application fee at \$25 for 2011-2012 as presented.

\* Item is included on the Consent Calendar, Item 1.6.



- \*5.4 Approval of Agreement with HMC Architects to Provide Professional Planning Services Action  
The administration recommends approval of the agreement with HMC Architects to provide professional planning services as presented.
- \*5.5 Approval of Reimbursement Agreement with City of Santa Ana for Centennial Education Center Improvements Action  
The administration recommends approval of the reimbursement agreement with the City of Santa Ana for CEC improvements as presented.
- \*5.6 Approval of Additional Architectural Services for Baseball Complex at Santa Ana College (SAC) Action  
The administration recommends approval of additional services provided by LPA, Inc., in the amount of \$7,520 as presented.
- \*5.7 Approval of Agreement to Provide Civil Engineering Services at Santa Ana College Action  
The administration recommends approval of the proposal from Luzuriaga-Taylor, Inc., for civil engineering services at SAC as presented.
- \*5.8 Approval of Amendment No. 2 – Nextel Communications Site Lease Agreement for Dunlap Hall at Santa Ana College Action  
The administration recommends approval of Amendment No. 2 with Nextel of California for Dunlap Hall at SAC as presented.
- \*5.9 Approval of Change Order #3 – Bid #1108 for Painting of Child Development Center at Santa Ana College Action  
The administration recommends approval of Change Order #3 for Bid #1108 for Kronos Painting, Inc., for painting of the Child Development Center at SAC as presented.
- \*5.10 Approval of Change Order #4 – Bid #1121 for Structural Steel at Child Development Center at Santa Ana College Action  
The administration recommends approval of change order #4 for Bid #1121 for Columbia Steel, Inc., for structural steel at the Child Development Center at SAC as presented.
- \*5.11 Approval of Change Order #5 - Bid #1124 for HVAC at the Child Development Center at Santa Ana College Action  
The administration recommends approval of change order #5 for Bid #1124 for APEX Construction, Inc., for HVAC at the Child Development Center at SAC as presented.

\* Item is included on the Consent Calendar, Item 1.6.

- \*5.12 Approval of Change Order #1 - Bid #1163 for ADA Upgrades to Baseball Complex at Santa Ana College Action  
The administration recommends approval of change order #1 for Bid #1163 for B-One Construction Corporation for ADA upgrades to the baseball complex at SAC as presented.
- \*5.13 Approval of Change Order #1 - Bid #1165 for Roof Maintenance and Rain Gutter Repair at Centennial Education Center (CEC) Action  
The administration recommends approval of change order #1 for Bid #1165 for Rite-Way Roof Corporation for roof maintenance and rain gutter repair at CEC.
- \*5.14 Approval of Notice of Completion for Bid #1097 for Child Development Center at Santa Ana College Action  
The administration recommends approval of the notice of completion for the general construction portion of the Child Development Center at SAC as presented.
- \*5.15 Approval of Notice of Completion for Bid #1099 for Child Development Center at Santa Ana College Action  
The administration recommends approval of the notice of completion for the earthwork/demolition portion of the Child Development Center at SAC as presented.
- \*5.16 Approval of Notice of Completion for Bid #1100 for Child Development Center at Santa Ana College Action  
The administration recommends approval of the notice of completion for the concrete portion of the Child Development Center at SAC as presented.
- \*5.17 Approval of Notice of Completion for Bid #1104 for Child Development Center at Santa Ana College Action  
The administration recommends approval of the notice of completion for the drywall and plastering portion of the Child Development Center at SAC as presented.
- \*5.18 Approval of Notice of Completion for Bid #1107 for Child Development Center at Santa Ana College Action  
The administration recommends approval of the notice of completion for the flooring portion of the Child Development Center at SAC as presented.
- \*5.19 Approval of Notice of Completion for Bid #1122 for Child Development Center at Santa Ana College Action  
The administration recommends approval of the notice of completion for the glass and glazing portion of the Child Development Center at SAC as presented.

- \*5.20 Approval of Notice of Completion for Bid #1123 for Child Development Center at Santa Ana College Action  
The administration recommends approval of the notice of completion for the ceramic tile portion of the Child Development Center at SAC as presented.
- \*5.21 Approval of Notice of Completion for Bid #1129 for Child Development Center at Santa Ana College Action  
The administration recommends approval of the notice of completion for the electrical portion of the Child Development Center at SAC as presented.
- \*5.22 Approval of Notice of Completion for Bid #1156 for Child Development Center at Centennial Education Center Action  
The administration recommends approval of the notice of completion for the renovation of the Child Development Center at CEC as presented.
- \*5.23 Approval of Additional Architectural Services for Humanities Building at Santiago Canyon College (SCC) Action  
The administration recommends approval of additional services provided by LPA, Inc., in the amount of \$37,400 as presented.
- \*5.24 Approval of Change Order #7 for Bid #1076 for Glass/Glazing for Science Building (State Portion) at Santiago Canyon College Action  
The administration recommends approval of change order #7 for Bid #1076 for Best Contracting Services for glass and glazing at the SCC science building as presented.
- \*5.25 Approval of Change Order #1 for Bid #1136 for Concrete for Athletic/Aquatic Complex at Santiago Canyon College Action  
The administration recommends approval of change order #1 for Bid #1136 for Tidwell Concrete Construction for concrete for the Athletic/Aquatic Complex at SCC as presented.
- \*5.26 Approval of Bid #1170 – Purchase of Miscellaneous Science Equipment & Supplies – Partial Award Action  
The administration recommends acceptance of bids and approval of awarding Fisher Scientific, Sargent Welch, Wards Natural Science, Carolina Biological, Frey Scientific, Parco Scientific, Science Kit & Boreal Labs, Applied Instruments and Triarch Inc. for Bid #1170 – Purchase of Miscellaneous Science Equipment & Supplies – Partial Award as presented.

- \*5.27 Independent Contractor Action  
The administration recommends approval of the employment of Katryn Soltanmorad to serve as the Nutrition Specialist for the RSCCD Network Program and provide services to all (5) Child Development Centers. Dates of service are January 20, 2011, through September 30, 2011. The fee is estimated at \$26,400.
- \*5.28 Approval of Purchase Orders Action  
The administration recommends approval of the purchase order listing for the period November 13, 2010, through January 3, 2011.

## 6.0 GENERAL

- \*6.1 Approval of Resource Development Items Action  
The administration recommends approval of budgets, acceptance of grants, and authorization for the chancellor or his designee to enter into related contractual agreements on behalf of the district for the following:
- |                                                                   |             |
|-------------------------------------------------------------------|-------------|
| - Child Development Training Consortium (SAC/SCC)                 | \$ 18,900   |
| - Cooperative Agencies Resources for Education (CARE)             | \$ 18,216   |
| - Extended Opportunity Programs & Services (EOPS) (SCC)           | \$ 257,883  |
| - Math, Science, and Engineering Achievement (MESA) Program (SAC) | \$ (68)     |
| - Matriculation Non-Credit (DO/CEC/OEC)                           | \$1,260,839 |

- \*6.2 Approval of Second Amendment to Sub-award Agreements between RSCCD and CSU Fullerton Auxiliary Services Cooperation and between RSCCD and NOCCCD-Fullerton College for the College Cost Reduction and Access Act (CCRAA) Year 2 Action  
The administration recommends approval of the amendments to the sub-award agreements and authorization for the chancellor or his designee to sign the amendments.

- 6.3 Reports from Board Committees Information
- Board Facilities Committee
  - Board Fiscal/Audit Committee
  - Board Legislative Committee

- 6.4 Board Member Comments Information

- 7.0 ADJOURNMENT** - The next meeting of the Board of Trustees will be a Board Planning Session on February 7, 2011; the next regular meeting of the Board of Trustees will be on February 22, 2011.

\* Item is included on the Consent Calendar, Item 1.6.

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**2323 North Broadway, #107**  
**Santa Ana, CA 92706**

**Board of Trustees (Regular meeting)**

**Monday, December 6, 2010**

**MINUTES**

**SWEARING-IN CEREMONY AND RECEPTION**

Mr. Larry Labrado called the meeting to order at 4:31 p.m.

The Pledge of Allegiance was led by Reverend Monsignor Douglas Cook, Holy Family Cathedral.

Dr. Rodríguez recognized the attendance of public officials.

The Oath of Allegiance was administered to Mr. John Hanna by Teresa “Tita” Smith, Councilwoman, City of Orange; Mr. Larry Labrado by John R. Hanna, RSCCD Board Member; and Mr. Phillip Yarbrough by Lisa Woolery, RSCCD Board Member.

Mr. Labrado declared a recess at 5:00 p.m. A reception followed.

**1.0 PROCEDURAL MATTERS**

**1.1 Call to Order**

The meeting was called to order at 5:20 p.m. by Mr. Larry Labrado. Other members present were Dr. David Chapel, Mr. Brian Conley, Mr. John Hanna, Mr. Mark McLoughlin, Mr. Nathan Selvidge, Ms. Lisa Woolery, and Mr. Phillip Yarbrough.

Administrators present during the regular meeting were Mr. John Didion, Mr. Peter Hardash, Dr. Erlinda Martinez, Dr. Raúl Rodríguez, and Mr. Juan Vázquez. Ms. Anita Lucarelli was present as record keeper.

**1.2 Recognition of Margaret Pashko, Sempra Energy Companies**

Mr. Labrado recognized Ms. Pashko for her dedication and years of service to the Rancho Santiago Community College District.

**Recognition of SAC students/staff of *el Don* student newspaper**

Dr. Martinez recognized Santa Ana College students and staff of the *el Don* student newspaper for winning the Associated Collegiate Press National Newspaper Pacemaker at the 89th Annual ACP/CMA National College Media Convention and for the fall 2010 *el Don* winning First Place in the Best of Show category.

1.3 Presentation of District Annual Financial Audit

Auditors Renee Graves and Tina Henton of Vincenti, Lloyd, Stutzman, LLP, reviewed the RSCCD Independent Audit Report and rendered the opinion that the financial statements are unqualified.

1.4 Approval of Additions or Corrections to Agenda

It was moved by Mr. Yarbrough, seconded by Mr. Conley, and carried unanimously to approve an addendum to Item 4.2 (Approval of Classified Personnel) and a revised page for Item 4.3 (Approval of Credit Instructional Calendar for 2011-2012).

1.5 Public Comment

There were no public comments.

1.6 Approval of Minutes

It was moved by Mr. Yarbrough, seconded by Mr. Conley, and carried unanimously to approve the minutes of the special meeting held November 8, 2010, and the regular meeting held November 15, 2010.

1.7 Approval of Consent Calendar

It was moved by Mr. Yarbrough, seconded by Mr. Conley, and carried unanimously to approve the recommended action on the following items as listed on the Consent Calendar (as indicated by an asterisk on the agenda), with the exception of Item 7.2 (Adoption of Revisions to Board Policy 3503 – Selection of Architects and Board Policy 9009 – Committee Structure) removed from the Consent Calendar by Dr. Chapel:

5.1 Approval and Certification of New Noncredit Courses for Santa Ana College School of Continuing Education

The board approved and certified the list of new noncredit courses for submission to the State Chancellor's Office and added the courses to Santa Ana College's Noncredit Course Inventory.

5.2 Approval of Nursing Agreement Amendment – La Amistad Family Health Center, Without Instructor

The board approved this clinical affiliation Agreement with La Amistad Family Health Center.

1.7 Approval of Consent Calendar- (cont.)

- 5.3 Approval of Nursing Agreement Amendment – St. Joseph Hospital of Orange, Without Instructor  
The board approved this clinical agreement with St. Joseph Hospital of Orange.
- 5.4 Approval of Nursing Agreement Amendment – St. Joseph Hospital of Orange, With Instructor  
The board approved this clinical affiliation agreement with St. Joseph Hospital of Orange.
- 5.5 Approval of Nursing Agreement Amendment – On-site Associate Degree Nursing Program with St. Joseph Hospital of Orange  
The board approved this clinical affiliation agreement with On-site Associate Degree Nursing Program with St. Joseph Hospital of Orange.
- 5.6 Approval of Agreement Amendment – Western Medical Center Santa Ana  
The board approved this clinical affiliation agreement amendment with Western Medical Center Santa Ana.
- 5.7 Approval of Amendment to Existing OTA Agreement – Torrance Memorial Medical Center  
The board approved this amendment to the agreement with Torrance Memorial Medical Center in Torrance, California.
- 5.8 Approval of New OTA Agreement – BIG FUN Therapy  
The board approved this agreement with BIG FUN Therapy in Culver City, California.
- 5.9 Approval of Criminal Justice Academies Agreement Renewal: County of Orange  
The board approved this renewal agreement with the County of Orange in Santa Ana, California.
- 5.10 Approval of New OTA Agreement – Ventura County Office of Education  
The board approved this agreement with Ventura County Office of Education in Ventura, California.
- 6.1 Approval of Payment of Bills  
The board approved payment of bills as submitted.
- 6.2 Receive the District Audit Report for Fiscal Year ended June 30, 2010  
The board received and accepted the Rancho Santiago Community College District Audit Report for the fiscal year ended June 30, 2010, as presented.

1.7 Approval of Consent Calendar- (cont.)

6.3 Approval of Appointments for Measure E Citizens' Bond Oversight Committee

The board approved the appointment/reaffirmation of the Citizens' Bond Oversight Committee for 2011 as presented.

6.4 Approval of Consulting Services – The Dolinka Group

The board approved the agreement for consulting services of The Dolinka Group as presented.

6.5 Approval of Extension of Consulting Services – Facilities Planning & Program Services, Inc.

The board approved the extension of the consulting services agreement for Facilities Planning & Program Services, Inc., as presented through June 30, 2011.

6.6 Approval of Change Order #8 - Bid #1097 – General Construction for Child Development Center at Santa Ana College (SAC)

The board approved change order #8 for Bid #1097 for ISEC, Inc., for general construction at the Child Development Center at SAC as presented.

6.7 Approval of Change Order #3 – Bid #1100 for Concrete for Child Development Center at Santa Ana College

The board approved change order #3 for Bid #1100 for Micon Construction, Inc., for concrete for the Child Development Center at SAC as presented.

6.8 Approval of Change Order #2 – Bid #1102 for Roofing and Solar Systems at Child Development Center at Santa Ana College

The board approved change order #2 for Bid #1102 for Peterson Dean Roofing and Solar Systems for roofing at the Child Development Center at SAC as presented.

6.9 Approval of Change Order #4 – Bid #1124 for HVAC at Child Development Center at Santa Ana College

The board approved change order #4 for APEX Construction, Inc., for Bid #1124 for HVAC at the Child Development Center at SAC as presented.

6.10 Approval of Change Order #8 – Bid #1129 for Electrical at Child Development Center at Santa Ana College

The board approved change order #8 for Bid #1129 for EMAE International, Inc., for electrical at the Child Development Center at SAC as presented.



1.7 Approval of Consent Calendar- (cont.)

6.11 Approval of Change Order #7 - Bid #1055 for Concrete for Science Building (State Portion) at Santiago Canyon College (SCC)

The board approved change order #7 for Bid #1055 for Angeles Contractor, Inc., for concrete at the science building (state portion) at SCC as presented.

6.12 Approval of Change Order #6 - Bid #1058 for Interior Systems for Science Building (Bond Portion) at Santiago Canyon College

The board approved change order #6 for Bid #1058 for Angeles Contractor, Inc., for interior systems for the science building (bond portion) at SCC as presented.

6.13 Approval of Change Order #7 - Bid #1058 for Interior Systems for Science Building (State Portion) at Santiago Canyon College

The board approved change order #7 for Bid #1058, for Angeles Contractor, Inc., for interior systems for the science building (state portion) at SCC as presented.

6.14 Approval of Change Order #1 for Bid #1066 for Structural Steel for Science Building (Bond Portion) at Santiago Canyon College

The board approved change order #1 for Bid #1066 for McMahon Steel, Inc., for structural steel for the science building (bond portion) at SCC as presented.

6.15 Approval of Change Order #1 – Bid #1066 for Structural Steel for Science Building (State Portion) at Santiago Canyon College

The board approved change order #1 for Bid #1066 for McMahon Steel, Inc., for structural steel for the science building (state portion) at SCC as presented.

6.16 Approval of Change Order #1 – Bid #1139 for Electric for Santiago Canyon Road Entry and Parking Lot at Santiago Canyon College

The board approved change order #1 for Bid #1139 for Dynalectric for electric for the Santiago Canyon Road entry and parking lot at SCC as presented.

6.17 Approval of Plan Net Consulting Agreement

The board approved the consulting agreement from Plan Net Consulting in the amount of \$24,000 as presented.

6.18 Approval of CMAS Contract to Mohawk Resources, Ltd.

The board approved the District's use of CMAS Contract #4-04-49-002B, including renewals and extensions awarded to Mohawk Resources, Ltd. as presented.

1.7 Approval of Consent Calendar- (cont.)

6.19 Approval of Foundation for California Community Colleges Office Supplies Contract

The board approved the District piggybacking on the Foundation for California Community Colleges Contract #CB10-108 from Bid #10-003 for office supplies to Office Depot, Inc., as presented.

6.20 Approval of Donation of Surplus Items

The board approved donations to Garden Grove Unified School District, Orange Unified School District, and Vietnamese Community of Orange County, Asian Health Center.

6.21 Approval of Surplus Property

The board approved a list of equipment as surplus property and utilization of The Liquidation Company to conduct an auction as presented.

6.22 Approval of Donation of Surplus Pumper

The board approved the donation of a 1986 Hush pumper to the Southwestern College Fire Technology Program as presented.

6.23 Approval of Independent Contractors

The board approved the following independent contractor: Cara Lockwood for consulting services for the Early Headstart Program and mentor coaching and coordination to newly-funded Mentor Coordination project for Child Development Services. Dates of service are December 7, 2010, through September 29, 2011. The fee is estimated at \$35,100.

6.24 Approval of Purchase Orders

The board approved the purchase order listing for the period November 1, 2010, through November 12, 2010.

7.1 Approval of Resource Development Items

The board approved budgets, accepted grants, and authorized the chancellor or his designee to enter into related contractual agreements on behalf of the district for the following:

- California Early Childhood Mentor Program (District) \$ 1,550
- Center for International Trade Development (District) \$ 16,727
- Network for a Healthy California (District) \$106,456

7.3 Board of Trustees Continuous Improvement Process – Review and Receive RSCCD Annual Reports

The board reviewed and received the 2009-2010 annual reports of Human Resources, Business Operations/Fiscal Services, and Public Affairs and Governmental Relations.

1.7 Approval of Consent Calendar- (cont.)

7.4 Approval of Contract for Consultant Services with Townsend Public Affairs, Inc.

The board approved the contract for consulting services with Townsend Public Affairs, Inc., as presented.

2.0 **BOARD ORGANIZATION**

2.1 Annual Board Organization

It was moved by Mr. Yarbrough, seconded by Mr. Labrado, and carried unanimously to elect Mr. Conley as the 2010-11 board president.

At this time, Mr. Labrado passed the gavel to Mr. Conley to conduct the remainder of the meeting.

On behalf of the board, Mr. Conley thanked Mr. Labrado for his work and dedication as board president during 2009-10. He then presented him with a plaque.

It was moved by Mr. Hanna, seconded by Ms. Woolery, and carried unanimously to elect Mr. Yarbrough as vice president.

It was moved by Ms. Woolery, seconded by Dr. Chapel, and carried unanimously to elect Mr. McLoughlin as clerk.

Mr. Conley designated Dr. Rodríguez as the board's secretary and Mr. Didion as the assistant secretary.

Mr. Conley appointed chairs to the following committees:

- Board Facilities Committee: Larry Labrado
- Board Fiscal/Audit Committee: Phillip Yarbrough
- Board Legislative Committee: Lisa Woolery
- Board Policy Committee: John Hanna

Mr. Conley appointed board representatives to the following organizations:

- Representative to the RSCCD Foundation: Mark McLoughlin
- Representative to the Orange County Legislative Task Force: Brian Conley
- Representative to the Orange County School Boards Association: David Chapel
- Representative to the Nominating Committee on School District Organization:  
David Chapel

2.1 Annual Board Organization – (cont.)

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to adopt the following board meeting schedule for 2011:

January 18 (Tuesday)  
February 7 (Board Planning Session), 22 (Tuesday)  
March 14, 28  
April 11, 25  
May 9, 23  
June 20  
July 25  
August 22  
September 12, 26  
October 10, 24 (annual self-evaluation and regular meeting)  
November 14  
December 5

After discussion, the motion carried unanimously.

It was moved by Mr. Yarbrough, seconded by Mr. Conley, and carried unanimously to reaffirm the following board policies: #3211 (Investments); #9002 (Statement of Ethical Conduct); and #9011 (Conferences and Meetings).

**3.0 INFORMATIONAL ITEMS AND ORAL REPORTS**

3.1 Report from Chancellor

Dr. Raúl Rodríguez, Chancellor, provided a report to the board.

3.2 Reports from College Presidents

The following college presidents provided reports to the board:

Dr. Erlinda Martinez, President, Santa Ana College (SAC)  
Mr. Juan Vázquez, President, Santiago Canyon College (SCC)

3.3 Report from Student Trustee

Mr. Nathan Selvidge provided a report to the board.

3.4 Reports from Student Presidents

The following student presidents provided reports to the board on behalf of the Associated Student Government (ASG) organizations:

Mr. Kevin Dilger, Student President, Santiago Canyon College  
Ms. Nadia Lopez, Student President, Santa Ana College

### 3.5 Reports from Academic Senate Presidents

The following academic senate presidents provided reports to the board:

Mr. Morrie Barembaum, Academic Senate President, Santiago Canyon College  
Mr. John Zarske, Academic Senate President, Santa Ana College

### 3.6 Presentation on SB 1440 – California Community Colleges: Student Transfers

Mr. Craig Rutan, Associate Professor, Astronomy/Physics at Santiago Canyon College, gave a presentation on SB 1440.

## **RECESS TO CLOSED SESSION**

The board convened into closed session at 6:40 p.m. to consider the following items:

1. Public Employment (pursuant to Government Code Section 54957[b][1])
  - a. Full-time Faculty
  - b. Part-time Faculty
  - c. Classified Staff
  - d. Student Workers
  - e. Professional Experts
  - f. Educational Administrator Appointments
    - (1) Administrative Dean
    - (2) Associate Dean
    - (3) Associate Dean
    - (4) Director
    - (5) Vice President
  - g. Other Educational and Classified Administrators
2. Public Employee Performance Evaluation (pursuant to Government Code Section 54957)
  - a. Chancellor
3. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

## **RECONVENE**

The board reconvened at 7:10 p.m.

### Closed Session Report

Mr. McLoughlin reported the board discussed the aforementioned items, and there was no action taken during closed session.

### Public Comment

There were no public comments.

## **4.0 HUMAN RESOURCES**

### **4.1 Management/Academic Personnel**

It was moved by Mr. Yarbrough, seconded by Mr. Labrado, and carried unanimously to approve the following action on the management/academic personnel docket:

- Ratify Resignations/Retirements
- Approve Hiring of Long-term Substitute/Temporary Employees per E.C. 87482
- Approve Leaves of Absence
- Approve Stipends
- Approve Part-time/Hourly Hires/Rehires
- Approve Non-paid Intern Services

### **4.2 Classified Personnel**

It was moved by Mr. Yarbrough, seconded by Mr. Labrado, and carried unanimously to approve the following action on the classified personnel docket:

- Approve New Appointments
- Approve Temporary to Contract Assignments
- Approve Changes in Position
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Approve Temporary Assignments
- Approve Additional Hours for On Going Assignments
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Instructional Associates/Associate Assistants
- Approve Community Service Presenters' Stipends
- Approve Volunteers
- Approve Student Assistant Lists

### **4.3 Approval of Credit Instructional Calendar for 2011-2012**

It was moved by Mr. Yarbrough, seconded by Mr. Labrado, and carried unanimously to approve the 2011-2012 Credit Instructional Calendar as revised.

4.4 Authorization for Board Travel/Conferences

It was moved by Mr. Yarbrough, seconded by Mr. Labrado, and carried unanimously to approve the submitted conferences and travel by board members.

**5.0 INSTRUCTION**

All items were approved as part of Item 1.7 (Consent Calendar).

**6.0 BUSINESS OPERATIONS/FISCAL SERVICES**

All items were approved as part of Item 1.7 (Consent Calendar).

**7.0 GENERAL**

Items 7.1, 7.3, and 7.4 were approved as part of Item 1.7 (Consent Calendar).

7.2 Adoption of Revisions to Board Policy 3503 – Selection of Architects and Board Policy 9009 – Committee Structure

Upon Dr. Chapel's request, the board considered each policy separately.

It was moved by Mr. Yarbrough, seconded by Mr. Labrado, and carried unanimously to adopt revisions to Board Policy 3503 – Selection of Architects.

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to adopt revisions to BP 9009 – Committee Structure. After discussion, it was moved by Mr. Hanna and seconded by Mr. Labrado to amend BP 9009 to include the following: *“Any committee established by Board of Trustees action shall comply with the requirements of the Brown Act and with policies regarding open meetings.”* The motion to amend BP 9009 carried with one nay vote by Dr. Chapel.

The motion carried to adopt BP 9009 as amended carried with one nay vote by Dr. Chapel.

7.5 Reports from Board Committees

Mr. Hanna did not provide a report on the December 2, 2010, Board Facilities Committee meeting since he was unable to attend the meeting.

7.6 Board Member Comments

Dr. Chapel reported he plans to attend the Orange City Council meeting on December 7 where Mr. Conley will represent the board in recognizing Councilmember Mark Murphy.

#### 7.6 Board Member Comments – (cont.)

Dr. Chapel recently attended a CCLC conference held in Pasadena where Chancellor Jack Scott gave a presentation on the worth of community colleges to the nation. Dr. Chapel plans to give board members a copy of Chancellor Scott's presentation.

Several board members congratulated the new board officers and commended outgoing President Labrado.

Mr. Yarbrough and Mr. McLoughlin thanked staff for making the docket available for online viewing.

Mr. Hanna commended both colleges on the success of their soccer teams and thanked the academic senate presidents for the SB 1440 presentation.

Although the board calendar was adopted earlier, Mr. Hanna prefers approximately 3-4 meetings be held at the colleges and noncredit campuses per year; although he understands there may not be classroom space available at the noncredit campuses.

Mr. Hanna commended Mr. George Wright on his recent faculty excellence speech.

Mr. McLoughlin plans to attend the Pageant of the Trees fundraiser on December 7.

Mr. McLoughlin was pleased to speak with Diane Singer, newly-elected Orange Unified School District (OUSD) trustee, and Rob Richardson, Santa Ana Unified School District (SAUSD) trustee, during the swearing in reception. Mr. McLoughlin asked the chancellor to coordinate an event to reach out to OUSD and SAUSD boards of trustees; Mr. Conley asked that Garden Grove Unified School District be included.

Mr. McLoughlin recently attended the Economic Forecast seminar hosted by Chapman University.

Mr. Conley expressed appreciation to his colleagues for their support of his presidency.

#### **8.0 ADJOURNMENT**

The next regular meeting of the Board of Trustees will be held on January 18, 2011, at the District Office, 2323 N. Broadway, Santa Ana, California.



There being no further business, Mr. Conley declared this meeting adjourned at 7:30 p.m.

Respectfully submitted,

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Dr. Raúl Rodríguez  
Chancellor

Approved: \_\_\_\_\_  
Clerk of the Board

Minutes approved: January 18, 2011

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**HUMAN RESOURCES DOCKET  
MANAGEMENT/ACADEMIC**

**January 18, 2011**

**MANAGEMENT**

*New Job Description/Attachment #1*

Benefits Analyst  
Risk Management  
District

Designation: Classified Confidential  
Salary Grade: L

*Ratification of Resignation/Retirement*

Marshall-Bakke, Susan  
Human Resources Analyst  
Risk Management  
District

Effective: February 7, 2011  
Reason: Retirement

Fuller, Elisabeth  
Executive Assistant to the Chancellor  
Chancellor's Office  
District

Effective: February 28, 2011  
Reason: Retirement

**FACULTY**

*Permission to Accept Outside Assignment*

Womack, Melinda – To serve as a member of the accreditation team representing the Accrediting Commission for Community and Junior Colleges that will conduct a comprehensive evaluation for Merced College, effective February 8 – March 10, 2011.

*Hiring of Long-term Substitute/Temporary Employee per E.C. 87482*

Efron, Alan  
Long-term Substitute Instructor, Chemistry  
Math and Science Division  
Santiago Canyon College

Effective: January 18 – May 19, 2011  
Salary Placement: III-3 \$30,796.20/Year  
(Salary will be prorated at 91%)

*Ratification of Resignation/Retirement*

Hernandez, Nery  
Master Teacher, OEC Child Development Center  
Child Development Services  
District

Effective: December 17, 2010  
Reason: Resignation

**FACULTY (CONT'D)**

Leave of Absence

Sherod, Susan Effective: January 18 – February 13, 2011  
Professor, Engineering Technology and Reason: Maternity Leave  
Computer Aided Drafting  
Business Division  
Santa Ana College

Adjusted Effective Dates for Leave of Absence

Aguilar, Maria Effective: November 26, 2011 – March 20, 2011  
Coordinator, DSPS Reason: Maternity Leave  
Special Services Division  
Santa Ana College

Increased Contract Percentage for STRS Reduced Workload Participant

Palmer, Barbara Effective: January 18, 2011  
Librarian From: 70%  
Academic Affairs To: 83.3%  
Santa Ana College

Revoke STRS Reduced Workload Agreement Effective July 26, 2010

Birnbaum, Beverly Effective: January 3, 2011  
Counselor/Coordinator, Testing From: 90%  
Counseling Division To: 100%  
Santa Ana College

Adjusted Column Placement for Long-term Substitute/Temporary Employee per E.C. 87482

Escudero, Laurimar Effective: January 18, 2011  
Long-term Substitute Instructor, Biology From: I-3 \$27,934.20/Year  
Science and Math Division To: III-3 \$30,796.20/Year  
Santa Ana College

Stipend

Perry, Janis Effective: January 18, 2011  
Counselor Amount: \$5,000.00  
Counseling and Student Support Services Division Reason: Career Guidance  
Santiago Canyon College (VTEA Tech Prep Demo Site Grant)

**FACULTY (CONT'D)**

Adjusted Stipends

DeSimone, Kristin Effective: August 23, 2010 – December 31, 2010  
Assistant Coach, Women's Basketball Adjusted Amount from \$2,500.00 to \$4,500.00  
Exercise Science Division  
Santa Ana College

DeSimone, Kristin Effective: January 24, 2011 to May 31, 2011  
Assistant Coach, Women's Basketball Adjusted Amount from \$500.00 to \$1,000.00  
Exercise Science Division  
Santa Ana College

Vos, Michelle Effective: September 20, 2010 to December 31, 2010  
Assistant Coach, Women's Swim Adjusted Amount from \$1,500.00 to \$4,500.00  
Exercise Science Division  
Santa Ana College

Part-time/Hourly Hires/Rehires

Afarinesh, Aghigh Effective: January 18, 2011  
Instructor, Public Works (equivalency) Hourly Lecture Rate: II-3 \$54.32  
Business and Career Technology Division  
Santiago Canyon College

Arledge, Andrew Effective: December 1, 2010  
Instructor, Fire Technology Hourly Lecture/Lab Rates: I-3 \$51.73/\$43.97  
Human Services and Technology Division  
Santa Ana College

Bogan, Mary Effective: January 18, 2011  
Instructor, Reading Hourly Lecture Rate: II-3 \$54.32  
Humanities and Social Sciences Division  
Santa Ana College

Brambila, Jeffrey Effective: December 13, 2010  
Instructor, Fire Technology/Wellness Hourly Lecture/Lab Rates: I-3 \$51.73/\$43.97  
Human Services and Technology Division  
Santa Ana College

Cho, Angela Effective: January 18, 2011  
Instructor, Math Hourly Lecture/Lab Rates: II-3 \$54.32/\$46.17  
Science, Math and Health Services Division  
Santa Ana College

**FACULTY (CONT'D)**

*Part-time/Hourly Hires/Rehires (cont'd)*

Chung, Hyo Jin  
Instructor, Math  
Science, Math and Health Services Division  
Santa Ana College

Effective: January 18, 2011  
Hourly Lecture/Lab Rates: II-3 \$54.32/\$46.17

Cortes, Anthony  
Instructor, Fire Technology/Wellness  
Human Services and Technology Division  
Santa Ana College

Effective: December 17, 2010  
Hourly Lecture/Lab Rates: I-3 \$51.73/\$43.97

Gutknecht, Douglas  
Instructor, Sociology  
Humanities and Social Sciences Division  
Santa Ana College

Effective: January 18, 2011  
Hourly Lecture Rate: III-3 \$57.03

Hannon, Robert  
Instructor, Biology  
Science, Math and Health Services Division  
Santa Ana College

Effective: January 18, 2011  
Hourly Lecture/Lab Rates: II-3 \$54.32/\$46.17

Johnson, Lara  
Instructor, High School Subjects/English  
Continuing Education Division (CEC)  
Santa Ana College

Effective: February 1, 2011  
Hourly Lecture Rate: I-2 \$40.97

Kaupp, John  
Instructor, Fire Technology  
Human Services and Technology Division  
Santa Ana College

Effective: December 7, 2010  
Hourly Lecture/Lab Rates: II-3 \$54.32/\$46.17

Kocaman, Fulya  
Instructor, Math  
Science, Math and Health Services Division  
Santa Ana College

Effective: January 18, 2011  
Hourly Lecture/Lab Rates: II-3 \$54.32/\$46.17

Kocaman, Fulya  
Instructor, Math  
Math and Sciences Division  
Santiago Canyon College

Effective: January 18, 2011  
Hourly Lecture/Lab Rates: II-3 \$54.32/\$46.17

**FACULTY (CONT'D)**

Part-time/Hourly Hires/Rehires (cont'd)

Lemus Vallejo, Cristina  
Associate Teacher, SAC Child Development Center  
Child Development Services  
District  
Effective: December 1, 2010  
Hourly Rate: \$13.00

Macias, Kristina  
Instructor, Fire Technology  
Human Services and Technology Division  
Santa Ana College  
Effective: December 7, 2010  
Hourly Lecture/Lab Rates: I-3 \$51.73/\$43.97

McWilliams, Jr., Philip  
Instructor, Philosophy  
Arts, Humanities & Social Sciences Division  
Santiago Canyon College  
Effective: January 18, 2011  
Hourly Lecture Rate: II-3 \$54.32

Nguyen, Dai P  
Instructor, Math  
Science, Math and Health Services Division  
Santa Ana College  
Effective: January 18, 2011  
Hourly Lecture/Lab Rates: II-3 \$54.32/\$46.17

Nguyen, Kelly  
Instructor, Math  
Science, Math and Health Services Division  
Santa Ana College  
Effective: January 18, 2011  
Hourly Lecture/Lab Rates: II-3 \$54.32/\$46.17

Okamoto, Cynthia  
Instructor, Reading  
Humanities and Social Sciences Division  
Santa Ana College  
Effective: January 18, 2011  
Hourly Lecture Rate: \$II-3 \$54.32

Quezada, Veronica  
Instructor, Spanish  
Humanities and Social Science Division  
Santa Ana College  
Effective: January 18, 2011  
Hourly Lecture Rate: II-3 \$54.32

Rossi, Nicole  
Instructor, Math  
Math and Sciences Division  
Santiago Canyon College  
Effective: January 18, 2011  
Hourly Lecture/Lab Rates: II-3 \$54.32/\$46.17

**FACULTY (CONT'D)**

Part-time/Hourly Hires/Rehires (cont'd)

Ryan, Thomas  
Instructor, Biology  
Math and Sciences Division  
Santiago Canyon College  
Effective: January 18, 2011  
Hourly Lecture/Lab Rates: II-3 \$54.32/\$46.17

Soroushian, Parvaneh  
Instructor, Business (rehire)  
Business Division  
Santa Ana College  
Effective: January 18, 2011  
Hourly Lecture Rate: III-3 \$57.03

Non-paid Instructors of Record

Abijay, Robert  
Instructor, Fire Technology (equivalency)  
Laguna Beach Fire Department  
Human Services and Technology Division  
Santa Ana College  
Effective: January 19, 2011

Hill, Andrew  
Instructor, Fire Technology (equivalency)  
Laguna Beach Fire Department  
Human Services and Technology Division  
Santa Ana College  
Effective: January 19, 2011

LaTendresse, Jeffrey  
Instructor, Fire Technology (equivalency)  
Laguna Beach Fire Department  
Human Services and Technology Division  
Santa Ana College  
Effective: January 19, 2011

Quinalty, Jesse  
Instructor, Fire Technology (equivalency)  
Upland Fire Department  
Human Services and Technology Division  
Santa Ana College  
Effective: December 7, 2010

Non-paid Intern Service

Perez, Aida  
Counseling Intern  
Counseling Division  
Santa Ana College  
Effective: January 19 – May 20, 2011  
College Affiliation: University of Redlands  
Discipline: Counseling

**FACULTY (CONT'D)**

*Non-paid Intern Service (cont'd)*

Steele, Diane  
High School and Community Outreach  
Admissions and Records  
Santiago Canyon College

Effective: January 19 – June 30, 2011  
College Affiliation: CSU, Fullerton  
Discipline: Higher Education



RANCHO SANTIAGO COMMUNITY  
COLLEGE DISTRICT  
SANTA ANA, CALIFORNIA

CLASS SPECIFICATION  
JANUARY 2011

**BENEFITS ANALYST**  
**(CONFIDENTIAL)**

**CLASS SUMMARY**

Under general direction, coordinates, plans, develops, implements and is responsible for conducting the full range of functions associated with the administration of fringe benefits for all eligible employees and retirees; responsible for the interpretation and application of policies, procedures, regulations, and collective bargaining agreements; prepares, maintains and analyzes confidential records and other materials related to employer/employee relations and collective bargaining.

**REPRESENTATIVE DUTIES**

Provides day-to-day administration of the district's employee medical, dental, vision, and life insurance and voluntary benefit programs; provides orientation, consultation and assistance to employees regarding benefits; processes and reviews benefit enrollment forms and supporting documents to determine eligibility; conducts and responds to detailed surveys regarding fringe benefits; responds to requests/inquiries from employees, the public and/or outside agencies; meets with employees and management to provide guidance on issues which require a high level of technical skill in and a thorough knowledge of assigned program areas; maintains security and controls access to files; serves on district committees representing Risk Management/Human Resources; attends and participates in meetings and conferences; conduct special studies to facilitate planning; assists in the development and implementation policies, procedures, forms and systems; reviews and evaluates procedures, methods, and needs, and recommends improvements and modifications; coordinates and directs the work of staff and hourly personnel; coordinates, plans, and implements communications, projects, and activities with other district departments, vendors, and outside organizations, makes presentations as appropriate. Recommends modifications to the district's employee benefits program, acts as the district's liaison with insurance carriers with regard to contract interpretation, enrollment and claims processing; processes and maintains employee insurance records and files. Maintains district compliance with COBRA regulations, including all reporting and collection of premiums. Programs, updates and maintains the fringe benefits database, calculates district verses employee contributions of premiums. Interfaces with insurance brokers and carriers in connection with premiums, retention, policy terms, and related matters.

Administers and maintains the voluntary life insurance records, annual cash benefits, and Section 125 plans; provides information to employees and retirees on the availability of and differences among the various insurance options; assists employees/retirees in the resolution of insurance claim problems; performs all other duties necessary to assure that the employee insurance program is administered effectively and in accordance with district policies. Prepares through research and analysis, statistical data and materials related to collective bargaining and management of the collective bargaining agreements; serves as resource person and participant in collective bargaining on behalf of the district as a Confidential employee; performs related duties as assigned.

**BENEFITS ANALYST (CONT'D)**  
**(CONFIDENTIAL)**

ORGANIZATIONAL RELATIONSHIPS

This position is designated as a Confidential employee and works with all levels of management in Risk Management and Human Resources. This position reviews and makes recommendations on individual case decisions when policy matters or precedents are involved. The judgment and recommendations of the Benefits Analyst are relied upon significantly in the final decisions regarding specific personnel issues. This position coordinates and provides direction to other employees as required.

DESIRABLE QUALIFICATIONS GUIDE

Training and Experience

A Bachelor's degree in Human Resources Management, Personnel Administration, Business Administration or related field or equivalent education, training and/or experience and two years recent experience in employee benefits administration.

Knowledge and Abilities

Thorough knowledge of: the principles and practices of employment, benefits administration, human resources information systems including software packages for personnel, word processing, spreadsheets and databases; COBRA/Cal COBRA/HIPPA regulations, Medicare coordination and subsidies, district operations as they pertain to employees and insurance benefits provisions of the district's collective bargaining agreements.

Ability to: gather and analyze data; reason logically and draw valid conclusions; analyze situations and make appropriate decisions; learn and effectively interpret and apply complex laws, contract language, rules, regulations, policies and precedents to problems and develop working solutions; clearly communicate effectively with employees and retirees both verbally and in writing; calculate insurance rates and premiums for multiple bargaining; write clear and concise reports; may provide direction to staff in the completion of day-to-day work; organize programs and work; establish and maintain cooperative working relationships; use computerized records, statistical packages and spreadsheets; maintain confidentiality of non-public information.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

**HUMAN RESOURCES DOCKET  
CLASSIFIED  
JANUARY 18, 2011**

**CLASSIFIED**

New Appointment

Juarez, Eva  
High School & Community Outreach  
Specialist (CL10-0243)/ Student Services/  
SCC

Effective: January 3, 2011  
Grade 13, Step 1 \$3845

Hourly On Going to Contract

Ceja, Daniel  
Custodian (CL10-0264)/ SCC

Effective: January 10, 2011  
Grade 4, Step 1 + 7.5%GY \$2834

Hernandez, Guadalupe  
Custodian (CL10-0264)/ SCC

Effective: January 10, 2011  
Grade 4, Step 1 + 7.5%GY \$2834

Ortiz, Alfonso  
Student Services Specialist (Reorg. 662)  
Student Services/ SCC

Effective: December 17, 2010  
Grade 10, Step 1 + 2.5%Bil. \$3406

Out of Class Assignment

Gouldsmith, Kenneth  
District Safety & Security Supervisor

Effective: 11/22/10 – 06/30/11  
Grade M, Step 1 \$5240

Mills, Amy  
Administrative Secretary/ Child Dev.  
Services

Effective: 07/01/10 – 06/30/11  
Grade 12, Step 1 \$3653

Sanchez, Angelo  
Lead Maintenance Worker/ Admin.  
Services/ SAC

Effective: 01/03/11 – 02/28/11  
Grade 14, Step 4 + 2.5%L \$4809

Sanchez, Salvador  
Maintenance Utility Worker/ Admin.  
Services/ SAC

Effective: 01/01/11 – 06/30/11  
Grade 8, Step 4 + 5%SW + 7.5%L \$3979

Out of Class Assignment cont'd

Simmvong, Ketsana  
Support Services Assistant/ Student  
Services SAC  
Effective: 02/01/11 – 06/30/11  
Grade 11, Step 1 + 2PG \$3554.33

Tapia, Manuel  
Skilled Maintenance Worker/ Admin.  
Services/ SAC  
Effective: 01/01/11 – 06/30/11  
Grade 11, Step 4 \$4020

Valadez, Jacqueline  
Executive Secretary/ Educational Services/  
District  
Effective: 07/01/10 – 06/30/11  
Grade 14, Step 1 + 2.5%Bil \$4153

Change in Position

Le, Vu  
From: Applications Specialist III  
To: Applications Specialist IV (CL10-229)  
ITS/ District  
Effective: December 6, 2010  
Grade 22, Step 1 \$6744

Change in Salary Placement

Hernandez, Pablo  
Custodian/ SAC  
Effective: November 8, 2010  
Change in Shift  
Grade 4, Step 6 + 5%SW \$3533

Jusay, Modesto  
Custodian/ SAC  
Effective: November 8, 2010  
Change in Shift  
Grade 4, Step 6 + 2.5%L + 5%SW \$3617

Molina Valdez, Jorge  
Custodian/ SAC  
Effective: November 8, 2010  
Change in Shift  
Grade 4, Step 2 + 5%SW \$2904

Leave of Absence

Garcia, Andrea  
Financial Aid Tech./ SCC  
Effective: 12/09/10 – 02/03/11  
Reason: Maternity Leave

Le Graham, Song  
Transfer Center Specialist/ SCC  
Effective: 01/03/11 – 02/12/11  
Reason: Maternity Leave

Leave of Absence cont'd

Rodriguez, Ruth Interpreter-Senior/Student Services/ SAC	Effective: 11/22 10 – 11/26/10 12/13/10 – 12/17/10 03/21/11 – 03/25/11 05/23/11 – 05/27/11 Reason: 11 Month Contract Non Paid Period
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Ratification of Resignation/Retirement

Gonzalez, Jeanie Intermediate Clerk/ Counseling/ SAC	Effective: December 30, 2010 Reason: Retirement
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Williams, Nancy Library Technician/ SAC	Effective: December 29, 2010 Reason: Retirement
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**CLASSIFIED HOURLY**

New Appointments

Can, Minh Instructional Assistant (Reorg. #664) Orange Education Center Reinstate from 39 Month Rehire List	Effective: January 5, 2011 Up to 19 Hours/Week School Session Grade 5, Step A \$15.64/Hour
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Truong, John V. Instructional Assistant (CL10-0260) Orange Education Center	Effective: January 3, 2011 Up to 19 Hours/Week School Session Grade 5 Step A \$15.64/Hour
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Temporary to Hourly On Going

Boeglin, Karin Senior Clerk/ Humanities/ SAC Reinstate from 39 Month Rehire List	Effective: November 30, 2010 19 Hours/Week 12 Month Grade 8, Step A \$17.53/Hour
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Out of Class Assignment

Campos, Griselda Senior Clerk/ Child Dev. Services	Effective: 11/23/10 – 06/30/11 Grade 8, Step A \$17.53/Hour
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*Ratification of Resignation/Retirement*

Martin, Tremonisha  
Instructional Assistant/ Orange Education  
Center  
Effective: December 18, 2010  
Reason: Resignation

**TEMPORARY ASSIGNMENT**

Campos, Griselda  
Sr. Clerk/ Child Dev. Services  
Effective: 01/19/11 – 06/30/11

Castellanos, Margie  
Counseling Assistant/ School of  
Continuing Education/SAC  
Effective: 01/19/11 – 06/30/11

Cortinas, Summer  
Learning Facilitator/ Health Sci./ SAC  
Effective: 01/26/11 – 06/30/11

Dang, Anh  
Transfer Center Specialist/ Counseling/  
SCC  
Effective: 01/19/11 – 03/18/11  
03/28/11 – 05/27/11

Dickinson, LeRonica  
Learning Facilitator/ Health Sci./ SAC  
Effective: 01/24/11 – 06/30/11

Espino, Frederick  
Learning Facilitator/ Health Sci./ SAC  
Effective: 01/24/11 – 06/30/11

Fu, Albert  
Learning Facilitator/ Health Sci./ SAC  
Effective: 01/24/11 – 06/30/11

Gaal, Joshua  
Learning Facilitator/ Health Sci./ SAC  
Effective: 01/24/11 – 06/30/11

Mann, Elise  
Cashier/ Auxiliary Services/ SAC  
Effective: 01/19/11 – 04/30/11

Metoyer, Lesley  
Learning Facilitator/ Health Sci./ SAC  
Effective: 01/24/11 – 06/30/11

Nguyen, Carrie Chau  
Admissions & Records Specialist I/ SAC  
Effective: 01/19/11 – 06/30/11

Nguyen, Trang  
Admissions & Records Specialist I/ SAC  
Effective: 01/19/11 – 06/30/11



*Change in Temporary Assignment cont'd*

Larson, Sandon Effective: 07/01/10 – 06/30/11  
Sign Language Interpreter V/ DSPTS SAC

Lemoi, Michelle Effective: 07/01/10 – 06/30/11  
Sign Language Interpreter III/ DSPTS/ SAC

Otterbach, Denise Effective: 07/01/10 – 06/30/11  
Sign Language Interpreter II/ DSPTS/ SAC

Pritzker, Pamela Effective: 07/01/10 – 06/30/11  
Sign Language Interpreter IV/ DSPTS/ SAC

Schmitz, Joan Effective: 07/01/10 – 06/30/11  
Sign Language Interpreter IV/ DSPTS/ SAC

Shiba, Lisa Effective: 07/01/10 – 06/30/11  
Sign Language Interpreter III/ DSPTS/ SAC

Taylor, Virginia Effective: 07/01/10 – 06/30/11  
Sign Language Interpreter III/ DSPTS/ SAC

Temple, Laura Effective: 07/01/10 – 06/30/11  
Sign Language Interpreter III/ DSPTS/ SAC

Thompson, Melina Effective: 07/01/10 – 06/30/11  
Sign Language Interpreter II/ DSPTS/ SAC

*Additional Hours for On Going Assignment*

Arreola, Patricia Effective: 11/15/10 – 12/18/10  
Instructional Assistant/ School of Continuing Education/SAC  
Not to exceed 19 consecutive days in any given period.

Cabrera, Juan Effective: 01/24/11 – 05/22/11  
Instructional Assistant/ Science & Math/ SAC  
Not to exceed 19 consecutive days in any given period.

Hernandez, Jacquelyn Effective: 01/03/11 – 06/24/11  
Career Tech./ DSPTS/ SAC  
Not to exceed 19 consecutive days in any given period.



Additional Hours for On Going Assignment cont'd

Hong, Tammy Instructional Assistant/ School of Continuing Education/SAC	Effective: 11/15/10 – 12/18/10 Not to exceed 19 consecutive days in any given period.
Kay, Trevor Admissions & Records Specialist I/ SAC	Effective: 01/19/11 – 06/30/11 Not to exceed 19 consecutive days in any given period.
Lopez Ediss, Christine Counseling Assistant/ SAC	Effective: 01/03/11 – 01/27/11 Not to exceed 19 consecutive days in any given period.
Nguyen, Hung Admissions & Records Tech Specialist/ SAC	Effective: 01/19/11 – 06/30/11 Not to exceed 19 consecutive days in any given period.
Nguyen, Tung T Instructional Assistant/ School of Continuing Education/SAC	Effective: 11/15/10 – 12/18/10 Not to exceed 19 consecutive days in any given period.
Rodriguez, Barbara Admissions & Records Specialist I/ SAC	Effective: 01/19/11 – 06/30/11 Not to exceed 19 consecutive days in any given period.
Romero, Isadora Intermediate Clerk/ School of Continuing Education/SAC	Effective: 01/03/11 – 06/30/11 Not to exceed 19 consecutive days in any given period.
Taylor, Katherine Admissions & Records Specialist/ SAC	Effective: 01/19/11 – 06/30/11 Not to exceed 19 consecutive days in any given period.
Wallace Tiffany Counseling Assistant/ SAC	Effective: 01/03/11 – 01/27/11 Not to exceed 19 consecutive days in any given period.

Substitute Assignments

Corona, Jose Technical Specialist I/ ITS/ SAC	Effective: 12/16/10 – 02/28/11
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Substitute Assignments cont'd

Mazer, Randy Custodian/ SAC	Effective: 11/06/10 – 12/31/10 01/03/11 – 04/29/11
MacLean, Amanda General Office Clerk/ Science & Math/ SAC	Effective: 01/07/11 – 03/31/11 Not to exceed 19 consecutive days in any given period.
Nguyen, Mai Admissions & Records Specialist II/ SCC	Effective: 12/13/10 – 02/28/11
Spencer, Melissa Human Resources Tech./ District	Effective: 01/03/11 – 03/07/11

**MISCELLANEOUS POSITIONS**

Alvarez Campos, Veronica Child Dev. Intern III/ Child Dev. Services/ SAC	Effective: 11/19/10
Davey, William Business Expert Professional II/ SBDC	Effective: 01/01/11 – 06/30/11
Gallagher, Gregg Business Expert Professional I/ WBC	Effective: 01/01/11 – 06/30/11
Gomez, Maria Child Dev. Intern I/ Child Dev. Services/ SAC	Effective: 12/01/10 – 06/30/11
Harasin, Linda Business Expert Professional II/ SBDC	Effective: 01/01/11 – 06/30/11
Kibbe, Joseph Business Expert Professional I/ WBC	Effective: 01/01/11 – 06/30/11
Martinez, Daniel Clerical Assistant I/ Auxiliary Services/ SAC	Effective: 01/19/11 – 04/30/11
McCallick, Mark Business Expert Professional II/ SBDC	Effective: 01/01/11 – 06/30/11

**MISCELLANEOUS POSITIONS cont'd**

Nguyen, Katie Business Expert Professional II/ SBDC	Effective: 01/01/11 – 06/30/11
Pechs, Elisabeth Business Expert Professional II/ SBDC	Effective: 01/01/11 – 06/30/11
Richa, Jihad Business Expert Professional I/ WBC	Effective: 01/01/11 – 06/30/11
Richa, Manal Business Expert Professional II/ SBDC	Effective: 01/01/11 – 06/30/11
Sabellico, Michael Business Expert Professional II/ SBDC	Effective: 01/01/11 – 06/30/11
Shiple, Stinnet, Krissann Community Services Presenter/ SAC	Effective: 01/19/11
Stumpf, Edith Business Expert Professional I/ WBC	Effective: 01/01/11 – 06/30/11
Vazquez, Maria De Lou Child Dev. Intern II/ Child Dev. Services/ School of Continuing Education/SAC	Effective: 01/10/11 – 06/30/11

*Instructional Associates/Associate Assistants*

**Criminal Justice**

Freeman, Glenn	Effective: 12/14/10
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**Humanities & Social Science**

Rivera, Alexandra	Effective: 01/19/11
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**Exercise Science**

Pimienta, Luis	Effective: 01/15/11
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**COMMUNITY SERVICE PRESENTERS**

*Stipends Effective September 11 – October 10, 2010*

Fallgatter, Tarla	Amount: \$ 98.14
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Stipends Effective October 11 – November 10, 2010

Abdul, Quayum	Amount: \$ 240.00
Bradley, Sabrina	Amount: \$ 263.00
Buonanotte, Pamela	Amount: \$ 631.00
Burns, Brigitte	Amount: \$ 55.00
Crowley, Debra	Amount: \$ 455.00
Fallgatter, Tarla	Amount: \$ 98.00
Harriger, James	Amount: \$ 73.00
Haugen, Nancy	Amount: \$ 280.00
Hogue, Tom	Amount: \$ 1,184.00
Holley, Lauren	Amount: \$ 270.00
Krusemark, LeeAnne	Amount: \$ 203.00
Montelone, Sue	Amount: \$ 44.00
Sheldon, Joel	Amount: \$ 210.00

Stipends Effective November 11 - December 10, 2010

Bradley, Sabrina	Amount: \$ 251.60
Clary, Ling Ling	Amount: \$ 640.00
Eyre, John	Amount: \$ 34.45
Fallgatter, Tarla	Amount: \$ 98.14
Friebert, Martin	Amount: \$ 660.00
Glicksir, Barbara	Amount: \$ 1,360.00
Grant, Madeline	Amount: \$ 331.63

Stipends Effective November 11 - December 10, 2010 cont'd

Harris, Ken	Amount: \$ 520.00
Hogue, Tom	Amount: \$ 1,776.60
Larsen, Joellen	Amount: \$ 267.34
Luppani, Maria Flore	Amount: \$ 513.27
Mack, Karen	Amount: \$ 184.79
Manuel, Robert	Amount: \$ 74.44
Nolasco, Jeffrey	Amount: \$ 645.00
Potter, John	Amount: \$ 630.00
Rivera, Rodrigo	Amount: \$ 246.38
Rivera, Rodrigo	Amount: \$ 199.66
Schindlebeck, Judy	Amount: \$ 320.00
Wilkes, Doug	Amount: \$ 2,950.00
Wu, Wendy	Amount: \$ 408.20

**VOLUNTEERS**

Nguyen, Khoa	Effective: 01/19/11 – 06/30/11
Student/ School of Continuing Education/SAC	

**SANTA ANA COLLEGE  
STUDENT ASSISTANT LIST**

Angulo Contreras, Teresa De Jesus	Effective: 01/10/11-06/30/11
Gomez, Glendy	Effective: 11/29/10-06/30/11

<u>Faculty Inquiry Network \$500.00 Stipend Fall 2010</u>	
Gonzalez, Sandra Nayeli	Effective: 11/22/10-12/10/10

**Santiago Canyon College**  
STUDENT ASSISTANT NEW HIRE LIST

Garcia, Jasmene	Effective: 11/23/10-06/30/11
Guerrero, Elizabeth	Effective: 11/24/10-06/30/11
Ochoa, Luz M.	Effective: 11/09/10-06/30/11
Pinedo, Ana S.	Effective: 11/08/10-06/30/11

CONFERENCES (with actual and necessary expenses and cash advances as requested)

BOARD MEMBERS (to be approved)

COMMUNITY COLLEGE LEAGUE OF CALIFORNIA  
EFFECTIVE TRUSTEESHIP & BOARD CHAIR  
WORKSHOP

Sacramento, California – January 21-23, 2011

1 Board Members  
(R. David Chapel –  
at his own expense)

LEGISLATIVE ADVOCACY TRIP & ORANGE COUNTY  
LEGISLATIVE TASK FORCE LEGISLATIVE BRUNCH

Sacramento, California – January 23-24, 2011

1 Board Member  
(Brian Conley)

ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES

Washington, D.C. – February 11-16, 2011

4 Board Members  
(Brian Conley)  
(John Hanna)  
(Larry Labrado)  
(Nathan Selvidge)

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**Santa Ana College – Human Services and Technology Division**

To:	Board of Trustees	Date: January 18, 2011
Re:	Approval of OTA Agreement Renewal – California Healthcare West dba Northridge Hospital Medical Center	
Action:	Request for Approval	

**BACKGROUND**

The Occupational Therapy Assistant Program of Santa Ana College is required to offer all program students Fieldwork opportunities at sites throughout the community in order to gain practical field experience. This is necessary to apply the knowledge and skills they have learned in their college classes. This is a renewal agreement for the Occupational Therapy Assistant program. The OTA Program will place no students at the site until after Board approval.

**ANALYSIS**

This clinical affiliation agreement covers the scope of program operations at the facility, as well as insurance and other issues relating to the liability of both parties. This agreement shall be effective for one (1) year or until termination by written notice of either party. The agreement has been reviewed by Dean Bart Hoffman and college staff. It carries no costs or other financial arrangements.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve this agreement with California Healthcare West dba Northridge Hospital Medical Center in Northridge, California.

Fiscal Impact:	None	Board Date: January 18, 2011
Prepared by:	Norman Fujimoto, Vice President of Academic Affairs Bart Hoffman, Dean of Human Services & Technology	
Submitted by:	Erlinda J. Martinez, Ed.D., President, Santa Ana College	
Recommended by:	Dr. Raúl Rodriguez, Chancellor, RSCCD	



## EDUCATIONAL AFFILIATION AGREEMENT

This Educational Affiliation Agreement is made and entered into on this day, January 19<sup>th</sup>, 2011, by and between Catholic Healthcare West, A California nonprofit public benefit corporation ("CHW") doing business as Northridge Hospital Medical Center ("Hospital") and Rancho Santiago Community College District ("District") on behalf of Santa Ana College and Santiago Canyon College ("Entity").

### RECITALS

A. CHW owns and operates acute care hospitals and ancillary facilities, including Hospital.

B. Entity has an approved program for the instruction and training of students in the specialty listed in Exhibit A, ("Program") and such Program requires field experience in acute care hospital facilities and clinical facilities ("Facilities").

C. Hospital maintains Facilities that are appropriate for furnishing such experience.

D. It mutually benefits the Hospital and the Entity to allow the employees and students of Entity's Program ("Students") to use Hospital's clinical Facilities for their field experience, consistent with the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the covenants, conditions and agreements hereinafter set forth, and in consideration of the mutual benefits to be derived therefrom, the parties agree as follows:

### ARTICLE I General Information

1. The Program is an educational Program of Entity and not Hospital's program. The Students participating in the Program shall be, at all times, under the exclusive control and are the exclusive responsibility of Entity.

1.1 Entity and Hospital shall mutually set the times, place and subject matter for the Program that will be conducted at Hospital.

1.2 Entity shall be responsible for assuring that Students observe the Hospital's rules and regulations and that Students will refrain from doing anything that might prove detrimental to Hospital or to its patients.

1.3 The Program shall be conducted without the payment of any consideration by Entity or Hospital to the other or to any Student participating in the Program.

1.4 The Parties agree that all Student activities required as a part of the Program will be performed under the appropriate supervision of a qualified Hospital employee.

1.5 The length of the Student's clinical experience at Hospital shall be set forth in Exhibit A.

1.6 The maximum number of Students who will be accepted at Hospital at any one time for clinical training shall be set forth in Exhibit A.

1.7 The educational objectives for the Program for Students gaining field experience at Hospital under this Agreement are set forth in Exhibit A, which may be updated by Entity from time to time. Hospital will provide Entity with a schedule of the work experience planned for each Student, prior to the Student's arrival at Facility.

1.8 Hospital may suspend or terminate any Student from Program, acting with or without cause. A Student may be suspended immediately, if, in Hospital's sole judgment and discretion, the Student's conduct or behavior threatens the health, safety or welfare of any patients, invitees, or employees at Hospital. An immediate suspension shall be imposed by Hospital on a temporary basis only until Hospital can confer with Entity and attempt to resolve the suspension, but the final decision regarding the Student's continued participation in the Program is vested in Hospital.

## **ARTICLE II Non-Discrimination**

2. Neither Entity nor Hospital shall discriminate against any person because of race, color, religion, sex, creed, marital status, national origin, age or handicap, or on any other basis prohibited by law.

## **ARTICLE III Responsibilities of Entity**

3. At least two weeks before a Student is scheduled to begin training at the Hospital, Entity shall provide Hospital with the information set forth in the Student Enrollment Form, which is attached hereto as Exhibit B, or in a form or format acceptable to Hospital.

3.1 Entity shall maintain the health certification documentation for each Student for the time the Student is in training at Hospital and for at least one year beyond the date the Student completed training at Hospital.

3.2 Entity shall obtain authorization from the Students to allow disclosure of Medical Information to Hospital. Entity shall make all its health records pertaining to Student available for inspection by Hospital upon reasonable request and notice.

3.3 Hospital shall not be responsible for providing any part of the health examination or health clearance, nor shall Hospital be responsible for any part of the cost of providing such health clearance or maintaining the health records required of Entity by this Agreement. Hospital may, at its sole option, provide health clearance services to a particular Student provided either Entity or Student agrees to pay for the services provided by the Hospital.

3.4 Entity shall immediately notify Hospital in writing of any current or past Student in the Program who has or had at the time of his or her field experience at Hospital a medical condition that poses a health risk to patients, employees or invitees. If the Student is currently participating in field experience at the Hospital, Entity shall remove Student until such time that he or she no longer poses a health risk. Entity shall provide Hospital with a written medical clearance signed by the Student's treating physician prior to the Student returning to Hospital.

3.5 Entity shall be responsible for all Students' academic preparation. Entity shall ensure that all Students have completed the required prerequisite didactic and clinical portion of the curriculum prior to their field experience at Hospital.

3.6 Entity is responsible for the general conduct of its Students and the Student's compliance with Hospital policies, rules and regulations during their field experience at Hospital.

3.7 Entity shall assure, to the satisfaction of Hospital, that each Program Student, prior to any patient observation period or participation in any clinical experience, has received training in blood and body fluid universal precautions consistent with the Center for Disease Control guidelines, including any Hospital orientation requirements. Entity will certify in the Student Enrollment form that the Student has completed the required training.

3.8 Entity shall appoint the individual named in Exhibit A to coordinate the Program for Entity ("Entity Coordinator"). The Entity Coordinator shall supervise all aspects of Entity's involvement in Program. All Entity Coordinators and other faculty shall abide by the Hospital's rules and regulations.

3.9 Entity shall notify all Program Students that they are required to:

3.9.1 Perform their functions in accordance with all the Hospital's policies and rules and with the rules and policies of the specific department or clinical Facility to which they are assigned;

3.9.2 Arrange and pay for all of their own expenses, including their transportation, support, maintenance, health care and living accommodations;

3.9.3 Report to the Hospital on time, timely contact Entity and Hospital when they will be absent from the Hospital when they are scheduled to be at the Hospital, act in a professional manner, dress appropriately and follow all of Hospital's rules and regulations;

3.9.4 Assume responsibility for personal illness, necessary immunizations, tuberculin tests, chest x-rays, rubeola, rubella and varicella titer and annual health examinations;

3.9.5 Reimburse Hospital for any emergency health care or first aid provided by Hospital;

3.9.6 Maintain the confidentiality of patient information; and

3.9.7 Avoid infectious or communicable diseases and inform the Hospital and Entity immediately if they have or might have been exposed to an infectious or communicable disease.

3.9.8 Comply with the standards, terms, and conditions of this Agreement, including but not limited to Articles IX, X, and XI.

3.10 Entity shall arrange for periodic conferences between the Entity Coordinator and Hospital to evaluate the clinical experience provided under this Agreement.

3.11 Entity shall require each Student who participates in field experience in the Hospital to execute the Student Confidentiality Statement, which is attached hereto as Exhibit C and may be updated from time to time.

3.12 Entity shall be responsible for obtaining and maintaining all licenses, accreditations and certifications necessary for the Program, and shall assure that each Student has the requisite licensure, certification, education, experience, and competency required with respect to their field training and responsibilities hereunder. Entity shall at all times during the term of this Agreement have a business license, current with the city or other jurisdiction in which Entity is located (as determined by Entity's business address), and shall provide Hospital with a copy of its current validated business license. Entity shall obtain and maintain a certificate of qualification from the Secretary of State of the state in which Entity is conducting business prior to execution of this Agreement.

3.13 Entity shall provide to Hospital a copy of the curriculum vitae and State license (if any) for each Entity Coordinator and each Student who will participate in the Program at Hospital.

3.14 Entity represents and warrants that Entity, nor any of its Students, individuals, employees, or agents of Entity performing services hereunder have been excluded or limited from participating in Medicare, Medi-Cal, and / or any other federally financed health care program (the "Health Care Program"). Any Student or other personnel of Entity who becomes sanctioned or excluded during the term of this Agreement shall be immediately removed from any participating in the Program hereunder. Hospital may immediately terminate this Agreement in the event that Entity, or any Student, or any other Entity personnel performing services hereunder becomes sanctioned or excluded from the Health Care Program during the term of this Agreement.

3.15 Entity represents and warrants that it has checked the OIG List of Excluded Providers (the "List") and that neither Entity, any Student, employee, agent, or other Entity personnel performing services hereunder appears on said List.

3.16 Entity represents and warrants that prior to Student's participation in the Program, it has engaged an independent entity to conduct a background screening as required hereunder, and that each Student has conducted and successfully completed a criminal background check in accordance with the CHW standards set forth in Exhibit E-1, background screening scoring guidelines. The background screening shall include (at a minimum) a state and county criminal history investigation where the Student resides and where the Hospital is located ("Background Information") and a search of the National Sex Offender Registry ("Registry"). Any criminal history identified shall be reported to the Hospital prior to Student's participation in the Program, in accordance with Exhibit E-1. Entity shall provide Hospital with an executed original of Exhibit E, attached hereto, prior to any Student's participation in the Program. For Students under the age of eighteen (18) years, Entity shall secure at least one (1) recommendation from a reliable, non-related source (e.g. teacher, counselor, or pastor) and forward same to the Hospital prior to the Student beginning training at the Hospital.

#### **ARTICLE IV Hospital's Responsibilities**

4. Hospital shall accept from Entity the mutually agreed upon number of Students and shall permit said Students and Entity faculty access to Facilities as Hospital determines are appropriate for the purposes of providing the field experience expected in the Program.

4.1 The hospital coordinator at each Facility who will coordinate the Students' experiences at Facility for the Hospital is designated in Exhibit A. The Entity coordinator shall meet the academic and other standards agreed upon by Entity and Hospital.

4.2 Hospital will provide evaluations to Entity of each Student's performance in the Program using the forms provided by Entity and in accordance with time frames agreed upon by Entity and Hospital.

4.3 Hospital shall provide Students with any necessary emergency health care or first aid for accidents occurring at the Hospital. Student or Entity shall be responsible for paying the Hospital charges for such care.

4.4 Hospital shall, at all times, retain full responsibility for patient care management and related services.

**ARTICLE V**  
**Independent Contractors**

5. Entity and Students are and shall at all times be independent contractors with respect to Hospital in the performance of their obligations under this Agreement. Nothing in this Agreement shall be construed to create an employer/employee, joint venture, lease or landlord/tenant relationship between Hospital and Entity or Students. Neither Entity nor Students shall hold themselves out as an officer, agent, or employee of Hospital or incur any contractual or financial obligation on behalf of Hospital, without Hospital's prior written consent. In the event that a determination is made for any reason that an independent contractor relationship does not exist between Hospital and Entity or Student, Hospital may terminate this Agreement immediately upon written notice to Entity.

**ARTICLE VI**  
**Insurance**

6. Entity at its sole expense will procure and maintain in full force and effect, with one or more approved California insurance companies, adequate professional and general liability insurance to provide coverage against the perils of bodily injury, personal injury, and property damage, including the operation of a motor vehicles and to cover such liabilities as are imposed by law and assumed under written contract, with limits of at least one million dollars (\$1,000,000) each occurrence and three million dollars (\$3,000,000) annual aggregate. Such insurance will cover Entity, its faculty and Students. In the event that the professional liability policy is a claims made policy, Entity shall purchase a "tail" policy for a period of no less than five (5) years from the effective termination date of the foregoing policy. Said "tail" policy shall have policy limits in an amount not less than the primary professional liability policy.

6.1 Entity will provide Hospital with certificate(s) of the foregoing coverage prior to execution of this Agreement and at least annually thereafter. Entity shall provide at least thirty (30) days written notice to Hospital of any substantial change to or cancellation of said insurance.

6.2 Each Student shall procure at his or her sole expense professional malpractice insurance with an approved California insurance company with limits of at least one million dollars (\$1,000,000) each occurrence and three million dollars (\$3,000,000) annual aggregate. In the event that professional liability policy is a claims made policy, Student shall purchase a "tail" policy for a period of no less than five (5) years from the effective termination date of the foregoing policy. Said "tail" policy shall have policy limits in an amount not less than the primary professional liability policy.

6.3 Each Student shall also procure at his or her own expense adequate health care coverage to cover all necessary medical care. Hospital shall assume no responsibility for providing or paying for Student's medical care.

6.4 Entity shall procure and maintain Workers' Compensation insurance to cover its employees, agents and Students in compliance with the statutory requirements of California law.

6.5 Hospital will participate in the Catholic Healthcare West Self-Insurance Program to provide coverage against the perils of bodily injury, personal injury, and property damage and to cover such liabilities as are imposed by law and assumed under written contract, with limits of at least one million dollars (\$1,000,000) each occurrence and three million dollars (\$3,000,000) annual aggregate. Hospital will, upon request, provide Entity with evidence of the foregoing coverage.

6.6 Obligations pursuant to Article VI shall survive termination or expiration of this Agreement.

## **ARTICLE VII Indemnification**

7. Entity hereby agrees to defend, indemnify and hold harmless CHW, Hospital, its parents, subsidiaries, directors, officers, attorneys, agents and their employees from and against claims, losses, liabilities, expenses (including reasonable attorneys' fees), judgments or settlements arising from injury to person or property, including death arising from any negligence on the part of Entity, its Students, faculty, agents or its employees in connection with or arising out of the acts or omissions in services performed under this Agreement or any breach or default in performance of any of Entity's obligations hereunder.

7.1 Hospital hereby agrees to defend, indemnify and hold harmless Entity, its Students, faculty, agents or its employees from and against claims, losses, liabilities, expenses (including reasonable attorneys' fees), judgments or settlements arising from injury to person or property, including death arising from any negligence on the part of CHW, Hospital, its parents, subsidiaries, directors, officers, attorneys, agents and their employees in connection with or arising out of the acts or omissions in services performed under this Agreement or any breach or default in performance of any of Hospital's obligations hereunder.

7.2 Obligations pursuant to Article VII shall survive termination or expiration of this Agreement.

## **ARTICLE VIII Term of Agreement**

8. This Agreement is for a term of one (1) year commencing on January 19, 2011, and it may be renewed by mutual written agreement of the parties. This Agreement may be terminated by either party, acting with or without cause, upon giving thirty (30) days prior written notice to the other party.

8.1 This Agreement shall immediately terminate if Entity's licenses, accreditations or certifications required for the Program are terminated, revoked, reduced, or any type of disciplinary action is taken against Entity by any accreditation or regulatory agency.

8.2 Termination Upon Breach. In the event of a breach of this Agreement, the non-breaching Party shall give notice to the breaching Party setting forth the nature of the breach and specifying the applicable cure period for such breach, which cure period shall not be less than ten (10) days. If the breaching Party fails to cure the breach to the satisfaction of the non-breaching Party within the applicable cure period, this Agreement shall, without any additional action, terminate upon the last day of the cure period unless the non-breaching Party, in its sole and absolute discretion, extends the cure period by written notice to the breaching Party.

## **ARTICLE IX**

### **Compliance with Laws and Standards of Conduct**

9.1 Entity shall comply, and shall require its Students to comply with any and all federal, state and local laws, rules, and regulations (collectively, "Laws") applicable to Entity, its faculty, agents, and Students, the provisions of the Program and Hospital. Entity further represents and warrants that Entity and Students shall comply with the Joint Commission ("JC") standards that apply to Hospital.

9.2 Entity shall comply, and shall require its Students to comply with the Hospital's policies, procedures and rules relating to the Program, including the Hospital's corporate compliance program. Entity shall cooperate with Hospital corporate compliance audits, review and investigations which relate to the Entity. Subject to Hospital's request, such cooperation shall include providing documents and/or information related to the Entity, Students and Entity activities that is in Entity's custody and control. When requested by Hospital, Entity shall participate in corporate compliance-related seminars and educational programs sponsored by Hospital as part of Hospital's corporate compliance program. Entity shall ensure that all Students have not been excluded, currently or in the past, from participating in any Federal or State health care program. Entity shall immediately remove any Student from the Program if the Student is excluded from participating in any Federal or State Health care program.

9.3 Entity agrees to amend this Agreement as may be necessary in order for Hospital to maintain its tax-exempt financing or to obtain new tax-exempt financing. Immediately upon request by Hospital, Entity shall execute any and all such amendments presented by Hospital and shall return said fully executed original amendments to Hospital forthwith.



#### 9.4 HIPAA Compliance.

a. Entity and Students may receive or acquire from Hospital “protected health information” (“PHI”) as that term is defined under the Health Insurance Portability and Accountability Act of 1996 and implementing regulations, including 45 CFR Section 160 and 164 (collectively “HIPAA”). Entity agrees that all PHI acquired as a result of Students’ training at Hospital is confidential and that both Entity and Students are prohibited from disclosing that information to any person or persons not involved in the care or treatment of the patients, in the instruction of Students, or in the performance of administrative responsibilities at Hospital. Entity shall protect the confidentiality of PHI as required by law at all times both during and after Students’ training at Hospital.

b. At the termination of this Agreement for any reason, Entity shall use its best efforts to return to Hospital or to destroy all written and electronic PHI received or acquired from Hospital. For example, such efforts may include destruction by shredding of students’ essays or papers containing PHI and destruction by shredding of any faculty notes containing PHI.

c. If Entity becomes aware of the unauthorized use or disclosure of PHI, Entity shall promptly and fully notify Hospital of all facts known to it concerning such unauthorized use or disclosure.

d. Entity agrees that if it breaches this provision, Hospital shall immediately terminate this Agreement upon written notice of intent to terminate. In addition to damages, Hospital shall be entitled to equitable remedies, including injunctive relief, in the event of breach of this confidentiality section by Entity.

e. The terms of this Section shall survive the expiration or termination of this Agreement.

9.5 Standards of Conduct. Entity and Students acknowledge that they have reviewed or will review the Catholic Healthcare West Standards of Conduct (the “Standards of Conduct”), a copy of which is available from Hospital’s administration. Entity and Students shall comply with the Standards of Conduct to the extent they relate to the provision of the Program, the obligations of Entity and Students under this Agreement, or the business relationships or dealings between Entity, Students, and Hospital, any Affiliates or any of their respective directors, officers, employees, contractors, agents or suppliers of any kind.

### **ARTICLE X Confidentiality of Information**

10. The parties agree that information contained in this Agreement is confidential and contains proprietary information. The parties agree not to release information concerning this Agreement, as well as information regarding the operations

of either party or other information considered confidential by either party, without the consent of the other party. This prohibition against release of information shall not apply to any information required to be released by law. The consent of the parties is not required for release of information that is in the public domain.

10.1 Obligations pursuant to Article X shall survive termination or expiration of this Agreement.

## **ARTICLE XI Statement of Common Values**

11. It is understood and agreed that the policies, rules and regulations of the Program as it operates on Hospital premises, as well as all acts performed in the administration of Program by Hospital, shall conform to the Statement of Common Values for Community Sponsorship, as approved by Catholic Healthcare West (the "Statement") a copy of which is attached hereto as Exhibit D. If compliance by the Students with the Statement conflicts with the policies, procedures or directives of Entity, the parties shall promptly meet in good faith to determine if the conflict can be resolved in a mutually agreeable manner. If the parties cannot resolve the conflict, either party may terminate this Agreement immediately upon written notice to the other.

## **ARTICLE XII General Provisions**

12.1 Assignment. Subject to the restrictions set forth herein, this Agreement shall be binding upon and shall inure to the benefit of the parties and their respective heirs, legal representatives, and permitted successors and assigns. Neither party may assign this Agreement without the written consent of the other party.

12.2 Arbitration.

12.2.1 Hospital and Entity agree to meet and confer in good faith to resolve any disputes that may arise between them under this Agreement. If such disputes cannot be resolved informally within a reasonable period of time, as determined by Hospital, the parties agree to submit the dispute(s) to binding arbitration.

12.2.2 Such arbitration shall be initiated by either party making a written demand for arbitration on the other party. There shall be one arbitrator. If the parties shall fail to select a mutually acceptable arbitrator within ten (10) days after the demand for arbitration is mailed, then the parties stipulate to arbitration before a single arbitrator sitting on the Los Angeles JAMS/Endispute panel, and selected in the sole discretion of the JAMS/Endispute.

12.2.3 The parties shall share all costs of arbitration. The prevailing party shall be entitled to reimbursement by the other party of such party's

attorneys' fees and costs and any arbitration fees and expenses incurred in connection with the arbitration hereunder.

12.2.4 The substantive law of the State of California shall be applied by the arbitrator. The parties shall have the rights of discovery as provided for in Part 4 of the California Code of Civil Procedure and as provided for in Section 1283.05 of said Code. The California Code of Evidence shall apply to testimony and documents submitted to the arbitrator.

12.2.5 Arbitration shall take place in Pasadena, California unless the parties otherwise agree. As soon as is reasonably practicable, a hearing with respect to the dispute or matter to be resolved shall be conducted by the arbitrator. As soon as is reasonably practicable thereafter, the arbitrator shall arrive at a final decision, which shall be reduced to writing, signed by the arbitrator and mailed to each of the parties and their legal counsel.

12.2.6 All decisions of the arbitrator shall be final, binding and conclusive on the parties, and shall constitute the only method of resolving disputes or matters subject to arbitration pursuant to this Agreement. The arbitrator or a court of appropriate jurisdiction may issue a writ of execution to enforce the arbitrator's judgment. Judgment may be entered upon such a decision in accordance with applicable law in any court having jurisdiction thereof.

12.2.7 Notwithstanding the foregoing, any and all arbitration proceedings are conditional upon such proceedings being covered within the parties' respective risk insurance policies. Notwithstanding the foregoing, however, neither party shall be required to arbitrate malpractice or other third party claims.

12.2.8 The provisions of this Section shall survive the termination of this Agreement.

12.3 Governing Law. This Agreement shall be governed by the internal laws of the State of California, not the law of conflicts.

12.4 Notices. Any notice required or permitted to be given hereunder by either party to the other shall be in writing and shall be deemed delivered upon personal delivery; or twenty-four (24) hours following deposit with a commercial carrier for overnight delivery; or three (3) days after deposit in the U.S. Mail, registered or certified mail, postage prepaid, return-receipt requested, addressed to the parties at the following addresses or to such other addresses as the parties may specify in writing to the other in the manner provided herein.

If directed to Hospital:

Northridge Hospital Medical Center  
18300 Roscoe Boulevard  
Northridge, CA 91328  
Att: President / CEO

Copy to:

Catholic Healthcare West  
251 South Lake Avenue, 8<sup>th</sup> Floor  
Pasadena, CA 91101-4842  
Att: VP, Associate General Counsel

If directed to Entity:

Rancho Santiago Community College District  
c/o Santa Ana College  
1530 West 17<sup>th</sup> Street  
Santa Ana, CA 92706  
Attn: Deborah Hyman, OTA Fieldwork Coordinator

12.5 Captions. Any captions to or headings of the Articles, Paragraphs, Sections or subparagraphs or subsections of this Agreement are solely for the convenience of the parties, and shall not be interpreted to affect the validity of this Agreement or to limit or affect any rights, obligations, or responsibilities of the parties arising hereunder.

12.6 Entire Agreement. This Agreement constitutes the full and complete agreement and understanding between the parties hereto and shall supersede all prior written and oral agreements concerning the subject matter contained herein. Unless otherwise provided herein, this Agreement may be modified, amended or waived only by a written instrument executed by all of the parties hereto.

12.7 Interpretation. Whenever the context hereof requires, the gender of all terms shall include the masculine, feminine, and neuter, and the number shall include the singular and plural

12.8 Construction of Ambiguities. The general rule that ambiguities are to be construed against the drafter shall not apply to this Agreement. In the event that any provision of this Agreement is found to be ambiguous, each party shall have an opportunity to present evidence as to the actual intent of the parties with respect to such ambiguous provision.

12.9 Waiver. No delay or failure to require performance of any provision of this Agreement shall constitute a waiver of the performance of such provision or any other instance. Any waiver granted by a Party must be in writing, and shall apply solely to the specific instance expressly stated. A waiver of any term or condition of this Agreement shall not be construed as a waiver of any other terms and conditions of this Agreement, nor shall any waiver constitute a continuing waiver.

12.10 Severability. In the event any part of this Agreement is declared invalid, such invalidity will not affect the validity of the remainder of the Agreement.

12.11 Attorneys' Fees. If any Party or Parties bring an action or proceeding arising out of or relating to this Agreement, the non-prevailing Party or Parties shall pay to the prevailing Party or Parties reasonable fees and costs incurred in such action or proceeding, including attorneys' fees and costs (including the reasonable costs of Hospital's in-house counsel) and the fees and costs of experts and consultants.

12.12 Exhibits. The attached exhibits, together with all documents incorporated by reference in the exhibits, form an integral part of this Agreement and are incorporated by reference into this Agreement.

12.13 Force Majeure. No Party shall be liable for nonperformance, defective performance or late performance of any of its obligations under this Agreement to the extent and for such periods of time as such nonperformance, defective performance or late performance is due to reasons outside such Party's control, including acts of God, war (declared or undeclared), terrorism, action of any governmental authority, civil disturbances, riots, revolutions, vandalism, accidents, fire, floods, explosions, sabotage, nuclear incidents, lightning, weather, earthquakes, storms, sinkholes, epidemics, failure of transportation infrastructure, disruption of public utilities, supply chain interruptions, information systems interruptions or failures, breakdown of machinery or strikes (or similar nonperformance, defective performance or late performance of employees, suppliers or subcontractors); provided, however, that in any such event, each Party shall use its good faith efforts to perform its duties and obligations under this Agreement.

12.14 Headings. The headings in this Agreement are intended solely for convenience of reference and shall be given no effect in the construction or interpretation of this Agreement.

12.15 No Third Party Beneficiary Rights. This Agreement shall not confer or be construed to confer any rights or benefits to any person or entity other than the Parties.

SIGNATURE PAGE FOLLOWS

SIGNATURE PAGE TO EDUCATIONAL AFFILIATION AGREEMENT

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed and do each hereby warrant and represent that their respective signatory whose signature appears below has been and is on the date of this Agreement duly authorized by all necessary and appropriate corporate action to execute this Agreement.

HOSPITAL:

Catholic Healthcare West,  
a California nonprofit public benefit  
corporation doing business as Northridge  
Hospital Medical Center

Date: \_\_\_\_\_, 2010

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

Its: \_\_\_\_\_

ENTITY:



Rancho Santiago Community College District on  
behalf of Santa Ana College and Santiago Canyon  
College

Date: \_\_\_\_\_

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

**Peter J. Hardash**

Its: Vice Chancellor

Business Operations & Fiscal Services

## **EXHIBIT A**

1. Program Specialty: Occupational Therapy
2. Length of Field Training: 6 months
3. Maximum Number of Students at Any One Time: Two (2)
4. Educational Objectives Set by Entity: Entity shall provide to Hospital prior to the start of each Clinical Rotation.
5. Entity Coordinator's Name: Entity shall provide to Hospital prior to the start of each Clinical Rotation.
6. Hospital's Coordinator's Name: Sidan Jamali, OTR/L

## EXHIBIT B

### Student Enrollment Form

**This form should be completed at least two weeks prior to the Student's Starting Date.**

Student's Name:

Training Dates:

#### Professional Liability Insurance

Required insurance: Student: \$1,000,000 per occurrence/\$3,000,000 aggregate

Entity: \$1,000,000 per occurrence/\$3,000,000 aggregate

**Health Certifications** (To Be Completed by Entity, which must obtain the Student's permission to release medical information)

Requirements: Check all that are Met:

- (a) A tuberculosis test ("PPD") or chest x-ray administered no more than one year prior to initiation of each Clinical Rotation;
- (b) Documentation of two rubeola and one rubella vaccinations, or positive rubeola and rubella titers;
- (c) Documented history of varicella exposure or positive varicella immune titer;
- (d) Evidence of hepatitis B vaccination or declination as required by the OSHA Bloodborne Pathogens standard; and
- (e) Evidence of current (within the past ten years) tetanus toxoid.
- (f) Proof of flu vaccination within six (6) months prior to the first day of any Student beginning his or her field experience at the Hospital, or written documentation of the Student declining the flu vaccination.

**Check here if the student has completed the required training in blood and body fluid universal precautions consistent with the Centers for Disease Control guidelines and the Hospital's standards.**



**EXHIBIT C**

**Student Confidentiality Statement**

The undersigned understands that all medical information acquired as a result of his or her participating in work and/or healthcare activities at Hospital is confidential and that the undersigned is prohibited from disclosing that information to any person or persons not involved in the care or treatment of the patients, in the instruction of students, or in the performance of administrative responsibilities at Hospital.

The undersigned agrees to protect the confidentiality of patient information as required by law at all times both during and following his or her relationship with Hospital.

Conversations between physicians, nurses and other healthcare professionals in the setting of a patient receiving care or between the undersigned and a patient are also protected and may not be discussed.

The undersigned recognizes that other sources of medical information include medical records, emergency room department and ambulance records, base station reports, W and I Code 5150 applications, child abuse reporting forms, elderly abuse reporting forms, laboratory requests and results, and x-ray requests and results.

The undersigned understands that a breach of this confidentiality by him or her may result in an action for damages against him or her as well as against Hospital. Hospital may terminate the individual's relationship with the Hospital based upon a single breach of confidentiality by him or her.

Date: \_\_\_\_\_

\_\_\_\_\_  
Student

Date: \_\_\_\_\_

\_\_\_\_\_  
Entity Supervisor

**EXHIBIT D**

**Statement of Common Values**

See attached.

**EXHIBIT E**

**Joint Commission Requirement  
Criminal Background Verification**

Rancho Santiago Community College District  
2323 North Broadway  
Santa Ana, CA 92706

In 2004 the Joint Commission ("JC") implemented a new standard requiring that employees, volunteers and students who provide care, treatment and services to patients undergo a background check. Consistent with the terms of this Agreement, it is the responsibility of the Entity to conduct the criminal background check for each Student, Entity employee, or agent prior to their presence on our campus. Any Student, Entity employee, or agent that does not successfully pass in accordance with the Background Screening Scoring Guidelines, as attached hereto as Exhibit E-1 shall not participate in the Program unless and until Hospital agrees to accept said Student, Entity employee, or agent in writing.

Your signature on this Exhibit E acknowledges the Entity's obligation to comply with this new standard and with its the responsibilities as defined in the Agreement. Entity agrees to comply with this standard for all Students and Entity employees and agents participating in this Program. Please sign and date this Exhibit E, and return Exhibit E with the signed Agreement to:

Hospital            Vivian Silvas, Rehab Administration  
Attention         Northridge Hospital Medical Center  
Address           18300 Roscoe Blvd., 4 I.F.L.  
                      P.O. Box 9000  
                      Northridge, CA 91328-9920

Thank you.

*PSA* Entity:            Rancho Santiago Community College District

Signature: \_\_\_\_\_

Name:             Peter J. Hardash

Title:              Vice Chancellor, Business Operations & Fiscal Services

Date:                \_\_\_\_\_

**EXHIBIT E-1**  
**Background Screening Scoring Guidelines**

**Definitions**

- **Non-Conviction**: Any disposition other than a plea of guilty, no contest or a finding of guilt. Non-Convictions can be one of three categories.
  - **Passing**: Non-Conviction leading to charge being dismissed, Nolle Prose, Nolle Prosequi, Expunged, Not Guilty verdict or acquittal of defendant.
  - **Failing**: Any adjudication withheld/deferred where the charge was not dismissed, expunged, Nolle Prose or Nolle Prosequi.
  - **Provisional**: Any active or pending case.
- **Passing Disposition**: Any Non-Conviction disposition leading to the case being dismissed, Nolle Prose, Nolle Prosequi, Expunged, Not Guilty verdict or acquittal of defendant.
- **Failing Disposition**: Any disposition resulting in a Conviction or Non-Conviction (adjudication differed/withheld) that has **not** led to the case being dismissed or expunged.

**Pass**

Score all candidates as "Pass" for the following conditions:

- Any Misdemeanor or Felony crime with a Passing Disposition.
- Any misdemeanor (or lower) traffic violations (DUI is not considered a traffic violation).
- Any Misdemeanor with a disposition date older than 7 years, **with the exception of any Misdemeanor violent crimes, nonconsensual sexual crimes, and crimes against children with a Failing Disposition.**
- For California Facilities:
  - Any Felony with a disposition date older than 7 years, **with the exception of any Felony violent crimes, nonconsensual sexual crimes, and crimes against children with a Failing Disposition.**
  - Any Misdemeanor Marijuana offense over two years old in the state of California.

**Provisional**: **MUST ADVISE HOSPITAL AND REQUEST CONSIDERATION FOR ANY INDIVIDUALS WITH A PROVISIONAL SCORE PRIOR TO ACCEPTANCE OF SUCH INDIVIDUALS.**

- Any Misdemeanor or Felony case that is currently active or pending.
- Any SSN Trace where SSN was reported used in Death Benefits Claim.
- Any outstanding warrants.
- Non-California Facilities:
  - Any Felony with a failing disposition that is greater than 7 yrs old.
  - Any Misdemeanor crime with a Failing Disposition greater than 3 years but less than 7 years old\*.
  - Any Bankruptcy within the last ten years or tax liens within the last seven years.
  - Any other finding determined to be significant enough for further review.

**Fail**

Score all candidates as "Fail" for the following conditions:

- Any case with a Failing Disposition for Misdemeanor or Felony violent crimes, nonconsensual sexual crimes, and crimes against children regardless of elapsed time from disposition date.
- Any other Felony crime with a Failing Disposition within the last 7 years.
- Any Misdemeanor crime with a Failing Disposition within the last 3 years\*.
- Any Controlled Substance Offense (misdemeanor or felony) with a Failing Disposition within the last 7 years\*.

\*California Facilities: Exclude misdemeanor marijuana convictions more than two years old.



## CHW Statement of Common Values

### **Preamble**

Catholic Healthcare West (CHW) is a health system structured to foster collaborative efforts among the religious congregations that are its sponsors, namely the Sisters of Mercy, Auburn, and Burlingame, Regional Communities; the Sisters of St. Dominic of Adrian, Michigan; the Sisters of Charity of the Incarnate Word of Houston, Texas, the Dominican Sisters of San Rafael, the Dominican Sisters of St. Catherine of Siena of Kenosha, Wisconsin, the Franciscan Sisters of the Sacred Heart of Frankfort, Illinois and the Sisters of St Francis of Penance and Christian Charity of Redwood City, California. The sponsors collaborate with their lay partners in a spirit of ecumenism to direct the mission inherent in the corporate ministry of CHW.

Throughout its many years of health care ministry, CHW and its sponsors have recognized the importance of partnerships. We believe the social fabric must be woven in partnership with all who have a call to serve the community and we champion collaboration among those partners. Our ability to carry out our mission of healing rests largely on the formation of linkages with others -- health care providers, community organizations, physician organizations, government agencies, employers, health plans, and individuals. By forming partnerships, we can respond to the community's need in a manner that is holistic and comprehensive, rather than fragmented or duplicative.

CHW's respect for values including the dignity of persons, care for the poor, the common good and responsible stewardship are essential in our ministry of healing. We invite our partners to understand and participate in realizing our values, many of which we believe we hold in common with our partners.

### **Social Responsibility of Health Care Providers**

Health care is a ministry that serves the needs of individuals and communities -- it is a social good and a community service. The ministry of health care promotes healthy individuals and

a healthy community that advances the social, economic and environmental well-being of its Community. Most importantly, access to health care is a fundamental right of all persons.

CHW champions the dignity and well-being of all persons without regard to age, gender, sexual orientation, culture, race, ethnicity, economic, immigration or employment status. As a community, we have a moral responsibility to care for the poor and powerless, those of low socioeconomic status, individuals who have had catastrophic illnesses and those needing chronic care services.

Special concern is shown for the poor, helping them through direct service and acting as an advocate to change structures that keep them in poverty. We also have a special responsibility to those individuals at the beginning of life's journey as well as those who have shared so much of their wisdom throughout their years -- children and elderly.

As an employer, CHW treats its employees respectfully and justly, fostering a meaningful and humanizing work environment. Such an environment involves giving people a voice in matters affecting their work; respecting and promoting people's personal and professional growth; and providing a just wage. We try to promote trust, fairness, and mutual communication in all aspects of employment.

Through our health care ministry, we seek to contribute to the common good, which is realized when economic, political and social conditions protect and promote the fundamental rights of all persons and enable them to reach their common goals. Health care resources belong to the community and as providers we are stewards of those resources with the responsibility to use them in a way that advances the health care status of the community. In addition, CHW acknowledges its responsibility as a steward of the earth and recognizes that these resources are limited. CHW is committed to an equitable and ecologically sound use of the earth's resources.

### **Pastoral and Spiritual Responsibility of Health Care Providers**

It is our goal that health care be provided in a holistic way, respecting all dimensions of a person. At a time of extraordinary technological advancement developed to cure disease --

one that focuses on the physical dimension of person -- we need to emphasize and embrace the psychological, social and spiritual dimensions of persons.

Care should not be limited to the treatment of disease. We express our compassion and spirituality by easing the pain and suffering of our patients. Spiritual care is integral to health care and should support the religious and spiritual needs of all those it serves. Care encompasses the full range of spiritual services, including a listening presence as well as help in dealing with powerlessness, pain and alienation. Close collaboration with spiritual leaders, caring ministries and communities of faith is essential.

### **The Professional-Patient Relationship**

We respect the privacy of the physician-patient relationship. A person in need of health care and the professional health care provider who accepts that person as a patient enter into a relationship that requires, among other things, mutual respect, trust, honesty and appropriate confidentiality. The resulting free exchange of information must avoid manipulation, intimidation, condescension or judgment. Such a relationship enables the patient to disclose personal information needed for effective care and permits the health care provider to use his or her professional competence most effectively to maintain or restore the patient's health. Neither the health care professional nor the patient acts independently of the other -- both participate in the healing process.

Health care is patient-centered. Patients have the right to make medical treatment decisions (including accepting or rejecting treatment), which includes free and informed consent, access to medical and other information regarding their care, the right to make an advance directive and to name a surrogate decisionmaker.

Medical treatment decisions may generate ethical dilemmas for health care providers, patients and their families or surrogate decisionmakers. An ethics committee or some alternative form of ethical consultation will be available to assist by advising on particular ethical situations, by offering educational opportunities and by reviewing and recommending policies.

## **Issues in Care for the Dying**

The practice of medicine is a delicate weaving of art and science, and of ethics and philosophy. Now that medical technology offers so many more ways of keeping us alive, dying can be a prolonged process. Death is not the ultimate defeat; rather it is a natural part of the living and aging process. Health care must be a community of respect, love and support to patients and their families as they face the reality of death. One of the primary purposes of medicine in caring for the dying is the relief of pain and the suffering caused by it. Effective pain management in all its forms is critical in the appropriate care of the dying.

There is no obligation for the patient to begin or continue life-sustaining treatment if, from the patient's perspective, it is an excessive burden or offers no reasonable hope of benefit. The patient, in these circumstances, may decide to forgo medical treatment to allow the natural process of dying. An individual's decision to refrain from aggressive or curative treatment will be respected even when such a decision may result in the person's death. In addition, pain management of the highest quality is critical in allowing a person to die comfortably and with dignity. Medicines capable of alleviating or suppressing pain may be given to a person even if this therapy may indirectly shorten the person's life, so long as the intent is not to hasten death.

## **Procedures That Are Not Performed**

We are committed to human dignity and the sanctity of life from the moment of conception until death. Therefore, the following procedures will not be performed at our affiliated facilities:

- 1) Direct abortion is not performed. Indirect abortion is performed in certain medically indicated cases. An indirect abortion is a termination of pregnancy that is not directly intended and in which the sole purpose is the cure of a proportionately serious pathological condition of the mother, when the treatment cannot be safely postponed until the fetus is viable.
- 2) Assisted suicide, physician aid-in-dying or euthanasia is not performed. These are to be distinguished from allowing the natural process of dying to occur by withholding or



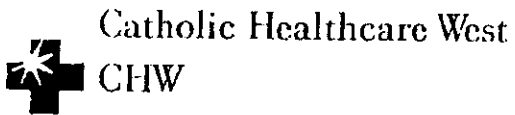
withdrawing treatment because the treatment is too burdensome or does not provide proportionate benefit. Assisted suicide, physician-aid-in-dying or euthanasia also should be distinguished from appropriate decisions regarding pain management that have been addressed in this document.

- 3) Artificial reproductive procedures, including donor insemination and In Vitro Fertilization, are not performed.

### **Resolution of Unforeseen Issues**

In any affiliation between partners of differing histories and cultures, there may be situations in which the appropriate application of values we hold in common has not been anticipated. In such situations, we agree that a collaborative dialogue is necessary to come to an adequate resolution. In these situations, we will engage in a structured decision-making process (called the A Process for Ethical Decision Making, attached) by gathering all the stakeholders and reflecting deliberatively on the values at stake in the decision.

VALCOMSP.DOC  
Revised March 2002



# **A PROCESS FOR ETHICAL DECISION-MAKING**

*We witness to Mercy and Truth when  
we pursue integrity of word and  
action in our life and in our  
decision-making.*

## **INTRODUCTION**

Decision-making is more than a rational process. It is always influenced consciously or unconsciously by the values of individuals or groups.

Many decisions are obvious, routine and automatic, while others are more complex and require more thought and effort.

Some decisions clearly touch the heart of what we are about, affect many people and shape our future because of the critical choices that are being considered. In these instances we want to be as clear as possible about our values, our multiple responsibilities and our Mission.

The following process may be useful as a way to explicitly review options in the light of the values of our Philosophy Statement. The process may be adapted to specific decisions by adding or deleting questions as appropriate. This is a group process with six steps. The composition of the recommending or decision-making group is determined by the nature of the decision and represents the key stakeholders. The use of a facilitator will enhance the process.

- I. State the issue in the form of a question (“Shall we.....?”).
- II. Present the options with supporting rationale.
- III. Discuss the relevant value questions relating to the issue.
- IV. Identify value conflicts and how they can be resolved.
- V. Provide reflective time to bring all factors into the light of religious beliefs, traditions and personal conviction.
- VI. Discuss the options for action and agree on a recommendation, and action plan for final decision.

## **PRACTICAL STEPS**

### **Preparation and Time Requirements**

A commitment to adequate preparation and process time is needed for the process to be most effective.

Preparation is required to:

- allow facilitator familiarization with the decision being considered;
- involve the facilitator in preparing for the process;
- prepare an accurate statement of the issue;
- identify the stakeholders to be included in the process;
- prepare questions for Section III adapted to the specifics of the decision being considered;
- provide materials to participants in time to prepare for the process.

Time for the process:

- usual minimum will be 2 2 - 3 hours;
- may vary with the complexity of the decision, the number of persons participating and the number of values significantly affected by the decisions;
- time included so that Sections IV, V and VI are not rushed, as reflections, sharing and discussion are important elements of the process.

### **Cycles of Decision-Making**

It may be appropriate to use this decision-making process more than one time in the development of a decision on an issue, project or program.

#### **Example:**

**Cycle One:** A decision might be needed at one point to pursue preliminary study of a possible project.

**Cycle Two:** When that investigation is complete, another use of the decision process might be appropriate to determine whether to initiate more specific planning of the project, perhaps including feasibility studies.

**Cycle Three:** Yet another application of the process might be appropriate in making a final decision.

## **A PROCESS FOR ETHICAL DECISION-MAKING**

**I. State the issue in the form of a question ("Shall we...? How do we...?").**

- Clarify the purpose and expected outcome of the meeting.
- Identify who will make the final decision.
- Identify groups that may be making recommendations regarding this question (Division Board to CHW Board).

**II. Briefly list the options with supporting data.**

Review the history and context in which the discussion is taking place.

**III. Discuss the following questions --based on key value concepts in the CHW Philosophy Statement --to the extent that they are relevant to the decision.**

The Sponsoring Congregation's philosophy and traditions may surface additional questions.

### **A. Quality Health Care**

1. By means of this decision, how can we promote healing?
2. Does this involve the appropriate application of medical science and technology?
3. How are we enhancing the quality of life; as well as continuation of life?
4. What safeguards from harm can we provide?
5. Can we provide an environment that is welcoming and caring?

### **B. Response to Need**

1. What are the relevant needs in the community?
2. What are the organization's needs?
3. What are the broader societal needs related to this decision?

### **C. Recognition of Dignity**

1. What groups of people -- within and outside of our organization will be affected by this decision?

2. Which of these groups have direct influence in our decision-making process?
3. How can we provide for direct input and influence by groups in the community who will be most affected?

#### **D. Rights of All to Health Care**

1. How does this decision promote our long-range goal of universal access to basic health care?
2. What particular groups of people would be served (men/women, elders/adults/children, affluent/middle class/poor, whites/blacks/Hispanics/Asians)?

#### **E. Advocacy for the Poor and People with Special Needs**

1. Does this decision directly affect people who are poor or disadvantaged? If so, how?
2. Can we speak to other influential groups (local, state or national governments, other providers, community groups) on behalf of people who are poor or who have special needs related to this decision?
3. Would the decision affect current advocacy priorities?

#### **F. Stewardship**

1. What organizational resources --funds, personnel, space technology, management time -- are involved?
2. How does the decision benefit our organization financially (directly or indirectly, short or long term)?
3. Who would benefit from the various options in these decisions?
4. Who would bear the burden?
5. Would resources be diverted from some other use?
6. Have we ensured compliance with the law?

#### **G. Collaboration**

1. Who are the stakeholders and how will they be involved?
  - Sponsors?
  - Church leaders?
  - Relevant boards?
  - Other institutions or groups?
  - Physicians and employees?
  - Government agencies and third-party payers?

2. How would our institution be perceived by the community under various options?

IV. Difficult decisions involve choices among several good things, and affirming one value sometimes means neglecting another.

- Which values are most relevant in this decision?
- Which values are affirmed?
- Which values are not affirmed?
- Are any values denied?

How can we safeguard the values that would not be directly affirmed (by placing conditions on the proposed action, by taking another action at the same time to express those values, by influencing other relevant groups...)?

What really motivates us as we consider this decision?

When scarce resources are being allocated, various approaches may be taken. Which of the following ethical principles seem most appropriate in making this decision:

- a) the greatest good for the greatest number?
- b) distribution of goods according to the specified criteria -- such as ability to pay for services, social usefulness according to the status, making up for previous neglect or injustice?
- c) equal opportunity (by lottery or random selection)?
- d) greatest need?

V. Provide for a period of reflective silence during which group members can bring all these factors into the light of their religious beliefs, traditions and personal convictions.

Invite each group member to express his or her opinion as to what should be done, with brief supporting reasons and beliefs (no discussion).

VI. Discuss the options for action and agree on a recommendation, an action plan or final decision.

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**Santa Ana College – Human Services and Technology Division**

To: Board of Trustees	Date: January 18, 2011
Re: Approval of New OTA Agreement – Long Beach Unified School District	
Action: Request for Approval	

**BACKGROUND**

The Occupational Therapy Assistant Program of Santa Ana College is required to offer all program students Fieldwork opportunities at sites throughout the community in order to gain practical field experience. This is necessary to apply the knowledge and skills they have learned in their college classes. This is a new agreement for the Occupational Therapy Assistant program. The OTA Program will place no students at the site until after Board approval.

**ANALYSIS**

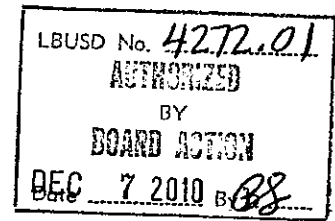
This clinical affiliation agreement covers the scope of program operations at the facility, as well as insurance and other issues relating to the liability of both parties. This agreement shall be effective for five (5) years or until termination by written notice of either party. The agreement has been reviewed by Dean Bart Hoffman and college staff. It carries no costs or other financial arrangements.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve this agreement with Long Beach Unified School District in Long Beach, California.

Fiscal Impact: None	Board Date: January 18, 2011
Prepared by: Norman Fujimoto, Vice President of Academic Affairs Bart Hoffman, Dean of Human Services & Technology	
Submitted by: Erlinda J. Martinez, Ed.D., President, Santa Ana College	
Recommended by: Dr. Raúl Rodríguez, Chancellor, RSCCD	





## A G R E E M E N T

### Occupational Therapy Assistant Program

**THIS AGREEMENT** is made and entered into the 19th day of January, 2011, by and between Long Beach Unified School District, hereinafter called the Agency, and Rancho Santiago Community College District on behalf of Santa Ana College, hereinafter called the District.

#### PART I. BASIS AND PURPOSE OF AGREEMENT

WITNESSETH:

**WHEREAS**, the District and Agency acknowledge a public obligation to contribute to Occupational Therapy Assistant Program education for the benefit for students and to meet community needs.

**WHEREAS**, the District provides programs in Occupational Therapy Assistant Program education, which require clinical experience for students, enrolled in these programs.

**WHEREAS**, the Agency has facilities suitable for the clinical needs of the District programs in the Occupational Therapy Assistant Program.

**WHEREAS**, it is to the benefit of both District and Agency that Occupational Therapy Assistant Program students have opportunities for clinical experience to enhance their capabilities as practitioners.

**NOW, THEREFORE**, the District and Agency do covenant and agree as follows:

#### PART II. GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE COLLEGE

##### A. For the Program in General

1. The District will assume full responsibility for offering Occupational Therapy Assistant Program education programs eligible for accreditation by the appropriate State Board.
2. District faculty members may be invited to serve as voluntary resource persons to the Agency staff by serving on Occupational Therapy Assistant Program care committees, by sharing knowledge as clinical experts, and by participation in other matters dealing with the quality of patient care.
3. For Background clearance  
The District shall inform The Occupational Therapy Assistant Program students of the Background Check requirement and their responsibility of payment.
4. For Student Workmen's Compensation  
The District shall carry Workmen's Compensation Insurance on students of the District during clinical assignment, and keep records of clinical attendance for audit by the State Workmen's Compensation Insurance Fund.

B. For Program Planning

1. The District will initiate the development of mutually acceptable clinical instruction plans for using the Agency's clinical areas to meet the educational goals of Occupational Therapy Assistant Program curricula. These plans will be made available to the Agency at a mutually agreed upon time prior to the beginning of the school term and subject to revision in instances of conflicts with agency patient care responsibilities and/or District interests.
2. The District has the privilege of regularly scheduled meetings with Agency staff, including both selected Agency personnel and administrative level representatives for the purpose of interpreting, discussing, and evaluating the educational program in occupational therapy.

C. For Occupational Therapy Assistant Program Students

1. The District will be responsible for assuring that Occupational Therapy Assistant Program students assigned to the Agency for clinical instruction meet both District and Agency standards of health and physical fitness, and shall provide certification that the Occupational Therapy Assistant Program students have been immunized against the common communicable diseases.

PART III. **GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE AGENCY**

A. For the Program in General

1. The Agency will maintain the standards, which make it eligible for approval as a clinical area for instruction in accredited Occupational Therapy Assistant Program programs. To further this, the Agency agrees to provide and maintain personnel who are in its opinion, capable and qualified in those divisions in which students are placed.
2. The administration of the service and patient care at the Agency shall be the responsibility of and under the control and supervision of the Agency and shall be administered through the Agency and shall be administered through the Agency staff.
3. The Agency will designate a staff member who will function as Education Coordinator for Occupational Therapy Assistant Program education uses of the Agency facilities, including joint planning and representatives of all involved Occupational Therapy Assistant Program programs.
4. The Agency will provide orientation for students and faculty to familiarize them with Agency policies and facilities before assigning them to duties at the Agency.
5. The Agency will permit its employees to participate in the educational program as resource persons and clinical experts provided such participation does not interfere with assigned duties.

6. The Agency will permit the faculty and students of the District to use its patient care and patient service facilities for clinical education according to approved curricula.
7. The Agency will confer with the District prior to making a commitment for new or expanded use of its clinical facilities by any other Occupational Therapy Assistant Program that interfere with current student placement.

B. For Services and Facilities

1. The Agency will permit the educational use of such supplies and equipment as are commonly available for patient care.
2. The Agency will permit use of the following facilities and services by District Occupational Therapy Assistant Program students and faculty at such times and to the degrees considered feasible by the agency.
  - a. Parking areas.
  - b. Locker, storage and dressing facilities.
  - c. Same food services as are available for Agency staff.
  - d. First aid treatment with written consent required for minors.
  - e. Access to sources of information for education purposes such as:
    1. Patient's chart.
    2. Procedure guides policy manuals.
    3. Medical dictionaries, pharmacology references, and other references suitable to the clinical area.
    4. Books and periodicals in the Medical library.

C. For the Control of District Personnel

1. The Agency may refuse access to its clinical areas to Occupational Therapy Assistant Program students or district faculty who do not meet its employee standards for safety, health, cooperation, or ethical behavior pending investigation and resolution of the matter by the Agency and the District.

PART IV. **JOINT RESPONSIBILITIES AND PRIVILEGES**

A. For publications

1. Publication by District faculty, or Agency staff members of any material relative to their clinical experience, that has not been approved for release by the District and Agency signers of this agreement, is prohibited.

B. Insurance:

Without limiting the indemnification obligations stated below, each party to the Agreement shall maintain and secure at its own expense comprehensive general liability, property damage insurance, and professional liability of not less than one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate, and said policy shall remain in full force and effect during the term hereof. Thirty (30) days written notice shall be provided to the other party prior to cancellation, or reduction in said insurance. Upon request, the requesting party shall be provided a copy of said policy.

C. Indemnification

All parties to this Agreement shall agree to defend, indemnify, and hold harmless the other party, its officers, agents, employees, students and volunteers, from and against all loss, cost, and expense arising out of any liability or claim of liability, sustained or claimed to have been sustained, arising out of the activities, or the performance or nonperformance of obligations under this Agreement, of the indemnifying party, or those of any of its officers, agents, employees, students or volunteers. The provisions of this Article do not apply to any damage or losses caused solely by the negligence or intentional acts of the non-indemnifying party or any of its agents or employees.

**PART V. STATUS OF OCCUPATIONAL THERAPY ASSISTANT STUDENTS**

- A. Occupational Therapy Assistant Program students shall have the status as learners and shall not be considered to be Agency employees nor shall they replace Agency staff. Any service rendered by the student during the experience is to be considered in addition to planned patient care in that area. Clinical experience will be conducted as a laboratory learning experience. The Agency will provide regular staffing for patient care in areas where students are obtaining clinical experience.
- B. Occupational Therapy Assistant Program students are subject to the authority, policies, and regulations of the district. They are also subject, during clinical assignment, to applicable agency regulations and must conform to the same standards as are for Agency employees in matters relating to the welfare of patients and general Agency operations.
- C. Occupational Therapy Assistant Program students shall be responsible for proper coverage in regard to malpractice insurance, or any other liability insurance that might be required by either the District or the Agency.
- D. The District will be responsible for assuring that health care students assigned to the Agency for clinical instruction meet both District and Agency standards of health and physical fitness.

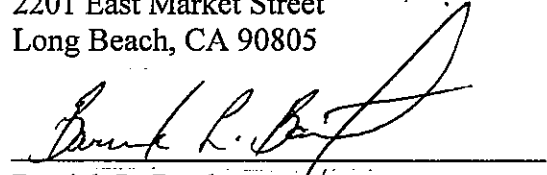
**PART VI. PERIOD OF AGREEMENT, TERMINATION**

A. This agreement shall be effective as of the date signed, and shall continue in effect for five years, unless terminated earlier by written notice of either party. Either party to this Agreement may, in its sole discretion, terminate this Agreement with or without cause by giving the other party at least 30 days' prior written notice. In the event the Agreement is terminated for cause, all of the obligations of the terminating party shall be waived immediately upon written notice of termination. In the event of termination without cause, the parties agree to fulfill their respective obligations associated with the current term or semester, prior to such termination becoming effective.

**IN WITNESS WHEREOF**, the said parties have hereunto set their hands:

*BBK*  
**District: Rancho Santiago Community  
College District**  
**Rancho Santiago Community College  
District**  
2323 N. Broadway  
Santa Ana, CA 92706

**Agency: Long Beach Unified School  
District**  
**Long Beach Unified School District**  
2201 East Market Street  
Long Beach, CA 90805

  
\_\_\_\_\_  
Barrick L. Bartlett  
Purchasing & Contracts Director

\_\_\_\_\_  
Peter J. Hardash  
Vice Chancellor  
Business Operations & Fiscal Services

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**Santa Ana College - Science, Math, and Health Sciences Division**

To:	Board of Trustees	Date: January 18, 2011
Re:	Approval of Renewal of Nursing Agreement – Mount St. Mary’s College, Los Angeles	
Action:	Request for Approval	

**BACKGROUND**

This is a renewal of an affiliation agreement with Mount St. Mary’s College, Los Angeles, to be a provider of post-graduate educational and training for students pursuing careers in nursing education. These students are in the Masters Program (MSN) and will be preceptoring with Santa Ana College Nursing Faculty in the classroom and clinical setting as part of their post-graduate education.

**ANALYSIS**

This agreement with Mount St. Mary’s College, Los Angeles, allows for clinical training of graduate nurses and is important to Santa Ana College because these students may become interested in teaching at Santa Ana College upon graduation as a result of a positive training experience. The clinical affiliation agreement covers the scope of program operations as well as other issues relating to responsibilities for both parties. The agreement has been reviewed and approved by college staff. The agreement carries no costs or other financial arrangements and is in effect for three (3) years.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve this clinical affiliation agreement renewal with Mount St. Mary’s College, Los Angeles.

Fiscal Impact:	None	Board Date: January 18, 2011
Prepared by:	Norman Fujimoto, Vice President of Academic Affairs Carol Comeau, Dean of Science, Mathematics, and Health Sciences	
Submitted by:	Erlinda J. Martinez, Ed.D., President, Santa Ana College	
Recommended by:	Dr. Raúl Rodriguez, Chancellor, RSCCD	

**MOUNT ST. MARY'S COLLEGE**  
**Department of Nursing**

**CLINICAL TRAINING AGREEMENT**

THIS AGREEMENT is made between **Mount St. Mary's ("College")**, Los Angeles and **Rancho Santiago Community College District on the behalf of Santa Ana College ("Agency")** as of **January 20, 2011**

RECITALS

- A. College, through its Department of Nursing, provides educational training and Preparation for students pursuing careers in the nursing profession.
- B. College requires clinical experience as part of the nursing curriculum.
- C. Agency has available clinical facilities to provide certain educational experiences and clinical in patient care.
- D. College desires the cooperation of Agency and its staff in the development and implementation of the clinical experience for its students.
- E. Agency has agreed to make its facilities available to College for such purposes.
- F. Agency acknowledges that it receives no immediate advantage from the activities of the students at its facilities.

NOW, THEREFORE, in consideration of the mutual promises and conditions set forth herein, College and Agency do hereby agree as follows:

I. OBLIGATIONS OF COLLEGE

College shall:

- A. Develop the curriculum for its nursing programs, maintain responsibility for its students' learning objectives and evaluation, and instruct and supervise students in their designated areas.
- B. Maintain a record for each student which includes a skills checklist indicating the procedures/skills for which the student has been trained. Any procedures which students will be asked to perform shall be consistent with the program(s) in which they are enrolled.
- C. Ensure that faculty and students conform to the Agency's policies, procedures, regulations, and orientation protocols as established by the Agency.

- D. Reach mutual agreement with Agency representatives, prior to the beginning of each academic year, on the following:
  - 1. Student schedules.
  - 2. Student placements.
  - 3. Attendance at scheduled programs for the purpose of collaboration, coordination, and communication of information relating to student practice and faculty supervision.
- E. Maintain all students' records in conjunction with the clinical experience at the Agency.
- F. Verify that students conform to Agency's health requirements.
- G. Assure that faculty (Clinical Instructors) fulfill their responsibilities as outlined in the Faculty Handbook applicable to the program of the Department of Nursing providing students to the Agency.
- H. Assure that students maintain essential behaviors relative to confidentiality, safety, and other matters of patient harm as outlined in the Student Handbook and course syllabi of the Department of Nursing.
- I. Assure that students in training under this Agreement are informed that: (i) they shall not receive any wages or employee benefits, either from College or Agency; (ii) they shall be considered students who are receiving credit required as part of their nursing curriculum; and (iii) they are not automatically entitled to a job at Agency's facilities upon the conclusion of the clinical training program.
- J. Specify appropriate student and faculty dress subject to Agency approval which distinguishes students from Agency's regular personnel.
- K. Maintain standards of accreditation as formulated by its professional bodies.
- L. Regularly schedule meetings with the Agency representative(s) for the purpose of interpreting, discussing, and evaluating the clinical instruction program.
- M. Designate a representative who will be responsible for scheduling and selecting College representatives to attend meetings with Agency.
- N. Call a meeting, in the event of a dispute between any member of the College faculty or student and members of the Agency staff, over matters which cannot be resolved by the persons immediately involved, or in the event of substance abuse by a member of the College faculty or student on Agency's premises or in the presence of Agency's patients, which is attended by representatives of both institutions within (5) days of the event.



- O. Keep minutes of all College-Agency meetings and file copies with both the Department of Nursing of the College and the nursing administrative office of the field Agency.

## II. OBLIGATIONS OF AGENCY

Agency shall:

- A. Permit students access to mutually agreed upon clinical areas.
- B. Conform to the requirements set forth by the Agency's accreditation bodies, including the California Board of Registered Nursing.
- C. Designate a representative for the purpose of planning, implementing, and coordinating teaching/learning activities with College representatives and who will meet regularly with College representatives.
- D. Arrange for an orientation to the Agency for the College's representatives and students.
- E. Assure that its staff is sufficient in number, quality, and stability to insure safe and continuous service to patients and families.
- F. Not decrease the number staff or otherwise alter staffing patterns due to the presence or absence of students in assigned areas.
- G. Control all nursing service functions, and supervise nursing service personnel and activities of Agency management as related to patient care.
- H. Permit, upon reasonable request, College to inspect: Agency's clinical facilities; Agency's services available for the clinical experience; student records; and other such items pertaining to the clinical education program by the College and/or agencies charged with the responsibility for accreditation of the program.
- I. Make available Agency's physical facilities and equipment necessary to conduct the clinical experience and any other specialized learning experience for College's students.
- J. Provide the following for the students and faculty while assigned to the Agency:
  - (1) Reasonable use of parking areas.
  - (2) Reasonable use of locker and dressing areas.
  - (3) Access to library according to Agency policies and procedures.

- (4) Ability to purchase meals at prices offered to Agency employees.
  - (5) If required by Agency, uniforms and uniform laundry for specified areas, e.g., ICUs or surgical areas.
  - (6) If required by the Agency, photograph identification and/or identification tags.
- K. Advise the College of any changes in its personnel, operation, accreditation status or policies related to or which may affect the clinical experience.
  - L. Agency retains the right to refuse access and to remove any faculty/student who jeopardizes patient care.

### III. ACCREDITATION OF AGENCY

Santa Ana College \_\_\_\_\_ holds the following accreditation, license, or certification for the current year:

Accreditation: California Board of Registered Nursing and National League for Nursing Accrediting Commission

Licenses: \_\_\_\_\_  
 (Please use the back of this page for additional space, if needed)

### IV. COVERAGE

College shall:

- A. Provide Workmen's Compensation coverage for its faculty and students during scheduled periods of duty at the Agency.
- B. Provide General Comprehensive Liability Coverage for College, faculty and students under the direct supervision of the College faculty while at the Agency at no less than one million dollars (\$1,000,000.00) per occurrence.
- C. Provide Limited Professional Health Care Services Coverage for College and faculty at no less than one million dollars (\$1,000,000.00) per occurrence.
- D. Verify that nursing students carry professional liability coverage at no less than one million dollars (\$1,000,000.00) per occurrence and three million dollars (\$3,000,000.00) annual aggregate.
- E. Assure that students not covered by personal insurance carry the College's Student Health Accident Policy. In case of accident or injury, students may

be treated by the physician of Health Services at the College, personal physician, or be attended at the agency under contract with the College, if student's injury is covered by Worker's Compensation.

- F. Verify that students on community and public health assignments, who are operating vehicles, carry automobile liability insurance as well as a current driver's license.

## V. INDEMNIFICATION

All parties to this Agreement shall agree to defend, indemnify, and hold harmless the other party, its officers, agents, employees, and volunteers, from and against all loss, cost, and expense arising out of any liability or claim of liability, sustained or claimed to have been sustained, arising out of the activities, or the performance or non-performance of obligations under this Agreement, of the indemnifying party, or those of any of its officers, agents, employees, or volunteers. The provisions of this Article do not apply to any damage or losses caused solely by the negligence or intentional acts of the non-indemnifying party or any of its agents or employees.

## VI. INDEPENDENT CONTRACTOR

The parties expressly understand and agree that this is an Agreement by and between independent contractors. Neither party has authorization to enter into any contracts, assume any obligations or make any warranties or representations on behalf of the other party. Agency shall not be responsible to College, College's students, employees, instructors or agents or to any governing body for any payroll-related liability in connection with the performance of services by faculty or students under this Agreement. College will be responsible for all legally required tax withholding for itself and its employees. College warrants that it will comply with all applicable federal, state and local laws, including, but not limited to, wage and hour laws and employment discrimination laws. Neither College nor any of its students, instructors, employees or agents shall receive any compensation from Agency.

## VII. TERM: TERMINATION AND AMENDMENT

- A. This Agreement shall be effective for a three (3) year term, commencing on January 20, 2011 and terminating on January 19, 2014. This Agreement may, however, be terminated, with or without cause, by either party after giving the other party sixty (60) days advance written notice of its intention to terminate. Any "without cause" termination of this Agreement or termination of an individual program at any Agency shall not take effect with respect to students participating in the affected program on the date of such notice of termination or deletion until such time as the program is completed in accordance with its original terms.

- B. Agency representatives have sole discretion to terminate, decline to renew, or modify the program at their clinical facility.
- C. Any written notice under this Section VII shall be sent postage prepaid, by certified mail, return receipt requested, addressed as follows:

College:  
Mount St. Mary's College  
12001 Chalon Road  
Los Angeles, California 90049  
Attention: Chairperson  
Department of Nursing

Agency:  
Santa Ana College  
1530 W. 17<sup>th</sup> Street  
Santa Ana, CA 92706  
Attention: Director  
Nursing Program

#### VIII. ASSIGNMENT

Neither College nor Agency shall have the right to assign or transfer all or any portion of their respective interests in this Agreement without the written consent of the other.

#### IX. NON-DISCRIMINATION POLICY

- A. Neither College nor Agency shall discriminate against any person on the basis of his/her sex, sexual orientation or preference, gender, gender identity, race, color, religion, national origin, creed, citizenship status, ancestry, age, marital status, pregnancy, childbirth, or related medical condition including genetic characteristics, mental or physical disability, veteran status or any other characteristic protected by federal, state or local law, ordinance or regulation.
- B. The Rancho Santiago Community College District complies with all Federal and state rules and regulations and does not discriminate on the basis of race, color, national origin, gender or disability. This holds true for all students who are interested in participating in educational programs and/or extracurricular school activities. Harassment of any employee/student with regard to race, color, national origin, gender or disability is strictly prohibited. Inquiries regarding compliance and/or grievance procedures may be directed to District's Title IX Officer and/or Section 504/ADA Coordinator.

## X. COMPLIANCE

Both parties agree to comply with all applicable State and Federal laws, rules and regulations, as they now exist or may hereafter be amended or changed, in the performance or carrying out of its obligations under this Agreement.

For purposes of compliance with the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") only, students shall be considered "work force members," defined as individuals who are given access to Facility's protected health information ("PHI"), which means any information whether oral or recorded in any form or medium, created or received by Students and: (i) that relates to the past, present or future physical or mental condition of the patient; the provision of health care to the patient; or the past, present or future payment for the provision of health care to the patient; and (ii) that identifies the individual or with respect to which there is a reasonable basis to believe the information can be used to identify the patient and shall have the same meaning as the term "protected health information" in 45 CFR 164.501. As members of the work force, Students will be required to participate in certain education and training related to security and protection of PHI. Both parties shall implement appropriate safeguards to prevent the use or disclosure of PHI other than as contemplated by this Agreement.

## XI. USE OF NAME

Neither party shall use the name, address, logo or other trademarks of the other party without the other party's prior written consent.

## XII. ARBITRATION

Any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be settled by a single arbitrator in an arbitration at Los Angeles County, California, administered by the American Arbitration Association under its Commercial Arbitration Rules, and judgment on any award rendered by the arbitrator may be entered in any court having jurisdiction thereof. The discovery provisions of the California Code of Civil Procedure relating to arbitration, including the provisions of §1283.05, shall be applicable to the arbitration proceeding. The costs of any such proceeding shall be paid by the party instigating the arbitration unless such party is declared by the arbitrator to be substantially successful in securing the award of the determination sought by such party in such proceedings, in which event the costs of such proceedings shall be paid by the unsuccessful party or parties. Notwithstanding the above, in the event any party wishes to obtain injunctive relief or a temporary restraining order, such party may initiate an action for such relief in a court of law and the decision of the court of law with respect to the injunctive relief or temporary restraining order shall be subject to appeal only through the courts of law. Should the parties, prior to submitting a

dispute to arbitration, desire to utilize other impartial dispute settlement techniques such as mediation or fact-finding, a joint request for such service may be made to the American Arbitration Association, or the parties may initiate such other procedures as they may mutually agree at such time. The provisions of this Section shall survive the termination of this Agreement.

XIII. AGREEMENT

This Agreement constitutes the entire agreement between the College and Agency with respect to the subject matter hereof and may be altered or amended only by a written instrument executed by each of the parties hereto. This Agreement supersedes all prior agreements, negotiations, and communications of whatever type, whether written or oral, between the parties with respect to the subject matter hereof. This Agreement is made and entered into in the State of California, and shall in all respects be interpreted, enforced and governed by and under the laws of that State. This Agreement may be executed in counterparts, and all such counterparts together shall constitute the entire agreement of the parties hereto.

The undersigned parties hereto have executed this Agreement as of the day and year first above written.

MOUNT ST. MARY'S COLLEGE

RANCHO SANTIAGO COMMUNITY  
COLLEGE DISTRICT (RSCCD)

BY: \_\_\_\_\_  
Dr. Jacqueline P. Doud  
President

BY: \_\_\_\_\_  
Peter J. Hardash  
Vice Chancellor, Fiscal  
Services and Business Operations

**Check Registers Submitted for Approval**  
**Checks Written for Period 11/27/10 thru 01/07/11**

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
49312	General Fund Unrestricted	4,426.00	0.00	4,426.00	92*0265281	92*0265282
49313	General Fund Unrestricted	1,543.00	0.00	1,543.00	92*0265283	92*0265290
49314	General Fund Unrestricted	8,121.52	0.00	8,121.52	92*0265291	92*0265294
49315	General Fund Unrestricted	19,621.38	0.00	19,621.38	92*0265295	92*0265297
49317	General Fund Unrestricted	4,449.86	0.00	4,449.86	92*0265304	92*0265306
49318	General Fund Unrestricted	2,310.91	0.00	2,310.91	92*0265308	92*0265317
49319	General Fund Unrestricted	13,679.44	0.00	13,679.44	92*0265318	92*0265319
49321	General Fund Unrestricted	4,762.33	0.00	4,762.33	92*0265322	92*0265329
49322	General Fund Unrestricted	5,442.33	0.00	5,442.33	92*0265330	92*0265339
49328	General Fund Unrestricted	378.00	0.00	378.00	92*0265348	92*0265352
49329	General Fund Unrestricted	3,529.84	0.00	3,529.84	92*0265354	92*0265354
49330	General Fund Unrestricted	1,481,016.61	0.00	1,481,016.61	92*0265355	92*0265356
49335	General Fund Unrestricted	55,562.00	0.00	55,562.00	92*0265389	92*0265417
49336	General Fund Unrestricted	32,009.00	0.00	32,009.00	92*0265418	92*0265445
49337	General Fund Unrestricted	23,810.00	0.00	23,810.00	92*0265446	92*0265473
49338	General Fund Unrestricted	15,737.00	0.00	15,737.00	92*0265474	92*0265501
49339	General Fund Unrestricted	25,088.00	0.00	25,088.00	92*0265502	92*0265525
49340	General Fund Unrestricted	19,743.00	0.00	19,743.00	92*0265526	92*0265538
49343	General Fund Unrestricted	4,719.46	0.00	4,719.46	92*0265548	92*0265550
49344	General Fund Unrestricted	3,116.41	0.00	3,116.41	92*0265551	92*0265554
49345	General Fund Unrestricted	15,315.03	0.00	15,315.03	92*0265558	92*0265558
49346	General Fund Unrestricted	6,382.14	0.00	6,382.14	92*0265559	92*0265565
49347	General Fund Unrestricted	14,657.17	0.00	14,657.17	92*0265566	92*0265571
49349	General Fund Unrestricted	84,210.10	0.00	84,210.10	92*0265577	92*0265579
49350	General Fund Unrestricted	10,809.01	0.00	10,809.01	92*0265580	92*0265585
49352	General Fund Unrestricted	1,857.80	0.00	1,857.80	92*0265590	92*0265596
49360	General Fund Unrestricted	2,186.20	0.00	2,186.20	92*0265615	92*0265626
49361	General Fund Unrestricted	66,056.00	0.00	66,056.00	92*0265627	92*0265655
49362	General Fund Unrestricted	48,019.00	0.00	48,019.00	92*0265656	92*0265683
49363	General Fund Unrestricted	55,455.00	0.00	55,455.00	92*0265684	92*0265711
49364	General Fund Unrestricted	57,513.00	0.00	57,513.00	92*0265712	92*0265739
49365	General Fund Unrestricted	60,361.00	0.00	60,361.00	92*0265740	92*0265767
49366	General Fund Unrestricted	50,934.00	0.00	50,934.00	92*0265768	92*0265795
49367	General Fund Unrestricted	48,820.00	0.00	48,820.00	92*0265796	92*0265823
49368	General Fund Unrestricted	47,016.00	0.00	47,016.00	92*0265824	92*0265851
49369	General Fund Unrestricted	57,249.00	0.00	57,249.00	92*0265852	92*0265879
49370	General Fund Unrestricted	54,758.00	0.00	54,758.00	92*0265880	92*0265907
49371	General Fund Unrestricted	56,100.50	0.00	56,100.50	92*0265908	92*0265935
49372	General Fund Unrestricted	30,295.00	0.00	30,295.00	92*0265936	92*0265963
49373	General Fund Unrestricted	5,924.00	0.00	5,924.00	92*0265964	92*0265983
49374	General Fund Unrestricted	234.00	0.00	234.00	92*0265984	92*0265984

5.1 (1)

Check Registers Submitted for Approval  
 Checks Written for Period 11/27/10 thru 01/07/11

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
49375	General Fund Unrestricted	4,163.00	0.00	4,163.00	92*0265985	92*0265986
49376	General Fund Unrestricted	633.77	0.00	633.77	92*0265987	92*0265992
49377	General Fund Unrestricted	1,421.90	0.00	1,421.90	92*0265993	92*0266000
49378	General Fund Unrestricted	3,547.02	0.00	3,547.02	92*0266001	92*0266006
49379	General Fund Unrestricted	418.53	0.00	418.53	92*0266008	92*0266011
49380	General Fund Unrestricted	18,065.75	0.00	18,065.75	92*0266012	92*0266016
49381	General Fund Unrestricted	33.19	0.00	33.19	92*0266017	92*0266017
49382	General Fund Unrestricted	12,689.08	0.00	12,689.08	92*0266025	92*0266026
49388	General Fund Unrestricted	622.60	0.00	622.60	92*0266039	92*0266044
49389	General Fund Unrestricted	337.26	0.00	337.26	92*0266045	92*0266045
49390	General Fund Unrestricted	238.31	0.00	238.31	92*0266047	92*0266051
49392	General Fund Unrestricted	19,389.60	0.00	19,389.60	92*0266061	92*0266063
49393	General Fund Unrestricted	4,085.50	0.00	4,085.50	92*0266066	92*0266066
49395	General Fund Unrestricted	2,360.97	0.00	2,360.97	92*0266074	92*0266080
49396	General Fund Unrestricted	5,060.89	0.00	5,060.89	92*0266081	92*0266086
49398	General Fund Unrestricted	873.50	0.00	873.50	92*0266093	92*0266095
49410	General Fund Unrestricted	500.00	0.00	500.00	92*0266132	92*0266132
49411	General Fund Unrestricted	416.00	0.00	416.00	92*0266133	92*0266135
49412	General Fund Unrestricted	1,935.53	0.00	1,935.53	92*0266136	92*0266139
49413	General Fund Unrestricted	1,755.38	0.00	1,755.38	92*0266144	92*0266148
49415	General Fund Unrestricted	3,903.13	0.00	3,903.13	92*0266156	92*0266158
49416	General Fund Unrestricted	2,331.64	0.00	2,331.64	92*0266161	92*0266165
49417	General Fund Unrestricted	6,000.00	0.00	6,000.00	92*0266166	92*0266166
49421	General Fund Unrestricted	2,517.00	0.00	2,517.00	92*0266180	92*0266194
49422	General Fund Unrestricted	2,213.00	0.00	2,213.00	92*0266195	92*0266196
49423	General Fund Unrestricted	540.00	0.00	540.00	92*0266200	92*0266200
49424	General Fund Unrestricted	1,791.57	0.00	1,791.57	92*0266201	92*0266204
49427	General Fund Unrestricted	540.20	0.00	540.20	92*0266214	92*0266214
49428	General Fund Unrestricted	22,762.73	0.00	22,762.73	92*0266217	92*0266220
49429	General Fund Unrestricted	3,217.25	0.00	3,217.25	92*0266221	92*0266231
49430	General Fund Unrestricted	4,429.03	0.00	4,429.03	92*0266232	92*0266238
49431	General Fund Unrestricted	53,452.73	0.00	53,452.73	92*0266239	92*0266242
49434	General Fund Unrestricted	2,501.70	0.00	2,501.70	92*0266250	92*0266265
49440	General Fund Unrestricted	2,415.44	0.00	2,415.44	92*0266281	92*0266286
49441	General Fund Unrestricted	18,822.72	0.00	18,822.72	92*0266287	92*0266291
49442	General Fund Unrestricted	13,767.38	0.00	13,767.38	92*0266292	92*0266299
49443	General Fund Unrestricted	921.27	0.00	921.27	92*0266300	92*0266304
49445	General Fund Unrestricted	1,069.43	0.00	1,069.43	92*0266313	92*0266316
49446	General Fund Unrestricted	5,356.36	0.00	5,356.36	92*0266321	92*0266328
49447	General Fund Unrestricted	5,525.90	0.00	5,525.90	92*0266329	92*0266336
49448	General Fund Unrestricted	2,995.62	0.00	2,995.62	92*0266337	92*0266344



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49449	General Fund Unrestricted	3,569.04	0.00	3,569.04	92*0266345	92*0266353
49450	General Fund Unrestricted	5,273.84	0.00	5,273.84	92*0266354	92*0266360
49451	General Fund Unrestricted	32,375.80	0.00	32,375.80	92*0266361	92*0266363
49456	General Fund Unrestricted	1,816.60	0.00	1,816.60	92*0266380	92*0266391
49457	General Fund Unrestricted	40,967.16	0.00	40,967.16	92*0266392	92*0266420
49458	General Fund Unrestricted	42,839.71	0.00	42,839.71	92*0266421	92*0266448
49459	General Fund Unrestricted	36,314.12	0.00	36,314.12	92*0266449	92*0266474
49460	General Fund Unrestricted	1,695.34	0.00	1,695.34	92*0266475	92*0266478
49461	General Fund Unrestricted	10,321.71	0.00	10,321.71	92*0266481	92*0266481
49465	General Fund Unrestricted	3,600.67	0.00	3,600.67	92*0266499	92*0266506
49466	General Fund Unrestricted	8,224.14	0.00	8,224.14	92*0266507	92*0266514
49467	General Fund Unrestricted	6,237.08	0.00	6,237.08	92*0266515	92*0266516
49468	General Fund Unrestricted	1,550.46	0.00	1,550.46	92*0266517	92*0266523
49469	General Fund Unrestricted	31,096.00	0.00	31,096.00	92*0266524	92*0266525
49470	General Fund Unrestricted	35,490.00	0.00	35,490.00	92*0266527	92*0266527
49471	General Fund Unrestricted	160.94	0.00	160.94	92*0266529	92*0266529
49472	General Fund Unrestricted	4,575.90	0.00	4,575.90	92*0266531	92*0266537
49473	General Fund Unrestricted	3,267.39	0.00	3,267.39	92*0266538	92*0266541
49480	General Fund Unrestricted	2,168.70	0.00	2,168.70	92*0266551	92*0266561
49481	General Fund Unrestricted	1,879.50	0.00	1,879.50	92*0266562	92*0266571
49482	General Fund Unrestricted	52,063.00	0.00	52,063.00	92*0266572	92*0266600
49483	General Fund Unrestricted	54,019.00	0.00	54,019.00	92*0266601	92*0266628
49484	General Fund Unrestricted	56,892.00	0.00	56,892.00	92*0266629	92*0266656
49485	General Fund Unrestricted	54,441.00	0.00	54,441.00	92*0266657	92*0266684
49486	General Fund Unrestricted	52,064.00	0.00	52,064.00	92*0266685	92*0266712
49487	General Fund Unrestricted	48,744.00	0.00	48,744.00	92*0266713	92*0266740
49488	General Fund Unrestricted	61,140.00	0.00	61,140.00	92*0266741	92*0266768
49489	General Fund Unrestricted	47,949.00	0.00	47,949.00	92*0266769	92*0266796
49490	General Fund Unrestricted	51,487.50	0.00	51,487.50	92*0266797	92*0266824
49491	General Fund Unrestricted	7,858.00	0.00	7,858.00	92*0266825	92*0266852
49492	General Fund Unrestricted	4,273.11	0.00	4,273.11	92*0266853	92*0266880
49493	General Fund Unrestricted	4,688.00	0.00	4,688.00	92*0266881	92*0266908
49494	General Fund Unrestricted	5,495.00	0.00	5,495.00	92*0266909	92*0266936
49495	General Fund Unrestricted	1,441.00	0.00	1,441.00	92*0266937	92*0266958
49496	General Fund Unrestricted	2,065.00	0.00	2,065.00	92*0266959	92*0266959
49497	General Fund Unrestricted	5,827.06	0.00	5,827.06	92*0266960	92*0266964
49498	General Fund Unrestricted	2,768.60	0.00	2,768.60	92*0266965	92*0266971
49500	General Fund Unrestricted	369.79	0.00	369.79	92*0266984	92*0266984
49507	General Fund Unrestricted	1,122.50	0.00	1,122.50	92*0267001	92*0267005
49508	General Fund Unrestricted	17,398.26	0.00	17,398.26	92*0267006	92*0267006
49509	General Fund Unrestricted	13,708.13	0.00	13,708.13	92*0267007	92*0267007

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49510	General Fund Unrestricted	1,104.52	0.00	1,104.52	92*0267008	92*0267010
49511	General Fund Unrestricted	3,842.84	0.00	3,842.84	92*0267014	92*0267021
49512	General Fund Unrestricted	13,696.50	0.00	13,696.50	92*0267022	92*0267025
49513	General Fund Unrestricted	24,461.34	0.00	24,461.34	92*0267027	92*0267029
49514	General Fund Unrestricted	2,059.34	0.00	2,059.34	92*0267030	92*0267033
49515	General Fund Unrestricted	3,331.02	0.00	3,331.02	92*0267034	92*0267039
49516	General Fund Unrestricted	870.43	0.00	870.43	92*0267040	92*0267043
49522	General Fund Unrestricted	1,555.60	0.00	1,555.60	92*0267056	92*0267065
49523	General Fund Unrestricted	1,129.70	0.00	1,129.70	92*0267066	92*0267075
49524	General Fund Unrestricted	15,635.55	0.00	15,635.55	92*0267076	92*0267076
49525	General Fund Unrestricted	574.00	0.00	574.00	92*0267077	92*0267079
49526	General Fund Unrestricted	2,792.35	0.00	2,792.35	92*0267081	92*0267084
49527	General Fund Unrestricted	8,520.00	0.00	8,520.00	92*0267085	92*0267085
49530	General Fund Unrestricted	2,625.00	0.00	2,625.00	92*0267099	92*0267103
49531	General Fund Unrestricted	6,116.00	0.00	6,116.00	92*0267104	92*0267105
49535	General Fund Unrestricted	1,958.10	0.00	1,958.10	92*0267112	92*0267122
49537	General Fund Unrestricted	5,363.00	0.00	5,363.00	92*0267132	92*0267138
49538	General Fund Unrestricted	13,316.01	0.00	13,316.01	92*0267139	92*0267142
49539	General Fund Unrestricted	1,872.22	0.00	1,872.22	92*0267144	92*0267149
49540	General Fund Unrestricted	27,598.74	0.00	27,598.74	92*0267150	92*0267153
49541	General Fund Unrestricted	659.50	0.00	659.50	92*0267155	92*0267155
49544	General Fund Unrestricted	1,540.16	0.00	1,540.16	92*0267165	92*0267168
49545	General Fund Unrestricted	18,592.08	0.00	18,592.08	92*0267171	92*0267175
49548	General Fund Unrestricted	724.00	0.00	724.00	92*0267184	92*0267191
49549	General Fund Unrestricted	500.68	0.00	500.68	92*0267193	92*0267197
49550	General Fund Unrestricted	17,908.14	0.00	17,908.14	92*0267198	92*0267200
49551	General Fund Unrestricted	1,477.88	0.00	1,477.88	92*0267201	92*0267208
49553	General Fund Unrestricted	14,221.00	0.00	14,221.00	92*0267217	92*0267222
49554	General Fund Unrestricted	1,370.44	0.00	1,370.44	92*0267225	92*0267231
49557	General Fund Unrestricted	1,843.30	0.00	1,843.30	92*0267239	92*0267249
49558	General Fund Unrestricted	1,513.00	0.00	1,513.00	92*0267250	92*0267251
49559	General Fund Unrestricted	23,666.23	0.00	23,666.23	92*0267252	92*0267255
49560	General Fund Unrestricted	1,685.64	0.00	1,685.64	92*0267258	92*0267260
49561	General Fund Unrestricted	8,216.99	0.00	8,216.99	92*0267262	92*0267269
49566	General Fund Unrestricted	1,244.62	0.00	1,244.62	92*0267282	92*0267283
49567	General Fund Unrestricted	29,691.37	0.00	29,691.37	92*0267284	92*0267285
49568	General Fund Unrestricted	91,522.75	0.00	91,522.75	92*0267286	92*0267290
49570	General Fund Unrestricted	28,511.90	0.00	28,511.90	92*0267306	92*0267307
49572	General Fund Unrestricted	982.59	0.00	982.59	92*0267313	92*0267313
49573	General Fund Unrestricted	3,848.46	0.00	3,848.46	92*0267316	92*0267319
49575	General Fund Unrestricted	2,775.00	0.00	2,775.00	92*0267323	92*0267323

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49576	General Fund Unrestricted	1,779.89	0.00	1,779.89	92*0267324	92*0267325
49577	General Fund Unrestricted	5,359.00	0.00	5,359.00	92*0267326	92*0267327
49578	General Fund Unrestricted	45,197.01	0.00	45,197.01	92*0267328	92*0267331
49579	General Fund Unrestricted	62,425.00	0.00	62,425.00	92*0267332	92*0267332
49580	General Fund Unrestricted	3,094.33	0.00	3,094.33	92*0267333	92*0267340
49581	General Fund Unrestricted	926.91	0.00	926.91	92*0267342	92*0267344
49583	General Fund Unrestricted	3,952.50	0.00	3,952.50	92*0267351	92*0267351
49584	General Fund Unrestricted	41,773.35	0.00	41,773.35	92*0267355	92*0267356
49585	General Fund Unrestricted	9,302.42	0.00	9,302.42	92*0267357	92*0267359
49587	General Fund Unrestricted	79,002.90	0.00	79,002.90	92*0267362	92*0267363
49593	General Fund Unrestricted	4,574.80	0.00	4,574.80	92*0267377	92*0267390
49594	General Fund Unrestricted	1,463,668.80	0.00	1,463,668.80	92*0267391	92*0267392
49595	General Fund Unrestricted	20,081.45	0.00	20,081.45	92*0267396	92*0267396
49596	General Fund Unrestricted	107,833.30	0.00	107,833.30	92*0267397	92*0267397
49597	General Fund Unrestricted	909.80	0.00	909.80	92*0267401	92*0267404
49599	General Fund Unrestricted	3,981.05	0.00	3,981.05	92*0267412	92*0267420
49601	General Fund Unrestricted	82,288.13	0.00	82,288.13	92*0267424	92*0267426
49602	General Fund Unrestricted	29,599.69	0.00	29,599.69	92*0267427	92*0267433
49603	General Fund Unrestricted	1,191.81	0.00	1,191.81	92*0267434	92*0267434
49604	General Fund Unrestricted	4,555.16	0.00	4,555.16	92*0267435	92*0267437
49605	General Fund Unrestricted	791.06	0.00	791.06	92*0267438	92*0267442
49610	General Fund Unrestricted	292.00	0.00	292.00	92*0267449	92*0267449
49611	General Fund Unrestricted	1,241.00	0.00	1,241.00	92*0267450	92*0267455
49612	General Fund Unrestricted	9,665.77	0.00	9,665.77	92*0267456	92*0267461
49613	General Fund Unrestricted	4,478.29	0.00	4,478.29	92*0267462	92*0267463
49614	General Fund Unrestricted	8,037.27	0.00	8,037.27	92*0267465	92*0267466
49615	General Fund Unrestricted	2,769.18	0.00	2,769.18	92*0267467	92*0267475
49616	General Fund Unrestricted	1,286.94	0.00	1,286.94	92*0267476	92*0267478
49617	General Fund Unrestricted	2,900.00	0.00	2,900.00	92*0267480	92*0267480
49618	General Fund Unrestricted	9,091.44	0.00	9,091.44	92*0267486	92*0267492
49631	General Fund Unrestricted	952.00	0.00	952.00	92*0267541	92*0267547
49634	General Fund Unrestricted	34,242.05	0.00	34,242.05	92*0267567	92*0267568
49635	General Fund Unrestricted	34,523.20	0.00	34,523.20	92*0267570	92*0267570
49636	General Fund Unrestricted	11,975.09	0.00	11,975.09	92*0267571	92*0267572
49637	General Fund Unrestricted	573.02	0.00	573.02	92*0267573	92*0267575
<b>Total Fund 11 General Fund Unrestricted</b>		<b>6,043,311.57</b>	<b>0.00</b>	<b>6,043,311.57</b>		

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49316	General Fund Restricted	2,956.14	0.00	2,956.14	92*0265298	92*0265303
49318	General Fund Restricted	575.10	0.00	575.10	92*0265307	92*0265309
49320	General Fund Restricted	99,973.19	0.00	99,973.19	92*0265320	92*0265321
49321	General Fund Restricted	7,069.95	0.00	7,069.95	92*0265327	92*0265328
49329	General Fund Restricted	1,922.70	0.00	1,922.70	92*0265353	92*0265353
49331	General Fund Restricted	1,440.00	0.00	1,440.00	92*0265357	92*0265365
49332	General Fund Restricted	1,440.00	0.00	1,440.00	92*0265366	92*0265374
49333	General Fund Restricted	1,600.00	0.00	1,600.00	92*0265375	92*0265384
49334	General Fund Restricted	717.07	0.00	717.07	92*0265385	92*0265388
49341	General Fund Restricted	275.00	0.00	275.00	92*0265539	92*0265539
49342	General Fund Restricted	1,421.02	0.00	1,421.02	92*0265540	92*0265546
49343	General Fund Restricted	1,469.00	0.00	1,469.00	92*0265547	92*0265547
49345	General Fund Restricted	18,801.68	0.00	18,801.68	92*0265555	92*0265557
49348	General Fund Restricted	1,463.11	0.00	1,463.11	92*0265572	92*0265576
49351	General Fund Restricted	8,158.98	0.00	8,158.98	92*0265586	92*0265589
49378	General Fund Restricted	856.38	0.00	856.38	92*0266002	92*0266007
49381	General Fund Restricted	3,539.48	0.00	3,539.48	92*0266018	92*0266024
49383	General Fund Restricted	253.62	0.00	253.62	92*0266027	92*0266029
49390	General Fund Restricted	1,357.78	0.00	1,357.78	92*0266046	92*0266054
49391	General Fund Restricted	1,479.09	0.00	1,479.09	92*0266055	92*0266060
49393	General Fund Restricted	3,596.34	0.00	3,596.34	92*0266064	92*0266068
49394	General Fund Restricted	3,400.02	0.00	3,400.02	92*0266069	92*0266073
49395	General Fund Restricted	1,472.73	0.00	1,472.73	92*0266078	92*0266079
49397	General Fund Restricted	1,909.18	0.00	1,909.18	92*0266087	92*0266092
49412	General Fund Restricted	356.69	0.00	356.69	92*0266140	92*0266143
49414	General Fund Restricted	2,308.31	0.00	2,308.31	92*0266149	92*0266155
49415	General Fund Restricted	8,966.70	0.00	8,966.70	92*0266159	92*0266160
49423	General Fund Restricted	1,521.95	0.00	1,521.95	92*0266197	92*0266199
49425	General Fund Restricted	2,442.07	0.00	2,442.07	92*0266205	92*0266208
49426	General Fund Restricted	16,912.52	0.00	16,912.52	92*0266209	92*0266213
49427	General Fund Restricted	1,561.40	0.00	1,561.40	92*0266215	92*0266216
49442	General Fund Restricted	3,662.00	0.00	3,662.00	92*0266293	92*0266293
49444	General Fund Restricted	1,291.50	0.00	1,291.50	92*0266305	92*0266312
49445	General Fund Restricted	969.81	0.00	969.81	92*0266314	92*0266320
49460	General Fund Restricted	1,277.80	0.00	1,277.80	92*0266476	92*0266480
49462	General Fund Restricted	11,305.27	0.00	11,305.27	92*0266482	92*0266485
49463	General Fund Restricted	1,017.20	0.00	1,017.20	92*0266486	92*0266491
49464	General Fund Restricted	2,448.71	0.00	2,448.71	92*0266492	92*0266498
49468	General Fund Restricted	93.53	0.00	93.53	92*0266522	92*0266522
49470	General Fund Restricted	2,402.79	0.00	2,402.79	92*0266526	92*0266526
49471	General Fund Restricted	1,154.81	0.00	1,154.81	92*0266528	92*0266530

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49498	General Fund Restricted	3,150.00	0.00	3,150.00	92*0266966	92*0266966
49499	General Fund Restricted	1,451.66	0.00	1,451.66	92*0266972	92*0266979
49500	General Fund Restricted	2,161.13	0.00	2,161.13	92*0266980	92*0266983
49501	General Fund Restricted	7,412.87	0.00	7,412.87	92*0266985	92*0266986
49510	General Fund Restricted	1,120.50	0.00	1,120.50	92*0267011	92*0267012
49511	General Fund Restricted	550.90	0.00	550.90	92*0267013	92*0267016
49512	General Fund Restricted	3,985.00	0.00	3,985.00	92*0267026	92*0267026
49514	General Fund Restricted	138.27	0.00	138.27	92*0267031	92*0267031
49516	General Fund Restricted	2,629.88	0.00	2,629.88	92*0267041	92*0267046
49525	General Fund Restricted	474.90	0.00	474.90	92*0267080	92*0267080
49526	General Fund Restricted	6,177.83	0.00	6,177.83	92*0267082	92*0267083
49527	General Fund Restricted	5,838.55	0.00	5,838.55	92*0267086	92*0267086
49528	General Fund Restricted	171.48	0.00	171.48	92*0267087	92*0267095
49529	General Fund Restricted	6,366.64	0.00	6,366.64	92*0267096	92*0267098
49533	General Fund Restricted	1,850.13	0.00	1,850.13	92*0267109	92*0267110
49534	General Fund Restricted	674.54	0.00	674.54	92*0267111	92*0267111
49536	General Fund Restricted	1,216.84	0.00	1,216.84	92*0267123	92*0267131
49539	General Fund Restricted	128.74	0.00	128.74	92*0267143	92*0267143
49541	General Fund Restricted	404.95	0.00	404.95	92*0267154	92*0267154
49542	General Fund Restricted	1,813.82	0.00	1,813.82	92*0267156	92*0267161
49544	General Fund Restricted	367.81	0.00	367.81	92*0267169	92*0267170
49549	General Fund Restricted	371.50	0.00	371.50	92*0267192	92*0267192
49552	General Fund Restricted	2,412.53	0.00	2,412.53	92*0267209	92*0267214
49553	General Fund Restricted	2,000.00	0.00	2,000.00	92*0267215	92*0267216
49554	General Fund Restricted	1,435.42	0.00	1,435.42	92*0267223	92*0267224
49560	General Fund Restricted	2,280.11	0.00	2,280.11	92*0267256	92*0267261
49562	General Fund Restricted	5,941.81	0.00	5,941.81	92*0267270	92*0267274
49569	General Fund Restricted	770.00	0.00	770.00	92*0267291	92*0267304
49570	General Fund Restricted	14,485.50	0.00	14,485.50	92*0267305	92*0267305
49571	General Fund Restricted	1,500.00	0.00	1,500.00	92*0267308	92*0267310
49572	General Fund Restricted	1,287.45	0.00	1,287.45	92*0267311	92*0267315
49573	General Fund Restricted	3,048.87	0.00	3,048.87	92*0267320	92*0267320
49574	General Fund Restricted	1,833.84	0.00	1,833.84	92*0267321	92*0267322
49581	General Fund Restricted	430.65	0.00	430.65	92*0267341	92*0267341
49582	General Fund Restricted	3,379.04	0.00	3,379.04	92*0267345	92*0267349
49583	General Fund Restricted	22,336.72	0.00	22,336.72	92*0267350	92*0267354
49586	General Fund Restricted	125,763.50	0.00	125,763.50	92*0267360	92*0267361
49587	General Fund Restricted	1,881.62	0.00	1,881.62	92*0267364	92*0267364
49595	General Fund Restricted	40,124.18	0.00	40,124.18	92*0267393	92*0267395
49597	General Fund Restricted	936.95	0.00	936.95	92*0267398	92*0267405
49598	General Fund Restricted	10,810.49	0.00	10,810.49	92*0267406	92*0267411

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49600	General Fund Restricted	6,483.32	0.00	6,483.32	92*0267421	92*0267423
49605	General Fund Restricted	57.50	0.00	57.50	92*0267439	92*0267439
49613	General Fund Restricted	4,558.02	0.00	4,558.02	92*0267464	92*0267464
49616	General Fund Restricted	534.13	0.00	534.13	92*0267477	92*0267479
49617	General Fund Restricted	3,059.76	0.00	3,059.76	92*0267481	92*0267484
49618	General Fund Restricted	12,388.08	0.00	12,388.08	92*0267485	92*0267488
49619	General Fund Restricted	6,000.00	0.00	6,000.00	92*0267493	92*0267502
49620	General Fund Restricted	6,600.00	0.00	6,600.00	92*0267503	92*0267513
49621	General Fund Restricted	6,200.00	0.00	6,200.00	92*0267514	92*0267524
49622	General Fund Restricted	16,823.28	0.00	16,823.28	92*0267525	92*0267525
49632	General Fund Restricted	2,398.67	0.00	2,398.67	92*0267548	92*0267556
49633	General Fund Restricted	1,682.40	0.00	1,682.40	92*0267557	92*0267565
49634	General Fund Restricted	28,933.84	0.00	28,933.84	92*0267566	92*0267569
<b>Total Fund 12 General Fund Restricted</b>		<b>613,676.24</b>	<b>0.00</b>	<b>613,676.24</b>		

Check Registers Submitted for Approval  
 Checks Written for Period 11/27/10 thru 01/07/11

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
49323	Child Development Fund	1,368.00	0.00	1,368.00	92*0265340	92*0265340
49353	Child Development Fund	1,483.43	0.00	1,483.43	92*0265597	92*0265600
49354	Child Development Fund	3,288.95	0.00	3,288.95	92*0265601	92*0265604
49384	Child Development Fund	929.75	0.00	929.75	92*0266030	92*0266031
49385	Child Development Fund	1,708.86	0.00	1,708.86	92*0266032	92*0266034
49399	Child Development Fund	14,514.17	0.00	14,514.17	92*0266096	92*0266102
49418	Child Development Fund	2,341.19	0.00	2,341.19	92*0266167	92*0266173
49432	Child Development Fund	8,401.40	0.00	8,401.40	92*0266243	92*0266247
49433	Child Development Fund	3,195.08	0.00	3,195.08	92*0266248	92*0266249
49452	Child Development Fund	5,211.48	0.00	5,211.48	92*0266364	92*0266365
49453	Child Development Fund	675.84	0.00	675.84	92*0266366	92*0266371
49454	Child Development Fund	2,286.18	0.00	2,286.18	92*0266372	92*0266375
49474	Child Development Fund	1,049.38	0.00	1,049.38	92*0266542	92*0266544
49475	Child Development Fund	5,033.68	0.00	5,033.68	92*0266545	92*0266546
49517	Child Development Fund	1,830.46	0.00	1,830.46	92*0267047	92*0267048
49532	Child Development Fund	516.40	0.00	516.40	92*0267106	92*0267108
49546	Child Development Fund	3,088.74	0.00	3,088.74	92*0267176	92*0267182
49555	Child Development Fund	3,030.08	0.00	3,030.08	92*0267232	92*0267235
49563	Child Development Fund	1,104.15	0.00	1,104.15	92*0267275	92*0267279
49588	Child Development Fund	1,299.33	0.00	1,299.33	92*0267365	92*0267368
49606	Child Development Fund	810.54	0.00	810.54	92*0267443	92*0267445
49607	Child Development Fund	30,222.24	0.00	30,222.24	92*0267446	92*0267446
49623	Child Development Fund	8,792.25	0.00	8,792.25	92*0267526	92*0267527
<b>Total Fund 33 Child Development Fund</b>		<b>102,181.58</b>	<b>0.00</b>	<b>102,181.58</b>		

Check Registers Submitted for Approval  
 Checks Written for Period 11/27/10 thru 01/07/11

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
49326	Capital Outlay Projects Fund	8,734.00	0.00	8,734.00	92*0265345	92*0265346
49359	Capital Outlay Projects Fund	8,221.10	0.00	8,221.10	92*0265612	92*0265614
49478	Capital Outlay Projects Fund	15,222.48	0.00	15,222.48	92*0266549	92*0266549
49520	Capital Outlay Projects Fund	287.97	0.00	287.97	92*0267052	92*0267052
49591	Capital Outlay Projects Fund	720.00	0.00	720.00	92*0267373	92*0267373
49592	Capital Outlay Projects Fund	17,355.27	0.00	17,355.27	92*0267374	92*0267376
49628	Capital Outlay Projects Fund	32,592.00	0.00	32,592.00	92*0267538	92*0267538
49629	Capital Outlay Projects Fund	8,268.00	0.00	8,268.00	92*0267539	92*0267539
<b>Total Fund 41 Capital Outlay Projects Fu</b>		<b>91,400.82</b>	<b>0.00</b>	<b>91,400.82</b>		



Check Registers Submitted for Approval  
 Checks Written for Period 11/27/10 thru 01/07/11

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
49324	Bond Fund, Measure E	17,550.00	0.00	17,550.00	92*0265341	92*0265342
49325	Bond Fund, Measure E	242,423.15	0.00	242,423.15	92*0265343	92*0265344
49355	Bond Fund, Measure E	11,147.00	0.00	11,147.00	92*0265605	92*0265605
49356	Bond Fund, Measure E	52,575.01	0.00	52,575.01	92*0265606	92*0265609
49357	Bond Fund, Measure E	68,865.41	0.00	68,865.41	92*0265610	92*0265610
49358	Bond Fund, Measure E	62,275.50	0.00	62,275.50	92*0265611	92*0265611
49386	Bond Fund, Measure E	16,026.78	0.00	16,026.78	92*0266035	92*0266037
49387	Bond Fund, Measure E	14,490.00	0.00	14,490.00	92*0266038	92*0266038
49400	Bond Fund, Measure E	519,250.00	0.00	519,250.00	92*0266103	92*0266104
49401	Bond Fund, Measure E	88,495.00	0.00	88,495.00	92*0266105	92*0266108
49402	Bond Fund, Measure E	47,514.00	0.00	47,514.00	92*0266109	92*0266112
49403	Bond Fund, Measure E	415,561.00	0.00	415,561.00	92*0266113	92*0266116
49404	Bond Fund, Measure E	86,799.88	0.00	86,799.88	92*0266117	92*0266118
49405	Bond Fund, Measure E	17,961.43	0.00	17,961.43	92*0266119	92*0266121
49406	Bond Fund, Measure E	930.18	0.00	930.18	92*0266122	92*0266124
49407	Bond Fund, Measure E	67,405.00	0.00	67,405.00	92*0266125	92*0266128
49408	Bond Fund, Measure E	164,684.50	0.00	164,684.50	92*0266129	92*0266130
49419	Bond Fund, Measure E	84,027.20	0.00	84,027.20	92*0266174	92*0266177
49420	Bond Fund, Measure E	4,997.36	0.00	4,997.36	92*0266178	92*0266179
49435	Bond Fund, Measure E	5,973.09	0.00	5,973.09	92*0266266	92*0266269
49436	Bond Fund, Measure E	51,408.90	0.00	51,408.90	92*0266270	92*0266270
49437	Bond Fund, Measure E	82,750.00	0.00	82,750.00	92*0266271	92*0266274
49438	Bond Fund, Measure E	19,837.11	0.00	19,837.11	92*0266275	92*0266276
49439	Bond Fund, Measure E	59,062.69	0.00	59,062.69	92*0266277	92*0266280
49455	Bond Fund, Measure E	20,123.62	0.00	20,123.62	92*0266376	92*0266379
49476	Bond Fund, Measure E	36,049.00	0.00	36,049.00	92*0266547	92*0266547
49477	Bond Fund, Measure E	8,816.00	0.00	8,816.00	92*0266548	92*0266548
49502	Bond Fund, Measure E	17,248.43	0.00	17,248.43	92*0266987	92*0266990
49503	Bond Fund, Measure E	9,164.23	0.00	9,164.23	92*0266991	92*0266994
49504	Bond Fund, Measure E	28,078.43	0.00	28,078.43	92*0266995	92*0266995
49505	Bond Fund, Measure E	33,564.25	0.00	33,564.25	92*0266996	92*0266998
49506	Bond Fund, Measure E	148,487.76	0.00	148,487.76	92*0266999	92*0267000
49518	Bond Fund, Measure E	66,022.06	0.00	66,022.06	92*0267049	92*0267050
49519	Bond Fund, Measure E	52,250.00	0.00	52,250.00	92*0267051	92*0267051
49543	Bond Fund, Measure E	33,381.61	0.00	33,381.61	92*0267162	92*0267164
49556	Bond Fund, Measure E	17,177.83	0.00	17,177.83	92*0267236	92*0267238
49564	Bond Fund, Measure E	4,500.00	0.00	4,500.00	92*0267280	92*0267280
49565	Bond Fund, Measure E	91,406.64	0.00	91,406.64	92*0267281	92*0267281
49589	Bond Fund, Measure E	16,185.08	0.00	16,185.08	92*0267369	92*0267371
49590	Bond Fund, Measure E	9,538.20	0.00	9,538.20	92*0267372	92*0267372
49608	Bond Fund, Measure E	43,964.51	0.00	43,964.51	92*0267447	92*0267447

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
49624	Bond Fund, Measure E	6,381.00	0.00	6,381.00	92*0267528	92*0267530
49625	Bond Fund, Measure E	45,469.00	0.00	45,469.00	92*0267531	92*0267532
49626	Bond Fund, Measure E	33,914.75	0.00	33,914.75	92*0267533	92*0267535
49627	Bond Fund, Measure E	1,742.00	0.00	1,742.00	92*0267536	92*0267537
<b>Total Fund 42 Bond Fund, Measure E</b>		<b>2,925,474.59</b>	<b>0.00</b>	<b>2,925,474.59</b>		

<b>Register #</b>	<b>Fund Title</b>	<b>Amount</b>	<b>Voided Checks</b>	<b>Adjusted Amount</b>	<b>Beg Check #</b>	<b>End Check #</b>
49327	Property and Liability Fund	4,742.94	0.00	4,742.94	92*0265347	92*0265347
49479	Property and Liability Fund	2,000.00	0.00	2,000.00	92*0266550	92*0266550
49521	Property and Liability Fund	3,550.04	0.00	3,550.04	92*0267053	92*0267055
<b>Total Fund 61 Property and Liability Fund</b>		<b>10,292.98</b>	<b>0.00</b>	<b>10,292.98</b>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
49409	Workers' Compensation	1,567.23	0.00	1,567.23	92*0266131	92*0266131
49547	Workers' Compensation	1,837.50	0.00	1,837.50	92*0267183	92*0267183
49630	Workers' Compensation	161.52	0.00	161.52	92*0267540	92*0267540
<b>Total Fund 62 Workers' Compensation Fu</b>		<b>3,566.25</b>	<b>0.00</b>	<b>3,566.25</b>		

Check Registers Submitted for Approval  
Checks Written for Period 11/27/10 thru 01/07/11

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49609	Student Financial Aid Fund	246.84	0.00	246.84	92*0267448	92*0267448
<b>Total Fund 74 Student Financial Aid Fund</b>		<u>246.84</u>	<u>0.00</u>	<u>246.84</u>		

**SUMMARY**

Total Fund 11 General Fund Unrestricted	6,043,311.57
Total Fund 12 General Fund Restricted	613,676.24
Total Fund 33 Child Development Fund	102,181.58
Total Fund 41 Capital Outlay Projects Fund	91,400.82
Total Fund 42 Bond Fund, Measure E	2,925,474.59
Total Fund 61 Property and Liability Fund	10,292.98
Total Fund 62 Workers' Compensation Fund	3,566.25
Total Fund 74 Student Financial Aid Fund	246.84
Grand Total:	<u><u>9,790,150.87</u></u>

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BOARD REPORT / BUDGET INCREASES AND DECREASES**

**From 11 / 01 / 2010 To 12 / 31 / 2010**  
**Board Meeting on 1 / 18 / 2011**

**FUND: 11 GENERAL FUND-UNRESTRICTED**

**BACKGROUND**

The California Administration Code, Regulation 58307, requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object, for each fund.

**ANALYSIS**

This listing provides by major object code the total of budget adjustments for the period and fund indicated. Each budget adjustment supporting these totals is found on the accompanying report "SUMMARY OF BUDGET INCREASES/DECREASES BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
	<u>Appropriation Account</u>		
6000	CAPITAL OUTLAY	\$4,281	
	Total appropriation	\$4,281	
	<u>Revenue Account</u>		
8800	LOCAL REVENUE	\$4,281	
	Total revenue	\$4,281	

**RECOMMENDATION**

It is recommended the Board approve the budget adjustments as presented.

Board of Trustees  
SUMMARY OF BUDGET INCREASES AND DECREASES  
11/1/2010 - 12/31/2010

**Fund 11: General Fund Unrestricted**

<b>bc10pn1129d</b>			<b>11/29/2010</b>	<b>B007027</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
6000	CAPITAL OUTLAY				0	1,107
8800	LOCAL REVENUE				0	1,107
					<hr/>	<hr/>
					0	2,214

**Reason:** Adjustment  
**Description:** Incr budget for library books

<b>bc10pn1129e</b>			<b>11/29/2010</b>	<b>B007028</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
6000	CAPITAL OUTLAY				5,388	0
8800	LOCAL REVENUE				5,388	0
					<hr/>	<hr/>
					10,776	0

**Reason:** Adjustment  
**Description:** Rev Bmpr10177 SAC fines

**Summary by Major Object for Fund 11**

		<b><u>Decreases</u></b>	<b><u>Increases</u></b>
6000	CAPITAL OUTLAY	4,281	0
8800	LOCAL REVENUE	4,281	0
		<hr/>	<hr/>
		8,562	0



**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BOARD REPORT / BUDGET INCREASES AND DECREASES**

**From 11 / 01 / 2010 To 12 / 31 / 2010**  
**Board Meeting on 1 / 18 / 2011**

**FUND: 12 GENERAL FUND-RESTRICTED**

**BACKGROUND**

The California Administration Code, Regulation 58307, requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object, for each fund.

**ANALYSIS**

This listing provides by major object code the total of budget adjustments for the period and fund indicated. Each budget adjustment supporting these totals is found on the accompanying report "SUMMARY OF BUDGET INCREASES/DECREASES BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
	<u>Appropriation Account</u>		
1000	ACADEMIC SALARIES		\$104,113
2000	CLASSIFIED / OTHER NONACADEMIC		296,044
3000	EMPLOYEE BENEFITS		136,840
4000	SUPPLIES AND MATERIALS		37,571
5000	OPERATING EXPENSES & SERVICES		1,193,622
6000	CAPITAL OUTLAY		500
7000	OTHER OUTGO		85,507
	Total appropriation		\$1,854,197
	<u>Revenue Account</u>		
8100	FEDERAL REVENUE		\$1,831,920
8600	STATE REVENUE		16,727
8800	LOCAL REVENUE		5,550
	Total revenue		\$1,854,197

**RECOMMENDATION**

It is recommended the Board approve the budget adjustments as presented.

**Fund 12: General Fund Restricted**

<b>bc10pn1102b</b>			<b>11/2/2010</b>	<b>B006937</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
1000	ACADEMIC SALARIES				0	33,402
2000	CLASSIFIED/OTHER NONACADEMIC				0	21,507
3000	EMPLOYEE BENEFITS				0	19,645
5000	OPERATING EXPENSES AND SERVICES				0	32,403
8100	FEDERAL REVENUE				0	106,957
					<hr/>	<hr/>
					0	213,914

**Reason:** Special Project Adjustment  
**Description:** SP#1001 ARRA allocation

<b>bc10pn1104a</b>			<b>11/4/2010</b>	<b>B006962</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
1000	ACADEMIC SALARIES				202	0
2000	CLASSIFIED/OTHER NONACADEMIC				0	12,395
3000	EMPLOYEE BENEFITS				0	1,053
5000	OPERATING EXPENSES AND SERVICES				0	1,472
8100	FEDERAL REVENUE				0	14,718
					<hr/>	<hr/>
					202	29,638

**Reason:** Special Project Adjustment  
**Description:** SP#1010 ARRA Phrm Tech SAC

<b>bc10pn1110f</b>			<b>11/10/2010</b>	<b>B006989</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
2000	CLASSIFIED/OTHER NONACADEMIC				0	20,522
3000	EMPLOYEE BENEFITS				0	4,613
5000	OPERATING EXPENSES AND SERVICES				0	500
8100	FEDERAL REVENUE				0	25,635
					<hr/>	<hr/>
					0	51,270

**Reason:** Special Project Adjustment  
**Description:** SP#1151 ARRA Wrkablty III #2

<b>bc10pn1122d</b>			<b>11/22/2010</b>	<b>B007006</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
1000	ACADEMIC SALARIES				0	1,757
3000	EMPLOYEE BENEFITS				0	243
4000	SUPPLIES AND MATERIALS				0	2,000
8800	LOCAL REVENUE				0	4,000
					<hr/>	<hr/>
					0	8,000

**Reason:** Special Project Adjustment  
**Description:** SP#3736 Taller San Jose SACSCE

<b>bc10pn1122p</b>			<b>11/22/2010</b>	<b>B007017</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
4000	SUPPLIES AND MATERIALS				0	3,000
5000	OPERATING EXPENSES AND SERVICES				0	81,610
8100	FEDERAL REVENUE				0	84,610
					<hr/>	<hr/>
					0	169,220

**Reason:** New Budget  
**Description:** NEWB#1519 GEAR UP implement

**Fund 12: General Fund Restricted**

<b>bc10pn1122q</b>		<b>11/22/2010</b>	<b>B007018</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
1000	ACADEMIC SALARIES			0	34,028
2000	CLASSIFIED/OTHER NONACADEMIC			0	140,476
3000	EMPLOYEE BENEFITS			0	57,026
4000	SUPPLIES AND MATERIALS			0	22,781
5000	OPERATING EXPENSES AND SERVICES			0	506,689
7000	OTHER OUTGO			0	39,000
8100	FEDERAL REVENUE			0	800,000
				<hr/>	<hr/>
				<b>0</b>	<b>1,600,000</b>

**Reason:** New Budget  
**Description:** NEWB#1511 GEAR UP III yr6

<b>bc10kt12210a</b>		<b>12/2/2010</b>	<b>B007060</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
1000	ACADEMIC SALARIES			0	34,028
2000	CLASSIFIED/OTHER NONACADEMIC			0	100,000
3000	EMPLOYEE BENEFITS			0	54,482
4000	SUPPLIES AND MATERIALS			0	6,000
5000	OPERATING EXPENSES AND SERVICES			0	558,983
7000	OTHER OUTGO			0	46,507
8100	FEDERAL REVENUE			0	800,000
				<hr/>	<hr/>
				<b>0</b>	<b>1,600,000</b>

**Reason:** Special Project Adjustment  
**Description:** NEWB GEAR UP IV yr 2

<b>bc10pn1208h</b>		<b>12/8/2010</b>	<b>B007093</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
1000	ACADEMIC SALARIES			0	550
3000	EMPLOYEE BENEFITS			0	75
5000	OPERATING EXPENSES AND SERVICES			0	150
8800	LOCAL REVENUE			0	775
				<hr/>	<hr/>
				<b>0</b>	<b>1,550</b>

**Reason:** New Budget  
**Description:** NEWB#3350 CECMP SCC

<b>bc10pn1208i</b>		<b>12/8/2010</b>	<b>B007094</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
1000	ACADEMIC SALARIES			0	550
3000	EMPLOYEE BENEFITS			0	75
5000	OPERATING EXPENSES AND SERVICES			0	150
8800	LOCAL REVENUE			0	775
				<hr/>	<hr/>
				<b>0</b>	<b>1,550</b>

**Reason:** New Budget  
**Description:** NEWB#3350 CECMP SAC

**Fund 12: General Fund Restricted**

bc10pn1210i	12/10/2010	B007113	<u>Decreases</u>	<u>Increases</u>
2000	CLASSIFIED/OTHER NONACADEMIC		0	1,144
3000	EMPLOYEE BENEFITS		372	0
4000	SUPPLIES AND MATERIALS		0	3,790
5000	OPERATING EXPENSES AND SERVICES		0	11,665
6000	CAPITAL OUTLAY		0	500
8600	STATE REVENUE		0	16,727
			<hr/>	<hr/>
			372	33,826

Reason: Special Project Adjustment  
Description: SP#2270 CITD match 10/11

**Summary by Major Object for Fund 12**

		<u>Decreases</u>	<u>Increases</u>
1000	ACADEMIC SALARIES	0	104,113
2000	CLASSIFIED/OTHER NONACADEMIC	0	296,044
3000	EMPLOYEE BENEFITS	0	136,840
4000	SUPPLIES AND MATERIALS	0	37,571
5000	OPERATING EXPENSES AND SERVICES	0	1,193,622
6000	CAPITAL OUTLAY	0	500
7000	OTHER OUTGO	0	85,507
8100	FEDERAL REVENUE	0	1,831,920
8600	STATE REVENUE	0	16,727
8800	LOCAL REVENUE	0	5,550
		<hr/>	<hr/>
		0	3,708,394

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
BOARD REPORT / BUDGET INCREASES AND DECREASES**

**From 11 / 01 / 2010 To 12 / 31 / 2010  
Board Meeting on 1 / 18 / 2011**

**FUND: 33 CHILD DEVELOPMENT FUND**

**BACKGROUND**

The California Administration Code, Regulation 58307, requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object, for each fund.

**ANALYSIS**

This listing provides by major object code the total of budget adjustments for the period and fund indicated. Each budget adjustment supporting these totals is found on the accompanying report "SUMMARY OF BUDGET INCREASES/DECREASES BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
	<u>Appropriation Account</u>		
1000	ACADEMIC SALARIES		\$117,501
2000	CLASSIFIED / OTHER NONACADEMIC		15,608
3000	EMPLOYEE BENEFITS		56,716
4000	SUPPLIES AND MATERIALS		33,595
5000	OPERATING EXPENSES & SERVICES		105,191
6000	CAPITAL OUTLAY		4,700
	Total appropriation		\$333,311
	<u>Revenue Account</u>		
8100	FEDERAL REVENUE		\$333,311
	Total revenue		\$333,311

**RECOMMENDATION**

It is recommended the Board approve the budget adjustments as presented.



**Fund 33: Child Development Fund**

<b>bc10pn1102p</b>			<b>11/2/2010</b>	<b>B006950</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
5000	OPERATING EXPENSES AND SERVICES				0	1,855
8100	FEDERAL REVENUE				0	1,855
					<hr/>	<hr/>
					0	3,710

**Reason:** New Budget  
**Description:** NEWB#1221 ARRA CDC inf/todd

<b>bc10pn1102q</b>			<b>11/2/2010</b>	<b>B006951</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
1000	ACADEMIC SALARIES				0	95,457
3000	EMPLOYEE BENEFITS				0	39,211
4000	SUPPLIES AND MATERIALS				0	20,590
5000	OPERATING EXPENSES AND SERVICES				0	66,542
6000	CAPITAL OUTLAY				0	3,200
8100	FEDERAL REVENUE				0	225,000
					<hr/>	<hr/>
					0	450,000

**Reason:** New Budget  
**Description:** NEWB#1267 ARRA Early Lrng

<b>bc10pn1208g</b>			<b>12/8/2010</b>	<b>B007092</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
1000	ACADEMIC SALARIES				0	22,044
2000	CLASSIFIED/OTHER NONACADEMIC				0	15,608
3000	EMPLOYEE BENEFITS				0	17,505
4000	SUPPLIES AND MATERIALS				0	13,005
5000	OPERATING EXPENSES AND SERVICES				0	36,794
6000	CAPITAL OUTLAY				0	1,500
8100	FEDERAL REVENUE				0	106,456
					<hr/>	<hr/>
					0	212,912

**Reason:** New Budget  
**Description:** NEWB#1262 Net for Hlthy CA yr3

**Summary by Major Object for Fund 33**

		<b><u>Decreases</u></b>	<b><u>Increases</u></b>
1000	ACADEMIC SALARIES	0	117,501
2000	CLASSIFIED/OTHER NONACADEMIC	0	15,608
3000	EMPLOYEE BENEFITS	0	56,716
4000	SUPPLIES AND MATERIALS	0	33,595
5000	OPERATING EXPENSES AND SERVICES	0	105,191
6000	CAPITAL OUTLAY	0	4,700
8100	FEDERAL REVENUE	0	333,311
		<hr/>	<hr/>
		0	666,622

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**BOARD REPORT / BUDGET TRANSFERS**

**From 11 / 01 / 2010 To 12 / 31 / 2010**

**Board Meeting on 1 / 18 / 2011**

**FUND: 11 GENERAL FUND-UNRESTRICTED**

**BACKGROUND**

The California Administration Code, Regulation 58307 requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object, for each fund.

**ANALYSIS**

This listing provides by major object code the total of budget transfers for the period and fund indicated. Each budget transfer supporting these totals is found on the accompanying report "SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>From</u>	<u>To</u>
	<u>Appropriation Account</u>		
1000	ACADEMIC SALARIES	\$96,585	
2000	CLASSIFIED / OTHER NONACADEMIC		\$67,720
3000	EMPLOYEE BENEFITS		32,348
4000	SUPPLIES AND MATERIALS		12,079
5000	OPERATING EXPENSES AND SERVICES	35,178	
6000	CAPITAL OUTLAY		19,616
	Total Transfer	\$131,763	\$131,763

**RECOMMENDATION**

It is recommended the Board approve the budget transfers as presented.

Board of Trustees  
**SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS**  
11/1/2010 - 12/31/2010

**Fund 11: General Fund Unrestricted**

<b>bc10pn1102c</b>	<b>11/2/2010</b>	<b>B006938</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		100	0
5000	OPERATING EXPENSES AND SERVICES		0	100
			<u>100</u>	<u>100</u>

**Reason:** Adjustment  
**Description:** SCC Adm doc shredd'g contr svc

<b>bc10pn1103b</b>	<b>11/3/2010</b>	<b>B006954</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		3,000	0
6000	CAPITAL OUTLAY		0	3,000
			<u>3,000</u>	<u>3,000</u>

**Reason:** Adjustment  
**Description:** SCC Admin Svcs scanners

<b>bc10pn1103c</b>	<b>11/3/2010</b>	<b>B006955</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		12,000	0
4000	SUPPLIES AND MATERIALS		0	5,000
5000	OPERATING EXPENSES AND SERVICES		0	7,000
			<u>12,000</u>	<u>12,000</u>

**Reason:** Adjustment  
**Description:** SCC landscape/diesel fuel

<b>bc10pn1103i</b>	<b>11/3/2010</b>	<b>B006961</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		1,585	0
2000	CLASSIFIED/OTHER NONACADEMIC		0	1,585
			<u>1,585</u>	<u>1,585</u>

**Reason:** Adjustment  
**Description:** SCC math dept instruct asst

<b>bc10kt1108a</b>	<b>11/8/2010</b>	<b>B006972</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		25	0
5000	OPERATING EXPENSES AND SERVICES		155	0
6000	CAPITAL OUTLAY		0	180
			<u>180</u>	<u>180</u>

**Reason:** Adjustment  
**Description:** Buy laptops 4 ASG leave a lega

<b>bc10pn1109f</b>	<b>11/9/2010</b>	<b>B006980</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		186	0
5000	OPERATING EXPENSES AND SERVICES		0	186
			<u>186</u>	<u>186</u>

**Reason:** Adjustment  
**Description:** SAC Ex Sci clothes dryer



Board of Trustees  
**SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS**  
11/1/2010 - 12/31/2010

**Fund 11: General Fund Unrestricted**

<b>bc10pn1109g</b>	<b>11/9/2010</b>	<b>B006981</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		13,000	0
5000	OPERATING EXPENSES AND SERVICES		0	8,000
6000	CAPITAL OUTLAY		0	5,000
			<hr/>	<hr/>
			<b>13,000</b>	<b>13,000</b>

**Reason:** Adjustment  
**Description:** SCC software license/furniture

<b>bc10pn1110a</b>	<b>11/10/2010</b>	<b>B006983</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		1,500	0
6000	CAPITAL OUTLAY		0	1,500
			<hr/>	<hr/>
			<b>1,500</b>	<b>1,500</b>

**Reason:** Adjustment  
**Description:** OEC operations equipment

<b>bc10pn1110e</b>	<b>11/10/2010</b>	<b>B006987</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		0	50
5000	OPERATING EXPENSES AND SERVICES		50	0
			<hr/>	<hr/>
			<b>50</b>	<b>50</b>

**Reason:** Adjustment  
**Description:** RSCCD ITS industry mag subscrip

<b>bc10pn1116c</b>	<b>11/16/2010</b>	<b>B006995</b>	<b>From</b>	<b>To</b>
5000	OPERATING EXPENSES AND SERVICES		0	800
6000	CAPITAL OUTLAY		800	0
			<hr/>	<hr/>
			<b>800</b>	<b>800</b>

**Reason:** Adjustment  
**Description:** SAC ITS Xerox excess copies

<b>bc10pn1122c</b>	<b>11/22/2010</b>	<b>B007005</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		0	158
5000	OPERATING EXPENSES AND SERVICES		1,335	0
6000	CAPITAL OUTLAY		0	1,177
			<hr/>	<hr/>
			<b>1,335</b>	<b>1,335</b>

**Reason:** Adjustment  
**Description:** SAC Humanities office printer

<b>bc10pn1122f</b>	<b>11/22/2010</b>	<b>B007008</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		0	3,500
5000	OPERATING EXPENSES AND SERVICES		5,000	0
6000	CAPITAL OUTLAY		0	1,500
			<hr/>	<hr/>
			<b>5,000</b>	<b>5,000</b>

**Reason:** Adjustment  
**Description:** SAC M&O HVAC equip,maint,trans

Board of Trustees  
**SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS**  
11/1/2010 - 12/31/2010

**Fund 11: General Fund Unrestricted**

<b>bc10pn1122i</b>	<b>11/22/2010</b>	<b>B007014</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		0	1,890
5000	OPERATING EXPENSES AND SERVICES		3,930	0
6000	CAPITAL OUTLAY		0	2,040
			<hr/>	<hr/>
			<b>3,930</b>	<b>3,930</b>

**Reason:** Adjustment  
**Description:** SAC Commencement program

<b>bc10pn1123c</b>	<b>11/23/2010</b>	<b>B007022</b>	<b>From</b>	<b>To</b>
5000	OPERATING EXPENSES AND SERVICES		0	650
6000	CAPITAL OUTLAY		650	0
			<hr/>	<hr/>
			<b>650</b>	<b>650</b>

**Reason:** Adjustment  
**Description:** Risk Mgmt safety site subscript

<b>bc10pn1123a</b>	<b>11/23/2010</b>	<b>B007023</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		0	117
5000	OPERATING EXPENSES AND SERVICES		117	0
			<hr/>	<hr/>
			<b>117</b>	<b>117</b>

**Reason:** Adjustment  
**Description:** SAC NLNAC fees/printing

<b>bc10pn1129c</b>	<b>11/29/2010</b>	<b>B007026</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		0	400
5000	OPERATING EXPENSES AND SERVICES		400	0
			<hr/>	<hr/>
			<b>400</b>	<b>400</b>

**Reason:** Adjustment  
**Description:** DMC office keys reorder

<b>bc10pn1203i</b>	<b>12/3/2010</b>	<b>B007069</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		0	100
5000	OPERATING EXPENSES AND SERVICES		100	0
			<hr/>	<hr/>
			<b>100</b>	<b>100</b>

**Reason:** Adjustment  
**Description:** DO Ed Svcs PC memory

<b>bc10pn1203l</b>	<b>12/3/2010</b>	<b>B007072</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		0	1,000
6000	CAPITAL OUTLAY		1,000	0
			<hr/>	<hr/>
			<b>1,000</b>	<b>1,000</b>

**Reason:** Adjustment  
**Description:** Risk Mgmt misc safety supplies

Board of Trustees  
**SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS**  
11/1/2010 - 12/31/2010

**Fund 11: General Fund Unrestricted**

<b>bc10pn1203m</b>	<b>12/3/2010</b>	<b>B007073</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		0	59,114
3000	EMPLOYEE BENEFITS		0	23,869
5000	OPERATING EXPENSES AND SERVICES		82,983	0
			<hr/>	<hr/>
			<b>82,983</b>	<b>82,983</b>

**Reason:** Adjustment  
**Description:** SP#1900 WIA Nursing match

<b>bc10pn1203b</b>	<b>12/3/2010</b>	<b>B007076</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		125	0
5000	OPERATING EXPENSES AND SERVICES		0	125
			<hr/>	<hr/>
			<b>125</b>	<b>125</b>

**Reason:** Adjustment  
**Description:** SCC Nat Honors Cncl membrshp

<b>bc10pn1206b</b>	<b>12/6/2010</b>	<b>B007080</b>	<b>From</b>	<b>To</b>
5000	OPERATING EXPENSES AND SERVICES		450	0
6000	CAPITAL OUTLAY		0	450
			<hr/>	<hr/>
			<b>450</b>	<b>450</b>

**Reason:** Adjustment  
**Description:** SCC Adm Outreach new printer

<b>bc10pn1206e</b>	<b>12/6/2010</b>	<b>B007083</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		0	800
5000	OPERATING EXPENSES AND SERVICES		800	0
			<hr/>	<hr/>
			<b>800</b>	<b>800</b>

**Reason:** Adjustment  
**Description:** RSCCD ITS training book exp

<b>bc10pn1206f</b>	<b>12/6/2010</b>	<b>B007084</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		28,003	0
2000	CLASSIFIED/OTHER NONACADEMIC		0	22,863
3000	EMPLOYEE BENEFITS		0	5,140
			<hr/>	<hr/>
			<b>28,003</b>	<b>28,003</b>

**Reason:** Adjustment  
**Description:** SCC temp hourly class staff

<b>bc10pn1208f</b>	<b>12/8/2010</b>	<b>B007091</b>	<b>From</b>	<b>To</b>
5000	OPERATING EXPENSES AND SERVICES		10	0
6000	CAPITAL OUTLAY		0	10
			<hr/>	<hr/>
			<b>10</b>	<b>10</b>

**Reason:** Special Project Adjustment  
**Description:** SAC Libry stu printer/laptops

Board of Trustees  
SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS  
11/1/2010 - 12/31/2010

**Fund 11: General Fund Unrestricted**

<b>bc10pn1210b</b>		<b>12/10/2010</b>	<b>B007103</b>	<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES			44,111	0
2000	CLASSIFIED/OTHER NONACADEMIC			0	40,772
3000	EMPLOYEE BENEFITS			0	3,339
				<hr/>	<hr/>
				<b>44,111</b>	<b>44,111</b>

**Reason:** Adjustment  
**Description:** SCC temp hourly class emp

<b>bc10pn1210c</b>		<b>12/10/2010</b>	<b>B007104</b>	<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES			4,000	0
5000	OPERATING EXPENSES AND SERVICES			0	4,000
				<hr/>	<hr/>
				<b>4,000</b>	<b>4,000</b>

**Reason:** Adjustment  
**Description:** SCC Sci/M&O bldgs maint agree

<b>bc10pn1210g</b>		<b>12/10/2010</b>	<b>B007108</b>	<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES			50,000	0
5000	OPERATING EXPENSES AND SERVICES			0	50,000
				<hr/>	<hr/>
				<b>50,000</b>	<b>50,000</b>

**Reason:** Adjustment  
**Description:** SCC new facilities repair/corr

<b>bc10pn1213a</b>		<b>12/13/2010</b>	<b>B007114</b>	<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES			2,200	0
6000	CAPITAL OUTLAY			0	2,200
				<hr/>	<hr/>
				<b>2,200</b>	<b>2,200</b>

**Reason:** Adjustment  
**Description:** SCC Admissions 2 PCs

<b>bc10pn1213e</b>		<b>12/13/2010</b>	<b>B007118</b>	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS			0	3,500
5000	OPERATING EXPENSES AND SERVICES			8,500	0
6000	CAPITAL OUTLAY			0	5,000
				<hr/>	<hr/>
				<b>8,500</b>	<b>8,500</b>

**Reason:** Adjustment  
**Description:** SAC HVAC equip/maint/parts/rep

**Fund 11: General Fund Unrestricted**

		12/16/2010	B007134	<u>From</u>	<u>To</u>
bc10pn216a					
5000	OPERATING EXPENSES AND SERVICES			9	0
6000	CAPITAL OUTLAY			0	9
				<hr/> 9	<hr/> 9

Reason: Adjustment  
Description: SAC Libry Dell laptop tax corr

		12/17/2010	B007140	<u>From</u>	<u>To</u>
bc10pn1217a					
2000	CLASSIFIED/OTHER NONACADEMIC			0	2,500
4000	SUPPLIES AND MATERIALS			2,500	0
				<hr/> 2,500	<hr/> 2,500

Reason: Special Project Adjustment  
Description: SCC S/T for registration

**Summary by Major Object for Fund 11**

		<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES	96,585	0
2000	CLASSIFIED/OTHER NONACADEMIC	0	67,720
3000	EMPLOYEE BENEFITS	0	32,348
4000	SUPPLIES AND MATERIALS	0	12,079
5000	OPERATING EXPENSES AND SERVICES	35,178	0
6000	CAPITAL OUTLAY	0	19,616
		<hr/> 131,763	<hr/> 131,763



**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**BOARD REPORT / BUDGET TRANSFERS**

**From 11 / 01 / 2010 To 12 / 31 / 2010**

**Board Meeting on 1 / 18 / 2011**

**FUND: 12 GENERAL FUND-RESTRICTED**

**BACKGROUND**

The California Administration Code, Regulation 58307 requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object, for each fund.

**ANALYSIS**

This listing provides by major object code the total of budget transfers for the period and fund indicated. Each budget transfer supporting these totals is found on the accompanying report "SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>From</u>	<u>To</u>
	<u>Appropriation Account</u>		
1000	ACADEMIC SALARIES		\$71,926
2000	CLASSIFIED / OTHER NONACADEMIC	\$127,813	
3000	EMPLOYEE BENEFITS		3,438
4000	SUPPLIES AND MATERIALS		54,317
5000	OPERATING EXPENSES AND SERVICES	39,925	
6000	CAPITAL OUTLAY		14,057
7000	OTHER OUTGO		24,000
	Total Transfer	\$167,738	\$167,738

**RECOMMENDATION**

It is recommended the Board approve the budget transfers as presented.

**Fund 12: General Fund Restricted**

<b>bc10kt100110a</b>	<b>11/1/2010</b>	<b>B006935</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		250	0
5000	OPERATING EXPENSES AND SERVICES		0	250
			<hr/>	<hr/>
			250	250

**Reason:** Adjustment  
**Description:** Fund obj 5660 software support

<b>bc10pn1102k</b>	<b>11/2/2010</b>	<b>B006946</b>	<b>From</b>	<b>To</b>
2000	CLASSIFIED/OTHER NONACADEMIC		3,500	0
6000	CAPITAL OUTLAY		0	3,500
			<hr/>	<hr/>
			3,500	3,500

**Reason:** Special Project Adjustment  
**Description:** ACT Center expansion

<b>bc10pn1102n</b>	<b>11/2/2010</b>	<b>B006949</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		250	0
5000	OPERATING EXPENSES AND SERVICES		0	250
			<hr/>	<hr/>
			250	250

**Reason:** Special Project Adjustment  
**Description:** SAC LECTRA software support

<b>bc10pn1102r</b>	<b>11/2/2010</b>	<b>B006952</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		54	0
5000	OPERATING EXPENSES AND SERVICES		0	54
			<hr/>	<hr/>
			54	54

**Reason:** Special Project Adjustment  
**Description:** SAC Stu Svcs L.Smolen&Assoc

<b>bc10pn1104b</b>	<b>11/4/2010</b>	<b>B006963</b>	<b>From</b>	<b>To</b>
3000	EMPLOYEE BENEFITS		135	0
5000	OPERATING EXPENSES AND SERVICES		0	135
			<hr/>	<hr/>
			135	135

**Reason:** Special Project Adjustment  
**Description:** SAC SCE holding account

<b>bc10pn1105a</b>	<b>11/5/2010</b>	<b>B006965</b>	<b>From</b>	<b>To</b>
3000	EMPLOYEE BENEFITS		4	0
4000	SUPPLIES AND MATERIALS		0	4
			<hr/>	<hr/>
			4	4

**Reason:** Special Project Adjustment  
**Description:** RD Chancellor's office match

<b>bc10pn1108b</b>	<b>11/8/2010</b>	<b>B006967</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		0	7,000
5000	OPERATING EXPENSES AND SERVICES		7,000	0
			<hr/>	<hr/>
			7,000	7,000

**Reason:** Special Project Adjustment  
**Description:** OEC WIA supplies/materials

**Fund 12: General Fund Restricted**

<b>bc10kt1108b</b>	<b>11/8/2010</b>	<b>B006973</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		1,000	0
5000	OPERATING EXPENSES AND SERVICES		0	1,000
			<hr/>	<hr/>
			<b>1,000</b>	<b>1,000</b>

**Reason:** Adjustment  
**Description:** Fund obj 5940 promote vocation

<b>bc10pn1115a</b>	<b>11/15/2010</b>	<b>B006991</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		0	400
5000	OPERATING EXPENSES AND SERVICES		400	0
			<hr/>	<hr/>
			<b>400</b>	<b>400</b>

**Reason:** Special Project Adjustment  
**Description:** SAC Pharm Tech AHG food svcs

<b>bc10pn1116b</b>	<b>11/16/2010</b>	<b>B006994</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		2,330	0
5000	OPERATING EXPENSES AND SERVICES		0	2,330
			<hr/>	<hr/>
			<b>2,330</b>	<b>2,330</b>

**Reason:** Special Project Adjustment  
**Description:** SAC Counseling various exps

<b>bc10pn1116d</b>	<b>11/16/2010</b>	<b>B006996</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		3,290	0
6000	CAPITAL OUTLAY		0	3,290
			<hr/>	<hr/>
			<b>3,290</b>	<b>3,290</b>

**Reason:** Special Project Adjustment  
**Description:** SAC Health Ctr PC purchases

<b>bc10pn1119a</b>	<b>11/19/2010</b>	<b>B007000</b>	<b>From</b>	<b>To</b>
2000	CLASSIFIED/OTHER NONACADEMIC		0	5,000
3000	EMPLOYEE BENEFITS		0	344
5000	OPERATING EXPENSES AND SERVICES		5,344	0
			<hr/>	<hr/>
			<b>5,344</b>	<b>5,344</b>

**Reason:** Special Project Adjustment  
**Description:** DO Cor Trng Inst wages/ben

<b>bc10pn1122a</b>	<b>11/22/2010</b>	<b>B007003</b>	<b>From</b>	<b>To</b>
2000	CLASSIFIED/OTHER NONACADEMIC		0	300
3000	EMPLOYEE BENEFITS		300	0
			<hr/>	<hr/>
			<b>300</b>	<b>300</b>

**Reason:** Special Project Adjustment  
**Description:** DO Res Dev emp salary/benefits



Board of Trustees  
**SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS**  
11/1/2010 - 12/31/2010

**Fund 12: General Fund Restricted**

<b>bc10pn1122b</b>	<b>11/22/2010</b>	<b>B007004</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		0	68,859
2000	CLASSIFIED/OTHER NONACADEMIC		68,859	0
			<hr/>	<hr/>
			<b>68,859</b>	<b>68,859</b>

**Reason:** Special Project Adjustment  
**Description:** SP#1675 Title V DHSI yr1

<b>bc10pn1122h</b>	<b>11/22/2010</b>	<b>B007010</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		5,254	0
2000	CLASSIFIED/OTHER NONACADEMIC		0	5,255
3000	EMPLOYEE BENEFITS		1	0
			<hr/>	<hr/>
			<b>5,255</b>	<b>5,255</b>

**Reason:** Special Project Adjustment  
**Description:** SAC SCE student assistants

<b>bc10pn1122i</b>	<b>11/22/2010</b>	<b>B007011</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		5,055	0
5000	OPERATING EXPENSES AND SERVICES		0	5,055
			<hr/>	<hr/>
			<b>5,055</b>	<b>5,055</b>

**Reason:** Special Project Adjustment  
**Description:** SCC BSI Turnitin contact

<b>bc10pn1122j</b>	<b>11/22/2010</b>	<b>B007012</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		0	21,671
2000	CLASSIFIED/OTHER NONACADEMIC		19,000	0
3000	EMPLOYEE BENEFITS		2,671	0
			<hr/>	<hr/>
			<b>21,671</b>	<b>21,671</b>

**Reason:** Special Project Adjustment  
**Description:** SAC SCE faculty expenses

<b>bc10pn1122m</b>	<b>11/22/2010</b>	<b>B007015</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		7,160	0
3000	EMPLOYEE BENEFITS		974	0
4000	SUPPLIES AND MATERIALS		0	8,134
			<hr/>	<hr/>
			<b>8,134</b>	<b>8,134</b>

**Reason:** Special Project Adjustment  
**Description:** SAC Student Svcs supplies

<b>bc10pn1122n</b>	<b>11/22/2010</b>	<b>B007016</b>	<b>From</b>	<b>To</b>
2000	CLASSIFIED/OTHER NONACADEMIC		51,041	0
4000	SUPPLIES AND MATERIALS		0	27,041
7000	OTHER OUTGO		0	24,000
			<hr/>	<hr/>
			<b>51,041</b>	<b>51,041</b>

**Reason:** Special Project Adjustment  
**Description:** SAC GEAR UP redistribute funds

**Fund 12: General Fund Restricted**

<b>bc10pn1122s</b>	<b>11/22/2010</b>	<b>B007020</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		1,013	0
5000	OPERATING EXPENSES AND SERVICES		0	1,013
			<hr/>	<hr/>
			<b>1,013</b>	<b>1,013</b>
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	DO WBC/IWE hotel exp			
<b>bc10pn1129a</b>	<b>11/29/2010</b>	<b>B007024</b>	<b>From</b>	<b>To</b>
2000	CLASSIFIED/OTHER NONACADEMIC		8,000	0
5000	OPERATING EXPENSES AND SERVICES		0	8,000
			<hr/>	<hr/>
			<b>8,000</b>	<b>8,000</b>
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SCC Sci Lrng Ctr renovation			
<b>bc10pn1130a</b>	<b>11/30/2010</b>	<b>B007029</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		0	500
5000	OPERATING EXPENSES AND SERVICES		500	0
			<hr/>	<hr/>
			<b>500</b>	<b>500</b>
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SAC BSI non-instr supplies			
<b>bc10pn1130c</b>	<b>11/30/2010</b>	<b>B007031</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		500	0
6000	CAPITAL OUTLAY		0	500
			<hr/>	<hr/>
			<b>500</b>	<b>500</b>
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SAC Counsel Test Ctr update			
<b>bc10pn1130h</b>	<b>11/30/2010</b>	<b>B007036</b>	<b>From</b>	<b>To</b>
5000	OPERATING EXPENSES AND SERVICES		8,044	0
6000	CAPITAL OUTLAY		0	8,044
			<hr/>	<hr/>
			<b>8,044</b>	<b>8,044</b>
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SAC Cnsl softwr/non-instr supp			
<b>bc10pn1130i</b>	<b>11/30/2010</b>	<b>B007037</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		4,100	0
6000	CAPITAL OUTLAY		0	4,100
			<hr/>	<hr/>
			<b>4,100</b>	<b>4,100</b>
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SAC Health med staff equipment			
<b>bc10pn1130k</b>	<b>11/30/2010</b>	<b>B007039</b>	<b>From</b>	<b>To</b>
2000	CLASSIFIED/OTHER NONACADEMIC		800	0
5000	OPERATING EXPENSES AND SERVICES		0	800
			<hr/>	<hr/>
			<b>800</b>	<b>800</b>
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	Res Dev student transport			

**Fund 12: General Fund Restricted**

<b>bc10pn1130m</b>	<b>11/30/2010</b>	<b>B007041</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		0	955
6000	CAPITAL OUTLAY		955	0
			<hr/>	<hr/>
			<b>955</b>	<b>955</b>

**Reason:** Special Project Adjustment  
**Description:** Res Dev GPS units for GIS

<b>bc10pn1201a</b>	<b>12/1/2010</b>	<b>B007042</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		30,000	0
5000	OPERATING EXPENSES AND SERVICES		0	30,000
			<hr/>	<hr/>
			<b>30,000</b>	<b>30,000</b>

**Reason:** Special Project Adjustment  
**Description:** SAC DSPS sign lang interpret

<b>bc10pn1201b</b>	<b>12/1/2010</b>	<b>B007043</b>	<b>From</b>	<b>To</b>
2000	CLASSIFIED/OTHER NONACADEMIC		2,134	0
5000	OPERATING EXPENSES AND SERVICES		0	2,134
			<hr/>	<hr/>
			<b>2,134</b>	<b>2,134</b>

**Reason:** Special Project Adjustment  
**Description:** CITD/Ed Svcs OCHCC event

<b>bc10kt12210b</b>	<b>12/2/2010</b>	<b>B007061</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		2,948	0
5000	OPERATING EXPENSES AND SERVICES		0	2,948
			<hr/>	<hr/>
			<b>2,948</b>	<b>2,948</b>

**Reason:** Adjustment  
**Description:** Software purchase for vacation

<b>bc10pn1203c</b>	<b>12/3/2010</b>	<b>B007063</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		0	1,000
6000	CAPITAL OUTLAY		1,000	0
			<hr/>	<hr/>
			<b>1,000</b>	<b>1,000</b>

**Reason:** Special Project Adjustment  
**Description:** SAC TV/Video F&P Arts purchase

<b>bc10pn1203g</b>	<b>12/3/2010</b>	<b>B007067</b>	<b>From</b>	<b>To</b>
5000	OPERATING EXPENSES AND SERVICES		0	6,625
6000	CAPITAL OUTLAY		6,625	0
			<hr/>	<hr/>
			<b>6,625</b>	<b>6,625</b>

**Reason:** Special Project Adjustment  
**Description:** SAC CCLC/Libry-Congress online

**Fund 12: General Fund Restricted**

<b>bc10pn1203n</b>		<b>12/3/2010</b>	<b>B007074</b>	<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES			0	15,417
2000	CLASSIFIED/OTHER NONACADEMIC			0	8,400
3000	EMPLOYEE BENEFITS			0	3,382
5000	OPERATING EXPENSES AND SERVICES			27,199	0
				<hr/>	<hr/>
				<b>27,199</b>	<b>27,199</b>

**Reason:** Special Project Adjustment  
**Description:** SP#2019, 2041-46 SCC BSI

<b>bc10pn1206a</b>		<b>12/6/2010</b>	<b>B007079</b>	<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES			0	12,619
3000	EMPLOYEE BENEFITS			0	581
4000	SUPPLIES AND MATERIALS			6,000	0
5000	OPERATING EXPENSES AND SERVICES			24,200	0
6000	CAPITAL OUTLAY			0	17,000
				<hr/>	<hr/>
				<b>30,200</b>	<b>30,200</b>

**Reason:** Special Project Adjustment  
**Description:** SCC VTEA department needs

<b>bc10pn1206c</b>		<b>12/6/2010</b>	<b>B007081</b>	<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES			0	1,500
3000	EMPLOYEE BENEFITS			0	84
5000	OPERATING EXPENSES AND SERVICES			700	0
6000	CAPITAL OUTLAY			884	0
				<hr/>	<hr/>
				<b>1,584</b>	<b>1,584</b>

**Reason:** Special Project Adjustment  
**Description:** SAC SCE expenses

<b>bc10pn1206d</b>		<b>12/6/2010</b>	<b>B007082</b>	<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES			2,089	0
4000	SUPPLIES AND MATERIALS			0	2,089
				<hr/>	<hr/>
				<b>2,089</b>	<b>2,089</b>

**Reason:** Special Project Adjustment  
**Description:** SAC SCE book expenses

<b>bc10pn1207a</b>		<b>12/7/2010</b>	<b>B007085</b>	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS			0	13,000
5000	OPERATING EXPENSES AND SERVICES			13,000	0
				<hr/>	<hr/>
				<b>13,000</b>	<b>13,000</b>

**Reason:** Special Project Adjustment  
**Description:** OEC ESL equip repair/books

<b>bc10pn1208c</b>		<b>12/8/2010</b>	<b>B007088</b>	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS			0	5,400
6000	CAPITAL OUTLAY			5,400	0
				<hr/>	<hr/>
				<b>5,400</b>	<b>5,400</b>

**Reason:** Adjustment  
**Description:** Student parking permit/Spr'11

**Fund 12: General Fund Restricted**

<b>bc10pn1208d</b>	<b>12/8/2010</b>	<b>B007089</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		102	0
5000	OPERATING EXPENSES AND SERVICES		0	102
			<hr/>	<hr/>
			102	102

**Reason:** Special Project Adjustment  
**Description:** SAC SCE conference claim

<b>bc10pn1208j</b>	<b>12/8/2010</b>	<b>B007095</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		288	0
5000	OPERATING EXPENSES AND SERVICES		0	288
			<hr/>	<hr/>
			288	288

**Reason:** Special Project Adjustment  
**Description:** SAC Stu Affrs "We Do Graphics"

<b>bc10pn1208k</b>	<b>12/8/2010</b>	<b>B007096</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		492	0
5000	OPERATING EXPENSES AND SERVICES		0	492
			<hr/>	<hr/>
			492	492

**Reason:** Special Project Adjustment  
**Description:** SAC Stu Affrs "We Do Graphics"

<b>bc10pn1209b</b>	<b>12/9/2010</b>	<b>B007098</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		5,984	0
4000	SUPPLIES AND MATERIALS		0	5,984
			<hr/>	<hr/>
			5,984	5,984

**Reason:** Special Project Adjustment  
**Description:** SAC Stu Affrs instr supplies

<b>bc10pn1209c</b>	<b>12/9/2010</b>	<b>B007099</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		0	1,850
5000	OPERATING EXPENSES AND SERVICES		1,850	0
			<hr/>	<hr/>
			1,850	1,850

**Reason:** Special Project Adjustment  
**Description:** ACT Ctr non-instruct supplies

<b>bc10pn1210d</b>	<b>12/10/2010</b>	<b>B007105</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		0	440
5000	OPERATING EXPENSES AND SERVICES		440	0
			<hr/>	<hr/>
			440	440

**Reason:** Special Project Adjustment  
**Description:** SCC Hlth/Wellness supplies



Board of Trustees  
**SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS**  
11/1/2010 - 12/31/2010

**Fund 12: General Fund Restricted**

<b>bc10pn1210f</b>	<b>12/10/2010</b>	<b>B007107</b>		
2000	CLASSIFIED/OTHER NONACADEMIC		<u>From</u>	<u>To</u>
3000	EMPLOYEE BENEFITS		0	8,814
5000	OPERATING EXPENSES AND SERVICES		0	2,944
			11,758	0
			<hr/>	<hr/>
			11,758	11,758
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SAC SCE personnel			
<b>bc10pn1210i</b>	<b>12/10/2010</b>	<b>B007110</b>		
4000	SUPPLIES AND MATERIALS		<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES		300	0
			0	300
			<hr/>	<hr/>
			300	300
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SAC CSSSO 10/11 dues			
<b>bc10pn1210j</b>	<b>12/10/2010</b>	<b>B007111</b>		
1000	ACADEMIC SALARIES		<u>From</u>	<u>To</u>
2000	CLASSIFIED/OTHER NONACADEMIC		0	2,000
			2,000	0
			<hr/>	<hr/>
			2,000	2,000
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SCC Title V PT instr stipend			
<b>bc10pn1213b</b>	<b>12/13/2010</b>	<b>B007115</b>		
4000	SUPPLIES AND MATERIALS		<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES		0	145
			145	0
			<hr/>	<hr/>
			145	145
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	DO WBC/IWE printer fuser			
<b>bc10pn1213c</b>	<b>12/13/2010</b>	<b>B007116</b>		
4000	SUPPLIES AND MATERIALS		<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES		700	0
			0	700
			<hr/>	<hr/>
			700	700
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SAC EOPS upcoming expenditures			
<b>bc10pn1214a</b>	<b>12/14/2010</b>	<b>B007119</b>		
4000	SUPPLIES AND MATERIALS		<u>From</u>	<u>To</u>
6000	CAPITAL OUTLAY		100	0
			0	100
			<hr/>	<hr/>
			100	100
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SAC GEAR UP new printer			

Board of Trustees  
**SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS**  
11/1/2010 - 12/31/2010

**Fund 12: General Fund Restricted**

<b>bc10pn1214c</b>		<b>12/14/2010</b>	<b>B007121</b>		
4000	SUPPLIES AND MATERIALS			<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES			0	227
6000	CAPITAL OUTLAY			0	176
				403	0
				<hr/>	<hr/>
				403	403
<b>Reason:</b>		Special Project Adjustment			
<b>Description:</b>		SAC VTEA AAfPE mbrshp/softwr			
<b>bc10pn1214f</b>		<b>12/14/2010</b>	<b>B007124</b>		
4000	SUPPLIES AND MATERIALS			<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES			1,550	0
				0	1,550
				<hr/>	<hr/>
				1,550	1,550
<b>Reason:</b>		Special Project Adjustment			
<b>Description:</b>		SAC Hlth Titanium sftwr fees			
<b>bc10pn1214i</b>		<b>12/14/2010</b>	<b>B007127</b>		
4000	SUPPLIES AND MATERIALS			<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES			120	0
				0	120
				<hr/>	<hr/>
				120	120
<b>Reason:</b>		Special Project Adjustment			
<b>Description:</b>		OEC instruct supplies/website			
<b>bc10kt121410a</b>		<b>12/14/2010</b>	<b>B007128</b>		
4000	SUPPLIES AND MATERIALS			<u>From</u>	<u>To</u>
6000	CAPITAL OUTLAY			0	7,210
				7,210	0
				<hr/>	<hr/>
				7,210	7,210
<b>Reason:</b>		Special Project Adjustment			
<b>Description:</b>		Fund object 4310			
<b>bc10pn1216b</b>		<b>12/16/2010</b>	<b>B007135</b>		
1000	ACADEMIC SALARIES			<u>From</u>	<u>To</u>
3000	EMPLOYEE BENEFITS			0	5,545
5000	OPERATING EXPENSES AND SERVICES			0	208
				5,753	0
				<hr/>	<hr/>
				5,753	5,753
<b>Reason:</b>		Special Project Adjustment			
<b>Description:</b>		SCC BSI P/T Counseling acct			
<b>bc10pn1216d</b>		<b>12/16/2010</b>	<b>B007137</b>		
4000	SUPPLIES AND MATERIALS			<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES			650	0
				0	650
				<hr/>	<hr/>
				650	650
<b>Reason:</b>		Special Project Adjustment			
<b>Description:</b>		SAC Hlth ACCTA membership			

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Board of Trustees  
SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS  
11/1/2010 - 12/31/2010

BU0010-1  
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**Fund 12: General Fund Restricted**

<b>bc10pn1216e</b>	<b>12/16/2010</b>	<b>B007138</b>	<b><u>From</u></b>	<b><u>To</u></b>
1000	ACADEMIC SALARIES		143	0
2000	CLASSIFIED/OTHER NONACADEMIC		248	0
3000	EMPLOYEE BENEFITS		20	0
4000	SUPPLIES AND MATERIALS		1,025	0
5000	OPERATING EXPENSES AND SERVICES		0	1,436
			<hr/>	<hr/>
			1,436	1,436

Reason: Special Project Adjustment  
Description: SP#1707 summer transportation

**Summary by Major Object for Fund 12**

	<b><u>From</u></b>	<b><u>To</u></b>
1000 ACADEMIC SALARIES	0	71,926
2000 CLASSIFIED/OTHER NONACADEMIC	127,813	0
3000 EMPLOYEE BENEFITS	0	3,438
4000 SUPPLIES AND MATERIALS	0	54,317
5000 OPERATING EXPENSES AND SERVICES	39,925	0
6000 CAPITAL OUTLAY	0	14,057
7000 OTHER OUTGO	0	24,000
	<hr/>	<hr/>
	167,738	167,738



**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**BOARD REPORT / BUDGET TRANSFERS**

**From 11/01/2010 To 12/31/2010  
Board Meeting on 1/18/2011**

**FUND: 33 CHILD DEVELOPMENT FUND**

**BACKGROUND**

The California Administration Code, Regulation 58307 requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object, for each fund.

**ANALYSIS**

This listing provides by major object code the total of budget transfers for the period and fund indicated. Each budget transfer supporting these totals is found on the accompanying report "SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>From</u>	<u>To</u>
	<u>Appropriation Account</u>		
1000	ACADEMIC SALARIES		
2000	CLASSIFIED / OTHER NONACADEMIC	\$48	
3000	EMPLOYEE BENEFITS		\$819
4000	SUPPLIES AND MATERIALS		2,186
5000	OPERATING EXPENSES AND SERVICES		1,766
6000	CAPITAL OUTLAY	6,197	
			1,474
	Total Transfer	\$6,245	\$6,245

**RECOMMENDATION**

It is recommended the Board approve the budget transfers as presented.

Printed on 1/06/2011

Board of Trustees  
SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS  
11/1/2010 - 12/31/2010

**Fund 33: Child Development Fund**

<b>bc10pn1103d</b>		<b>11/3/2010</b>	<b>B006956</b>		
2000	CLASSIFIED/OTHER NONACADEMIC			<u>From</u>	<u>To</u>
6000	CAPITAL OUTLAY			950	0
				0	950
				<hr/>	<hr/>
				950	950
<b>Reason:</b> Special Project Adjustment					
<b>Description:</b> CDS moving equip/furn from SAC					
<b>bc10pn1108f</b>		<b>11/8/2010</b>	<b>B006971</b>		
2000	CLASSIFIED/OTHER NONACADEMIC			<u>From</u>	<u>To</u>
3000	EMPLOYEE BENEFITS			803	0
				0	803
				<hr/>	<hr/>
				803	803
<b>Reason:</b> Special Project Adjustment					
<b>Description:</b> CDS data entry clerk ben/tax					
<b>bc10pn1109b</b>		<b>11/9/2010</b>	<b>B006976</b>		
5000	OPERATING EXPENSES AND SERVICES			<u>From</u>	<u>To</u>
6000	CAPITAL OUTLAY			600	0
				0	600
				<hr/>	<hr/>
				600	600
<b>Reason:</b> Special Project Adjustment					
<b>Description:</b> SAC ECEC fax machine					
<b>bc10pn1110c</b>		<b>11/10/2010</b>	<b>B006985</b>		
2000	CLASSIFIED/OTHER NONACADEMIC			<u>From</u>	<u>To</u>
3000	EMPLOYEE BENEFITS			331	0
				0	331
				<hr/>	<hr/>
				331	331
<b>Reason:</b> Special Project Adjustment					
<b>Description:</b> OEC CDC hourly staff					
<b>bc10kt111910a</b>		<b>11/19/2010</b>	<b>B007001</b>		
1000	ACADEMIC SALARIES			<u>From</u>	<u>To</u>
2000	CLASSIFIED/OTHER NONACADEMIC			48	0
3000	EMPLOYEE BENEFITS			0	2,927
4000	SUPPLIES AND MATERIALS			0	1,051
5000	OPERATING EXPENSES AND SERVICES			3,854	0
				76	0
				<hr/>	<hr/>
				3,978	3,978
<b>Reason:</b> Special Project Adjustment					
<b>Description:</b> Cover neg bal Network 4 a Heal					
<b>bc10pn1130d</b>		<b>11/30/2010</b>	<b>B007032</b>		
4000	SUPPLIES AND MATERIALS			<u>From</u>	<u>To</u>
6000	CAPITAL OUTLAY			0	352
				352	0
				<hr/>	<hr/>
				352	352
<b>Reason:</b> Special Project Adjustment					
<b>Description:</b> CDS Express Co.					

Board of Trustees  
SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS  
11/1/2010 - 12/31/2010

**Fund 33: Child Development Fund**

<b>bc10pn1130e</b>		<b>11/30/2010</b>	<b>B007033</b>		
4000	SUPPLIES AND MATERIALS			<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES			0	451
				451	0
				<hr/>	<hr/>
				451	451
<b>Reason:</b>		Special Project Adjustment			
<b>Description:</b>		CDS Audio Resource			
<b>bc10pn1130g</b>		<b>11/30/2010</b>	<b>B007034</b>		
4000	SUPPLIES AND MATERIALS			<u>From</u>	<u>To</u>
6000	CAPITAL OUTLAY			0	118
				118	0
				<hr/>	<hr/>
				118	118
<b>Reason:</b>		Special Project Adjustment			
<b>Description:</b>		CDS Express Co.			
<b>bc10pn1130f</b>		<b>11/30/2010</b>	<b>B007035</b>		
4000	SUPPLIES AND MATERIALS			<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES			0	3
				3	0
				<hr/>	<hr/>
				3	3
<b>Reason:</b>		Special Project Adjustment			
<b>Description:</b>		CDS Express Co.			
<b>bc10pn1130j</b>		<b>11/30/2010</b>	<b>B007038</b>		
4000	SUPPLIES AND MATERIALS			<u>From</u>	<u>To</u>
6000	CAPITAL OUTLAY			270	0
				0	270
				<hr/>	<hr/>
				270	270
<b>Reason:</b>		Special Project Adjustment			
<b>Description:</b>		CDS vacuum cleaner			
<b>bc10pn1130l</b>		<b>11/30/2010</b>	<b>B007040</b>		
4000	SUPPLIES AND MATERIALS			<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES			0	5,000
				5,000	0
				<hr/>	<hr/>
				5,000	5,000
<b>Reason:</b>		Special Project Adjustment			
<b>Description:</b>		CDS future training events			
<b>bc10pn1202c</b>		<b>12/2/2010</b>	<b>B007049</b>		
5000	OPERATING EXPENSES AND SERVICES			<u>From</u>	<u>To</u>
6000	CAPITAL OUTLAY			0	600
				600	0
				<hr/>	<hr/>
				600	600
<b>Reason:</b>		Special Project Adjustment			
<b>Description:</b>		CDS Ed Svcs excess copies			
<b>bc10pn1202d</b>		<b>12/2/2010</b>	<b>B007050</b>		
4000	SUPPLIES AND MATERIALS			<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES			60	0
				0	60
				<hr/>	<hr/>
				60	60
<b>Reason:</b>		Special Project Adjustment			
<b>Description:</b>		CDS expenses			

Board of Trustees  
SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS  
11/1/2010 - 12/31/2010

**Fund 33: Child Development Fund**

<b>bc10pn1202f</b>		<b>12/2/2010</b>	<b>B007052</b>		
4000	SUPPLIES AND MATERIALS			<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES			51	0
				0	51
				<hr/>	<hr/>
				51	51
<b>Reason:</b> Special Project Adjustment					
<b>Description:</b> CDS Torrelli expense					
<b>bc10pn1203f</b>		<b>12/3/2010</b>	<b>B007066</b>		
2000	CLASSIFIED/OTHER NONACADEMIC			<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS			24	0
				0	24
				<hr/>	<hr/>
				24	24
<b>Reason:</b> Special Project Adjustment					
<b>Description:</b> CDS transfer of expenditure					
<b>bc10pn1203h</b>		<b>12/3/2010</b>	<b>B007068</b>		
3000	EMPLOYEE BENEFITS			<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS			0	1
5000	OPERATING EXPENSES AND SERVICES			0	1
6000	CAPITAL OUTLAY			3	0
				0	1
				<hr/>	<hr/>
				3	3
<b>Reason:</b> Special Project Adjustment					
<b>Description:</b> CDS Year One EHS close out					
<b>bc10pn1208b</b>		<b>12/8/2010</b>	<b>B007087</b>		
4000	SUPPLIES AND MATERIALS			<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES			0	63
6000	CAPITAL OUTLAY			13	0
				50	0
				<hr/>	<hr/>
				63	63
<b>Reason:</b> Special Project Adjustment					
<b>Description:</b> CDS Ammex ToE					
<b>bc10pn1214d</b>		<b>12/14/2010</b>	<b>B007122</b>		
4000	SUPPLIES AND MATERIALS			<u>From</u>	<u>To</u>
6000	CAPITAL OUTLAY			35	0
				0	35
				<hr/>	<hr/>
				35	35
<b>Reason:</b> Special Project Adjustment					
<b>Description:</b> CDS Xerox expenses					
<b>bc10pn1214e</b>		<b>12/14/2010</b>	<b>B007123</b>		
4000	SUPPLIES AND MATERIALS			<u>From</u>	<u>To</u>
6000	CAPITAL OUTLAY			0	24
				24	0
				<hr/>	<hr/>
				24	24
<b>Reason:</b> Special Project Adjustment					
<b>Description:</b> CDS overspent object code					

Board of Trustees  
**SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS**  
 11/1/2010 - 12/31/2010

**Fund 33: Child Development Fund**

<b>bc10pn1217c</b>	<b>12/17/2010</b>	<b>B007142</b>	<b><u>From</u></b>	<b><u>To</u></b>
5000	OPERATING EXPENSES AND SERVICES		762	0
6000	CAPITAL OUTLAY		0	762
			762	762

Reason: Special Project Adjustment  
 Description: CDS Cor O Van Moving increase

**Summary by Major Object for Fund 33**

<b>1000</b>	<b>ACADEMIC SALARIES</b>	<b><u>From</u></b>	<b><u>To</u></b>
<b>2000</b>	<b>CLASSIFIED/OTHER NONACADEMIC</b>	48	0
<b>3000</b>	<b>EMPLOYEE BENEFITS</b>	0	819
<b>4000</b>	<b>SUPPLIES AND MATERIALS</b>	0	2,186
<b>5000</b>	<b>OPERATING EXPENSES AND SERVICES</b>	0	1,766
<b>6000</b>	<b>CAPITAL OUTLAY</b>	6,197	0
		0	1,474
		6,245	6,245



**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**BOARD REPORT / BUDGET TRANSFERS**

**From 11 / 01 / 2010 To 12 / 31 / 2010  
Board Meeting on 1 / 18 / 2011**

**FUND: 41 CAPITAL OUTLAY PROJECTS FUND**

**BACKGROUND**

The California Administration Code, Regulation 58307 requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object, for each fund.

**ANALYSIS**

This listing provides by major object code the total of budget transfers for the period and fund indicated. Each budget transfer supporting these totals is found on the accompanying report "SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>From</u>	<u>To</u>
	<u>Appropriation Account</u>		
5000	OPERATING EXPENSES AND SERVICES		\$60,500
6000	CAPITAL OUTLAY		75,000
7900	CONTINGENCY OR RESERVE	\$135,500	
	Total Transfer	\$135,500	\$135,500

**RECOMMENDATION**

It is recommended the Board approve the budget transfers as presented.

Board of Trustees  
**SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS**  
11/1/2010 - 12/31/2010

**Fund 41: Capital Outlay Projects Fund**

<b>bc10pn1102l</b>	<b>11/2/2010</b>	<b>B006947</b>	<b>From</b>	<b>To</b>
6000	CAPITAL OUTLAY		0	75,000
7900	CONTINGENCY OR RESERVE		75,000	0
			<hr/>	<hr/>
			<b>75,000</b>	<b>75,000</b>

**Reason:** Special Project Adjustment  
**Description:** Archiving curr/hist RSCCD proj

<b>bc10pn1116e</b>	<b>11/16/2010</b>	<b>B006997</b>	<b>From</b>	<b>To</b>
5000	OPERATING EXPENSES AND SERVICES		0	18,500
7900	CONTINGENCY OR RESERVE		18,500	0
			<hr/>	<hr/>
			<b>18,500</b>	<b>18,500</b>

**Reason:** Special Project Adjustment  
**Description:** SAC Bldg C/J-104 plumbing repr

<b>bc10pn1215a</b>	<b>12/15/2010</b>	<b>B007130</b>	<b>From</b>	<b>To</b>
5000	OPERATING EXPENSES AND SERVICES		0	24,000
7900	CONTINGENCY OR RESERVE		24,000	0
			<hr/>	<hr/>
			<b>24,000</b>	<b>24,000</b>

**Reason:** Special Project Adjustment  
**Description:** SAC wall/pipe/sewage repair

<b>bc10pn1215b</b>	<b>12/15/2010</b>	<b>B007131</b>	<b>From</b>	<b>To</b>
5000	OPERATING EXPENSES AND SERVICES		0	12,000
7900	CONTINGENCY OR RESERVE		12,000	0
			<hr/>	<hr/>
			<b>12,000</b>	<b>12,000</b>

**Reason:** Special Project Adjustment  
**Description:** SAC Baseball field drain repr

<b>bc10pn1215c</b>	<b>12/15/2010</b>	<b>B007132</b>	<b>From</b>	<b>To</b>
5000	OPERATING EXPENSES AND SERVICES		0	6,000
7900	CONTINGENCY OR RESERVE		6,000	0
			<hr/>	<hr/>
			<b>6,000</b>	<b>6,000</b>

**Reason:** Special Project Adjustment  
**Description:** SAC A Bldg carpet replace exps

**Summary by Major Object for Fund 41**

		<b>From</b>	<b>To</b>
<b>5000</b>	<b>OPERATING EXPENSES AND SERVICES</b>	0	60,500
<b>6000</b>	<b>CAPITAL OUTLAY</b>	0	75,000
<b>7900</b>	<b>CONTINGENCY OR RESERVE</b>	135,500	0
		<hr/>	<hr/>
		<b>135,500</b>	<b>135,500</b>

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**BOARD REPORT / BUDGET TRANSFERS**

**From 11 / 01 / 2010 To 12 / 31 / 2010  
Board Meeting on 1 / 18 / 2011**

**FUND: 42 BOND FUND, MEASURE E**

**BACKGROUND**

The California Administration Code, Regulation 58307 requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object, for each fund.

**ANALYSIS**

This listing provides by major object code the total of budget transfers for the period and fund indicated. Each budget transfer supporting these totals is found on the accompanying report "SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>From</u>	<u>To</u>
	<u>Appropriation Account</u>		
6000	CAPITAL OUTLAY		\$4,080,000
7900	CONTINGENCY OR RESERVE	\$4,080,000	
	Total Transfer	\$4,080,000	\$4,080,000

**RECOMMENDATION**

It is recommended the Board approve the budget transfers as presented.



Board of Trustees  
**SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS**  
11/1/2010 - 12/31/2010

**Fund 42: Bond Fund, Measure E**

<b>bc10pn1117a</b>	<b>11/17/2010</b>	<b>B006998</b>	<b>From</b>	<b>To</b>
6000	CAPITAL OUTLAY		0	60,000
7900	CONTINGENCY OR RESERVE		60,000	0
			<hr/>	<hr/>
			<b>60,000</b>	<b>60,000</b>

**Reason:** Special Project Adjustment  
**Description:** SP#3003,3007,3008 improvements

<b>bc10pn1202n</b>	<b>12/2/2010</b>	<b>B007059</b>	<b>From</b>	<b>To</b>
6000	CAPITAL OUTLAY		0	20,000
7900	CONTINGENCY OR RESERVE		20,000	0
			<hr/>	<hr/>
			<b>20,000</b>	<b>20,000</b>

**Reason:** Special Project Adjustment  
**Description:** SAC CDC eng svcs for bldg demo

<b>bc10kt12310a</b>	<b>12/3/2010</b>	<b>B007077</b>	<b>From</b>	<b>To</b>
6000	CAPITAL OUTLAY		0	4,000,000
7900	CONTINGENCY OR RESERVE		4,000,000	0
			<hr/>	<hr/>
			<b>4,000,000</b>	<b>4,000,000</b>

**Reason:** New Budget  
**Description:** NEWB trsf fd from 3028 to 3029

**Summary by Major Object for Fund 42**

		<b>From</b>	<b>To</b>
6000	CAPITAL OUTLAY	0	4,080,000
7900	CONTINGENCY OR RESERVE	4,080,000	0
		<hr/>	<hr/>
		<b>4,080,000</b>	<b>4,080,000</b>

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
BUSINESS OPERATIONS/FISCAL SERVICES**

To: Board of Trustees	Date: January 18, 2011
Re: Approval of Non-Resident Tuition Rate for 2011-12	
Action: Request for Approval	

**BACKGROUND**

Education Code Section 76140 requires the Board of Trustees to establish the tuition fee for non-resident students prior to February 1<sup>st</sup> of each year. The fee established by the Board of Trustees can be either the statewide average rate, the District's computed rate, or up to the level charged by any contiguous District. Any fee increases shall be gradual, moderate, and predictable.

Education Code Section 76141 allows districts to charge an additional capital outlay fee to non-resident students who are both citizens and residents of a foreign country an amount not to exceed the amount that was expended by the District for capital outlay in the preceding fiscal year. Any fee charged for capital outlay cannot exceed 50% of the non-resident tuition fee established by the District and the funds must be expended for capital outlay, maintenance, and equipment purposes.

Education Code Section 76142 allows districts to charge a processing fee (application fee) to non-resident students who are both citizens and residents of a foreign country an amount not to exceed the actual cost of processing an application and other documentation required by the federal government or \$100 whichever is less.

**ANALYSIS**

The statewide average rate for 2011-12 is \$176 which represents a \$7 per semester unit decrease or (-3.8%) over the prior year. Using District expenditures and applying the allowed two-year inflation factor of 5.3%, results in a calculated rate of \$161 per-unit for non-resident tuition with the capital outlay fee calculated at \$35 per unit based on the capital outlay expenses for 2009-10.

The District is proposing, for 2011-12, the total non-resident fee remain unchanged at \$200 per-unit. This is comprised of \$176 for the tuition fee, going with the statewide average rate, and \$24 per unit for capital outlay fee. In addition, we are proposing that the application fee remain at \$25.

**RECOMMENDATION**

It is recommended that the Board of Trustees establish the Non-resident tuition fee at \$176 per-unit, the capital outlay fee at \$24 per-unit, and the application fee at \$25 for 2011-12 as presented.

Fiscal Impact: Not applicable	Board Date: January 18, 2011
Prepared by: Noemi M. Kanouse, Assistant Vice Chancellor, Fiscal Services	
Submitted by: Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by: Dr. Raúl Rodríguez, Chancellor	

# California Community Colleges

## 2011-12 NONRESIDENT FEES WORKSHEET

### NONRESIDENT TUITION FEE CALCULATIONS

2011-12 NONRESIDENT TUITION FEE (ECS 76140)	(Col. 1) Statewide	(Col. 2) District	(Col. 3) 10% or More Noncredit FTES
<b>A. Expense of Education for Base Year (2009-10 CCFS 311, Expenditures by Activity Report, AC 0100-6700, Cols: 1-3)</b>	\$ 6,572,810,163	\$146,775,696	\$ _____
<b>B. Annual Attendance FTES (Recal 2009-10)</b>	1,309,138	32,055	_____
<b>C. Average Expense of Education per FTES (A ÷ B)</b>	\$ 5,021	\$4,579	\$ _____
<b>D. U.S. Consumer Price Index Factor (2 years)</b>	x 1.053	x 1.053	x 1.053
<b>E. Average Cost per FTES for Tuition Year (C x D)</b>	\$ 5,287	\$4,822	\$ _____
<b>F. Average Per Unit Nonresident Cost:</b>			
Semester-System (E ÷ 30 units)	\$ 176	\$161	\$ _____
<u>OR</u>			
Quarter-System (E ÷ 45 units)	\$ 117	\$0	\$ _____

**Annual Attendance FTES** includes all student contact hours of attendance in credit and noncredit courses for resident students, nonresident students and apprentices; however apprentice hours are divided by 525 to compute an FTES equivalent. Round tuition fee to the nearest dollar.

#### **BASIS FOR ADOPTION: Options 1-7** (place an X in one box only).

- |                                     |                                                                                              |
|-------------------------------------|----------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> | 1. Statewide average cost, per column 1. (ECS 76140(e)(1)(B))                                |
| <input type="checkbox"/>            | 2. District average cost, per column 2. (ECS 76140(e)(1)(A))                                 |
| <input type="checkbox"/>            | 3. District average cost with 10% or more noncredit FTES, per column 3. (ECS 76140(e)(1)(A)) |
| <input type="checkbox"/>            | 4. Contiguous district: _____ (Specify district and its fee.)                                |
| <input type="checkbox"/>            | 5. No more than district average cost (Col. 2 or 3); no less than statewide average cost.    |
| <input type="checkbox"/>            | 6. Highest Years Statewide average tuition. (ECS 76140(e)(1)(B))                             |
| <input type="checkbox"/>            | 7. No more than 12 Comparable States' Average Tuition. (ECS 76140(e)(1)(E))                  |

#### NONRESIDENT TUITION FEE CALCULATION DETAILS FOR OPTIONS 3, 6 AND 7

**Option 3** comes from information provided in **Column 3**. Districts with ten percent or more noncredit FTES are only able to utilize this option. If your district qualifies, then exclude noncredit FTES and noncredit expense of education data when you fill out this column (ECS 76140(e)(1)(A)).

**Option 6 'Highest Years Statewide Average Tuition'**. The greater amount of statewide nonresident tuition from 2006-07 through 2011-12, which is from 2007-08 at **\$190 per semester unit** or **\$126 per quarter unit** (ECS 76140(e)(1)(B)).

**Option 7 'No more than 12 Comparable States' Average Tuition'**. No greater than the 2009-10 average nonresident tuition fee of public community colleges in a minimum of 12 states comparable to California in cost of living. This average is calculated to be **\$280 per semester unit** or **\$187 per quarter unit**.

**Requirement for Use of Options 6 and 7:** It is the responsibility of the district to ensure and document that the additional revenue generated by the increased nonresident tuition permitted under options 6 and 7 shall be used to expand and enhance services to resident students only (ECS 76140(e)(2)).

**NONRESIDENT CAPITAL OUTLAY FEE (ECS 76141)**

For districts electing to charge a **capital outlay fee** to any nonresident student, please compute this fee as follows:

- a. Capital Outlay expense for 2009-10 \$33,994,054
- b. FTES for 2009-10 32,055
- c. Capital outlay expense per FTES (*line a divided by line b*) \$1,060
- d. Capital Outlay Fee per unit:
  - 1. Per semester unit (*line c divided by 30 units*) 35

**OR**

- 2. Per quarter unit (*line c divided by 45 units*) \_\_\_\_\_
- e. 2011-12 Nonresident Student Capital Outlay Fee (*the lesser of line d OR 50% of adopted 2010-11 Nonresident Tuition Fee*) \$24.00 (Recommended).

---

The district governing board at its January 18, 2011 meeting adopted a **nonresident tuition fee** of \$176 per semester unit or \$0 per quarter unit, and a **nonresident capital outlay fee** of \$24.00 per semester unit or \$0 per quarter unit.

**District: Rancho Santiago Community College District**

**Contact Person: Noemi M. Kanouse, Assistant Vice Chancellor, Fiscal Services**

**Phone Number: 714-480-7320**

**Email: Kanouse\_noemi@rsccd.edu**

Upon adoption of the 2011-12 nonresident tuition and capital outlay fees by your district governing board no later than February 1, 2011, please submit a completed copy of this worksheet by February 15, 2011 to:

**California Community Colleges Chancellor's Office  
Fiscal Services Unit  
1102 Q Street, 4<sup>th</sup> Floor  
Sacramento, CA 95811-6549    FAX (916) 323-3057  
ATTN: Mike Yarber**



**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date:	January 18, 2011
Re:	Approval of Agreement with HMC Architects to Provide Professional Planning Services		
Action:	Request for Approval		

**BACKGROUND**

HMC Architects have been providing architecture and planning services for the district. HMC is currently assisting the district with updating all district Facilities Master Plans. They have also assisted in the preparation of the district's Five Year Construction Plan and updated our space utilization inventories in the statewide FUSION database.

**ANALYSIS**

In order to streamline ongoing requests for planning services, it is recommended that the district enter into an annual agreement with HMC Architects for these as needed services with a not to exceed annual budgeted amount. Anticipated planning services through the end of this current fiscal year (June 30, 2011) are not to exceed \$100,000 plus reimbursables per the attached agreement.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve the agreement with HMC Architects to provide professional planning services as presented.

Fiscal Impact:	Not to exceed \$100,000 plus reimbursables	Board Date:	January 18, 2011
Prepared by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services		
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services		
Recommended by:	Dr. Raúl Rodríguez, Chancellor		

December 16, 2010



Mr. Peter Hardash  
Vice Chancellor  
Rancho Santiago Community College District  
2323 North Broadway  
Santa Ana, CA 92706

Re: Rancho Santiago Community College District  
Proposal / Agreement for On-Going Planning Services  
HMC Project # 5002010-000

Dear Peter:

HMC ARCHITECTS is pleased to submit the following Proposal / Agreement to provide On-Going Planning Services for the Rancho Santiago Community College District.

**A. Scope of Work:**

To provide on-going planning services to the District and the two Colleges. These services will include, but are not limited to:

1. Implementation planning assistance
2. District standards and campus design guidelines
3. Five Year Construction Plans
4. Initial Project Proposals
5. Space Inventory Updates
6. Chancellor's Office coordination
7. Coordination with college consultants
8. Building evaluations (for potential purchase)
9. Conceptual programming and design studies (i.e. clock tower)
10. Other support services as requested by the college

**B. Compensation:**

HMC ARCHITECTS will provide the services outlined in the Scope of Work on an hourly basis not-to-exceed One Hundred Thousand Dollars (\$100,000) plus reimbursable expenses, without prior written approval per Attachment "A" Architect's Rate Schedule. If the time expended on the On-going Planning Services reaches the not-to-exceed limit and additional time is needed, HMC may discuss the potential for additional compensation, subject to the District's prior written approval.

Mr. Peter Hardash  
Rancho Santiago Community College District  
December 16, 2010  
Page 2 of 2

**C. Reimbursable Expenses:**

Reimbursable out of pocket costs related to Owner requested printing, plotting, and other expenses are in addition to hourly compensation for the services described above and the expense of transportation in connection with authorized out-of-town travel, including mileage. These expenses shall be billed by the Architect to the Owner at one and one tenth (1.10) times the expense incurred by the Architect.

**D. Other Terms and Conditions:**

Reference Attachment "B" of this Proposal / Agreement.

Please review this Proposal / Agreement and if you have any questions, please contact me at (949) 567-1833.

**Authorization / Agreement to Proceed:**

HMC ARCHITECTS is hereby requested and authorized by Rancho Santiago Community College District to provide Professional Planning Services as described above. All the foregoing is agreed to and authorized by:

**HMC Architects:**

**Rancho Santiago CCD:**

  
\_\_\_\_\_  
Kevin Wilkeson  
Managing Principal  
License #C-19759

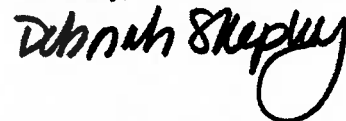
12-16-2010  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Peter Hardash  
Vice Chancellor

\_\_\_\_\_  
Date

Please review this Proposal / Agreement and if you have any questions, please contact me at (949) 567-1833. If this Proposal / Agreement accurately reflects the scope of services we have discussed, please sign and return one (1) original to my attention. We are pleased to have the opportunity to provide our services to the Rancho Santiago Community College District and it is an honor to be part of your team.

Sincerely,



Deborah Shepley, AIA, LEED AP  
Principal, Community College Practice Leader  
MO License #006183

DS:le

Enclosures: Attachment "A" HMC Hourly Rate Schedule  
Attachment "B" Other Terms and Conditions

cc: Lynete Eloff, Sheryl Sterry, Kevin Wilkeson (HMC)  
File- CN-AOA

5.4 (3)

**ATTACHMENT "A"**  
**HMC MASTER ARCHITECT RATE SCHEDULE**  
**Standard Hourly Rate Schedule by Professional Category**  
(Not all categories may apply to this contract)

	Hourly Rates
Principal	\$ 195.00
Senior Construction Administrator	\$ 185.00
Senior Project Manager/Senior Project Architect	\$ 185.00
Senior Technical Manager	\$ 180.00
Cost Estimator	\$ 175.00
Director of Interior Design	\$ 175.00
Project Manager/Project Architect	\$ 170.00
Technical Manager	\$ 170.00
Sr. Project Designer	\$ 180.00
Project Designer	\$ 150.00
Sustainable Design	\$ 150.00
Project Leader	\$ 140.00
Technical Leader	\$ 140.00
Technical Services/QA Plan Reviewer/Spec Writer	\$ 140.00
Senior Interior Designer/Senior Interior Project Designer	\$ 135.00
Architectural Model Builder	\$ 135.00
Construction Administrator	\$ 130.00
Project Coordinator	\$ 125.00
Design Leader	\$ 125.00
Interior Designer/Interior Project Designer	\$ 125.00
Senior Drafter	\$ 115.00
Designer II	\$ 115.00
Junior Designer	\$ 110.00
Intermediate Drafter	\$ 110.00
Visualization Arts Coordinator	\$ 110.00
Finisher/Photographer	\$ 105.00
Graphics Designer	\$ 100.00
Computer Services	\$ 100.00
Interior Design/Project Leader	\$ 100.00
Drafter	\$ 100.00
Designer	\$ 90.00
DSA Coordinator	\$ 90.00
Construction Administration Support	\$ 80.00
Contract Administrator	\$ 80.00
Interior Design Coordinator	\$ 75.00
Admin Support	\$ 75.00

These are the current hourly rate effective March 1, 2010 through February 28, 2011 and are subject to change one time annually effective March 1<sup>st</sup>.



## ATTACHMENT "B"

### OTHER TERMS AND CONDITIONS

#### Retainer

An initial payment of zero (-0-) shall be made upon execution of this Agreement and credited to the fee earned at final payment.

#### Invoicing

The Architect shall invoice its time and reimbursable expenses monthly, and invoices are due and payable upon receipt. Amounts unpaid thirty (30) days after the receipt of the invoice will be subject to a service charge of eighteen percent (18%) per annum, pursuant to Civil Code §3320. Should the Owner fail to pay current invoices for more than sixty (60) days, the Architect may stop work on the Project until payment is received or terminate this Agreement with the Owner. The Architect shall not be held liable for any damages or losses that may result from such suspension or termination of services according to the provisions set forth in this proposal.

The Owner agrees to return disputed invoices within fifteen (15) days of that invoice with a clear description of the nature of the dispute.

#### Legal Costs

In the event that legal proceedings between the parties are necessary to enforce the terms of this Agreement, the prevailing party shall be entitled to an award of its litigation costs and expenses, including reasonable attorney's fees.

#### Project Suspension/Resumption

If the Project is suspended by the Owner for more than thirty (30) consecutive days, the Architect shall be compensated for services performed prior to notice of such suspension. When the Project is resumed, the Architect's compensation shall be equitably adjusted to provide for expenses incurred in the interruption and resumption of the Architect's services. If the project is suspended by the Owner for more than ninety (90) consecutive days, the Architect may terminate the Agreement, by giving not less than seven (7) days written notice.

#### Termination

Either the Owner or Architect may, for any reason, terminate this Agreement upon not less than seven (7) days written notice to the other party. In the event of termination, the Architect shall be compensated for services performed prior to termination, together with Reimbursable Expenses then due. Termination Expenses are in addition to compensation for Basic and Additional Services and shall be computed as five percent (5%) of the Basic Services and Additional Service Fees.

#### Owner's Responsibility

The Owner shall provide full information, including a program which sets forth the Owner's objectives, schedule, constraints, and budget, with reasonable contingencies and criteria. The Owner shall also furnish any reports, tests, surveys, permits, inspection or other documentation of information or consultants reasonably requested by the Architect. All of foregoing shall be furnished at the Owner's expense, and the Architect shall be entitled to rely upon the accuracy and completeness thereof.

#### Architect of Record

Should the Project proceed beyond the phases of services in this Agreement, the Owner shall designate HMC as the Architect of Record for the Project and will enter into a mutually agreeable Owner/Architect Contract for the remaining phases of services to complete the Project.

## **Ownership of Documents**

The Owner acknowledges that the Architect's Drawings, Specifications, Other Documents, Three Dimensional Computer Models and other design models are instruments of professional services. Nevertheless, the Drawings, Specifications, Other Documents, Three Dimensional Computer Models and other design models prepared under this Agreement shall become the property of the Owner upon completion of this Project and upon payment of all amounts due the Architect. The Architect, however, shall be deemed the author of these documents and shall retain all common law, statutory, and other reserved rights, including the copyright. Should the Owner or any other person, firm or legal entity use, reuse or modify the Architects' Drawings, Specifications, Other Documents, Three Dimensional Computer Models and other design models prepared under this Agreement, for other than the Owner's use and occupancy of the completed Project, the Owner agrees to indemnify, defend, and hold the Architect harmless from and against any and all claims, liabilities, suits, demands, losses, costs, and expenses, including reasonable attorneys' fees and all legal expenses and fees incurred on appeal, and all interest thereon, accruing or resulting to any and all persons, firms or any other legal entity, on account of firms, or any other legal entity, on account of any damage or loss to property or person, including death arising out of such use, reuse or modification of the Architect's Drawings, Specifications, Other Documents, Three Dimensional Computer Models and other design models, except where the Architect is found to be solely liable for such damages or losses by a court or forum of competent jurisdiction.

## **Electronic Files**

When requested by Owner, the Architect may transfer documents in electronic file formats to the Owner. The creation of the computer files shall be considered an additional service and the Architect shall be compensated on an hourly basis. By accepting these files/disks and the above stipulations, the Owner agrees to indemnify the Architect, its agents and all consultants against all claims, resulting from the use of these files and the information they contain, by the Owner or their own Consultants, Contractor, Subcontractors, suppliers and all others who receive these files or data. In no event shall the Architect be liable for any loss or profit or any consequential damages as a result of the Clients use or reuse of the electronic files. Owner understands and agrees the Architect relies on various forms of data transmission by an uninterrupted delivery of electrical and telephone service as a means of conducting Architect's business, including the Internet, and that the Internet may be used for intentional and malicious purposes, including transmission of electronic applications commonly referred to as computer "viruses" or "worms". While the Architect endeavors to eliminate the propagation of such applications through its systems and network, the Architect has no control over the actions of third party internet service providers or users of the Internet or similar systems. Consequently, the Owner agrees to waive all claims against the Architect for the propagation of virus applications that may cause damage of any kind to the Owner unless the Architect was the creator of the virus.

## **Software and Data Exchange Protocols**

The Owner and Architect shall, at the earliest practical moment, meet and delineate the types of software to be used on the Project and establish protocols, standards and tolerances as may be required for the proper execution of the Work. The Owner and Architect shall work together to establish the permitted uses for all digital information, including the Model, to be exchanged on the Project. Such determination shall be set forth in the BIM Addendum, or other similar document, that shall be incorporated by reference into all agreements for services or construction of the Project.

## **Indemnification**

The Architect agrees, to the fullest extent permitted by law, to indemnify and hold the Owner harmless from any damage, liability or cost (including reasonable attorneys' fees and costs of defense) made against the Owner that are ultimately determined by the Court to be caused by and only to the extent of the Architect's negligence, recklessness or willful misconduct in the performance of professional services under this Agreement and the Architect's Consultants or anyone for whom the Architect is legally liable.

The Owner agrees, to the fullest extent permitted by law, to indemnify and hold the Architect harmless from any damage, liability or cost (including reasonable attorneys' fees and costs of defense) to the extent caused by the Owner's negligence, recklessness or willful misconduct and those of the Owner's contractors, subcontractors, agents, or consultants for anyone for whom the Owner is legally liable, and arising from the Project that is the subject of this Proposal. In the event claims, losses, damages, or expenses are caused by the joint or concurrent negligence of Architect and Owner, they shall be borne by each party in proportion to its negligence. The Architect is not obligated to indemnify the Owner in any manner whatsoever for the Owner's own negligence.

### **Limitation of Liability**

In recognition of the relative risks and benefits of the project to both the Owner and the Architect, the risks have been allocated such that the Owner agrees, to the fullest extent permitted by law, to limit the liability of the Architect and his or her subconsultants to the Owner and to all construction contractors and subcontractors on the project for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, so that the total aggregate liability of the Architect and his or her subconsultants to all those named shall not exceed \$50,000 for services rendered on this project. Such claims and causes include, but are not limited to negligence, professional errors or omissions, strict liability, breach of contract or warranty.

### **Insurance**

During the term of this Agreement, the Architect agrees to provide evidence of insurance coverage of five million dollars (\$5M). In addition, the Architect agrees to attempt to maintain continuous professional liability coverage for the period of design and construction of this project if such coverage is reasonably available at commercially affordable premiums. The Architect further agrees that the applicable subconsultants will be required to maintain a minimum of one million dollars (\$1,000,000) Errors and Omissions coverage. For the purposes of this Agreement "reasonably available" and commercially affordable" shall mean that more than half the Architect's practicing in this state in this discipline are able to obtain such coverage. Nothing contained in the Agreement or otherwise is intended to create a fiduciary relationship between the parties.

### **Mediation**

In an effort to resolve any conflicts that arise during the design or construction of the Project or following the completion of the Project, the Owner and the Architect agree that all disputes between them arising out of or relating to this Agreement shall be submitted to nonbinding mediation unless the parties mutually agree otherwise.

The Owner and the Architect further agree to include a similar mediation provision in all agreements with independent contractors and consultant retained for the Project and require all independent contractors and consultants also to include a similar mediation provision in all agreements with subcontractors, subconsultants, suppliers or fabricators so retained, thereby providing for mediation as the primary method for dispute resolution between the parties to those agreements.

### **Assignment**

Neither party to this Agreement shall transfer, sublet or assign any rights under or interest in this Agreement (including but not limited to monies that are due or monies that may be due) without the prior written consent of the other party.

### **Hazardous Materials**

It is acknowledged by both parties that the Architect's scope of services does not include any services related to asbestos or hazardous or toxic materials. In the event the Architect or any other party encounters asbestos or hazardous or toxic materials or toxic mold at the jobsite, or should it become known in any way that such materials at the jobsite, or any adjacent areas that may affect the performance of the Architect's services, the Architect may, at the Architect's option and without liability for consequential or any other damages, suspend performance of services on the project until the Owner



retains appropriate specialist consultant(s) or contractor(s) to identify, abate, and/or remove the asbestos or hazardous or toxic materials, and warrant the jobsite is in full compliance with the applicable laws and regulations.

### **Consequential Damages**

The Architect and the Owner waive consequential damages for claims, disputes or other matters in question arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination.

### **Third Party Contracts**

The Owner shall, upon request of the Architect, supply a copy of the executed Agreement with the Owner's Construction Manager or Project Management Firm, relating to services provided under this Agreement.

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date:	January 18, 2011
Re:	Approval of Reimbursement Agreement with the City of Santa Ana for the Centennial Education Center Improvements		
Action:	Request for Approval		

**BACKGROUND**

Centennial Education Center (CEC) land is owned by the City of Santa Ana and leased to the RSCCD. In negotiations for a lease renewal, the City of Santa Ana is attempting to modify certain lease use restrictions imposed by the U.S. Government National Park Service (NPS) which deeded the property to the City with restrictions. A land swap proposal is whereby the City of Santa Ana would provide the National Park Service with substitute property elsewhere in the City which would then be burdened by the land use restrictions. The CEC land "footprint" in question is approximately 2.6 acres of property. The land proposed by the City for the swap is approximately 1.4 acres. The equal value of the land is the criteria for the swap, not similar size acreage.

**ANALYSIS**

The National Park Service has requested certain reports must be completed and submitted as identified on the attached Exhibit A – Study Criteria and Standards. The City of Santa Ana, acting on behalf of the Rancho Santiago Community College District, has agreed to be the lead agency to have these required appraisals and reports completed. The City has requested that the RSCCD reimburse them for actual costs necessary for the NPS Evaluation Criteria Study and for soil compaction and grading of the proposed replacement property. The City anticipates that these costs will not exceed a total of \$300,000.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve the reimbursement agreement with the City of Santa Ana for CEC improvements as presented.

Fiscal Impact:	Not to exceed \$300,000	Board Date:	January 18, 2011
Prepared by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services		
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services		
Recommended by:	Dr. Raúl Rodríguez, Chancellor		

**REIMBURSEMENT AGREEMENT FOR  
CENTENNIAL EDUCATION CENTER IMPROVEMENTS**

THIS AGREEMENT, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2011, by and between Rancho Santiago Community College District, a public school district duly organized and existing under Chapter 1 of Division 3 of Title 2 of the California Education Code (hereinafter "District"), and the City of Santa Ana, a charter city and municipal corporation, organized and existing under the Constitution and laws of the State of California (hereinafter "City").

**RECITALS**

- A. The City owns Centennial Park (the "Park") in the City of Santa Ana.
- B. The City acquired the Park from the US Government burdened by certain use restrictions imposed in the deed to the Park ("Use Restrictions"). The National Park Service ("NPS") is charged with interpreting and enforcing the Use Restrictions.
- C. In 1979, the City licensed approximately 2.6 acres within the Park to the District (the "License Area") to build and operate a facility which was approved by the NPS and found consistent with the Use Restrictions.
- D. The parties have determined that it would be in both parties interest to convert the License to a long-term lease to permit the District to make substantial improvements to its facilities.
- E. NPS has notified the City and the District that the Use Restrictions necessitate their removal from the License Area.
- F. NPS has expressed a willingness to release the Use Restrictions from the License Area provided the City substitute property elsewhere in the City to be burdened by the Use Restrictions.
- G. The City has identified approximately 1.4 acres of vacant property owned by the Santa Ana Community Redevelopment Agency (the "Agency") which the City and the District wish to evaluate for submittal to the NPS for approval (the "Replacement Property").
- H. The NPS has established criteria necessary for approval of the Replacement Property ("Evaluation Criteria Study").
- I. The District is willing to reimburse the City for any actual costs necessary for the NPS Evaluation Criteria Study and for soil compaction and grading of the proposed Replacement Property.

WHEREFORE, the parties hereto, in consideration of the mutual promises and covenants hereinafter set forth, do agree as follows:

- 1. City agrees to initiate and pursue the Evaluation Criteria Study in consideration for District's obligations set forth in this Agreement.
- 2. District agrees to cooperate with the City in the Evaluation Criteria Study and to reimburse the City for its costs at such times and in such amounts as set forth in this Agreement.

3. The scope of the Evaluation Criteria Study shall be based upon, and shall contain the information or materials set forth in Exhibit A.

4. The estimated cost of the Evaluation Criteria Study is set forth in Exhibit A-1, to this Agreement. Notwithstanding the foregoing, the District's reimbursement obligation shall be the actual costs for the categories set forth in Exhibit A-1. Additionally, the Executive Director of the Parks, Recreation and Community Services Agency ("Executive Director") and District's Vice Chancellor Business Operations/Fiscal Services ("District Official") are hereby authorized to add any additional categories of expense if so required by the NPS, provided the total reimbursement obligation of the District shall not exceed \$300,000 without written approval by the City Council and District's governing board.

5. Payment by District shall be made within thirty (30) days of receipt of City's payment request based on invoices received by City from its Consultant's for the required services as set forth in Exhibit A-1.

6. This Agreement shall commence on the date first written above and terminate on November 5, 2014. The term of this Agreement may be extended upon written execution of an extension to the Agreement by the Executive Director and District Official.

7. The City and the District shall indemnify, defend and hold each other, their respective officers, agents & employees harmless from any expense, liability or claim for death, injury, loss, damage or expense to persons or property which may arise or is claimed to have arisen pursuant to this Agreement where such expense, liability or claim is proximately caused in whole or in part by any act, omission or negligence of the other, or its officers, agents or employees.

8. Any notice or other written instrument required or permitted by this Agreement shall be deemed received when personally served or two (2) business days after being deposited in the U.S. Mail, postage prepaid, registered or certified and addressed as follows:

DISTRICT: Rancho Santiago Community College District  
Vice Chancellor Business Operations/Fiscal Services  
2323 N. Broadway  
Santa Ana, CA 92706-1640

CITY: City of Santa Ana  
20 Civic Center Plaza (M-30)  
P.O. Box 1988  
Santa Ana, CA 92702  
Attn: Clerk of the Council

A party may change its address by giving notice in writing to the other party. Thereafter any communication shall be addressed and transmitted to the new address, If sent by mail, communication shall be effective or deemed to have been given three (3) days after it has been deposited in the United States mail, duly registered or certified, with postage prepaid, and addressed as set forth above. If sent by telefacsimile, communication shall be effective or deemed to have been given twenty-four (24) hours after the time set forth on the transmission report issued by the transmitting facsimile machine, addressed as set forth above. For

purposes of calculating these time frames, weekends, federal, state, County or City holidays shall be excluded.

9. This Agreement constitutes the entire Agreement between City and District, and supersedes any and all other agreements, oral or written, between the parties. This Agreement may only be modified in writing signed by both parties.

10. This Agreement and all questions relating to its validity, interpretation, performance, and enforcement shall be governed and construed in accordance with the laws of the State of California. Both parties further agree that Orange County, California, shall be the venue for any action or proceeding that may be brought or arise out of, in connection with or by reason of this Agreement.

IN WITNESS WHEREOF, the parties hereto have entered into this Agreement on the date first written above.

**CITY OF SANTA ANA**

**RANCHO SANTIAGO COMMUNITY  
COLLEGE DISTRICT**

By: \_\_\_\_\_  
DAVID N. REAM  
City Manager

By \_\_\_\_\_  
PETER J. HARDASH  
Vice Chancellor Business Operations/  
Fiscal Services

ATTEST:

By \_\_\_\_\_  
MARIA D. HUIZAR  
Clerk of the Council

APPROVED AS TO FORM:

\_\_\_\_\_  
JOSEPH STRAKA  
Interim City Attorney

APPROVED AS TO CONTENT:

\_\_\_\_\_  
GERARDO MOUET  
Executive Director – Parks, Recreation &  
Community Services



## Exhibit A

### Study Criteria and Standards

- A. Properly authenticated documents shall be provided by the City evidencing its desire to substitute land of equivalent fair market and recreational value.
- B. Appraisal reports must be prepared for all parcels. Replacement property must be of at least equal fair market value and recreational utility and cannot have been previously used as a public park, and if already owned by the City, it must not have been purchased for the purpose of making it a public park. The appraisals must be reviewed and accepted by GSA (or the military, if it is a BRAC disposal property) and NPS, and must be done according to Uniform Appraisal Standards for Federal Land Acquisitions;
- C. Justification including assessment of public recreational utility of the land proposed for exchange and its replacement. In general, the replacement property must provide greater public park and recreational utility than the parcel you would like to use for another purpose. This analysis should include an assessment of public need and demographics, similar to that provided in the original public benefit application. It should also reference City, State or other local comprehensive outdoor recreation plans in its statement of need;
- D. Environmental assessment of substitute property indicating it is environmentally safe and not latently contaminated.
- E. Assessment of environmental effects of proposed release of park and recreation use covenants on former surplus property. A public process and environmental impact analysis must be conducted by the City - at least equivalent to an Environmental Assessment under the National Environmental Policy Act, and an Environmental Impact Statement if indicated by the EA.
- F. A copy of the State, city, or county recreation map or plan showing the present park land in relationship to the proposed substitute land.
- G. A copy of the legal description, the Program of Utilization, and a development schedule for each property proposed for substitution.
- H. An official acknowledgement of willingness to apply, in perpetuity, to the new property, all restrictions contained in the deed of conveyance of the surplus property

EXHIBIT A-1

TASKS NEEDED FOR NPS FINAL DECISION		
#	TASK	COST
1	Appraisal Report for both properties by NPS acceptable appraiser	8,000
2	Recreation Value Report	TBD
3	Soils Analysis	50,000
4	Environmental Assessment (EIS)	120,000
5	Legal Description & Title Search	5,000
6	Soil Compaction & Grading	80,000
<b>TOTAL</b>		<b>\$263,000</b>

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: January 18, 2011
Re:	Approval of Additional Architectural Services for the Baseball Complex at Santa Ana College	
Action:	Request for Approval	

**BACKGROUND:**

On June 30, 2008, the Board of Trustees awarded a contract to LPA, Inc. to provide architectural design, engineering and landscaping documents for the Baseball Complex at Santa Ana College.

**ANALYSIS:**

Due to the need for utility revisions and subsequent submissions to DSA, as well as construction delays, additional landscaping design services have been required of LPA in order to complete construction. The specific changes and costs are listed on the attached Professional Services Authorization (PSA).

The cost for these additional services is estimated at \$7,520.00 with no additional reimbursable expenses.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the request for additional services provided by LPA, Inc. in the amount of \$7,520.00 as presented.

Fiscal Impact:	\$7,520.00, estimated	Board Date: January 18, 2011
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	

## PROFESSIONAL SERVICES AUTHORIZATION

Client: **RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**2323 N. Broadway, Suite 112**  
**Santa Ana, CA 92706**

Project No.: **28015.10** Date: **November 16, 2010**  
 Project: **Santa Ana College - Baseball Complex**  
 Location: **Santa Ana** PSA No.: **3**  
 Office: **Irvine** Issued By: **ESA #3**  
 Client Contract: LPA PIC: **Chris Torrey**  
 Client Job No.: License #: **C17881**  
 LPA PM: **Rich Bienvenu**

Attn: **Darryl Odum**  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Execution of this document will confirm your request for professional services. Please refer to the 'Terms and Conditions' on the back of this form for additional information. The 'Terms & Conditions' are a part of this Agreement. The Project is generally described as:

**Santa Ana College - Baseball Complex located within the Rancho Santiago Community College District.**

LPA will provide:  New Services  Additional Services  Revised Scope of Services

Services shall include:

**Extra Service Fee #3:**

**Additional services for revisions during the construction phase including:**

- 1. Multiple Bids**
- 2. Extended Construction Delays**
- 3. Unknown utility revisions and subsequent FCD's submitted to DSA**

Services shall commence upon receipt of a signed copy of this document and a retainer in the amount of \$0.00 and shall be completed:

**Pursuant to project schedule.**

LPA shall be compensated for these services as indicated below. Unless otherwise noted below, neither Consultant Costs nor Project Expenses are included in the LPA fee and shall be reimbursed to LPA per the 'Terms and Conditions' shown on the reverse side of this authorization. The 'Terms and Conditions' are a part of this Agreement.

Fee:	<b>Fixed Fee</b>	<b>\$7,520.00</b>
Reimbursable Expenses:	<b>None</b>	<b>\$0.00</b>

The following consultants shall provide services for this scope of services:

**None**



Special Conditions:

**None**

Contract Status:	Services:	Expenses:	Contract Total:
Original Contract Amount:	\$24,500.00	\$2,450.00	\$26,950.00
Total of Previous Addenda:	<u>\$10,000.00</u>	<u>\$0.00</u>	<u>\$10,000.00</u>
Previous Totals:	\$34,500.00	\$2,450.00	\$36,950.00
This PSA Amount:	<u>\$7,520.00</u>	<u>\$0.00</u>	<u>\$7,520.00</u>
New Fee Totals:	\$42,020.00	\$2,450.00	\$44,470.00

Client Authorized Signature

Date

LPA Authorized Signature

Date

*Darryl Odum*

*Christopher D. Torrey*

11/17/10

**Christopher D. Torrey, AIA, Principal, LEED® AP**

# LANDSCAPE ARCHITECTURE

## EXTRA SERVICE FEE #3

Date : 11/19/2010  
 Project Name: SAC Baseball  
 Master/Architectural Project No.: 28015.10  
 LANDSCAPE ARCHITECTURE PROJECT No.: 28015.10

**Description:**

This fee reflects additional services for revisions during the construction phase including:

1. Multiple Bids
2. Extended Construction Delay
3. Unknown utility revisions and subsequent FCD's submitted to DSA.

**Extra Service Description:**

Landscape Architecture:	Hours	Hourly Rate		
Principal:	0	@ \$195.00		\$0.00
Project Manager:	12	@ \$135.00		\$1,620.00
Job Coordinator:	43	@ \$100.00		\$4,300.00
Technical Designer:	20	@ \$80.00		\$1,600.00
<b>Landscape Architecture Total:</b>				<b>\$7,520.00</b>

**Extra Service Fees Breakdown**

Landscape Architecture			\$7,520.00
Irrigation Consultant			\$0.00
Mark-Up	10%		\$0.00
Other Consultants			\$0.00
Mark-Up	10%		\$0.00



Grand Total : \$7,520.00



**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BUSINESS OPERATIONS/FISCAL SERVICES**

To: Board of Trustees	Date: January 18, 2011
Re: Approval of Agreement to Provide Civil Engineering Services at Santa Ana College	
Action: Request for Approval	

**BACKGROUND:**

During the past several years, Luzuriaga-Taylor, Inc (LTI) has been the Civil Engineering firm for the majority of the building construction and site development projects at Santa Ana College. The District Construction and Support Services Department would like to retain their service for civil engineering for the sewer repair and replacement project at Santa Ana College.

**ANALYSIS:**

Luzuriaga-Taylor, Inc. (LTI) has provided civil engineering services for the newly constructed Classroom Building, Maintenance and Operations Building, Fire Water Line, Soccer Field Project, and Baseball Field Project all at Santa Ana College.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the proposal from Luzuriaga-Taylor, Inc. for civil engineering services at the Santa Ana College Campus as presented.

Fiscal Impact:	\$22,000.00 plus \$750.00 for estimated reimbursables	Board Date: January 18, 2011
Prepared by:	Alex Oviedo, District Construction Supervisor	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	



Northern California  
1350 Bayshore Hwy, Suite 500  
Burlingame, California 94010  
Tel 650.652.9590  
Fax 650.652.9596

Southern California  
26440 La Alameda, Suite 310  
Mission Viejo, CA 92691  
Tel 949.348.2882  
Fax 949.348.2772

November 8, 2010  
LTI No. P10-7701.20

Alex Oviedo  
Rancho Santiago Community College District  
District Operations Center  
2323 North Broadway, Suite 112  
Santa Ana, CA 92706

Subject: Santa Ana College – Sewer Repair Documents  
1530 W.17th Street, Santa Ana, CA

Dear Alex:

As requested, we are pleased to present this proposal to provide consulting services for the Santa Ana College campus. We thank you for the opportunity to provide this proposal, and we look forward to our continued working relationship. We have formatted our proposal to follow the scope of services that we discussed at our last meeting.

Scope of Services:

**Engineering Services**

**1. *Utility Repair Study/ Construction Documents***

- a) Meet with campus staff to understand the wet utility lines issues that need to be addressed.
- b) Meet with City of Santa Ana staff to evaluate potential off-site utility line routing.
- c) Assemble base files from prior projects into one master base file.
- d) Visit site during OC Plumbing sewer line location survey. Engineer will be on-site to document what OC Plumbing finds. Documentation will be done on the campus provided as-built drawings, and we will also update and incorporate the info into the existing topo and utility files and use those as the base files for our design documents.
- e) Prepare design alternatives for the Sewer Line repair/ re-route on the back of Bldg G and E, along with alternatives for the re-route along the back of Bldg. B.
- f) Provide input on location of desired grease interceptor in the driveway of the university union building. Object is to re-route the building kitchen waste lines to run through a grease interceptor to avoid the existing sewer line.
- g) Provide details and construction plans for the sewer line repair work.
- h) Prepare engineer's estimate of work.
- i) Attend meetings and present design alternatives.
- j) Attend pre-bid meeting.
- k) Attend pre-construction meeting.
- l) Provide construction support to answer field questions and RFIs.

- m) Provide as-built documents after the completion of the work. Contractor to issue field mark ups to LTI.

**Services excluded from this Proposal:**

1. Field potholing or field surveying verification of utility information.
2. Utility location and/ or video inspection of utility lines.
3. Land surveying or staking services.

**Professional Fee Summary:**

Our fees for the above scope of work are as follows and exclude expenses defined as reimbursables. Please see the attached Rate Schedule for clarification. All reproduction and delivery costs will be charged *in addition* to our fee estimate. Client is to pay for all city submittal fees (if any). If additional meetings or site visits are required, it will be billed on a time and expense basis.


1. Utility Repair Study/ Const. Docs Hourly Not to Exceed \$ 22,000

**Civil Engineering Fee: Total \$ 22,000**

Reimbursable Expenses Estimate: \$ 750

Thank you for the opportunity to provide this proposal and we look forward to a continued working relationship. In order to proceed we will need your written authorization in a formalized RSCCD purchase order contract. Attached and incorporated is our current Rate Schedule that is subject to change annually. Feel free to call me at (949) 348-2882 with any questions. This proposal shall become void if not accepted within 30 days by contract.

Very Truly Yours,



David Luzuriaga, P.E., LEED AP  
Principal  
CE 56734

Encl.: Rate Schedule



## **LTI RATE SCHEDULE**

### **Engineering**

Expert Witness	\$300/hr
Principal Engineer	\$180/hr
Associate	\$155/hr
Project Manager	\$140/hr
Associate Project Manager	\$125/hr
Senior Project Engineer	\$110/hr
Project Engineer	\$95/hr
AutoCAD Drafting	\$75/hr
Administrative Assistant	\$75/hr

### **Materials & Equipment**

Vehicles (mileage)	\$0.59/mile
Engineering prints (in-house)	\$1.10/sf
Outside charges	Cost plus 15%
In-House courier service (per delivery)	\$35

Rate schedule is effective August 1, 2008

The rates shown on this schedule are subject to review bi-annually. Charges to all projects, including those continuing from previous rate schedules, will be based on the most current rate schedule.

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: January 18, 2011
Re:	Approval of Amendment No. 2 – Nextel Communications Site Lease Agreement for Dunlap Hall at Santa Ana College	
Action:	Request for Approval	

**BACKGROUND:**

The District has had a site lease agreement with Nextel of California for cellular communications equipment on the roof of Dunlap Hall at Santa Ana College since February 27, 2001.

**ANALYSIS:**

In order to comply with the new requirements imposed by the Federal Communications Commission (FCC), Nextel needs to add one (1) additional parabolic antenna to its rooftop equipment. This is a small antenna, measuring 24" in diameter.

Nextel has agreed to provide the District with an additional \$100.00 per month as compensation for this new antenna. The new monthly compensation per month will now be \$2,057.15 per month. All other terms and conditions of the original site lease agreement remain unchanged.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve Amendment No. 2 with Nextel of California for Dunlap Hall at the Santa Ana College Campus as presented.

Fiscal Impact:	\$100.00 per month (additional)	Board Date: January 18, 2011
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	

**AMENDMENT NO. 2 TO COMMUNICATIONS SITE LEASE AGREEMENT (BUILDING)**

This Amendment No. 2 to Communications Site Lease Agreement (Building) ("Second Amendment"), effective as of the date last signed below ("Effective Date"), amends a certain Communications Site Lease Agreement (Building) between Nextel of California, Inc., a Delaware corporation ("Lessee") and Rancho Santiago Community College District ("Lessor"), dated February 27, 2001, as amended by that certain Amendment No. One to Communications Site Lease Agreement (Building) dated December 16, 2009 (collectively the "Agreement").

**BACKGROUND**

Pursuant to a Communications Site Lease dated February 27, 2001 ("Lease"), Lessor leased Lessee a certain portion located at 1530 W. 17<sup>th</sup> Street, Building D, City of Santa Ana, County of Orange State of California as more particularly described in Exhibit B to the Agreement ("Premises")

Lessee and Lessor therefore desire to modify the provisions of the Agreement as provided below.

**AGREEMENT**

For good and valuable consideration the receipt and sufficiency of which is acknowledged, Lessor and Lessee agree as follows:

1. **Modification to the Facilities.** Exhibit B of the Agreement is amended to include Exhibit B-2, consisting of lease drawings labeled A-1, A-2, and A-3, a copy of which is attached and made a part hereof. Upon full execution of this Second Amendment, Lessee is permitted to do all work necessary to prepare, maintain and alter the Site to install, modify or otherwise relocate the Facilities, all as more fully described and contemplated in Exhibit B-2.
2. **Expiration or Termination of Sublease.** If Lessee's sublessee or sublicensee (i) does not install, construct or add equipment to the Site, or (ii) installs equipment, but later removes the equipment, then upon written notice to Lessee, Lessee may terminate this Second Amendment. After terminating this Second Amendment, the terms and conditions of the Agreement as they existed immediately prior to the Effective Date of this Second Amendment shall be deemed ratified, and shall continue in full force and effect. Rent shall revert to the amount in effect immediately prior to the Effective Date of this Second Amendment, plus any rental increases, including annual escalators or rent increases due to other site modifications made by Lessee, which occurred during the period of time between the Effective Date of this Second Amendment and the termination date of this Second Amendment.
3. **Modification to Rent.** In consideration for the revisions contemplated by this Second Amendment, effective upon the first day of the month following the date the Facilities are modified, the monthly rent will be increased by \$100.00.
4. **General Terms and Conditions.**
  - (a) All capitalized terms used in this Second Amendment, unless otherwise defined herein, will have the same meaning as the terms contained in the Agreement.
  - (b) In case of any inconsistencies between the terms and conditions contained in the Agreement and the terms and conditions contained in this Second Amendment, the terms and conditions herein will control. Except as set forth below, all provisions of the Agreement are ratified and remain unchanged and in full force and effect.
  - (c) This Second Amendment may be executed in duplicate counterparts, each of which will be deemed an original.
  - (d) Each of the parties represent and warrant that they have the right, power, legal capacity and authority to enter into and perform their respective obligations under this Second Amendment.

**\*\*\*SIGNATURES ON FOLLOWING PAGE\*\*\***

The parties have executed this Second Amendment as of the Effective Date.

**Lessor:**

Rancho Santiago Community College District

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

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**(Date must be completed)**

**Lessee:**

Nextel of California, Inc.,  
a Delaware corporation

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

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

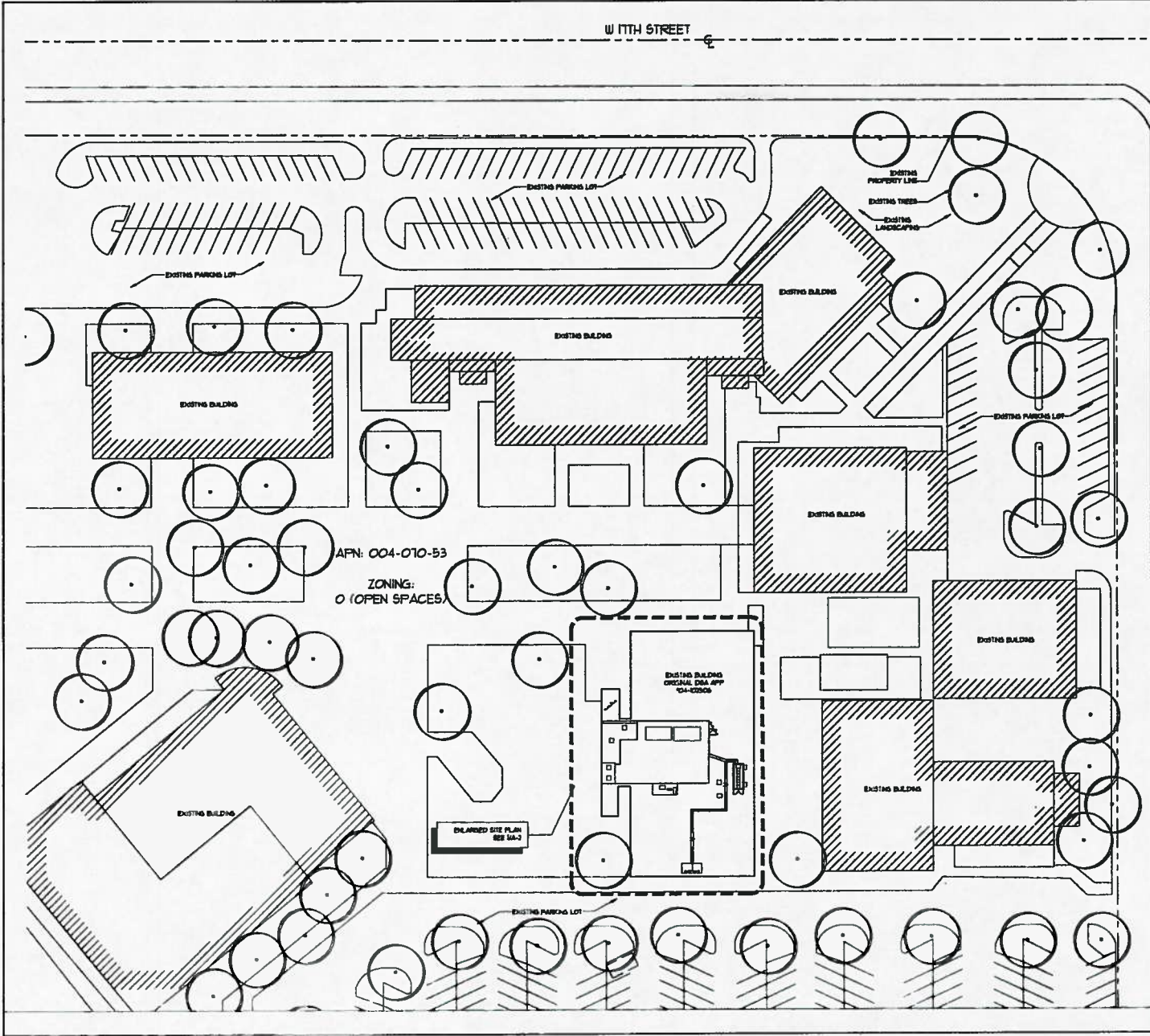
**(Date must be completed)**



**Exhibit B-2**

**[see attached]**





APN: 004-010-53  
 ZONING:  
 O (OPEN SPACES)

SCALE: 1/4" = 20'  
 0 10 20 40 60

**Sprint**

8381 SPRINT PARK  
 15th STREET ST  
 OVERLAND PARK, KS 66211

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PLANS PREPARED BY:

**primus design group**  
 15th STREET ST  
 OVERLAND PARK, KS 66211  
 PH (714) 825-0123 FAX (714) 825-0125

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CONSULTING GROUP:

**RELIANT RLS LAND SERVICES**  
 15th STREET ST  
 OVERLAND PARK, KS 66211  
 PH (714) 825-0123 FAX (714) 825-0125

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NO.	DATE	DESCRIPTION	BY:
1	01/26/10	PRELIMINARY CD	CR
2	02/08/10	FINAL CD	CR
3	03/01/10	INTER COMMENTS	AM
4	03/04/10	INTER COMMENTS	GC
5	04/27/10	DSA	AM
6	07/27/10	REVISED ANTENNAS	BR
7	09/08/10	MW REVISION	GC
8	09/20/10	DRM COMMENTS	GC
9	10/15/10	MW COMMENTS	GC

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SITE INFORMATION:

**CA7001 (WIMAX)**  
**CA-ORC5260-A**  
 1830 WEST 17 TH STREET  
 SANTA ANA, CA. 92708

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SEAL:

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SHEET TITLE:

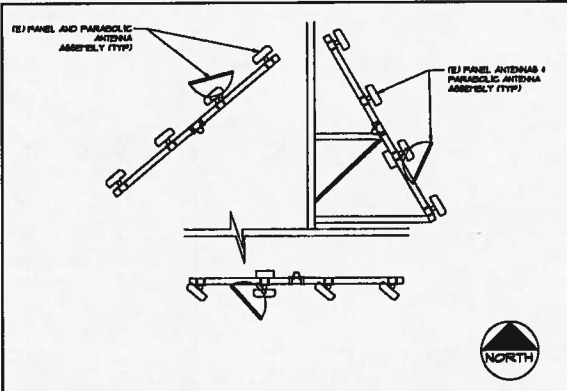
**SITE PLAN**

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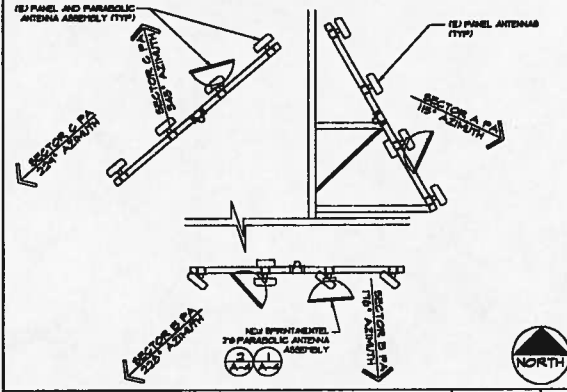
SHEET NUMBER:

**A-1**

5.8 (5)



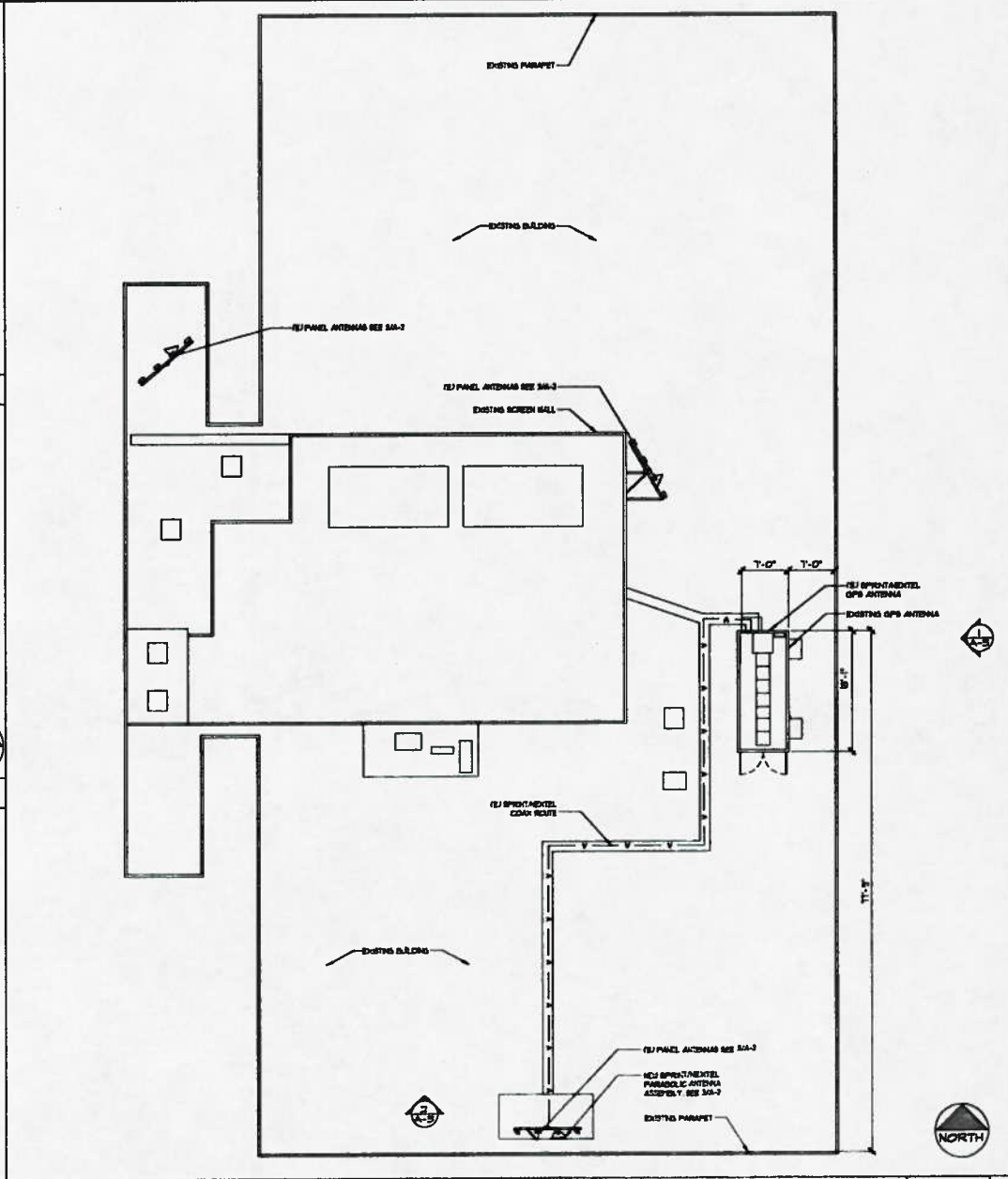
**EXISTING ANTENNA CONFIGURATION**  
SCALE 3/8" = 1'-0" 2



**NEW ANTENNA CONFIGURATION**  
SCALE 3/8" = 1'-0" 3



**NOT USED**  
SCALE NTS 4



**ENLARGED SITE PLAN**  
SCALE 1/8" = 1'-0" 1

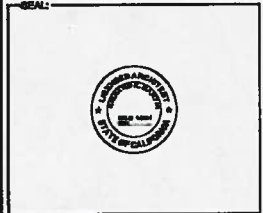
**Sprint**  
8331 SPRINT BLVD  
MS 100PH/101-2320  
OVERLAND PARK, KS 66201

PLANS PREPARED BY  
**primus design group**  
1534 BIRDA ST  
DUNSMIRE, CA 92827  
PH (714) 825-0123 FAX (714) 825-0125

CONSULTING GROUP  
**RELIANT RLS LAND SERVICES**  
1534 BIRDA ST  
DUNSMIRE, CA 92827  
PH (714) 825-0123 FAX (714) 825-0125

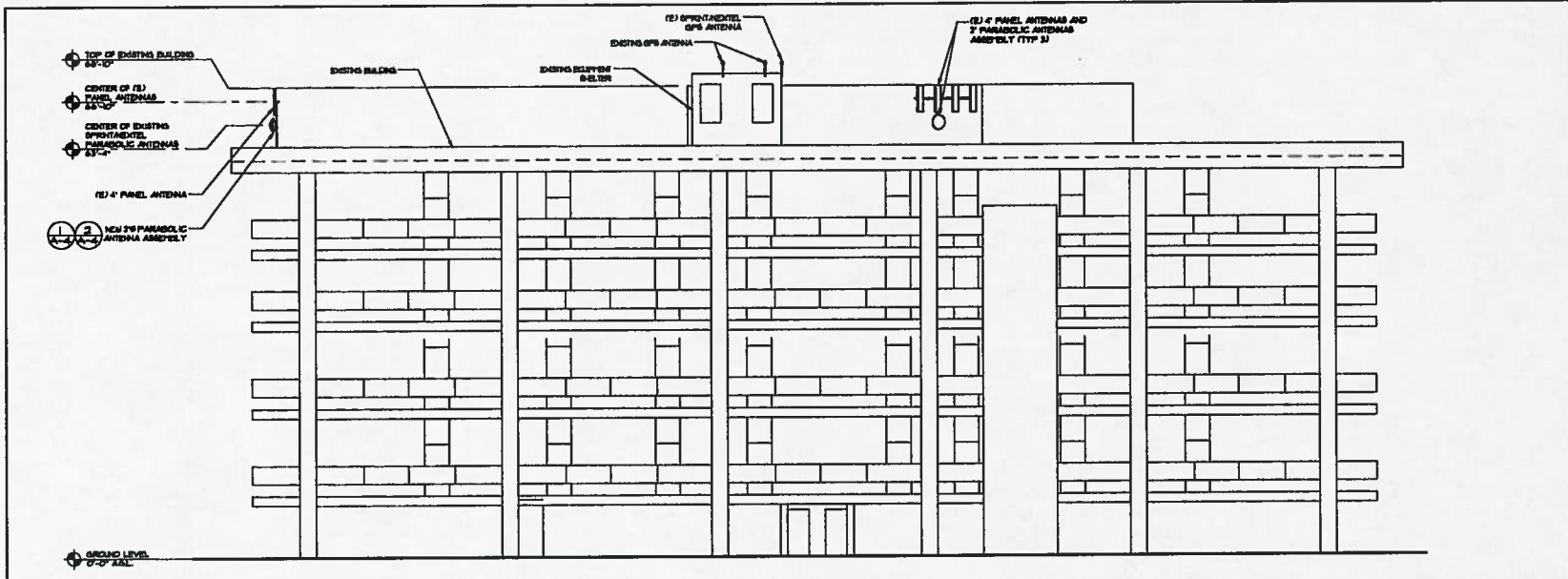
NO.	DATE	DESCRIPTION	BY
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2	02/08/10	FINAL CD	CR
3	03/01/10	INTER COMMENTS	AM
4	03/04/10	INTER COMMENTS	GC
5	04/27/10	DSA	AM
6	07/27/10	REVISED ANTENNAS	BR
7	09/08/10	MW REVISION	GC
8	09/20/10	DRM COMMENTS	GC
9	10/15/10	MW COMMENTS	GC

**CA7001 (WIMAX)**  
**CA-ORC5260-A**  
1530 WEST 17 TH STREET  
SANTA ANA, CA 92708



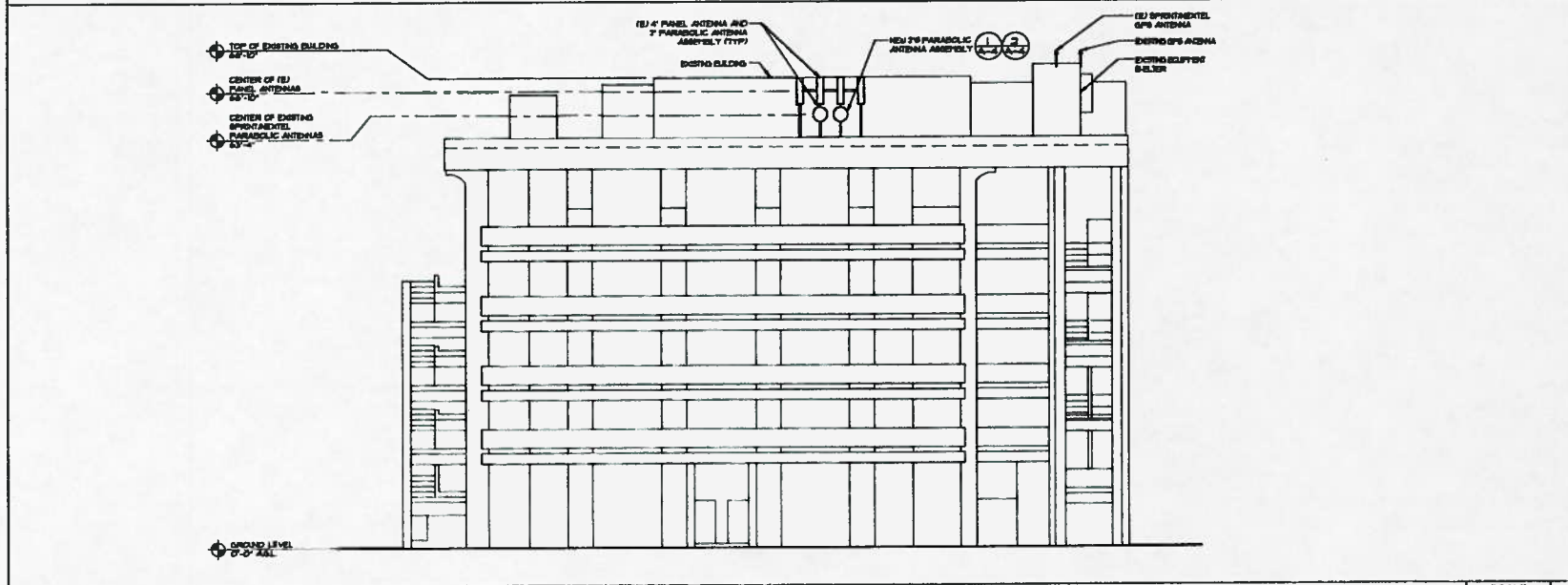
**ENLARGED SITE PLAN,  
EQUIPMENT PLAN,  
& ANTENNA  
CONFIGURATION**

**A-2**



**EAST ELEVATION**

SCALE  
1/8" = 1'-0" **1**



**SOUTH ELEVATION**


SCALE  
1/8" = 1'-0" **2**

**Sprint**

6381 SPRINT BLVD  
MS. 800-410-101-2350  
OVERLAND PARK, KS 66211

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PLANS PREPARED BY:




**primus design group**  
1524 BIRCH ST  
OAKLAND, CA 94612

PH (714) 825-0123 FAX (714) 825-0125

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CONSULTING GROUP:



**RELIANT**  
**RLS**  
LAND SERVICES  
1524 BIRCH ST  
OAKLAND, CA 94612

PH (714) 825-0123 FAX (714) 825-0125

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NO.	DATE	DESCRIPTION	BY:
1	01/26/10	PRELIMINARY CD	CR
2	02/08/10	FINAL CD	CR
3	03/01/10	INTER COMMENTS	AM
4	03/04/10	INTER COMMENTS	GC
5	04/27/10	DSA	AM
6	07/27/10	REVISED ANTENNAS	BR
7	08/08/10	MW REVISION	GC
8	08/20/10	DRM COMMENTS	GC
9	10/15/10	MW COMMENTS	GC

---

SITE INFORMATION:

**CA7001 (WIMAX)**  
**CA-ORC5260-A**  
1520 WEST 17 TH STREET  
SANTA ANA, CA 92708

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SHEET TITLE:

**ARCHITECTURAL ELEVATIONS**

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SHEET NUMBER:

**A-3**



**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: January 18, 2011
Re:	Approval of Change Order #3 - Bid #1108 – Painting of the Child Development Center at Santa Ana College	
Action:	Request for Approval	

**BACKGROUND:**

On May 11, 2009, the Board of Trustees awarded a contract to Kronos Painting, Inc. for Bid #1108/SAC Child Development Center to perform the painting portion of the project.

**ANALYSIS:**

During the course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #3.

Change Order #3 increases the contract by \$585.00. The revised contract amount is \$71,335.00. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total change orders for the project are 9.7% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve Change Order #3, Bid #1108 for Kronos Painting, Inc., painting of the Child Development Center at Santa Ana College as presented.

Fiscal Impact:	\$585.00	Board Date: January 18, 2011
Prepared by:	Alex Oviedo, District Construction Supervisor	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	

<b>CHANGE ORDER</b>	Rancho Santiago Community College District 2323 N. Broadway, Santa Ana, CA 92706 1640	
	Project: Child Development Center	Bid No. 1108 P.O. #09-P0010966
Contractor: Kronos	D.S.A. No. 04-108649	
Architect: Harley Ellis Devereaux	Change Order No.	<b>3</b>
	Date:	December 13, 2010

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

SUMMARY OF CONTRACT PRICE		
Original Contract Amount		\$65,000.00
Previous Change Orders	\$5,750.00	
This Change Order	\$585.00	
Total Change Orders		\$6,335.00
Revised Contract Amount		\$71,335.00
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		July 30, 2010
Revised Contract Completion Date		
RSCCD Board Approval Date		January 18, 2011

_____ Architect	_____ Authorized Signature	_____ Date
_____ Contractor Name	_____ Authorized Signature	_____ Date
_____ Construction Manager - Bernards	_____ Authorized Signature	_____ Date
_____ District Inspector	_____ Authorized Signature	_____ Date
_____ Darryl A. Odum Director - District Construction and Support Services		_____ Date
_____ Assistant Vice Chancellor - Facility Planning	_____ Authorized Signature	_____ Date
_____ Peter J. Hardash Vice Chancellor, Business Operations/Fiscal Services		_____ Date

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: <i>Child Development Center</i>	Bid No. 1108	P.O. #09-P0010966
	D.S.A. No. 04-108649	
Contractor: <i>Kronos</i>	Change Order No. <b>3</b>	
Architect: <i>Harley Ellis Devereaux</i>	Date: December 13, 2010	

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Prime and Paint misc steel</p> <p><u>REASON:</u> Revisions to steel structures had to be re-painted.</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$1,105.00
2.0	<p><u>DESCRIPTION:</u> Credit Painting Allowance</p> <p><u>REASON:</u> Monies used for misc. extra painting work.</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>	\$10,000.00	
3.0	<p><u>DESCRIPTION:</u> Re-Paint access panels and ceilings in Building A-B-C-D and E</p> <p><u>REASON:</u> Electrical and Mechanical trades failed to installed access panels in a timely manner. Charge Electrical and Mechanical for this work.</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u></p>		\$3,600.00
4.0	<p><u>DESCRIPTION:</u> Paint stair nosings at stair #1 and #2</p> <p><u>REASON:</u> For ADA requirements</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$980.00

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: <i>Child Development Center</i>		Bid No. 1108	P.O. #09-P0010966
		D.S.A. No. 04-108649	
Contractor: <i>Kronos</i>		Change Order No. <b>3</b>	
Architect: <i>Harley Ellis Devereaux</i>		Date: <i>December 13, 2010</i>	
ITEM NO.	EXPLANATION:	CREDIT	EXTRA
5.0	<p><u>DESCRIPTION:</u> Provide two additional coats of varnish on (50) interior doors</p> <p><u>REASON:</u> Specifications call for (1) coat, district requested additional (2) coats due to occupancy.</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$4,900.00
Sub-Total		\$10,000.00	\$10,585.00
Total			\$585.00

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: January 18, 2011
Re:	Approval of Change Order #4 - Bid #1121 - Structural Steel at the Child Development Center at Santa Ana College	
Action:	Request for Approval	

**BACKGROUND:**

On May 11, 2009, the Board of Trustees awarded a contract to Columbia Steel, Inc. for Bid #1121 for structural steel for the Child Development Center at Santa Ana College.

**ANALYSIS:**

During the normal course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #4.

Change Order #4 increases the contract by \$40,414.00. The revised contract amount is \$740,337.00. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total combined change orders for the project are 8.1% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve Change Order #4, Bid #1121, for Columbia Steel, Inc., structural steel for the Child Development Center at Santa Ana College as presented.

Fiscal Impact:	\$40,414.00	Board Date: January 18, 2011
Prepared by:	Alex Oviedo, District Construction Supervisor	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	



# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: Child Development Center	Bid No. 1121	P.O. # B0012026
	D.S.A. No. 04-108649	
Contractor: Columbia Steel	Change Order No. 4	
Architect: Harley Ellis Devereaux	Date: December 22, 2010	

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

## SUMMARY OF CONTRACT PRICE

Original Contract Amount		\$685,088.00
Previous Change Orders	\$14,837.00	
This Change Order	\$40,414.00	
Total Change Orders		\$55,251.00
Revised Contract Amount		\$740,339.00
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		July 30, 2010
Revised Contract Completion Date		
RSCCD Board Approval Date		January 18, 2011

\_\_\_\_\_  
Architect Authorized Signature Date

\_\_\_\_\_  
Contractor Name Authorized Signature Date

\_\_\_\_\_  
Construction Manager - Bernards Authorized Signature Date

\_\_\_\_\_  
District Inspector Authorized Signature Date

Darryl A. Odum  
\_\_\_\_\_  
Director - District Construction and Support Services Date

\_\_\_\_\_  
Assistant Vice Chancellor - Facility Planning Authorized Signature Date

Peter J. Hardash  
\_\_\_\_\_  
Vice Chancellor, Business Operations/Fiscal Services Date

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: <i>Child Development Center</i>	Bid No. 1121	P.O. # 80012026
	D.S.A. No. 04-108649	
Contractor: <i>Columbia Steel</i>	Change Order No. 4	
Architect: <i>Harley Ellis Devereaux</i>	Date: December 22, 2010	

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Modify gate posts adjacent to Building A-B-C-D-E</p> <p><u>REASON:</u> Concrete failed to block out footings to accommodate gate posts. Base plates had to be modified. Make provisions for gate alarms.</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$7,010.00
2.0	<p><u>DESCRIPTION:</u> Modify gate post base plates @ Stair #1</p> <p><u>REASON:</u> Posts had base plates per drawings plates had to be modified to be flush with concrete.</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$530.00
3.0	<p><u>DESCRIPTION:</u> Modify handrail at stair #2 and add guard rail closure</p> <p><u>REASON:</u> Bottom landing was modified @ Stair #1, handrail was changed and closure guard rail closure was added.</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$971.00
4.0	<p><u>DESCRIPTION:</u> Backcharge contract for damages to new glass</p> <p><u>REASON:</u> Welder damaged glass while grinding welds. Grinding slag hit glass</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>	-\$550.00	

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: <i>Child Development Center</i>		Bid No. 1121	P.O. # B0012026
Contractor: <i>Columbia Steel</i>		D.S.A. No. 04-108649	
Architect: <i>Harley Ellis Devereaux</i>		Change Order No. 4	
		Date: December 22, 2010	
ITEM NO.	EXPLANATION:	CREDIT	EXTRA
5.0	<u>DESCRIPTION:</u> Install guard rail on top of retaining wall  <u>REASON:</u> Retaining wall was designed to retain low slope near trike pathway. New guardrail was added for trike safety  <u>REQUESTOR:</u> District  <u>TIME EXTENSION:</u> ADDS 0 calendar days		\$15,050.00
6.0	<u>DESCRIPTION:</u> Revise expansion joint @ Stair #1  <u>REASON:</u> Stair pan edge had to be modified to accept expansion joint.  <u>REQUESTOR:</u> District  <u>TIME EXTENSION:</u> ADDS 0 calendar days		\$883.00
7.0	<u>DESCRIPTION:</u> Per RFI#247 modify fencing @ interior play areas.  <u>REASON:</u> Interior fencing adjacent to play areas was modified to 4'-0" in lieu of 6'-0" originally designed. This allowed for more visibility.  <u>REQUESTOR:</u> District  <u>TIME EXTENSION:</u> ADDS 0 calendar days		\$13,895.00
8.0	<u>DESCRIPTION:</u> Build mock up gate  <u>REASON:</u> Modifications to gates required mock up to identify with preparation for alarm access  <u>REQUESTOR:</u> District  <u>TIME EXTENSION:</u> ADDS 0 calendar days		\$1,525.00
Sub-Total		-\$550.00	\$39,864.00
Total			\$40,414.00



**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: January 18, 2011
Re:	Approval of Change Order #5, Bid #1124 - HVAC at the Child Development Center at Santa Ana College	
Action:	Request for Approval	

**BACKGROUND:**

On July 27, 2009, the Board awarded a contract to APEX Construction, Inc. for Bid #1124 for HVAC at the Child Development Center at Santa Ana College.

**ANALYSIS:**

During the normal course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #5.

Change Order #5 increases the contract by \$700.00. The revised contract amount is \$598,788.00. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total change orders for the project are 6.3% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve Change Order #5, Bid #1124, for APEX Construction, Inc, HVAC at the Child Development Center at Santa Ana College as presented.

Fiscal Impact:	\$700.00	Board Date: January 18, 2011
Prepared by:	Alex Oviedo, District Construction Supervisor	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: **Child Development Center**

Bid No. **1124** P.O. # **10-BPO221**

D.S.A. No. **04-108649**

Contractor: **Apex Construction**

Change Order No. **5**

Architect: **Harley Ellis Devereaux**

Date: **December 6, 2010**

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

## SUMMARY OF CONTRACT PRICE

Original Contract Amount		\$563,000.00
Previous Change Orders	\$35,088.00	
This Change Order	\$700.00	
Total Change Orders		\$35,788.00
Revised Contract Amount		\$598,788.00
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		July 30, 2010
Revised Contract Completion Date		
RSCCD Board Approval Date		January 18, 2011

Architect

Authorized Signature

Date

Contractor Name

Authorized Signature

Date

Construction Manager - Bernards

Authorized Signature

Date

District Inspector

Authorized Signature

Date

Darryl A. Odum

Director - District Construction and Support Services

Date

Assistant Vice Chancellor - Facility Planning

Authorized Signature

Date

Peter J. Hardash

Vice Chancellor, Business Operations/Fiscal Services

Date

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: *Child Development Center*

Bid No. 1124

P.O. # 10-BPO221

D.S.A. No.

04-108649

Contractor: *Apex Construction*

Change Order No.

5

Architect: *Harley Ellis Devereaux*

Date:

December 6, 2010

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><b>DESCRIPTION:</b> Furnish and install Stainless Steel flashing for kitchen exhaust duct</p> <p><b>REASON:</b> Original detail was installed per plans but had to be revised per the Engineers direction to comply with new code requirements.</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS 0 calendar days</p>		\$700.00
	<b>Sub-Total</b>	<b>\$0.00</b>	<b>\$700.00</b>
	<b>Total</b>		<b>\$700.00</b>

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: January 18, 2011
Re:	Approval of Change Order #1, Bid #1163 – ADA Upgrades to the Baseball Complex at Santa Ana College	
Action:	Request for Approval	

**BACKGROUND:**

On June 21, 2010, the Board of Trustees awarded a contract to B-One Construction Corporation for Bid #1163, ADA Upgrades to the Baseball Complex at Santa Ana College.

**ANALYSIS:**

During the course of normal construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #1.

Change Order #1 increases the contract by \$22,005.00. The revised contract amount is \$327,005.00. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total combined change orders for the project are 7.2% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve Change Order #1, Bid #1163 for B-One Construction Corporation, ADA Upgrades to the Baseball Complex at Santa Ana College as presented.

Fiscal Impact:	\$22,005.00	Board Date: January 18, 2011
Prepared by:	Alex Oviedo, District Construction Supervisor	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodriguez, Chancellor	

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: <b>Baseball Complex - ADA Upgrades</b>	Bid No. <b>1163</b>	P.O. # <b>11-P0015667</b>
	D.S.A. No. <b>04-110385</b>	
Contractor: <b>B-One Construction Co.</b>	Change Order No. <b>1</b>	
Architect: <b>LPA, Inc.</b>	Date: <b>January 6, 2011</b>	

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

## SUMMARY OF CONTRACT PRICE

Original Contract Amount		\$305,000.00
Previous Change Orders	\$0.00	
This Change Order	\$22,005.00	
Total Change Orders		\$22,005.00
Revised Contract Amount		\$327,005.00
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		November 5, 2010
Revised Contract Completion Date		
RSCCD Board Approval Date		January 18, 2011

Architect - LPA, Inc.	Authorized Signature	Date
Contractor Name - MDE Group, Inc.	Authorized Signature	Date
Construction Manager - Bernards	Authorized Signature	Date
District Inspector - Johnston Inspections	Authorized Signature	Date
Darryl A. Odum Director - District Construction and Support Services		Date
Assistant Vice Chancellor - Facility Planning	Authorized Signature	Date
Peter J. Hardash Vice Chancellor, Business Operations/Fiscal Services		Date



# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: *Baseball complex-ADA upgrades*

Bid No. 1163

P.O. # 11-P0015667

D.S.A. No. 04-110385

Contractor: *B-One Construction Co.*

Change Order No. 1

Architect: *LPA, Inc.*

Date: *January 6, 2011*

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Furnish and install gate valve @ existing 3" Landscape mainline to allow shut off access for District Maintenance</p> <p><u>REASON:</u> Maintenance</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS: 0 calendar days</p>		\$1,518.00
2.0	<p><u>DESCRIPTION:</u> Furnish and install 3/4" copper water lines to existing drinking fountains.</p> <p><u>REASON:</u> Upgrade old lines form PVC to copper</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS: 0 calendar days</p>		\$4,352.00
3.0	<p><u>DESCRIPTION:</u> Per RFI#2 make revisions for Landscape planting materials.</p> <p><u>REASON:</u> Plan revisions</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS: 0 calendar days</p>		\$723.00
4.0	<p><u>DESCRIPTION:</u> Remove existing tree stump</p> <p><u>REASON:</u> In way of construction of sidewalk</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS: 0 calendar days</p>		\$1,736.00
5.0	<p><u>DESCRIPTION:</u> Per RFI#22, install concrete curbs</p> <p><u>REASON:</u> Adjacent grades required concrete curbs</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS: 0 calendar days</p>		\$4,564.00

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: <b>Baseball complex-ADA upgrades</b>	Bid No. <b>1163</b>	P.O. # <b>11-P0015667</b>
	D.S.A. No. <b>04-110385</b>	
Contractor: <b>B-One Construction Co.</b>	Change Order No. <b>1</b>	
Architect: <b>LPA, Inc.</b>	Date: <b>January 6, 2011</b>	

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
6.0	<p><u>DESCRIPTION:</u> Per RFI # 19 install three new storm drain catch basins</p> <p><u>REASON:</u> Provide additional drainage</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS: 0 calendar days</p>		\$1,812.00
7.0	<p><u>DESCRIPTION:</u> Per RFI#16, modify light pole footing</p> <p><u>REASON:</u> Conflict with existing concrete encasement required the footing to be modified</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS: 0 calendar days</p>		\$427.00
8.0	<p><u>DESCRIPTION:</u> Install additional guardrail with padding at dugout area</p> <p><u>REASON:</u> District requested additional guard rail for foul ball area adjacent to dugout</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS: 0 calendar days</p>		\$3,803.00
9.0	<p><u>DESCRIPTION:</u> Per FCD#1 modify chain link gates at transformer area.</p> <p><u>REASON:</u> FCD #1</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS: 0 calendar days</p>		\$1,096.00
10.0	<p><u>DESCRIPTION:</u> Repair broken Electrical line</p> <p><u>REASON:</u> Existing Electrical line "not" shown on as-built drawings.</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS: 0 calendar days</p>		\$1,974.00
<b>Sub-Total</b>		<b>\$0.00</b>	<b>\$22,005.00</b>
<b>Total</b>			<b>\$22,005.00</b>

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: January 18, 2011
Re:	Approval of Change Order #1, Bid #1165 - Roof Maintenance and Rain Gutter Repair at Centennial Education Center	
Action:	Request for Approval	

**BACKGROUND:**

On June 21, 2010, the Board of Trustees awarded a contract to Rite-Way Roof Corporation for Bid #1165, Roof Maintenance and Rain Gutter Repair at Centennial Education Center (CEC).

**ANALYSIS:**

During the course of normal construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #1.

Change Order #1 increases the contract by \$6,277.00 and adds an additional seven (7) days to the project. The revised contract amount is \$198,398.00. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total combined change orders for the project are 3.3% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve Change Order #1, Bid #1165 for Rite-Way Roof Corporation, roof maintenance and rain gutter repair at Centennial Education Center as presented.

Fiscal Impact:	\$6,277.00	Board Date: January 18, 2011
Prepared by:	Alex Oviedo, District Construction Supervisor	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	



<b>CHANGE ORDER</b>	Rancho Santiago Community College District 2323 N. Broadway, Santa Ana, CA 92706-1640		
	Project: Roofing Maintenance/Gutter Replacement at Centinial Education Center	Bid No. #1165	P.O. # 11-P0016761
Contractor: Rite-Way Roof Corporation	D.S.A. No.	N/A	
Architect: N/A	Change Order No.	1	
	Date:	December 4, 2010	

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

SUMMARY OF CONTRACT PRICE		
Original Contract Amount		\$192,121.00
Previous Change Orders	\$0.00	
This Change Order	\$6,277.00	
Total Change Orders		\$6,277.00
Revised Contract Amount		\$198,398.00
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	7 calendar days	
Total Time Extensions		7 calendar days
Original Completion Date		
Revised Contract Completion Date		
RSCCD Board Approval Date		January 18, 2011

_____ Architect	_____ Authorized Signature	_____ Date
_____ Contractor Name - Jeff Hughes, Rite-Way Roof Corporation	_____ Authorized Signature	_____ Date
_____ Construction Manager - Bernards	_____ Authorized Signature	_____ Date
_____ District Inspector	_____ Authorized Signature	_____ Date
_____ Darryl A. Odum Director - District Construction and Support Services		_____ Date
_____ Assistant Vice Chancellor - Facility Planning	_____ Authorized Signature	_____ Date
_____ Peter J. Hardash Vice Chancellor, Business Operations/Fiscal Services		_____ Date

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: <i>Roofing Maintenance/Gutter Replacement at Centinial Education Center</i>	Bid No. #1165	P.O. # 11-P0016761
Contractor: <i>Rite-Way Roof Corporation</i>	D.S.A. No.	N/A
Architect: <i>N/A</i>	Change Order No. 1	Date: December 4, 2010

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Remove and Replace approximately 336' of Existing 3"x4" Downspouts with new on D 106-112, F 115-116, C 110-111. Includes running downspouts between portables at 4 locations on D 106-112</p> <p><u>REASON:</u> Existing downspouts should be removed and replaced due to age and condition</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 4 calendar days</p>		\$4,323.00
2.0	<p><u>DESCRIPTION:</u> Credit on new gutters already installed at east side of D110-112 and east side of C 110</p> <p><u>REASON:</u> New gutters exist already</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>	\$976.00	
3.0	<p><u>DESCRIPTION:</u> Remove and replace two (2) flat roof sections on gazebo lunch shelter in place of restoration so that plywood decking and rafters can be repaired.</p> <p><u>REASON:</u> Dry rot lumber under existing roof to be replaced by others.</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 3 calendar days</p>		\$2,930.00
Sub-Total		\$976.00	\$7,253.00
Total			\$6,277.00

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: January 18, 2011
Re:	Approval of Notice of Completion, Bid #1097 – Child Development Center at Santa Ana College	
Action:	Request for Approval	

**BACKGROUND:**

On May 11, 2009, the District approved a contract with ISEC, Inc. to complete the general construction portion of the Child Development Center at Santa Ana College.

As required by Public Contract Code, districts must file a Notice of Completion when a project is completed and all requirements of the contractual agreements are addressed.

**ANALYSIS:**

The project was substantially complete on October 22, 2010 and in compliance with Public Contract Code, a Notice of Completion needs to be approved by the District and filed with the County Recorder. Total cost of the project was \$1,999,540.00.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the Notice of Completion for the general construction portion of the Child Development Center at Santa Ana College as presented.

Fiscal Impact:	N/A	Board Date: January 18, 2011
Prepared by:	Alex Oviedo, District Construction Supervisor	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodriguez, Chancellor	

**RECORDING REQUESTED BY:**  
Rancho Santiago Comm. Coll. District  
2323 N. Broadway  
Santa Ana, CA 92706-1640

GOVERNMENT CODE 6103

**AND WHEN RECORDED MAIL TO:**

Mr. Darryl A. Odum  
Rancho Santiago Community College District  
2323 N. Broadway  
Santa Ana, CA 92706-1640

**THIS SPACE FOR RECORDER'S USE ONLY**

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
2323 N. Broadway  
Santa Ana, CA 92706-1640

## NOTICE OF COMPLETION

Notice is hereby given, pursuant to the provisions of Section §3093 of the Civil Code of the State of California, that the Rancho Santiago Community College District of Orange County, California, as owner of the property known as Santa Ana College, located at 1530 W. 17<sup>th</sup> Street, Santa Ana, California 92706, caused improvements to be made to the property to wit: Bid No. 1097/Child Development Center, the contract for the doing of which was heretofore entered into on the 15<sup>th</sup> day of June, 2009, which contract was made with ISEC, Inc., BPO000216, as contractor; that said improvements were completed on the 22<sup>nd</sup> day of October, 2010, and accepted by formal action of the governing Board of said District on the 18<sup>th</sup> day of January, 2011; that title to said property is vested in the Rancho Santiago Community College District of Orange County, California; that the surety for the above named contractor is Western Surety Company.

Rancho Santiago Community College District of Orange  
County, California

by \_\_\_\_\_

State of California )  
                                  §  
County of Orange )

I, the undersigned, state that I have read the foregoing document, and know the contents thereof, and that the facts therein stated are true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed at \_\_\_\_\_ California, on

\_\_\_\_\_, 20\_\_\_\_.

Signature \_\_\_\_\_  
(include name of corporation, partnership, etc., if any)

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: January 18, 2011
Re:	Approval of Notice of Completion, Bid #1099 – Child Development Center at Santa Ana College	
Action:	Request for Approval	

**BACKGROUND:**

On May 11, 2009, the District approved a contract with Triangle Enterprises, Inc. to complete the earthwork/demolition portion of the Child Development Center at Santa Ana College.

As required by Public Contract Code, districts must file a Notice of Completion when a project is completed and all requirements of the contractual agreements are addressed.

**ANALYSIS:**

The project was substantially complete on October 22, 2010 and in compliance with Public Contract Code, a Notice of Completion needs to be approved by the District and filed with the County Recorder. Total cost of the project was \$288,758.00.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the Notice of Completion for the earthwork/demolition portion of the Child Development Center at Santa Ana College as presented.

Fiscal Impact:	N/A	Board Date: January 18, 2011
Prepared by:	Alex Oviedo, District Construction Supervisor	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	



RECORDING REQUESTED BY:  
Rancho Santiago Comm. Coll. District  
2323 N. Broadway  
Santa Ana, CA 92706-1640

GOVERNMENT CODE 6103

AND WHEN RECORDED MAIL TO:

Mr. Darryl A. Odum  
Rancho Santiago Community College District  
2323 N. Broadway  
Santa Ana, CA 92706-1640

THIS SPACE FOR RECORDER'S USE ONLY

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
2323 N. Broadway  
Santa Ana, CA 92706-1640

## NOTICE OF COMPLETION

Notice is hereby given, pursuant to the provisions of Section §3093 of the Civil Code of the State of California, that the Rancho Santiago Community College District of Orange County, California, as owner of the property known as Santa Ana College, located at 1530 W. 17<sup>th</sup> Street, Santa Ana, California 92706, caused improvements to be made to the property to wit: Bid No. 1099/Child Development Center, the contract for the doing of which was heretofore entered into on the 15<sup>th</sup> day of June, 2009, which contract was made with Triangle Enterprises, Inc, PO #09-P0010961, as contractor; that said improvements were completed on the 22<sup>nd</sup> day of October, 2010, and accepted by formal action of the governing Board of said District on the 18<sup>th</sup> day of January, 2011; that title to said property is vested in the Rancho Santiago Community College District of Orange County, California; that the surety for the above named contractor is Contractors Bonding and Insurance Company.

Rancho Santiago Community College District of Orange  
County, California

by \_\_\_\_\_

State of California )  
                                  §  
County of Orange )

I, the undersigned, state that I have read the foregoing document, and know the contents thereof, and that the facts therein stated are true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed at \_\_\_\_\_ California, on

\_\_\_\_\_, 20\_\_\_\_.

Signature \_\_\_\_\_  
(include name of corporation, partnership, etc., if any)

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: January 18, 2011
Re:	Approval of Notice of Completion, Bid #1100 – Child Development Center at Santa Ana College	
Action:	Request for Approval	

**BACKGROUND:**

On May 11, 2009, the District approved a contract with Micon Construction, Inc. to complete the concrete portion of the Child Development Center at Santa Ana College.

As required by Public Contract Code, districts must file a Notice of Completion when a project is completed and all requirements of the contractual agreements are addressed.

**ANALYSIS:**

The project was substantially complete on October 22, 2010 and in compliance with Public Contract Code, a Notice of Completion needs to be approved by the District and filed with the County Recorder. Total cost of the project was \$1,034,818.00.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the Notice of Completion for the concrete portion of the Child Development Center at Santa Ana College as presented.

Fiscal Impact:	N/A	Board Date: January 18, 2011
Prepared by:	Alex Oviedo, District Construction Supervisor	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodriguez, Chancellor	

RECORDING REQUESTED BY:  
Rancho Santiago Comm. Coll. District  
2323 N. Broadway  
Santa Ana, CA 92706-1640

GOVERNMENT CODE 6103

AND WHEN RECORDED MAIL TO:

Mr. Darryl A. Odum  
Rancho Santiago Community College District  
2323 N. Broadway  
Santa Ana, CA 92706-1640

THIS SPACE FOR RECORDER'S USE ONLY

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
2323 N. Broadway  
Santa Ana, CA 92706-1640

## NOTICE OF COMPLETION

Notice is hereby given, pursuant to the provisions of Section §3093 of the Civil Code of the State of California, that the Rancho Santiago Community College District of Orange County, California, as owner of the property known as Santa Ana College, located at 1530 W. 17<sup>th</sup> Street, Santa Ana, California 92706, caused improvements to be made to the property to wit: Bid No. 1100/Child Development Center, the contract for the doing of which was heretofore entered into on the 15<sup>th</sup> day of June, 2009, which contract was made with Micon Construction Company, Inc. PO #09-P0010962, as contractor; that said improvements were completed on the 22<sup>nd</sup> day of October, 2010, and accepted by formal action of the governing Board of said District on the 18<sup>th</sup> day of January, 2011; that title to said property is vested in the Rancho Santiago Community College District of Orange County, California; that the surety for the above named contractor is Aegis Security Insurance.

Rancho Santiago Community College District of Orange  
County, California

by \_\_\_\_\_

State of California )  
                                  §  
County of Orange )

I, the undersigned, state that I have read the foregoing document, and know the contents thereof, and that the facts therein stated are true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed at \_\_\_\_\_ California, on

\_\_\_\_\_, 20\_\_\_\_.

Signature \_\_\_\_\_  
(include name of corporation, partnership, etc., if any)



**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: January 18, 2011
Re:	Approval of Notice of Completion, Bid #1104 – Child Development Center at Santa Ana College	
Action:	Request for Approval	

**BACKGROUND:**

On May 11, 2009, the District approved a contract with Insul Drywall and Plastering, Inc. to complete the drywall and plastering portion of the Child Development Center at Santa Ana College.

As required by Public Contract Code, districts must file a Notice of Completion when a project is completed and all requirements of the contractual agreements are addressed.

**ANALYSIS:**

The project was substantially complete on October 22, 2010 and in compliance with Public Contract Code, a Notice of Completion needs to be approved by the District and filed with the County Recorder. Total cost of the project was \$424,779.00.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the Notice of Completion for the drywall and plastering portion of the Child Development Center at Santa Ana College as presented.

Fiscal Impact:	N/A	Board Date: January 18, 2011
Prepared by:	Alex Oviedo, District Construction Supervisor	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodriguez, Chancellor	

**RECORDING REQUESTED BY:**  
Rancho Santiago Comm. Coll. District  
2323 N. Broadway  
Santa Ana, CA 92706-1640

GOVERNMENT CODE 6103

**AND WHEN RECORDED MAIL TO:**

Mr. Darryl A. Odum  
Rancho Santiago Community College District  
2323 N. Broadway  
Santa Ana, CA 92706-1640

**THIS SPACE FOR RECORDER'S USE ONLY**

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
2323 N. Broadway  
Santa Ana, CA 92706-1640

## NOTICE OF COMPLETION

Notice is hereby given, pursuant to the provisions of Section §3093 of the Civil Code of the State of California, that the Rancho Santiago Community College District of Orange County, California, as owner of the property known as Santa Ana College, located at 1530 W. 17<sup>th</sup> Street, Santa Ana, California 92706, caused improvements to be made to the property to wit: Bid No. 1104/Child Development Center, the contract for the doing of which was heretofore entered into on the 15<sup>th</sup> day of June, 2009, which contract was made with Insul Drywall and Plastering, Inc., PO #09-P0010964, as contractor; that said improvements were completed on the 22<sup>nd</sup> day of October, 2010, and accepted by formal action of the governing Board of said District on the 18<sup>th</sup> day of January, 2011; that title to said property is vested in the Rancho Santiago Community College District of Orange County, California; that the surety for the above named contractor is Hartford Fire Insurance Company.

Rancho Santiago Community College District of Orange  
County, California

by \_\_\_\_\_

State of California )  
                                  §  
County of Orange )

I, the undersigned, state that I have read the foregoing document, and know the contents thereof, and that the facts therein stated are true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed at \_\_\_\_\_ California, on

\_\_\_\_\_, 20\_\_\_\_.

Signature \_\_\_\_\_  
(include name of corporation, partnership, etc., if any)

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: January 18, 2011
Re:	Approval of Notice of Completion, Bid #1107 – Child Development Center at Santa Ana College	
Action:	Request for Approval	

**BACKGROUND:**

On May 11, 2009, the District approved a contract with Progressive Floor Covering, Inc. to complete the flooring portion of the Child Development Center at Santa Ana College.

As required by Public Contract Code, districts must file a Notice of Completion when a project is completed and all requirements of the contractual agreements are addressed.

**ANALYSIS:**

The project was substantially complete on October 22, 2010 and in compliance with Public Contract Code, a Notice of Completion needs to be approved by the District and filed with the County Recorder. Total cost of the project was \$71,806.00.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the Notice of Completion for the flooring portion of the Child Development Center at Santa Ana College as presented.

Fiscal Impact:	N/A	Board Date: January 18, 2011
Prepared by:	Alex Oviedo, District Construction Supervisor	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	

RECORDING REQUESTED BY:  
Rancho Santiago Comm. Coll. District  
2323 N. Broadway  
Santa Ana, CA 92706-1640

GOVERNMENT CODE 6103

AND WHEN RECORDED MAIL TO:

Mr. Darryl A. Odum  
Rancho Santiago Community College District  
2323 N. Broadway  
Santa Ana, CA 92706-1640

THIS SPACE FOR RECORDER'S USE ONLY

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
2323 N. Broadway  
Santa Ana, CA 92706-1640

## NOTICE OF COMPLETION

Notice is hereby given, pursuant to the provisions of Section §3093 of the Civil Code of the State of California, that the Rancho Santiago Community College District of Orange County, California, as owner of the property known as Santa Ana College, located at 1530 W. 17<sup>th</sup> Street, Santa Ana, California 92706, caused improvements to be made to the property to wit: Bid No. 1107/Child Development Center, the contract for the doing of which was heretofore entered into on the 15<sup>th</sup> day of June, 2009, which contract was made with Progressive Floor Covering, Inc., PO #09-P0010965, as contractor; that said improvements were completed on the 22<sup>nd</sup> day of October, 2010, and accepted by formal action of the governing Board of said District on the 18<sup>th</sup> day of January, 2011; that title to said property is vested in the Rancho Santiago Community College District of Orange County, California; that the surety for the above named contractor is American Safety Casualty Insurance.

Rancho Santiago Community College District of Orange  
County, California

by \_\_\_\_\_

State of California )  
                                  §  
County of Orange )

I, the undersigned, state that I have read the foregoing document, and know the contents thereof, and that the facts therein stated are true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed at \_\_\_\_\_ California, on

\_\_\_\_\_, 20\_\_\_\_.

Signature \_\_\_\_\_  
(include name of corporation, partnership, etc., if any)

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: January 18, 2011
Re:	Approval of Notice of Completion, Bid #1122 – Child Development Center at Santa Ana College	
Action:	Request for Approval	

**BACKGROUND:**

On July 27, 2009, the District approved a contract with E & R Glass, Inc. to complete the glass and glazing portion of the Child Development Center at Santa Ana College.

As required by Public Contract Code, districts must file a Notice of Completion when a project is completed and all requirements of the contractual agreements are addressed.

**ANALYSIS:**

The project was substantially complete on October 22, 2010 and in compliance with Public Contract Code, a Notice of Completion needs to be approved by the District and filed with the County Recorder. Total cost of the project was \$417,370.00.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the Notice of Completion for the glass and glazing portion of the Child Development Center at Santa Ana College as presented.

Fiscal Impact:	N/A	Board Date: January 18, 2011
Prepared by:	Alex Oviedo, District Construction Supervisor	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	



**RECORDING REQUESTED BY:**  
Rancho Santiago Comm. Coll. District  
2323 N. Broadway  
Santa Ana, CA 92706-1640

GOVERNMENT CODE 6103

**AND WHEN RECORDED MAIL TO:**

Mr. Darryl A. Odum  
Rancho Santiago Community College District  
2323 N. Broadway  
Santa Ana, CA 92706-1640

**THIS SPACE FOR RECORDER'S USE ONLY**

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
2323 N. Broadway  
Santa Ana, CA 92706-1640

## NOTICE OF COMPLETION

Notice is hereby given, pursuant to the provisions of Section §3093 of the Civil Code of the State of California, that the Rancho Santiago Community College District of Orange County, California, as owner of the property known as Santa Ana College, located at 1530 W. 17<sup>th</sup> Street, Santa Ana, California 92706. caused improvements to be made to the property to wit: Bid No. 1122/Child Development Center, the contract for the doing of which was heretofore entered into on the 14<sup>th</sup> day of August, 2009, which contract was made with E & R Glass, Inc., PO #10-BP000220, as contractor; that said improvements were completed on the 22<sup>nd</sup> day of October, 2010, and accepted by formal action of the governing Board of said District on the 18<sup>th</sup> day of January, 2011; that title to said property is vested in the Rancho Santiago Community College District of Orange County, California; that the surety for the above named contractor is Fidelity & Deposit Company of Maryland.

Rancho Santiago Community College District of Orange  
County, California

by \_\_\_\_\_

State of California )  
                                  §  
County of Orange )

I, the undersigned, state that I have read the foregoing document, and know the contents thereof, and that the facts therein stated are true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed at \_\_\_\_\_ California, on

\_\_\_\_\_, 20\_\_\_\_.

Signature \_\_\_\_\_  
(include name of corporation, partnership, etc., if any)

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: January 18, 2011
Re:	Approval of Notice of Completion, Bid #1123 – Child Development Center at Santa Ana College	
Action:	Request for Approval	

**BACKGROUND:**

On July 27, 2009, the District approved a contract with Precision Flooring, Inc. to complete the ceramic tile portion of the Child Development Center at Santa Ana College.

As required by Public Contract Code, districts must file a Notice of Completion when a project is completed and all requirements of the contractual agreements are addressed.

**ANALYSIS:**

The project was substantially complete on October 22, 2010 and in compliance with Public Contract Code, a Notice of Completion needs to be approved by the District and filed with the County Recorder. Total cost of the project was \$71,806.00.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the Notice of Completion for the ceramic tile portion of the Child Development Center at Santa Ana College as presented.

Fiscal Impact:	N/A	Board Date: January 18, 2011
Prepared by:	Alex Oviedo, District Construction Supervisor	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	

**RECORDING REQUESTED BY:**  
Rancho Santiago Comm. Coll. District  
2323 N. Broadway  
Santa Ana, CA 92706-1640

GOVERNMENT CODE 6103

**AND WHEN RECORDED MAIL TO:**

Mr. Darryl A. Odum  
Rancho Santiago Community College District  
2323 N. Broadway  
Santa Ana, CA 92706-1640

**THIS SPACE FOR RECORDER'S USE ONLY**

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
2323 N. Broadway  
Santa Ana, CA 92706-1640

## NOTICE OF COMPLETION

Notice is hereby given, pursuant to the provisions of Section §3093 of the Civil Code of the State of California, that the Rancho Santiago Community College District of Orange County, California, as owner of the property known as Santa Ana College, located at 1530 W. 17<sup>th</sup> Street, Santa Ana, California 92706, caused improvements to be made to the property to wit: Bid No. 1123/Child Development Center, the contract for the doing of which was heretofore entered into on the 14<sup>th</sup> day of August, 2009, which contract was made with Precision Flooring, Inc., PO #10-BP000223, as contractor; that said improvements were completed on the 22<sup>nd</sup> day of October, 2010, and accepted by formal action of the governing Board of said District on the 18<sup>th</sup> day of January, 2011; that title to said property is vested in the Rancho Santiago Community College District of Orange County, California; that the surety for the above named contractor is SureTec Insurance Company.

Rancho Santiago Community College District of Orange  
County, California

by \_\_\_\_\_

State of California )  
                                  §  
County of Orange )

I, the undersigned, state that I have read the foregoing document, and know the contents thereof, and that the facts therein stated are true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed at \_\_\_\_\_ California, on

\_\_\_\_\_, 20\_\_\_\_.

Signature \_\_\_\_\_  
(include name of corporation, partnership, etc., if any)

5.20 (2)



**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: January 18, 2011
Re:	Approval of Notice of Completion, Bid #1129 – Child Development Center at Santa Ana College	
Action:	Request for Approval	

**BACKGROUND:**

On July 27, 2009, the District approved a contract with EMAE International, Inc. to complete the electrical portion of the Child Development Center at Santa Ana College.

As required by Public Contract Code, districts must file a Notice of Completion when a project is completed and all requirements of the contractual agreements are addressed.

**ANALYSIS:**

The project was substantially complete on October 22, 2010 and in compliance with Public Contract Code, a Notice of Completion needs to be approved by the District and filed with the County Recorder. Total cost of the project was \$1,075,347.00.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the Notice of Completion for the electrical portion of the Child Development Center at Santa Ana College as presented.

Fiscal Impact:	N/A	Board Date: January 18, 2011
Prepared by:	Alex Oviedo, District Construction Supervisor	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	

**RECORDING REQUESTED BY:**  
Rancho Santiago Comm. Coll. District  
2323 N. Broadway  
Santa Ana, CA 92706-1640

GOVERNMENT CODE 6103

**AND WHEN RECORDED MAIL TO:**

Mr. Darryl A. Odum  
Rancho Santiago Community College District  
2323 N. Broadway  
Santa Ana, CA 92706-1640

**THIS SPACE FOR RECORDER'S USE ONLY**

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
2323 N. Broadway  
Santa Ana, CA 92706-1640

## NOTICE OF COMPLETION

Notice is hereby given, pursuant to the provisions of Section §3093 of the Civil Code of the State of California, that the Rancho Santiago Community College District of Orange County, California, as owner of the property known as Santa Ana College, located at 1530 W. 17<sup>th</sup> Street, Santa Ana, California 92706. caused improvements to be made to the property to wit: Bid No. 1129/Child Development Center, the contract for the doing of which was heretofore entered into on the 11<sup>th</sup> day of August, 2009, which contract was made with EMAE International, Inc., PO #10-BP000219, as contractor; that said improvements were completed on the 22<sup>nd</sup> day of October, 2010, and accepted by formal action of the governing Board of said District on the 18<sup>th</sup> day of January, 2011; that title to said property is vested in the Rancho Santiago Community College District of Orange County, California; that the surety for the above named contractor is Vigilant Insurance Company.

Rancho Santiago Community College District of Orange  
County, California

by \_\_\_\_\_

State of California )  
                                  §  
County of Orange )

I, the undersigned, state that I have read the foregoing document, and know the contents thereof, and that the facts therein stated are true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed at \_\_\_\_\_ California, on

\_\_\_\_\_, 20\_\_\_\_.

Signature \_\_\_\_\_  
(include name of corporation, partnership, etc., if any)

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: January 18, 2011
Re:	Approval of Notice of Completion, Bid #1156 – Child Development Center at Centennial Education Center	
Action:	Request for Approval	

**BACKGROUND:**

On February 22, 2010, the District approved a contract with MDE Group, Inc. to complete the Renovation of the Child Development Center at Centennial Education Center (CEC).

As required by Public Contract Code, districts must file a Notice of Completion when a project is completed and all requirements of the contractual agreements are addressed.

**ANALYSIS:**

The project was substantially complete on August 23, 2010 and in compliance with Public Contract Code, a Notice of Completion needs to be approved by the District and filed with the County Recorder. Total cost of the project was \$522,932.00.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the Notice of Completion for the Renovation of the Child Development Center at Centennial Education Center as presented.

Fiscal Impact:	N/A	Board Date: January 18, 2011
Prepared by:	Alex Oviedo, District Construction Supervisor	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	

**RECORDING REQUESTED BY:**  
Rancho Santiago Comm. Coll. District  
2323 N. Broadway  
Santa Ana, CA 92706-1640

**GOVERNMENT CODE 6103**

**AND WHEN RECORDED MAIL TO:**

Mr. Darryl A. Otlum  
Rancho Santiago Community College District  
2323 N. Broadway  
Santa Ana, CA 92706-1640

**THIS SPACE FOR RECORDER'S USE ONLY**

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
2323 N. Broadway  
Santa Ana, CA 92706-1640

## NOTICE OF COMPLETION

Notice is hereby given, pursuant to the provisions of Section §3093 of the Civil Code of the State of California, that the Rancho Santiago Community College District of Orange County, California, as owner of the property known as Centennial Education Center, located at 2900 West Edinger Street, Santa Ana, California 92704, caused improvements to be made to the property to wit: Bid No. 1156/Renovation of Child Development Center, the contract for the doing of which was heretofore entered into on the 15<sup>th</sup> day of March, 2010, which contract was made with MDE Group, Inc. PO #10-P0013931, as contractor; that said improvements were completed on the 23<sup>rd</sup> day of August, 2010, and accepted by formal action of the governing Board of said District on the 18<sup>th</sup> day of January, 2011; that title to said property is vested in the Rancho Santiago Community College District of Orange County, California; that the surety for the above named contractor is Financial Pacific Insurance Company.

Rancho Santiago Community College District of Orange  
County, California

by \_\_\_\_\_

State of California )  
                                  §  
County of Orange )

I, the undersigned, state that I have read the foregoing document, and know the contents thereof, and that the facts therein stated are true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed at \_\_\_\_\_ California, on

\_\_\_\_\_, 20\_\_\_\_.

Signature \_\_\_\_\_  
(include name of corporation, partnership, etc., if any)

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: January 18, 2011
Re:	Approval of Additional Architectural Services for the Humanities Building at Santiago Canyon College	
Action:	Request for Approval	

**BACKGROUND:**

On March 12, 2007, the Board of Trustees awarded a contract to LPA, Inc. to provide architectural design, engineering and landscaping documents for the Humanities Building at Santiago Canyon College.

**ANALYSIS:**

Due to the need for additional engineering and design services for the Language and Writing Labs and the auditorium, as well as submissions to DSA, these services are required of LPA in order to complete construction. The specific changes and costs are listed on the attached Professional Services Authorization (PSA).

The cost for these additional services is estimated at \$37,400.00 with no additional reimbursable expenses.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the request for additional services provided by LPA, Inc. in the amount of \$37,400.00 as presented.

Fiscal Impact:	\$37,400.00, estimated	Board Date: January 18, 2011
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	



## PROFESSIONAL SERVICES AUTHORIZATION

Client: **RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
 2323 North Broadway, Suite 112  
 Santa Ana, CA 92706

Project No.: **27034.10** Date: **December 1, 2010**  
 Project: **Santiago Canyon College - Humanities Building**  
 Location: **Orange** PSA No.: **5**  
 Office: **Irvine** Issued By: **Contract**  
 Client Contract: **LPA PIC: Chris Torrey**  
 Client Job No.: **License #: C17881**  
**LPA PM: Young Min**

Attn: **Darryl Odum, Director**  
**Construction and District Support Services**  
 Phone: **(714) 480-7516** Fax: **(714) 796-3910**

Execution of this document will confirm your request for professional services. Please refer to the 'Terms and Conditions' of the Architectural Services Agreement dated March 13, 2007. The 'Terms & Conditions' are a part of this Agreement. The Project is generally described as:

**Santiago Canyon College - Humanities Building located within the Rancho Santiago Community College District.**

LPA will provide:  New Services  Additional Services  Revised Scope of Services

Services shall include:

**Additional Engineering and Design services for modifications to three areas in the Humanities Building.**

Fee Summary:	Fee:
• Structural Engineer	\$7,500
• Mechanical Engineer	\$4,500
• Plumbing Engineer	\$1,500
• Electrical Engineer	\$3,500
<b>Sub-Total</b>	<b>\$17,000</b>

• Meeting/Initial Sketches	\$2,000
• Auditorium Seating/Lectern	\$4,000
• Writing Lab	\$7,200
• Language Lab	\$4,000
• DSA	\$3,200
<b>LPA Total</b>	<b>\$20,400</b>

**Grand Total \$37,400**

Services shall commence upon receipt of a signed copy of this document and a retainer in the amount of \$0.00 and shall be completed:

**Pursuant to project schedule.**

LPA shall be compensated for these services as indicated below. Unless otherwise noted below, neither Consultant Costs nor Project Expenses are included in the LPA fee and shall be reimbursed to LPA per the 'Terms and Conditions' of the Architectural Services Agreement dated March 13, 2007. The 'Terms and Conditions' are a part of this Agreement.

Fee:	<b>Fixed Fee</b>	<b>\$37,400.00</b>
Reimbursable Expenses:	<b>None</b>	<b>\$0.00</b>

The following consultants shall provide services for this scope of services:

**TKSC - Mechanical Engineering**  
**Konsortium 1 - Electrical Engineering**

Special Conditions:

**None**

Contract Status:	Services:	Expenses:	Contract Total:
Original Contract Amount:	\$2,112,000.00	\$211,200.00	\$2,323,200.00
Total of Previous Addenda:	<u>\$141,930.00</u>	<u>\$0.00</u>	<u>\$141,930.00</u>
Previous Totals:	\$2,253,930.00	\$0.00	\$2,465,130.00
This PSA Amount:	<u>\$37,400.00</u>	<u>\$0.00</u>	<u>\$37,400.00</u>
New Fee Totals:	\$2,291,330.00	\$211,200.00	\$2,502,530.00

Client Authorized Signature

Date

*Darryl Odum* 12/7/10

LPA Authorized Signature

Date

*Christopher D. Torrey* 12/2/10  
 Christopher D. Torrey, AIA, Principal, LEED® AP

Please return one fully executed copy to LPA, Inc. at: 5161 California Avenue, Suite 100, Irvine, CA 92617 Tel: 949.261.1001 Fax: 949.260.1190

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: January 18, 2011
Re:	Approval of Change Order #7 - Bid #1076 – Glass/Glazing for the Science Building (State Portion) at Santiago Canyon College	
Action:	Request for Approval	

**BACKGROUND:**

On December 10, 2007, the Board of Trustees awarded a contract to Best Contracting Services for Bid #1076/SCC Science Building to perform the glass and glazing portion of the project.

**ANALYSIS:**

During the normal course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #7.

Change Order #7 decreases the contract by \$1,326.06. The revised contract amount is \$1,777,379.80. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total change orders for the project are 8.3% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve Change Order #7, Bid #1076, for Best Contracting Services, glass and glazing for the Santiago Canyon College Science Building as presented.

Fiscal Impact:	-\$1,326.06	Board Date: January 18, 2011
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodriguez, Chancellor	

<b>CHANGE ORDER</b>		Rancho Santiago Community College District 2323 N. Broadway, Santa Ana, CA 92706-1640	
Project: New Science Building (State Funded Portion) at Santiago Canyon College	Bid No. 1076	P.O. #	08-P0004494
	D.S.A. No. 04-107804		
Contractor: Best Contracting Services	Change Order No. 7		
Architect: LPA, Inc.	Date: January 3, 2011		

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

SUMMARY OF CONTRACT PRICE		
Original Contract Amount		\$1,640,410.00
Previous Change Orders	\$138,295.86	
This Change Order	-\$1,326.06	
Total Change Orders		\$136,969.80
Revised Contract Amount		\$1,777,379.80
Previous Time Extensions	269 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		269 calendar days
Original Completion Date		August 25, 2009
Revised Contract Completion Date		May 21, 2010
RSCCD Board Approval Date		January 18, 2011

\_\_\_\_\_  
Architect Authorized Signature Date \_\_\_\_\_

\_\_\_\_\_  
Contractor Name Authorized Signature Date \_\_\_\_\_

\_\_\_\_\_  
Construction Manager - Seville Construction Services Authorized Signature Date \_\_\_\_\_

\_\_\_\_\_  
District Inspector Authorized Signature Date \_\_\_\_\_

Darryl A. Odum  
\_\_\_\_\_  
Director - District Construction and Support Services Authorized Signature Date \_\_\_\_\_

\_\_\_\_\_  
Assistant Vice Chancellor - Facility Planning Authorized Signature Date \_\_\_\_\_

Peter J. Hardash  
\_\_\_\_\_  
Vice Chancellor, Business Operations/Fiscal Services Authorized Signature Date \_\_\_\_\_



# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: New Science Building (State Funded Portion) at Santiago Canyon College

Bid No. 1076

P.O. # 08-P0004494

D.S.A. No. 04-107804

Contractor: Best Contracting Services

Change Order No. 7

Architect: LPA, Inc.

Date: January 3, 2011

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Credit Provided for Exterior Signage</p> <p><u>REASON:</u> Close out Contract with District</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>	\$1,326.06	\$0.00
	Sub-Total	\$1,326.06	\$0.00
	Total		-\$1,326.06

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****BUSINESS OPERATIONS/FISCAL SERVICES**

To: Board of Trustees	Date: January 18, 2011
Re: Approval of Change Order #1, Bid #1136 – Concrete for the Athletic/Aquatic Complex at Santiago Canyon College	
Action: Request for Approval	

**BACKGROUND:**

On March 22, 2010, the Board of Trustees awarded a contract to Tidwell Concrete Construction for Bid #1136, concrete for the Athletic/Aquatic Complex at Santiago College.

**ANALYSIS:**

During the course of normal construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #1.

Change Order #1 increases the contract by \$28,306.75. The revised contract amount is \$1,241,947.75. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total combined change orders for the project are 2.3% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve Change Order #1, Bid #1136 for Tidwell Concrete Construction, concrete for the Athletic/Aquatic Complex at Santiago College as presented.

Fiscal Impact: \$28,306.75	Board Date: January 18, 2011
Prepared by: Darryl A. Odum, Director, District Construction and Support Services	
Submitted by: Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by: Dr. Raúl Rodriguez, Chancellor	

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: Aquatic & Athletic Center Project at Santiago Canyon College	Bid No. 1136	P.O. # 10-BP000233
	D.S.A. No. 4-109232	
Contractor: Tidwell Concrete Construction	Change Order No. 1	
Architect: The Austin Company	Date: January 3, 2011	

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

## SUMMARY OF CONTRACT PRICE

Original Contract Amount		\$1,213,641.00
Previous Change Orders	\$0.00	
This Change Order	\$28,306.75	
Total Change Orders		\$28,306.75
Revised Contract Amount		\$1,241,947.75
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		September 22, 2011
Revised Contract Completion Date		
RSCCD Board Approval Date		January 18, 2010

_____ Architect	_____ Authorized Signature	_____ Date
_____ Contractor Name	_____ Authorized Signature	_____ Date
_____ Construction Manager - Seville Construction Services	_____ Authorized Signature	_____ Date
_____ District Inspector	_____ Authorized Signature	_____ Date
Darryl A. Odum _____ Director - District Construction and Support Services	_____ Authorized Signature	_____ Date
_____ Assistant Vice Chancellor - Facility Planning	_____ Authorized Signature	_____ Date
Peter J. Hardash _____ Vice Chancellor, Business Operations/Fiscal Services	_____ Authorized Signature	_____ Date

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: Aquatic & Athletic Center Project at Santiago Canyon College

Bid No. 1140 P.O. # 10-BP000233

D.S.A. No. 4-109232

Contractor: Tidwell Concrete Construction

Change Order No. 1

Architect: The Austin Company

Date: January 3, 2011

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><b>DESCRIPTION:</b> Additional reinforcing of rebar, drilling and epoxy at the retaining wall per CCD#3</p> <p><b>REASON:</b> Additional reinforcing required per DSA</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS 0 calendar days</p>		\$11,870.00
2.0	<p><b>DESCRIPTION:</b> Additional subgrade soil and regrading of firelane road required per FCD#8 and RFI#54</p> <p><b>REASON:</b> The proposed grades cannot be made without damaging the existing utilites and site wall structures of the M&amp;O Building</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS 0 calendar days</p>		\$16,436.75
Sub-Total		\$0.00	\$28,306.75
Total			\$28,306.75

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**BUSINESS OPERATIONS AND FISCAL SERVICES**

<b>To:</b>	Board of Trustees	<b>Date:</b> January 18, 2011
<b>Re:</b>	Approval of Bid #1170 – Purchase of Miscellaneous Science Equipment & Supplies - Partial Award	
<b>Action:</b>	Request for Approval	

**BACKGROUND**

With the opening of the new Santiago Canyon College (SCC) Science Center, organic chemistry and microbiology classes are being offered for the first time in the 2011 Spring semester. These classes require specific supplies, instruments and equipment. The dollar amount required going out for bid and obtaining Board approval.

Bid #1170 has 264 line items and, at this time, we are asking approval for a partial award of 223 items awarded to the low responsible and responsive bidders meeting specifications. This will allow for the delivery of items in time for the start of the Spring semester. The other items (substitutions) require additional time for evaluation to make sure they meet bid specifications. These items will be taken to the February 22, 2011 Board of Trustees meeting.

**ANALYSIS**

Bids were emailed to 17 vendors. We received 11 bids; however, one was a no bid and one was considered non-responsive.

The bids have been reviewed by the SCC Science Department and the items in the chart below will be awarded to the low responsible and responsive bidders meeting specifications. Items 4 and 66 are being removed because they are no longer needed. Items 50-53 are being removed because they are parts needed for a centrifuge that was not included in the bid. Item 57 is being removed due to lack of bidder response. Item 225 is being removed because it is a duplicate of Item 214. Remaining items (substitutions) 1, 2, 8, 11, 14, 15, 17, 20, 40, 46, 54, 59, 98-101, 104, 105, 109, 110, 134, 143-145, 148, 158, 168, 191, 195, 239, 255, 257 and 258 require additional evaluation time. Members of the SCC Science Department are working diligently to determine if the substitution products offered meet the bid item specifications.

<b>BIDDER</b>	<b>RECOMMENDED AWARD (ITEMS)</b>	<b>BID AMOUNT</b>
Fisher Scientific	12, 21-23, 25-27, 31, 34, 58, 60-63, 65, 67, 68, 70, 72, 76, 78, 79, 83-88, 91, 93, 94, 103, 106, 107, 114-116, 124-128, 132, 133, 138-140, 142, 146, 147, 150, 159, 164, 171-175, 179-182, 185, 186, 189, 194, 201, 203, 204, 207, 212, 213, 215, 216, 221, 224, 227, 259, 261-263	\$15,739.69



<b>BIDDER</b>	<b>RECOMMENDED AWARD (ITEMS)</b>	<b>BID AMOUNT</b>
Sargent Welch	39, 41, 42, 44, 45, 48, 49, 56, 64, 71, 73, 75, 92, 95-97, 102, 112, 117, 121, 123, 129, 130, 136, 141, 151-154, 157, 160, 163, 169, 176- 178, 183, 187, 188, 198, 200, 202, 208, 217, 218, 222, 233-235, 238, 240-242, 245, 246	\$55,665.98
Wards Natural Science	5-7, 18, 19, 29, 32, 36, 37, 69, 77, 82, 113, 162, 165, 184, 190, 196, 197, 214, 260, 264	\$ 1,430.83
Carolina Biological	10, 24, 28, 30, 33, 35, 38, 199, 205, 206, 209-211, 219, 220, 226, 228, 247, 254	\$ 888.79
Frey Scientific	13, 47, 108, 167, 223, 230-232	\$ 1,928.57
Parco Scientific	3, 43, 131, 135, 137, 149, 170, 192, 193, 237	\$ 6,512.73
Science Kit & Boreal Labs	9, 55, 74, 80, 81, 89, 90, 111, 118-120, 122, 155, 156, 161, 166, 229, 236	\$ 3,342.57
Applied Instruments	243, 244	\$11,690.63
Triarch Inc	16, 248-253, 256	\$ 846.90
<b>TOTAL</b>		<b>\$98,046.69</b>

This is a multiple award bid. Attached are the bid results with the recommended awards noted with an asterisk.

### **RECOMMENDATION**

It is recommended that the Board of Trustees accept the bids and approve the awards to Fisher Scientific, Sargent Welch, Wards Natural Science, Carolina Biological, Frey Scientific, Parco Scientific, Science Kit & Boreal Labs, Applied Instruments and Triarch Inc for Bid #1170 – Purchase of Miscellaneous Science Equipment & Supplies – Partial Award as presented.

<b>Fiscal Impact:</b>	<b>\$98,046.69</b>	<b>Date:</b> January 18, 2011
<b>Prepared by:</b>	Tracey Conner-Crabbe, Director of Purchasing Services	
<b>Submitted by:</b>	Peter J. Hardash, Vice Chancellor of Business Operations/Fiscal Services	
<b>Recommended by:</b>	Dr. Raúl Rodríguez, Chancellor	

msc/1-18-11 Board

**RECAP OF BID #1170 – PURCHASE OF MISCELLANEOUS SCIENCE EQUIPMENT AND SUPPLIES – PARTIAL AWARD**

LINE ITEM	QTY	DESCRIPTION	FISHER SCI	SARGENT WELCH	WARD'S NATURAL SCI	CAROLINA BIO	FREY SCIENTIFIC	PARCO SCIENTIFIC	SCIENCE KIT & BOREAL LABS	APPLIED INSTR	TRIARCH INC
3	25ea	Balantidium Coli Trophozoites, Smear Microscope Slide (or equal)				\$6.44ea		*\$4.25ea			\$6.80ea
4	25ea	Peripheral Blood Film-Female, Smear Microscope Slide (or equal)	ITEM REMOVED BECAUSE IT IS NO LONGER NEEDED								
5	25ea	Peripheral Blood Film-Male, Smear Microscope Slide (or equal)			*\$3.50ea	\$4.68ea					
6	25ea	Cup Fungus Apothecium, SEC, 12UM (or equal)			*\$3.50ea	\$3.64ea					\$3.74ea
7	25ea	Entamoeba Coli Trophozoites, Smear Microscope Slide (or equal)			*\$5.00ea	\$6.08ea		\$5.25ea			\$6.80ea
9	25ea	Coprinus Mushroom, C.S., 12UM Microscope Slide (or equal)		\$2.96ea	\$3.20ea	\$3.84ea			*\$2.10ea		\$3.27ea
10	25ea	Human Tuberculosis, Sec 7UM H & E Microscope Slide (or equal)				*\$5.32ea					
12	25ea	Penicillium, SEC, 12UM Microscope Slide (or equal)	*\$2.21ea		\$3.00ea	\$3.48ea					\$3.27ea
13	25ea	Plasmodium, Falciparum Smear (or equal)	\$296.26ea			\$8.00ea	*\$5.98ea				\$8.93ea
16	25ea	Saccharomyces Budding Cells, WM (or equal)	\$2.52ea		\$2.50ea	\$2.88ea					*\$2.34ea
18	25ea	Treponema, WM (or equal)			*\$5.00ea	\$5.88ea					
19	25ea	Trichomonas Vaginalis, Smear Microscope Slide (or equal)			*\$6.00ea	\$6.64ea					
21	1ea	Bacillus Megaterium, Living, Tube Bacteria Culture (or equal)	*\$7.20ea	\$9.99ea	\$8.00ea	\$8.55ea	\$13.73ea		\$10.65ea		
22	1ea	Bacillus Subtilis, Living, Tube Bacteria Culture (or equal)	*\$7.20ea	\$9.99ea	\$8.00ea	\$8.55ea	\$13.73ea		\$10.65ea		
23	1ea	Escherichia Coli B, Living, Tube Bacteria Cultures (or equal)	*\$7.20ea	\$9.99ea	\$8.00ea	\$8.55ea	\$13.73ea				
24	1ea	Klebsiella Pneumoniae, Microwik Culture, Pathogen Vial bacteria Culture (or equal)	\$136.14ea		\$12.50ea	*\$12.15ea					
25	1ea	Micrococcus Luteus, Living, Nutrient Agar, Tube Bacteria Culture (or equal)	*\$7.20ea	\$9.99ea	\$8.00ea	\$8.55ea	\$13.73ea		\$10.65ea		
26	1ea	Micrococcus Roseus, Living, Tube bacteria Cultures (or equal)	*\$7.20ea	\$9.99ea	\$8.00ea	\$8.55ea	\$13.73ea		\$10.65		
27	1ea	Mycobacterium Phlei, Microkwik Culture, Pathogen Vial Bacteria Culture (or equal)	*\$7.20ea		\$12.50ea	\$12.15ea					
28	1ea	Proteus Mirabilis, Microkwik Culture, Pathogen, Vial Bacteria Culture (or equal)	\$34.62pk 2/pk		\$12.50ea	*\$12.15ea					
29	1ea	Proteus Vulgaris, Microkwik Culture, Pathogen, Vial Bacteria Culture (or equal)			*\$8.00ea	\$12.15ea					
30	1ea	Pseudomonas Aeruginosa, Microkwik Culture, Vial Bacterial Culture (or equal)	\$31.45pk 2/pk		\$12.50ea	*\$12.15ea					
31	1ea	Pseudomonas Fluorescens, Living, Tube Bacteria Culture (or equal)	*\$6.88ea	\$9.99ea	\$8.00ea	\$8.55ea			\$10.65ea		
32	1ea	Rhodospirillum Rubrum, Living, Nutrient Broth, Tube (or equal)		\$9.99ea	*\$8.00ea	\$8.55ea	\$13.73ea				
33	1ea	Salmonella Enteritidis, Microkwik Culture, Pathogen, Vial (or equal)	\$136.12pk 10/pk		\$12.50ea	*\$12.15ea					
34	1ea	Serratia Marcescens D1, Living,	*\$7.20ea	\$9.99ea	\$8.00ea	\$8.55ea					

		Nutrient Broth, Tube Bacterial Culture (or equal)										
35	1ea	Staphylococcus Aureus (Coagulase Positive), Microkwik Culture, Pathogen, Vial Bacteria Culture (or equal)	\$138.27pk 10/pk		\$12.50ea	*\$12.15ea						
36	1ea	Staphylococcus Epidermis, Living, Tube (or equal)	\$27.66pk 2/pk		*\$8.00ea	\$8.55ea	\$13.73ea			\$10.24ea		
37	1ea	Enterococcus Faecalis (Streptococcus Faecalis), Living, Tube Bacterial Culture (or equal)	\$101.97pk 10/pk		*\$8.00ea	\$8.55ea						
38	1ea	Streptococcus Pyogenes, Microkwik Culture, Pathogen, Vial bacterial Culture (or equal)	\$117.37pk 10/pk		\$12.50ea	*\$12.15ea						
39	2ea	Isotemp General-Purpose Refrigerator/Freezer (or equal)	\$1,950.12ea	*\$1,540.46ea		\$3,994.64ea						
41	4ea	Ohaus Adventurer Pro Precision Electronic Balance (or equal)	\$641.93ea	*\$449.78ea		\$685.40ea	\$521.97ea	\$500.76ea		\$502.67ea		
42	4ea	Scienceware Electronic Colony Counter System (or equal)	\$221.23ea	*\$198.35ea		\$290.72ea						
43	19ea	Electric Incinerators Bacti-Cinerator IV Sterilizer (or equal)	\$318.13ea	\$297.26ea		\$360.00ea				*\$281.10ea		
44	4ea	BD*BBL* Gaspak 100* Jar System 36 Plate Non-Venter (or equal)	\$530.15ea	*\$434.36ea		\$521.25ea						
45	1ea	Seward "Stomacher" Lab Blenders (or equal)	\$5,190.23ea	*\$4,840.24ea								
47	3ea	"Accunter" AB15 Basic and Biobasic pH/mV/°C Meters (or equal)	\$633.76ea							*\$314.39ea		
48	1ea	New Brunswick Scientific Excella E24/E24R Temperature-Controlled Benchtop Shakers (or equal)	\$5,749.61ea	*\$5,495.04ea								
49	1ea	Genesys 10UV Scan/6 POS Holder (or equal)	\$4,571.93ea	*\$3,899.51ea								
50	1ea	Accuspin 3/3R 4-Place Swinging Bucket Rotor (or equal)										
51	4ea	Round Bucket, 750mL, for Item #50 (or equal)										
52	4ea	Adapters w/Round Bucket, 14/15mL Flanged, for Item #50 (or equal)										
53	4ea	Adapters w/Round Bucket, 50mL Standard, for Item #50 (or equal)										
55	2ea	Accuspin Micro 17/Micro 17R Microcentrifuges (or equal)	\$1,200.67ea	\$2,114.60ea		\$2,200.20ea				*\$1,083.33ea		
56	9set	Finnpipette II Single-Channel Pipetter Set, 4/set (or equal)	\$570.00set	*\$515.52set								
57	4ea	Fisherbrand, PVC Vacuum Manifolds (or equal)										
58	1ea	Rubbermaid X-tra Cart (or equal)	*\$333.97ea	\$377.91ea		\$179.55ea						
60	1ea	Disposable Borosilicate Glass Tubes w/Polypropylene Screw Cap (or equal)	*\$224.21ea	\$249.42ea								
61	2ea	Hausser Scientific Petroff-Hausser Counting Chamber (or equal)	*\$241.28ea	\$294.73ea								
62	1ea	Rubber Bulb-Type Safety Pipet Fillers (or equal)	*\$4.75ea	\$9.14ea	\$7.10ea	\$15.19ea	\$6.21ea			\$7.62ea		
63	8ea	Clay Adams Brand Slide Staining Tray and Rack (or equal)	*\$503.10ea									
64	1ea	Color-Coded ABS Plastic Boxes (or equal)	\$6.28ea	*\$1.74ea		\$2.06ea	\$3.98ea					
65	6pk	Flask, Erlenmeyer, Narrow Mouth, 25mL, 12/pk, Glass, Reusable (or equal)	*\$55.03pk	\$11.93pk	\$13.20pk	\$33.99pk	\$33.96pk			\$9.96pk		
66	2cs	Wheaton Science, High Volume IV										

ITEMS REMOVED BECAUSE THEY ARE PARTS FOR A CENTRIFUGE THAT WAS NOT INCLUDED IN THE BID

ITEM REMOVED DUE TO LACK OF BIDDER RESPONSE



		Additive Pump Chamber Assembly, 10/cs (or equal)	ITEM REMOVED BECAUSE IT IS NO LONGER NEEDED									
67	6pk	Flask, Erlenmeyer, Narrow Mouth, 125mL, 12/pk, Glass, Reusable (or equal)	*\$31.57pk	\$19.07pk	\$21.60pk	\$23.37pk	\$32.37pk			\$15.60pk		
68	6pk	Pyrex, Flask, 25mL, VST, 6/pk (or equal)	*\$83.11pk	\$68.66pk	\$22.20pk		\$64.88pk					
69	1cs	Pipet, Serological, Pyrex Glass Disposable, 1W, 2X1/100mL (or equal)	\$183.71cs	\$137.02cs	*\$45.00cs	\$62.21pk 180/pk						
70	30ea	Funnel Micro 42mm Dia, Hirsch-Type, Coors, Porcelain (or equal)	*\$16.23ea	\$12.14ea								
71	3pk	Whatman, Filter Papers, Grade 2, 4.25cm, 100/pk, Qualitative (or equal)	\$8.86pk	*\$8.16pk								
72	3pk	Whatman, Filter Papers, Grade 2, 5.5cm, 100/pk, Qualitative (or equal)	*\$9.84pk	\$8.40pk			\$2.99pk					
73	30pk	Funnel w/PTFE Plug, 30mL, 2/pk (or equal)	\$112.66pk	*\$97.98pk								
74	10pk	Kimax Test Tube, 13 x 100mm, Reusable Borosilicate Glass, 72/pk, 10/cs (or equal)	\$23.98pk	\$113.09pk 144/pk	\$14.40pk	\$23.25pk	\$221.20pk			*\$7.20pk		
75	1pk	Fisherbrand, Vial, Sample, 4ml, Type 1, Class A Borosilicate Glass, RUB/LND Cap, 144/pk (or equal)	\$27.22pk	*\$23.59pk								
76	2ea	Fisherbrand, Phlebotomy Container, PLAS RD, Sharps-A-Gator, Safe to Autoclave or Incinerate, Cap: 1 qt (or equal)	*\$1.65ea	\$1.66ea	\$3.80ea					\$3.30ea		
77	12pk	Kimtech Science, Kimwipe, SML 4-1/2x8-1/2, General Purpose, 280/pk (or equal)	\$2.98pk	\$1.70pk	*\$2.30pk	\$2.81pk	\$2.52pk					
78	1cs	Centrifuge Tube, 15mL, DSP, 125/cs (or equal)	*\$74.25cs	\$70.06cs								
79	1cs	Centrifuge Tube, 5mL, DSP, 125/cs (or equal)	*\$69.63cs	\$66.50cs								
80	3pk	EISCO, Ceramic-Centered Iron Wired Gauze, 12.5cm, 10/pk (or equal)	\$6.89pk	\$0.51ea		\$1.69ea	\$5.67pk 6/pk			*\$4.90pk		
81	3pk	Fisherbrand, Stirring Rods, 125mm, Soft Glass, 72/pk (or equal)	\$13.13pk	\$24.22pk 100/pk	\$1.80ea 12/pk	\$3.56pk 12/pk	\$11.04pk			*\$9.36pk		
82	30ea	Fisherbrand, Forcep Dressing Serrat, 4-1/2" (or equal)	\$3.73ea	\$6.24ea	*\$1.00ea	\$1.05ea	\$1.93ea					
83	4pk	Kimax, Griffin, Beaker, 10mL, 12/pk (or equal)	*\$38.97pk	\$28.93pk	\$12.00pk	\$27.50pk	\$25.87pk			\$6.96pk 20 mL		
84	4pk	Pyrex, Griffin, Beaker, 30mL, 12/pk (or equal)	*\$34.55pk	\$24.79pk	\$33.60pk	\$23.29pk	\$27.79pk			\$27.00pk		
85	4pk	Fisherbrand, Griffin, Beaker, Glass, Reusable, 50mL, 12/pk (or equal)	*\$25.54pk	\$11.06pk	\$16.80pk	\$23.29pk	\$25.38pk	\$13.00pk		\$9.12pk		
86	4pk	Fisherbrand, Griffin, Beaker, Glass, Reusable, 100mL, 12/pk (or equal)	*\$25.03pk	\$11.99pk	\$21.60pk	\$24.48pk	\$27.32pk	\$14.00pk		\$9.84pk		
87	4pk	Fisherbrand, Griffin, Beaker, Glass, Reusable, 250mL, 12/pk (or equal)	*\$23.66pk	\$15.21pk	\$22.80pk	\$21.16pk	\$25.82pk	\$15.00pk		\$12.48pk		
88	7pk	Wash Bottle, Nalgene, Unitary, LDPE, 250mL, 4/pk (or equal)	*\$13.05pk	\$12.52pk	\$1.20ea	\$3.45ea	\$8.62pk					
89	6pk	Fisherbrand, Spatula, Scoopula, SS, 6/pk (or equal)	\$10.06pk	\$2.56pk		\$1.31ea	\$5.91pk	\$5.75pk		*\$2.28pk		
90	3pk	Micro Spatula, Tapered 8", 12/pk (or equal)	\$22.24pk	\$2.24ea	\$20.00pk	\$3.19ea	\$26.52pk			*\$19.20pk		
91	8pk	Tekk Cylinder, Graduated, Glass, 10mL, 6/pk (or equal)	*\$24.34pk	\$3.52pk		\$4.71ea				\$4.98pk		
92	30ea	Therm PTFE, 10/260C Spirit 76MM, Partial Immersion, 76mm (or equal)	\$37.55ea	*\$16.57ea								
93	12pk	Pyrex Brand, Coming, Dish, Special	*\$62.32pk	\$51.21pk								

		Purpose, Crystallizing, 90mm, 6/pk (or equal)								
94	5pk	Pyrex Beaker Cover, 65mm, Watch Glass, 12/pk (or equal)	*\$28.38pk	\$17.24pk	\$22.80pk				\$18.72pk	
95	4cs	Fisherbrand, Pipets Pasteur, Disposable, 5-3/4 in, 720/cs (or equal)	\$49.47cs	*\$32.01cs		\$10.46pk		200/pk		
96	4cs	Fisherbrand, Pipets Pasteur, Disposable, 9 in, 720/cs (or equal)	\$42.19cs	*\$33.25cs		\$11.44pk		200/pk		
97	3pk	Latex Bulb, 2mL, 72/pk (or equal)	\$10.94pk	*\$10.61pk						
102	32ea	Kontes, Heater Block, MFX STD, 14/10 thread, Aluminum (or equal)	\$36.84ea	*\$29.59ea						
103	32ea	Kontes, Thermometer, BI Metallic, 10-290°C, (or equal)	*\$17.78ea							
106	20ea	Fisher Scientific, Support Stand Rectangular Base, Large, Epoxyn Solid Epoxy Resin (or equal)	*\$40.45ea	\$7.70ea		\$12.52ea		\$15.32ea		
107	30ea	Fisher Scientific, Angle Clamp, Fixed, Castaloy (or equal)	*\$17.62ea			\$36.19ea		\$3.59ea		
108	30ea	Adjustable Holder Clamp (or equal)	\$9.76ea	\$9.14ea	\$8.00ea	\$10.91ea		*\$8.74ea		\$8.63ea
111	3pk	Brush Cent Tube, 9 in, 12/pk (or equal)	\$8.77pk	\$5.71pk	\$9.60pk			\$13.83pk		*\$6.60pk
112	1ea	Lamp, UV, UVP, Compact, 4w, UVL-21 (or equal)	\$103.43ea	*\$101.00ea				\$177.57ea		
113	16ea	Bunsen Burner, for Natural Gas Type, 8mm (or equal)	\$20.03ea	\$13.80ea	*\$9.50ea	\$19.44ea		\$18.65ea		\$10.48ea
114	2pk	Walter Stern, Glass Beads, Solid, 5mm, 1 lb/pk (or equal)	*\$7.72pk	\$8.29pk						
115	8ea	TB Stain Set ZN, One 250mL Bottle (or equal)	*\$61.47ea	\$61.65ea						
116	2ea	Brush, SWIV, 1-1/2x4-1/4 in (or equal)	*\$3.21ea	\$3.73ea						
117	2pk	BBL Sensi-Disc, Susceptibility Test Discs, Amoxici w/Clav Acid, 10 cart/pk, 50 discs/cart (or equal)	\$70.62pk	*\$69.06pk		\$9.09ea				
118	2pk	BBL Sensi-Disc, Susceptibility Test Discs, Ampicillin AM10, 10 cart/pk, 50 discs/cart (or equal)	\$69.87pk	\$69.06pk	\$8.50pk	\$9.09ea		\$83.40pk		*\$61.50pk
119	2pk	BBL Sensi-Disc, Susceptibility Test Discs, Chloramphenicol 30MG, 10 cart/pk, 50 discs/cart (or equal)	\$69.87pk	\$69.06pk	\$8.50pk	\$9.09ea				*\$61.50pk
120	2pk	BBL Sensi-Disc, Susceptibility Test Discs, Erythromycin E15, 10 cart/pk, 50 discs/cart (or equal)	\$69.87pk	\$69.06pk	\$8.50pk	\$9.09ea		\$79.90pk		*\$61.50pk
121	2pk	PIP/TAZB T2P 110/10MC, Susceptibility Discs, Piperacillin/Tazobactam, 10/pk (or equal)	\$69.87pk	*\$69.06pk						
122	2pk	BBL Sensi-Disc, Susceptibility Test Discs, Tetracycline 30MCG, 10 cart/pk, 50 discs/cart (or equal)	\$69.87pk	\$69.06pk	\$8.50pk	\$9.09ea		\$79.90pk		*\$61.50pk
123	1pk	OdorGone, Autoclave Deodorizer, Lemon, 100/pk (or equal)	\$68.20pk	*\$44.74pk						
124	1pk	Prospore, Self-Contained Glass Ampule, Indicator, Biological, 50/pk (or equal)	*\$56.01pk	\$98.20pk						
125	1pk	Fisherbrand, Bag, Biohazard Autoclave, PP Red, 19x23, 200/pk (or equal)	*\$49.37pk	\$164.19pk						
126	4ea	Fisherbrand, Holder, Autoclave Bag, 24 qt, HDPE w/Lid (or equal)	*\$28.70ea	\$69.48ea						
127	1ea	Fisherbrand, Bottle-Top Dispenser,	*\$289.29ea	\$291.67ea						

		30mL (or equal)								
128	1ea	Fisherbrand, Bottle Top Dispenser Anti-Tip Reservoir, 2.5 liter (or equal)	*\$103.64ea	\$145.57ea						
129	1ea	Fisherbrand, Carboy w/Spigot, HDPE, 20L (or equal)	\$66.23ea	*\$64.84ea	\$105.00ea	\$66.71ea	\$103.10ea			
130	4ca	Fisherbrand, Budget-Priced Brush for Test Tube, Large (or equal)	\$0.79ea	*\$0.44ea	\$0.80ea	\$1.69ea		\$1.03ea		
131	1pk	Fisherbrand, Cover Slip, Plastic, 22mm, 1000/pk (or equal)	\$25.24pk	\$1.25pk	\$26.00pk	\$2.89pk	\$18.94pk	*\$11.00pk	\$19.90pk	
132	1cs	Fisherbrand, Cult Tube, SC Cap, 16x125mm, Reusable, Glass, 1000/cs (or equal)	*\$247.56cs	\$249.42cs		\$12.37pk	24/pk			
133	8pk	Fisherbrand, Holder, Cuvet, Polyethylene, 5/pk (or equal)	*\$10.63pk	\$11.42pk						
135	10pk	Fisherbrand, Wash Bottle, Polyethylene, DI, Wide-Mouth, 500mL (or equal)	\$14.45pk	\$18.22pk		\$3.34ea		*\$14.00pk	6/pkg	
136	1cs	Sporgon Sporocidal Disinfectant, 1 gal, 4/cs (or equal)		*\$115.66cs						
137	1cs	Petri Dish, 100x15, Bev, Disposable w/Clear Lid, 500/cs (or equal)	\$63.01cs	\$52.84cs	\$62.50	\$82.69cs	\$72.23cs	*\$47.00cs		
138	1cs	Fisherbrand, Contact Plate, Disposable, 65x15mm, Sterile, 500/cs (or equal)	*\$72.60cs					\$109.99cs		
139	1cs	Kimax, Culture Tube, Disposable, Glass, 6x50mm, 1000/cs (or equal)	*\$37.12cs	\$42.64cs	\$22.00pk	500/pk				
140	1cs	Fisher Chemical, Ethanol, Anhydrous, Histological, Colorless Liquid, 4L, 4/cs (or equal)	*\$63.94cs	\$291.36cs	\$29.80bit	4 L				
141	3pk	Fisherbrand, Solvent-Venting Wash Bottles, Ethanol, 500mL, 3/pk (or equal)	\$15.60pk	*\$14.33pk			\$25.91pk	5/pk		
142	1pk	Oxoid Anaerobic Indicator, 100/pk (or equal)	*\$32.25pk							
146	1ea	Labglass Flask, ERL, 500mL, 35/25 (or equal)	*\$26.87ea	\$25.62ea			\$18.71pk	6/pk		
147	1ea	Labglass Flask, ERL, 250mL, 24/40 (or equal)	*\$16.07ea	\$14.85ea			\$30.29pk	12/pk		
149	4gr	Micro Solid 3x1 in Plain, 144/gr (or equal)	\$17.34gr	\$5.95pk		\$8.96gr	\$5.64gr	*\$2.99gr	\$3.14gr	\$24.00gr
150	1bx	Fisherbrand, Sparkleen I Detergent, 3-1/4 lb box (or equal)	*\$12.99bx	\$21.21bx			\$26.24bx	4 lbs		
151	5pk	Fisherbrand, Vinyl Exam Gloves, Powder-Free, Small, 100/pk (or equal)	\$7.85pk	*\$6.61pk			\$7.88pk			
152	5pk	Fisherbrand, Vinyl Exam Gloves, Powder-Free, Med, 100/pk (or equal)	\$7.85pk	*\$6.61pk		\$12.71pk	\$7.88pk			
153	5pk	Fisherbrand, Vinyl Exam Gloves, Powder-Free, Large, 100/pk (or equal)	\$7.85pk	*\$6.61pk		\$12.71pk	\$7.88pk			
154	5pk	Fisherbrand, Vinyl Exam Gloves, Powder-Free, XL, 100/pk (or equal)	\$7.85pk	*\$6.61pk		\$12.71pk				
155	1ea	Glo Germ Powder, 4 oz (or equal)	\$15.36ea		\$13.00ea	\$13.84ea	\$12.78ea		*\$10.67ea	
156	1ea	Glo Germ Liquid, 8 oz (or equal)	\$15.34ea		\$14.00ea	\$14.04ea	\$13.83ea		*\$11.56ea	
157	5ea	Fisherbrand, Polypropylene Graduated Cylinders, 500mL (or equal)	\$2.74ea	*\$1.91ea	\$3.50ea	\$6.71ea	\$5.51ea		\$3.62ea	
159	8ea	BBL Gram Stain Kits w/Stabilized Iodine (or equal)	*\$44.25ea	\$44.78ea						
160	1pk	Fisherbrand, Two-Chamber Filter Bag for Stomacher Lab Blenders,	\$85.04pk	*\$60.41pk						

		7x12, 100/pk (or equal)								
161	8pk	Fisherbrand, Inoculating Loop, Platinum-Iridium and Nichrome Wire, 3mm, 12/pk (or equal)	\$26.50pk	\$1.56ea	\$1.00ea					*\$10.08pk
162	32ea	Fisherbrand, Inoculating Needle, Nichrome, 26ga, Wire is 100mm long, Handle is 7-1/4 in long (or equal)	\$3.91ea	\$4.22ea	*\$1.05ea		\$2.02ea			
163	5pk	Fisherbrand, Lens Paper, 4x6" book, 12bk/pk, Will Not Scratch Glass (or equal)	\$6.81pk	*\$0.69pk	\$0.90book	\$0.86ea	\$9.24pk			\$5.16pk
164	1ea	Sigma Aldrich Histology Stain, Malachite Green, 500mL (or equal)	*\$55.43ea							
165	1ea	Fisher Chemical, Methylene Blue Certified Biological Stain, 25g (or equal)	\$27.36ea	\$61.08ea	*\$8.00ea					
166	1ea	Methylene Blue Trihydrate, 1% Aqueous Solution, 500mL (or equal)	\$4.66ea	\$4.84ea	\$4.00ea		\$5.19ea			*\$3.09ea
167	6ea	Fisherbrand, Easyplate 14" Petri Dishrack, Holds 84 100mm Petri Dishes (or equal)	\$132.26ea	\$123.60ea		\$136.95ea	*\$36.87ea			
169	2cs	Fisherbrand, Polystyrene Disposable Serological Pipet w/Magnifier Stripe, 10x1/10mL, 200/cs (or equal)	\$36.10cs	*\$35.07cs					\$42.00cs	
170	1cs	Fisherbrand, Polystyrene Disposable Serological Pipet w/Magnifier Stripe, 2x1/100mL, 500/cs (or equal)	\$64.21cs	\$66.85cs					*\$63.00cs	
171	1cs	Fisherbrand, Polystyrene Disposable Serological Pipet w/Magnifier Stripe, 5x1/10mL, 200/cs (or equal)	*\$32.24cs	\$33.38cs					\$48.00cs 250/cs	
172	1pk	Fisherbrand, SureFit, Ergo-F Pipet Tips, Non-Filter, 100-1000µL, 1000/pk (or equal)	*\$16.59pk	\$38.21pk			\$18.11pk			
173	2pk	Fisherbrand, SureFit, Ergo-F Pipet Tips, Non-Filter, 100-1000µL, Hinged Rack, 1000/pk (or equal)	*\$33.19pk	\$49.10pk						
174	1pk	Fisherbrand, SureFit, Ergo-F Pipet Tips, Non-Filter, 10-200µL, 1000/pk (or equal)	*\$14.91pk				\$15.90pk			
175	2pk	Fisherbrand, SureFit, Ergo-F Pipet Tips, Non-Filter, 10-200µL, Hinged Rack, 10x96, 960/pk (or equal)	*\$26.57pk							
176	1pk	Fisherbrand, Syringe Filter, Sterile, PVDF, 13mm, .22µm, 100/pk (or equal)	\$182.73pk	*\$148.93pk						
177	1ea	Fisherbrand, Centrifuge Rack, Wire/Epoxy, 50mL, 8-Place (or equal)	\$24.23ea	*\$20.32ea						
178	10ea	Fisherbrand, 2-Way Slant Rack, 20mm, 4x10 Hole, (or equal)	\$18.93ea	*\$16.32ea						
179	1cs	Fisherbrand, Half Rack, Epoxy, 18-20mm, Blue, 20 Place (or equal)	*\$292.05cs	\$13.32ea 24/cs		\$15.71ea			\$314.88cs	
180	4ea	Fisherbrand, Test Tube Rack, 108 Places, f/15-16mm, Blue (or equal)	*\$16.61ea	\$19.00ea						
181	4ea	Fisherbrand, Test Tube Rack, 40 Places, 20mm, Blue (or equal)	*\$14.68ea	\$16.74ea			\$20.87ea			
182	4ea	Fisherbrand, Rodak Plate Rack, Holds 28 65mm dia Plates (or equal)	*\$37.42ea							
183	2pk	Fisherbrand, Permanent Marker Set, 0.3mm wide, Waterproof, 6-Opaque Black, 2-Vivid Red, 2-Blue and 2-green (or equal)	\$20.61pk	*\$19.26pk						
184	32ea	Scienceware, Bacterial Cell Spreader	\$10.73ea	\$10.29ea	*\$1.50ea	\$4.12ea				



		(or equal)								
185	1pk	Fisherbrand, Cotton-tip, Wood-Shaft Applicator, Sterile, 6 in (or equal)	*\$3.93pk	\$5.20pk	\$6.00pk	\$15.71pk 200/pk				
186	1pk	National Scientific Target, All Plastic Disposable Syringe, Luer-Slip, 10mL Capacity, 100/pk (or equal)	*\$30.73pk	\$33.70pk			\$3.61pk 6/pk			
187	2ea	Fisherbrand, Autoclavable Tape, 3/4x60 yd (or equal)	\$4.45ea	*\$3.85ea			\$9.13ea			
188	1cs	Kim-Kap, Disposable Closures, 16mm, OD, 1000/cs (or equal)	\$57.37cs	*\$56.05cs		\$6.19pk 100/pk				
189	2cs	Fisherbrand, Disposable Glass-End Test Tubes w/Color Coded Label Area, 16x125mm, 1000/cs	*\$88.66cs							
190	10ea	Fisherbrand, Blue-Spirit, Ever-Safe Laboratory Thermometer, -20° to 110°C, 76mm (or equal)	\$6.36ea	\$5.61ea	*\$5.00ea		\$7.87ea		\$13.90ea	
192	1cs	Fisherbrand, Easy-Reader Plastic Centrifuge Tubes, PP, Rack, 15mL, 500/cs (or equal)	\$97.68cs	\$92.53cs				*\$65.00cs		
193	1cs	Fisherbrand, Easy-Reader Plastic Centrifuge Tubes, PP, Rack, 50mL, 500/cs (or equal)	\$110.34cs	\$106.46cs				*\$84.00cs		
194	2pk	Fisherbrand, Externally & Internally Threaded Storage Vials, 2.0mL, 100/pk (or equal)	*\$24.89pk	\$140.06cs 500/cs						
196	1pk	Fisherbrand, Polystyrene Anti-Static Weighing Dish, Small, 500/pk (or equal)	\$7.99pk	\$7.10pk	*\$7.00pk	\$12.94pk			\$13.80pk	
197	1cs	Fisherbrand, Polystyrene Anti-Static Weighing Dish, Med, 500/pk (or equal)	\$14.00cs	\$14.51cs	*\$12.00cs	\$24.71cs	\$19.59cs		\$22.85cs	
198	1ea	BD*BBL*/Difco*, Media Additive, 500g (or equal)	\$78.79ea	*\$75.43ea						
199	1ea	BD*BBL*, Microbiology Media, Dehydrated, EMB Agar, Levine, 500g (or equal)	\$73.43ea	\$70.68ea	\$80.00ea	*\$60.99ea				
200	1ea	Oxoid, Dehydrated Culture Media, Fluid Thioglycollate Medium, 500g (or equal)	\$47.47ea	*\$33.68ea	\$60.00ea	\$48.36ea				
201	1ea	Oxoid, Laboratory Preparation, Gelatin Bacteriological, 500g (or equal)	*\$47.34ea	\$51.52ea		\$66.71ea				
202	1ea	BD*BBL*, Microbiology Media, Dehydrated, Kligler Iron Agar, 500g (or equal)	\$101.82ea	*\$93.55ea		\$33.37g 100/g				
203	1ea	Oxoid, Laboratory Preparation, Dextrose Bacteriological, 500g (or equal)	*\$21.60ea	\$27.62ea						
204	1ea	Oxoid, Laboratory Preparation, Lactose Bacteriological, 500g (or equal)	*\$25.06 ea	\$27.62ea						
205	1ea	BD*BBL*, Dehydrated, Mannitol Salt Agar, 500g (or equal)	\$46.53ea	\$44.85ea	\$50.00ea	*\$38.96ea				
206	1ea	Acros Organics, D-(+)-Mannose 99+%, 25g (or equal)	\$27.36ea	\$28.50ea		*\$25.12ea				
207	1ea	Remel, Methyl Red Reagent, 25mL (or equal)	*\$27.15ea							
208	1ea	Remel, Mineral Oil Reagent, 50mL (or equal)	\$29.47ea	*\$19.89ea						
209	1ea	BD*BBL*, SIM Medium, 500g (or equal)	\$84.23ea	\$74.79ea		*\$58.12ea				
210	1ea	BD*BBL*, Simmons Citrate Agar, 500g (or equal)	\$97.59ea	\$93.55ea		*\$61.12ea				
211	1ea	BD*BBL*, MR-VP Broth, 500g (or equal)	\$73.53ea	\$70.68ea		*\$53.81ea				

		equal)										
212	2ea	Remel Voges-Proskauer, Alpha Naphthol 5% (VP-A), 12mL (or equal)	*\$19.35ea									
213	2ea	Remel-Voges-Proskauer, 40% Potassium Hydroxide V-P"B", 25mL/btl (or equal)	*\$20.50ea									
214	1ea	BD*BBL*, Trypticase Soy Agar, 500g (or equal)	\$60.86ea	\$54.74ea	*\$40.00ea	\$43.12ea						
215	2ea	Remel, Nitrate Reagent A, 25mL/btl (or equal)	*\$20.92ea									
216	2ea	Remel, Nitrate Reagent B, 25mL/btl (or equal)	*\$20.96ea									
217	2pk	Oxidase Test Reagent, 100DETN, 4mL/btl (or equal)	\$26.73pk	*\$16.83pk								
218	1pk	Remel, Bactidrop Oxidase Reagent, 50/pk (or equal)	\$87.13pk	*\$54.28pk								
219	1ea	Remel, Phenol Red Broth Base, 500g (or equal)	\$89.50ea			*\$53.62ea						
220	1ea	BD*BBL*, Sabouraud Dextrose Agar, 500g (or equal)	\$66.71ea	\$59.50ea	\$65.00ea	*\$46.87ea						
221	1ea	Acros Organics, D-Sorbitol, PA, 100g (or equal)	*\$12.16ea	\$13.69ea								
222	1ea	BD*BBL*, Starch Agar, 500g (or equal)	\$111.73ea	*\$107.69ea	\$120.00ea	\$152.25ea						
223	1ea	Fisher Chemical, Sucrose, Crystal Certified ACS, 500g (or equal)	\$23.76ea	\$11.73ea	\$8.50ea		*\$7.91ea					
224	1ea	Acros Organics, Tryptone, 500g (or equal)	*\$96.84ea	\$100.31ea								
225	1ea	BD*BBL*, Trypticase Soy Agar, 500g (or equal)	ITEM REMOVED BECAUSE IT IS A DUPLICATE OF ITEM 214									
226	1ea	BD*BBL*, Trypticase Soy Broth, 500g (or equal)	\$35.73ea	\$34.44ea		*\$32.96ea						
227	1ea	Oxoid, Urea Agar Base, 500g (or equal)	*\$67.23ea	\$74.79ea								
228	1ea	Acros Organics, Zinc, Dust, 100g (or equal)	\$31.67ea	\$34.90ea		*\$13.80ea						
229	4pk	Fisherbrand Visitorspec, Uncoated ANSI Spectacles, 12/pk (or equal)	\$18.73pk	\$2.99ea 12/pk		\$12.72pk		*\$10.80pk				
230	1cs	Tyvek, Lab Coat, Snap, 2-Pockets, Small, White, 30/cs (or equal)	\$113.08cs	\$84.32cs			*\$59.85cs					
231	1cs	Tyvek, Lab Coat, Snap, No Pockets, Med, EW (or equal)	\$123.55cs	\$92.15cs		\$5.62ea	*\$64.77cs					
232	1cs	Tyvek, Lab Coat, Snap, No Pockets, Large, EW, White (or equal)	\$123.55cs	\$92.15cs		\$5.62ea	*\$64.77cs					
233	1cs	Tyvek, Lab Coat, Snap, No Pockets, X-Large, EW, White (or equal)	\$123.55cs	*\$92.15cs								
234	1ea	Fisherbrand, Box Microslide 25 Place Blue (or equal)	\$2.00ea	*\$1.53ea	\$6.50ea	\$2.06ea	\$3.98ea					
235	4pk	Fisherbrand, Bibulou Paper, 15x10cm, 50 sheets/bk, 12bk/pk (or equal)	\$18.96pk	*\$1.40pk	\$1.80book	\$2.47ea	\$23.64pk	\$16.68pk				
236	4pk	American Educational Products, Slides, Microscopy, 1 Concavity, 12/pk (or equal)	\$2.89pk	\$1.95pk	\$5.00pk	\$7.12pk	\$4.99pk	*\$1.86pk				
237	40pk	American Education Products, Slides, Microscopy, Clear, 75x25mm, Precleaned, 144/pk (or equal)	\$4.80pk	\$2.47pk 72/pk		\$5.44pk 72/pk	\$5.64pk	*\$2.99pk	\$3.14pk			
238	2ea	Drummond, Pipet Aid Filler/Dispenser (or equal)	\$183.41ea	*\$178.28ea								
240	10cs	Sargent-Welch Micro Scale Kit, 14/10 Standard CSI Kit (or equal)	\$314.59ea \$1,258.36cs	*\$261.91cs								
241	8ea	Cenco Resonance Apparatus (or	\$86.20ea	*\$237.68ea	\$45.00ea	\$103.16ea			\$37.78ea			

		equal)										
242	6ea	Digital Melting Point Apparatus (or equal)		*\$695.22ea	\$860.00ea	\$850.32ea				\$724.61ea		
243	1ea	So-Low, Solid Door Laboratory/Biological Freezer, 23.1 cu ft, -18EC to -29EC, adjustable (or equal)		\$4,872.09ea							*\$4,800.00ea	
244	1ea	So-Low, Hinged Glass Door Laboratory/Pharmacy Refrigerator, 49 cu ft, 1E to 8EC/32EF to 55EF (or equal)	\$6,105.88ea	\$6,034.88							*\$5,950.00ea	
245	2ea	Shel Lab, Dual-Stacked General Purpose Laboratory Incubator, 6 cu ft, 110V (or equal)		*\$3,400.35ea							\$5,195.00ea	
246	1ea	Shel Lab, Refrigerated Incubator, 3.2 cu ft, 110V (or equal)	\$2,409.64ea	*\$2,285.90ea							\$2,510.00ea	
247	25ea	Triarch Inc, Bacteria, 3 Forms Mixed (or equal)					*\$3.76ea					\$4.68ea
248	25ea	Triarch Inc, Bacteria Capsule Stain, Flavobacterium Capsulatum (or equal)					\$5.28ea					*\$4.00ea
249	25ea	Triarch Inc, Yellow-Green & Golden-Brown Algae-Diatoms; Mixed Marine Species (or equal)	\$3.33ea				\$2.84ea	\$4.07ea				*\$2.59ea
250	25ea	Triarch Inc, Flagellates (Euglenophyta) Euglenagracilis; WM (or equal)					\$2.84ea	\$4.07ea				*\$2.34ea
251	25ea	Triarch Inc, Bacteria-Spirillum Volutans: Routin Preparation (or equal)	\$8.50ea	\$2.00ea			\$7.40ea	\$5.02ea				*\$7.01ea
252	25ea	Triarch Inc, Flagellae, Peritrichous Flagellae, Proteus Vulgaris (or equal)					\$7.40ea					*\$7.01ea
253	25ea	Triarch Inc, Schizosaccharomyces, Vegetative Cells & ASCI w/Ascospores, WM (or equal)										*\$2.59ea
254	25ea	Triarch Inc, Spirogyra, Small Species, Single Chloroplast, Vegetative Only, WM (or equal)	\$3.55ea				*\$2.88ea					\$3.06ea
256	25ea	Triarch Inc, Volvox, Vegetative Colonies (or equal)					\$3.76ea	\$5.02ea				*\$3.27ea
259	1ea	Ward's, Virus Chart, 3/set (or equal)	*\$17.96ea			\$55.00ea						
260	1ea	Ward's, Visual Guide, Freshwater Protists Poster (or equal)	\$11.17ea	\$7.18ea		*\$5.50ea						
261	3ea	Ward's, Fungi Charts, Ascomycetes Chart (or equal)	*\$17.96ea			\$18.00ea						
262	3ea	Ward's, Fungi Charts, Basidiomycetes Chart (or equal)	*\$17.96ea			\$18.00ea						
263	3ea	Ward's, Fungi Charts, Zygomycetes Chart (or equal)	*\$17.96ea			\$18.00ea						
264	25ea	Ward's, Ruled Stage Micrometer (WM) (or equal)	\$17.11ea			*\$10.00ea						

**\*Recommended Award**

msc/1-18-11 Board Bid #1170 Recap

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
Board Meeting January 18, 2011**

**INDEPENDENT CONTRACTORS**

**Katryn Soltanmorad**

**Attachment A – Independent Contractor Agreement  
Attachment B – Proposal**

**Service: To serve as the Nutrition Specialist for the  
RSCCD Network Program and provide services to  
all (5) Child Development Centers.**

**Date(s) of Service: January 20, 2011 through  
September 30, 2011**

**Fee: Estimated at \$26,400.00**

**Requested by: Dee Tucker and Debbie McBee**

**Funded by: Child Development Center  
33-1262-692000-53321-5100**



INDEPENDENT CONTRACTOR AGREEMENT

THIS AGREEMENT, made and entered into this 20th of January, 2011 by and between Katryn Soltanmorad herein after referred to as INDEPENDENT CONTRACTOR and the RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT, hereafter referred to as DISTRICT.

WHEREAS the DISTRICT is authorized by Section 53060 of the California Government Code to contract with and employ an INDEPENDENT CONTRACTOR specially trained to perform special services; and

WHEREAS the DISTRICT and INDEPENDENT CONTRACTOR mutually agree that the INDEPENDENT CONTRACTOR is specially qualified for and shall provide special services to the DISTRICT that no employee of the DISTRICT is qualified to perform and shall provide the following specific services:

**TO SERVE AS THE NUTRITION SPECIALIST FOR THE RSCCD NETWORK PROGRAM AND PROVIDE SERVICES TO ALL (5) CHILD DEVELOPMENT CENTERS**

WHEREAS the Governing Board has determined that the INDEPENDENT CONTRACTOR is specially trained and experienced and competent to perform the special services required, and

WHEREAS the DISTRICT under the terms of this agreement hereby agrees to pay the INDEPENDENT CONTRACTOR for services at Twenty Six Thousand Four Hundred Dollars & No Cents (\$26,400.00).

The contracted services are to commence on or about January 20, 2011 and to be completed on or about, but not later than September 30, 2011.

WHEREAS the INDEPENDENT CONTRACTOR in the performance of this agreement shall be and act as an INDEPENDENT CONTRACTOR providing the necessary tools and equipment and provide the Board of Trustees a final finished report and/or product within the prescribed time allocated, and

WHEREAS the INDEPENDENT CONTRACTOR shall assume all other expenses incurred in connection with the performance of this contract and the DISTRICT shall not be responsible for payment of any other expenses. The fees specified, unless otherwise indicated and agreed to, shall be the only obligation of the DISTRICT. While engaged in carrying out and complying with any of the terms and conditions of this agreement, the INDEPENDENT CONTRACTOR is not an officer, agent or employee of the DISTRICT, and

WHEREAS the INDEPENDENT CONTRACTOR shall provide worker's compensation insurance or self-insure services, and

WHEREAS the INDEPENDENT CONTRACTOR shall indemnify and hold harmless the DISTRICT, its officers, agents, and employees from every claim or demand made, and every liability, loss, damages, or expense, of any nature whatsoever, which may be incurred by reason of:

- a) Contractor agrees to defend, indemnify, and hold harmless the Rancho Santiago Community District (District), its officers, agents, employees, and volunteers from all loss, cost, and expense arising out of any liability or claim of liability for personal injury, bodily injury to persons, contractual liability and damage to property sustained or claimed to have been sustained arising of activities of the Contractor, its subcontractors, or those of any of its officers, agents, or employees, whether such act is authorized by this Agreement or not; and Contractor shall pay for any and all damage to the property, done or caused by such persons. District assumes no responsibility whatsoever for any property placed on the premises. Contractor further agrees to waive all rights of subrogation against the District. The provisions of the Article do not apply to any damage or losses caused by the negligence of the District or any of its agents or employees.

WHEREAS upon mutual agreement in writing of the parties hereto, this agreement may be terminated for any reason, and

WHEREAS the parties to this agreement, under penalty of perjury, certify that all of the above items are to the best of their knowledge true and correct statements.

IN WITNESS where of, said parties have executed this agreement as of the date first written above.

INDEPENDENT CONTRACTOR

RANCHO SANTIAGO  
COMMUNITY COLLEGE DISTRICT

\_\_\_\_\_  
Signature

By \_\_\_\_\_

\_\_\_\_\_  
Printed Name

Tracey Conner-Crabbe  
Printed Name

\_\_\_\_\_  
Title

Director of Purchasing Services  
Title

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**PROPOSAL**

**Katryn Soltanmorad, RD**  
**213 Adlena Drive, Fullerton CA 92833**  
**Phone 714.345.1245 Fax 714. 763.4346**

DATE: 12.2.2010

<b>Attention:</b> Ms. Debbie McBee, MBA Director RSCCD Child Dev Svcs 1 <sup>st</sup> Floor, Room 109 2323 N. Broadway Santa Ana CA 92706-1640		<b>Services: RSCCD Network for a Healthy California (Network) 2010-2011 nutrition education consultation services.</b> Provide Rancho Santiago Community College District nutrition education and physical activity programming at approximately 5 Child Care Centers as directed.	
<b>Date</b>	<b>DESCRIPTION</b> Services November 1, 2010-September 30, 2011	<b>Fee</b> \$60.00/hr	<b>AMT</b> (\$)
1/20/11-9/30/2011	<p><b>A. Katryn Soltanmorad will serve as the Nutrition Specialist for the RSCCD Network for Healthy California Project by implementing the Scope of Work requirements for the 2010-2011 contract year at all 5 of the Child Development Centers as directed by RSCCD Director of Programs.</b></p> <p><b>Activities and responsibilities include but not limited to:</b></p> <ul style="list-style-type: none"> <li>-Providing Harvest of the Month classroom lesson implementation by trained Nutrition Network specialist</li> <li>-Providing teacher trainings at participating Child Care Centers</li> <li>-Providing parent nutrition education such as presenting at Back to School Nights, Open House and various other RSCCD parent education forums.</li> <li>-Assisting with policy and procedures regarding Harvest of the Month programming such as taste test demonstrations, Chef demonstrations, etc</li> <li>-Assisting with development of nutrition libraries at each Child Care Center.</li> <li>-Providing guidance and expertise with regards to Network for a Healthy California grant guidelines, reports, State and Federal Share invoicing.</li> <li>- Facilitating Network report meetings with centers and RSCCD Network Team</li> <li>-Communicating as needed via; phone, fax, email</li> <li>-Attending other related meetings as requested.</li> </ul>	350	\$22,000.00
1/20-9/30	<b>B. Katryn Soltanmorad will serve as the Nutrition Specialist for the RSCCD Network program and provide trained staff as needed to implement programming as described in A.</b>	40	\$2,400.00
1/20-9/30	<b>C. Related Supplies and Travel Expenses</b>		\$2,000.00
	<b>TOTAL:</b>		<b>\$26,400.00</b>



P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-BP000252	355,300.00	ATLAS ALLIED INC	Buildings - Contracted Svcs	SP	BOND	12/6/2010
* 11-P0016816	1,292.65	MCMAHAN BUSINESS INTERIORS	Equip/Software - >\$200 <\$1,000	SP		11/15/2010
11-P0016817	4,955.60	XPEDX PAPER CO	Instructional Supplies	SP		11/15/2010
11-P0016818	5,605.81	ARROW RESTAURANT EQUIPMENT	Equipment - Federal Progs >200	SP		11/16/2010
11-P0016819	817.25	RYDIN DECAL	Non-Instructional Supplies	SP		11/16/2010
11-P0016820	1,428.53	DELL COMPUTER	Equipment - All Other > \$1,000			11/16/2010
11-P0016821	143.78	TRAFFIC CONTROL SVC INC	Non-Instructional Supplies			11/16/2010
11-P0016822	2,238.51	SC FUELS	Gasoline			11/16/2010
11-P0016823	45.68	HANDS ON ENGLISH	Books, Mags & Ref Mat, Non-Lib	SP		11/16/2010
11-P0016824	92.95	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		11/16/2010
11-P0016825	95.02	LIPPINCOTT WILLIAMS & WILKINS	Books, Mags & Ref Mat, Non-Lib	SP		11/16/2010
11-P0016826	680.33	CARD INTEGRATORS INC	Equipment - Federal Progs >200	SP		11/16/2010
11-P0016827	180.53	TROXELL COMM INC	Instructional Supplies			11/16/2010
11-P0016828	500.00	DON BOOKSTORE	Non-Instructional Supplies	SP		11/16/2010
11-P0016829	235.00	CALIF LAND SURVEYORS ASSOC	Advertising	SP		11/16/2010
11-P0016830	1,631.00	HAGERMAN DIANA	Contracted Repair Services			11/16/2010
11-P0016831	3,181.34	4 IMPRINT	Non-Instructional Supplies	SP		11/16/2010
11-P0016832	336.57	ADVANTAGE FITNESS PRODUCTS	Repair & Replacement Parts			11/16/2010
11-P0016833	185.00	CHAPMAN UNIVERSITY	Conference Expenses			11/16/2010
* 11-P0016834	1,817.21	APPLE COMPUTER INC	Equip/Software - >\$200 <\$1,000			11/16/2010
11-P0016835	14,485.50	ACER SPRINGWOOD INDUSTRIAL INC.	Equipment - Federal Progs >200	SP		11/16/2010
11-P0016836	488.12	CDW GOVERNMENT INC.	Instructional Supplies	SP		11/16/2010
11-P0016837	325.76	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		11/16/2010
11-P0016838	492.00	PAPER DEPOT DOCUMENT	Rental - Other (Short-term)			11/16/2010
11-P0016839	1,916.60	SODEXHO	Food and Food Service Supplies	SP		11/16/2010
11-P0016840	469.53	HOUGHTON MIFFLIN HARCOURT PUBL	Books, Mags & Ref Mat, Non-Lib	SP		11/16/2010
* 11-P0016841	7,194.18	PEARSON ED	Books, Mags & Ref Mat, Non-Lib	SP		11/16/2010
11-P0016842	426.63	PEARSON ED	Books, Mags & Ref Mat, Non-Lib	SP		11/16/2010
11-P0016843	90.00	B & N INC	Food and Food Service Supplies	SP		11/17/2010
11-P0016844	22,560.09	SCANTRON CORP	Equipment - Federal Progs >200	SP		11/17/2010
11-P0016845	243.60	DELL COMPUTER	Software License and Fees	SP		11/17/2010
11-P0016846	22.82	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			11/17/2010
11-P0016847	750.00	PROCLEAN INC	Non-Instructional Supplies	SP		11/17/2010
11-P0016848	200.00	THE UNKNOWN ARTIST	Instructional Supplies	SP		11/17/2010
11-P0016849	249.41	THINK 4 INC COM	Instructional Supplies	SP		11/17/2010

Legend: \* = Multiple Accounts for this P.O. SP = Special Project

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No. 5.28

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0016850	32.37	TAB PRODUCTS CO	Non-Instructional Supplies	SP		11/17/2010
11-P0016851	29.93	CASBO CALIF ASSOC OF SCHOOL	Non-Instructional Supplies			11/18/2010
11-P0016852	125.00	ACCCA	Conference Expenses			11/18/2010
11-P0016853	14,750.00	KOURY ENGINEERING & TESTING INC	Buildings - Engineering Costs	SP		11/18/2010
11-P0016854	297.50	FRANKLIN AIR CONDITIONING	Contracted Repair Services			11/18/2010
11-P0016855	250.00	TROPICAL PLAZA NURSERY	Contracted Repair Services			11/18/2010
11-P0016856	130.50	PYRO-COMM SYSTEMS INC	Contracted Repair Services			11/18/2010
11-P0016857	488.90	SCAQMD	Public Agencies' Assess & Fees			11/18/2010
11-P0016858	4,152.00	DE LA TORRE COMMERCIAL	Contracted Repair Services	SP		11/18/2010
11-P0016859	278.40	RAMCO REFRIGERATION & AIR	Contracted Repair Services			11/18/2010
11-P0016860	5,352.50	NINYO & MOORE	Buildings - Engineering Costs	SP	BOND	11/18/2010
11-P0016862	8,884.00	DE LA TORRE COMMERCIAL	Buildings - Contracted Svcs	SP	BOND	11/18/2010
11-P0016863	17,384.00	NINYO & MOORE	Buildings - Engineering Costs	SP		11/18/2010
11-P0016864	113,268.75	COLLINS & AIKMAN FLOORCOVERING	Building Improvements	SP	BOND	11/18/2010
11-P0016865	1,024.00	STATE OF CALIFORNIA	Fingerprinting			11/18/2010
11-P0016866	3,650.00	LEONARD CHAIDEZ TREE SERVICE	Maint/Oper Service Agreements			11/18/2010
11-P0016867	8,591.18	WINDOW SHADES EAST	Buildings - Contracted Svcs	SP	BOND	11/18/2010
11-P0016868	154.40	AMERICAN EXPRESS	Conference Expenses			11/19/2010
11-P0016870	15,000.00	QUICK CAPTION	Contracted Services	SP		11/19/2010
11-P0016871	33.19	CASBO CALIF ASSOC OF SCHOOL	Non-Instructional Supplies			11/19/2010
11-P0016872	385.00	CCLC COMMUNITY COLLEGE LEAGUE	Conference Expenses			11/19/2010
11-P0016873	385.00	CCLC COMMUNITY COLLEGE LEAGUE	Conference Expenses			11/19/2010
11-P0016874	385.00	CCLC COMMUNITY COLLEGE LEAGUE	Conference Expenses			11/19/2010
11-P0016875	800.00	LAWRENCE R. LABRADO	Conference Expenses			11/19/2010
11-P0016876	278.24	MARRIOTT WARDMAN PARK HOTEL	Conference Expenses			11/19/2010
11-P0016877	123.00	ACCT ASSOC OF COMMUNITY	Conference Expenses			11/19/2010
11-P0016879	498.00	ACCT ASSOC OF COMMUNITY	Conference Expenses			11/19/2010
11-P0016881	384.75	SODEXHO	Food and Food Service Supplies	SP		11/19/2010
11-P0016882	122.80	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		11/19/2010
11-P0016883	1,198.94	CLT COMPUTERS INC	Instructional Supplies	SP		11/19/2010
11-P0016884	1,424.23	FISHER SCIENTIFIC	Instructional Supplies	SP		11/19/2010
11-P0016885	150.53	GLOBAL PROTECTION CORP	Non-Instructional Supplies	SP		11/19/2010
11-P0016886	37,500.00	PLANNET CONSULTING INC	Software Support Service			11/19/2010
11-P0016887	2,000.00	DAN'S MACHINE REPAIR	Contracted Repair Services	SP		11/19/2010
11-P0016888	65.24	DELL COMPUTER	Non-Instructional Supplies			11/19/2010

Legend: \* = Multiple Accounts for this P.O. SP = Special Project

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0016889	38.06	EDUCAUSE	Books, Mags & Ref Mat, Non-Lib			11/19/2010
11-P0016890	25.00	COUNTY OF ORANGE	Other Licenses & Fees			11/19/2010
11-P0016891	660.44	SECURE IT INC	Non-Instructional Supplies	SP		11/19/2010
11-P0016892	100.00	CALIF OCCUPATIONAL THERAPY	Inst Dues & Memberships			11/19/2010
11-P0016895	1,734.00	ELECTRO INDUSTRY INC	Contracted Repair Services	SP		11/19/2010
11-P0016896	326.25	PAPER DEPOT DOCUMENT	Contracted Services	SP		11/19/2010
11-P0016897	500.00	A1 INTERNATIONAL VIDEO	Repair & Replacement Parts			11/19/2010
11-P0016898	21,193.00	DE LA TORRE COMMERCIAL	Building Improvements	SP		11/19/2010
11-P0016899	11,000.00	UNISOURCE PAPER CO	Non-Instructional Supplies			11/19/2010
11-P0016900	40.00	IDEALWARE INC	Conference Expenses			11/19/2010
11-P0016901	7,612.00	WAXIE SANITARY SUPPLY	Non-Instructional Supplies			11/19/2010
* 11-P0016902	1,437.28	XEROX CORP	Excess/Copies Useage			11/19/2010
11-P0016903	1,063.75	CALUMET PHOTOGRAPHIC INC	Instructional Supplies	SP		11/19/2010
11-P0016904	1,461.46	KAPLAN	Books, Mags & Ref Mat, Non-Lib	SP		11/19/2010
11-P0016905	2,400.00	HIGH RISE GLASS & DOORS INC	Contracted Repair Services			11/19/2010
11-P0016906	85.00	FRANKLIN AIR CONDITIONING	Contracted Repair Services			11/19/2010
11-P0016907	340.00	FRANKLIN AIR CONDITIONING	Contracted Repair Services			11/22/2010
11-P0016908	1,745.00	HEIBERG CONSULTING INC	Internet Services	SP		11/22/2010
11-P0016909	1,000.00	BURKE, WILLIAMS, SORENSEN, LLP	Legal Expenses			11/22/2010
11-P0016910	800.00	DUTHIE POWER SVC	Contracted Repair Services			11/22/2010
11-P0016911	127.50	FRANKLIN AIR CONDITIONING	Contracted Repair Services			11/22/2010
11-P0016912	800.00	TROPICAL PLAZA NURSERY	Contracted Repair Services			11/22/2010
11-P0016913	1,840.00	DOMINGUEZ GENERAL	Contracted Repair Services			11/22/2010
11-P0016914	1,022.89	CHAPMAN UNIVERSITY	Food and Food Service Supplies	SP		11/22/2010
11-P0016915	6,193.18	XPEDX PAPER CO	Instructional Supplies			11/22/2010
11-P0016916	369.76	GALE GROUP	Library Books			11/23/2010
11-P0016917	185.69	BESTWAY LAUNDRY SOLUTIONS	Contracted Repair Services			11/23/2010
11-P0016918	97.60	DON BOOKSTORE	Non-Instructional Supplies	SP		11/23/2010
11-P0016919	60.00	PHU NU GIA DINH	Library Books - Periodicals	SP		11/23/2010
11-P0016920	5,437.50	MAPCAD LLC	Software License and Fees	SP		11/23/2010
11-P0016921	36.64	ANALYTICAL SCIENTIFIC LTD	Instructional Supplies	SP		11/23/2010
11-P0016922	5,055.00	IPARADIGM LLC	Software License and Fees	SP		11/23/2010
11-P0016923	454.53	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		11/23/2010
11-P0016924	895.00	BUSINESS & LEGAL REPORTS INC	Internet Services			11/23/2010
11-P0016925	104.01	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		11/29/2010

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0016926	572.30	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		11/29/2010
* 11-P0016927	5,213.05	MCPAHAN BUSINESS INTERIORS	Contracted Repair Services			11/29/2010
11-P0016928	185.00	CHAPMAN UNIVERSITY	Conference Expenses			11/30/2010
11-P0016929	8,134.00	QUICKSTART INTELLIGENCE	Conference Expenses			11/30/2010
11-P0016930	26,400.00	JOHNSTON INSPECTIONS	Buildings - Construction Tests	SP	BOND	11/30/2010
11-P0016931	750.00	DEPT OF GENERAL SERVICES	Buildings - DSA Fees	SP	BOND	11/30/2010
11-P0016932	705.69	GRAINGER	Repair & Replacement Parts			11/30/2010
11-P0016933	19,376.00	CCLC COMMUNITY COLLEGE LEAGUE	Internet Services			11/30/2010
11-P0016934	100.00	CALIF ORG OF ASSOC DEGREE NURSING PROGRAMS-	Inst Dues & Memberships			11/30/2010
11-P0016935	150.00	ORANGE COUNTY- LONG BEACH CONSORTIUM FOR NU	Inst Dues & Memberships			11/30/2010
11-P0016936	1,012.07	HILTON ANAHEIM	Rental - Facility (Short-term)	SP		11/30/2010
11-P0016937	1,500.00	NLNAC NAT'L LEAGUE FOR NURSING ACCREDITING	Inst Dues & Memberships			11/30/2010
11-P0016938	175.00	ECCTYC	Inst Dues & Memberships	SP		11/30/2010
11-P0016939	1,880.99	WESTERN POWER SYSTEMS	Buildings - Contracted Svcs	SP	BOND	11/30/2010
11-P0016940	216.41	NETOP	Software License and Fees			11/30/2010
11-P0016941	334.73	PDR DISTRIBUTION LLC	Books, Mags & Ref Mat, Non-Lib	SP		11/30/2010
11-P0016942	63.08	APPLE COMPUTER INC	Non-Instructional Supplies			11/30/2010
11-P0016943	6,055.92	DELL COMPUTER	Equipment - Federal Progs >200	SP		11/30/2010
11-P0016944	101.47	GALE GROUP	Instructional Supplies	SP		11/30/2010
11-P0016945	2,434.97	HOGENTOGLER & CO INC	Equipment - Federal Progs >200	SP		11/30/2010
11-P0016946	517.83	DELL COMPUTER	Instructional Supplies	SP		11/30/2010
11-P0016947	156.00	SIERRA WHOLESALE HARDWARE INC	Non-Instructional Supplies			11/30/2010
11-P0016948	2,370.00	BAKER PARTY RENTALS	Rental - Other (Short-term)	SP		11/30/2010
11-P0016949	2,010.26	DELL COMPUTER	Equipment - All Other > \$1,000			11/30/2010
11-P0016950	51.68	CASBO CALIF ASSOC OF SCHOOL	Non-Instructional Supplies			12/1/2010
11-P0016951	796.65	RELIABLE GRAPHICS	Buildings - Blueprint/Reprod	SP	BOND	12/1/2010
11-P0016952	4,351.11	MCPAHAN BUSINESS INTERIORS	Equip/Software - >\$200 <\$1,000	SP		12/1/2010
11-P0016953	90.00	HONORS TRANSFER COUNCIL OF CALIF	Inst Dues & Memberships			12/1/2010
11-P0016955	2,393.00	DE LA TORRE COMMERCIAL	Buildings - Contracted Svcs	SP	BOND	12/1/2010
11-P0016956	1,245.71	RSD REFRIGERATION SUPPLIES	Repair & Replacement Parts			12/1/2010
11-P0016958	685.13	SEHI COMPUTER PRODUCTS	Equip/Software - >\$200 <\$1,000	SP	BOND	12/2/2010
11-P0016959	175.35	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		12/2/2010
11-P0016960	94.00	VIRGINIA M. WITMER	Non-Instructional Supplies	SP		12/2/2010
11-P0016961	1,500.00	CANDELA CORP	Non-Instructional Supplies			12/2/2010
11-P0016962	494.81	COMPUTERLAND OF SILICON VALLEY	Software License and Fees			12/2/2010

Legend: \* = Multiple Accounts for this P.O. SP = Special Project

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
* 11-P0016963	1,298.48	HEWLETT PACKARD CO	Equipment - All Other > \$1,000			12/2/2010
11-P0016964	109.40	BAYSIDE MERCHANDISING	Non-Instructional Supplies	SP		12/2/2010
11-P0016965	757.20	BRIGHT WHITE PAPER COMPANY	Instructional Supplies			12/2/2010
11-P0016966	109.60	DELL COMPUTER	Non-Instructional Supplies	SP		12/2/2010
11-P0016967	601.35	ZUMAR INDUSTRIES INC	Non-Instructional Supplies			12/2/2010
* 11-P0016968	539.16	SEHI COMPUTER PRODUCTS	Non-Instructional Supplies	SP		12/2/2010
11-P0016969	316.35	HITT MARKING DEVICES	Non-Instructional Supplies			12/2/2010
11-P0016970	5,185.51	ALLSTAR FIRE EQUIPMENT	Instructional Supplies	SP		12/2/2010
11-P0016971	1,370.49	WALLY MACHINERY & TOOL SUPPLY	Instructional Supplies	SP		12/2/2010
11-P0016972	1,122.82	GRAINGER	Instructional Supplies	SP		12/2/2010
11-P0016973	1,554.22	TITLE BOXING, LLC	Instructional Supplies	SP		12/2/2010
11-P0016974	2,019.72	DIX METALS	Instructional Supplies	SP		12/2/2010
11-P0016975	4,161.84	CARQUEST AUTO PARTS	Instructional Supplies	SP		12/2/2010
11-P0016976	385.34	SEHI COMPUTER PRODUCTS	Non-Instructional Supplies	SP		12/2/2010
11-P0016977	427.38	AMERICAN 3B SCIENTIFIC	Instructional Supplies	SP		12/2/2010
11-P0016978	2,200.00	COAST COMMUNITY COLLEGE DISTRICT	Other Licenses & Fees			12/2/2010
11-P0016979	3,662.00	CCLC COMMUNITY COLLEGE LEAGUE	Internet Services	SP		12/2/2010
11-P0016980	2,518.38	DELL COMPUTER	Equipment - Federal Progs >200	SP		12/2/2010
11-P0016981	680.88	SAMMONS PRESTON INC	Instructional Supplies	SP		12/2/2010
11-P0016982	385.00	CCLC COMMUNITY COLLEGE LEAGUE	Conference Expenses			12/2/2010
* 11-P0016983	1,473.02	THE GPS STORE, INC	Equipment - Federal Progs >200	SP		12/2/2010
11-P0016984	732.98	CALIFORNIA SURVEYING & DRAFTING SUPPLY INC	Equipment - Federal Progs >200	SP		12/2/2010
11-P0016985	1,700.00	PEDRO BERMUDEZ	Food and Food Service Supplies	SP		12/3/2010
11-P0016986	54.00	REED ELSEVIER/LEXIS NEXIS/REED ELSEVIER	Legal Expenses			12/3/2010
11-P0016987	869.10	XEROX CORP	Lease Agreement - Equipment			12/3/2010
11-P0016988	3,053.77	DAY LITE MAINTENANCE CO INC	Contracted Repair Services			12/3/2010
11-P0016989	970.79	POWER PLUS	Contracted Repair Services			12/3/2010
11-P0016990	4,000.00	FOUNDATION FOR CALIFORNIA	Software License and Fees	SP		12/3/2010
11-P0016991	2,000.00	THE WRIGHT GROUP INC	Legal Expenses			12/3/2010
11-P0016992	1,304.01	ORANGE COAST PLUMBING INC	Contracted Repair Services			12/3/2010
* 11-P0016993	3,150.00	OC HISPANIC CHAMBER OF COMMERCE	Contracted Services	SP		12/3/2010
11-P0016994	1,226.90	CREATION ENGINE INC	Instructional Software	SP		12/6/2010
11-P0016995	561.40	GOLD COAST TOURS	Transportation - Athletics			12/6/2010
11-P0016996	1,330.00	SCIENTIFIC EQUIPMENT LIQUIDATORS INC	Equipment - Federal Progs >200	SP		12/6/2010
11-P0016997	142,000.00	COLOR NEW CO	Buildings - Contracted Svcs	SP	BOND	12/6/2010

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0016998	800.00	LOS SERRANOS GOLF AND COUNTRY	Rental - Facility (Short-term)			12/6/2010
11-P0016999	4,558.04	MEDCO SPORTS MEDICINE AND	Instructional Supplies	SP		12/6/2010
11-P0017000	433.89	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies			12/6/2010
11-P0017001	1,226.62	RELIABLE GRAPHICS	Buildings - Blueprint/Reprod	SP	BOND	12/6/2010
11-P0017002	750.00	HOME DEPOT	Non-Instructional Supplies	SP		12/6/2010
11-P0017003	500.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		12/6/2010
11-P0017004	3,000.00	VWR INTERNATIONAL, LLC	Instructional Supplies	SP		12/6/2010
11-P0017005	11,000.00	FISHER SCIENTIFIC	Instructional Supplies	SP		12/6/2010
11-P0017006	1,200.00	DISCOUNT SCHOOL SUPPLY	Instructional Supplies	SP		12/6/2010
11-P0017007	800.00	LAKESHORE LEARNING MATERIALS	Instructional Supplies	SP		12/6/2010
11-P0017009	4,000.00	AMAZON COM	Library Books	SP		12/6/2010
11-P0017010	2,947.82	COMPUTERLAND OF SILICON VALLEY	Software License and Fees	SP		12/6/2010
11-P0017011	1,932.45	MEDCOM TRAINEX	Instructional Supplies	SP		12/6/2010
11-P0017012	141.80	MMS MEDICAL SUPPLY CO	Instructional Supplies	SP		12/6/2010
11-P0017014	350.00	SOUTHERN CALIFORNIA WRESTLING ALLIANCE	Inst Dues & Memberships			12/6/2010
11-P0017015	65.24	DELL COMPUTER	Non-Instructional Supplies			12/6/2010
11-P0017016	260.46	GLASBY MAINTENANCE SUPPLY	Equip/Software - >\$200 <\$1,000	SP		12/6/2010
11-P0017017	6,100.00	CCLC COMMUNITY COLLEGE LEAGUE	Internet Services	SP		12/6/2010
11-P0017018	525.00	LIBRARY OF CONGRESS	Internet Services	SP		12/6/2010
11-P0017019	148.85	PINNACLE RADIO INC	Non-Instructional Supplies			12/6/2010
11-P0017020	300.00	AARDVARK CLAY & SUPPLIES	Instructional Supplies	SP		12/6/2010
11-P0017021	18,520.00	JOHNSTON INSPECTIONS	Buildings - Construction Tests	SP	BOND	12/6/2010
11-P0017022	207.31	STATE CHEMICAL MFG CO	Non-Instructional Supplies			12/6/2010
11-P0017023	20,438.00	BERNARDS BROS INC	Buildings - Construction Mgmt	SP	BOND	12/6/2010
11-P0017024	870.00	BRIDGES TRANSITIONS CO	Software License and Fees	SP		12/6/2010
11-P0017025	69.60	COUNT NUMBERING MACHINE INC	Repair & Replacement Parts			12/6/2010
11-P0017026	291.21	DEMCO INC	Instructional Supplies	SP		12/6/2010
11-P0017027	30,656.00	BERNARDS BROS INC	Buildings - Construction Mgmt	SP	BOND	12/6/2010
11-P0017028	908.18	FISHER SCIENTIFIC	Instructional Supplies			12/6/2010
11-P0017029	467.32	SIGMA ALDRICH INC	Instructional Supplies	SP		12/6/2010
11-P0017030	3,079.61	WARD'S NATURAL SCIENCE	Instructional Supplies			12/6/2010
11-P0017031	492.47	AMICO SCIENTIFIC CORP	Instructional Supplies			12/6/2010
11-P0017032	64.59	DELL COMPUTER	Non-Instructional Supplies			12/6/2010
11-P0017033	20,438.00	BERNARDS BROS INC	Buildings - Construction Mgmt	SP	BOND	12/6/2010
11-P0017034	400.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			12/6/2010

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5.28 (6)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0017035	3,000.00	AMAZON COM	Library Books			12/6/2010
11-P0017036	38.54	LOURDES FAJARDO	Food and Food Service Supplies			12/6/2010
11-P0017037	149.40	ELIZABETH BAEZ	Food and Food Service Supplies			12/6/2010
11-P0017039	950.00	COMMAND DECISIONS SYSTEMS & SOLUTIONS	Conference Expenses	SP		12/7/2010
* 11-P0017040	1,478.00	DATATEL USERS' GROUP	Conference Expenses			12/7/2010
11-P0017041	30,656.00	BERNARDS BROS INC	Buildings - Construction Mgmt	SP	BOND	12/6/2010
11-P0017042	2,256.42	DELL COMPUTER	Equipment - All Other > \$1,000	SP		12/7/2010
11-P0017043	7,682.50	WAVEFUNCTION INC	Software License and Fees			12/7/2010
11-P0017044	656.85	MIDWEST LIBRARY SVC	Library Books	SP		12/7/2010
11-P0017045	683.23	GALE GROUP	Library Books			12/7/2010
11-P0017046	35,100.00	CARA LOCKWOOD AND ASSOCIATES	Contracted Services	SP		12/7/2010
11-P0017047	375.00	DE LA TORRE COMMERCIAL	Contracted Repair Services			12/7/2010
11-P0017048	1,062.50	FRANKLIN AIR CONDITIONING	Contracted Repair Services			12/7/2010
11-P0017049	99,783.14	MOHAWK RESOURCE LTD	Equipment - Federal Progs >200	SP		12/7/2010
11-P0017050	163.13	WE DO GRAPHICS INC	Reproduction/Printing Expenses			12/7/2010
11-P0017051	230.54	AMERICAN DIABETES WHOLESALE LLC	Instructional Supplies			12/7/2010
* 11-P0017052	7,607.00	CITY OF SANTA ANA	Contracted Services	SP		12/7/2010
11-P0017053	3,001.50	AMERICAN METAL ENGINEERING INC	Contracted Repair Services	SP		12/7/2010
11-P0017054	1,315.00	WE DO GRAPHICS INC	Reproduction/Printing Expenses			12/8/2010
11-P0017055	10,816.85	FRANKLIN AIR CONDITIONING	Contracted Repair Services			12/8/2010
11-P0017056	6,745.00	DE LA TORRE COMMERCIAL	Buildings - Contracted Svcs	SP	BOND	12/8/2010
11-P0017057	868.62	RSD REFRIGERATION SUPPLIES	Repair & Replacement Parts			12/8/2010
11-P0017058	1,020.00	JOHN J KANE INC	Contracted Repair Services			12/8/2010
11-P0017059	4,116.00	DE LA TORRE COMMERCIAL	Building Improvements	SP		12/8/2010
11-P0017060	6,929.00	GREENTREE SYSTEMS INC	Software Support Service			12/8/2010
11-P0017061	8,550.00	LEONARD CHAIDEZ TREE SERVICE	Maint/Oper Service Agreements			12/8/2010
11-P0017062	450.00	DE LA TORRE COMMERCIAL	Contracted Repair Services			12/8/2010
11-P0017063	1,000.00	VITAL LINK	Contracted Services	SP		12/8/2010
11-P0017064	754.55	DE LA TORRE COMMERCIAL	Building Improvements	SP		12/8/2010
11-P0017065	9,455.00	PYRO-COMM SYSTEMS INC	Building Improvements	SP		12/8/2010
11-P0017066	6,225.00	DE LA TORRE COMMERCIAL	Buildings - Contracted Svcs	SP	BOND	12/8/2010
11-P0017067	500.00	RELIABLE GRAPHICS	Buildings - Blueprint/Reprod	SP		12/8/2010
11-P0017068	28,765.00	ORANGE COAST PLUMBING INC	Buildings - Contracted Svcs	SP	BOND	12/8/2010
11-P0017069	1,829.00	IMMEL DESIGN INC	Buildings - Contracted Svcs	SP	BOND	12/8/2010
11-P0017070	14,500.00	LTI LUZURIAGA TAYLOR INC	Buildings - Engineering Costs	SP	BOND	12/8/2010

Legend: \* = Multiple Accounts for this P.O. SP = Special Project

5.28 (7)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0017071	1,592.00	DE LA TORRE COMMERCIAL	Buildings - Contracted Svcs	SP	BOND	12/8/2010
11-P0017073	10,000.00	COMMUNITY COLLEGE SEARCH SVCS	Contracted Services			12/8/2010
11-P0017074	2,718.75	HOME DEPOT	Non-Instructional Supplies			12/9/2010
11-P0017075	500.00	NCH CORP	Non-Instructional Supplies			12/9/2010
11-P0017076	3,426.50	JM FARNAN CO INC	Buildings - Contracted Svcs	SP	BOND	12/9/2010
11-P0017077	78,764.92	PROGRESSIVE FLOOR COVERING INC	Building Improvements	SP	BOND	12/9/2010
* 11-P0017078	2,940.46	WIESER EDUCATIONAL INC	Books, Mags & Ref Mat, Non-Lib	SP		12/9/2010
11-P0017079	1,691.59	CENGAGE LEARNING/ EDUC. TO GO	Books, Mags & Ref Mat, Non-Lib	SP		12/9/2010
11-P0017080	229.50	BARNES & NOBLE INC	Instructional Supplies	SP		12/9/2010
11-P0017081	1,570.00	IN N OUT BURGER	Food and Food Service Supplies	SP		12/9/2010
* 11-P0017083	950.00	NEW READERS PRESS	Books, Mags & Ref Mat, Non-Lib	SP		12/9/2010
11-P0017084	398.36	SEHI COMPUTER PRODUCTS	Equip/Software - >\$200 <\$1,000			12/9/2010
11-P0017085	585.00	POSTMASTER	Postage			12/9/2010
11-P0017086	1,434.38	PORTACRAFT INC	Equip/Software - >\$200 <\$1,000			12/9/2010
11-P0017087	144.42	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		12/9/2010
11-P0017088	251.62	SEHI COMPUTER PRODUCTS	Non-Instructional Supplies	SP		12/9/2010
11-P0017089	1,490.12	UNITED RENTALS	Rental-Equipment (Short-term)			12/9/2010
11-P0017090	34.04	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		12/9/2010
11-P0017091	348.00	MICROSOFT CORP	Software License and Fees	SP		12/9/2010
11-P0017092	2,500.00	AMAZON COM	Library Books	SP		12/9/2010
11-P0017093	114.75	CSU SACRAMENTO	Instructional Supplies	SP		12/9/2010
11-P0017094	5,454.18	PARALLAX INC	Instructional Supplies	SP		12/9/2010
11-P0017095	286.86	PARALLAX INC	Equipment - Federal Progs >200	SP		12/9/2010
11-P0017096	45.68	SCHICK RECORDS MGMT	Non-Instructional Supplies	SP		12/9/2010
11-P0017097	5,573.44	RYDIN DECAL	Non-Instructional Supplies	SP		12/9/2010
11-P0017098	500.00	LAKESHORE LEARNING MATERIALS	Instructional Supplies	SP		12/9/2010
11-P0017099	3,056.42	STRYKER	Equipment - All Other > \$1,000			12/9/2010
11-P0017100	259.91	AED SUPERSTORE	Equip/Software - >\$200 <\$1,000			12/9/2010
11-P0017101	1,937.72	BENNER METALS CORP	Instructional Supplies	SP		12/9/2010
11-P0017102	14,803.98	DON BOOKSTORE	Books Paid for Students	SP		12/9/2010
11-P0017103	1,850.94	SNAP ON INDUSTRIAL	Instructional Supplies	SP		12/9/2010
* 11-P0017104	2,499.58	DELL COMPUTER	Equipment - Federal Progs >200	SP		12/9/2010
11-P0017105	1,931.41	TRI BEST VISUAL DISPLAY	Equipment - Federal Progs >200	SP		12/9/2010
11-P0017106	1,545.52	GM SPORTS	Instructional Supplies	SP		12/9/2010
11-P0017107	404.88	VS ATHLETICS	Instructional Supplies	SP		12/9/2010

Legend: \* = Multiple Accounts for this P.O. SP = Special Project

5.28 (8)



P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0017108	1,800.00	STATE OF CALIFORNIA	Other Licenses & Fees			12/10/2010
11-P0017109	382.50	FRANKLIN AIR CONDITIONING	Contracted Repair Services			12/10/2010
11-P0017110	333.96	TROPICAL PLAZA NURSERY	Contracted Repair Services			12/10/2010
11-P0017111	1,955.00	WESTERN POWER SYSTEMS	Contracted Repair Services			12/10/2010
11-P0017112	29,990.98	SIMS ORANGE WELDING SUPPLY	Instructional Supplies	SP		12/10/2010
11-P0017113	772.50	LUX BUS AMERICA	Transportation - Student	SP		12/10/2010
11-P0017114	7,600.00	ROSE & TUCK	Contracted Services			12/10/2010
11-P0017115	19,330.31	AIRGAS WEST	Equipment - Federal Progs >200	SP		12/10/2010
11-P0017116	3,200.00	UTIL LOCATE INC	Buildings - Contracted Svcs	SP	BOND	12/10/2010
11-P0017117	5,424.68	D4 SOLUTIONS INC.	Contracted Repair Services			12/10/2010
11-P0017118	238.20	RSD REFRIGERATION SUPPLIES	Repair & Replacement Parts			12/10/2010
11-P0017119	30,222.24	CALIF DEPT OF ED	Debt Payment - Principal	SP		12/10/2010
* 11-P0017120	125,220.00	MOMS ORANGE COUNTY	Contracted Services	SP		12/10/2010
11-P0017121	11,815.88	ORANGE COAST PLUMBING INC	Building Improvements	SP		12/10/2010
11-P0017122	2,000.00	OCLC ONLINE COMPUTER LIBRARY CO	Internet Services			12/14/2010
11-P0017123	120.00	FOUNDATION FOR CROSS-CONNECTION CONTROL & H	Inst Dues & Memberships	SP		12/14/2010
11-P0017124	305.14	SIERRA WHOLESALE HARDWARE INC	Non-Instructional Supplies			12/14/2010
11-P0017126	500.00	NCHC NAT'L COLLEGIATE HONORS COUNCIL	Inst Dues & Memberships	SP		12/14/2010
11-P0017127	37.52	DON BOOKSTORE	Non-Instructional Supplies	SP		12/14/2010
11-P0017128	445.28	MIDWEST LIBRARY SVC	Library Books	SP		12/14/2010
11-P0017129	4,964.00	ORANGE CHAMBER OF COMMERCE	Inst Dues & Memberships			12/14/2010
11-P0017130	81.00	PARADISE BAKERY & CAFE	Food and Food Service Supplies	SP		12/14/2010
11-P0017131	5,483.79	SNAP ON INDUSTRIAL	Instructional Supplies	SP		12/14/2010
11-P0017132	624.66	BARNES & NOBLE INC	Books, Mags & Ref Mat, Non-Lib			12/14/2010
11-P0017133	1,279.00	THE TEECOR GROUP INC	Contracted Repair Services			12/14/2010
11-P0017134	54.80	DELL COMPUTER	Non-Instructional Software			12/14/2010
11-P0017135	65.23	DELL COMPUTER	Non-Instructional Supplies			12/14/2010
11-P0017136	1,076.63	PLAYERS CHOICE	Awards & Incentives			12/14/2010
11-P0017137	500.00	ART SUPPLY WAREHOUSE	Instructional Supplies	SP		12/14/2010
11-P0017138	500.00	FRY'S ELECTRONICS	Instructional Supplies	SP		12/14/2010
11-P0017139	54.90	OCB REPROGRAPHICS INC	Buildings - Blueprint/Reprod	SP	BOND	12/14/2010
11-P0017140	1,500.00	CCLC COMMUNITY COLLEGE LEAGUE	Inst Dues & Memberships			12/14/2010
11-P0017141	500.00	PROCLEAN INC	Non-Instructional Supplies	SP		12/14/2010
11-P0017142	2,533.00	SIMS ORANGE WELDING SUPPLY	Instructional Supplies	SP		12/14/2010
11-P0017143	462.05	XPEDX PAPER CO	Non-Instructional Supplies	SP		12/14/2010

Legend: \* = Multiple Accounts for this P.O. SP = Special Project

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
* 11-P0017144	5,657.98	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		12/14/2010
11-P0017145	500.00	B & N INC	Food and Food Service Supplies	SP		12/14/2010
11-P0017146	933.47	VWR INTERNATIONAL, LLC	Instructional Supplies	SP		12/14/2010
11-P0017147	2,125.00	NLNAC NAT'L LEAGUE FOR NURSING ACCR	Other Licenses & Fees			12/14/2010
11-P0017148	539.50	ACT	Non-Instructional Supplies	SP		12/14/2010
11-P0017149	371.50	ACT	Non-Instructional Supplies	SP		12/14/2010
11-P0017150	215.00	FRANK'S LOCKS & DOOR CLOSERS INC.	Building Improvements	SP	BOND	12/15/2010
11-P0017151	1,043.68	D4 SOLUTIONS INC.	Contracted Services	SP		12/15/2010
11-P0017152	14,608.00	DE LA TORRE COMMERCIAL	Site Improvements	SP		12/15/2010
* 11-P0017153	371,462.00	PUBLIC HEALTH FOUNDATION ENTERPRISES INC	Contracted Services	SP		12/15/2010
11-P0017155	517.50	WESTERN POWER SYSTEMS	Contracted Services	SP		12/16/2010
11-P0017156	3,032.10	SANTA ANA UNIFIED SCHOOL DIST	Contracted Services	SP		12/16/2010
11-P0017157	9,000.00	JOB ELEPHANT COM INC	Personnel Recruiting			12/16/2010
11-P0017158	3,257.06	COMPUTERLAND OF SILICON VALLEY	Software Support Service			12/16/2010
11-P0017159	5,990.00	DE LA TORRE COMMERCIAL	Contracted Services	SP		12/16/2010
11-P0017160	13,466.17	ORANGE COAST PLUMBING INC	Contracted Repair Services	SP		12/16/2010
11-P0017161	2,907.01	BOBER ANTHONY T	Gain (Loss) - Insurance Settle			12/16/2010
11-P0017162	231.70	HUNTER PARTS AND SERVICE	Contracted Repair Services			12/16/2010
11-P0017163	875.00	SANDY BOYD INC	Contracted Repair Services			12/16/2010
11-P0017164	8,191.92	ORANGE COAST PLUMBING INC	Contracted Repair Services	SP		12/16/2010
11-P0017165	1,650.00	TROPICAL PLAZA NURSERY	Contracted Repair Services			12/16/2010
11-P0017166	228.33	XEROX CORP	Lease Agreement - Equipment			12/16/2010
11-P0017167	475.00	HUONG T. NGUYEN	Conference Expenses	SP		12/16/2010
11-P0017169	750.00	SMART & FINAL	Food and Food Service Supplies	SP		12/17/2010
11-P0017170	433.00	PHILLIP G THORNTON	Repair & Replacement Parts			12/17/2010
11-P0017171	85.00	ASSOCIATED GENERAL CONTRACTORS OF AMERICA S	Legal Expenses			12/17/2010
11-P0017172	6,569.01	HILLS BROS LOCK & SAFE	Security Systems & Services			12/17/2010
11-P0017173	256.75	STANLEY ACCESS INC	Contracted Repair Services			12/17/2010
11-P0017174	2,125.00	VMS	Internet Services			12/17/2010
11-P0017175	250.00	NELSON MELINDA E	Contracted Repair Services			12/17/2010
11-P0017176	2,000.00	RSD REFRIGERATION SUPPLIES	Repair & Replacement Parts			12/17/2010
11-P0017177	1,445.87	RSD REFRIGERATION SUPPLIES	Equip/Software - >\$200 <\$1,000			12/17/2010
11-P0017178	2,250.00	PLICET JACK	Contracted Services			12/17/2010
11-P0119254	960.00	AGIAC ASIAN GANG INVESTIGATION	Instructional Agrmt - Salary			11/19/2010
11-P0119255	4,700.00	LAWNSCAPE SYSTEMS	Maint/Oper Service Agreements			11/30/2010

Legend: \* = Multiple Accounts for this P.O. SP = Special Project

5.28 (10)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0119256	62,425.00	SOUTHLAND TECHNOLOGY	Software Support Service			12/6/2010
* 11-P0119257	15,635.55	MONTEBELLO FIRE DEPT	Instructional Agrmt - Salary			12/10/2010
* 11-P0119258	8,099.80	CITY OF REDLANDS	Instructional Agrmt - Salary			12/10/2010
* 11-P0119259	20,412.10	CITY OF FULLERTON	Instructional Agrmt - Salary			12/10/2010
* 11-P0119260	27,959.35	CALIFORNIA STATE PARKS	Instructional Agrmt - Salary			12/10/2010
* 11-P0119262	18,378.90	CITY OF COSTA MESA	Instructional Agrmt - Salary			12/15/2010
* 11-P0119263	24,429.30	DOWNEY FIRE DEPT	Instructional Agrmt - Salary			12/15/2010
* 11-P0119264	34,523.20	CITY OF SANTA ANA	Instructional Agrmt - Salary			12/15/2010
* 11-P0119265	15,863.15	CITY OF LAGUNA BEACH	Instructional Agrmt - Salary			12/15/2010
* 11-P0119266	107,833.30	SAN BERNARDINO COUNTY	Instructional Agrmt - Salary			12/15/2010
* 11-P0119267	21,867.60	CITY OF ANAHEIM	Instructional Agrmt - Salary			12/15/2010
* 11-P0119268	20,081.45	WEST COVINA FIRE DEPT	Instructional Agrmt - Salary			12/15/2010
11-P0119269	144,231.00	CENTRAL COUNTY ROP	Contracted Services	SP		12/16/2010
11-P0119270	7,000.00	GARDEN GROVE UNIFIED SCHOOL DIST	Contracted Services	SP		12/17/2010
11-P0119271	7,000.00	ORANGE UNIFIED SCHOOL DISTRICT	Contracted Services	SP		12/17/2010
11-P0119272	7,000.00	SANTA ANA UNIFIED SCHOOL DIST	Contracted Services	SP		12/17/2010

**Grand Total: \$ 2,894,323.85**

**Legend:** \* = Multiple Accounts for this P.O.      SP = Special Project



**PURCHASE ORDERS SUPPLEMENT  
PURCHASE ORDERS OF \$15,000 AND OVER  
FROM NOVEMBER 13, 2010 THROUGH JANUARY 3, 2011  
BOARD MEETING OF JANUARY 18, 2011**

P.O. #	Amount	Description	Department	Comment
11-BP000252	\$355,300.00	Sewer and gas line repair at Santa Ana College	DO-Facility Planning	Bid #1169 Board approved: November 15, 2010
11-P0016844	\$22,560.09	Three (3) Opscan Scantron scanners and related components	CEC-CASAS	In compliance with the Workforce Investment Act (WIA), the pre and post test requirements for the students using a variety of CASAS tests are to be processed through a computerized system (Data Integrity Report). This process only works with Scantron machines and forms and grant dollars are allowed for the purchase of these machines for the purpose of scoring and reporting the data.
11-P0016863	\$17,384.00	Geotechnical consulting services related to the proposed seismic rehabilitation to the Orange Education Center	DO-Facility Planning	Board approved: November 15, 2010
11-P0016864	\$113,268.75	Floor covering for the Chavez building at Santa Ana College	DO-Facility Planning	Purchased from the Capistrano USD Bid #0708-05 Board approved: July 21, 2008
11-P0016870	\$15,000.00	Computer Aided Real-Time Captionist (CART) captioning services for deaf or hard of hearing students at Santiago Canyon College	SCC-DSPS	Board approved: May 10, 2010
11-P0016886	\$37,500.00	Consulting services for the district's wireless network project upgrades	DO-ITS	Board approved: October 25, 2010
11-P0016898	\$21,193.00	Kitchen remodel for the Child Development Center at Santiago Canyon College	DO-CDS	Received Quotations: 1) *De La Torre Commercial Interiors 2) Estrada Construction Co. 3) Taylor Construction Co. *Successful Bidder



**PURCHASE ORDERS SUPPLEMENT  
PURCHASE ORDERS OF \$15,000 AND OVER  
FROM NOVEMBER 13, 2010 THROUGH JANUARY 3, 2011  
BOARD MEETING OF JANUARY 18, 2011**

P.O. #	Amount	Description	Department	Comment
11-P0016930	\$26,400.00	DSA inspection services related to the ADA upgrades at Santa Ana College	DO-Facility Planning	Board approved: November 15, 2010
11-P0016933	\$19,376.00	EBSCO premier package - Electronic information resources of various periodicals	SCC-Library	This is an online database to periodicals subscriptions
11-P0016997	\$142,000.00	Exterior siding replacement, metal work and painting at Centennial Education Center	DO-Facility Planning	Bid #1166 Board approved: November 15, 2010
11-P0017021	\$18,520.00	DSA inspection services related to the renovation of Child Development Center at Centennial Education Center	DO-Facility Planning	Board approved: November 15, 2010
11-P0017023	\$20,438.00	Construction management services including preliminary site utility research and documentation related to the demolition of the old Child Development Center at Santa Ana College	DO-Facility Planning	Board approved: November 15, 2010
11-P0017027	\$30,656.00	Construction management services for the completion of Bid #1169, sewer and gas line repair at Santa Ana College	DO-Facility Planning	Board approved: November 15, 2010
11-P0017033	\$20,438.00	Construction management services including preliminary site research, coordination and administration of a civil engineering survey for the future Soccer Field at Santa Ana College	DO-Facility Planning	Board approved: November 15, 2010

**PURCHASE ORDERS SUPPLEMENT  
PURCHASE ORDERS OF \$15,000 AND OVER  
FROM NOVEMBER 13, 2010 THROUGH JANUARY 3, 2011  
BOARD MEETING OF JANUARY 18, 2011**

P.O. #	Amount	Description	Department	Comment
11-P0017041	\$30,656.00	Construction management services for the completion of Bid #1166, exterior siding replacement, metal work and painting at Centennial Education Center	DO-Facility Planning	Board approved: November 15, 2010
11-P0017046	\$35,100.00	Independent contractor to provide consulting services for the Early Head Start program (EHS) and mentor coaching and coordination to newly funded mentor coordination project for Child Development Services	DO-CDS	Board approved: December 6, 2010
11-P0017049	\$99,783.14	Wheel alignment equipment	SAC-Automotive Technology	Purchased from the California Multiple Award Schedule (CMAS) contract #4-04-49-0002B Board approved: December 6, 2010
11-P0017068	\$28,765.00	Installation of new sewer lines and rerouting of existing sewer lines to new sewer line near the Cook Gym building at Santa Ana College	DO-Facility Planning	Received Quotations: 1) *Orange Coast Plumbing Inc 2) MAIO Plumbing Heating & Air Inc 3) Empire Plumbing *Successful Bidder
11-P0017077	\$78,764.92	Installation of district provided floor coverings in Cesar Chavez building at Santa Ana College	DO-Facility Planning	Bid #1168 Board approved: November 15, 2010
11-P0017112	\$29,990.98	Welding rods and miscellaneous welding supplies	SAC-Human Services & Technology	Received Quotations: 1) *Sims Orange Welding Supply 2) Airgas West 3) Lincoln Electric Co. *Successful Bidder

**PURCHASE ORDERS SUPPLEMENT  
PURCHASE ORDERS OF \$15,000 AND OVER  
FROM NOVEMBER 13, 2010 THROUGH JANUARY 3, 2011  
BOARD MEETING OF JANUARY 18, 2011**

P.O. #	Amount	Description	Department	Comment
11-P0017115	\$19,330.31	Three (3) Invertec welders V-311-T	SAC-Human Services & Technology	Received Quotations: 1) * Airgas West 2) Sims Orange Welding Supply *Successful Bidder
11-P0017119	\$30,222.24	Installments to purchase and install a relocatable child care facility for Centennial Education Center and Santiago Canyon College as part of the Child Care Facilities revolving fund program (ECS 8278.3)	DO-CDS	Board approved: February 11, 2002
11-P0017120	\$125,220.00	Subcontract agreement (Year II) with MOMS Orange County regarding Early Head Start partnership Grant #09SA9091/02	DO-CDS	Board approved: November 15, 2010
11-P0017153	\$371,462.00	Subcontract agreement (Year II) with Public Health Foundation Enterprises/HABLA regarding Early Head Start partnership Grant #09SA9091/02	DO-CDS	Board approved: November 15, 2010
11-P0119256	\$62,425.00	Symantec enterprise vault e-discovery and storage management for Microsoft exchange and file system archiving	DO-ITS	Received Quotations: 1) * Southland Technology 2) CompuCom *Successful Bidder
11-P0119257	\$15,635.55	Instructional hours for Spring 2010 fire technology classes	SAC-Fire Technology	Board approved: December 8, 2008
11-P0119259	\$20,412.10	Instructional hours for Spring 2010 fire technology classes	SAC-Fire Technology	Board approved: February 4, 2008

**PURCHASE ORDERS SUPPLEMENT  
PURCHASE ORDERS OF \$15,000 AND OVER  
FROM NOVEMBER 13, 2010 THROUGH JANUARY 3, 2011  
BOARD MEETING OF JANUARY 18, 2011**

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P.O. #	Amount	Description	Department	Comment
11-P0119260	\$27,959.35	Instructional hours for Spring 2010 fire technology classes	SAC-Fire Technology	Board approved: November 19, 2007
11-P0119262	\$18,378.90	Instructional hours for Spring 2010 fire technology classes	SAC-Fire Technology	Board approved: December 10, 2007
11-P0119263	\$24,429.30	Instructional hours for Spring 2010 fire technology classes	SAC-Fire Technology	Board approved: May 27, 2008
11-P0119264	\$34,523.20	Instructional hours for Spring 2010 fire technology classes	SAC-Fire Technology	Board approved: February 4, 2008
11-P0119265	\$15,863.15	Instructional hours for Spring 2010 fire technology classes	SAC-Fire Technology	Board approved: November 19, 2007
11-P0119266	\$107,833.30	Instructional hours for Spring 2010 fire technology classes	SAC-Fire Technology	Board approved: March 10, 2008
11-P0119267	\$21,867.60	Instructional hours for Spring 2010 fire technology classes	SAC-Fire Technology	Board approved: May 10, 2010
11-P0119268	\$20,081.45	Instructional hours for Spring 2010 fire technology classes	SAC-Fire Technology	Board approved: June 30, 2008
11-P0119269	\$144,231.00	Sub award for RSCCD's Career Tech Education (CTE) Pathway Initiative-WIP II, Workforce Innovation project	DO-Educational Services	Board approved: April 26, 2010

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
Educational Services

To:	Board of Trustees	Date: January 18, 2011
Re:	Approval of Resource Development Items	
Action:	Request for Approval	

**ANALYSIS**

Items for the following categorical programs for FY 2010/2011 have been developed:

<u>Project Title</u>	<u>Award Date</u>	<u>Amount</u>
1. Child Development Training Consortium (SAC/SCC) Funds provided by the Yosemite Community College District/Child Development Training Consortium to recruit and assist students seeking a new or maintaining a current Child Development Permit through the college's Child Development Program. (10/11)	9/1/2010	\$18,900
SAC - \$12,250 SCC - <u>\$6,650</u> \$18,900		
2. Cooperative Agencies Resources for Education (CARE) (SCC) Annual allocation from the California Community Colleges Chancellor's Office for services for low-income students. (10/11)	11/05/2010	\$18,216
3. Extended Opportunity Programs & Services (EOPS) (SCC) Annual allocation from the California Community Colleges Chancellor's Office for services for low-income students. (10/11)	11/05/2010	\$257,883
4. Math, Science, and Engineering Achievement (MESA) Program (SAC) Adjustment to the annual funds from the California Community Colleges Chancellor's Office to continue the existing MESA program that sponsors enrichment activities and provides support services for math, science, computer science, and engineering students. (10/11)	10/20/2010	\$(68)
\$50,568 <u>      (68)</u> \$50,500		

Fiscal Impact: \$1,555,770	Board Date: January 18, 2011
Item Prepared by: Maria Gil, Interim Resource Development Coordinator	
Item Submitted by: Enrique Perez, Assistant Vice Chancellor of Educational Services	
Item Recommended by: Dr. Raúl Rodriguez, Chancellor	

5. Matriculation Non-Credit (DO/CEC/OEC) 10/20/2010 \$1,260,839  
 Funds from the California Community Colleges Chancellor's Office to provide services for students in designated non-credit courses to help them become more knowledgeable about college programs and services, as well as their own skills, abilities, educational options, and goals. (10/11)

DO - \$ 19,995  
 CEC - \$874,452  
 OEC - \$366,392  
 \$1,260,839

**RECOMMENDATION**

It is recommended that these items be approved and that the Vice Chancellor, Business Operations/Fiscal Services, or his designee, be authorized to enter into related contractual agreements on behalf of the district.

Fiscal Impact: \$1,555,770	Board Date: January 18, 2011
Item Prepared by: Maria Gil, Interim Resource Development Coordinator	
Item Submitted by: Enrique Perez, Assistant Vice Chancellor of Educational Services	
Item Recommended by: Dr. Raúl Rodriguez, Chancellor	

**SPECIAL PROJECT DETAILED BUDGET #1241**  
**NAME: CHILD DEVELOPMENT TRAINING CONSORTIUM - SANTA ANA COLLEGE**  
**FISCAL YEAR: 2010/11**

CONTRACT PERIOD: 9/1/10 - 6/30/11  
 CONTRACT INCOME: \$12,250  
 CFDA #: 93.575

PROJ. ADM. BART HOFFMAN  
 PROJ. DIR. SUSIE VALDEZ

DATE: 01/06/11

Datatel String					New Budget		
Fd	Prj	Tops	Dept	Code	Description	Debit	Credit
12	1241	000000	10000	8199	Other Federal Revenues : Santa Ana College		12,250
12	1241	130500	15717	1483	<b>Beyond Contract - Reassigned Time - Valdez, Susie</b>	3,075	
12	1241	130500	15717	3115	STRS - Non-Instructional : Huma	254	
12	1241	130500	15717	3325	Medicare - Non-Instructional :	45	
12	1241	130500	15717	3435	H & W - Non-Retiree Fund Inst :	30	
12	1241	130500	15717	3515	SUI - Non-Instructional : Human	22	
12	1241	130500	15717	3615	WCI - Non-Instructional : Human	74	
12	1241	130500	15717	4610	Non-Instructional Supplies: Santa Ana College	1,300	
12	1241	675000	15717	5210	Conference Expense : Santa Ana College	2,000	
12	1241	732000	15717	7640	Tuition Paid for Students : Santa Ana College	5,450	
					<b>Total</b>	<b>12,250</b>	<b>12,250</b>

President's Approval:  
 Prepared by: Maria Gil

Board Approved: 01/18/2011  
 Accountant: Catherine Nguyen  
 6.1 (3)



**SPECIAL PROJECT DETAILED BUDGET #1241**  
**NAME: CHILD DEVELOPMENT TRAINING CONSORTIUM - SANTIAGO CANYON COLLEGE**  
**FISCAL YEAR: 2010/11**

CONTRACT PERIOD: 9/1/10 - 6/30/11  
 CONTRACT INCOME: \$6,650  
 CFDA #: 93.575

PROJ. ADM. Aracely Mora  
 PROJ. DIR. Regina Lamourelle

DATE: 01/06/11

Datatel String					New Budget		
Fd	Prj	Tops	Dept	Code	Description	Debit	Credit
12	1241	000000	20000	8199	Other Federal Revenues : Santiago Canyon College		6,650
12	1241	130500	25230	1483	<b>Beyond Contract - Reassigned Time - Lamourelle, Regi</b>	2,550	
12	1241	130500	25230	3115	STRS - Non-Instructional : Huma	210	
12	1241	130500	25230	3325	Medicare - Non-Instructional :	36	
12	1241	130500	25230	3435	H & W - Non-Retiree Fund Inst :	25	
12	1241	130500	25230	3515	SUI - Non-Instructional : Human	18	
12	1241	130500	25230	3615	WCI - Non-Instructional : Human	61	
12	1241	130500	25230	4610	Non-Instructional Supplies: Santa Ana College	150	
12	1241	130500	25230	5904	Other Participant Prog Svc/Exp	400	
12	1241	675000	25230	5300	Inst Dues & Memberships	130	
12	1241	732000	25230	7640	Tuition Paid for Students : Santa Ana College	3,070	
					<b>Total</b>	<b>6,650</b>	<b>6,650</b>

President's Approval:  
 Prepared by: Maria Gil

Board Approved: 01/18/2011  
 Accountant: Catherine Nguyen  
 6.1 (4)

**SPECIAL PROJECT DETAILED BUDGET #2090**

**NAME: CARE - SCC**

**FISCAL YEAR: 2010/11**

CONTRACT PERIOD: 7/01/10- 6/30/11

CONTRACT INCOME: \$18,216

PROJ. ADM. R. BABESHOFF

PROJ. DIR. N. BALDIZON-RIOS

CFDA #: N/A

DATE: 01/04/11

GL Account	Description	Debit	Credit
12-2090-000000-20000-8629	Other Gen Categorical Appor		18,216
12-2090-643000-29335-1430	Part-Time Counselors : EOPS	9,064	
12-2090-643000-29335-1435	Int/Sum - Counselors,Part-T	-	
12-2090-643000-29335-3115	STRS - Non-Instructional :	748	
12-2090-643000-29335-3325	Medicare - Non-Instructiona	131	
12-2090-643000-29335-3435	H & W - Retiree Fund Non-In	91	
12-2090-643000-29335-3515	SUI - Non-Instructional : E	65	
12-2090-643000-29335-3615	WCI - Non-Instructional : E	218	
12-2090-732000-29335-7670	Other Exp Paid for Students	7,899	
<b>Totals for PROJECT: 2090</b>	<b>CARE Program - SCC</b>	<b>18,216</b>	<b>18,216</b>

**SPECIAL PROJECT DETAILED BUDGET # 2250**

**NAME: EOPS - SCC**

**FISCAL YEAR: 2010/2011**

CONTRACT PERIOD: 7/1/10 to 6/30/11

PROJ. ADM. Ruth Babeshoff

CONTRACT INCOME: \$257,883

PROJ. DIR. N. Baldizon-Rios

DATE: 01/04/11

<b>GL Account</b>	<b>Description</b>	<b>Debit</b>	<b>Credit</b>
12-2250-000000-20000-8622	EOPS : Santiago Canyon College		257,883
12-2250-643000-29335-1430	Part-Time Counselors : EOPS - Duarte S & Galvan J(no STRS for Galvan)	13,412	
12-2250-643000-29335-1433	Beyond Contract - Counselor (Baldizon-Rios N)	17,103	
12-2250-643000-29335-1434	Int/Sum Beyond Contr-Counseling	6,996	
12-2250-643000-29335-1435	Int/Sum - Counselors,Part-Time	2,336	
12-2250-643000-29335-2130	Classified Employees : EOPS - Juana Galvan (9%) - Rosie Gonzalez (100%) - Zulema Mendez (100%)	86,087	
12-2250-643000-29335-2340	Student Assistants - Hourly	6,658	
12-2250-643000-29335-3115	STRS - Non-Instructional :	2,742	
12-2250-643000-29335-3215	PERS - Non-Instructional :	9,217	
12-2250-643000-29335-3315	OASDHI - Non-Instructional	5,505	
12-2250-643000-29335-3325	Medicare - Non-Instructiona	1,865	
12-2250-643000-29335-3415	H & W - Non-Instructional :	28,366	
12-2250-643000-29335-3435	H & W - Retiree Fund Non-In	1,353	
12-2250-643000-29335-3515	SUI - Non-Instructional : E	926	
12-2250-643000-29335-3615	WCI - Non-Instructional : E	3,247	
12-2250-643000-29335-3915	Other Benefits - Non-Instru	2,699	
12-2250-643000-29335-4610	Non-Instructional Supplies	2,000	
12-2250-643000-29335-5630	Maint Contract - Office Equ	231	
12-2250-643000-29335-5845	Excess/Copies Useage : EOPS	229	
12-2250-675000-29335-5210	Conference Expenses : EOPS	4,304	
12-2250-732000-29335-7610	Books Paid for Students : E	49,891	
12-2250-732000-29335-7620	Fees Paid for Students : EO	2,020	
12-2250-732000-29335-7630	Supplies Paid for Students	10,697	
<b>Totals for PROJECT: 2250</b>	<b>EOPS - SCC (Fund 12)</b>	<b>257,883</b>	<b>257,883</b>

**SPECIAL PROJECT DETAILED BUDGET # 2250**

**NAME: EOPS - SCC**

**FISCAL YEAR: 2010/2011**

CONTRACT PERIOD: 7/1/10 to 6/30/11

CONTRACT INCOME: \$257,883

PROJ. ADM. Ruth Babeshoff

PROJ. DIR. N. Baldizon-Rios

DATE: 01/04/11

<b>GL Account</b>	<b>Description</b>	<b>Debit</b>	<b>Credit</b>
11-2250-643000-29335-1230	Contract Counselors : EOPS	108,918	
11-2250-643000-29335-2130	Classified Employees : EOPS	57,658	
11-2250-643000-29335-3115	STRS - Non-Instructional :	9,089	
11-2250-643000-29335-3215	PERS - Non-Instructional :	6,173	
11-2250-643000-29335-3315	OASDHI - Non-Instructional	3,651	
11-2250-643000-29335-3325	Medicare - Non-Instructiona	2,384	
11-2250-643000-29335-3415	H & W - Non-Instructional :	33,109	
11-2250-643000-29335-3435	H & W - Retiree Fund Non-In	1,691	
11-2250-643000-29335-3515	SUI - Non-Instructional : E	1,217	
11-2250-643000-29335-3615	WCI - Non-Instructional : E	4,057	
11-2250-643000-29335-3915	Other Benefits - Non-Instructional	2,479	
<b>Totals for FUND: 11</b>	<b>General Fund Unrestricted (Match)</b>	<b>230,426</b>	<b>0</b>

**SPECIAL PROJECT DETAILED BUDGET #2470**  
**NAME: MESA (Math, Engineering and Science Achievement) Program**  
**FISCAL YEAR 2010/2011**

CONTRACT PERIOD: 07/01/10 - 06/30/2011  
 CONTRACT AWARD: \$ 50,568  
 Adjustment: (68)  
 Total: \$ 50,500

PROJ ADM: Micki Byrant  
 PROJ DIR: Yolanda Mugica

CONTRACT #: 10-101-016

Rev. Date: 01/06/11  
 Date: 9/24/10

GL ACCOUNT					Description	Existing Budget		Revised Budget		Budget Change (+/-)	
Fd	Prj	Tops	Dept	Code		Debit	Credit	Debit	Credit	Debit	Credit
11	0000	000004	10000	1110	Contract Instructor : SAC		0		69,926		69,926
11	0000	000004	10000	2130	Classified Employees : SAC		29,772		30,022		250
11	0000	000004	10000	3415	H & W - Non-Instructional :		30,024		55,518		25,494
11	2470	633000	15340	1250	Contract Coordinator : MES	0		69,926		69,926	
11	2470	633000	15340	2130	Classified Employees : MESA	29,772		30,022		250	
11	2470	633000	15340	3215	PERS - Non-Instructional :	5,781		13,916		8,135	
11	2470	633000	15340	3315	OASDHI - Non-Instructional	3,775		8,200		4,425	
11	2470	633000	15340	3325	Medicare - Non-Instructiona	883		1,918		1,035	
11	2470	633000	15340	3415	H & W - Non-Instructional :	16,103		23,747		7,644	
11	2470	633000	15340	3435	H & W - Retiree Fund Non-In	609		1,323		714	
11	2470	633000	15340	3515	SUI - Non-Instructional : M	183		952		769	
11	2470	633000	15340	3615	WCI - Non-Instructional : M	1,340		3,174		1,834	
11	2470	633000	15340	3915	Other Benefits - Non-Instru	1,350		2,288		938	
					<b>Match Total #2470</b>	<b>59,796</b>	<b>59,796</b>	<b>155,466</b>	<b>155,466</b>	<b>95,670</b>	<b>95,670</b>

**SPECIAL PROJECT DETAILED BUDGET #2470**  
**NAME: MESA (Math, Engineering and Science Achievement) Program**  
**FISCAL YEAR 2010/2011**

CONTRACT PERIOD: 07/01/10 - 06/30/2011  
 CONTRACT AWARD: \$ 50,568  
 Adjustment: (68)  
 Total: \$ 50,500

PROJ ADM: Micki Byrant  
 PROJ DIR: Yolanda Mugica

Rev. Date: 01/06/11  
 Date: 9/24/10

CONTRACT #: 10-101-016

GL ACCOUNT					Description	Existing Budget		Revised Budget		Budget Change (+/-)	
Fd	Prj	Tops	Dept	Code		Debit	Credit	Debit	Credit	Debit	Credit
12	2470	000000	10000	8659	Other Reimb Categorical All		48,623		48,558	65	
12	2470	000000	50000	8659	Other Reimb Categorical All		1,945		1,942	3	
12	2470	170100	15340	2420	Inst Assistant - Hourly : M	8,187		8,008			179
12	2470	170100	15340	3321	Medicare - Instructional :	119		116			3
12	2470	170100	15340	3331	PARS - Instructional : MESA	107		104			3
12	2470	170100	15340	3431	H & W - Retiree Fund Inst :	82		80			2
12	2470	170100	15340	3511	SUI - Instructional : MESA	57		58		1	
12	2470	170100	15340	3611	WCI - Instructional : MESA	180		192		12	
12	2470	170200	15340	2420	Inst Assistant - Hourly : M	0		0			0
12	2470	170200	15340	3321	Medicare - Instructional :	0		0			0
12	2470	170200	15340	3331	PARS - Instructional : MESA	0		0			0
12	2470	170200	15340	3431	H & W - Retiree Fund Inst :	0		0			0
12	2470	170200	15340	3511	SUI - Instructional : MESA	0		0			0
12	2470	170200	15340	3611	WCI - Instructional : MESA	0		0			0
12	2470	493040	15340	2420	Inst Assistant - Hourly : M	0		0			0
12	2470	493040	15340	3321	Medicare - Instructional :	0		0			0
12	2470	493040	15340	3331	PARS - Instructional : MESA	0		0			0
12	2470	493040	15340	3431	H & W - Retiree Fund Inst :	0		0			0
12	2470	493040	15340	3511	SUI - Instructional : MESA	0		0			0
12	2470	493040	15340	3611	WCI - Instructional : MESA	0		0			0
12	2470	633000	15340	2130	Classified Employees : MESA	29,772		30,022		250	
12	2470	633000	15340	2340	Student Assistants - Hourly	2,782		2,835		53	
12	2470	633000	15340	3215	PERS - Non-Instructional :	0		0			0
12	2470	633000	15340	3315	OASDHI - Non-Instructional	0		0			0
12	2470	633000	15340	3325	Medicare - Non-Instructiona	40		0			40
12	2470	633000	15340	3335	PARS - Non-Instructional :	36		0			36
12	2470	633000	15340	3415	H & W - Non-Instructional :	0		0			0

President's Approval:  
 Prepared by: Maria Gil

Board Approved: January 18, 2011  
 Accountant: JoJo Penning

**SPECIAL PROJECT DETAILED BUDGET #2470**  
**NAME: MESA (Math, Engineering and Science Achievement) Program**  
**FISCAL YEAR 2010/2011**

CONTRACT PERIOD: 07/01/10 - 06/30/2011  
 CONTRACT AWARD: \$ 50,568  
 Adjustment: (68)  
 Total: \$ 50,500

PROJ ADM: Micki Byrant  
 PROJ DIR: Yolanda Mugica

CONTRACT #: 10-101-016

Rev. Date: 01/06/11  
 Date: 9/24/10

GL ACCOUNT					Description	Existing Budget		Revised Budget		Budget Change (+/-)	
Fd	Prj	Tops	Dept	Code		Debit	Credit	Debit	Credit	Debit	Credit
12	2470	633000	15340	3435	H & W - Retiree Fund Non-In	28		29		1	
12	2470	633000	15340	3515	SUI - Non-Instructional : M	19		0			19
12	2470	633000	15340	3615	WCI - Non-Instructional : M	61		68		7	
12	2470	633000	15340	3915	Other Benefits - Non-Instru	0		0			0
12	2470	633000	15340	4210	Books, Mags & Ref Mat, Non-	2,235		2,235			0
12	2470	633000	15340	4610	Non-Instructional Supplies	401		339			62
12	2470	633000	15340	4710	Food and Food Service Suppl	655		610			45
12	2470	633000	15340	5300	Inst Dues & Memberships : M	400		400			0
12	2470	633000	15340	5805	Awards & Incentives : MESA	297		297			0
12	2470	633000	15340	5905	Other Participant Travel Ex	1,204		1,204			0
12	2470	633000	15340	5966	Transportation - Student :	0		0			0
12	2470	672000	50000	5865	Indirect Costs : District O	1,945		1,942			3
12	2470	675000	15340	5210	Conference Expenses : MESA	1,961		1,961			0
					<b>Total #2470</b>	<b>50,568</b>	<b>50,568</b>	<b>50,500</b>	<b>50,500</b>	<b>392</b>	<b>392</b>



**SPECIAL PROJECT DETAILED BUDGET #2490**  
**NAME: NON-CREDIT MATRICULATION - CENTENNIAL EDUCATION CENTER**  
**FISCAL YEAR: 2010/2011**

Contract Period: 7/1/10 - 6/30/11  
 Apportionment Amount: \$ 889,648  
 Contribution to DO-Research: \$ 15,196  
**Award Amount: \$ 874,452**

PROJ. ADM. ED RIPLEY  
 PROJ. DIR. NILO LIPIZ

DATE: 01/07/11

GL Account					Description	Existing Budget		Revised Budget		Budget Changes (+/-)	
Fd	Prj	Tops	Dept	Code		Debit	Credit	Debit	Credit	Debit	Credit
12	2490	000000	10000	8629	Other Gen Categorical Appor		974,216		874,452	99,764	
12	2490	000000	50000	8629	Other Gen Categorical Appor		14,820		15,196		376
12	2490	679000	53340	2130	Classified Employees : Rese	14,820		15,196		376	
12	2490	601000	18100	1410	Part-Time Academic Manageme	0		5,623		5,623	
12	2490	601000	18100	3325	Medicare - Non-Instructiona	0		82		82	
12	2490	601000	18100	3435	H & W - Retiree Fund Non-In	0		57		57	
12	2490	601000	18100	3515	SUI - Non-Instructional : C	0		41		41	
12	2490	601000	18100	3615	WCI - Non-Instructional : C	0		135		135	
12	2490	620000	18100	2130	Classified Employees : Cont	145,581		49,152			96,429
12	2490	620000	18100	2310	Classified Employees - Ongo	48,352		44,875			3,477
12	2490	620000	18100	3215	PERS - Non-Instructional :	9,467		10,067		600	
12	2490	620000	18100	3315	OASDHI - Non-Instructional	6,129		5,913			216
12	2490	620000	18100	3325	Medicare - Non-Instructiona	1,433		1,383			50
12	2490	620000	18100	3335	PARS - Non-Instructional :	252		174			78
12	2490	620000	18100	3415	H & W - Non-Instructional :	15,980		16,433		453	
12	2490	620000	18100	3435	H & W - Retiree Fund Non-In	989		954			35
12	2490	620000	18100	3515	SUI - Non-Instructional : C	297		687		390	
12	2490	620000	18100	3615	WCI - Non-Instructional : C	2,175		2,289		114	
12	2490	620000	18100	3915	Other Benefits - Non-Instru	1,350		1,350		0	
12	2490	620000	18100	5100	Contracted Services : Conti	14,115		14,000			115
12	2490	631000	18100	1430	Part-Time Counselors : Cont	51,105		8,000			43,105
12	2490	631000	18100	1433	Beyond Contract - Counselor	61,673		45,806			15,867
12	2490	631000	18100	1434	Int/Sum Beyond Contr-Course	30,000		0			30,000
12	2490	631000	18100	1435	Int/Sum - Counselors,Part-T	10,000		2,355			7,645
12	2490	631000	18100	2310	Classified Employees - Ongo	16,807		15,899			908
12	2490	631000	18100	2320	Classified Employees - Hour	4,000		16,000		12,000	
12	2490	631000	18100	3115	STRS - Non-Instructional :	10,372		3,973			6,399
12	2490	631000	18100	3215	PERS - Non-Instructional :	2,060		3,415		1,355	
12	2490	631000	18100	3315	OASDHI - Non-Instructional	1,290		1,978		688	
12	2490	631000	18100	3325	Medicare - Non-Instructiona	1,937		1,277			660
12	2490	631000	18100	3435	H & W - Retiree Fund Non-In	1,336		881			455
12	2490	631000	18100	3515	SUI - Non-Instructional : C	417		634		217	
12	2490	631000	18100	3615	WCI - Non-Instructional : C	2,939		2,113			826

6.1 (11)

President's Approval:  
 Prepared by: Maria Gil

Board Approved: January 18, 2011  
 Accountant: Jo Jo Penning

**SPECIAL PROJECT DETAILED BUDGET #2490**  
**NAME: NON-CREDIT MATRICULATION - CENTENNIAL EDUCATION CENTER**  
**FISCAL YEAR: 2010/2011**

Contract Period: 7/1/10 - 6/30/11  
 Apportionment Amount: \$ 889,648  
 Contribution to DO-Research: \$ 15,196  
**Award Amount: \$ 874,452**

PROJ. ADM. ED RIPLEY  
 PROJ. DIR. NILO LIPIZ

DATE: 01/07/11

GL Account					Description	Existing Budget		Revised Budget		Budget Changes (+/-)	
Fd	Prj	Tops	Dept	Code		Debit	Credit	Debit	Credit	Debit	Credit
12	2490	632000	18100	1433	Beyond Contract - Counselor	6,312		0			6,312
12	2490	632000	18100	2130	Classified Employees : Cont	36,924		36,924		0	
12	2490	632000	18100	2310	Classified Employees - Ongo	0		0		0	
12	2490	632000	18100	3115	STRS - Non-Instructional :	521		0			521
12	2490	632000	18100	3215	PERS - Non-Instructional :	3,585		3,953		368	
12	2490	632000	18100	3315	OASDHI - Non-Instructional	2,373		2,373		0	
12	2490	632000	18100	3325	Medicare - Non-Instructiona	647		555			92
12	2490	632000	18100	3415	H & W - Non-Instructional :	10,138		11,533		1,395	
12	2490	632000	18100	3435	H & W - Retiree Fund Non-In	446		383			63
12	2490	632000	18100	3515	SUI - Non-Instructional : C	134		276		142	
12	2490	632000	18100	3615	WCI - Non-Instructional : C	981		919			62
12	2490	632000	18100	3915	Other Benefits - Non-Instru	1,350		1,350		0	
12	2490	632000	18100	4610	Non-Instructional Supplies	16,832		30,000		13,168	
12	2490	632000	18100	4710	Food and Food Service Suppl	1,000		1,000		0	
12	2490	632000	18100	5100	Contracted Services : Conti	1,000		1,000		0	
12	2490	632000	18100	5220	Mileage/Parking Expenses :	1,000		1,000		0	
12	2490	632000	18100	5610	Lease Agreement - Equipment	10,500		10,000			500
12	2490	632000	18100	5630	Maint Contract - Office Equ	2,275		2,000			275
12	2490	632000	18100	5800	Advertising : Continuing Ed	2,895		6,500		3,605	
12	2490	632000	18100	5845	Excess/Copies Useage : Cont	3,200		6,500		3,300	
12	2490	632000	18100	5925	Postage : Continuing Educat	1,000		1,000		0	
12	2490	632000	18100	5940	Reproduction/Printing Expen	2,118		4,000		1,882	
12	2490	632000	18100	5950	Software License and Fees :	3,360		3,500		140	
12	2490	632000	18100	6419	Equip/Software - >\$200 <\$1,	2,020		10,000		7,980	
12	2490	649000	18100	1410	Part-Time Academic Manage	35,462		45,300		9,838	
12	2490	649000	18100	1450	Part-Time Coordinators : Co	18,386		21,993		3,607	
12	2490	649000	18100	1455	Int/Sum - Coordinators, PT	0		173		173	
12	2490	649000	18100	1485	Int/Sum - Reassigned Time,	0		420		420	
12	2490	649000	18100	2130	Classified Employees : Cont	148,795		129,561			19,234
12	2490	649000	18100	2310	Classified Employees - Ongo	59,447		45,734			13,713
12	2490	649000	18100	3115	STRS - Non-Instructional :	4,442		3,603			839
12	2490	649000	18100	3215	PERS - Non-Instructional :	20,218		18,769			1,449
12	2490	649000	18100	3315	OASDHI - Non-Instructional	13,131		11,057			2,074

6.1 (12)

President's Approval:  
 Prepared by: Maria Gil

Board Approved: January 18, 2011  
 Accountant: Jo Jo Penning

**SPECIAL PROJECT DETAILED BUDGET #2490**  
**NAME: NON-CREDIT MATRICULATION - CENTENNIAL EDUCATION CENTER**  
**FISCAL YEAR: 2010/2011**

Contract Period: 7/1/10 - 6/30/11  
 Apportionment Amount: \$ 889,648  
 Contribution to DO-Research: \$ 15,196  
**Award Amount: \$ 874,452**

PROJ. ADM. ED RIPLEY  
 PROJ. DIR. NILO LIPIZ

DATE: 01/07/11

GL Account					Description	Existing Budget		Revised Budget		Budget Changes (+/-)	
Fd	Prj	Tops	Dept	Code		Debit	Credit	Debit	Credit	Debit	Credit
12	2490	649000	18100	3325	Medicare - Non-Instructiona	3,852		3,570			282
12	2490	649000	18100	3415	H & W - Non-Instructional :	18,220		18,012			208
12	2490	649000	18100	3435	H & W - Retiree Fund Non-In	2,656		2,462			194
12	2490	649000	18100	3515	SUI - Non-Instructional : C	797		1,773		976	
12	2490	649000	18100	3615	WCI - Non-Instructional : C	5,844		5,909		65	
12	2490	649000	18100	3915	Other Benefits - Non-Instru	3,544		3,038			506
12	2490	649000	18100	5999	Special Project Holding Acc	27,000		116,026		89,026	
12	2490	675000	18100	5210	Conference Expenses : Conti	102		102		0	
12	2490	678000	14141	2130	Classified Employees : Acad	32,629		37,794		5,165	
12	2490	678000	14141	3215	PERS - Non-Instructional :	3,168		4,047		879	
12	2490	678000	14141	3315	OASDHI - Non-Instructional	2,068		2,385		317	
12	2490	678000	14141	3325	Medicare - Non-Instructiona	484		558		74	
12	2490	678000	14141	3415	H & W - Non-Instructional :	8,955		9,594		639	
12	2490	678000	14141	3435	H & W - Retiree Fund Non-In	334		385		51	
12	2490	678000	14141	3515	SUI - Non-Instructional : A	100		277		177	
12	2490	678000	14141	3615	WCI - Non-Instructional : A	734		923		189	
12	2490	678000	14141	3915	Other Benefits - Non-Instru	731		675			56
12	2490	679000	18100	2130	Classified Employees : Cont	8,507		0			8,507
12	2490	679000	18100	3215	PERS - Non-Instructional :	826		0			826
12	2490	679000	18100	3315	OASDHI - Non-Instructional	536		0			536
12	2490	679000	18100	3325	Medicare - Non-Instructiona	126		0			126
12	2490	679000	18100	3415	H & W - Non-Instructional :	2,039		0			2,039
12	2490	679000	18100	3435	H & W - Retiree Fund Non-In	87		0			87
12	2490	679000	18100	3515	SUI - Non-Instructional : C	26		0			26
12	2490	679000	18100	3615	WCI - Non-Instructional : C	190		0			190
12	2490	679000	18100	3915	Other Benefits - Non-Instru	113		0			113
					<b>#2490 Total - NC Matriculation (CEC)</b>	<b>989,036</b>	<b>989,036</b>	<b>889,648</b>	<b>889,648</b>	<b>265,471</b>	<b>265,471</b>

6.1 (13)

**SPECIAL PROJECT DETAILED BUDGET #2490**  
**NAME: NON-CREDIT MATRICULATION - ORANGE EDUCATION CENTER**  
**FISCAL YEAR: 2010/2011**

Contract Period: 7/1/10 - 6/30/11  
 Apportionment Amount: \$ 371,191  
 Contribution to DO-Research: \$ 4,799  
**Award Amount: \$ 366,392**

PROJ. ADM. JOSE VARGAS  
 PROJ. DIR.

DATE: 01/07/11

GL Account					Description	Existing Budget		Revised Budget		Budget Changes (+/-)	
Fd	Prj	Tops	Dept	Code		Debit	Credit	Debit	Credit	Debit	Credit
12	2490	000000	20000	8629	Other Gen Categorical Appor : OEC		372,356		366,392	5,964	
12	2490	000000	50000	8629	Other Gen Categorical Appor		4,680		4,799		119
12	2490	679000	53340	2130	Classified Employees : Rese	4,680		4,799		119	
12	2490	601000	28100	1410	Part-Time Academic Manageme	7,711		11,000		3,289	
12	2490	601000	28100	2130	Classified Employees : Cont	17,788		13,341			4,447
12	2490	601000	28100	3115	STRS - Non-Instructional :	636		25			611
12	2490	601000	28100	3215	PERS - Non-Instructional :	1,728		1,429			299
12	2490	601000	28100	3315	OASDHI - Non-Instructional	1,116		849			267
12	2490	601000	28100	3325	Medicare - Non-Instructiona	376		362			14
12	2490	601000	28100	3415	H & W - Non-Instructional :	5,123		4,112			1,011
12	2490	601000	28100	3435	H & W - Retiree Fund Non-In	259		250			9
12	2490	601000	28100	3515	SUI - Non-Instructional : C	78		180		102	
12	2490	601000	28100	3615	WCI - Non-Instructional : C	571		599		28	
12	2490	601000	28100	3915	Other Benefits - Non-Instru	450		337			113
12	2490	601000	28100	4610	Non-Instructional Supplies	0		4,060		4,060	
12	2490	620000	28100	2310	Classified Employees - Ongo	110		0			110
12	2490	620000	28100	2320	Classified Employees - Hour	1,503		0			1,503
12	2490	620000	28100	3215	PERS - Non-Instructional :	146		0			146
12	2490	620000	28100	3315	OASDHI - Non-Instructional	93		0			93
12	2490	620000	28100	3325	Medicare - Non-Instructiona	24		0			24
12	2490	620000	28100	3335	PARS - Non-Instructional :	2		0			2
12	2490	620000	28100	3415	H & W - Non-Instructional :	241		0			241
12	2490	620000	28100	3435	H & W - Retiree Fund Non-In	16		0			16
12	2490	620000	28100	3515	SUI - Non-Instructional : C	5		0			5
12	2490	620000	28100	3615	WCI - Non-Instructional : C	35		0			35
12	2490	631000	28100	1430	Part-Time Counselors : Cont	71,687		16,500			55,187
12	2490	631000	28100	1433	Beyond Contract - Counselor	8,000		19,200		11,200	
12	2490	631000	28100	2310	Classified Employees - Ongo	305		0			305
12	2490	631000	28100	3115	STRS - Non-Instructional :	3,660		2,945			715
12	2490	631000	28100	3215	PERS - Non-Instructional :	30		0			30
12	2490	631000	28100	3315	OASDHI - Non-Instructional	19		0			19
12	2490	631000	28100	3325	Medicare - Non-Instructiona	1,160		518			642
12	2490	631000	28100	3335	PARS - Non-Instructional :	453		0			453

6.1 (14)

President's Signature:  
 Prepared by: Maria Gil

Board Approved: January 18, 2011  
 Accountant: JoJo Penning

**SPECIAL PROJECT DETAILED BUDGET #2490**  
**NAME: NON-CREDIT MATRICULATION - ORANGE EDUCATION CENTER**  
**FISCAL YEAR: 2010/2011**

Contract Period: 7/1/10 - 6/30/11  
 Apportionment Amount: \$ 371,191  
 Contribution to DO-Research: \$ 4,799  
**Award Amount: \$ 366,392**

PROJ. ADM. JOSE VARGAS  
 PROJ. DIR.

DATE: 01/07/11

GL Account					Description	Existing Budget		Revised Budget		Budget Changes (+/-)	
Fd	Prj	Tops	Dept	Code		Debit	Credit	Debit	Credit	Debit	Credit
12	2490	631000	28100	3435	H & W - Retiree Fund Non-In	800		357			443
12	2490	631000	28100	3515	SUI - Non-Instructional : C	240		257		17	
12	2490	631000	28100	3615	WCI - Non-Instructional : C	1,760		857			903
12	2490	632000	28100	2310	Classified Employees - Ongo	9,971		14,761		4,790	
12	2490	632000	28100	3215	PERS - Non-Instructional :	968		1,580		612	
12	2490	632000	28100	3315	OASDHI - Non-Instructional	618		915		297	
12	2490	632000	28100	3325	Medicare - Non-Instructiona	145		214		69	
12	2490	632000	28100	3335	PARS - Non-Instructional :	1		0			1
12	2490	632000	28100	3415	H & W - Non-Instructional :	2,923		0			2,923
12	2490	632000	28100	3435	H & W - Retiree Fund Non-In	100		148		48	
12	2490	632000	28100	3515	SUI - Non-Instructional : C	30		106		76	
12	2490	632000	28100	3615	WCI - Non-Instructional : C	219		354		135	
12	2490	649000	28100	2130	Classified Employees : Cont	141,181		162,584		21,403	
12	2490	649000	28100	2310	Classified Employees - Ongo	14,852		17,823		2,971	
12	2490	649000	28100	2320	Classified Employees - Hour	334		0			334
12	2490	649000	28100	3215	PERS - Non-Instructional :	15,120		19,316		4,196	
12	2490	649000	28100	3315	OASDHI - Non-Instructional	9,794		11,422		1,628	
12	2490	649000	28100	3325	Medicare - Non-Instructiona	2,300		2,671		371	
12	2490	649000	28100	3335	PARS - Non-Instructional :	9		0			9
12	2490	649000	28100	3415	H & W - Non-Instructional :	29,040		37,109		8,069	
12	2490	649000	28100	3435	H & W - Retiree Fund Non-In	1,597		1,842		245	
12	2490	649000	28100	3515	SUI - Non-Instructional : C	480		1,326		846	
12	2490	649000	28100	3615	WCI - Non-Instructional : C	3,513		4,421		908	
12	2490	649000	28100	3915	Other Benefits - Non-Instru	3,318		3,811		493	
12	2490	649000	28100	4610	Non-Instructional Supplies	0		1,656		1,656	
12	2490	649000	28100	5940	Reproduction/Printing Expen	1,000		1,000		0	
12	2490	675000	28100	5210	Conference Expense :	0		1,200		1,200	
12	2490	678000	24141	2130	Classified Employees : Acad	3,335		3,510		175	
12	2490	678000	24141	3215	PERS - Non-Instructional :	341		376		35	
12	2490	678000	24141	3315	OASDHI - Non-Instructional	221		222		1	
12	2490	678000	24141	3325	Medicare - Non-Instructiona	52		52		0	
12	2490	678000	24141	3415	H & W - Non-Instructional :	542		579		37	
12	2490	678000	24141	3435	H & W - Retiree Fund Non-In	36		36		0	

6.1 (15)

President's Signature:  
 Prepared by: Maria Gil

Board Approved: January 18, 2011  
 Accountant: JoJo Penning

**SPECIAL PROJECT DETAILED BUDGET #2490**  
**NAME: NON-CREDIT MATRICULATION - ORANGE EDUCATION CENTER**  
**FISCAL YEAR: 2010/2011**

Contract Period: 7/1/10 - 6/30/11  
 Apportionment Amount: \$ 371,191  
 Contribution to DO-Research: \$ 4,799  
**Award Amount: \$ 366,392**

PROJ. ADM. JOSE VARGAS  
 PROJ. DIR.

DATE: 01/07/11

GL Account					Description	Existing Budget		Revised Budget		Budget Changes (+/-)	
Fd	Prj	Tops	Dept	Code		Debit	Credit	Debit	Credit	Debit	Credit
12	2490	678000	24141	3515	SUI - Non-Instructional : A	11		26		15	
12	2490	678000	24141	3615	WCI - Non-Instructional : A	79		86		7	
12	2490	678000	24141	3915	Other Benefits - Non-Instru	68		68		0	
12	2490	679000	27105	2130	Classified Employees : Admi	2,687		0			2,687
12	2490	679000	27105	3215	PERS - Non-Instructional :	261		0			261
12	2490	679000	27105	3315	OASDHI - Non-Instructional	174		0			174
12	2490	679000	27105	3325	Medicare - Non-Instructiona	41		0			41
12	2490	679000	27105	3415	H & W - Non-Instructional :	659		0			659
12	2490	679000	27105	3435	H & W - Retiree Fund Non-In	28		0			28
12	2490	679000	27105	3515	SUI - Non-Instructional : A	8		0			8
12	2490	679000	27105	3615	WCI - Non-Instructional : A	62		0			62
12	2490	679000	27105	3915	Other Benefits - Non-Instru	113		0			113
					<b>#2490 Total NC Matriculation (OEC)</b>	<b>377,036</b>	<b>377,036</b>	<b>371,191</b>	<b>371,191</b>	<b>75,062</b>	<b>75,062</b>

6.1 (16)

President's Signature:  
 Prepared by: Maria Gil

Board Approved: January 18, 2011  
 Accountant: JoJo Penning

**SPECIAL PROJECT DETAILED BUDGET #2490**  
**NAME: NON-CREDIT MATRICULATION - DISTRICT RESEARCH**  
**FISCAL YEAR: 2010/2011**

Contract Period: 7/1/10 - 6/30/11  
 Contract Amount: \$ 19,995

PROJ. ADM. NGA PHAM  
 PROJ. DIR.

DATE: 01/07/11

GL Account					Existing Budget		Revised Budget		Budget Changes (+/-)		
Fd	Prj	Tops	Dept	Code	Description	Debit	Credit	Debit	Credit	Debit	Credit
12	2490	000000	50000	8629	Other Gen Categorical Appor		19,500		19,995		495
12	2490	679000	53340	2130	<b>Classified Employees - Gheorghe, Cristina (27%)</b>	12,204		12,174			
12	2490	679000	53340	3215	PERS - Non-Instructional :	1,185		1,303			
12	2490	679000	53340	3315	OASDHI - Non-Instructional	768		777			
12	2490	679000	53340	3325	Medicare - Non-Instructiona	180		182			
12	2490	679000	53340	3415	H & W - Non-Instructional :	4,202		4,437			
12	2490	679000	53340	3435	H & W - Retiree Fund Non-In	126		125			
12	2490	679000	53340	3515	SUI - Non-Instructional : R	38		90			
12	2490	679000	53340	3615	WCI - Non-Instructional : R	277		301			
12	2490	679000	53340	3915	Other Benefits - Non-Instru	408		365			
12	2490	679000	53340	5660	Software Support Service :	112		0			
12	2490	679000	53340	4610	Non-Instructional Supplies :	0		241			
						19,500	19,500	19,995	19,995	0	495

6.1 (17)

President's Signature:  
 Prepared by: Maria Gil

Board Approved: January 18, 2011  
 Accountant: Jo Jo Penning



**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

## Educational Services

To: Board of Trustees	Date: January 18, 2011
Re: Approval of Second Amendment to Sub-award Agreements between RSCCD and CSU Fullerton Auxiliary Services Cooperation and between RSCCD and NOCCCD – Fullerton College for the College Cost Reduction and Access Act (CCRAA) Year 2	
Action: Request for Approval	

**BACKGROUND**

Santa Ana College was awarded a two-year College Cost Reduction and Access Act (CCRAA) grant from the United States Department of Education grant. The purpose of CCRAA is to increase student awareness of and achievement as science, technology, engineering and math (STEM) majors and to increase the number of STEM majors who become teachers.

The end of the second year of the grant was September 30, 2010. However, as there was still a balance of funds for the project, SAC requested an extension. In anticipation of the approval of the extension, the sub-agreements were 1<sup>st</sup> amended to have an end date of December 30, 2010. However, the Department of Education granted a one-year extension until September 30, 2011.

In addition, CSUF determined that they would have a balance of \$28,000 of unspent funds upon completion of all their grant activities.

**ANALYSIS**

Santa Ana College and their partners, California State University Fullerton Auxiliary Services Cooperation and North Orange County Community College District – Fullerton College, desire to change the end date of their second-year agreements from December 31, 2010 to September 30, 2011, and to reallocate grant funds without additional cost to Rancho Santiago Community College District. Consequently, the parties desire to amend the Total Cost of their Agreements, as follows.

- CSUF Auxiliary Services Cooperation – from \$219,748 to \$191,748 (reduced by \$28,000)
- NOCCCD-Fullerton College – from \$450,632 to \$464,632 (increased by \$14,000);

Santa Ana College's portion of the grant would increase by \$14,000 from \$425,886 to \$439,886.

Project Administrator is Micki Bryant. Project Director is Steve Bautista.

**RECOMMENDATION**

It is recommended that the amendments to the sub-award agreements be approved and that the Vice Chancellor of Business Operations/Fiscal Services or his designee be authorized to sign the amendments.

Fiscal Impact: None	Board Date: January 18, 2011
Prepared by: Sarah Santoyo, Director of Grants/Resource Development	
Submitted by: Enrique Perez, Assistant Vice Chancellor of Educational Services	
Recommended by: Dr. Raúl Rodríguez, Chancellor	

**SECOND AMENDMENT  
TO AGREEMENT BETWEEN  
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT AND  
CSU FULLERTON AUXILIARY SERVICES COOPERATION**

THIS SECOND AMENDMENT is entered into this 18th day of January, 2011 by and between Rancho Santiago Community College District, hereinafter referred to as "District", and CSU Fullerton Auxiliary Services Cooperation, hereinafter referred to as "SUBRECIPIENT", to amend that certain Agreement between the parties which commenced on October 1, 2009 and pertains to the grant the DISTRICT received entitled College Cost Reduction and Access Act (CCRAA) – Hispanic Serving Institutions (Grant No. P031C080159; CFDA No. 84.031C) from the U.S. Department of Education for the purposes of to increase student awareness and achievement in science, technology, engineering and math (STEM) majors and also to increase the number of STEM majors who become teachers.

WHEREAS, DISTRICT and SUBRECIPIENT desire to extend the term of the Agreement, beginning October 1<sup>st</sup>, 2009, and ending September 30<sup>th</sup>, 2011, and

WHEREAS, the parties desire to amend the Total Cost of the Agreement;

NOW THEREFORE, it is mutually agreed as follows:

1. Paragraph 1, under "TERM", page 1, of the Agreement is amended to read as follows:  
The effective term of this Agreement shall be from the period beginning October 1, 2009 and ending September 30, 2011, in the amount of \$191,748 and subject to the provisions of this Agreement. An extension may be granted in writing from the U.S. Department of Education (approving authority).
2. Except as amended herein, all other terms and provisions of the agreement, to the extent that they are not inconsistent with this Second Amendment, remain unchanged. All obligations of the parties that would have terminated on September 30<sup>th</sup>, 2010 are hereby extended to September 30<sup>th</sup>, 2011.

IN WITNESS WHEREOF, the parties hereto certify that they have read and understand all the terms and conditions contained herein and have hereby caused this Second Amendment to Agreement to be executed as of this 18th day of January, 2011.

RANCHO SANTIAGO COMMUNITY  
COLLEGE DISTRICT

CSU FULLERTON  
AUXILIARY SERVICES COOPERATION

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

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

Name: Peter J. Hardash  
Vice Chancellor

Name: \_\_\_\_\_

Title: Business Operations/Fiscal Services

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**SECOND AMENDMENT  
TO AGREEMENT BETWEEN  
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT AND  
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
ON BEHALF OF FULLERTON COLLEGE**

THIS SECOND AMENDMENT is entered into this 18th day of January, 2011 by and between Rancho Santiago Community College District, hereinafter referred to as "District", and North Orange County Community College District on behalf of Fullerton College, hereinafter referred to as "SUBRECIPIENT", to amend that certain Agreement between the parties which commenced on October 1, 2009 and pertains to the grant the DISTRICT received entitled College Cost Reduction and Access Act (CCRAA) – Hispanic Serving Institutions (Grant No. P031C080159; CFDA No. 84.031C) from the U.S. Department of Education for the purposes of to increase student awareness and achievement in science, technology, engineering and math (STEM) majors and also to increase the number of STEM majors who become teachers.

WHEREAS, DISTRICT and SUBRECIPIENT desire to extend the term of the Agreement, beginning October 1<sup>st</sup>, 2009, and ending September 30<sup>th</sup>, 2011, and

WHEREAS, the parties desire to amend the Total Cost of the Agreement;

NOW THEREFORE, it is mutually agreed as follows:

3. Paragraph 1, under "TERM", page 1, of the Agreement is amended to read as follows:  
The effective term of this Agreement shall be from the period beginning October 1, 2009 and ending September 30, 2011, in the amount of \$464,632 and subject to the provisions of this Agreement. An extension may be granted in writing from the U.S. Department of Education (approving authority).
4. Except as amended herein, all other terms and provisions of the agreement, to the extent that they are not inconsistent with this Second Amendment, remain unchanged. All obligations of the parties that would have terminated on September 30, 2010 are hereby extended to September 30, 2011.

IN WITNESS WHEREOF, the parties hereto certify that they have read and understand all the terms and conditions contained herein and have hereby caused this Second Amendment to Agreement to be executed as of this 18<sup>th</sup> day of January, 2011.

RANCHO SANTIAGO COMMUNITY  
COLLEGE DISTRICT  
COLLEGE

NORTH ORANGE COUNTY COMMUNITY  
COLLEGE DISTRICT, FULLERTON

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

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

Name: Peter J. Hardash  
Vice Chancellor

Name: \_\_\_\_\_

Title: Business Operations/Fiscal Services

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_