

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees (Regular meeting)**  
**Monday, March 14, 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 February 22, 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.

- 1.7 Public Hearing – California School Employees Association Chapter 579 (CSEA)  
Initial Bargaining Proposal to the Rancho Santiago Community College District
- 1.8 Recognition of Staff/Students by Board of Trustees

## **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

## **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) Dean
    - (2) Assistant Dean
2. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (1 case)
3. 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

4. Public Employee Performance Evaluation (pursuant to Government Code Section 54957)
  - a. Chancellor

## **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 Appointments
- Ratification of Resignations/Retirements
- Approval of Requests to Retreat to Faculty Assignments
- Approval of Tenure Review Recommendations for 2011-2012
- Approval of Additional Faculty Service Areas
- Approval of Interim Assignments
- Approval of STRS Reduced Workload Agreements
- Approval of Stipends
- Approval of Part-time/Hourly Hires/Rehires
- Approval of Non-paid Instructors of Record
- Approval of Non-paid Intern Services

### **3.2 Classified Personnel**

Action

- Approval of New Appointments
- Approval of Temporary to Contract Assignments
- Approval of Out of Class Assignments
- Approval of Changes in Positions
- Approval of Voluntary Furloughs
- Ratification of Resignations/Retirements
- Approval of Temporary to Hourly On Going Assignments
- Approval of Changes in Positions/Locations
- Approval of Leaves of Absence
- Approval of Temporary Assignments
- Approval of Additional Hours for On Going Temporary Assignments
- Approval of Substitute Assignments
- 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 – Huntington Hospital Action  
The administration recommends approval of the agreement with Huntington Hospital in Pasadena, California.

\*4.2 Approval of New OTA Agreement – Naval Medical Center, San Diego Action  
The administration recommends approval of the agreement with Naval Medical Center, San Diego in San Diego, California.

**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 Additional Architectural Services for Child Development Center at Santa Ana College (SAC) Action  
The administration recommends approval of additional services provided by Harley Ellis Devereaux in the estimated amount of \$9,350, as presented.

\*5.3 Approval of Name Change from Progressive Floor Covering, Inc., to Signature Commercial Floor Covering, Inc. Action  
The administration recommends approval of the name change from Progressive Floor Covering, Inc., to Signature Commercial Floor Covering, Inc., as presented.

\*5.4 Approval of Change Order #2, Bid #1165 for Roof Maintenance and Rain Gutter Repair at Centennial Education Center (CEC) Action  
The administration recommends approval of change order #2, Bid #1165 for Rite-Way Roof Corporation for roof maintenance and rain gutter repair at CEC as presented.

\*5.5 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 \$9,500 as presented.

\*5.6 Approval of City of Orange Fees associated with Street Improvements along Santiago Canyon Road at Cannon Street for Santiago Canyon College Action  
The administration recommends approval of the City's breakdown of the District's contribution for work associated with street improvements in the traffic study for the SCC Master Plan as presented.

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

- \*5.7 Approval of Southern California Edison Signalization Project on Santiago Canyon Road at Santiago Canyon College Action  
The administration recommends approval of the traffic control and signalization project from Southern California Edison at Santiago Canyon Road at SCC as presented.
- \*5.8 Approval of Change Order #2, Bid #1139 for Electric for Athletic/Aquatic Complex at Santiago Canyon College Action  
The administration recommends approval of change order #2 for Bid #1139 for Dynalectric, Inc., for electric for the Athletic/Aquatic Complex at SCC as presented.
- \*5.9 Approval of Change Order #1, Bid #1144 for Roofing for Athletic/Aquatic Complex at Santiago Canyon College Action  
The administration recommends approval of change order #1, Bid #1144 for Troyer Contracting, Company, Inc., for roofing for the Athletic/Aquatic Complex at SCC as presented.
- \*5.10 Approval of Change Order #1, Bid #1152 for Earthwork for Athletic/Aquatic Complex at Santiago Canyon College Action  
The administration recommends approval of change order #1, Bid #1151 for Southern California Grading, Inc., for earthwork for the Athletic/Aquatic Complex at SCC as presented.
- \*5.11 Approval of Division of State Architect (DSA) Inspection Services - Humanities Building, Athletic/Aquatic Center, Santiago Canyon Road Entry and Parking Lot, Chapman Avenue Entry and Learning Resource Center (LRC) Parking and Loop Road Extension Projects at Santiago Canyon College Action  
The administration recommends approval of the contract with TYR-IOR Services to provide DSA mandated inspection services for the five above-mentioned projects at SCC and authorization be given to the Vice Chancellor, Business Operations/Fiscal Services to sign the contract between TYR-IOR Services and RSCCD which has been approved by district's legal counsel as presented.
- \*5.12 Approval of PlanNet Consulting Agreement Action  
The administration recommends approval of the consulting agreement for PlanNet Consulting in the amount of \$147,800 as presented.
- \*5.13 Approval of Rose & Tuck Consulting Contract Action  
The administration recommends approval of the contract for consulting services with Rose & Tuck Consulting as presented.

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

\*5.14 Approval of Rejection of Bid #1171 – Storage Area Network Systems With a Virtual Storage Software Solution Action

The administration recommends approval to reject the bid for Bid #1171 for Storage Area Network Systems with a Virtual Storage Software Solution and rebid as presented.

**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:

- Basic Skills Initiative (SAC & SCC) - *Augmentation* \$ 38,180
- Equality Employment Opportunity (EEO) Diversity Allocation Funds (District) \$ 12,781
- Matriculation – Credit (SAC) \$945,168
- Matriculation Non-Credit (CEC/OEC) – *Augmentation* \$ 66,415
- NSF – Fullerton Mathematics Teacher and Master Teacher Fellows Project (FULL MT<sup>2</sup>) – Year 1 (SAC) \$ 20,000
- Santa Ana Middle College High School – *Augmentation* (SAC) \$ 14,850
- Women’s Business Center, year 5 (District) \$150,000

6.2 First Reading of New and Revised Board Policies Information  
The policies are presented for first reading as information.

6.3 Board of Trustees Cast Ballot for California Community College Trustees Board of Directors Election – 2011 Action

6.4 Board of Trustees’ Legislative Advocacy Report for January and February 2011 Information  
The legislative advocacy report is presented as information.

6.5 Reports from Board Committees Information

- Board Facilities Committee

6.6 Board Member Comments Information

**7.0 ADJOURNMENT** - The next regular meeting of the Board of Trustees will be held on March 28, 2011.

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

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

Board of Trustees (Regular meeting)

Tuesday, February 22, 2011

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:31 p.m. by Mr. Phillip Yarbrough. Other members present were Dr. David Chapel, Mr. John Hanna, Mr. Larry Labrado, Mr. Mark McLoughlin, and Ms. Lisa Woolery. Due to class on Tuesday evenings for Mr. Brian Conley and Mr. Nathan Selvidge, Mr. Conley arrived at the time noted, and Mr. Selvidge was unable to attend the meeting.

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 Pledge of Allegiance to the United States Flag

The Pledge of Allegiance was led by Mr. Steven Mendoza, Student Vice President, Santa Ana College (SAC).

1.3 Approval of Additions or Corrections to Agenda

It was moved by Mr. Labrado, seconded by Mr. McLoughlin, and carried unanimously to approve an addendum to Item 3.1 (Approval of Management/ Academic Personnel) and Item 3.2 (Approval of Classified Personnel).

1.4 Public Comment

There were no public comments.

1.5 Approval of Minutes

It was moved by Mr. Hanna, seconded by Mr. Labrado, and carried unanimously to approve the minutes of the regular meeting held January 18, 2011.

It was moved by Mr. Hanna, seconded by Mr. McLoughlin, and carried unanimously to approve the minutes of the regular meeting held February 7, 2011.

## 1.6 Approval of Consent Calendar

It was moved by Mr. Labrado, seconded by Mr. McLoughlin, 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 5.8 (Quarterly Investment Report as of December 31, 2010), Item 5.34 (Approval of RSCCD Strategic Technology Plan), Item 5.35 (Approval of Lease Agreement with MelRok Corporation), Item 5.36 (Approval of Lease Agreement with Reason Systems, Inc.), and Item 5.39 (Approval of Sole Source Vendor for Perceptive Software, Inc.), removed by Mr. McLoughlin:

- 4.1 Approval of Santa Ana College Community Services Program Revenue Contract MA-026-11011392  
The board approved Revenue Contract MA-026-11011392 between the County of Orange District Attorney and SAC Community Services Program.
- 4.2 Approval of New Pharmacy Technology Agreement – Tran Pharmacy  
The board approved this contract with Tran Pharmacy in Garden Grove, California.
- 4.3 Approval of OTA Agreement Renewal – Long Beach Memorial Medical Center dba Miller Children’s Hospital  
The board approved this agreement with Long Beach Memorial Medical Center dba Miller Children’s Hospital in Long Beach, California.
- 4.4 Approval of Affiliation Agreement with University of California, Irvine – Summer Scholars Transfer Institute (SSTI)  
The board approved this affiliation agreement with University of California, Irvine – Summer Scholars Transfer Institute.
- 4.5 Approval of Amendment #3 of OTA Agreement – Cedars-Sinai Medical Center  
The board approved this contract with Cedars-Sinai Medical Center in Los Angeles, California.
- 5.1 Approval of Payment of Bills  
The board approved payment of bills as submitted.
- 5.2 Approval of Budget Transfers and Budget Increases/Decreases  
The board approved budget transfers, increases, and decreases during the month of January 2011.
- 5.4 Adoption of Resolution No. 11-02 – Conflict of Interest Code  
The board adopted Resolution No. 11-02 – Conflict of Interest Code as presented.

1.6 Approval of Consent Calendar – (cont.)

- 5.5 Approval of Appointment for Measure E Citizens' Bond Oversight Committee  
The board approved the appointment of Ken Purcell as the Santa Ana College Foundation representative to the Citizens' Bond Oversight Committee for 2011 as presented.
- 5.6 Approval to Hire Vicenti, Lloyd & Stutzman LLP  
The board approved hiring Vicenti, Lloyd & Stutzman LLP for auditing services for the 2010-2011 fiscal year and authorized the Vice Chancellor of Business Operations/Fiscal Services to enter into the contract agreement on the district's behalf as presented.
- 5.7 Approval of Quarterly Financial Status Report (CCFS311Q) for Period Ended December 31, 2010  
The board approved the CCFS-311Q for the period ending December 31, 2010, as presented.
- 5.9 Approval of Southland Industries – Science Building Review at Santiago Canyon College  
The board approved the Santiago Canyon College Science Center review proposal from Southland Industries as proposed.
- 5.10 Approval of Additional Architectural Services for Baseball Complex at Santa Ana College (SAC)  
The board approved additional services provided by LPA, Inc., in the amount of \$3,000 as presented.
- 5.11 Approval of Additional Fees for Construction Management Services for Child Development Center at Santa Ana College  
The board approved additional operating costs for Bernards Management Services as presented.
- 5.12 Approval of Agreement to Provide Civil Engineering Services at Santa Ana College  
The board approved the proposal from Luzuriaga-Taylor, Inc., for civil engineering services at SAC as presented.
- 5.13 Approval of Change Order #1 for Bid #1166 for Exterior Siding Replacement, Metal Work, and Painting at Centennial Education Center (CEC)  
The board approved change order #1 for Bid #1166 for Color New Company, Inc., for exterior siding replacement, metal work, and painting at CEC as presented.

1.6 Approval of Consent Calendar – (cont.)

5.14 Approval of Change Order #3 for Bid #1098 for Landscaping for the Child Development Center at Santa Ana College

The board approved change order #3 for Nature Tech Landscaping, Inc., for Bid #1098 for landscaping for the Child Development Center at SAC as presented.

5.15 Approval of Notice of Completion for Bid #1098 for Child Development Center at Santa Ana College

The board approved the notice of completion for landscaping of the Child Development Center at SAC as presented.

5.16 Approval of Notice of Completion for Bid #1102 for Child Development Center at Santa Ana College

The board approved the notice of completion for roofing of the Child Development Center at SAC as presented.

5.17 Approval of Notice of Completion for Bid #1108 for Child Development Center at Santa Ana College

The board approved painting of the Child Development Center at SAC as presented.

5.18 Approval of Notice of Completion for Bid #1121 for Child Development Center at Santa Ana College

The board approved the notice of completion for structural steel of the Child Development Center at SAC as presented.

5.19 Approval of Notice of Completion for Bid #1124 for Child Development Center at Santa Ana College

The board approved the notice of completion for HVAC of the Child Development Center at SAC as presented.

5.20 Approval of Notice of Completion for Bid #1165 for Roof Maintenance/Rain Gutter Repair at Centennial Education Center

The board approved the notice of completion for roof maintenance/rain gutter repair at CEC as presented.

5.21 Approval of Notice of Completion for Bid #1166 for Exterior Siding Replacement, Metal Work, and Painting at Centennial Education Center

The board approved the notice of completion for exterior siding replacement, metal work, and painting at CEC as presented.

5.22 Approval of Architect Change Order for Athletic/Aquatic Center at Santiago Canyon College (SCC)

The board approved amending and increasing the Austin Company architectural agreement in the amount of \$245,421 as presented.

1.6 Approval of Consent Calendar – (cont.)

5.23 Approval of Architect Change Order for SCC Science Building (Bond funded portion)

The board approved additional services in the amount of \$18,000 as presented.

5.24 Approval of Architect Change Order for SCC Science Building (State funded portion)

The board approved additional services in the amount of \$18,000 as presented.

5.25 Approval of Change Order #1 for Bid #1134 for Landscaping for Santiago Canyon Road Entry and Parking Lot at Santiago Canyon College

The board approved change order #1 for Bid #1134 for Sierra Landscaping Company, Inc., for landscaping for the Santiago Canyon Road Entry and parking lot at SCC as presented.

5.26 Approval of Change Order #1 for Bid #1136 for Concrete for Santiago Canyon Road Entry and Parking Lot at Santiago Canyon College

The board approved change order #1 for Bid #1136 for Tidwell Concrete Construction for concrete for the Santiago Canyon Road Entry and parking lot at SCC as presented.

5.27 Approval of Change Order #1 for Bid #1139 for Electric for the Athletic/Aquatic Complex at Santiago Canyon College

The board approved change order #1 for Bid #1139 for Dynalectric, Inc., for electric at the Athletic/Aquatic Complex at SCC as presented.

5.28 Approval of Notice of Completion for Bid #1053 for Science Building at Santiago Canyon College

The board approved the notice of completion for earthwork at the science building at SCC as presented.

5.29 Approval of Notice of Completion for Bid #1057 for Science Building at Santiago Canyon College

The board approved the notice of completion for thermal/moisture protection at the science building at SCC as presented.

5.30 Approval of Notice of Completion for Bid #1060 for Science Building at Santiago Canyon College

The board approved the notice of completion for lab, casework, and fixtures at the science building at SCC as presented.

5.31 Approval of Notice of Completion for Bid #1062 for Science Building at Santiago Canyon College

The board approved the notice of completion for fire protection installation at the science building at SCC as presented.

1.6 Approval of Consent Calendar – (cont.)

5.32 Approval of Notice of Completion for Bid #1068 for Science Building at Santiago Canyon College

The board approved the notice of completion for passenger elevator installation at the science building at SCC as presented.

5.33 Approval of Notice of Completion for Bid #1076 for Science Building at Santiago Canyon College

The board approved the notice of completion for glass/glazing of the science building at SCC as presented.

5.37 Ratification of Sub-Agreement of the Business & Entrepreneurship Center Leadership Grant, between RSCCD and Academic Project Solutions

The board ratified the sub-agreement with Academic Project Solutions.

5.38 Approval of Bid #1170 – Purchase of Miscellaneous Science Equipment & Supplies – Partial Award

The board accepted bids and approved awarding Fisher Scientific, Sargent Welch, Wards Natural Science, Carolina Biological, Frey Scientific, Parco Scientific, Science Kit & Boreal Labs, and Triarch Inc. for Bid #1170 – Purchase of Miscellaneous Science Equipment & Supplies – Partial Award as presented.

5.40 Approval of Surplus Property

The board declared the listed equipment as surplus property and utilization of The Liquidation Company to conduct an auction as presented.

5.41 Approval of Donation of Surplus Items

The board approved donations to Cypress School District, Orange Unified School District, Santa Ana Unified School District, Magnolia School District, and Garden Grove Unified School District as presented.

5.42 Approval of Purchase Orders

The board approved the purchase order listing for the period January 4, 2011, through February 5, 2011.

6.1 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:

-Basic Skills Initiative (SAC & SCC)	\$655,131
-Board Financial Assistance Program (BFAP) (SCC)	\$292,792
-CalWORKS/TANF/Child Care (District/SAC/CEC/SCC)	\$418,304
-Cooperative Agencies Resources for Education (CARE) (SAC)	\$ 60,043
-Disabled Students Programs and Services (DSPS) (SCC)	\$334,425
-Youth Entrepreneurship Program (YEP) – BEC (District)	\$ 90,000

1.6 Approval of Consent Calendar – (cont.)

6.1 Approval of Resource Development Items – (cont.)

-Youth Entrepreneurship Program (YEP) - CITD (District)	\$ 90,000
-Extended Opportunity Programs & Services (EOPS) (SAC)	\$992,848
-Matriculation – Credit (SCC)	\$390,947
-NOCCD – Digital Media Support Grant (SAC)	\$ 2,500
-SBA/CSUF – SBDC (District)	\$602,365

6.2 Adoption of Resolution #11-01 in Support of Expedited Implementation of SB1440 – Student Transfer Achievement Act

The board adopted Resolution #11-01 in support of SB 1440.

6.3 Adoption of Resolution #11-03 authorizing payment to Trustee Absent from Board Meetings

The board adopted Resolution #11-03 that authorized payment to Phillip Yarbrough for his absence from the February 7, 2011, board meeting due to a surgical procedure.

6.4 Adoption of Resolution #11-04 authorizing payment to Trustee Absent from Board Meetings

The board adopted Resolution #11-04 that authorized payment to Lisa Woolery for her absence from the February 7, 2011, board meeting due to a surgical procedure.

**2.0 INFORMATIONAL ITEMS AND ORAL REPORTS**

2.1 Report from Chancellor

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

2.2 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)

2.3 Report from Student Trustee

Mr. Nathan Selvidge was unable to attend the meeting due to class attendance.

2.4 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  
Mr. Steven Mendoza, Student Vice President, Santa Ana College

## 2.5 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

Mr. Conley arrived at this time.

## 2.6 Informational Presentation on CurricUNET

Mr. Craig Rutan, Associate Professor of Physics, provided a report to the board on CurricUNET.

## **RECESS TO CLOSED SESSION**

The board convened into closed session at 5:34 p.m. to consider the following items:

1. Public Employment (pursuant to Government Code Section 54957[b][1])
  - a. Part-time Faculty
  - b. Classified Staff
  - c. Student Workers
  - d. Professional Experts
  - e. Educational Administrator Appointments
    - (1) Associate Dean
  - f. Other Educational and Classified Administrators
    - (1) Child Development Center Director I
    - (2) Child Development Center Associate Director
    - (3) Bookstore Manager
2. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (1 case)
3. 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
4. Public Employee Performance Evaluation (pursuant to Government Code Section 54957)
  - a. Chancellor
5. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

## **RECONVENE**

The board reconvened at 6:15 p.m.

### **Closed Session Report**

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

### **Public Comment**

There were no public comments.

## **3.0 HUMAN RESOURCES**

### **3.1 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:

- Approve Revised Job Descriptions
- Approve Employment Agreements
- Approve Appointments
- Approve Interim to Permanent Positions
- Ratify Resignations/Retirements
- Approve Extension of Long-term Substitute (Temporary Employees per E.C. 87482) Assignments
- Approve Return to Regular Assignments/Contract Workloads
- Approve Contract Extension Days for 2011-2012
- Remove Head Coach Stipends
- Approve Stipends
- Approve Adjusted New Hire Part-time/Hourly Rates
- Approve Part-time/Hourly Hires/Rehires
- Approve Non-paid Intern Services

### **3.2 Classified Personnel**

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

- Approve Revised Job Descriptions
- Approve New Appointments
- Approve Out of Class Assignments
- Approve Hourly On Going to Full Time Positions

3.2 Classified Personnel – (cont.)

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

3.3 Presentation of California School Employees Association Chapter 579 Initial Bargaining Proposal to Rancho Santiago Community College District

It was moved by Mr. Yarbrough, seconded by Mr. Labrado, and carried unanimously to schedule a public hearing for March 14, 2011.

3.4 Approval of Non-Credit Instructional Calendar 2011-2012

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

**4.0 INSTRUCTION**

All items were approved as part of Item 1.6 (Consent Calendar).

**5.0 BUSINESS OPERATIONS/FISCAL SERVICES**

Items 5.1, 5.2, 5.4, 5.5, 5.6, 5.7, 5.9 through 5.34, 5.37, 5.38, 5.40, 5.41, and 5.42 were approved as part of Item 1.6 (Consent Calendar).

Item 5.3 (Acceptance of Bond Oversight Committee Annual Report of Activities 2020) was heard after Item 5.36.

5.8 Quarterly Investment Report as of December 31, 2010

The quarterly investment report as of December 31, 2010, was presented as information.

5.34 Approval of Rancho Santiago Community College District Strategic Technology Plan

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve the Rancho Santiago Community College District Strategic Technology Plan as presented. Discussion ensued. The motion carried with the following vote: Aye: Mr. Conley, Mr. Hanna, Mr. Labrado, Ms. Woolery, and Mr. Yarbrough; Nay – Dr. Chapel and Mr. McLoughlin.

5.35 Approval of Lease Agreement with MelRok Corporation

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve the lease agreement with MelRok Corporation and authorize the Vice Chancellor of Business Operations/Fiscal Services to execute the agreement on behalf of the district. Discussion ensued. The motion carried unanimously.

5.36 Approval of Lease Agreement with Reazon Systems, Inc.

It was moved by Mr. Yarbrough, seconded by Mr. Labrado, and carried unanimously to approve the lease agreement with Reazon Systems, Inc., and authorize the Vice Chancellor of Business Operations/Fiscal Services to execute the agreement on behalf of the district.

5.3 Acceptance of Bond Oversight Committee Annual Report of Activities 2010

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to accept the Bond Oversight Committee's Annual Report for 2010 as presented. Discussion ensued. The motion carried unanimously.

5.39 Approval of Sole Source Vendor for Perceptive Software, Inc.

It was moved by Mr. Labrado and seconded by Mr. Yarbrough to declare and approve Perceptive Software, Inc., as the sole source provider for document management products and services including future upgrades, additions, and enhancements as presented. Discussion ensued. The motion carried with one nay vote from Mr. McLoughlin.

**6.0 GENERAL**

Items 6.1, 6.2, 6.3 and 6.4 were approved as part of Item 1.6 (Consent Calendar).

6.5 Reports from Board Committees

Mr. Labrado provided a report on the February 17, 2011, Board Facilities Committee meeting.

6.5 Reports from Board Committees – (cont.)

Ms. Woolery provided a report on the February 7, 2011, Board Legislative Committee meeting and a report on the January 2011, legislative advocacy trip to Sacramento. Mr. Hanna and Dr. Rodriguez provided a report on the February 2011 legislative advocacy trip to Washington, D.C.

Mr. Hanna provided a report on the February 17, 2011, Board Policy Committee meeting.

6.6 Review of Meetings with Councils and Boards of Local Cities and School Districts

Board members and staff discussed possible agenda items to discuss at upcoming meetings with councils and boards of local cities and school districts.

6.7 Board Member Comments

Dr. Chapel reported that although he cancelled his plans to attend the upcoming Community Colleges for International Development, Inc., conference in Florida, he plans to provide board members with information from the conference relating to international programs.

As a result of legislative meetings in Sacramento, Mr. Labrado asked for information relating to student enrollment and prioritization of freshmen enrollment.

Mr. Labrado asked questions regarding the integrity of categorical programs.

Mr. Hanna commented on the community college legal overview presented on risk allocation and construction allegation at the recent Association of Community College Trustees conference in Washington, D.C.

Mr. Hanna asked that Title IX changes from last year to this year be provided to board members.

Mr. Hanna expressed well wishes to Ms. Libby Fuller on her upcoming retirement.

Mr. Yarbrough reported he plans to attend the tour/overview of SAC's Middle College High School on February 28 and SCC Community Science Night on March 4.

Mr. Conley thanked Ms. Laurie Weidner and staff at Townsend Public Affairs for their hard work on the legislative advocacy trip in Washington, D.C.

Mr. Conley asked that thank you letters be sent to individuals the board recently met with in Sacramento and Washington, D.C., and Ms. Allison Conley, who assisted in making arrangements in Washington, D.C.

**7.0 ADJOURNMENT –**

The next regular meeting of the Board of Trustees will be held on March 14, 2011.

There being no further business, Mr. Conley declared this meeting adjourned at 7:10 p.m.

Respectfully submitted,

\_\_\_\_\_  
Dr. Raúl Rodríguez  
Chancellor

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

Minutes approved: March 14, 2011

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**HUMAN RESOURCES DOCKET  
MANAGEMENT/ACADEMIC  
March 14, 2011**

**MANAGEMENT**

Appointments

Dooley, Allen  
Dean, Business Division  
Santa Ana College

Effective: April 18, 2011  
Salary Placement: B-1 \$9,849/Month

Durdella, Caroline  
Assistant Dean, Institutional Effectiveness  
and Assessment  
Santiago Canyon College

Effective: March 15, 2011  
Salary Placement: F-1 \$7,109/Month

Interim Assignments

Pham, My Le  
Interim Associate Director  
Early Head Start  
Child Development Services  
District

Effective: January 1, 2011  
Salary Placement: O-1 \$4,470/Month

Van, Connie  
Interim Associate Director  
Early Head Start  
Child Development Services  
District

Effective: January 1, 2011  
Salary Placement: O-1 \$4,470/Month

Ratification of Resignations/Retirements

Evans, Tricia  
Dean, Business and Career Technical Education  
Santiago Canyon College

Effective: June 30, 2011  
Reason: Retirement

Fujimoto, Norman  
Vice President, Academic Affairs  
Santa Ana College

Effective: August 1, 2011  
Reason: Retirement

**MANAGEMENT (CONT'D)**

*Request to Retreat to Faculty Assignment*

Mathis, Jane  
From: Associate Dean, DSPS  
Student Services  
Santa Ana College

Effective: July 24, 2011  
To: Counselor, EOPS  
Student Services  
Santa Ana College

**FACULTY**

*Tenure Review Recommendations for 2011-2012/Attachment #1*

*Additional Faculty Service Areas (FSA)*

Powell, Kay  
Coordinator, Academic Success Center  
Library, Arts, Humanities and Social Sciences Division  
Santiago Canyon College

Effective: January 18, 2011  
FSA: English, and Reading

Tragarz, Roberta  
Professor, English  
Library, Arts, Humanities and Social Sciences Division  
Santiago Canyon College

Effective: January 18, 2011  
FSA: Education

Varela, Anita  
Librarian  
Library, Arts, Humanities and Social Sciences Division  
Santiago Canyon College

Effective: January 18, 2011  
FSA: Education

*Interim Assignments*

Cahill, Mary  
Master Teacher (50%)  
SAC Child Development Center  
Child Development Services  
District

Effective: February 1, 2011  
Salary Placement: MT/AA-1 \$35,364/Year  
(Concurrent with Regular Assignment @ 50%)

Nichols, Teresa  
Master Teacher (50%)  
SAC Child Development Center  
Child Development Services  
District

Effective: February 1, 2011  
Salary Placement: MT/AA-1 \$35,364/Year  
(Concurrent with Regular Assignment @ 50%)

**FACULTY (CONT'D)**

Interim Assignments (cont'd)

Waugh, Susan  
Master Teacher  
OEC Child Development Center  
Child Development Services  
District

Effective: March 1, 2011  
Salary Placement: MT/BA-1 \$37,132/Year

STRS Reduced Workload Agreement

Gates, James  
Professor, Water Utility Science/  
Environmental Studies/Public Works  
Business and Career Technical Education  
Santiago Canyon College

Effective: August 15, 2011  
Reduced Workload: 62.7% (3 years)

Stipends

Breig, David  
Associate Professor, Exercise Science  
Exercise Science, Health and Athletics Division  
Santa Ana College

Effective: January 24, 2011  
Amount: \$1,530.00  
Reason: Athletic Event Supervision

Lamourelle, Regina  
Professor, Human Development  
Business and Career Technical Education  
Santiago Canyon College

Effective: February 28, 2011  
Amount: \$550.00  
Reason: Coordinator, Early Childhood  
Mentor Program

Part-time/Hourly Hires/Rehires

Chau, Howard  
Instructor, Vocational/Business Skills  
Continuing Education Division/CEC  
Santa Ana College

Effective: March 21, 2011  
Hourly Lecture Rate: I-2 \$ 40.97

Huynh, Jordan  
Faculty Intern, Counseling  
Student Development Division  
Santiago Canyon College

Effective: March 7, 2011  
Hourly Non-Instructional Rate: I-3 \$25.87

Madrigal, Osiel  
Instructor, Vocational/Business Skills  
Continuing Education Division/CEC  
Santa Ana College

Effective: February 28, 2011  
Hourly Lecture Rate: II-2 \$41.97

**FACULTY (CONT'D)**

*Non-paid Instructors of Record*

Corbin, David  
Instructor, Fire Technology (equivalency)  
Upland Fire Department  
Human Services and Technology Division  
Santa Ana College

Effective: February 23, 2011

Maxon, Joe  
Instructor, Fire Technology (equivalency)  
Laguna Beach Fire Department  
Human Services and Technology Division  
Santa Ana College

Effective: February 22, 2011

*Non-paid Intern Service*

Torres, Angel  
Counselor Intern  
Counseling Division  
Santa Ana College

Effective: March 15 – May 20, 2011  
College Affiliation: CS, Long Beach  
Discipline: Counseling

**2011/2012**  
**TENURE REVIEW RECOMMENDATIONS**

<b>NAME</b>	<b>TITLE</b>	<b>DEPARTMENT</b>	<b>DIVISION</b>	<b>LOCATION</b>	<b>STATUS</b>
Aguilera, Leonor	Counselor/Assoc Prof	Counseling (OEC)	Continuing Education	SCC	Tenure
Andrade, Philippe	Assoc Prof	Political Science	Humanities & Soc Sci	SAC	Tenure
Cahill, Mary	Teacher	SAC Child Dev Center	Child Development Services	DO	Tenure
Candela, Catherine	Teacher	SAC Child Dev Center	Child Development Services	DO	Tenure
Coliflores, Rowena	Assoc Prof	Nursing	Science & Math	SAC	Tenure
Cordoba, Luz	Master Teacher	SAC Child Dev Center	Child Development Services	DO	Tenure
Diaz, Darlene	Assoc Prof	Math	Math & Sci	SCC	Tenure
Escalera, Juana	Teacher	CEC Child Dev Center	Child Development Services	DO	Tenure
Guerra, Maria	Teacher	SACE Child Dev Center	Child Development Services	DO	Contract II
Horgan, Linda	Assoc Prof	Nursing	Science & Math	SAC	Tenure
Hyman, Deborah	Asst Prof	Occupational Therapy Asst	Human Svcs & Tech	SAC	Contract III
Iniguez, Imelda	Master Teacher	SAC Child Dev Center	Child Development Services	DO	Tenure
Jorquera, Paz	Teacher	CEC Child Dev Center	Child Development Services	DO	Contract II
Kelcher, Michael	Assoc Prof	Chemistry	Science & Math	SAC	Tenure
Lopez, Jorge	Assoc Prof	Biology	Science & Math	SAC	Tenure
Mangali, Colleen	Master Teacher	SAC Child Dev Center	Child Development Services	DO	Tenure
Mettler, Mary	Assoc Prof/Learning Dis Spec	Learning Dis (DSPTS)	Couns & Student Support Svcs	SCC	Tenure
Moreno, George	Assoc Prof	Welding	Human Svcs & Tech	SAC	Tenure
Nichols, Teresa	Teacher	SAC Child Dev Center	Child Development Services	DO	Tenure
Paz-Lugo, Artemisa	Teacher	CEC Child Dev Center	Child Development Services	DO	Tenure
Reed, Stephen	Assoc Prof	History	Library, Arts, Humanities & Soc Sci	SCC	Tenure
Ross Jr., John	Assoc Prof	Pharmacy Technology	Human Svcs & Tech	SAC	Contract III
Salgado, Susana	Coord/Psychologist/Assoc Prof	Psychological Dis (DSPTS)	Special Svcs	SAC	Tenure
Salinas, Keo	Master Teacher	SAC Child Dev Center	Child Development Services	DO	Contract II
Sandoval, Guadalupe	Teacher	OEC Child Dev Center	Child Development Services	DO	Tenure
Santamaria, Sandra	Teacher	SCC Child Dev Center	Child Development Services	DO	Tenure
Shahbazian, Roy	Coord/Assoc Professor	Math Study Center/Math	Science & Math	SAC	Tenure
Smith, Mark	Assoc Prof	Anatomy & Physiology	Math & Sci	SCC	Tenure
Umali Kopp, Christine	Assoc Prof	Psychology	Library, Arts, Humanities & Soc Sci	SCC	Tenure
Varela, Anita	Librarian/Assoc Prof	Library	Library, Arts, Humanities & Soc Sci	SCC	Tenure

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**HUMAN RESOURCES DOCKET  
CLASSIFIED  
MARCH 14, 2011**

**CLASSIFIED**

New Appointment

Flores, Albert	Effective: February 28, 2011
Reprographics Technician (CL10-0240)	Grade 9, Step1, \$3179
Public Affairs & Gov't Rel.	

Temporary to Contract

Herndon, Timothy	Effective: March 6, 2011
District Safety Officer (CL10-0232#2)	Grade 9, Step 4 + 5% SW \$3870

Out of Class Assignment

Aguilar, Sandra	Effective: 05/02/11 – 06/10/11
Administrative Secretary/ School of Continuing Education/SAC	Grade 12, Step 5 + 5PG \$4655.33

Ojeda, Claudia	Effective: 03/16/11 – 04/29/11
Administrative Secretary/ School of Continuing Education/SAC	Grade 12, Step 6 \$4667

Change in Position

Nguyen, Catherine	Effective: January 21, 2011
From: Accountant	Grade 15, Step 5 \$5204
To: Sr. Accountant (CL10-026)	
Fiscal Services/District	

Rodriguez, Fidel	Effective From: January 10, 2011
Lead Custodian/ Admin. Services/ SAC	To: January 18, 2011
<i>Change shift from Graveyard to Day</i>	Grade 9, Step 5 \$3870

Voluntary Furlough

Vu, Irene Administrative Clerk/ Counseling/ SAC	Effective: 02/01/11 – 06/30/11 Grade 10, Step 6 + 2.5%Bil + 2.5%L + 6PG (4242) @ 70 % VF \$3367.80
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Ratification of Resignation/Retirement

Cordia, Donna Admissions & Records Specialist III/ SAC	Effective: June 30, 2011 Reason: Retirement
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Steed, Annie Administrative Secretary/ Health Center/ SAC	Effective: March 16, 2011 Reason: Medical Layoff
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**CLASSIFIED HOURLY**

Temporary to Hourly On Going

Avila, Edgar District Safety Officer (CL10-0233#1)	Effective: February 28, 2011 Grade 9, Step A \$18.27/Hour
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Change in Position/Location

Harris, Courtney District Safety Officer From: SAHS To: SCC	Effective: 03/14/11 Grade 9, Step A \$18.27/Hour
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Leave of Absence

Chhorn, Mary Instructional Assistant/ School of Continuing Education/SAC	Effective: 03/02/11 – 04/14/11 Reason: Maternity Leave
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**TEMPORARY ASSIGNMENT**

Gan, Jessy Instructional Assistant/ Fine & Performing Arts / SAC	Effective: 03/15/11 – 06/30/11
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Rodriguez, Ruth Senior Interpreter/ SAC	Effective: 03/21/11 – 03/25/11
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*Additional Hours for On Going Assignment*

Contreras, Evangelina  
Instructional Center Tech./ Counseling/  
SAC  
Effective: 02/22/11 – 06/30/11  
Not to exceed 19 consecutive days in any  
given period.

Garcia, Anthony  
District Safety Officer/ SAC  
Effective: 02/28/11 – 06/30/11  
Not to exceed 19 consecutive days in any  
given period.

Plaza, Jose  
Student Program Specialist/ Scholarship/  
SAC  
Effective: 02/14/11 – 06/30/11  
Not to exceed 19 consecutive days in any  
given period.

Saavedra, Lupe  
Test Proctor/ Counseling/ SAC  
Effective: 02/22/11 – 06/30/11  
Not to exceed 19 consecutive days in any  
given period.

*Substitute Assignments*

Fernandez, Marcial  
Sr. Resource Dev. Coord./ Resource Dev./  
District  
Effective: 03/04/11 – 06/30/11

Fuller, Libby  
Exec. Assistant to the Chancellor  
Effective: 03/01/11 – 05/17/11

Garcia, Anthony  
District Safety Officer/ SAC  
Effective: 02/28/11 – 06/30/11  
Not to exceed 19 consecutive days in any  
given period.

**VOLUNTEERS**

Salinas, Mariella  
Non Student/ School of Continuing  
Education/SAC  
Effective: 03/15/11 – 06/30/11

Vieyra, Mariella  
Non Student/ School of Continuing  
Education/SAC  
Effective: 03/15/11 – 06/30/11

**SANTA ANA COLLEGE**  
**STUDENT ASSISTANT LIST**

Hernandez, Esteban David	Effective: 02/14/11-6/30/11
Nacoste, Darius Dashun	Effective: 02/09/11-6/30/11

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

Lanee Rachal	Effective: 02/11/11-06/30/11
Barrera Celis, Maria del Carmen	Effective: 02/15/11-06/30/11

Board of Trustees  
March 14, 2011

Conference Docket  
No. 3.3

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

BOARD MEMBERS (to be approved)

COMMUNITY COLLEGE LEAGUE OF CALIFORNIA  
ANNUAL TRUSTEES CONFERENCE  
Monterey, California – April 28-May 2, 2011

1 Board Members  
(Brian Conley)

ADVISORY COMMITTEE ON LEGISLATION  
Sacramento, CA – April 1, 2011

1 Board Member  
(John Hanna)

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

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

To: Board of Trustees	Date: March 14, 2011
Re: Approval of OTA Agreement Renewal – Huntington Hospital	
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 two (2) 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 Huntington Hospital in Pasadena, California.

Fiscal Impact: None	Board Date: March 14, 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	

**CLINICAL EDUCATION AFFILIATION AGREEMENT**  
**BETWEEN**  
**HUNTINGTON HOSPITAL**  
**AND**  
**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

This Agreement is made between **Huntington Hospital**, a California non-profit corporation with its principal place of business at 100 West California Blvd, Pasadena, CA 91105 (hereinafter referred to as "**Hospital**"), and Rancho Santiago Community College District on behalf of Santa Ana College, (hereinafter referred to as "**District**"). Hospital and District are sometimes collectively referred to as "the Parties" in this Agreement.

This Agreement shall remain in full force and effect for a term of two (2) academic years beginning on January 1, 2011 and is subject to further renewals, but only upon the written mutual consent of both parties.

**RECITALS**

WHEREAS, District has an accredited program of educational instruction in Occupational Therapy Assistant Program;

WHEREAS, District and Hospital recognize that clinical experience plays a critical role in the Occupational Therapy Assistant curriculum;

WHEREAS, District recognizes Hospital to be an appropriate setting for the implementation of District's clinical Occupational Therapy Assistant clinical Experience ("Program") for its students ("students");

WHEREAS, Hospital wishes to cooperate with District in the provision of supervised clinical education experiences for District's students participating in the Program;

THEREFORE, in consideration of the mutual promises, covenants, and agreements hereinafter contained, Hospital and District do hereby covenant and agree as follows:

**TERMS OF AGREEMENT**

1.01 Accreditation

District falls within the jurisdiction of various accrediting agencies with whose standards it must comply if District is to maintain accreditation for its Program of educational instruction in Occupational Therapy. It is therefore agreed that District will be solely responsible for administering the Program and prescribing the curriculum, courses of

study, and conditions leading to completion of the Program and achievement of an occupational therapy assistant certificate.

Hospital must maintain standards of care and other requirements necessary to insure continued Medicare certification and appropriate state licensure, including accreditation by the Joint Commission on the Accreditation of Healthcare Organizations (JCAHO).

Upon failure of either Party to this Agreement to obtain or maintain its certification or accreditation, the Party hereto which has certification or accreditation, at its election, may terminate this Agreement at the end of District's academic year by giving at least 30 days written notice thereof to the Party that it no longer has its certification or accreditation and thereupon, this Agreement shall terminate without further liability hereunder by either Party to the other.

#### 1.02 Transportation of Students between District and Hospital

Neither District nor Hospital will provide transportation for students between the campus of District and Hospital. Each student shall be responsible for his or her own transportation between the District campus and Hospital.

### **RIGHTS AND OBLIGATION OF DISTRICT**

#### 2.01 Program Development and Implementation of Curriculum

District assumes responsibility for development, organization, and implementation of curriculum under the direction of its Program Director. This includes the responsibility for assignment of qualified District faculty and for designation of appropriate students in good standing to participate in the Program. The Program Director shall meet the criteria established by that state's legislative and regulatory agency and the Occupational Therapy Association for the supervision of students in the clinical education setting.

District will provide to Hospital a copy of its occupational therapy assistant field manual and other relevant instructional materials, including academic calendar, course outlines and objectives, field bulletins, evaluation guidelines, and periodic updates. Adjustments in specific clinical education activities at the Hospital may be made only with the consent of District faculty and the Hospital's Director of Rehab Services, as documented by a signed writing.

#### 2.02 Student Information, Assignments and Schedules, Supervision and Instruction

At least sixty (60) days prior to commencement of any session of semester, District shall provide to Hospital the Program schedule and the name(s) and level(s) of students (all in good standing) to be assigned to Hospital for the Program, all of which shall be subject to written approval by Hospital prior to the commencement of the relevant Program period.

Prior to the commencement of the Program period at Hospital, District shall require each of its participating students to submit information relating to his/her clinical experience to Hospital – including job/level descriptions or specific information regarding his/her competency – prior to the student’s commencement of clinical activity at Hospital. Such information is mandatory so that Hospital can effectively supervise the students(s).

District recognizes and agrees that the ultimate responsibility for clinical supervision of students participating in the Program lies with Hospital. Therefore, Hospital has the right and responsibility to articulate the supervision requirements for any affiliating student. All students who affiliate at Hospital shall be supervised in accordance with applicable Hospital policies and procedures and Medical Staff Bylaws and Rules and Regulations. Students are expected to demonstrate competency consistent with Program requirements.

#### 2.03 Student Health Status

District shall recommend, under this Agreement, only students who are in good health and who are physically and mentally able to participate in the Program at Hospital.

District shall advise its students and faculty that Hospital requires documented evidence of health status before the student (or District faculty as applicable) may begin a clinical rotation at Hospital. Such evidence shall include, without limitation, the results of: (a) an annual physical exam; (b) current measles, rubella, varicella and tetanus/diphtheria immunizations or positive titres; (c) annual tuberculin tests in cases of prior negative PPD readings; (d) in cases of prior positive PPD readings, annual review of TB symptoms and a chest x-ray within normal limits (at a minimum of every four years); and (e) a Hepatitis B series or a signed waiver declining immunization. Hospital may refuse participation in the Program to any student or on-site District faculty if Hospital concludes that such student or faculty is not fit to participate in the Program or may pose a health risk to others.

District shall also advise students (and District faculty, as applicable) of their obligation to provide Hospital with evidence of healthcare insurance coverage satisfactory to Hospital prior to the commencement of the faculty’s and student’s participation in clinical activity at the Hospital. District shall also communicate to the student and participating District faculty his/her obligation to notify Hospital as soon as reasonably practicable of any cancellation, reduction or other material change in the required coverage, which occurs at any time after such evidence is initially provided and throughout the duration of the faculty’s/student’s participation in the Program at Hospital.

District and/or its student shall be responsible for arranging the student’s medical care and/or treatment, if necessary, including transportation in case of illness or injury while participating in the Program at Hospital. In no circumstances shall Hospital be financially or otherwise responsible for said medical care and treatment.

#### 2.04 Absence of Student due to Injury or Illness; Resumption of Program Participation

District shall ensure that any student returning to Hospital after an absence caused by injury or significant illness greater than three (3) days off-duty shall present written clearance from a physician before resuming participation in the Program.

2.05 Compliance with OSHA and Other Requirements

District shall ensure to the best of its ability compliance by students (and District faculty, as applicable) with Occupational Safety and Health Administration (OSHA) regulations governing employee exposure to bloodborne pathogens in the workplace under Section VI (b) of the Occupational Safety and Health Act of 1970, effective March 6, 1992, and as may be amended or superseded. District's students (and faculty, if applicable) participating in the Program are required to complete Hospital's on-site safety orientation program which will include awareness training regarding hazardous materials and bloodborne pathogens, per Federal Regulations CFT1910.1120 and CFR 1910.1030.

2.06 Program Record-Keeping

District will be responsible for the initiation and maintenance of records on the Program including those relating to student progress in the Program.

2.07 Compliance with Hospital Policies

District students (and District faculty if present at Hospital) shall comply with Hospital and Medical Staff bylaws, rules and regulations, and policies and procedures, as they may be developed or modified from time to time, and with all directions given by Hospital personnel and Medical Staff members.

2.08 Confidentiality of Hospital and Patient Information

District shall assure to the best of its ability that its students (and its faculty as applicable) maintain strict confidentiality of all Hospital records and information, including patient medical records, Medical Staff records and information, and other confidential Hospital information, in accordance with Hospital policies and all legal requirements, including without limitation, the Health Insurance Portability and Accountability Act ("HIPPA").

At the conclusion of each District student's or faculty's participation in the Program, each student and faculty member shall return to Hospital any and all Hospital materials, property and information.

2.09 Publicity

District shall not, without Hospital's prior written consent, publish or otherwise disseminate any advertising, promotion, report, article, research, piece or publicity wherein Hospital's name is mentioned or otherwise reasonably identified, or use language for which a relationship between Hospital and District may, in the reasonable judgement of Hospital, be inferred.

## **RIGHTS AND OBLIGATIONS OF HOSPITAL**

### 3.01 Patient Care

Hospital shall maintain ultimate control and authority over patient care.

### 3.02 Orientation

Hospital will provide for District students (and faculty if applicable) appropriate orientation prior to and, if required during, each academic semester. Orientation shall include familiarization with relevant Hospital policies, procedures and facilities.

### 3.03 Use of Hospital Facilities

Hospital shall provide the use of its physical facilities including the library and cafeteria, equipment and supplies, as needed for clinical instruction, provided that such use does not conflict with Hospital or Medical Staff activities.

### 3.04 Determination of Student (and Faculty) Participation

Hospital shall have the right to refuse to permit any District student (and faculty if applicable) to participate in the Program. Hospital shall notify District and District shall immediately remove from Hospital any student/faculty who, in the judgment of Hospital, is not satisfactorily meeting the requirements of the Program, including, but not limited to, compliance with relevant Hospital policies and procedures, is disruptive of Hospital operations or poses a danger or potential danger to the health, safety, or well-being of Hospital patients, prospective patients, employees or other individuals. Students are not Hospital employees, and therefore, none of the grievance procedures applicable to employees of the Hospital shall be applicable to students whose participation in the Program has been discontinued.

### 3.05 Research

Hospital may allow District students to conduct research, consistent with Hospital procedures regarding research activities and subject to the written approval of the Executive Vice President of Medical and Scientific Affairs (EVPMSA) or Chief Executive Officer (CEO) of the Hospital.

## **MISCELLANEOUS**

### 4.01 Non-Discrimination

Pursuant to federal and state laws, the Parties agree not to discriminate against any student desiring to participate in this program on the basis of the student's race, ethnicity, religion, national origin, citizenship, age, sex, physical handicap or economic status.

#### 4.02 Status of Students

- (a) Hospital shall not be deemed the employer of District's personnel, including faculty or students. District shall be solely responsible for all employee obligations, if any, with respect to such personnel and students, including, but not limited to, federal and states withholdings tax applicable to employees, compliance with federal and state wage-hour obligations, unemployment obligations and other applicable taxes and contributions to government mandated employment related insurance and similar programs, except that Hospital shall be responsible for all such obligations in the event that Hospital employs students of District to provide any professional or Para-professional services for Hospital. Hospital remains the sole employer of any of its staff that become affiliated District staff.
- (b) The Program is solely a clinical training program. Students carry the status of "learners" and are not to be considered employees of the Hospital or of District. Therefore, Hospital is not obligated to and will not provide compensation to District or to any student for services provided under this Agreement.
- (c) Each student participating in the Program must at all times remain a student in good standing of District.

#### 4.03 Annual Evaluation

Authorized representatives of District and Hospital will meet at least annually, to evaluate opportunities to improve relationships and patient care related to the student's learning experience.

#### 4.04 Indemnification

District agrees to the fullest extent permitted by law, to defend, to indemnify and hold Hospital, and its directors, officers, employees, agents and Medical Staff, harmless from and against any and all liability for loss, expense, fines, judgments and claims (including reasonable attorney's fees) for personal or bodily injury to persons, including death, and damage to property in proportion to and to the extent such arises from an act or omission of District, its instructors, officers, agents, or students in connection with performance of this Agreement.

Hospital agrees to the fullest extent permitted by law, to defend, to indemnify and hold District, its officers, employees, agents and students, harmless from and against any and all liability for loss, expense, fines, judgments and claims (including reasonable attorney's fees) for personal or bodily injury to persons, including death, and damage to property in proportion to and to the extent such arise from an act or omission of Hospital, its Medical Staff, directors, offices, agents, contractors or employees in connection with performance of this Agreement.

#### 4.05 Insurance

- (a) District and Hospital shall procure and maintain insurance coverage or comparable programs of self-insurance appropriate for their business activities, including liability coverage.
- (b) The general liability insurance shall have a minimum coverage of \$1,000,000 per occurrence and \$3,000,000 in the aggregate.
- (c) Students (and District faculty) participating in the Program at Hospital shall provide proof of professional liability insurance of not less than \$1,000,000 per occurrence and \$3,000,000 in the aggregate. Students shall be covered by District's Professional Liability insurance for errors or omissions committed within the course and scope of the student's unpaid training program. Proof of insurance shall be required by the Hospital before initiation of clinical activity.
- (d) District shall provide workers compensation insurance coverage for its students, faculty and other employees in an amount and form compliant with all applicable requirements of the Labor Codes of the State of California. Subject to the laws of the State of California, Hospital will not be responsible for any workers compensation payments.

#### 4.06 Entire Agreement

This document contains the entire Agreement between the Parties and supersedes any and all prior negotiations, commitments, agreement and understandings between the Parties regarding the Program. No addition to, or alteration of, the terms of this Agreement is effective unless memorialized in writing and signed by authorized representatives of both parties.

#### 4.07 Amendments

No addition to, or alterations of the terms of this Agreement whether by written or verbal understanding of the Parties or their designees shall be valid unless made in the form of a written amendment to this Agreement and formally approved and signed by authorized representatives of each Party.

#### 4.08 Assignments and Delegations

Neither this Agreement nor any of the rights or duties under this Agreement may be assigned or delegated by District or Hospital without the prior written approval of authorized representatives of both Parties.

#### 4.09 Third Parties

This Agreement does not create any right or remedies in any third party, including any student participating in the Program, and no third party shall have the right to enforce the terms in this Agreement.

#### 4.10 Termination of Agreement

Should this Agreement be terminated, the Parties will use reasonable efforts to allow for the completion of the student training for the current academic year.

- (a) Notwithstanding any other provision in this Agreement, either Party, at anytime during the term of this Agreement, may cancel this Agreement with or without cause, upon giving the other Party thirty (30) days' written notice. At the termination of said thirty (30) days, this Agreement shall be of no further force or effect and each of the Parties shall be relieved and discharged therefrom except as otherwise provided herein.
- (b) In the event of termination, all District students (and faculty as applicable) shall immediately vacate the premises of the Hospital on the effective date thereof, removing at such time any and all of their personal property.

#### 4.11 Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of California. Any controversy or claim arising out of or relating to this Agreement shall be initiated in Los Angeles County, California.

#### 4.12 Notice

Any notice to be given in connection with this Agreement shall be in writing and directed to the addresses referenced below or such other address as either party may later specify in writing. Notice is deemed effective on the date it is given if hand-delivered or received by facsimile that same day. Notice forwarded by mail shall be deemed to have been fully given three (3) days after it is deposited in the United States mail, postage prepaid and addressed as follows:

**To Hospital:**  
Huntington Hospital

Bernadette Merlino, VP  
100 West California Blvd.  
Pasadena, CA 91105

**To District:**  
Rancho Santiago Community  
College District  
2323 N. Broadway  
Santa Ana, CA 92706  
Attn: Vice Chancellor  
Business Operations & Fiscal Services

This Agreement is signed by authorized representatives of each of the Parties on the dates shown:

Rancho Santiago Community College District- Santa Ana College Occupational Therapy Assistant Program

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

**Huntington Hospital ("Hospital")**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Bernadette Merlino, Vice President  
By: \_\_\_\_\_ Date: \_\_\_\_\_  
Janet Mayeda PT, Director of Rehab Services

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

To: Board of Trustees	Date: March 14, 2011
Re: Approval of New OTA Agreement – Naval Medical Center, San Diego	
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 one (1) semester (fall, 2011) 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 Naval Medical Center, San Diego in San Diego, California.

Fiscal Impact: None	Board Date: March 14, 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	

MASTER AFFILIATION AGREEMENT  
BETWEEN  
NAVAL MEDICAL CENTER, SAN DIEGO  
AND  
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
ON BEHALF OF SANTA ANA COLLEGE

1. This agreement is entered into by and between Naval Medical Center, 34800 Bob Wilson Drive, San Diego, California 92134-5000, hereinafter referred to as Military Treatment Facility ("MTF") and Rancho Santiago Community College District on behalf of Santa Ana College, 2323 N. Broadway, Santa Ana, California 92706, hereinafter referred to as the "affiliating institution."

2. The Administrators of the affiliating institution have established an approved professional program that has been recognized, accredited, or certified by the appropriate accrediting agencies, as applicable. The specific nature of this program is to train Occupational Therapy Assistant program student, AnnaMarie Baun, over a period of August 15, 2011 TO December 16, 2011.

3. It is in the best interest of the affiliating institution and its trainee to use the clinical facilities at the MTF to receive their clinical experience. The Department of the Navy and the MTF will benefit by completely utilizing program resources, by maintaining diplomatic relations with community medical institutions, and by affording its medical staff an opportunity to obtain teaching experience.

**4. The parties acknowledge and agree to the following:**

While training at the MTF, the affiliating institution trainee will be under the supervision of MTF officials for training purposes and will be subject to and required to abide by all MTF rules and applicable regulations.

5. There will be no training expense to the Navy for the trainee of the affiliating institution who participate in this program other than expenses incidental to their supervision. The use of Government-owned property by the trainees is primarily to further their training. Any work benefits that the MTF and the Navy receive are incidental to this training, and trainees of affiliating institution will not be compensated.

6. This program will not result in, nor is it meant to displace employees or impair existing contracts for services.

7. The number and assignment of trainees will be mutually agreed

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upon between the MTF and the affiliating institution before the beginning of each training period. The MTF reserves the right to refuse acceptance of any participant in this training program or to bar any trainee when it is determined that further participation would not be in the best interest of the MTF.

8. The affiliating institution will not use MTF's name in any of their publicity or advertising media. However, the existence and the scope of the program may be made known to their trainees.

9. Each trainee of the affiliating institution will be required to sign the trainee agreement addendum attached to this agreement.

**10. Health Insurance Portability & Accountability Act (HIPAA):**

Both parties understand and will adhere to DoD 6025.18R, DoD Health Information Privacy Regulation dated January 2003; and 45 Code of Federal Regulation (CFR), Parts 160 and 164, dated April 2003; and NAVMEDCEN SDIEGO Instruction 6025.1, Naval Medical Center San Diego Health Information Privacy and Security Instruction dated March 2005. The parties agree that all trainees are members of the MTF "workforce" for the purpose of HIPAA as defined under DL1.1.39 of DoD 6025.18R.

In keeping with all federal and state rules and regulations regarding patient confidentiality, MTF and affiliating institution shall notify their respective trainee that they are responsible for maintaining the confidentiality of patient information. Trainee shall not have access to, or have the right to review, any medical record, except where necessary in the regular course of the training program covered by this MAA or in furtherance of any litigation arising out of trainee's affiliation. The discussion, transmission, or narration, in any form, by trainee of any patient information of a personal nature, medical or otherwise, obtained by the trainee is forbidden except as a necessary part of the training program covered by this MAA. MTF and affiliating institution shall affirm that their respective trainee has received all mandatory training required by Federal Rules and Regulations for the protection of patients' protected health information (PHI) and that departmental records of completion of such training shall be available upon written request by either MTF and/or affiliating institution.

**11. In addition to other provisions in this agreement, the MTF specifically agrees to:**

a. Make available the clinical and related facilities needed for training.

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b. Arrange schedules that will not conflict with other educational programs.

c. Designate an MTF official to coordinate the trainee's clinical learning experiences. This will involve planning with faculty or staff members for the assignment of trainees to specific clinical cases and experiences, including their attendance at selected conferences, clinics, courses, and programs conducted under the direction of the MTF.

d. Provide reasonable classroom, conference, office, storage, dressing, and locker room space for participating trainees and their faculty or staff supervisors.

e. Permit, on reasonable request, the inspection of clinical and related facilities by agencies charged with the responsibility for accreditation of the affiliating institution's educational programs.

f. Provide emergency medical and dental treatment to the trainees while at the MTF for training. The cost of such treatment will be paid for by the trainees or the affiliating institution.

g. Allow faculty and trainees access to the hospital dining facilities at their own expense.

h. Provide guidance and instruction as long as the instruction and presence of trainees do not interfere with official duties and training of military personnel.

i. Arrange with the installation commander to allow faculty and trainees access to the military base or facility.

**12. In addition to other provisions in this agreement, the civilian affiliating institution specifically agrees to:**

a. Provide faculty or staff members who will be responsible for instruction and supervision of the trainees' program.

b. Have the faculty or staff members coordinate with the designated MTF official the assignment that will be assumed by the trainee and their attendance at selected conferences, clinics, courses, and programs conducted under the direction of the MTF.

c. Provide and maintain accurate personnel records and reports developed during the course of the trainee's clinical experience.

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d. Ensure compliance with all MTF rules and applicable instructions.

e. Require all faculty and trainee who operate an automobile on the military base to maintain the minimum requirements of local and State law and U.S. Navy regulations on automobile liability insurance.

f. Be responsible for health examinations and such other medical examinations and protective measures necessary for its trainee.

g. Prohibit the trainee, faculty, or staff members from publishing any materials developed as a result of their clinical experiences that have not been approved for release, in writing, by the MTF and the affiliating institution.

h. Provide professional liability (malpractice) coverage in amounts that are reasonable and customary in the community for the appropriate specialty, covering liability for personal injury and property damage, including legal representation and expense of defense of any such liability claims, actions or litigation, resulting from participation by their trainees and faculty under this agreement. This coverage may come from any source, but shall clearly cover the faculty and trainee while participating under this agreement at the MTF. The affiliating institution agrees that if it intends to change such liability coverage during the tenure of this agreement in a way that will affect the protection provided to their trainees, then the affiliating institution will notify the MTF in writing, at least 45 days before the effective date of the change, specifying the change intended to be made. The affiliating institution must provide documentary proof of the insurance coverage to the MTF and such documentary proof will be attached to this agreement. The affiliating institution further agrees not to seek indemnification from either the United States or the U.S. Navy for any settlement, verdict or judgment resulting from any claim or lawsuit arising out of the performance of the trainee's professional duties while training at the MTF.

13. It is expressly agreed that this written statement embodies the entire agreement of the parties regarding this affiliation, and no other agreements exist between the parties except as herein expressly set forth. Any changes or modifications to this agreement must be in writing and be signed by both parties.

14. The terms of this agreement will commence as of the date signed by both parties and will continue until completion of

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training or until terminated by either party. Termination by either party will require that written notification be sent by registered mail 30 days before the termination date. It is understood that the Chief Bureau of Medicine and Surgery will have the right to terminate this affiliation agreement without notice at any time, if determined necessary to be in the interests of the Navy's mission requirements.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
PETER J. HARDASH  
Vice Chancellor  
Business Operations &  
Fiscal Services

\_\_\_\_\_  
CLINTON F. FAISON III  
Rear Admiral, Medical Corps  
United States Navy  
Commander

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

Naval Medical Center  
San Diego, CA 92134-5000

Subj: **MASTER AFFILIATION AGREEMENT**

TRAINEE AGREEMENT ADDENDUM

In consideration of being allowed to use the facilities of the Naval Medical Center, San Diego per the Master Affiliation Agreement (agreement) between Rancho Santiago Community College District on behalf of Santa Ana College and Naval Medical Center, San Diego, I agree to abide by the rules and instructions listed in the agreement. I am aware of the rules concerning automobile liability insurance, and, if I drive my private automobile on base, I will register it with base authorities and maintain the required liability insurance. I specifically agree and understand that I will receive no monetary compensation whatsoever from the United States for this training.

(Date) (Signature and typed name of trainee)

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AnnaMarie Baun

Check Registers Submitted for Approval  
Checks Written for Period 02/12/11 thru 03/04/11

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
50118	General Fund Unrestricted	2,231.00	0.00	2,231.00	92*0273011	92*0273022
50119	General Fund Unrestricted	9,716.70	0.00	9,716.70	92*0273023	92*0273024
50120	General Fund Unrestricted	1,866.27	0.00	1,866.27	92*0273025	92*0273028
50121	General Fund Unrestricted	2,780.11	0.00	2,780.11	92*0273029	92*0273037
50122	General Fund Unrestricted	12,336.24	0.00	12,336.24	92*0273038	92*0273041
50123	General Fund Unrestricted	18,462.80	0.00	18,462.80	92*0273042	92*0273042
50124	General Fund Unrestricted	14,483.00	0.00	14,483.00	92*0273044	92*0273044
50125	General Fund Unrestricted	56,080.50	0.00	56,080.50	92*0273046	92*0273046
50126	General Fund Unrestricted	2,846.88	0.00	2,846.88	92*0273047	92*0273053
50127	General Fund Unrestricted	3,994.32	0.00	3,994.32	92*0273054	92*0273062
50129	General Fund Unrestricted	32,073.17	0.00	32,073.17	92*0273069	92*0273073
50133	General Fund Unrestricted	2,066.30	0.00	2,066.30	92*0273079	92*0273087
50134	General Fund Unrestricted	3,405.92	0.00	3,405.92	92*0273088	92*0273095
50135	General Fund Unrestricted	54,846.31	0.00	54,846.31	92*0273096	92*0273100
50136	General Fund Unrestricted	7,485.00	0.00	7,485.00	92*0273101	92*0273103
50137	General Fund Unrestricted	1,349.63	0.00	1,349.63	92*0273105	92*0273114
50138	General Fund Unrestricted	42,002.62	0.00	42,002.62	92*0273115	92*0273115
50143	General Fund Unrestricted	1,499.00	0.00	1,499.00	92*0273126	92*0273130
50144	General Fund Unrestricted	38,963.32	0.00	38,963.32	92*0273131	92*0273159
50145	General Fund Unrestricted	43,486.00	0.00	43,486.00	92*0273160	92*0273187
50146	General Fund Unrestricted	35,252.00	0.00	35,252.00	92*0273188	92*0273215
50147	General Fund Unrestricted	37,488.00	0.00	37,488.00	92*0273216	92*0273243
50148	General Fund Unrestricted	29,711.00	0.00	29,711.00	92*0273244	92*0273271
50149	General Fund Unrestricted	31,829.00	0.00	31,829.00	92*0273272	92*0273299
50150	General Fund Unrestricted	34,182.00	0.00	34,182.00	92*0273300	92*0273374
50151	General Fund Unrestricted	33,733.00	0.00	33,733.00	92*0273375	92*0273402
50152	General Fund Unrestricted	32,144.00	0.00	32,144.00	92*0273403	92*0273430
50153	General Fund Unrestricted	10,132.00	0.00	10,132.00	92*0273431	92*0273445
50156	General Fund Unrestricted	1,155.40	0.00	1,155.40	92*0273457	92*0273462
50158	General Fund Unrestricted	13,747.37	0.00	13,747.37	92*0273469	92*0273474
50159	General Fund Unrestricted	4,917.66	0.00	4,917.66	92*0273475	92*0273478
50160	General Fund Unrestricted	1,705.20	0.00	1,705.20	92*0273479	92*0273482
50162	General Fund Unrestricted	11,758.14	0.00	11,758.14	92*0273491	92*0273491
50164	General Fund Unrestricted	4,066.24	0.00	4,066.24	92*0273496	92*0273501
50166	General Fund Unrestricted	118.70	0.00	118.70	92*0273508	92*0273508
50169	General Fund Unrestricted	1,682.00	0.00	1,682.00	92*0273515	92*0273525
50170	General Fund Unrestricted	22,037.00	0.00	22,037.00	92*0273526	92*0273554
50171	General Fund Unrestricted	23,048.00	0.00	23,048.00	92*0273555	92*0273582
50172	General Fund Unrestricted	26,254.00	0.00	26,254.00	92*0273583	92*0273610
50173	General Fund Unrestricted	28,753.00	0.00	28,753.00	92*0273611	92*0273638
50174	General Fund Unrestricted	26,962.00	0.00	26,962.00	92*0273639	92*0273666

Check Registers Submitted for Approval  
 Checks Written for Period 02/12/11 thru 03/04/11

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
50175	General Fund Unrestricted	25,763.00	0.00	25,763.00	92*0273667	92*0273694
50176	General Fund Unrestricted	31,708.00	0.00	31,708.00	92*0273695	92*0273722
50177	General Fund Unrestricted	45,710.00	0.00	45,710.00	92*0273723	92*0273750
50178	General Fund Unrestricted	27,642.40	0.00	27,642.40	92*0273751	92*0273771
50179	General Fund Unrestricted	32,338.00	0.00	32,338.00	92*0273772	92*0273790
50181	General Fund Unrestricted	11,720.00	0.00	11,720.00	92*0273794	92*0273794
50185	General Fund Unrestricted	204.00	0.00	204.00	92*0273802	92*0273804
50186	General Fund Unrestricted	2,625.00	0.00	2,625.00	92*0273805	92*0273809
50187	General Fund Unrestricted	4,664.70	0.00	4,664.70	92*0273810	92*0273817
50188	General Fund Unrestricted	3,398.65	0.00	3,398.65	92*0273818	92*0273827
50190	General Fund Unrestricted	119.77	0.00	119.77	92*0273835	92*0273835
50191	General Fund Unrestricted	27,500.00	0.00	27,500.00	92*0273836	92*0273836
50193	General Fund Unrestricted	1,338.00	0.00	1,338.00	92*0273838	92*0273843
50194	General Fund Unrestricted	1,157.10	0.00	1,157.10	92*0273845	92*0273845
50195	General Fund Unrestricted	10,087.24	0.00	10,087.24	92*0273846	92*0273849
50198	General Fund Unrestricted	24,403.31	0.00	24,403.31	92*0273859	92*0273859
50200	General Fund Unrestricted	3,562.84	0.00	3,562.84	92*0273865	92*0273866
50202	General Fund Unrestricted	15,912.99	0.00	15,912.99	92*0273869	92*0273871
50203	General Fund Unrestricted	6,303.00	0.00	6,303.00	92*0273872	92*0273881
50204	General Fund Unrestricted	8,782.00	0.00	8,782.00	92*0273882	92*0273893
50207	General Fund Unrestricted	6,438.81	0.00	6,438.81	92*0273904	92*0273905
50210	General Fund Unrestricted	13,852.83	0.00	13,852.83	92*0273928	92*0273931
50211	General Fund Unrestricted	11,375.26	0.00	11,375.26	92*0273932	92*0273932
50212	General Fund Unrestricted	2,410.48	0.00	2,410.48	92*0273933	92*0273939
50222	General Fund Unrestricted	1,707.20	0.00	1,707.20	92*0273979	92*0273989
50225	General Fund Unrestricted	13,407.30	0.00	13,407.30	92*0273998	92*0274002
50226	General Fund Unrestricted	2,552.68	0.00	2,552.68	92*0274003	92*0274007
50227	General Fund Unrestricted	8,118.35	0.00	8,118.35	92*0274009	92*0274019
50228	General Fund Unrestricted	16,456.38	0.00	16,456.38	92*0274020	92*0274022
50232	General Fund Unrestricted	68.50	0.00	68.50	92*0274032	92*0274032
50233	General Fund Unrestricted	2,350.37	0.00	2,350.37	92*0274033	92*0274034
50235	General Fund Unrestricted	1,388.00	0.00	1,388.00	92*0274036	92*0274036
50236	General Fund Unrestricted	17,797.66	0.00	17,797.66	92*0274037	92*0274039
50237	General Fund Unrestricted	5,491.94	0.00	5,491.94	92*0274040	92*0274041
50238	General Fund Unrestricted	886.64	0.00	886.64	92*0274042	92*0274047
50239	General Fund Unrestricted	4,433.56	0.00	4,433.56	92*0274049	92*0274053
50240	General Fund Unrestricted	31,303.33	0.00	31,303.33	92*0274054	92*0274055
50244	General Fund Unrestricted	161.00	0.00	161.00	92*0274062	92*0274062
50245	General Fund Unrestricted	613.00	0.00	613.00	92*0274063	92*0274067
50247	General Fund Unrestricted	1,464,326.67	0.00	1,464,326.67	92*0274069	92*0274070
50248	General Fund Unrestricted	82,562.12	0.00	82,562.12	92*0274071	92*0274073

Check Registers Submitted for Approval  
 Checks Written for Period 02/12/11 thru 03/04/11

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
50249	General Fund Unrestricted	3,414.51	0.00	3,414.51	92*0274080	92*0274082
50250	General Fund Unrestricted	2,524.20	0.00	2,524.20	92*0274083	92*0274091
50251	General Fund Unrestricted	1,646.15	0.00	1,646.15	92*0274096	92*0274096
50253	General Fund Unrestricted	984.76	0.00	984.76	92*0274108	92*0274109
50254	General Fund Unrestricted	2,663.99	0.00	2,663.99	92*0274110	92*0274110
50255	General Fund Unrestricted	2,629.85	0.00	2,629.85	92*0274114	92*0274119
50256	General Fund Unrestricted	295.72	0.00	295.72	92*0274120	92*0274125
50262	General Fund Unrestricted	719.00	0.00	719.00	92*0274139	92*0274141
50273	General Fund Unrestricted	3,157.72	0.00	3,157.72	92*0274418	92*0274426
50274	General Fund Unrestricted	959.36	0.00	959.36	92*0274429	92*0274432
50275	General Fund Unrestricted	50,000.00	0.00	50,000.00	92*0274433	92*0274434
50276	General Fund Unrestricted	18,792.73	0.00	18,792.73	92*0274436	92*0274443
50278	General Fund Unrestricted	3,599.21	0.00	3,599.21	92*0274452	92*0274455
50286	General Fund Unrestricted	1,217.78	0.00	1,217.78	92*0274484	92*0274487
50287	General Fund Unrestricted	29,408.00	0.00	29,408.00	92*0274488	92*0274518
50302	General Fund Unrestricted	1,572.68	0.00	1,572.68	92*0275652	92*0275655
50303	General Fund Unrestricted	1,132.20	0.00	1,132.20	92*0275656	92*0275663
50304	General Fund Unrestricted	1,251.42	0.00	1,251.42	92*0275665	92*0275669
50305	General Fund Unrestricted	8,262.00	0.00	8,262.00	92*0275672	92*0275672
50306	General Fund Unrestricted	1,479.21	0.00	1,479.21	92*0275673	92*0275680
50307	General Fund Unrestricted	94,189.64	0.00	94,189.64	92*0275681	92*0275683
50308	General Fund Unrestricted	4,850.79	0.00	4,850.79	92*0275684	92*0275688
50309	General Fund Unrestricted	403.80	0.00	403.80	92*0275689	92*0275689
50310	General Fund Unrestricted	2,809.81	0.00	2,809.81	92*0275695	92*0275698
50311	General Fund Unrestricted	11,359.87	0.00	11,359.87	92*0275699	92*0275705
50317	General Fund Unrestricted	325.00	0.00	325.00	92*0275711	92*0275712
50319	General Fund Unrestricted	23,764.48	0.00	23,764.48	92*0275714	92*0275719
50320	General Fund Unrestricted	917.18	0.00	917.18	92*0275724	92*0275727
50321	General Fund Unrestricted	18,081.71	0.00	18,081.71	92*0275728	92*0275729
50322	General Fund Unrestricted	7,745.37	0.00	7,745.37	92*0275730	92*0275741
50324	General Fund Unrestricted	3,233.09	0.00	3,233.09	92*0275748	92*0275755
50325	General Fund Unrestricted	1,329.72	0.00	1,329.72	92*0275757	92*0275765
<b>Total Fund 11 General Fund Unrestricted</b>		<b>3,040,013.83</b>	<b>0.00</b>	<b>3,040,013.83</b>		

Check Registers Submitted for Approval  
 Checks Written for Period 02/12/11 thru 03/04/11

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
50120	General Fund Restricted	531.13	0.00	531.13	92*0273026	92*0273026
50124	General Fund Restricted	7,444.85	0.00	7,444.85	92*0273043	92*0273043
50125	General Fund Restricted	48,297.66	0.00	48,297.66	92*0273045	92*0273045
50128	General Fund Restricted	10,304.34	0.00	10,304.34	92*0273063	92*0273068
50134	General Fund Restricted	800.00	0.00	800.00	92*0273091	92*0273091
50136	General Fund Restricted	1,200.00	0.00	1,200.00	92*0273104	92*0273104
50137	General Fund Restricted	1,050.44	0.00	1,050.44	92*0273107	92*0273110
50139	General Fund Restricted	3,019.33	0.00	3,019.33	92*0273116	92*0273117
50154	General Fund Restricted	4,653.05	0.00	4,653.05	92*0273446	92*0273447
50155	General Fund Restricted	2,750.00	0.00	2,750.00	92*0273448	92*0273456
50157	General Fund Restricted	1,342.51	0.00	1,342.51	92*0273463	92*0273468
50158	General Fund Restricted	5,094.64	0.00	5,094.64	92*0273470	92*0273473
50159	General Fund Restricted	1,545.52	0.00	1,545.52	92*0273477	92*0273477
50160	General Fund Restricted	531.25	0.00	531.25	92*0273483	92*0273485
50161	General Fund Restricted	1,852.24	0.00	1,852.24	92*0273486	92*0273490
50163	General Fund Restricted	1,648.13	0.00	1,648.13	92*0273492	92*0273495
50165	General Fund Restricted	2,193.72	0.00	2,193.72	92*0273502	92*0273506
50166	General Fund Restricted	3,285.00	0.00	3,285.00	92*0273507	92*0273507
50180	General Fund Restricted	815.84	0.00	815.84	92*0273791	92*0273792
50181	General Fund Restricted	12,187.50	0.00	12,187.50	92*0273793	92*0273793
50184	General Fund Restricted	908.00	0.00	908.00	92*0273801	92*0273801
50189	General Fund Restricted	918.02	0.00	918.02	92*0273828	92*0273833
50190	General Fund Restricted	200.00	0.00	200.00	92*0273834	92*0273834
50194	General Fund Restricted	325.00	0.00	325.00	92*0273844	92*0273844
50196	General Fund Restricted	1,195.87	0.00	1,195.87	92*0273850	92*0273854
50197	General Fund Restricted	4,390.89	0.00	4,390.89	92*0273855	92*0273858
50199	General Fund Restricted	409.19	0.00	409.19	92*0273860	92*0273861
50200	General Fund Restricted	3,136.48	0.00	3,136.48	92*0273862	92*0273864
50201	General Fund Restricted	12,599.16	0.00	12,599.16	92*0273867	92*0273868
50205	General Fund Restricted	1,740.81	0.00	1,740.81	92*0273894	92*0273897
50206	General Fund Restricted	2,353.51	0.00	2,353.51	92*0273898	92*0273903
50207	General Fund Restricted	725.00	0.00	725.00	92*0273906	92*0273906
50208	General Fund Restricted	4,854.21	0.00	4,854.21	92*0273907	92*0273919
50209	General Fund Restricted	2,109.96	0.00	2,109.96	92*0273920	92*0273925
50210	General Fund Restricted	3,985.00	0.00	3,985.00	92*0273926	92*0273927
50213	General Fund Restricted	421.42	0.00	421.42	92*0273940	92*0273947
50223	General Fund Restricted	2,658.80	0.00	2,658.80	92*0273990	92*0273994
50224	General Fund Restricted	2,990.85	0.00	2,990.85	92*0273995	92*0273997
50225	General Fund Restricted	6,050.73	0.00	6,050.73	92*0274001	92*0274001
50226	General Fund Restricted	1,212.91	0.00	1,212.91	92*0274008	92*0274008
50229	General Fund Restricted	2,569.54	0.00	2,569.54	92*0274023	92*0274028

Check Registers Submitted for Approval  
 Checks Written for Period 02/12/11 thru 03/04/11

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
50234	General Fund Restricted	58,297.31	0.00	58,297.31	92*0274035	92*0274035
50239	General Fund Restricted	3,750.00	0.00	3,750.00	92*0274048	92*0274048
50246	General Fund Restricted	1,960.00	0.00	1,960.00	92*0274068	92*0274068
50249	General Fund Restricted	2,937.66	0.00	2,937.66	92*0274074	92*0274079
50250	General Fund Restricted	930.20	0.00	930.20	92*0274086	92*0274090
50251	General Fund Restricted	9,508.52	0.00	9,508.52	92*0274092	92*0274095
50252	General Fund Restricted	3,961.57	0.00	3,961.57	92*0274097	92*0274105
50253	General Fund Restricted	1,660.53	0.00	1,660.53	92*0274106	92*0274107
50254	General Fund Restricted	18,273.80	0.00	18,273.80	92*0274111	92*0274112
50255	General Fund Restricted	695.45	0.00	695.45	92*0274113	92*0274117
50256	General Fund Restricted	273.30	0.00	273.30	92*0274121	92*0274121
50273	General Fund Restricted	13.25	0.00	13.25	92*0274420	92*0274420
50274	General Fund Restricted	170.20	0.00	170.20	92*0274427	92*0274428
50275	General Fund Restricted	36,053.44	0.00	36,053.44	92*0274435	92*0274435
50277	General Fund Restricted	5,995.62	0.00	5,995.62	92*0274444	92*0274451
50279	General Fund Restricted	2,391.99	0.00	2,391.99	92*0274456	92*0274461
50280	General Fund Restricted	5,463.64	0.00	5,463.64	92*0274462	92*0274466
50281	General Fund Restricted	1,812.37	0.00	1,812.37	92*0274467	92*0274473
50303	General Fund Restricted	797.11	0.00	797.11	92*0275658	92*0275660
50304	General Fund Restricted	71.91	0.00	71.91	92*0275664	92*0275664
50305	General Fund Restricted	13,162.40	0.00	13,162.40	92*0275670	92*0275671
50309	General Fund Restricted	3,242.12	0.00	3,242.12	92*0275690	92*0275692
50310	General Fund Restricted	757.34	0.00	757.34	92*0275693	92*0275694
50311	General Fund Restricted	1,875.54	0.00	1,875.54	92*0275700	92*0275700
50312	General Fund Restricted	20,000.00	0.00	20,000.00	92*0275706	92*0275706
50318	General Fund Restricted	2,009.64	0.00	2,009.64	92*0275713	92*0275713
50320	General Fund Restricted	1,110.67	0.00	1,110.67	92*0275720	92*0275723
50323	General Fund Restricted	850.74	0.00	850.74	92*0275742	92*0275747
50325	General Fund Restricted	2,354.35	0.00	2,354.35	92*0275756	92*0275767
<b>Total Fund 12 General Fund Restricted</b>		<b>366,683.17</b>	<b>0.00</b>	<b>366,683.17</b>		

Check Registers Submitted for Approval  
 Checks Written for Period 02/12/11 thru 03/04/11

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
50130	Child Development Fund	2,265.60	0.00	2,265.60	92*0273074	92*0273074
50140	Child Development Fund	9,126.00	0.00	9,126.00	92*0273118	92*0273121
50141	Child Development Fund	1,356.02	0.00	1,356.02	92*0273122	92*0273124
50167	Child Development Fund	1,463.31	0.00	1,463.31	92*0273509	92*0273512
50182	Child Development Fund	1,289.97	0.00	1,289.97	92*0273795	92*0273798
50214	Child Development Fund	163.43	0.00	163.43	92*0273948	92*0273953
50215	Child Development Fund	4,153.49	0.00	4,153.49	92*0273954	92*0273955
50216	Child Development Fund	2,996.52	0.00	2,996.52	92*0273956	92*0273960
50241	Child Development Fund	1,719.98	0.00	1,719.98	92*0274056	92*0274058
50257	Child Development Fund	1,369.02	0.00	1,369.02	92*0274126	92*0274129
50258	Child Development Fund	1,027.53	0.00	1,027.53	92*0274130	92*0274131
50282	Child Development Fund	1,573.10	0.00	1,573.10	92*0274474	92*0274479
50283	Child Development Fund	21,843.00	0.00	21,843.00	92*0274480	92*0274480
50313	Child Development Fund	28,495.20	0.00	28,495.20	92*0275707	92*0275707
50314	Child Development Fund	238.28	0.00	238.28	92*0275708	92*0275708
50326	Child Development Fund	3,182.32	0.00	3,182.32	92*0275768	92*0275771
50327	Child Development Fund	10,014.00	0.00	10,014.00	92*0275772	92*0275772
<b>Total Fund 33 Child Development Fund</b>		<b>92,276.77</b>	<b>0.00</b>	<b>92,276.77</b>		

Check Registers Submitted for Approval  
 Checks Written for Period 02/12/11 thru 03/04/11

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
50220	Capital Outlay Projects Fund	6,365.81	0.00	6,365.81	92*0273974	92*0273977
50243	Capital Outlay Projects Fund	9,455.00	0.00	9,455.00	92*0274061	92*0274061
50261	Capital Outlay Projects Fund	25,034.50	0.00	25,034.50	92*0274137	92*0274138
50285	Capital Outlay Projects Fund	685.12	0.00	685.12	92*0274483	92*0274483
50315	Capital Outlay Projects Fund	5,541.36	0.00	5,541.36	92*0275709	92*0275709
<b>Total Fund 41 Capital Outlay Projects Fu</b>		<b>47,081.79</b>	<b>0.00</b>	<b>47,081.79</b>		

Check Registers Submitted for Approval  
 Checks Written for Period 02/12/11 thru 03/04/11

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
50131	Bond Fund, Measure E	2,749.27	0.00	2,749.27	92*0273075	92*0273075
50142	Bond Fund, Measure E	2,188.48	0.00	2,188.48	92*0273125	92*0273125
50168	Bond Fund, Measure E	3,010.70	0.00	3,010.70	92*0273513	92*0273514
50192	Bond Fund, Measure E	560.00	0.00	560.00	92*0273837	92*0273837
50217	Bond Fund, Measure E	29,099.83	0.00	29,099.83	92*0273961	92*0273967
50218	Bond Fund, Measure E	108,447.30	0.00	108,447.30	92*0273968	92*0273969
50219	Bond Fund, Measure E	30,384.09	0.00	30,384.09	92*0273970	92*0273973
50230	Bond Fund, Measure E	5,625.00	0.00	5,625.00	92*0274029	92*0274029
50231	Bond Fund, Measure E	76,000.00	0.00	76,000.00	92*0274030	92*0274031
50242	Bond Fund, Measure E	55,929.00	0.00	55,929.00	92*0274059	92*0274060
50259	Bond Fund, Measure E	2,735.79	0.00	2,735.79	92*0274132	92*0274133
50260	Bond Fund, Measure E	24,822.62	0.00	24,822.62	92*0274134	92*0274136
50284	Bond Fund, Measure E	6,151.35	0.00	6,151.35	92*0274481	92*0274482
<b>Total Fund 42 Bond Fund, Measure E</b>		<b>347,703.43</b>	<b>0.00</b>	<b>347,703.43</b>		

<u>Register #</u>	<u>Fund Title</u>	<u>Amount</u>	<u>Voided Checks</u>	<u>Adjusted Amount</u>	<u>Beg Check #</u>	<u>End Check #</u>
50132	Property and Liability Fund	10,729.20	0.00	10,729.20	92*0273076	92*0273078
<b>Total Fund 61 Property and Liability Fund</b>		<b>10,729.20</b>	<b>0.00</b>	<b>10,729.20</b>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
50316	Workers' Compensation	642.26	0.00	642.26	92*0275710	92*0275710
<b>Total Fund 62 Workers' Compensation Fu</b>		<b>642.26</b>	<b>0.00</b>	<b>642.26</b>		

Check Registers Submitted for Approval  
Checks Written for Period 02/12/11 thru 03/04/11

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
50183	Student Financial Aid Fund	652.67	0.00	652.67	92*0273799	92*0273800
50221	Student Financial Aid Fund	318.71	0.00	318.71	92*0273978	92*0273978
<b>Total Fund 74 Student Financial Aid Fund</b>		<b>971.38</b>	<b>0.00</b>	<b>971.38</b>		

**SUMMARY**

Total Fund 11 General Fund Unrestricted	3,040,013.83
Total Fund 12 General Fund Restricted	366,683.17
Total Fund 33 Child Development Fund	92,276.77
Total Fund 41 Capital Outlay Projects Fund	47,081.79
Total Fund 42 Bond Fund, Measure E	347,703.43
Total Fund 61 Property and Liability Fund	10,729.20
Total Fund 62 Workers' Compensation Fund	642.26
Total Fund 74 Student Financial Aid Fund	971.38
Grand Total:	<u><u>3,906,101.83</u></u>

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: March 14, 2011
Re:	Approval of Additional Architectural Services for the Child Development Center at Santa Ana College	
Action:	Request for Approval	

**BACKGROUND:**

On April 13, 2005, the Board of Trustees awarded a contract to Harley Ellis Devereaux to provide architectural design, engineering and landscaping documents for the Child Development Center at Santa Ana College.

**ANALYSIS:**

In order to comply with the Inspector of Record (IOR), an alternate path of travel is needed along Campus Drive; new construction documents must be prepared and submitted to DSA for approval. The specific changes and costs are listed on the attached additional services request, dated February 17, 2011.

The cost for these additional services is estimated at \$8,500.00 with reimbursable expenses estimated at \$850.00. The total amount for these services is estimated at \$9,350.00.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the request for additional services provided by Harley Ellis Devereaux in the estimated amount of \$9,350.00 as presented.

Fiscal Impact:	\$8,500.00 plus \$850.00 in reimbursables, estimated	Board Date: March 14, 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	



HARLEY ELLIS DEVEREAUX

February 17, 2011

801 South Figueroa Street Suite 50C  
Los Angeles, California  
90058 | USA

Darryl Odum  
2323 N. Broadway  
Suite 112  
Santa Ana, CA. 92706

t 213.542.4500  
f 213.542.4515  
harleyellisdevereaux.com

Subject: Santa Ana Child Development Center  
Project No. 2005-00012-000  
Additional Services Request – Alternate Path of Travel

Planning  
Architecture  
Engineering  
Interior Architecture  
Landscape Architecture  
Construction Services

Dear Darryl:

Please review this additional service for additional effort requested by the District for preparing contract documents and securing DSA approval for an alternate accessible path of travel along Campus Drive to the site from an existing location to the West. This additional service is governed by the conditions of our existing Owner/Architect agreement of 1/25/05.

Partner Companies:

**Scope of Project**

The IOR has determined that the existing DSA approved accessible path of travel to the site from the street to the east is in need of extensive repair to comply with code. The District has requested that Harley Ellis Devereaux document and secure DSA approval for an alternate route to the site from the west. It is understood that this alternate route will be processed as a Field Change Directive to the existing construction project.

Spectrum Strategies  
Crime Lab Design  
GreenWorks Studio  
IQ – Investment in Quality

**Scope of Services**

Provide construction documents adequately illustrating the proposed work to secure DSA approval of the work.

HEID Build

**Services not included:**

- Site surveys or verification of the proposed accessible path of travel.
- Cost estimating services.
- Bidding or Construction Administration services.

Los Angeles

**Fee Proposal**

*Additional Services Fee*

Harley Ellis Devereaux' fee for providing the above outlined services will be a lump sum amount of Eight Thousand Five Hundred Five Dollars (\$8,500), plus reimbursable expenses as outlined below.

Chicago

Detroit

Evansville

San Diego

*Reimbursable Expenses*

Celebrating 100 years

1908 | 2008

\\LAX-HAR-FILE01\Studio Projects\Higher Education\Santa Ana College\2005-00012-000 Child Center\Project Manager\Additional services to Owner\additional service Request- A.V.Security Infrastructure\110217\alternate path of travel.doc

Per current contract dated 1/25/05.

*Project Schedule*

Harley Ellis Devereaux will begin work on the project immediately upon receipt of your authorization to proceed.

Harley Ellis Devereaux' responsibility to provide the proposed services will terminate at the earlier of the issuance to Rancho Santiago CCD of the final Certificate for Payment or sixty (60) days after date of substantial completion of the project work.

To accept this proposal and to grant us authorization to begin our services, please have an authorized individual sign the Acceptance; retain one signed copy of the proposal for your records and forward the other signed copy to us. This proposal-agreement will be considered valid for sixty (60) days from date of issue.

If you have any questions regarding this proposal-agreement for services, or if you wish to discuss any aspect of the project, please contact me directly.

Very truly yours,



Brent Miller, AIA  
Principal-in-Charge

Accepted for Rancho Santiago Community College District by:

---

Signature

---

Printed Name and Title

---

Date

By signing this document, the signatory attests that they are authorized to execute this Agreement on behalf of the Rancho Santiago Community College District.

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: March 14, 2011
Re:	Approval of Name Change from Progressive Floor Covering, Inc., to Signature Commercial Floor Covering, Inc.	
Action:	Request for Approval	

**BACKGROUND:**

On November 15, 2010, the Board of Trustees awarded a contract to Progressive Floor Covering, Inc., for Bid #1186, District-wide Carpet Installation & Resilient Flooring. Since that time specific assets and the trade name of Progressive Floor Covering, Inc., have recently been acquired by Signature Commercial Floor Covering, Inc.

**ANALYSIS:**

In order to continue doing business and avoid any interruption of existing services and products, it is necessary to request Board approval to change the vendor name to Signature Commercial Floor Covering, Inc. As noted on the attached letter dated February 16, 2011, the acquisition of Progressive Floor Covering Inc., does not in any way change the unit cost contract that makes up Bid #1186, District-wide Carpet Installation & Resilient Flooring.

Progressive Floor Covering will be completing jobs which have already had purchase orders assigned to that company, and payment will still be made directly to Progressive Floor Covering (PFC). There are three current purchase orders open and assigned to PFC.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the name change from Progressive Floor Covering, Inc., to Signature Commercial Floor Covering, Inc., as presented.

Fiscal Impact:	N/A	Board Date: March 14, 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	



Signature Flooring, Inc.  
1353 E. Wilshire Avenue  
Santa Ana, CA 92705

P: 714.558.9200  
F: 714.558.9255  
CA Lic #867485

February 16, 2011

Rancho Santiago Community College District

Re: Progressive Floor Covering acquisition

As of the March 1, 2011 Signature Flooring, Inc will have acquired specific assets and the trade name of Progressive Floor Covering, (PFC). PFC will be completing any open purchase orders for jobs that you may currently now have in place and those jobs will be invoiced and paid directly to PFC. All warranty work on those specific jobs will still be serviced by PFC.

The current unit cost contract that PFC had entered into with the District per Bid #1168 / "District-Wide Carpet Installation and Resilient Flooring" will be adopted by Signature Flooring, Inc with no changes in price or service. All new projects going forward will be bid by Signature Flooring, Inc and those that turn into contracts shall be invoiced by and remitted to the following:

Signature Flooring, Inc  
1353 E. Wilshire Ave.  
Santa Ana, CA 92705

Project Manager: Cesar Lencina  
Billing: Mysti Adams or Jennifer Anderson

Sincerely,  
Signature Flooring, Inc

A handwritten signature in black ink, appearing to read "Jeffery", written over a light blue horizontal line.

Jeffery Grimsley  
President

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: March 14, 2011
Re:	Approval of Change Order #2, 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 #2. An allowance of \$30,000.00 was included in the original contract. There were no unforeseen repairs needed, therefore the return of the allowance.

Change Order #2 decreases the contract by \$30,000.00. The revised contract amount is \$168,398.00. 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 #2, Bid #1165 for Rite-Way Roof Corporation, roof maintenance and rain gutter repair at Centennial Education Center as presented.

Fiscal Impact:	-\$30,000.00	Board Date: March 14, 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: Roofing Maintenance/Gutter Replacement at Centinial Education Center

Bid No. #1165 P.O. # 11-P0016761

D.S.A. No. N/A

Contractor: Rite-Way Roof Corporation

Change Order No. 2

Architect: N/A

Date: February 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		\$192,121.00
Previous Change Orders	\$6,277.00	
This Change Order	-\$30,000.00	
Total Change Orders		-\$23,723.00
Revised Contract Amount		\$168,398.00
Previous Time Extensions	7 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		
Revised Contract Completion Date		
RSCCD Board Approval Date		March 14, 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: **Roofing Maintenance/Gutter Replacement at Centinial Education Center**

Bid No. **#1165**

P.O. # **11-P0016761**

D.S.A. No. **N/A**

Contractor: **Rite-Way Roof Corporation**

Change Order No. **2**

Architect: **N/A**

Date: **February 3, 2011**

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><b>DESCRIPTION:</b> A \$30,000 allowance was provided to make unforeseen repairs to existing buildings and patio should they have become exposed during demolition</p> <p><b>REASON:</b> No repairs were charged against allowance</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS 0 calendar days</p>	\$30,000.00	
Sub-Total		\$30,000.00	\$0.00
Total			-\$30,000.00

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: March 14, 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:**

In order to comply with the California Regional Water Quality Control Board, a Risk Level Assessment and a revised Storm Water Pollution Prevention Plan (SWPPP) must be prepared by a civil engineer and submitted to the California Regional Water Quality Control Board for approval. The specific changes and costs are listed on the attached Professional Services Authorization (PSA) dated February 4, 2011.

The cost for these additional services is estimated at \$9,500.00 with reimbursable expenses included.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the request for additional services provided by LPA, Inc. in the amount of \$9,500.00 as presented.

Fiscal Impact:	\$9,500.00, estimated	Board Date: March 14, 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: **February 4, 2011**  
 Project: **Santiago Canyon College - Humanities Building**  
 Location: **Orange** PSA No.: **6**  
 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 Civil Engineering services to perform a Risk Level Assessment and prepare Revised SWPPP reports as directed by the California Regional Water Quality Control Board.**

<b>Fee Summary</b>	<b>Fee:</b>
• <b>Civil Engineer</b>	<b>\$9,500 (Expenses included in Fee)</b>
<b>Total Fees (No Mark-up)</b>	<b>\$9,500</b>

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>\$9,500.00</b>		
Reimbursable Expenses:	<b>Included in Fee</b>		<b>Mark-up:</b>	<b>1.00</b>

The following consultants shall provide services for this scope of services:

**Luzuriaga Taylor, Inc. - Civil Engineering**

Special Conditions:

**None**

<b>Contract Status:</b>	<b>Services:</b>	<b>Expenses:</b>	<b>Contract Total:</b>
Original Contract Amount:	\$2,112,000.00	\$211,200.00	\$2,323,200.00
Total of Previous Addenda:	\$179,330.00	\$0.00	\$179,330.00
Previous Totals:	\$2,291,330.00	\$0.00	\$2,502,530.00
This PSA Amount:	\$9,500.00	\$0.00 <b>Included in Fee</b>	\$9,500.00
New Fee Totals:	\$2,300,830.00	\$211,200.00	\$2,512,030.00

Client Authorized Signature

Date

LPA Authorized Signature

Date

*Darryl Odum* 2/25/11

*Christopher D. Torrey*

**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:	March 14, 2011
Re:	Approval of the City Fees Associated with the Street Improvements along Santiago Canyon Road at Cannon Street for Santiago Canyon College		
Action:	Request for Approval		

**BACKGROUND:**

The City of Orange has imposed various fees associated with street improvements made on behalf of Santiago Canyon College (SCC) along Santiago Canyon Road at Cannon Street as required by the Environmental Impact Report (EIR) and the traffic study performed by the City of Orange. There was significant cost incurred with the right-of-way acquisition of land and street improvements made on behalf of the college. In the SCC Master Plan there was an addition of a northbound through lane, addition of a southbound left turn lane and an addition of a westbound right turn lane. Also required and included in this traffic study is the work associated with the signalization at the new campus entry along Santiago Canyon Road and the new Chapman entry. These improvements are needed to be in place by the start of the fall semester.

**ANALYSIS:**

The city advertised and secured ten bids to perform that scope of work and they ranged from a low of \$2,753,328.50 to \$3,626,606.50. The total cost for the Cannon Street and Santiago Canyon Road, widening including the city's cost and engineering, is \$6,708,635.16. After reviewing the cost with the City, District staff was able to save \$92,450.00 for a revised cost of \$6,616,185.16. The breakdown of costs is attached.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the City's breakdown of the District's contribution for the work associated with street improvements in the traffic study for the SCC Master Plan as presented.

Fiscal Impact:	\$860,104.07	Board Date:	March 14, 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		

# EXHIBIT C 4-PGS

## CONTRACT BILLING

*REVISED 5/5/09 DCB*

Hillcrest Contracting, Inc.  
1467 CIRCLE CITY DRIVE  
P.O. BOX 1898  
CORONA, CA 91718-1898  
PHONE (909) 273-9800  
FAX (909) 273-9808

Customer: CITY OF ORANGE  
ATTN: CHRIS SAXE  
300 E. CHAPMAN AVE  
ORANGE, CA 92668  
Phone: (714)744-5587  
Fax: (714)744-5573

Invoice No: PB17089  
Job Number: 2455  
Billing Date: April 30, 2009  
Progress Payment No: 10  
Job Description: CANNON ST. & SANTIAGO CYN. R

Contract Number: 2455

Item	Description	Contract Quantity	U/M	Unit Price	Contract Amount	Previously Billed		Current Request		Total-To-Date	
						Quantity	Amount	Quantity	Amount	Quantity	Amount
1-0001	CLEARING & GRUBBING	1.0	LS	25,000.000	25,000.00	1.00	25,000.00	0.00	0.00	1.00	25,000.00
1-0002	TRAFFIC CONTROL	1.0	LS	24,000.000	24,000.00	1.00	24,000.00	0.00	0.00	1.00	24,000.00
1-0003	UNCLASSIFIED EXCAVATION	7,900.0	CY	17.700	139,830.00	8,182.00	144,998.40	0.00	0.00	8,182.00	144,998.40
1-0004	AC PAVEMENT COMPACTED / SUB	11,200.0	TN	68.000	761,600.00	10,775.00	732,700.00	0.00	0.00	10,775.00	732,700.00
1-0005	COLD PLANE AC 2" MIN & 2" AC OV	8,400.0	SY	9.900	83,160.00	12,919.22	127,900.28	0.00	0.00	12,919.22	127,900.28
1-0006	INSTALL 2"X6" REDWOOD HEADER	1,120.0	LF	4.950	5,544.00	0.00	0.00	0.00	0.00	0.00	0.00
1-0007	MODIFIED CROSS GUTTER & SPAN	580.0	SF	11.000	6,380.00	787.00	8,657.00	0.00	0.00	787.00	8,657.00
1-0008	V-DITCH TERRANCE DRAIN	280.0	LF	27.000	7,580.00	282.00	7,884.00	0.00	0.00	282.00	7,884.00
1-0009	INSTALL 4' X 5' (25LB) CLASS RIP R	20.0	SF	12.400	248.00	40.00	496.00	0.00	0.00	40.00	496.00
1-010	6" CURB & GUTTER TYPE A	2,900.0	LF	17.600	51,040.00	2,985.00	52,184.00	0.00	0.00	2,985.00	52,184.00
1-011	SIDEWALK ACCESS RAMP TYPE 1	6.0	EA	1,400.000	8,400.00	6.00	8,400.00	0.00	0.00	6.00	8,400.00
1-012	SIDEWALK ACCESS RAMP TYPE 2	3.0	EA	2,100.000	6,300.00	3.00	6,300.00	0.00	0.00	3.00	6,300.00
1-013	SIDEWALK ACCESS RAMP TYPE 4	1.0	EA	1,400.000	1,400.00	1.00	1,400.00	0.00	0.00	1.00	1,400.00
1-014	SIDEWALK ACCESS RAMP MODIFIED	1.0	EA	1,400.000	1,400.00	1.00	1,400.00	0.00	0.00	1.00	1,400.00
1-015	4" SIDEWALK	8,400.0	SF	4.000	33,600.00	8,934.00	35,736.00	0.00	0.00	8,934.00	35,736.00
1-016	RESIDENTIAL DRIVEWAY APRON	700.0	SF	8.700	6,090.00	0.00	0.00	0.00	0.00	0.00	0.00
1-017	COMMERCIAL DRIVEWAY APRON	655.0	SF	9.800	6,419.00	1,756.00	17,208.80	0.00	0.00	1,756.00	17,208.80
1-018	6" PCC DRIVEWAY	725.0	SF	8.400	6,090.00	593.00	4,981.20	0.00	0.00	593.00	4,981.20
1-019	6" CURB TYPE B1	150.0	LF	30.000	4,500.00	1,083.00	32,490.00	0.00	0.00	1,083.00	32,490.00
1-020	6" THICK REINFORCED PCC BLOCK	2,375.0	SF	22.600	53,875.00	2,963.00	66,983.80	0.00	0.00	2,963.00	66,983.80
1-021	INSTALL 6' HIGH CHAIN LINK FENC	1,840.0	LF	17.000	31,280.00	1,557.00	26,469.00	0.00	0.00	1,557.00	26,469.00
1-022	RELOCATE WATER METER	3.0	EA	3,100.000	9,300.00	1.00	3,100.00	0.00	0.00	1.00	3,100.00
1-023	10" D.I.P. & ALL APPURTENANCES A	1.0	LS	8,200.000	8,200.00	1.00	8,200.00	0.00	0.00	1.00	8,200.00
1-024	6" D.I.P. & ALL APPURTENANCES A	1.0	LS	7,200.000	7,200.00	1.00	7,200.00	0.00	0.00	1.00	7,200.00
1-025	RELOCATE FIRE HYDRANT	2.0	EA	3,100.000	6,200.00	1.00	3,100.00	0.00	0.00	1.00	3,100.00
1-026	ADJUST WATER METER TO GRADE	2.0	EA	2,300.000	4,600.00	3.00	6,900.00	0.00	0.00	3.00	6,900.00
1-027	REMOVE C.M.P. DROP INLET RISER	1.0	LS	12,000.000	12,000.00	1.00	12,000.00	0.00	0.00	1.00	12,000.00
1-028	REPLACE & ADJUST WATER VALVE	18.0	EA	310.000	5,580.00	23.00	7,130.00	0.00	0.00	23.00	7,130.00
1-029	REPLACE & ADJUST MANHOLE FRA	7.0	EA	520.000	3,640.00	3.00	1,560.00	0.00	0.00	3.00	1,560.00
1-030	TRAFFIC STRIPING , SAND BLASTIN	1.0	LS	47,000.000	47,000.00	1.00	47,000.00	0.00	0.00	1.00	47,000.00

Item	Description	Contract Quantity	U/M	Unit Price	Contract Amount	Previously Billed		Current Request		Total-To-Date	
						Quantity	Amount	Quantity	Amount	Quantity	Amount
1-031	TRAFFIC SIGNAL SYSTEM MODIFIC	1.0	LS	180,000.00	180,000.00	1.0	180,000.00	0.00	0.00	1.0	180,000.00
1-032	FIBER OPTICS COMMUNICATION C	1.0	LS	60,000.00	60,000.00	1.0	60,000.00	0.00	0.00	1.0	60,000.00
1-033	STREET LIGHTING SYSTEM COMPL	1.0	LS	150,000.00	150,000.00	1.0	150,000.00	0.00	0.00	1.0	150,000.00
1-034	30" RCP (2000-D) W- BEDDING CLA	281.0	LF	190.000	53,390.00	311.0	59,090.00	0.00	0.00	311.0	59,090.00
1-035	TYPE V JUNCTION STRUCTURE	1.0	EA	4,100.00	4,100.00	1.0	4,100.00	0.00	0.00	1.0	4,100.00
1-038	PCC COLLAR	2.0	EA	900.000	1,800.00	2.0	1,800.00	0.00	0.00	2.0	1,800.00
1-037	INLET (L=21') TYPE II W-L.D. (TYPE	1.0	EA	9,600.00	9,600.00	1.0	9,600.00	0.00	0.00	1.0	9,600.00
1-038	NEW FIRE HYDRANT ASSEMBLY	3.0	EA	6,200.00	18,600.00	4.0	24,800.00	0.00	0.00	4.0	24,800.00
1-039	PRESSURE REDUCING STATION &	1.0	LS	32,000.00	32,000.00	1.0	32,000.00	0.00	0.00	1.0	32,000.00
1-040	RELOCATE WATER MAIN & INSTAL	1.0	LS	30,000.00	30,000.00	0.00	0.00	0.00	0.00	0.00	0.00
1-041	MODIFIED 2' WIDE X 1' DEEP INTER	120.0	LF	15.400	1,848.00	190.0	2,928.00	0.00	0.00	190.0	2,928.00
1-042	DOUBLE R.C.B. & HEADWALL	43.0	LF	6,700.00	288,100.00	43.0	288,100.00	0.00	0.00	43.0	288,100.00
1-043	REINFORCED PCC POURED IN PLA	759.0	SF	150.000	113,850.00	759.0	113,850.00	0.00	0.00	759.0	113,850.00
1-044	REINFORCED PCC POURED IN PLA	473.0	SF	130.000	61,490.00	473.0	61,490.00	0.00	0.00	473.0	61,490.00
1-045	WALL W- 6"CLF	684.0	SF	120.000	82,080.00	684.0	82,080.00	0.00	0.00	684.0	82,080.00
1-048	REINFORCED PCC BLOCK RETAINI	2,335.0	SF	28.300	66,110.50	639.0	18,005.70	0.00	0.00	639.0	18,005.70
1-047	CHAIN LINK GATE (3 LOCATIONS T	6.0	EA	1,100.00	6,600.00	5.0	5,500.00	0.00	0.00	5.0	5,500.00
1-048	PCC CHANNEL SERVICE RD SLAB &	1,450.0	SF	35.000	50,750.00	1,450.0	50,750.00	0.00	0.00	1,450.0	50,750.00
1-049	IRRIGATION SYSTEM & LANDSCAP	1.0	LS	21,000.00	21,000.00	1.0	21,000.00	0.00	0.00	1.0	21,000.00
1-050	NINETY (90) DAY LANDSCAPE & IR	1.0	LS	2,100.00	2,100.00	1.0	2,100.00	0.00	0.00	1.0	2,100.00
1-43A	FENCE ON WALL	1.0	LS	0.000	0.00	1.0	0.00	0.00	0.00	1.0	0.00
1-44A	FENCE ON WALL	1.0	LS	0.000	0.00	1.0	0.00	0.00	0.00	1.0	0.00
1-45A	FENCE ON WALL	1.0	LS	0.000	0.00	1.0	0.00	0.00	0.00	1.0	0.00
2-051	SLURRY SEAL & CRACK SEAL	28,000.0	SF	0.170	4,420.00	28,000.0	4,420.00	0.00	0.00	28,000.0	4,420.00
2-052	PARKING WHEEL STOPS	55.0	EA	27.000	1,485.00	54.0	1,458.00	0.00	0.00	54.0	1,458.00
2-053	STRIPING & PVMT MARKINGS	1.0	LS	1,240.000	1,240.00	1.0	1,240.00	0.00	0.00	1.0	1,240.00
2-054	SIGNS	4.0	EA	250.000	1,000.00	4.0	1,000.00	0.00	0.00	4.0	1,000.00
2-055	RELOCATE SCHOOL SIGN	1.0	EA	4,000.00	4,000.00	1.0	4,000.00	0.00	0.00	1.0	4,000.00
2-056	PCC BLOCK SLOUGH WALL	662.0	SF	19.300	12,776.60	662.0	12,776.60	0.00	0.00	662.0	12,776.60
2-057	CURB & GUTTER	40.0	LF	23.000	920.00	40.0	920.00	0.00	0.00	40.0	920.00
2-058	4" SIDEWALK	240.0	SF	5.800	1,392.00	181.0	1,049.80	0.00	0.00	181.0	1,049.80
2-059	LANDSCAPING & IRRIGATION	1.0	LS	17,000.00	17,000.00	1.0	17,000.00	0.00	0.00	1.0	17,000.00
2-060	RELOCATE LIGHT STD & ELECTRIC	1.0	EA	7,700.00	7,700.00	0.00	0.00	0.00	0.00	0.00	0.00
2-061	RELOCATE WATER VAULTS, METE	1.0	LS	7,200.00	7,200.00	1.0	7,200.00	0.00	0.00	1.0	7,200.00
3-062	VEGETATED GRASS SWALE & IRRI	1.0	LS	17,000.00	17,000.00	1.0	17,000.00	0.00	0.00	1.0	17,000.00
3-063	FILTERRA BIORETENTION STORM	1.0	EA	17,000.00	17,000.00	1.0	17,000.00	0.00	0.00	1.0	17,000.00
4-A-1	INSTALLATION OF 18" DUCTILE IRO	98.0	LF	650.000	63,700.00	93.0	60,450.00	0.00	0.00	93.0	60,450.00
		<b>Contract SubTotal</b>			<b>2,783,328.50</b>		<b>2,732,864.58</b>	<b>0.00</b>	<b>0.00</b>	<b>2,732,864.58</b>	
CCO-01A	Construction Notice Signs	2.0	EA	500.000	1,000.00	2.0	1,000.00	0.00	0.00	2.0	1,000.00

5.6 (3)

Item	Description	Contract		Unit Price	Contract Amount	Previously Billed		Current Request		Total-To-Date	
		Quantity	U/M			Quantity	Amount	Quantity	Amount	Quantity	Amount
CCO-01B	Added Water At School	1.0	LS	44,703.750	44,703.75	1.00	44,703.75	0.00	0.00	1.00	44,703.75
CCO-01C	Added Slope Work	1.0	LS	74,854.600	74,854.60	1.00	74,854.60	0.00	0.00	1.00	74,854.60
CCO-01D	Remove CMP Riser	1.0	LS	2,698.760	2,698.76	1.00	2,698.76	0.00	0.00	1.00	2,698.76
CCO-02A	Median Island	1.0	LS	25,992.500	25,992.50	1.00	25,992.50	0.00	0.00	1.00	25,992.50
CCO-02B	Sand Backfill In Channel	1.0	LS	4,725.000	4,725.00	1.00	4,725.00	0.00	0.00	1.00	4,725.00
CCO-02C	Added 2 Courses on Wall	1.0	LS	13,282.500	13,282.50	1.00	13,282.50	0.00	0.00	1.00	13,282.50
CCO-02D1	Additional Striping	1.0	LS	1,932.000	1,932.00	1.00	1,932.00	0.00	0.00	1.00	1,932.00
CCO-02D2	K-Rail	1.0	LS	1,890.620	1,890.62	1.00	1,890.62	0.00	0.00	1.00	1,890.62
CCO-02D3	Slurry Backfill Conduit	1.0	LS	4,570.830	4,570.83	1.00	4,570.83	0.00	0.00	1.00	4,570.83
CCO-03A	Additional Fence Move-In	1.0	LS	750.000	750.00	1.00	750.00	0.00	0.00	1.00	750.00
CCO-03B	Wall @ 1314 S. Cannon	1.0	LS	18,060.000	18,060.00	1.00	18,060.00	0.00	0.00	1.00	18,060.00
CCO-03C	Upsize Irrigation (Bio-Swale)	1.0	LS	4,983.300	4,983.30	1.00	4,983.30	0.00	0.00	1.00	4,983.30
CCO-03D	Parkway Culverts (2 EA.)	1.0	LS	7,000.000	7,000.00	1.00	7,000.00	0.00	0.00	1.00	7,000.00
CCO-03E	East Channel Revisions	1.0	LS	21,000.000	21,000.00	1.00	21,000.00	0.00	0.00	1.00	21,000.00
CCO-03F	3" Pressure Reel Valve	1.0	LS	5,699.740	5,699.74	1.00	5,699.74	0.00	0.00	1.00	5,699.74
CCO-03G	Additional Trees	1.0	LS	4,551.000	4,551.00	1.00	4,551.00	0.00	0.00	1.00	4,551.00
CCO-03H	Hydro-seed Erosion	1.0	LS	3,933.000	3,933.00	1.00	3,933.00	0.00	0.00	1.00	3,933.00
CCO-03I	Modify Slope	1.0	LS	42,000.000	42,000.00	1.00	42,000.00	0.00	0.00	1.00	42,000.00
CO4-01	COR28A Flagman	1.0	LS	2,029.000	2,029.00	0.00	0.00	1.00	2,029.00	1.00	2,029.00
CO4-02	COR30 Vault Lid	1.0	LS	2,127.300	2,127.30	0.00	0.00	1.00	2,127.30	1.00	2,127.30
CO4-03	COR34 Thrust Blocks/Kickers	1.0	LS	11,843.800	11,843.80	0.00	0.00	1.00	11,843.80	1.00	11,843.80
CO4-04	COR-035 Yard Drain	1.0	LS	1,719.900	1,719.90	0.00	0.00	1.00	1,719.90	1.00	1,719.90
CO4-05	Added Mail Boxes	1.0	LS	702.000	702.00	0.00	0.00	1.00	702.00	1.00	702.00
CO4-06	Remove AC & Grade Cannon Way	1.0	LS	6,518.820	6,518.82	0.00	0.00	1.00	6,518.82	1.00	6,518.82
CO4-07	COR-040 Sewer Manhole Top Cannon	1.0	LS	4,278.110	4,278.11	0.00	0.00	1.00	4,278.11	1.00	4,278.11
CO4-08	COR-041 Additional Striping	1.0	LS	4,571.700	4,571.70	0.00	0.00	1.00	4,571.70	1.00	4,571.70
CO4-09	COR-042 Temp Striping	1.0	LS	1,250.000	1,250.00	0.00	0.00	1.00	1,250.00	1.00	1,250.00
CO4-10	Prep Water Service Trench	1.0	LS	2,892.540	2,892.54	0.00	0.00	1.00	2,892.54	1.00	2,892.54
CO4-11	COR-043 T&M By Hillcrest	1.0	LS	18,222.430	18,222.43	0.00	0.00	1.00	18,222.43	1.00	18,222.43
CO4-12	Grade & Pave Porkchop	1.0	LS	7,726.000	7,726.00	0.00	0.00	1.00	7,726.00	1.00	7,726.00
CO4-12A	Slurry Backfill	1.0	LS	4,273.450	4,273.45	0.00	0.00	1.00	4,273.45	1.00	4,273.45
CO4-12B	1A Pole NW Corner	1.0	LS	2,830.810	2,830.81	0.00	0.00	1.00	2,830.81	1.00	2,830.81
CO4-12C	Relocate Signal Foundation	1.0	LS	6,609.210	6,609.21	0.00	0.00	1.00	6,609.21	1.00	6,609.21
CO4-12D	Temp Signal @ SW Corner	1.0	LS	5,147.100	5,147.10	0.00	0.00	1.00	5,147.10	1.00	5,147.10
CO4-12E	Temp Signal NW/NE Corners	1.0	LS	3,541.570	3,541.57	0.00	0.00	1.00	3,541.57	1.00	3,541.57
CO4-12F	Temp Signal SW Corner/Guide Wire	1.0	LS	3,130.140	3,130.14	0.00	0.00	1.00	3,130.14	1.00	3,130.14
CO4-12G	Temp Signal SW Corner/Guide Wire	1.0	LS	4,409.320	4,409.32	0.00	0.00	1.00	4,409.32	1.00	4,409.32
CO4-12H	Temp Signal SW Corner/Guide Wire	1.0	LS	8,346.400	8,346.40	0.00	0.00	1.00	8,346.40	1.00	8,346.40
CO4-12I	Relocate Pole NW/SW Guide	1.0	LS	3,541.570	3,541.57	0.00	0.00	1.00	3,541.57	1.00	3,541.57

Item	Description	Contract Quantity	U/M	Unit Price	Contract Amount	Previously Billed		Current Request		Total-To-Date	
						Quantity	Amount	Quantity	Amount	Quantity	Amount
CO4-12J	Temp Signal Porkchop	1.0	LS	3,541.570	3,541.57	0.00	0.00	1.00	3,541.57	1.00	3,541.57
CO4-12K	Temp Signal Porkchop	1.0	LS	6,485.540	6,485.54	0.00	0.00	1.00	6,485.54	1.00	6,485.54
CO4-12L	Temp Signal SW Corner	1.0	LS	3,541.600	3,541.60	0.00	0.00	1.00	3,541.60	1.00	3,541.60
CO4-12M	Swap Out Streetlights	1.0	LS	4,469.330	4,469.33	0.00	0.00	1.00	4,469.33	1.00	4,469.33
CO4-12N	Added Signals SE Corner	1.0	LS	2,379.420	2,379.42	0.00	0.00	1.00	2,379.42	1.00	2,379.42
CO4-12O	Temp 1A SE Corner	1.0	LS	593.810	593.81	0.00	0.00	1.00	593.81	1.00	593.81
CO4-12P	R&R Downed S.L.	1.0	LS	4,506.400	4,506.40	0.00	0.00	1.00	4,506.40	1.00	4,506.40
CO4-12Q	Temp Wire (Due To Cable TV)	1.0	LS	2,313.430	2,313.43	0.00	0.00	1.00	2,313.43	1.00	2,313.43
CO4-12R	Added Electrical (COR-051)	1.0	LS	5,715.670	5,715.67	0.00	0.00	1.00	5,715.67	1.00	5,715.67
CO4-12S	Drill & Bolt Signal Head	1.0	LS	1,524.970	1,524.97	0.00	0.00	1.00	1,524.97	1.00	1,524.97
CO4-13	Saturday Premium	1.0	LS	2,004.600	2,004.60	0.00	0.00	1.00	2,004.60	1.00	2,004.60
CO4-14	Demo Wall Footing at Channel	1.0	LS	3,483.000	3,483.00	0.00	0.00	1.00	3,483.00	1.00	3,483.00
CO4-15	Fiber Roll At Bio-swell	1.0	LS	990.910	990.91	0.00	0.00	1.00	990.91	1.00	990.91
CO4-16	Water Filled k-Rail	1.0	LS	2,898.000	2,898.00	0.00	0.00	1.00	2,898.00	1.00	2,898.00
CO4-17	AC Repave Inspection	1.0	LS	-810.000	-810.00	0.00	0.00	1.00	-810.00	1.00	-810.00
<b>Addendum SubTotal</b>					<b>432,777.02</b>		<b>283,427.60</b>		<b>149,349.42</b>		<b>432,777.02</b>
<b>Amount for Period</b>					<b>3,186,105.52</b>		<b>3,016,292.18</b>		<b>149,349.42</b>		<b>3,165,841.60</b>
<b>Previous Amount Billed</b>											<b>2,714,862.96</b>
<b>Retention Held</b>							<b>301,629.22</b>		<b>14,934.94</b>		<b>316,564.16</b>
<b>Previous Amount Billed</b>							<b>2,714,862.96</b>				
<b>Amount Due</b>								<b>\$134,414.48</b>		<b>\$134,414.48</b>	



# AGENDA ITEM

April 22, 2008

**TO:** Honorable Mayor and  
Members of the City Council

**THRU:** John W. Sibley,  
City Manager

**FROM:** Gail Farber, *GF*  
Public Works Director

<b>Reviewed/Verified By:</b>	
City Manager	<i>[Signature]</i>
Finance Director	<i>[Signature]</i>
<b>To Be Presented By:</b> Gail Farber	
<input checked="" type="checkbox"/> Cons Calendar	<input type="checkbox"/> City Mgr Rpts
<input type="checkbox"/> Council Reports	<input type="checkbox"/> Legal Affairs
<input type="checkbox"/> Boards/Cmtes	<input type="checkbox"/> Public Hrgs
<input type="checkbox"/> Admin Reports	<input type="checkbox"/> Plan/Environ

**1. SUBJECT**

Award of Contract; Bid No. 078-38; Cannon Street and Santiago Canyon Road Improvements (SP-3233).

**2. SUMMARY**

Bids for the Cannon Street and Santiago Canyon Road Improvements were received and opened on April 3, 2008. Ten bidders responded to the Notice Inviting Bids. The apparent low bidder is Hillcrest Contracting, Inc. of Corona, CA in the amount of \$2,753,328.50 (additive item included). The Engineer's Estimate is \$3,317,811.

**3. RECOMMENDATION**

Award the contract in the amount of \$2,753,328.50 to Hillcrest Contracting, Inc. and authorize the Mayor and City Clerk to execute on behalf of the City.

**4. FISCAL IMPACT**

Funds are budgeted in the Capital Improvement Program and are available in the following accounts:

550-5011-483300-3427	(CTFP - IIP)	\$1,399,148
550-5011-483300-3427	(Developer Contribution)	\$1,757,852
601-8011-484102-8225	(Water Division)	\$ 63,700
285-5011-483300-3427	(TSIP Area "C")	<u>\$ 539,000</u>
<b>Total</b>		<b>\$3,759,700</b>

**5. AUTHORIZATION/GUIDELINES**

Sections 3.08.020 and 3.08.500 through 3.08.590 of the Orange Municipal Code establish the requirements and procedures for the City to contract for Public Works projects.

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## 6. DISCUSSION and BACKGROUND

The bid solicitation was advertised on March 6, 2008 for a period of four weeks, and bids were opened on April 3, 2008. Forty-eight bid packages were sold. Ten bidders submitted proposals as follows:

1) Hillcrest Contracting, Inc., Corona.....	\$ 2,753,328.50
2) Sequel Contractors, Inc., Santa Fe Springs .....	\$ 2,900,538.00
3) Alliance Streetworks Inc., Anaheim.....	\$ 2,945,305.00
4) Sully-Miller Contracting, Anaheim.....	\$ 2,988,205.00
5) Excel Paving Company, Long Beach .....	\$ 3,001,430.00
6) Elite Bobcat Service, Inc., Corona .....	\$ 3,044,445.00
7) All American Asphalt, Corona.....	\$ 3,048,319.75
8) R.J. Noble Company, Orange.....	\$ 3,126,516.50
9) Beador Construction Co., Corona .....	\$ 3,281,900.00
10) Griffith Company, Santa Ana.....	\$ 3,626,606.50

The Engineer's Estimate is \$3,317,811.

Scope of work includes asphalt pavement, cold planning, overlay, sidewalks, flood control channel improvements, block wall, retaining wall, traffic signals, fiber optics communication cable system, replacement of traffic loop detectors and striping, curb and gutter, ADA access ramps, adjustment of manhole and valve covers to grade, vegetated grass swale, landscaping and irrigation, and traffic control.

Highlights of the project improvements are as follow:

- Provide an additional right turn lane from southbound Cannon Street to westbound Santiago Canyon Road and a free right turn lane from westbound Santiago Canyon Road to northbound Cannon Street.
- Provide three dedicated left turn lanes from southbound Cannon to eastbound Santiago Canyon Road.
- Widen a portion of Santiago Canyon Road to the north to accommodate the turning movements.
- Provide Parking Lot improvements to Linda Vista Elementary School.
- Add bicycle lanes on Cannon Street.

In accordance with the California Environmental Quality Act (CEQA), Mitigated Negative Declaration (MND) ENV No. 1776-06 was prepared for the proposed project in April 2007. MND No. 1776-06 evaluated the potential environmental impacts for the project and was circulated for a 20-day public review period from April 27, 2007 to May 16, 2007. The MND concluded that with the implementation of mitigation measures related to aesthetics, biological resources, hazards and hazardous materials, public services, cultural resources, noise,

ITEM \_\_\_\_

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geology/soils, and transportation/traffic impacts resulting from the project would be less than significant.

On May 22, 2007, City Council approved the Precise Plan Alignment for the Cannon Street/Santiago Canyon Road Improvements project and subsequently adopted MND ENV. No. 1776-06. Following approval, a Notice of Determination was filed with the County Clerk in accordance with CEQA guidelines section 15075. Since then, final design plans that been slightly modified from the project description provided in MND ENV No. 1776-06.

Per CEQA guidelines section 15164, staff has prepared an Addendum to the adopted MND ENV No. 1776-06 since project changes do not result in new significant impacts or new mitigation measures. The previously adopted MND ENV. No 1776-06 is available at the office of the City Clerk for Council Review. No major revisions of the previous MND are required. City Council has adopted this Addendum on February 26, 2008. Work is scheduled to begin in mid June 2008 and is expected to be completed within one hundred and twenty calendar days.

## **7. ATTACHMENTS**

- Bid Abstract
- Location Map

GF;pt;ly  
N:\ADMIN\N.Young\Council Items\April-2008\April 22\ Award SP3233 Cannon Street and Santiago Canyon Road.doc

**ITEM** \_\_\_\_\_

**4/22/08**

 Printed on Recycled Paper

City of Orange: Summary of Bid Abstracts for:

Common Street and Santiago Canyon Road  
SP3233

Date of Bid Opening: 4/3/08  
C:\PROJECTS\BIDS\SP3233.xls\Sheet1

**1**  
Hillcrest Contracting, Inc.  
1467 Circle City Drive  
Corona, CA 92879-1668  
Tel. No. (951) 373-9600

**2**  
Sequel Contractors, Inc.  
13546 Imperial Hwy.  
Santa Fe Springs, CA 90670  
Tel. No. (562) 803-7227

**3**  
Alliance Structures Inc.  
1111 E. Kimberly Avenue  
Anaheim, CA 92801  
Tel. No. (714) 449-7000

4/3/2008

ENGINEER'S ESTIMATE

NO.	DESCRIPTION OF WORK	QUANTITY	UNIT PRICE	AMOUNT	1		2		3		
					UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	
1	Clearing and Grubbing	1.00	LS	\$200,000.00	\$200,000.00	\$23,000.00	\$23,000.00	\$250,000.00	\$250,000.00	\$153,000.00	\$153,000.00
2	Traffic Control	1.00	LS	50,000.00	50,000.00	24,000.00	24,000.00	100,000.00	100,000.00	50,000.00	50,000.00
3	Unclassified Excavation	7,900.00	CY	40.00	316,000.00	17.70	139,830.00	40.00	316,000.00	40.00	316,000.00
4	Asphalt Concrete over Compacted Subgr	11,200.00	TN	80.00	896,000.00	68.00	761,600.00	65.00	728,000.00	70.00	784,000.00
5	Cold Plane Asphalt 2 inches Minimum an	8,400.00	SY	8.00	67,200.00	9.90	83,160.00	9.00	75,600.00	1.70	14,280.00
6	2" x 6" Redwood Header and Sides	1,120.00	LF	3.00	3,360.00	4.95	5,544.00	6.00	6,720.00	8.00	8,960.00
7	Modified Crown Gutter and Spondrel	580.00	SF	15.00	8,700.00	11.00	6,380.00	6.00	3,480.00	10.00	5,800.00
8	V-Ditch Terrace Drain	280.00	LF	20.00	5,600.00	27.00	7,560.00	30.00	8,400.00	30.00	8,400.00
9	4" x 5" (23lb.) Class Rip-Rap	20.00	SF	30.00	600.00	12.40	248.00	40.00	800.00	20.00	400.00
10	8" Curb and Gutter, Type A	2,900.00	LF	55.00	159,500.00	17.60	51,048.00	17.00	49,300.00	16.00	46,400.00
11	Sidewalk Access Ramp, Type 1	6.00	EA	3,500.00	21,000.00	1,400.00	8,400.00	2,000.00	12,000.00	2,000.00	12,000.00
12	Sidewalk Access Ramp, Type 2	3.00	EA	3,500.00	10,500.00	2,100.00	6,300.00	2,300.00	6,900.00	2,000.00	6,000.00
13	Sidewalk Access Ramp, Type 4	1.00	EA	3,500.00	3,500.00	1,400.00	1,400.00	2,000.00	2,000.00	2,000.00	2,000.00
14	Sidewalk Access Ramp, Modified Type 6	1.00	EA	3,500.00	3,500.00	1,400.00	1,400.00	1,400.00	1,400.00	1,900.00	1,900.00
15	4" Sidewalk	8,400.00	SF	7.00	58,800.00	4.00	33,600.00	5.00	42,000.00	4.00	33,600.00
16	Residential Driveway Apron	700.00	SF	9.00	6,300.00	8.70	6,090.00	8.00	5,600.00	9.00	6,300.00
17	Commercial Driveway Apron	635.00	SF	10.00	6,350.00	9.80	6,419.00	7.00	4,585.00	10.00	6,350.00
18	6" Concrete Driveway	725.00	SF	9.00	6,525.00	8.40	6,090.00	8.00	5,800.00	9.00	6,525.00
19	6" Curb, Type B-1	150.00	LF	40.00	6,000.00	30.00	4,500.00	35.00	5,250.00	22.00	3,300.00
20	Reinforced Concrete Block Wall per SPF	2,375.00	SF	20.00	47,500.00	22.60	53,675.00	20.00	47,500.00	27.00	64,125.00
21	6" Chain Link Fence per County Std. Plan	1,840.00	LF	20.00	36,800.00	17.00	31,280.00	20.00	36,800.00	20.00	36,800.00
22	Relocate Water Meter	3.00	EA	500.00	1,500.00	3,100.00	9,300.00	2,000.00	6,000.00	1,500.00	4,500.00
23	10" D.I.P. and All Appurtenances	1.00	LS	6,000.00	6,000.00	8,200.00	8,200.00	5,000.00	5,000.00	35,000.00	35,000.00
24	6" D.I.P. and All Appurtenances	1.00	LS	3,000.00	3,000.00	7,200.00	7,200.00	5,000.00	5,000.00	30,000.00	30,000.00
25	Relocate Fire Hydrant	2.00	EA	3,000.00	6,000.00	3,100.00	6,200.00	2,500.00	5,000.00	4,500.00	9,000.00
26	Adjust Water Meter to Grade	2.00	EA	250.00	500.00	2,300.00	4,600.00	500.00	1,000.00	500.00	1,000.00
27	Remove & Replace C.M.P. Drop Inlet, E	1.00	LS	15,000.00	15,000.00	12,000.00	12,000.00	18,000.00	18,000.00	14,000.00	14,000.00
28	Replace & Adjust Water Valve Box Cove	18.00	EA	400.00	7,200.00	310.00	5,580.00	300.00	5,400.00	500.00	9,000.00
29	Replace & Adjust Manhole Frame & Cov	7.00	EA	500.00	3,500.00	520.00	3,640.00	750.00	5,250.00	600.00	4,200.00
30	Traffic Striping, Pavement Markers, and !	1.00	LS	40,000.00	40,000.00	47,000.00	47,000.00	40,000.00	40,000.00	50,000.00	50,000.00
31	Traffic Signal System Modifications Com	1.00	LS	211,500.00	211,500.00	180,000.00	180,000.00	220,000.00	220,000.00	200,000.00	200,000.00
32	Fiber Optics Communication Cable Syste	1.00	LS	20,000.00	20,000.00	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00
33	Street Lighting System Complete	1.00	LS	312,700.00	312,700.00	150,000.00	150,000.00	170,000.00	170,000.00	165,000.00	165,000.00
34	30" RCP (2000-D) with Bedding Class III	281.00	LF	350.00	98,350.00	190.00	53,390.00	100.00	28,100.00	185.00	91,985.00
35	Construct Type V Junction Structure per I	1.00	EA	8,000.00	8,000.00	4,100.00	4,100.00	5,000.00	5,000.00	5,000.00	5,000.00
36	Concrete Collar	2.00	EA	500.00	1,000.00	900.00	1,800.00	1,000.00	2,000.00	1,500.00	3,000.00
37	Inlet (L-21), Type II with L.D., Type II	1.00	EA	10,000.00	10,000.00	9,600.00	9,600.00	12,000.00	12,000.00	14,000.00	14,000.00
38	New Fire Hydrant Assembly	3.00	EA	3,000.00	9,000.00	6,200.00	18,600.00	4,000.00	12,000.00	7,000.00	21,000.00
39	Pressure Reducing Station & Valves Com	1.00	LS	50,000.00	50,000.00	32,000.00	32,000.00	35,000.00	35,000.00	80,000.00	80,000.00
40	Relocate Water Main and Install Air & Vi	1.00	LS	10,000.00	10,000.00	30,000.00	30,000.00	10,000.00	10,000.00	6,000.00	6,000.00
41	Modified 2' Wide x 1' Deep Interceptor D	120.00	LF	50.00	6,000.00	15.40	1,848.00	30.00	3,600.00	15.00	1,800.00
42	Double R.C.B. and Headwall per Detail o	43.00	LF	1,000.00	43,000.00	6,700.00	288,100.00	2,000.00	86,000.00	2,300.00	98,900.00
43	Reinforced Concrete Wall with 6" CL. Pen	759.00	SF	80.00	60,720.00	150.00	113,850.00	88.00	66,792.00	91.00	69,069.00
44	Reinf. Conc. Wall with 6" CL Fence per C	473.00	SF	80.00	37,840.00	130.00	61,490.00	88.00	41,624.00	110.00	52,030.00
45	Wall with 6" CL Fence (APWA) per Deta	684.00	SF	74.00	50,616.00	120.00	82,080.00	88.00	60,192.00	159.00	108,756.00
46	Reinforced Concrete Block Retaining Wa	2,335.00	SF	50.00	116,750.00	26.30	61,418.50	20.00	46,700.00	27.00	63,045.00
47	Chain Link Gate per County 600-I-OC	6.00	EA	750.00	4,500.00	1,100.00	6,600.00	1,700.00	10,200.00	2,000.00	12,000.00
48	Concrete Channel Service Road Slab & C	1,450.00	SF	33.00	47,850.00	35.00	50,750.00	18.00	26,100.00	15.00	21,750.00
49	Irrigation System and Landscape Complet	1.00	LS	45,000.00	45,000.00	21,000.00	21,000.00	20,000.00	20,000.00	20,000.00	20,000.00
50	Shirley (90) Day Landscape & Irrigation	1.00	LS	10,000.00	10,000.00	2,100.00	2,100.00	2,000.00	2,000.00	1,500.00	1,500.00
51	Slurry Seal and Crack Seal (School Parki	26,000.00	SF	1.00	26,000.00	0.17	4,420.00	0.40	10,400.00	0.45	11,700.00
52	Parking Wheel Stops	55.00	EA	100.00	5,500.00	27.00	1,485.00	25.00	1,375.00	30.00	1,650.00
53	Striping and Pavement Markings	1.00	LS	3,000.00	3,000.00	1,240.00	1,240.00	1,500.00	1,500.00	750.00	750.00
54	Signs	4.00	EA	400.00	1,600.00	250.00	1,000.00	200.00	800.00	150.00	600.00
55	Relocate School Sign	1.00	EA	1,500.00	1,500.00	4,000.00	4,000.00	5,000.00	5,000.00	500.00	500.00
56	Concrete Block Slough Wall (Planter Wal	690.00	SF	11.00	7,590.00	19.30	13,317.00	23.00	15,870.00	23.00	15,870.00
57	Curb and Gutter	40.00	LF	55.00	2,200.00	23.00	920.00	20.00	800.00	27.00	1,080.00
58	4" Sidewalk	240.00	SF	8.00	1,920.00	5.80	1,392.00	10.00	2,400.00	7.00	1,680.00
59	Landscaping and Irrigation (School Parki	1.00	LS	11,500.00	11,500.00	17,000.00	17,000.00	15,000.00	15,000.00	18,000.00	18,000.00
60	Relocate Light Standard and Electrical Se	1.00	EA	1,500.00	1,500.00	7,700.00	7,700.00	2,500.00	2,500.00	2,500.00	2,500.00
61	Relocate Water Valve, Meter, FDC, Bact	1.00	LS	10,000.00	10,000.00	7,200.00	7,200.00	40,000.00	40,000.00	8,500.00	8,500.00
62	Vegetated Grass Swale and Irrigation	1.00	LS	20,000.00	20,000.00	17,000.00	17,000.00	15,000.00	15,000.00	30,000.00	30,000.00
63	Filtration Bioretention Stormwater Treatm	1.00	LS	15,000.00	15,000.00	17,000.00	17,000.00	15,000.00	15,000.00	6,000.00	6,000.00
Additive Bid Items											
A-1	18" Ductile Iron Pipe including fittings, v	98.00	LF	600.00	58,800.00	650.00	63,700.00	600.00	58,800.00	700.00	68,600.00
<b>Base Bid</b>				<b>\$3,250,011.00</b>		<b>\$2,689,628.50</b>		<b>\$2,841,738.00</b>		<b>\$2,876,765.00</b>	
Additive Bid Items				\$31,868.00		\$63,700.00		\$38,800.00		\$68,600.00	
<b>Total Bid Amount</b>				<b>\$3,317,811.00</b>		<b>\$2,753,328.50</b>		<b>\$2,900,538.00</b>		<b>\$2,945,305.00</b>	

City of Orange: Summary of Bid Abstracts for:

Common Street and Santiago Canyon Road  
SP2323  
Date of Bid Opening: 4/3/08  
C:\PROJECTS\BIDS\SP2323.xls\Sheet1

4  
Sully-Miller Contracting  
1100 E. Orangeshorpe Ave., Ste. 2  
Anaheim, CA 92801  
Tel. No. (714) 578-9600

5  
Excel Paving Company  
22230 Lemon Ave.  
Long Beach, CA 90806  
Tel. No. (562) 599-5841

6  
Elite Bobcat Service, Inc.  
1320 E 6th St. #100  
Corona, CA 92709  
Tel. No. (951) 279-6869

7  
All American Asphalt  
400 East Sixth Street  
Corona, CA 92709  
Tel. No. (951) 726-7600

4/3/2008

NO.	DESCRIPTION OF WORK	QUANTITY	UNIT PRICE	4		5		6		7	
				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	Clearing and Grubbing	1.00	LS	190,000.00	190,000.00	246,000.00	246,000.00	1370,000.00	1370,000.00	1226,000.00	1226,000.00
2	Traffic Control	1.00	LS	35,000.00	35,000.00	75,000.00	75,000.00	85,000.00	85,000.00	45,000.00	45,000.00
3	Unclassified Excavation	7,900.00	CY	28.00	221,200.00	54.00	426,600.00	14.00	110,600.00	33.00	260,700.00
4	Asphalt Concrete over Compacted Subgrade	11,200.00	TN	78.00	873,600.00	70.00	784,000.00	68.00	761,600.00	71.50	800,800.00
5	Cold Plane Asphalt 2 inches Minimum on	8,400.00	SY	1.30	10,920.00	1.15	9,660.00	9.00	75,600.00	9.00	75,600.00
6	2" x 6" Redwood Header and Slaters	1,120.00	LF	6.00	6,720.00	7.00	7,840.00	5.00	5,600.00	7.50	8,400.00
7	Modified Cross Gutter and Spandrel	580.00	SF	8.00	4,640.00	13.25	7,682.50	8.50	4,930.00	9.65	5,597.00
8	V-Ditch Terrace Drain	280.00	LF	36.00	10,080.00	27.00	7,560.00	28.00	7,840.00	28.00	7,840.00
9	4' x 5' (25lb.) Class Rip-Rap	20.00	SF	27.00	540.00	13.00	260.00	28.00	560.00	25.00	500.00
10	8" Curb and Gutter, Type A	2,900.00	LF	18.00	52,200.00	24.00	69,600.00	18.00	52,200.00	32.00	92,800.00
11	Sidewalk Access Ramp, Type 1	6.00	EA	1,850.00	11,100.00	1,900.00	11,400.00	1,300.00	7,800.00	2,150.00	12,900.00
12	Sidewalk Access Ramp, Type 2	3.00	EA	1,850.00	5,550.00	2,000.00	6,000.00	1,500.00	4,500.00	2,150.00	6,450.00
13	Sidewalk Access Ramp, Type 4	1.00	EA	1,900.00	1,900.00	2,000.00	2,000.00	1,600.00	1,600.00	2,150.00	2,150.00
14	Sidewalk Access Ramp, Modified Type 6	1.00	EA	1,900.00	1,900.00	2,000.00	2,000.00	1,600.00	1,600.00	2,150.00	2,150.00
15	4" Sidewalk	8,400.00	SF	4.25	35,700.00	4.25	35,700.00	3.25	27,300.00	4.75	39,900.00
16	Residential Driveway Apron	700.00	SF	3.75	4,025.00	6.50	4,550.00	4.55	3,185.00	7.25	5,075.00
17	Commercial Driveway Apron	655.00	SF	3.00	3,275.00	8.00	5,240.00	6.55	4,290.25	9.55	6,124.25
18	6" Concrete Driveway	725.00	SF	5.00	3,625.00	10.00	7,250.00	4.55	3,298.75	9.50	6,887.50
19	6" Curb, Type B-1	150.00	LF	21.00	3,150.00	40.00	6,000.00	30.00	4,500.00	21.50	3,225.00
20	Reinforced Concrete Block Wall per SPP	2,375.00	SF	34.00	80,750.00	22.00	52,250.00	40.00	95,000.00	32.00	52,250.00
21	6" Chain Link Fence per County Std. Plan	1,840.00	LF	20.00	36,800.00	17.00	31,280.00	18.25	33,580.00	17.00	31,280.00
22	Relocate Water Meter	3.00	EA	2,600.00	7,800.00	2,800.00	8,400.00	1,850.00	5,550.00	1,890.00	5,670.00
23	10" D.I.P. and All Appurtenances	1.00	LS	16,300.00	16,300.00	11,500.00	11,500.00	9,000.00	9,000.00	9,345.00	9,345.00
24	6" D.I.P. and All Appurtenances	1.00	LS	18,000.00	18,000.00	11,000.00	11,000.00	5,500.00	5,500.00	5,250.00	5,250.00
25	Relocate Fire Hydrant	2.00	EA	7,100.00	14,200.00	5,300.00	10,600.00	3,800.00	7,600.00	3,885.00	7,770.00
26	Adjust Water Meter to Grade	2.00	EA	2,500.00	5,000.00	400.00	800.00	400.00	800.00	250.00	500.00
27	Remove & Replace C.M.P. Drop Inlet, E	1.00	LS	9,400.00	9,400.00	9,500.00	9,500.00	10,000.00	10,000.00	10,500.00	10,500.00
28	Replace & Adjust Water Valve Box Cove	18.00	EA	805.00	14,490.00	500.00	9,000.00	150.00	2,700.00	250.00	4,500.00
29	Replace & Adjust Manhole Frame & Cov	7.00	EA	1,300.00	9,100.00	300.00	3,900.00	675.00	4,725.00	400.00	2,800.00
30	Traffic Striping, Pavement Markers, and I	1.00	LS	49,000.00	49,000.00	44,100.00	44,100.00	45,000.00	45,000.00	46,000.00	46,000.00
31	Traffic Signal System Modifications Com	1.00	LS	238,500.00	238,500.00	220,000.00	220,000.00	225,000.00	225,000.00	225,000.00	225,000.00
32	Fiber Optics Communication Cable Syste	1.00	LS	67,000.00	67,000.00	60,000.00	60,000.00	96,000.00	96,000.00	63,000.00	63,000.00
33	Street Lighting System Complete	1.00	LS	180,000.00	180,000.00	163,000.00	163,000.00	177,000.00	177,000.00	170,000.00	170,000.00
34	30" RCP (2000-D) with Bedding Class III	281.00	LF	100.00	28,100.00	220.00	61,820.00	124.00	34,844.00	125.00	35,125.00
35	Construct Type V Junction Structure per I	1.00	EA	3,700.00	3,700.00	5,000.00	5,000.00	4,100.00	4,100.00	4,200.00	4,200.00
36	Concrete Collar	2.00	EA	1,000.00	2,000.00	1,400.00	2,800.00	2,200.00	4,400.00	2,200.00	4,400.00
37	Inlet (1-21"), Type II with L.D., Type II	1.00	EA	12,000.00	12,000.00	9,500.00	9,500.00	8,700.00	8,700.00	8,800.00	8,800.00
38	New Fire Hydrant Assembly	3.00	EA	5,000.00	15,000.00	9,500.00	28,500.00	7,000.00	21,000.00	7,200.00	21,600.00
39	Pressure Reducing Station & Valves Com	1.00	LS	53,000.00	53,000.00	45,000.00	45,000.00	60,000.00	60,000.00	51,000.00	51,000.00
40	Relocate Water Main and Install Air & V	1.00	LS	13,000.00	13,000.00	21,000.00	21,000.00	32,000.00	32,000.00	32,500.00	32,500.00
41	Modified 2' Wide x 1' Deep Interceptor D	120.00	LF	50.00	6,000.00	16.00	1,920.00	22.00	2,640.00	22.50	2,700.00
42	Double R.C.B. and Headwall per Detail o	43.00	LF	3,250.00	139,750.00	2,000.00	86,000.00	1,525.00	65,575.00	1,750.00	75,250.00
43	Reinforced Concrete Wall with 6" CL Fen	759.00	SF	170.00	129,030.00	120.00	91,080.00	100.00	75,900.00	113.00	85,767.00
44	Reinf. Conc. Wall with 6" CL Fence per I	473.00	SF	113.00	54,395.00	120.00	56,760.00	59.00	27,907.00	124.00	58,652.00
45	Wall with 6" CL Fence (APWA) per Deta	684.00	SF	80.00	54,720.00	120.00	82,080.00	45.00	30,780.00	113.00	77,292.00
46	Reinforced Concrete Block Retaining Wa	2,335.00	SF	36.00	84,060.00	31.00	72,385.00	40.00	93,400.00	28.50	66,547.50
47	Chain Link Gate per County 600-I-OC	6.00	EA	1,950.00	11,700.00	1,100.00	6,600.00	1,800.00	10,800.00	1,150.00	6,900.00
48	Concrete Channel Service Road Slab & C	1,450.00	SF	39.00	56,550.00	25.00	36,250.00	22.00	31,900.00	17.00	24,650.00
49	Irrigation System and Landscape Complet	1.00	LS	15,500.00	15,500.00	23,000.00	23,000.00	21,000.00	21,000.00	14,500.00	14,500.00
50	Ninety (90) Day Landscape & Irrigation P	1.00	LS	830.00	830.00	1,800.00	1,800.00	1,100.00	1,100.00	750.00	750.00
51	Shurry Seal and Crack Seal (School Parki	26,000.00	SF	0.39	10,140.00	0.25	6,500.00	0.25	6,500.00	0.75	19,500.00
52	Parking Wheel Stops	55.00	EA	35.00	1,925.00	30.00	1,650.00	35.00	1,925.00	31.50	1,732.50
53	Striping and Pavement Markings	1.00	LS	750.00	750.00	600.00	600.00	600.00	600.00	620.00	620.00
54	Signs	4.00	EA	190.00	760.00	150.00	600.00	155.00	620.00	150.00	600.00
55	Relocate School Sign	1.00	EA	250.00	250.00	150.00	150.00	155.00	155.00	150.00	150.00
56	Concrete Block Slough Wall (Planter Wal	690.00	SF	34.00	23,460.00	20.00	13,800.00	30.00	20,700.00	20.00	13,800.00
57	Curb and Gutter	40.00	LF	27.00	1,080.00	45.00	1,800.00	25.00	1,000.00	32.00	1,280.00
58	4" Sidewalk	240.00	SF	6.00	1,440.00	9.00	2,160.00	3.50	840.00	4.75	1,140.00
59	Landscaping and Irrigation (School Parki	1.00	LS	18,500.00	18,500.00	25,000.00	25,000.00	30,000.00	30,000.00	17,500.00	17,500.00
60	Relocate Light Standard and Electrical Se	1.00	EA	5,300.00	5,300.00	5,900.00	5,900.00	5,500.00	5,500.00	5,000.00	5,000.00
61	Relocate Water Vault, Meter, FDC, Becl	1.00	LS	16,000.00	16,000.00	37,000.00	37,000.00	26,000.00	26,000.00	27,000.00	27,000.00
62	Vegetated Grass Swale and Irrigation	1.00	LS	31,000.00	31,000.00	27,000.00	27,000.00	50,000.00	50,000.00	24,500.00	24,500.00
63	Filtration Bioretention Stormwater Treatme	1.00	LS	23,000.00	23,000.00	16,100.00	16,100.00	7,500.00	7,500.00	20,000.00	20,000.00
Additive Bid Items											
A-1	18" Ductile Iron Pipe including fittings, v	90.00	LF	900.00	81,000.00	850.00	76,500.00	1,200.00	108,000.00	1,050.00	94,500.00
				Base Bid	\$2,900,005.00		\$2,918,130.00		\$2,926,845.00		\$2,943,416.75
				Additive Bid Items	\$88,200.00		\$83,300.00		\$117,600.00		\$102,900.00
				Total Bid Amount	\$2,988,205.00		\$3,001,430.00		\$3,044,445.00		\$3,046,316.75

City of Orange: Summary of Bid Abstracts for:

Canon Street and Santiago Canyon Road  
SP3233  
Date of Bid Opening: 4/3/2008  
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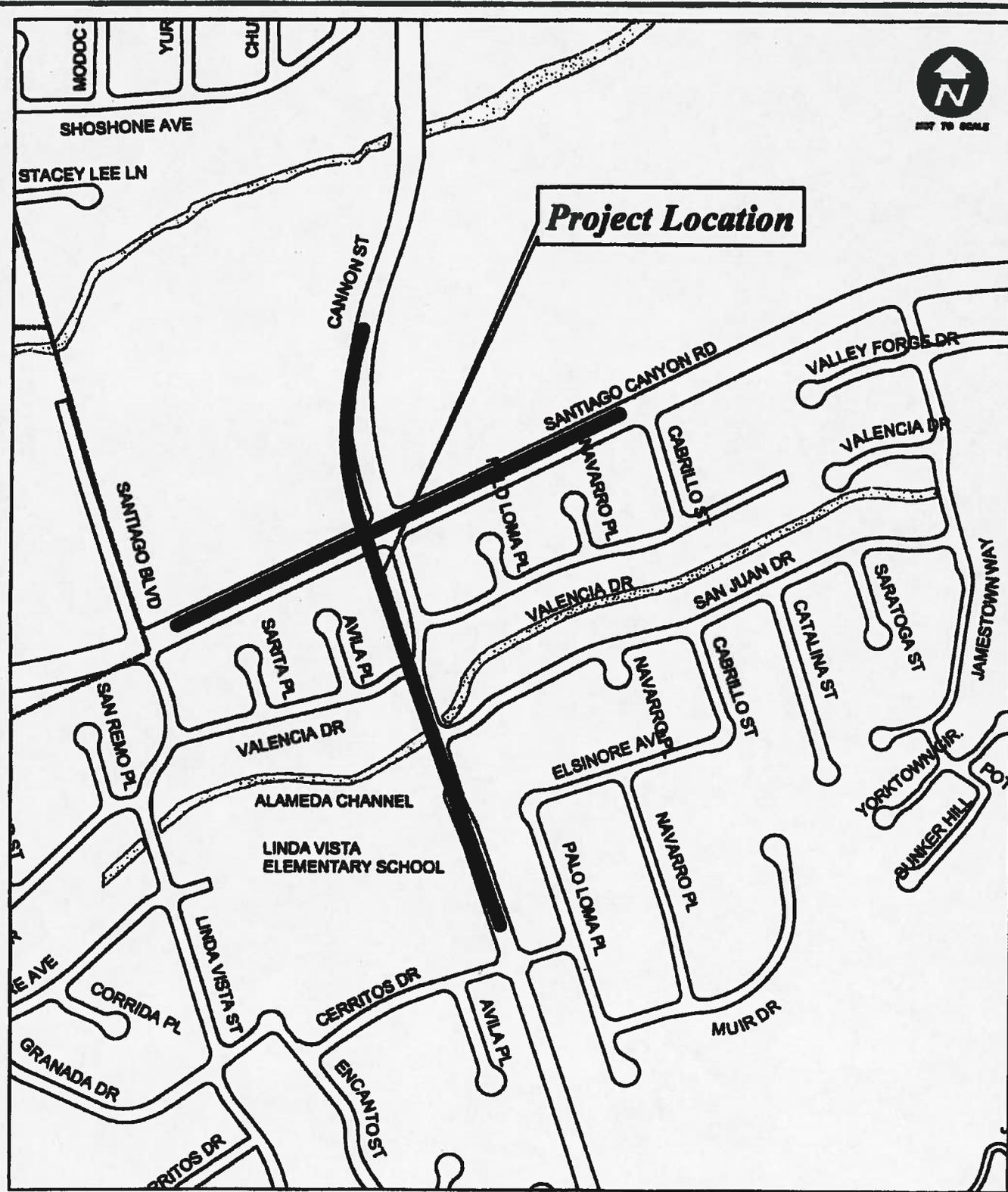
R.J. Noble Company  
15305 E. Lincoln Avenue  
Orange, CA 92665  
Tel. No. (714) 637-1550

Beador Construction Co.  
26320 Luster Circle  
Corona, CA 92883  
Tel. No. (951) 674-7352

Griffith Company  
2020 S. Yale Street  
Santa Ana, CA 92704  
Tel. No. (714) 549-2291

4/3/2008

NO.	DESCRIPTION OF WORK	QUANTITY	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	
1	Clearing and Grubbing	1.00	LS	\$345,000.00	\$345,000.00	\$430,770.00	\$430,770.00	\$320,000.00	\$320,000.00
2	Traffic Control	1.00	LS	90,000.00	90,000.00	55,000.00	55,000.00	64,000.00	64,000.00
3	Unclassified Excavation	7,900.00	CY	18.00	142,200.00	24.00	189,600.00	18.00	142,200.00
4	Asphalt Concrete over Compacted Subgn	11,200.00	TN	72.00	806,400.00	73.00	817,600.00	76.00	831,200.00
5	Cold Plane Asphalt 2 inches Minimum an	8,400.00	SY	9.80	82,320.00	8.75	73,500.00	9.50	79,800.00
6	2" x 6" Redwood Header and Stakes	1,120.00	LF	3.40	3,808.00	9.00	10,080.00	10.50	11,760.00
7	Modified Cross Gutter and Spondrel	580.00	SF	10.00	5,800.00	9.50	5,510.00	8.00	4,640.00
8	V-Ditch Terrace Drain	280.00	LF	37.00	10,360.00	32.00	8,960.00	28.00	7,840.00
9	4' x 5' (25lb.) Class Rip-Rap	20.00	SF	13.00	260.00	16.50	330.00	22.00	440.00
10	8" Curb and Gutter, Type A	2,900.00	LF	20.20	58,580.00	15.00	43,500.00	20.50	59,450.00
11	Sidewalk Access Ramp, Type 1	6.00	EA	1,570.00	9,420.00	2,200.00	13,200.00	1,650.00	9,900.00
12	Sidewalk Access Ramp, Type 2	3.00	EA	1,800.00	5,400.00	2,200.00	6,600.00	1,750.00	5,250.00
13	Sidewalk Access Ramp, Type 4	1.00	EA	1,720.00	1,720.00	2,200.00	2,200.00	2,200.00	2,200.00
14	Sidewalk Access Ramp, Modified Type 6	1.00	EA	1,840.00	1,840.00	2,200.00	2,200.00	2,200.00	2,200.00
15	4" Sidewalk	8,400.00	SF	3.30	27,720.00	4.00	33,600.00	3.75	31,500.00
16	Residential Driveway Apron	700.00	SF	5.00	3,500.00	6.00	4,200.00	7.00	4,900.00
17	Commercial Driveway Apron	655.00	SF	6.80	4,454.00	8.00	5,240.00	8.50	5,567.50
18	6" Concrete Driveway	725.00	SF	5.00	3,625.00	6.00	4,350.00	10.00	7,250.00
19	6" Curb, Type B-1	150.00	LF	25.00	3,750.00	18.00	2,700.00	25.00	3,750.00
20	Reinforced Concrete Block Wall per SPP	2,375.00	SF	22.70	53,912.50	28.00	66,500.00	30.00	71,250.00
21	6' Chain Link Fence per County Std Plan	1,840.00	LF	19.00	34,960.00	18.00	33,120.00	19.00	34,960.00
22	Relocate Water Meter	3.00	EA	1,940.00	5,820.00	3,300.00	9,900.00	5,500.00	16,500.00
23	10" D.I.P. and All Appurtenances	1.00	LS	9,600.00	9,600.00	19,000.00	19,000.00	45,000.00	45,000.00
24	6" D.I.P. and All Appurtenances	1.00	LS	5,400.00	5,400.00	16,000.00	16,000.00	35,000.00	35,000.00
25	Relocate Fire Hydrant	2.00	EA	4,000.00	8,000.00	5,000.00	10,000.00	4,500.00	9,000.00
26	Adjust Water Meter to Grade	2.00	EA	380.00	760.00	330.00	660.00	625.00	1,250.00
27	Remove & Replace C.M.P. Drop Inlet, Es	1.00	LS	10,800.00	10,800.00	13,200.00	13,200.00	18,000.00	18,000.00
28	Replace & Adjust Water Valve Box Cove	18.00	EA	780.00	14,040.00	450.00	8,100.00	700.00	12,600.00
29	Replace & Adjust Manhole Frame & Cov	7.00	EA	1,240.00	8,680.00	850.00	5,950.00	1,250.00	8,750.00
30	Traffic Striping, Pavement Markers, and S	1.00	LS	50,000.00	50,000.00	50,000.00	50,000.00	48,000.00	48,000.00
31	Traffic Signal System Modifications Com	1.00	LS	235,000.00	235,000.00	225,000.00	225,000.00	227,100.00	227,100.00
32	Fiber Optics Communication Cable Syste	1.00	LS	68,000.00	68,000.00	65,000.00	65,000.00	63,000.00	63,000.00
33	Street Lighting System Complete	1.00	LS	185,000.00	185,000.00	170,000.00	170,000.00	170,000.00	170,000.00
34	30" RCP (2000-D) with Bedding Class III	281.00	LF	130.00	36,530.00	195.00	54,795.00	225.00	63,225.00
35	Construct Type V Junction Structure per I	1.00	EA	4,300.00	4,300.00	4,400.00	4,400.00	2,400.00	2,400.00
36	Concrete Collar	2.00	EA	2,270.00	4,540.00	2,200.00	4,400.00	950.00	1,900.00
37	Inlet (L=21'), Type II with L.D., Type II	1.00	EA	9,000.00	9,000.00	14,000.00	14,000.00	12,000.00	12,000.00
38	New Fire Hydrant Assembly	3.00	EA	7,500.00	22,500.00	5,500.00	16,500.00	8,800.00	26,400.00
39	Pressure Reducing Station & Valves Com	1.00	LS	53,000.00	53,000.00	75,000.00	75,000.00	78,000.00	78,000.00
40	Relocate Water Main and Install Air & Vi	1.00	LS	33,500.00	33,500.00	11,000.00	11,000.00	54,000.00	54,000.00
41	Modified 2' Wide x 1' Deep Interceptor D	120.00	LF	16.00	1,920.00	18.00	2,160.00	16.00	1,920.00
42	Double R.C.B. and Headwall per Detail o	43.00	LF	1,800.00	77,400.00	2,950.00	126,850.00	4,600.00	197,800.00
43	Reinforced Concrete Wall with 6' CL Fen	759.00	SF	93.00	70,587.00	130.00	98,670.00	295.00	223,905.00
44	Reinf. Conc. Wall with 6' CL Fence per E	473.00	SF	108.00	51,084.00	120.00	56,760.00	168.00	79,464.00
45	Wall with 6' CL Fence (APWA) per Deta	684.00	SF	104.00	71,136.00	130.00	88,920.00	103.00	70,452.00
46	Reinforced Concrete Block Retaining Wa	2,335.00	SF	32.00	74,720.00	28.00	65,380.00	31.00	72,385.00
47	Chain Link Gate per County 600-1-OC	6.00	EA	1,900.00	11,400.00	1,200.00	7,200.00	1,900.00	11,400.00
48	Concrete Channel Service Road Stub & C	1,450.00	SF	17.30	25,085.00	9.50	13,775.00	14.00	20,300.00
49	Irrigation System and Landscape Complet	1.00	LS	30,400.00	30,400.00	23,100.00	23,100.00	26,000.00	26,000.00
50	Ninety (90) Day Landscape & Irrigation P	1.00	LS	4,900.00	4,900.00	1,100.00	1,100.00	10,000.00	10,000.00
51	Slurry Seal and Crack Seal (School Parki	26,000.00	SF	0.27	7,020.00	0.40	10,400.00	0.50	13,000.00
52	Parking Wheel Stops	55.00	EA	28.00	1,540.00	30.00	1,650.00	27.00	1,485.00
53	Striping and Pavement Markings	1.00	LS	1,300.00	1,300.00	1,320.00	1,320.00	1,250.00	1,250.00
54	Signs	4.00	EA	265.00	1,060.00	275.00	1,100.00	255.00	1,020.00
55	Relocate School Sign	1.00	EA	2,700.00	2,700.00	300.00	300.00	2,600.00	2,600.00
56	Concrete Block Slough Wall (Plaster Wal	690.00	SF	28.50	19,665.00	27.00	18,630.00	28.00	19,320.00
57	Curb and Gutter	40.00	LF	32.40	1,296.00	41.00	1,640.00	56.00	2,240.00
58	4" Sidewalk	240.00	SF	4.60	1,104.00	7.00	1,680.00	10.00	2,400.00
59	Landscape and Irrigation (School Parki	1.00	LS	32,000.00	32,000.00	25,000.00	25,000.00	23,000.00	23,000.00
60	Relocate Light Standard and Electrical Se	1.00	EA	5,200.00	5,200.00	5,500.00	5,500.00	5,000.00	5,000.00
61	Relocate Water Vaults, Meter, FDC, Bac	1.00	LS	27,000.00	27,000.00	16,500.00	16,500.00	35,000.00	35,000.00
62	Vegetated Grass Swale and Irrigation	1.00	LS	57,000.00	57,000.00	27,500.00	27,500.00	67,000.00	67,000.00
63	Filterra Bioretention Stormwater Treatme	1.00	LS	8,200.00	8,200.00	16,500.00	16,500.00	36,000.00	36,000.00
Additive Bid Items									
A-1	18" Ductile Iron Pipe including fittings, v	98.00	LF	850.00	83,300.00	700.00	68,600.00	933.50	91,483.00
Base Bid				\$3,043,216.50		\$3,213,300.00		\$3,535,123.50	
Additive Bid Items				\$83,300.00		\$69,600.00		\$91,483.00	
Total Bid Amount				\$3,126,516.50		\$3,281,900.00		\$3,626,606.50	



<b>LOCATION MAP</b> 2005 THOMAS GUIDE P. 800 E1	CITY OF ORANGE - PUBLIC WORKS - ENGINEERING
	<b>CANNON STREET</b> <b>CERRITOS DR. TO N/O SANTIAGO CANYON RD.</b>

**3. CONSENT CALENDAR (Continued)**

**CONTRACTS**

**3.13 Award of Contract; Bid No. 078-38; Cannon Street and Santiago Canyon Road Improvements (SP-3233). (A2100.0 Agr-5270)**

**SUMMARY:** Bids for the Cannon Street and Santiago Canyon Road Improvements were received and opened on April 3, 2008. Ten bidders responded to the Notice Inviting Bids. The apparent low bidder is Hillcrest Contracting, Inc. of Corona, CA in

the amount of \$2,753,328.50 (additive item included). The Engineer's Estimate is \$3,317,811.

**ACTION:** Awarded the contract in the amount of \$2,753,328.50 to Hillcrest Contracting, Inc. and authorized the Mayor and City Clerk to execute on behalf of the City.

**FISCAL IMPACT:** Funds are budgeted in the Capital Improvement Program and are available in the following accounts:

550-5011-483300-3427	CTFP – IIP	\$1,399,148
550-5011-483300-3427	Developer Contribution	1,757,852
601-8011-484102-8225	Water Division	63,700
285-5011-483300-3427	TSIP Area C	<u>539,000</u>
	Total	\$3,759,700

**3.14 Award of Contract; Bid No. 078-39; Police Headquarters Exterior Wall Sealing. (A2100.0 Agr-5271)**

**SUMMARY:** Bids for the Police Headquarters Exterior Wall Sealing were received, and opened on March 27, 2008. Seventeen bidders responded to the Notice Inviting Bids. The apparent low bidder is Bielski Window & Masonry Cleaning of Anaheim, CA in the amount of \$42,760. The Engineer's Estimate is \$65,000.

**ACTION:** Awarded the contract in the amount of \$42,760 to Bielski Window & Masonry Cleaning and authorized the Mayor and City Clerk to execute on behalf of the City.

**FISCAL IMPACT:** Funds are budgeted in the Capital Improvement Program and are available in the following account:

725-5028-481200-9826	Police Headquarters Exterior Wall Sealing	\$65,000
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# EXHIBIT D 2-PGS

## Cannon Street and Santiago Canyon Road Widening

**Right of Way** \$2,733,257.00  
**Subtotal** **\$2,733,257.00**

**Consultant Design Services**  
Truxaw (Plans and MND) \$206,390.00  
**Subtotal** **\$206,390.00**

**Staff Time**  
Design, Various Studies, Water Quality Management  
Plan, R/W Engineering, Bidding, Alignment Study  
Fiscal Year 97-98 to 04-05 \$51,535.00  
Fiscal Year 05-06 \$57,030.00  
Fiscal Year 06-07 \$59,418.00  
Fiscal Year 07-08 \$96,287.50  
**Subtotal** **\$284,270.50**

**Construction Costs**  
SCS Engineers (Phase 1 Report) \$3,500.00  
Atlas Environmental Eng. (Asbestos and Lead Testing) \$4,065.00  
Demolition of Five Homes (Vizion's West) \$62,010.00  
Construction Contract & Change Orders (Hillcrest) \$3,165,641.60 ✓  
Landfill Gas Probe Relocation (SCS Engineers) \$51,147.50  
Permits (County, SCAQMD) \$9,226.82  
Extra Work and Reproduction \$36,725.97  
Inspection and Engineering Support (FY 08-09) \$172,400.77  
**Subtotal** **\$3,504,717.66**

**Grand Total** **\$6,708,635.16**

### Summary of Santiago Canyon College Contribution

Contribution =  $\$6,708,635.16 \times 0.13 =$  **\$872,122.57**

**Cannon Street and Santiago Canyon Road Widening**

<b>Right of Way</b>	<b>\$2,733,257.00</b>
<b>Subtotal</b>	<b>\$2,733,257.00</b>

<b>Consultant Design Services</b>	
Truxaw (Plans and MND)	\$208,390.00
<b>Subtotal</b>	<b>\$208,390.00</b>

<b>Staff Time</b>	
Design, Various Studies, Water Quality Management Plan, RW Engineering, Bidding, Alignment Study Fiscal Year 97-98 to 04-05	\$51,535.00
Fiscal Year 05-06	\$57,030.00
Fiscal Year 06-07	\$59,418.00
Fiscal Year 07-08	\$96,287.50
<b>Subtotal</b>	<b>\$284,270.50</b>

<b>Construction Costs</b>	
SCS Engineers (Phase 1 Report)	\$3,500.00
Atlas Environmental Eng. (Asbestos and Lead Testing)	\$4,065.00
Demolition of Five Homes (Vizion's West)	\$62,010.00
Construction Contract & Change Orders (Hillcrest)	\$3,165,641.60
Landfill Gas Probe Relocation (SCS Engineers)	\$51,147.50
Permits (County, SCAQMD)	\$9,226.82
Extra Work and Reproduction	\$36,725.97
Inspection and Engineering Support (FY 08-09)	\$172,400.77
<b>Subtotal</b>	<b>\$3,504,717.66</b>

**Grand Total    \$6,708,635.16**

<b>Minus the following items:</b>	
Pressure Reducing Station	\$32,000.00
18" Ductile Iron Pipe	\$60,450.00
<b>Revised Total</b>	<b>\$6,616,185.16</b>

**Summary of Santiago Canyon College Contribution**

Contribution =	$\$6,616,185.16 \times 0.13 =$	<b>\$860,104.07</b>
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**Cannon Street expenditures for right-of-way, as of 2/27/2008**

Property Address	A.P.N	Purchase Date	Purchase Price	Title Insurance	Escrow Charge	Appraisal Fee	Total Expenditure
1432 N. Cannon St.	379-044-01	6/16/1995	\$235,000.00	\$979.75	\$806.00	\$400.00	\$237,185.75 ①
1420 N. Cannon St.	379-044-02	7/31/1996	\$230,000.00	\$950.00	\$1,120.00	\$300.00	\$232,370.00 ②
1408 N. Cannon St.	379-044-03	6/6/2006	\$706,000.00	\$0.00	\$1,611.61	\$1,500.00	\$709,111.61 ③
5425 Valencia Dr.	379-044-04	12/15/1995	\$240,000.00	\$1,039.00	\$718.00	\$450.00	\$242,207.00 ④
1314 N. Cannon St.	379-045-01	12/10/2004	\$590,000.00	\$1,752.00	\$880.95	\$2,000.00	\$594,632.95 ⑤
1304 N. Cannon St.	379-045-03	12/22/2005	\$715,000.00	\$0.00	\$1,250.00	\$1,500.00	\$717,750.00 ⑥
1200 N. Cannon St.	379-045-05		\$0.00		\$0.00	\$0.00	\$0.00
Santiago Canyon Rd.	370-231-10&11					\$7,500.00	\$7,500.00

Total expended for right-of-way for Cannon Street widening project

**\$2,740,757.31**

M. Winters 2/27/08

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: March 14, 2011
Re:	Approval of Southern California Edison Signalization Project on Santiago Canyon Road at Santiago Canyon College	
Action:	Request for Approval	

**BACKGROUND:**

As a part of the installation for the signalization along Santiago Canyon Road at Santiago Canyon College, additional electrical facilities are required and are to be provided by Southern California Edison Company.

**ANALYSIS:**

The Facilities Planning Office has obtained the attached proposal from Southern California Edison to provide and install a Pad Meter and service for the traffic control and signalization work at the proposed new entry off of Santiago Canyon Road. The cost from Southern California Edison associated for completing this work is \$11,991.19.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the traffic control and signalization project from Southern California Edison at Santiago Canyon Road at Santiago Canyon College as presented.

Fiscal Impact:	\$ 11,991.19	Board Date: March 14, 2011
Prepared by:	Darryl Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raul Rodriguez, Ph.D., Chancellor	



**SOUTHERN CALIFORNIA  
EDISON**

An EDISON INTERNATIONAL Company  
Southern California Edison Company  
1241 SOUTH GRAND AVENUE  
SANTA ANA CA 92705

RANCHO SANTIAGO COLLEGE  
2323 N BROADWAY  
SANTA ANA CA 92706 1606

Invoice #	91934
Invoice Date:	11/29/2010
SCE Contact:	Jeffrey B Cessna
Telephone:	-0--5713
Install - Billing Option:	SCE INSTALL - DISCOUNT

Description	Amount
Service Request Number: 1350967 Project Address: 8235 SANTIAGO CANYON RD ORANGE CA 92869 PAD METER & SERVICE TO TC	
Item # 96881 467926 - LINE EXTENSION 299994	\$11,991.19
Previous Payment	\$0
<ul style="list-style-type: none"> <li>* Enclosed are 2 copies of our invoice. Please return 1 copy of the invoice with your payment</li> <li>* Final electrical inspection from the local governmental building and safety department must be received before we can energize your service.</li> <li>* If a street light work order is associated with this project, contracts for that project will be enclosed.</li> <li>* Enclosed are copies of refundable and discount option appendices. Please select one option, sign both copies (one as selected, the other as not selected) and return with your payment.</li> <li>* All prices are valid until 12-31-10 due to the Income Tax Component of Contribution (ITCC) rate change from 22% to 35% effective 1-1-11. Invoices not paid in full on or before 12-31-10 will be re-priced using current labor, material and tax rates</li> <li>* Please return all applications and/or contracts fully completed.</li> <li>* Easement documents will be mailed directly to you from our Right of Way department. Please complete and return them as soon as possible, as we will not be able to proceed with the project without clearance</li> <li>* An Edison Inspector must approve all underground systems. Please call your designated inspector 48 hours prior to construction to schedule an inspection.</li> <li>* Call the Edison company at 1-800-655-4555 to make application for electrical service.</li> </ul>	
Invoice Total	\$11,991.19

Please detach and return payment stub with payment

**Payment  
Stub**

Please pay total amount now due:

\$11,991.19

Invoice #: 91934

Thank you for paying promptly

RANCHO SANTIAGO COLLEGE  
2323 N BROADWAY  
SANTA ANA CA 92706 1606

Make check payable to Southern California  
Edison  
1241 SOUTH GRAND AVENUE  
SANTA ANA CA 92705

**CONTRACT FOR EXTENSION OF ELECTRIC DISTRIBUTION LINE**  
**RULE 15**

**1. PARTIES**

This Contract for Extension of Electric Distribution Line ("Contract") Is Issued this 03 day of December 2010

The Parties to this Contract are:

**RANCHO SANTIAGO COLLEGE("Applicant")**

and Southern California Edison Company ("SCE"). Applicant and SCE are referred to individually as "Party" and collectively as "Parties".

**2. RECITALS**

Applicant has requested SCE, pursuant to SCE's Rule 15, Distribution Line Extensions, to install an electric Distribution Line Extension to the location or locations described as follows:

**8235 SANTIAGO CANYON RD ORANGE CA 92869**

(Hereinafter referred to as "Project")

**3. AGREEMENT**

**3.1 Responsibilities of Applicant**

**Construction**

Applicant shall, in accordance with SCE's specifications and timing requirements for the Project:

- Perform route clearing, tree trimming, trenching, excavating, and backfilling and compacting;
- Furnish imported backfill material and dispose of trench spoil as required;
- Furnish, install and transfer ownership to SCE any substructures, conduit, and protective structures required other than the conduit portion of cable -in-conduit;
- Obtain any necessary construction permits for all work performed by Applicant under this Contract.

If Applicant elects to have SCE perform any part of this work, Applicant shall pay to SCE, as specified herein and before the start of construction, SCE's estimated-installed costs thereof.

11/29/2010

APPENDIX A - DISCOUNT OPTION  
ELECTRIC LINE EXTENSION AGREEMENT

LOC.	W.O.	A.I. LINE EXTENSION	JOB # 467926
<b>1. SCE RULE 16 COST TO</b>			
(A)	SCE RULE 16 COST TO SERVE		\$3,575.17
(B)	LESS APPLICANT ALLOWANCES		\$0.00
(C)	EXCESS RULE 16 COST TO SERVE (LINE 5. (A))		\$3,575.17
(D)	EXCESS ALLOWANCES TO (LINE 2.)		\$0.00
<b>SCE COST TO SERVE RULE 15</b>			
(E)	OVERHEAD 0 FEET X \$0.00 UNIT COST		\$0.00
(F)	UNDERGROUND 0 FEET X \$0.00 UNIT COST		\$0.00
(G)	PROJECT SPECIFIC (IF 2X UNIT COST OR COMPETITIVE BID)		\$9,021.78
(H)	TOTAL SCE RULE 15 COST TO SERVE		\$9,021.78
<b>2. APPLICANT ALLOWANCES (FROM LINE 1. (D))</b>			\$0.00
<b>3. REFUNDABLE:</b>			
(A)	SCE RULE 15 COST TO SERVE (LINE 1. (H))		\$9,021.78
(B)	PLUS ESTIMATED VALUE OF STRUCTURES		\$587.00
(C)	SUBTOTAL (LINE 3. (A) + 3. (B))		\$9,608.78
(D)	LESS ALLOWANCE (LINE 2)		\$0.00
(E)	REFUNDABLE AMOUNT (LINE 3. (C) - 3. (D))		\$9,608.78
(F)	PLUS REFUNDABLE ITCC* ON LINE 3. (E)		\$2,113.93
(G)	TOTAL AMOUNT (LINE 3. (E) + 3. (F))		\$11,722.71
<b>4. PAYMENT OPTION SELECTED: DISCOUNT HAS CHOSEN: SIGN</b>			
(A)	NON-REFUNDABLE DISCOUNT OPTION: 50 %		Peter J. Hardash
1)		50 % OF LINE 3G:	\$5,861.36
2)		VALUE OF STRUCTURES:	\$587.00
3)		NON -REFUNDABLE PAYMENT:	\$5,274.36
4)		AMOUNT DUE APPLICANT:	\$0.00
<b>5. OTHER NON-REFUNDABLE ADVANCE &amp; CREDITS</b>			
(A)	OTHER NON-REFUNDABLE CHARGES (RULE 16, FLAT RATE, INSPECTION, R/W, ETC.)		\$4,380.13
(B)	ITCC* ON OTHER NON-REFUNDABLE		\$897.63
(C)	ITCC* ON APPLICANT FURNISHED FACILITIES.		\$939.07
(D)	INSTALLED COST OF SUBSTRUCTURES BY SCE		\$0.00
(E)	LESS APPLICANT DESIGN OR REIMBURSABLE CREDITS		\$0.00
(F)	TOTAL NON-REFUNDABLE (LINE 5. (A) THRU 5. (D) - 5. (E))		\$6,216.83
(G)	TOTAL CREDITS (LINE 5. (E) - 5. (A) THRU 5. (D))		\$0.00
<b>6. AMOUNT TO BE PAID BY APPLICANT TO SCE</b>			\$11,491.19
<b>7. AMOUNT TO BE REFUNDED TO APPLICANT UPON FULFILLMENT OF ALL CONTRACTUAL OBLIGATIONS</b>			\$0.00

HAS NOT CHOSEN: SIGN \_\_\_\_\_

\* INCOME TAX COMPONENT OF CONTRIBUTION

Peter J. Hardash

**ADDITIONAL SIGNATURES FOR JOINT APPLICANTS**

NAME OF AUTHORIZED INDIVIDUAL: Peter J. Hardash

SIGNATURE: \_\_\_\_\_

TITLE: Vice Chancellor, Business Operations

MAILING ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

NAME OF AUTHORIZED INDIVIDUAL: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

**APPORTIONMENT OF ADVANCE AMONG JOINT APPLICANTS:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SOUTHERN CALIFORNIA EDISON COMPANY**

NAME OF AUTHORIZED INDIVIDUAL: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_

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

DATE SCE FIRST READY TO SERVE: \_\_\_\_\_

PROJECT NO :417745

ASSOCIATED WORK ORDER NOS: 6729

2316

02200

SOUTHERN CALIFORNIA EDISON ( "SCE " )  
DISTRIBUTION LINE AND/OR SERVICE EXTENSION  
APPLICANT'S INSTALLATION OPTION AND  
STATEMENT OF APPLICANT'S CONTRACT ANTICIPATED COSTS

Applicant : RANCHO SANTIAGO COLLEGE

Product Number : 6729 - 2316 , 02200

Project Specific Location : 8235 SANTIAGO CANYON RD CA 92869

**1. INSTALLATION COSTS**

Applicant understands that in accordance with SCE's Rule 15 and/or Rule 16, Applicant can elect to have either SCE install the Distribution Line and/or Service Extension or a Qualified Contractor/Subcontractor install the distribution Line and/or service Extension

**2. SCE'S ESTIMATED REFUNDABLE COST INFORMATION**

SCE's estimated refundable costs are based on the work that SCE would normally perform that can be performed by a Qualified Contractor/subcontractor under the provision of the applicant Installation Option, Rule 15, section G, and in accordance with SCE's Terms and conditions Agreement for Installation of Distribution Line Extension by Applicant (Form 14-188)

SCE's estimated refundable amount :\* \$9,021.78

If applicable, other estimated cost information may be provided below. This could include the credit amount for Rule 16, street light, or other associated installation work

SCE Rule 16 credit amount :\* \$3,575.17

SCE street light credit amount :\* \$0.00

SCE associated work credit amount :\* \$0.00

**3. APPLICANT SELECTION**

Applicant understands the installation option under Section 1 above, and hereby elects the following Installation Option by initialing the appropriate selection below :

XX Installation by SCE

\_\_\_\_\_ Installation by qualified Contractor/Subcontractor

Under installation by Qualified Contractor/Subcontractor, Applicant shall secure project specific bid information from qualified Contractor/Subcontractor for the installation of the Distributed Line and/or Service Extension. Applicant shall contribute or advance before the start of construction any refundable or non-refundable amount as specified in Rule 15 and 16.

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BUSINESS OPERATIONS/FISCAL SERVICES**

To: Board of Trustees	Date: March 14, 2011
Re: Approval of Change Order #2, Bid #1139 – Electric for the Athletic/Aquatic Complex at Santiago Canyon College	
Action: Request for Approval	

**BACKGROUND:**

On March 22, 2010, the Board awarded a contract to Dynalectric, Inc., for Bid #1139, electric for the Athletic/Aquatic Complex.

**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 #2.

Change Order #2 increases the contract by \$3,116.02. The revised contract amount is \$1,207,362.80. 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 .61% 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 #2, Bid #1139 for Dynalectric, Inc., electric for the Athletic/Aquatic Complex at Santiago Canyon College as presented.

Fiscal Impact: \$3,116.02	Board Date: March 14, 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. 1139	P.O. # 10-BP000226
	D.S.A. No. 04-109232	
Contractor: Dynalectric	Change Order No. 2	
Architect: The Austin Company	Date: 2/23/11	

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		\$1,200,000.00
Previous Change Orders	\$4,246.78	
This Change Order	\$3,116.02	
Total Change Orders		\$7,362.80
Revised Contract Amount		\$1,207,362.80
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		September 25, 2011
Revised Contract Completion Date		
RSCCD Board Approval Date		March 14, 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 92708-1640

Project: Aquatic & Athletic Center Project at Santiago Canyon College	Bid No. 1139	P.O. # 10-BP000226
	D.S.A. No. 04-109232	
Contractor: Dynalectric	Change Order No. 2	
Architect: The Austin Company	Date: 2/23/11	

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><b>DESCRIPTION:</b> Provide &amp; install (2) additional site fixtures per CCD#1</p> <p><b>REASON:</b> Site lighting for additional concrete stair</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS 0 calendar days</p>		\$3,116.02
Sub-Total		\$0.00	\$3,116.02
Total			\$3,116.02

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: March 14, 2011
Re:	Approval of Change Order #1, Bid #1144 – Roofing for the Athletic/Aquatic Complex at Santiago Canyon College	
Action:	Request for Approval	

**BACKGROUND:**

On March 22, 2010, the Board awarded a contract to Troyer Contracting Co., Inc. for Bid #1144, roofing for the Athletic/Aquatic Complex.

**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 #1.

Change Order #1 increases the contract by \$2,735.49. The revised contract amount is \$790,663.49. 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 .35% 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 #1144 for Troyer Contracting Co., Inc., roofing for the Athletic/Aquatic Complex at Santiago Canyon College as presented.

Fiscal Impact:	\$2,735.49	Board Date: March 14, 2011
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	

<b>CHANGE ORDER</b>	Rancho Santiago Community College District 2323 N. Broadway, Santa Ana, CA 92706-1640		
	Project: Aquatic & Athletic Center Project at Santiago Canyon College	Bid No. 1144	P.O. # 10-P0014699
	Contractor: Troyer Contracting Co Inc	D.S.A. No. 04-109232	
	Architect: The Austin Company	Change Order No. 1	
		Date: February 23, 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		\$787,928.00
Previous Change Orders	\$0.00	
This Change Order	\$2,735.49	
Total Change Orders		\$2,735.49
Revised Contract Amount		\$790,663.49
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		October 7, 2011
Revised Contract Completion Date		
RSCCD Board Approval Date		March 14, 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: Aquatic & Athletic Center Project at Santiago Canyon College	Bid No. 1144	P.O. # 10-P0014699
	D.S.A. No. 04-109232	
Contractor: Troyer Contracting Co Inc	Change Order No. 1	
Architect: The Austin Company	Date: February 23, 2011	

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><b>DESCRIPTION:</b> Provide custom metallic color for sheet metal roofing</p> <p><b>REASON:</b> Match the Humanities Building</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS 0 calendar days</p>		\$1,859.10
2.0	<p><b>DESCRIPTION:</b> Provide machine seam sheet metal roofing panel</p> <p><b>REASON:</b> Match the canopy roof system on the Humanities Building</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS 0 calendar days</p>		\$876.39
<b>Sub-Total</b>		\$0.00	\$2,735.49
<b>Total</b>			\$2,735.49

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: March 14, 2011
Re:	Approval of Change Order #1, Bid #1151 – Earthwork for the Athletic/Aquatic Complex at Santiago Canyon College	
Action:	Request for Approval	

**BACKGROUND:**

On March 22, 2010, the Board awarded a contract to Southern California Grading, Inc., for Bid #1151, earthwork for the Athletic/Aquatic Complex.

**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 #1.

Change Order #1 increases the contract by \$4,622.77. The revised contract amount is \$261,622.77. 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 1.8% 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 #1151 for Southern California Grading, Inc., earthwork for the Athletic/Aquatic Complex at Santiago Canyon College as presented.

Fiscal Impact:	\$4,622.77	Board Date: March 14, 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	

<b>CHANGE ORDER</b>		Rancho Santiago Community College District 2323 N. Broadway, Santa Ana, CA 92706-1640	
Project: Aquatic & Athletic Center Project at Santiago Canyon College	Bid No.	1151	P.O. # 10-P0014379
	D.S.A. No.	04-109232	
Contractor: Southern California Grading Inc	Change Order No.	1	
Architect: The Austin Company	Date:	February 23, 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		\$257,000.00
Previous Change Orders	\$0.00	
This Change Order	\$4,622.77	
Total Change Orders		\$4,622.77
Revised Contract Amount		\$261,622.77
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		September 5, 2011
Revised Contract Completion Date		
RSCCD Board Approval Date		March 14, 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	_____ Authorized Signature	_____ Date
_____ Director - District Construction and Support Services	_____ Authorized Signature	_____ Date
_____ Assistant Vice Chancellor - Facility Planning	_____ Authorized Signature	_____ Date
_____ Peter J. Hardash	_____ Authorized Signature	_____ Date
_____ Vice Chancellor, Business Operations/Fiscal Services	_____ Authorized Signature	_____ Date

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

<b>Project:</b> Aquatic & Athletic Center Project at Santiago Canyon College		<b>Bid No.</b> 1151	<b>P.O. #</b> 10-P0014379
<b>Contractor:</b> Southern California Grading Inc		<b>D.S.A. No.</b> 04-109232	
<b>Architect:</b> The Austin Company		<b>Change Order No.</b> 1	
		<b>Date:</b> February 23, 2011	
ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<b>DESCRIPTION:</b> Removal of mud saturation soil per geotech engineer  <b>REASON:</b> Would not meet the required compaction (Unforseen Condition)  <b>REQUESTOR:</b> District <b>TIME EXTENSION:</b> ADDS 0 calendar days		\$4,622.77
<b>Sub-Total</b>		\$0.00	\$4,622.77
<b>Total</b>			\$4,622.77

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: March 14, 2011
Re:	Approval of Division of State Architect (DSA) Inspection Services - Humanities Building, Athletic/Aquatic Center, Santiago Canyon Road Entry and Parking Lot, Chapman Avenue Entry and Learning Resource Center (LRC) Parking and Loop Road Extension Projects at Santiago Canyon College	
Action:	Request for Approval	

**BACKGROUND:**

On February 28, 2011, Universal Labs, the Division of State Architect (DSA) Inspector of Record for all five (5) projects at Santiago Canyon College, advised the District that they were terminating their services immediately. Since DSA requires continuous inspection of their projects, this action essentially brought construction to a close. It required the District to immediately initiate a process to evaluate and hire a new DSA certified inspection team.

**ANALYSIS:**

On March 2, 2011, the District issued a Request for Qualifications (RFQ) for certified inspection firms with a deadline of March 7, 2011. The RFQ was sent to eight (8) firms that had been recommended by construction managers, architects, legal counsel and professionals from other districts.

Five (5) firms responded to the RFQ and four (4) firms were interviewed on March 9, 2011. As a result of the interview process, responses to the RFQ and a due diligence process, it is recommended that the District enter into a contract with TYR-IOR Services to provide DSA mandated inspection service for all five (5) projects at Santiago Canyon College.

TYR-IOR Services shall provide inspection services at the hourly rates noted in the attached fee schedule. The fee schedule is fixed for the entire project duration.

The two (2) Class I inspectors proposed by TYR-IOR Services, as well as the firm itself, were subjected to a due diligence process that included reference checks and review by the District's legal counsel, our construction management firm, DSA and professionals in the field. All references were positive.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the contract with TYR-IOR Services to provide DSA mandated inspection services for all five (5) projects at Santiago Canyon College and authorize the Vice Chancellor, Business Operations/Fiscal Services to sign the contract between TYR-IOR Services and the District which has been approved by District's legal counsel as presented.

Fiscal Impact:	\$550,000.00 Based on hourly fees schedule (approx. total)	Board Date: March 14, 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	



**I.O.R. Services**  
DSA & OSHPD Inspection

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT REGULAR HOURLY RATE QUOTATION**

<b><i>Project Inspector</i></b>	<b><i>Classification</i></b>	<b><i>Fully Burdened Hourly Rates</i></b>
Youssef Sobhi Leonard Cloer Robert Patten	DSA Class 1	\$77.00
Robert Harte Austen Pell Syrus Avanesyan	DSA Class 2	\$67.00
Ashraf Samak Sammy Joseph	DSA Class 3	\$63.00

The above hourly rates are for both, with and without \$500,000. Professional Liability Insurance coverage. TYR, Inc. carries a \$1 million Professional Liability policy, in addition to \$1 million Auto Commercial Insurance, see attachment.

**TERM AND GENERAL CONDITIONS**

**Terms of Payment**

Fees charged are for professional and technical service and are due on presentation. If not paid within 30 days from date of invoice, they are considered past due and a finance charge of 1 1/2% per month will be added to the unpaid balance (APR 18%)

All invoice errors or necessary corrections shall be brought to the attention of the company within fifteen (15) days of receipt of invoice thereafter, customer acknowledges invoices are correct and valid. TYR IOR Services reserves the right to terminate its service to a customer without notice if all invoices are not current. Upon such termination of services, the entire amount accrued for all services performed shall immediately become due and payable. Customer waives any and all claims against TYR IOR Service, its subsidiaries, affiliates, servants and agent for termination of work on account of these terms.

In the event of any litigation arising from or related to any agreement to provide service whether verbal or written, the prevailing party shall be entitled to recover from the non-prevailing party all reasonable costs, incurred, including staff time, court costs, attorney's fees and all other related expenses in such litigation. Additionally, in the event of a non-adjudicative settlement of litigation between the parties or a resolution of dispute by arbitration, the same process shall determine the term "prevailing party".

An annual cost of living increase of 4% will be applied beginning March 2012.

**REGULAR TIME:**

First eight (8) hours, Monday through Friday, between the hours of 5:00 a.m. & 5:00 p.m.

**OVERTIME:**

Any work exceeds 8 hours in on full day, Saturday, Sunday and any national recognized holiday will be  **billed as regular time.**

**Hourly rate is based on onsite inspection only. No minimum charge will apply and there are no other Reimbursable Expense fees.**

**"IOR ON DEMAND"**

5.11 (2)

**Add.: 2760 E. Spring St., Suite 180, Long Beach, CA 90806 Tel.: (562) 426-1965 Fax: (562) 513-1974 [www.tyrior.com](http://www.tyrior.com)**

**INSPECTOR SERVICES AGREEMENT**

This AGREEMENT is made and entered into this 14<sup>th</sup> day of March in the year 2011, by and between the Rancho Santiago Community College District, hereinafter referred to as “DISTRICT”, and TYR, Inc. hereinafter referred to as “INSPECTOR”. The DISTRICT and the INSPECTOR are sometimes referred to herein as a “PARTY” and collectively as the “PARTIES”.

**WHEREAS**, the DISTRICT requires specialized services and/or advice in connection with certain inspection services where such services and advice are not available to the DISTRICT without cost either internally or from other public agencies;

**WHEREAS**, INSPECTOR is specially experienced, competent, certified and licensed to provide to the DISTRICT, certain specialized services and/or advice;

**WHEREAS**, the DISTRICT desires to obtain specialized inspection services at the following projects located in the DISTRICT: Humanities Building, Athletic/Aquatic Center, Santiago Canyon Road Entry and Parking Lot, Chapman Avenue Entry and Learning Resource Center (LRC) Parking and Loop Road Extension at Santiago Canyon College (collectively, “PROJECT”).

**WHEREAS**, Universal Laboratories initially provided inspection services for the PROJECT and the DISTRICT now desires INSPECTOR to take over the PROJECT and complete them in accordance with this AGREEMENT;

**WHEREAS**, INSPECTOR has reviewed and evaluated the current status of the PROJECT, as well as any documents prepared by Universal Laboratories, as well as other documents provided by the DISTRICT related to the PROJECT and agrees and acknowledges that all services required to complete the PROJECT can be performed in accordance with this AGREEMENT on an hourly basis and within the not-to-exceed compensation amount set forth in this AGREEMENT;

**WHEREAS**, INSPECTOR agrees and acknowledges that no further compensation will be paid to INSPECTOR due to INSPECTOR’s failure to fully review and evaluate the current status of the PROJECT and any necessary services required to complete the PROJECT in accordance with this AGREEMENT; and

**WHEREAS**, INSPECTOR shall perform all services pursuant to this AGREEMENT to the extent not previously performed by Universal Laboratories for the PROJECT. If any services or deliverables required under this AGREEMENT have been previously performed by Universal Laboratories, INSPECTOR shall review and update such deliverables to reflect the current status of the PROJECT.

**NOW, THEREFORE**, the PARTIES hereto agree as follows:

(A) The INSPECTOR shall at all times be qualified and approved by all applicable state institutions including the Division of the State Architect, Department of General Services, State of California, and shall at all times maintain proper qualifications, to perform the duties of and act as General Building Inspector on community college building construction projects and modification of the type for which he/she agrees to perform inspection services.

(B) The INSPECTOR agrees to discharge the duties of an inspector as specified in California Education Code Sections 81141 and 81143 and Sections 4-333 and 4-342 of Title 24 of the California Code of Regulations. These duties include, but are not limited to, the following:

(1) General. The INSPECTOR shall act under the direction of the architect and registered engineer.

(2) Duties. The general duties of the INSPECTOR in fulfilling his/her responsibilities are as follows:

(a) Continuous Inspection Requirement. The INSPECTOR must have actual personal knowledge, pursuant to California Education Code Section 81141, obtained by his or her personal and continuous inspection of the work of construction in all stages of its progress, that the requirements of the approved plans and specifications are being completely executed.

Continuous inspection means complete inspection of every part of the work. Work, such as concrete work or brick work which can be inspected only as it is placed, shall require the constant presence of the INSPECTOR. Other types of work which can be completely inspected after the work is installed may be carried on while the INSPECTOR is not present. In any case, the INSPECTOR must personally inspect every part of the work. In no case shall the INSPECTOR have or assume any duties which will prevent him/her from providing continuous inspection.

(b) Relations with Architect and Engineer. The INSPECTOR shall work under the general direction of the architect or registered engineer. All inconsistencies or seeming errors in the plans and specifications shall be reported promptly to the architect or registered engineer for his interpretation and instructions. In no case, however, shall the instruction of the architect or registered engineer be construed to cause work to be done which is not in conformity with approved plans, specifications, and change orders. Interpretations received by the INSPECTOR which cause deviations from the approved drawings and specifications shall be referred to the responsible architect for preparation of change orders to cover the required work.

(c) Job File. The INSPECTOR shall keep a file of approved plans and specifications (including all approved addenda or change orders) on the

jobs at all times, and shall immediately return any unapproved documents to the architect for proper action. The inspector, as a condition of his employment, shall have and maintain on the PROJECT sites at all times, all codes and documents referred to in the plans and specifications.

(d) Inspector's Semimonthly Reports. The INSPECTOR shall keep the architect or registered engineer thoroughly informed as to the progress of the work by making semimonthly reports in writing as required in Section 4-342 of Title 24 of the California Code of Regulations. See also sample of semimonthly report in Appendix of Title 24 of the California Code of Regulations.

(e) Inspector's Daily Report to District. The INSPECTOR shall keep the DISTRICT thoroughly informed as to the progress of the work by submitting daily reports in writing to the DISTRICT.

(f) Notifications to Division of the State Architect. The INSPECTOR shall notify the Division of the State Architect:

(i) When work is started on the PROJECT.

(ii) At least 48 hours in advance of the time when foundation trenches will be complete, ready for footing forms.

(iii) At least 48 hours in advance of the first pour of concrete.

(iv) When work is suspended for a period of more than two weeks.

(g) Construction Procedure Records. The INSPECTOR shall keep a record of certain phases of construction procedure including, but not limited to, the following:

(i) Concrete pouring operations. The record shall show the time and date of placing concrete and the time and date of removal of forms in each portion of the structure.

(ii) Welding operations. The record shall include identification marks of welders, lists of defective welds, manner of correction of defects, etc.

(iii) Penetration under the last ten (10) blows for each pile when piles are driven for foundations.

All records of construction procedure shall be kept on the job until the completion of the work. All records kept by the INSPECTOR arising out

of or in any way connected with the PROJECT shall be and remain the property of the DISTRICT.

A complete and accurate copy of all records kept or created by the INSPECTOR arising under or connected in any way to the PROJECT shall be furnished by the INSPECTOR to the DISTRICT immediately upon written demand by the DISTRICT.

(h) Deviations. The INSPECTOR shall notify the contractor, in writing, of any deviations from the approved plans and specifications which are not immediately corrected by the contractor when brought to his/her attention. Copies of such notice shall be forwarded immediately to the architect or registered engineer, and to the Division of the State Architect.

Failure on the part of the INSPECTOR to notify the contractor of deviations from the approved plans and specifications shall in no way relieve the contractor of any responsibility to complete the work covered by his/her contract in accordance with the approved plans and specifications and all laws and regulations.

(i) Verified Reports. The INSPECTOR shall make and submit to the Division of the State Architect verified reports pursuant to Section 3-342 of Title 24 of the California Code of Regulations. The INSPECTOR shall prepare and deliver to the Division of the State Architect detailed statements of fact regarding materials, operations, etc., when requested.

(j) Violations. Failure, refusal, or neglect on the part of the INSPECTOR to notify the contractor of any work which does not comply with the requirements of the approved plans and specifications, or failure, refusal, or neglect to report immediately, in writing, any such violation to the architect or registered engineer, to the Board of Trustees, and to the Division of the State Architect shall constitute a violation of the Field Act and shall be cause for the Division of the State Architect to take action.

(k) Insurance. The INSPECTOR shall purchase and maintain policies of insurance with an insurer or insurers, qualified to do business in the State of California and acceptable to DISTRICT which will protect the INSPECTOR and DISTRICT from claims which may arise out of or result from the INSPECTOR's actions or inactions relating to the AGREEMENT, whether such actions or inactions be by themselves or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable. The aforementioned insurance shall include coverage for:

(i) Workers' Compensation and Employers Liability Insurance in accordance with the laws of the State of California.

- (ii) Comprehensive general and auto liability insurance with limits of not less than \$1,000,000 combined single limit, bodily injury and property damage liability per occurrence, including:
  - a. Owned, non-owned and hired vehicles;
  - b. Blanket contractual;
  - c. Broad form property damage;
  - d. Products/completed operations; and
  - e. Personal injury.
- (iii) Professional liability insurance with limits of One Million Dollars (\$1,000,000), per occurrence. Such insurance shall be maintained during the term of this AGREEMENT and renewed for a period of at least five (5) years thereafter and/or at rates consistent with the time of execution of this AGREEMENT adjusted for inflation. In the event that INSPECTOR subcontracts any portion of INSPECTOR's duties, INSPECTOR shall require any such subcontractor to purchase and maintain insurance coverage as provided in this subparagraph. Failure to maintain professional liability insurance is a material breach of this AGREEMENT and grounds for immediate termination.
- (iv) Each policy of insurance required in paragraph (ii) above shall name DISTRICT and its officers, agents and employees as additional insureds; shall state that, with respect to the operations of the INSPECTOR hereunder, such policy is primary and any insurance carried by DISTRICT is excess and non-contributory with such primary insurance; shall state that not less than thirty (30) days' written notice shall be given to DISTRICT prior to cancellation; and, shall waive all rights of subrogation. The INSPECTOR shall notify DISTRICT in the event of material change in, or failure to renew, each policy. Prior to commencing work, the INSPECTOR shall deliver to DISTRICT certificates of insurance as evidence of compliance with the requirements herein. In the event the INSPECTOR fails to secure or maintain any policy of insurance required hereby, DISTRICT may, at its sole discretion, secure such policy of insurance in the name of and for the account of the INSPECTOR, and in such event, the INSPECTOR shall reimburse DISTRICT upon demand for the cost thereof.
- (1) Assignment. INSPECTOR shall not assign or transfer this AGREEMENT or any interests of INSPECTOR herein without the prior written approval of the DISTRICT. Any such attempt by the INSPECTOR to assign or transfer this AGREEMENT or any of its interests herein without DISTRICT approval shall be void and of no force or effect. No individual person assigned to provide the services hereunder for the PROJECT may

be changed or substituted without the prior written consent of the DISTRICT. Such consent may be given or withheld in the DISTRICT's absolute discretion.

- (m) Administration. The INSPECTOR shall hire or perform itself any and all independent contractors and/or consultants needed to produce a clerically smooth product for the DISTRICT and for the INSPECTOR's routine correspondence with the DISTRICT. These clerical services shall be provided at no additional expense to the DISTRICT.
- (n) Conflict of Interest. The INSPECTOR hereby represents, warrants and covenants that: (i) at the time of execution of this AGREEMENT, the INSPECTOR has no interest and shall not acquire any interest in the future, whether direct or indirect, which would conflict in any manner or degree with the performance of services under this AGREEMENT; and (ii) the INSPECTOR shall not employ in the performance of services under this AGREEMENT any person or entity having such an interest.

(C) Compensation. The DISTRICT agrees to pay the INSPECTOR (See Exhibit A) for these services, payable upon monthly billings submitted by the INSPECTOR. Such payments shall commence on March 14<sup>th</sup>, 2011. The total compensation for all services pursuant to this AGREEMENT shall not exceed Five Hundred Fifty Thousand Dollars (\$550,000.00) without prior written approval from the DISTRICT.

(D) The INSPECTOR agrees to discharge the duties as set out in this AGREEMENT in a manner satisfactory to the Division of the State Architect and the Architect retained by the DISTRICT. He/she shall devote each working day to the inspection of the PROJECT.

(E) Term of AGREEMENT.

(1) The term of this AGREEMENT shall be from March 14, 2011, until one of the following occurs:

- (a) The PROJECT is completed;
- (b) The PROJECT is suspended or abandoned prior to completion as provided in Section (F) of this AGREEMENT;
- (c) Funding for the PROJECT is not received or denied by the State Chancellor; or
- (d) The DISTRICT decides that the INSPECTOR's performance under this AGREEMENT is unsatisfactory as provided in Section (F) of this AGREEMENT.

(F) Termination. This AGREEMENT may be terminated by either PARTY upon fourteen (14) days written notice to the other PARTY in the event of a substantial failure of performance by such other PARTY, including insolvency of the INSPECTOR; or if the DISTRICT should decide to abandon or indefinitely postpone the PROJECT.

(1) In the event of a termination based upon abandonment or postponement by DISTRICT the DISTRICT shall pay INSPECTOR for all services performed and all expenses incurred under this AGREEMENT supported by documentary evidence, including payroll records, and expense reports up until the date of the abandonment or postponement plus any sums due the INSPECTOR for Board approved extra services. In ascertaining the services actually rendered hereunder up to the date of termination of this AGREEMENT, consideration shall be given to both completed work and work in process of completion and other documents whether delivered to the DISTRICT or in the possession of the INSPECTOR. In the event termination is for a substantial failure of performance, all damages and costs associated with the termination, including increased inspection and replacement inspector costs shall be deducted from payments to the INSPECTOR.

(2) In the event a termination for cause is determined to have been made wrongfully or without cause, then the termination shall be treated as a termination for convenience in accordance with Paragraph (F)(3) below, and INSPECTOR shall have no greater rights than it would have had if a termination for convenience had been effected in the first instance. No other loss, cost, damage, expense or liability may be claimed, requested or recovered by INSPECTOR.

(3) This AGREEMENT may be terminated without cause by DISTRICT upon fourteen (14) days written notice to INSPECTOR. In the event of a termination without cause, the DISTRICT shall pay INSPECTOR for all services performed and all expenses incurred under this AGREEMENT supported by documentary evidence, including payroll records, and expense reports up until the date of notice of termination plus any sums due the INSPECTOR for Board approved extra services.

(4) In the event of a dispute between the parties as to performance of the work or the interpretation of this AGREEMENT, or payment or nonpayment for work performed or not performed, the parties shall attempt to resolve the dispute. Pending resolution of this dispute, the INSPECTOR agrees to continue the work diligently to completion. If the dispute is not resolved, the INSPECTOR agrees it will neither rescind the AGREEMENT nor stop the progress of the work, but the INSPECTOR's sole remedy shall be to submit such controversy to determination by a court having competent jurisdiction of the dispute, after the PROJECT has been completed, and not before.

(G) Independent Contractor. INSPECTOR, in the performance of this AGREEMENT, shall be and act as an independent contractor. The INSPECTOR understands and agrees that INSPECTOR and all of INSPECTOR's employees shall not be considered officers, employees or agents of the DISTRICT, and are not entitled to

benefits of any kind or nature normally provided employees of the DISTRICT and/or to which DISTRICT's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Workers' Compensation. The INSPECTOR assumes the full responsibility for the acts and/or omissions of the INSPECTOR's employees or agents as they relate to the services to be provided under this AGREEMENT. The INSPECTOR shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes for the respective INSPECTOR's employees.

(H) Hold Harmless/Indemnity. To the fullest extent permitted by law, the INSPECTOR agrees to indemnify, defend and hold DISTRICT entirely harmless from all liability arising out of:

(1) **Workers' Compensation and Employers Liability:** Any and all claims under Workers' Compensation acts and other employee benefit acts with respect to the INSPECTOR's employees or the INSPECTOR's subcontractor's employees arising out of INSPECTOR's work under this AGREEMENT; and

(2) **General Liability:** Liability for damages for (a) death or bodily injury to person; (b) injury to, loss or theft of property; (c) any failure or alleged failure to comply with any provision of law or (d) any other loss, damage or expense arising under either (a), (b), or (c) above, sustained by the INSPECTOR or the DISTRICT or any person, firm or corporation employed by the INSPECTOR or the DISTRICT upon or in connection with the PROJECT, except for liability resulting from the sole or active negligence, or willful misconduct of the DISTRICT, its officers, employees, agents or independent consultants who are directly employed by the DISTRICT;

(3) **Professional Liability:** Any loss, injury to or death or persons or damage to property caused by any act, neglect, default or omission of the INSPECTOR, or any person, firm or corporation employed by the INSPECTOR, either directly or by independent contract, including all damages due to loss or theft, sustained by any person, firm or corporation including the DISTRICT, arising out of, or in any way connected with the PROJECT, including injury or damage either on or off DISTRICT property; but not for any loss, injury, death or damages caused by the sole or active negligence, or willful misconduct of the DISTRICT.

(4) INSPECTOR, at INSPECTOR's own expense, cost, and risk, shall defend any and all claims, actions, suits, or other proceedings that may be brought or instituted against the DISTRICT, its officers, agents or employees, on any such claim or liability, and shall pay or satisfy and judgment that may be rendered against the DISTRICT, its officers, agents or employees in any action, suit or other proceedings as a result thereof.

(I) Review and Organization of Existing Documents. INSPECTOR shall review, evaluate and organize all documents, materials, files, prints, as-builts, T&I sheets, change orders, FCD's, submittals, notices of non-compliance, etc. previously prepared by

Universal Laboratories. INSPECTOR shall inform the DISTRICT in writing of any documents or information that, in the INSPECTOR's professional opinion, is missing, inadequate or otherwise deficient to meet any applicable DSA requirements and to ensure DSA close-out and certification of the PROJECT.

(J) Ownership of Documents. INSPECTOR acknowledges and agrees that any and all documents prepared or generated by the INSPECTOR related to the PROJECT (regardless of the medium or format), shall be, and remain the property of the DISTRICT. INSPECTOR shall deliver all such documents and information within five days of a written request from the DISTRICT. The INSPECTOR shall be allowed to obtain a copy of all documents for its records.

(K) Nothing contained in this AGREEMENT shall create a contractual relationship with or a cause of action in favor of any third party against either the DISTRICT or the INSPECTOR.

(L) The DISTRICT and the INSPECTOR, respectively, bind themselves, their partners, officers, successors, assigns and legal representatives to the other PARTY to this AGREEMENT with respect to the terms of this AGREEMENT. The INSPECTOR shall not assign this AGREEMENT.

(M) This AGREEMENT shall be governed by the laws of the State of California.

(N) The PARTIES have had the opportunity to, and have to the extent each deemed appropriate, obtained legal counsel concerning the content and meaning of this AGREEMENT. The PARTIES agree and represent that no promise, inducement or agreement not herein expressed has been made to effectuate this AGREEMENT.

(O) This AGREEMENT represents the entire AGREEMENT between the DISTRICT and the INSPECTOR and supersedes all prior negotiations, representations or agreements, either written or oral. This AGREEMENT may be amended or modified only by an agreement in writing signed by both the DISTRICT and the INSPECTOR.

(P) Time is of the essence with respect to all provisions of this AGREEMENT.

(Q) This AGREEMENT will be liberally construed to effectuate the intention of the PARTIES with respect to the transaction described herein. In determining the meaning of, or resolving any ambiguities with respect to, any word, phrase or provision of this AGREEMENT, neither this AGREEMENT nor any uncertainty or ambiguity be construed or resolved against either PARTY (including the PARTY primarily responsible for drafting and preparation of this AGREEMENT), under any rule of construction or otherwise, it being expressly understood and agreed that the PARTIES have participated equally or have had equal opportunity to participate in the drafting hereof.

(R) If either PARTY becomes involved in litigation arising out of this AGREEMENT or the performance thereof, each PARTY shall bear its own litigation costs and expenses, including reasonable attorney's fees.

The PARTIES, through their authorized representatives, have executed this AGREEMENT as of the day and year first written above.

INSPECTOR:

\_\_\_\_\_

DISTRICT:

Rancho Santiago Community College District

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

\_\_\_\_\_

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

\_\_\_\_\_

APPROVED AS TO FORM:

Atkinson, Andelson, Loya, Ruud & Romo

\_\_\_\_\_  
Hugh W. Lee, Esq.  
Attorneys for Rancho Santiago Community College District

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****DISTRICT OFFICE - BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: March 14, 2011
Re:	Approval of PlanNet Consulting Agreement	
Action:	Request for Approval	

**BACKGROUND**

The Colleges, Centers and District Office are in need of security surveillance systems. This project will be completed in two phases. The first phase, just completed in February 2011, was an assessment and feasibility study, performed by PlanNet, to understand the entire District's safety requirements and computer network capabilities. The second phase includes design of systems, development of bid specifications, vendor selection, implementation and installations.

**ANALYSIS**

PlanNet completed an assessment identifying video surveillance system requirements across Rancho Santiago Community College District (RSCCD) facilities including Santa Ana College, Santiago Canyon College, Centennial and Orange Continuing Education Centers, the Digital Media Center, and the District Operations Center. The assessment document includes a summary of recommended camera placements, existing surveillance systems, and recommended camera placement. PlanNet found that RSCCD's network was more than adequate to handle a video surveillance system and recommends distributed system architecture, requiring several servers and storage devices at each campus.

The design and implementation phase will include PlanNet producing detailed design specifications, compile system documentation into a bid package, review and evaluate bid results, and perform installation oversight during installation. It is anticipated this project would be completed by March 2012.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve the consulting agreement from PlanNet Consulting in the amount of \$147,800 as presented.

Fiscal Impact:	\$147,800	Board Date: March 14, 2011
Prepared by:	Sylvia LeTourneau, Assistant Vice Chancellor of Information Technology Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	



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## **Rancho Santiago Community College District**

### **Technology Consulting Services**

### **District-Wide Video Surveillance System Design and Implementation Oversight**

**February 22, 2011**

February 22, 2011

Sylvia LeTourneau  
**Rancho Santiago Community College District**  
2323 Broadway, Ste 250  
Santa Ana CA 92760

**Subject: Proposal for District-Wide Video Surveillance System Design and Implementation Oversight**

Dear Sylvia:

Thank you for the opportunity to submit a proposal for technology consulting services for the above-referenced project.

**PROJECT OVERVIEW**

PlanNet Consulting understands the project to be is as follows:

- PlanNet has completed an Assessment document identifying the requirements for the installation of a district-wide video surveillance system that will be used to enhance safety throughout Rancho Santiago Community College District (RSCCD) sites. PlanNet will use the assessment findings to develop detailed construction drawings and specifications for the bid and installation of a video surveillance system at RSCCD. The project will include the following efforts:
  - PlanNet will develop detailed drawings and specifications for video surveillance system installations. (District locations include: Santa Ana College, Santiago Canyon College, Centennial Education Center, Orange Education Center, the Digital Media Center and the District Operations Center.)
  - Work with RSCCD stakeholders to review and finalize detailed designs for security video surveillance system installations and upgrades.
  - Compile all systems design documentation into a bid package that will be issued to qualified security contractors. Review and evaluate bid results and make recommendations for contractor selection.
  - Perform installation oversight during contractor installations to ensure systems are installed per design documentation. Oversee installations through final acceptance.
- The anticipated project schedule anticipates a March 2011 start date and schedule of approximately 12 months in duration. This schedule includes system design through final acceptance.

## **SCOPE of WORK**

RSCCD requires independent expertise to work with District staff to complete detailed designs for video surveillance system installations. It is to this end that we propose the following scope of work and deliverables:

### **1. Video Surveillance System Design**

PlanNet will use the information and system requirements gathered during the completed Video Surveillance System Assessment effort to complete detailed system designs that will be included drawings, specifications for inclusion in a bid package that will be issued to Security Contractors. The scope of work below describes the associated effort included in the design scope of work. These include the following:

- 1.0. Video Surveillance System design scope includes the design of the Video Surveillance System infrastructure (i.e. conduit, cable pathways, and coordination of electrical requirements).
- 1.1. Conduct planning and design work sessions with the client to discuss video surveillance system requirements including electronic surveillance video and storage requirements, integration requirements and other security features that may impact security operations.
- 1.2. Present a detailed design narrative and draft design drawings that document the video surveillance system design objectives, preferred products and technology options. The draft drawings and design narrative will be issued to RSCCD for review and coordination.
- 1.3. Coordinate network requirements (active port and bandwidth) to support the installation of video surveillance systems equipment. Compile and review active port and bandwidth requirements for the video surveillance system with RSCCD IT group.
- 1.4. Complete preliminary device locations for video surveillance cameras and network video management systems equipment.
- 1.5. Identify size and quantity of conduits required to connect camera installations and associated signal/power cabling at equipment locations.
- 1.6. Issue single line and detail drawings to communicate video surveillance device installation requirements and guidelines.
- 1.7. Coordinate with MEP and other trade consultants regarding power for video surveillance devices and interfaces to other systems.
- 1.8. Specify location, environmental and infrastructure requirements for video-recording devices, servers and access control interfaces.
- 1.9. Specify final locations of video surveillance camera devices. Identify detailed installation requirements and all conduit infrastructure associated with camera mounting.
- 1.10. Identify and specify security system configuration and testing requirements for installation. This will be for the design and specification of a turn-key video surveillance.
- 1.11. Update the surveillance system budget cost estimate based on detailed design documents.
- 1.12. Drawing and Specification Deliverables – PlanNet will prepare the Video Surveillance system construction documents and specifications. PlanNet will prepare and submit the following:
  - Plan views showing locations for all devices and equipment (cameras, cabling, patch panels, switches, servers, storage devices, etc.) and conduit routing.

- Riser diagrams for all components of the video surveillance systems showing connection to panels.
- Site plans showing all camera locations, elevation heights, and power requirements. Include fully dimensioned plans for security equipment locations.
- Details for all installations (camera mounts, conduit penetrations, etc.).
- Full details for all devices and cabling for coordination with design team.
- Full specifications for the video surveillance system.
- Drawings and Specifications will be fully and completely coordinated.
- All drawing to be done in AutoCAD format. Format will be compatible with existing RSCCD project drawings.

## **2. Security Systems Bidding/ Evaluation**

- 2.0. Work with RSCCD purchasing to combine the video surveillance system design documentation into a bid package that will be issued to Security Contractors.
- 2.1. Work with Security vendors during the bid process to ensure they understand the scope and provide timely responses to requests for information.
- 2.2. Review and normalize up to five (5) bid responses in detail, create high-level bid comparisons summary and review with the RSCCD project team to allow for the selection of a security contractor to perform the work.

## **3. Construction Administration**

- 3.0. Review and approve Video Surveillance System Submittal Package.
  - 3.1. Respond to contractor RFIs as needed.
  - 3.2. Attend and help manage bi-weekly construction meetings. Visit job site to observe construction progress, monitor quality of work and inspect equipment installation, to ensure coordination and smooth integration of Video Surveillance system during construction installation. PlanNet will participate in site visits which will be coordinated with attendance at construction meetings to:
    - 3.2.1. Observe the progress of installations
    - 3.2.2. Compose punch list(s) as required
  - 3.3. Review system close-out package including test results, warranty and as-built documentation.
  - 3.4. Recommend system acceptance, as appropriate.

## **ASSUMPTIONS**

PlanNet's Scope of Work and fees are based upon the following assumptions:

1. The project schedule for the RSCCD Video Surveillance system design and implementation efforts are planned to run from March 2011 to March 2012. Any extension to this schedule may result in additional fees.
2. Our fees include three (3) drawing and specification submittals. These include a draft set, 75%, and 100% Construction Documents (CDs).

3. The Design and Bidding efforts will be completed beginning in March 2011 and will conclude by June 2011.
4. PlanNet assumes that District stakeholders are readily available for meetings and will provide documents and information (e.g., As-Builts and CAD backgrounds) in a timely manner.

## **EXCLUSIONS**

PlanNet will be pleased to submit a proposal for these other services if requested.

1. Design of electrical system installations to support video surveillance equipment power.
2. Design and coordination of a centralized command center.
3. Design/coordination or specification of network electronics (LAN/WAN) dedicated to the video surveillance system.
4. Design/procurement of network electronics (LAN/WAN) dedicated to the video surveillance system.

## **PROJECT STAFFING**

PlanNet has assembled a highly skilled and experienced project team. All of the PlanNet team members are full-time employees, local and have available capacity to complete the work.

Resumes for the team are provided in the appendices of this proposal.

### **Project Team Summary**

- **Mark Berg, Project Principal and Sr. Communications Consultant.** Mark has over 15 years of consulting, information systems and data communications experience, with a primary emphasis on communications technology including: data networks, voice systems, information security, and technology infrastructure projects.
- **Karl von der Linden, Project Manager and Sr. Consultant.** Karl has over 15 years of technology programming, project management and technical design experience. Karl has designed and managed the implementation of security systems, data center, structured cabling, information systems and audiovisual systems.
- **Jerry Buck, Sr. Security Consultant:** Tony has over 25 years of experience in the electrical, low voltage, electronic and security industries in engineering and design, technical, operations leadership, project management, training and business development roles.

**PROJECT FEES AND EXPENSES**

PlanNet will conduct this project on a fixed fee basis of **\$147,800** broken out as follows:

<b>TECHNOLOGY CATEGORY</b>	<b>FIXED FEE</b>
System Design	\$ 75,500
System Bidding & Evaluation	\$ 11,300
Construction Administration	\$ 61,000
<b>Total</b>	<b>\$147,800</b>

Fees and expenses will be invoiced per the District's approved Payment (% complete) Plan.

**ACCEPTANCE**

If you are in agreement with the scope and fees associated with this proposal, please indicate so signing in the space provided below and returning this document to us.

We very much appreciate the opportunity to possibly work with the District on this project.

Sincerely,

Karl von der Linden  
Communications Technology Senior Consultant

Agreed for **Rancho Santiago Community College District** by:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name and Title

\_\_\_\_\_  
Date

## **COMPANY BACKGROUND**

**1. Firm Name:** PlanNet Consulting, LLC

**2. Professional History**

PlanNet Consulting was founded in 2001 and quickly gained a reputation as a technology consulting expert and leader in the following areas:

- Physical Security
- Physical Infrastructure
- Data Center
- Communications Technology
- Audio Visual and Multimedia

PlanNet is comprised of seasoned senior professionals with extensive communications systems and infrastructure experience in client, vendor and consulting environments. This breadth of expertise and familiarity with all of the major communications technologies disciplines – voice, data, video and infrastructure – enables us to take a more well-rounded global view of projects.

This approach has enabled us to become the largest independent communications technology consulting firm on the West Coast.

The firm is independent, with no professional partnerships or alliances that require the firm to sell or market other companies' products or services. In today's technology consulting landscape, this approach makes us different because so many consulting firms and systems integrators have created partnerships with product vendors. We recognize the need for product independence during product selection and implementation phases, which is why we've chosen not to have vendor partners

**3. Full-Time Employees:** 30

**4. Business Locations:**

- 2850 Saturn St. Suite 100  
Brea, CA 92821
- 6320 Canoga Ave. Suite 450  
Woodland Hills, CA 91367
- 60 East Rio Salado Parkway, Suite 900  
Tempe, AZ 85281

This project will be primarily supported out of the Brea office which has twenty full time employees.

**5. Annual Consulting Revenues 2005 – 2009**

2005: \$4.9 M  
2006: \$6.4 M  
2007: \$8.8 M  
2008: \$7.9 M  
2009: \$7.25 M

**6. Professional Affiliations:**

- Society of Telecommunications Consultants (STC)
- Project Management Institute (PMI)
- BICSI,
- 7x24 Exchange
- The Uptime Institute
- The Green Grid
- AFCOM
- ASHRAE
- Data Center Dynamics
- TIA/EIA
- IEEE
- Infocomm Independent Consultants in Audiovisual Technology (ICAT) Council
- The Society of Motion Picture Television Engineers (SMPTE)
- The Audio Engineering Society (AES)
- The Acoustical Society of America (ASA)
- Synergetic Audio Concepts (SAC)

## **PROJECT DESCRIPTIONS/REFERENCES**

### **1. Los Angeles Mission College** Sylmar, California

PlanNet Consulting was contracted to design a campus-wide integrated security system that includes CCTV, access control, intrusion detection, and emergency communications. System priorities included CCTV in the parking structure and implementing electronic access control in priority areas instead of a total campus retrofit.

Design and Construction of the Security Systems includes the following buildings and structures:

- Campus Services Building
- Campus Center Building
- Sheriff's Station
- Instructional/Administration Building
- Learning Assistance Building/Library Building
- Collaborative Studies Building
- Parking Structure A
- Site Infrastructure Wiring and Cabling from Point of Connection
- All Temporary Modular Structures Campus Wide (estimate of 7-8 buildings)
- Health & PE Building

**2. University of California, Riverside**  
Riverside, CA

PlanNet Consulting provided physical security consulting services for University of California, Riverside's Commons Expansion Project which consists of Security Systems Planning, Design, Construction Documents and Bid Package Development. The project will cover approximately 50,000 square feet in which we are implementing Access control, CCTV, and Intrusion detection for a new facility that will be integrated into the existing campus security system.

**3. Arizona State University**  
Phoenix, Arizona

PlanNet Consulting completed work on a project with American Campus Communities to provide technology consulting services for a residential development project at Arizona State University. The project entails the development of student housing in eight buildings accommodating 1,570 beds, and will also include a Community Center, Sales Office, Retail space and a 4-story parking garage. PlanNet provided technical expertise for the security and access control systems, as well as the cabling, voice and data network infrastructures.

**4. The Walt Disney Company**

PlanNet has been assisted Disney with several projects to provide Security consulting service. These include:

- GC-3 Campus – PlanNet provided security and audiovisual design for Disney's GC-3 campus in Glendale totaling 350,000 SF of space.
- Childcare Resources Building – PlanNet provided security and structured cabling design for renovation of a building on the Burbank lot.
- Image Movers Digital is a division of the Walt Disney Company that produces stop capture animation motion pictures. PlanNet was retained to provide design services for the new 6,000 SF data center, security and structured cabling for the entire facility.
- Multiple Facilities Projects – IT infrastructure, audiovisual and security consulting and design for hundreds of thousands of square feet for Disney facilities on and off the Burbank lot.
- Disney U.S. Data Centers – PlanNet was retained to develop security and infrastructure standards for current and future Disney data centers in the United States.

**5. DTS, Inc.**  
Calabasas, California

DTS's Digital Theater System(s) is a multichannel digital surround sound format used for both commercial/theatrical and consumer grade applications including in-movie sound on film and on DVD, and CD.

PlanNet provided consulting services for DTS's new 80,000 square foot headquarters which included a data center and test labs. PlanNet's services include design and project management for all low-voltage technology, including Security Systems, voice/data/video cabling, Audiovisual infrastructure and Audiovisual systems.

**6. Americana at Brand**  
Glendale, CA

The Americana at Brand is a \$300-350 million urban in-fill mixed-use development set on 15.5 acres in the heart of Glendale. Bounded by Brand Blvd., Central Avenue and Colorado Street, the development features 475,000 square feet of retail comprised of 75 shops and boutiques, an 18-plex cinema and a variety of casual and fine dining options, and offers 238 apartments and 100 condominiums, luxury residences. PlanNet provided consulting, design and project management services for security, voice/data/video cabling, parking controls, access control and data networking.

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**DISTRICT OFFICE - BUSINESS OPERATIONS/FISCAL SERVICES**

To: Board of Trustees	Date: March 14, 2011
Re: Approval of Rose & Tuck Consulting Contract	
Action: Request for Approval	

**BACKGROUND**

With the implementation of Datatel as the Student Information, Finance, and Human Resources system there is a need to define and maintain a position control and position budgeting module. A position control and position budgeting module will assist the District in determining what positions are authorized and funded. Also, it will assist the district in monitoring and controlling committed payroll expenses.

**ANALYSIS**

The District has found the Datatel Human Resources module lacking in that it does not have a position and control and budgeting module. This is needed to track full-time salaried positions as well as part-time and overload teaching assignments. Information Technology Services recommends contracting with Rose & Tuck for the following services:

- Modify the Datatel's Human Resources module to support maintenance of authorized full time equivalence for full-time positions.
- Modify Datatel's Human Resource and Financial modules to support the calculation, adjustment, and recording of encumbrances in the financial system for future payroll commitments.
- Develop a set of business intelligence data that will consolidate needed Human Resources position, employee, budget, actual expenditures, and encumbered expenditures in a set of meaningful reports.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve the consulting services from Rose & Tuck Consulting as presented.

Fiscal Impact: \$49,000	Board Date: March 14, 2011
Prepared by: Sylvia LeTourneau, Assistant Vice Chancellor of Information Technology Services	
Submitted by: Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by: Dr. Raúl Rodríguez, Chancellor	



**Statement of Work  
and Work Estimate**

*This estimate is not a firm-fixed price quote.  
You will be billed for actual time and expenses incurred.*

**Date:** February 17, 2011  
**Client Name:** Ranch Santiago Community College District  
**Client Contact(s):** Sylvia Le Tourneau  
LeTourneau\_Sylvia@rsccd.org, 714-480-7401

**Project Description:** Position Control and Budgeting, Phase II

**Project Scope/Services:** Rose & Tuck will follow the functional specifications developed in Phase I to complete technical specifications, programming development in the Datatel Colleague environment, view development in the Oracle environment (or SQL Server at the District's direction), report development in Excel, technical testing, technical documentation, and consulting associated with process development. Process testing will be the District's responsibility.

<b>Project Estimate:</b>	<b>Task</b>	<b>Hours</b>	
	Technical specifications	36	
	Programming (incl. technical testing and doc)	100	
	View and Report Development (incl. tech. testing and doc)	60	
	Process consulting	16	
	Fees	212 hours @ \$225/hr	\$47,700
	Expenses	1 r/t @ \$1,300 per trip	\$1,300
	<b>TOTAL ESTIMATE</b>		<b>\$49,000</b>

**Statement of Work Accepted and Work Authorized by:**

\_\_\_\_\_  
Name Date

\_\_\_\_\_  
Title

\_\_\_\_\_  
Print Name



**Rancho Santiago  
Community College District  
Position Control and Budgeting  
Specifications**

**Business Case**

Rancho Santiago Community College District has identified several unmet needs with respect to position control and budgeting. First, the District needs to be able to determine what positions are authorized, at what FTE level, and tie those authorizations and subsequent actual payroll activity to the budget. Second, the District needs to be able to monitor and control position/payroll commitments (contractual obligations for which actual spending has not yet occurred) relative to the budget. Third, the District needs to be able to report on positions, authorized FTE, committed future expenditures, actual expenditures, and budgeted expenditures by GL account number, person, position, etc. in a consolidated fashion.

The challenge of controlling future commitments is especially relevant for part-time and overload faculty assignments, where the future commitment is created by virtue of the creation of an additional instructional (or academic non-instructional) offering, independent of the hiring process in HR.

We believe that a solution for meeting the District's needs must include the following components:

1. A modification to the District's HR system to support maintenance of authorized FTE for full-time positions.
2. A set of modifications to the District's HR and Financial systems to support the calculation, adjustment, and recording of encumbrances in the financial system for forward (future) payroll commitments.
3. A set of business intelligence deliverables that will consolidate needed HR position, employee, budget, actual expenditures, and encumbered expenditures in a set of meaningful reports.

**Functional Specifications**

Authorized FTE

The District needs to track authorized FTE levels for salaried positions. We believe this can be accomplished in a straightforward manner by simply adding authorized FTE and authorization date as fields attached to positions, and to allow multiple occurrences of both so the history of FTE level authorizations can be tracked.

Since authorized FTE really only makes sense in the context of salaried positions, we recommend restricting the maintenance of the authorized FTE data points to salaried positions only.

### Payroll Encumbrances

The District also needs to track its payroll obligations so managers can determine how much of their payroll budgets are unspoken for. While purchasing obligations are tracked in Colleague prior to the actual expense being incurred, and these obligations are reflected automatically in the general ledger as purchasing encumbrances, the functionality for encumbering payroll obligations is separated in the Human Resources module as a discrete process.

The delivered process for encumbering human resources and payroll obligations would be troublesome for the District to use effectively. The delivered process would not appropriately handle the changing nature of funding sources for salaried positions, the variable nature of hourly employees' work hours, less than 12 months employees where the non-work months are unknown, future costing changes, known limits on employees' tenures in position that cannot yet be reflected in the human resources data, obligations associated with unassigned course sections, and student work study. While there are delivered processes for handling encumbrances in Colleague, there would be a significant level of manual adjustments required to the calculated encumbrances to have them reflect the actual anticipated obligation.

Accordingly, we analyzed the District's needs related to encumbrance calculations and examined two potential solutions: one, to provide a report that would calculate future payroll obligations; and two, to develop a process wherein the calculated future payroll obligations would be created as actual encumbrance entries in the general ledger.

We assumed and reaffirmed with District staff that the latter solution is most desirable since it will allow encumbrances to be reflected in native Colleague screens, native Colleague reports, as well as custom reports that the District might develop. This approach is also consistent with how the delivered encumbrance processing is designed to work.

During meetings with the team, we also determined that all employees' payroll obligations should be encumbered, including salaried, part-time and overload, adult hourly, and student work study employees.

We considered whether or not the cost of wages as well as (employer-paid) benefits and taxes should also be encumbered. While doing so could be included as part of an encumbrance-building process, and employees' actual benefit elections and taxes could be used in the calculation, our understanding is that these expenses are centrally controlled (despite being charged at the departmental level), that adjustments to budgets for benefits and taxes is done centrally when salary budgets are adjusted, and that the greatest need for payroll encumbrances is for part-time and overload assignments where benefits and taxes are not as much of an issue.

Accordingly, we suggest that the District initially encumber actual wages only, and determine in the future if the additional work associated with encumbering benefits and taxes is justified.

Reporting: Positions, Employees, Budgets, Encumbrances, Actuals

Reporting on positions and incumbents, salary budgets, actual payroll expenses, and future payroll commitments is currently spread across a number of reports and spreadsheets. Once the above specifications are met, reporting on all aspects of payroll obligations should be possible.

The District requires a data set and associated reports that will consolidate the following data points/types of data (note that several of the data points are applicable only to a specific type of assignment):

1. GL account number
2. Prior year budget and actuals
3. Current year budget and actuals
4. Encumbrances
5. Available dollars
6. Employee
7. Position
8. Rate

*Faculty Assignments*

9. Available LHE
10. Faculty
11. Division
12. Department
13. Location
14. Faculty LHE
15. Instructional Method
16. Section Title (or campus org data)
17. Course Name
18. Schedule Type
19. Section LHE
20. Contract Type
21. Term
22. Assignment Type

*Salaried Positions*

23. Position
24. Rate
25. FTE level
26. End Date

*Hourly*

27. Weekly maximum hours

- 28. Assumed weekly hours
- 29. End Date

- Student work-study hourly*
- 30. Financial Aid award

**Technical Summary (detailed specs to follow in implementation phase)**

Authorized FTE

We will modify the position definition screen (POSD) to include a detail field that will open a custom screen for maintaining authorized FTE level and date authorized (multiple values). The detail field will enforce the restrictions that these data points can only be maintained on salaried positions.

Payroll Encumbrances

We will build a custom batch process that will create the encumbrance entries in the general ledger to reflect the appropriate future payroll obligations. In addition, we anticipate the need for a custom screen to record additional details and overrides associated with specific wage records and their associated encumbrances, as well as a parameter screen for information that will guide the calculation of encumbrances for unassigned course section assignments and student work study.

*Custom Screen: Payroll Encumbrance Info*

This screen will allow for the entry of data at the position/person/wage level that will control how payroll encumbrances are calculated for that person/position. This screen should be accessible from the PWAG Screen (i.e. add a detail option on that screen). It should contain the following fields:

- Rate (display only)  
The monthly rate for salaried; the hourly rate for hourly; period rate for stipends.
  - Encumbrance Amt (display only)  
Return data from the custom subroutine that calcs encumbrances.
  - Hours/week (applies only for hourly positions and should be restricted to same)
  - Enc. End Date
- A future costing section with these fields:
- # mos
  - GL# (multivalued)  
Validate against GL.ACCTS.
  - % distribution (multivalued)  
Verify total of MV-field %s is 100.
  - Amount (display only)

### *Custom Parameter Screen: Payroll Encumbrance Parameters*

This screen will allow for the entry of parameter data that will control how encumbrances are calculated and will include the following fields:

Last Payroll Processing (and GL update) Date

Unassigned Adjuncts Costing section with these fields:

- LHE Rate  
Validate for \$ values.
- Location (mv associated with GL Account)  
Validate on Core Location component.
- GL Account (mv associated with Location)  
Validate on GL.ACCTS.

Work Study Award GL#s

- Financial Aid Award Code (mv associated with GL account)
- GL Account to Encumber (mv associated with Financial Aid Award Code)

### *Custom File – Store encumbrance parameters*

The purpose of this custom file will be to store encumbrance defaults for unassigned sections and work study awards, maintained on the custom parameter form.

### *Custom Subroutine: Calculate Payroll Encumbrances*

This routine will calculate the payroll encumbrance for each person/position/wage.

#### Input

- PERPOSWG record ID
- Fiscal Year
- Hours/week – value entered to facilitate recalculation & display of Encumbrance prior to saving the data to the custom file
- Encumbrance End Date – value entered to facilitate recalculation & display of Encumbrance prior to saving the data to the custom file
- Future Num Months – value entered to facilitate recalculation & display of Encumbrance prior to saving the data to the custom file
- Last Payroll Date

#### Output

- Total enc amt
- Messages – output to encumbrance update batch process to notify user of errors/warnings during processing

Association 1:

- Wage Enc GL #
- Wage Enc GL Amount

### *Batch Process: Payroll Encumbrance Update*

This routine will create encumbrance entries in the general ledger.

#### Fields on the front-end screen

- **Update or Report**  
Update mode produces a report and creates encumbrances. Report mode only produces the report.
- **Fiscal Year**  
Validate the same way FY lookups in the GL are validated.
- **Last Payroll (display only)**  
Period date of the last payroll cycle.
- **Transaction Date**  
Date for encumbrance entries to be made.  
Default as last payroll date above plus one day except that if the resulting date is outside the current FY, use 7/1/xx in the current FY if the resulting date is before and use 6/30/xx in the current FY if the resulting date is after.
- **Adjust all to zero**  
Yes or No field that will determine if all existing encumbrances should be adjusted to zero and no non-zero encumbrances created. Default is No. If changed to Yes, no Wage or Section inputs (below) will be used.
- **Process Wage Encumbrances?**  
Yes/No. Default Yes. If "Yes" Person" and Position Classifications can be limited to specific values:
  - **Person**  
Multivalued, not required (blank implies everyone). Lookup on Person.
  - **Position Classification**  
Multi-valued, not required (blank implies all). Lookup on same table as POS.CLASS.
- **Process Section Encumbrances?**  
Yes/No. Default Yes. If "Yes" all Course Section encumbrances will be processed

### Reporting: Positions, Employees, Budgets, Encumbrances, Actuals

We will create an ODBC-accessible view in Oracle or the ODBC-compatible data warehouse of the District's choice (with the District responsible for exporting required data elements from the Colleague database to the warehouse). This view will contain the data elements identified above. We will also build one or more reports as Excel worksheets and pivot tables that will display those data in detail and summary.

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****DISTRICT OFFICE - BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: March 14, 2011
Re:	Approval of Rejection of Bid #1171 – Storage Area Network Systems with a Virtual Storage Software Solution	
Action:	Request for Approval	

**BACKGROUND**

The Information Technology Services Department requires two Storage Area Network (SAN) and Virtualized Storage Environments to accommodate the storage growth as the District continues to collect more data and serve more departments. The first SAN is intended to replace the current aging SAN located at the Network Operations Center (NOC) at Santa Ana College, doubling the District's disc space. In addition to the new SAN, ITS requires an additional SAN located at Santiago Canyon College for Business Resumption purposes as an alternate site if an event should take place that renders the SAC NOC non-functional and will be used to distribute the processing load for the District.

Due to the bid limit, this project required us to go through the public bidding process and obtain Board approval.

**ANALYSIS**

The project was advertised and mailed to nine (9) bidders; however, only one bidder responded. The bidder was Nth Generation Computing Inc. Upon contacting the bidders, various reasons were given from the other eight (8) bidders for not bidding. The reasons were: conflict of interest with the manufacturers, bad timing as they had several staff members out, unable to meet bid requirements, and unable to meet the HP partnership requirement.

Due to the lack of participation and the various reasons for not bidding, it is in the best interest of the District to reject the bid and rebid the Storage Area Network Systems with a Virtual Storage Software Solution with revisions that would equally promote participation without jeopardizing the intent of the specifications.

**RECOMMENDATION**

It is recommended that the Board of Trustees reject the bid for Bid #1171 – Storage Area Network Systems with a Virtual Storage Software Solution and rebid as presented.

Fiscal Impact:	None	Board Date: March 14, 2011
Prepared by:	Tracey Conner-Crabbe, Director of Purchasing Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodriguez, Chancellor	

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
Educational Services

To:	Board of Trustees	Date: March 14, 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>
<p>1. <b>Basic Skills Initiative (SAC &amp; SCC) - <i>Augmentation</i></b>            Funds from the California Community College Chancellor's Office to be used to implement program and curriculum development, professional development, articulation, assessment, counseling, tutoring, coordination, research and purchase of instructional materials directly related to the enhancement of basic skills in educational programs. (10/11)</p> <p style="padding-left: 40px;">SAC \$34,641    SCC \$3,539</p>	2/25/2011	\$38,180
<p>2. <b>Equality Employment Opportunity (EEO) – Diversity Allocation Funds (District)</b>            Funds from the California Community Colleges Chancellor's Office for the Human Resource Department to broadly disseminate information about job openings. (10/11)</p>	7/1/2010	\$12,781
<p>3. <b>Matriculation - Credit (SAC)</b>            Annual allocation from the California Community Colleges Chancellor's Office to support activities related to outreach, admission, placement, and retention of students. (10/11)</p> <p style="padding-left: 40px;">Contribution to Research \$15,196</p>	2/17/2011	\$945,168
<p>4. <b>Matriculation Non-Credit (CEC/OEC) – <i>Augmentation</i></b>            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)</p> <p style="padding-left: 40px;">CEC \$46,862    OEC \$19,553</p>	2/17/2011	\$66,415

Fiscal Impact: \$1,247,394	Board Date: March 14, 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 Rodríguez, Chancellor	

<u>Project Title</u>	<u>Award Date</u>	<u>Amount</u>
5. NSF – Fullerton Mathematics Teacher and Master Teacher Fellows Project (FULL MT <sup>2</sup> ) – Year 1 (SAC) First year of a six-year grant to California State University Fullerton from the National Science Foundation that includes Santa Ana College as sub-recipient for a collaborative program. SAC will emphasize STEM outreach and teacher recruitment for early college students at SAC. (10-11)	2/24/2011	\$20,000
6. Santa Ana Middle College High School – <i>Augmentation</i> (SAC) Augmentation to annual funds from the California Community Colleges Chancellor’s Office to continue and expand Middle College High School (10-11)	10/29/2010	\$14,850
7. Women’s Business Center, Year 5 (District) Fifth year of a five-year grant from the U.S. Small Business Administration, through the RSCCD Foundation, to establish a center that will provide business counseling, technical assistance, and training to women in business and to women who are considering starting a business. A match requirement of 1:1 (62% cash and 38% in-kind) is necessary and will be provided by the District and income generated by the program. This program is funded through September 29, 2011. (10/11)	9/30/2010	\$150,000

**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: \$1,247,394	Board Date: March 14, 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 Rodríguez, Chancellor	

**SPECIAL PROJECT DETAILED BUDGET #2049, 2050, 2051, 2052, 2053, 2054, 2055**  
**NAME: BASIC SKILLS INITIATIVE 10/11 - SANTA ANA COLLEGE**  
**FISCAL YEAR: 2010/11**

CONTRACT PERIOD: 07/01/10 - 06/30/11  
 CONTRACT INCOME: \$ 190,186  
 P1 Augmentation: 13,856  
**BSI - SAC Total** 204,042

PRJ. ADMIN. Norman Fujimoto  
 PRJ. DIR.

Revised Date: 03/03/2011  
 Date: 02/08/2011

GL ACCOUNT					Existing Budget		Revised Budget		Budget Change (+/-)		
Fd	Prj	Tops	Dept	Code	Description	Debit	Credit	Debit	Credit	Debit	Credit
12	2049	000000	10000	8629	Other Gen Categorical Apport : Santa Ana Coll		47,000		47,000		0
12	2049	499900	15051	5999	Special Project Holding Acct : Academic Affai	47,000		47,000		0	
					<b>#2049 - Prg &amp; Curriculum Plng &amp; Dvlp</b>	<b>47,000</b>	<b>47,000</b>	<b>47,000</b>	<b>47,000</b>	<b>0</b>	<b>0</b>
12	2050	000000	10000	8629	Other Gen Categorical Apport : Santa Ana Coll		23,000		23,000		0
12	2050	499900	15051	5999	Special Project Holding Acct : Academic Affai	23,000		23,000		0	
					<b>#2050 - Student Assessment</b>	<b>23,000</b>	<b>23,000</b>	<b>23,000</b>	<b>23,000</b>	<b>0</b>	<b>0</b>
12	2051	000000	10000	8629	Other Gen Categorical Apport : Santa Ana Coll		3,000		3,000		0
12	2051	499900	15051	5999	Special Project Holding Acct : Academic Affai	3,000		3,000		0	
					<b>#2051 - Advisement &amp; Counseling Svs</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>0</b>	<b>0</b>
12	2052	000000	10000	8629	Other Gen Categorical Apport : Santa Ana Coll		38,316		52,172		13,856
12	2052	499900	15051	5999	Special Project Holding Acct : Academic Affai	38,316		52,172		13,856	
					<b>#2052 - Suppl Instr &amp; Tutoring</b>	<b>38,316</b>	<b>38,316</b>	<b>52,172</b>	<b>52,172</b>	<b>13,856</b>	<b>13,856</b>
12	2053	000000	10000	8629	Other Gen Categorical Apport : Santa Ana Coll		10,870		10,870		0
12	2053	499900	15051	5999	Special Project Holding Acct : Academic Affai	10,870		10,870		0	
					<b>#2053 - Articulation</b>	<b>10,870</b>	<b>10,870</b>	<b>10,870</b>	<b>10,870</b>	<b>0</b>	<b>0</b>
12	2054	000000	10000	8629	Other Gen Categorical Apport : Santa Ana Coll		16,000		16,000		0
12	2054	499900	15051	5999	Special Project Holding Acct : Academic Affai	16,000		16,000		0	
					<b>#2054 - Instr Materials &amp; Equipment</b>	<b>16,000</b>	<b>16,000</b>	<b>16,000</b>	<b>16,000</b>	<b>0</b>	<b>0</b>
12	2055	000000	10000	8629	Other Gen Categorical Apport : Santa Ana Coll		52,000		52,000		0
12	2055	499900	15051	5999	Special Project Holding Acct : Academic Affai	52,000		52,000		0	
					<b>#2055 - Other: Coord, Research, Prof Dvlp</b>	<b>52,000</b>	<b>52,000</b>	<b>52,000</b>	<b>52,000</b>	<b>0</b>	<b>0</b>
					<b>Grand Total</b>	<b>190,186</b>	<b>190,186</b>	<b>204,042</b>	<b>204,042</b>	<b>13,856</b>	<b>13,856</b>

6.1 (3)

**SPECIAL PROJECT DETAILED BUDGET #2049, 2050, 2051, 2052, 2053, 2054, 2055**  
**NAME: BASIC SKILLS INITIATIVE 10/11 - CENTENNIAL EDUCATION CENTER**  
**FISCAL YEAR: 2010/11**

CONTRACT PERIOD: 07/01/10 - 06/30/11  
 CONTRACT INCOME: \$ 285,279  
 P1 Augmentation: 20,785  
**BSI - CEC Total \$ 306,064**

PRJ. ADMIN. Ed Ripley  
 PRJ. DIR. Nilo Lipiz

Revised Date: 03/03/2011  
 Date: 02/08/2011

GL ACCOUNT					Existing Budget		Revised Budget		Budget Change (+/-)		
Fd	Prj	Tops	Dept	Code	Description	Debit	Credit	Debit	Credit	Debit	Credit
12	2049	000000	10000	8629	Other Gen Categorical Apport : Santa Ana Coll		41,430		62,215		20,785
12	2049	499900	18200	5999	Special Project Holding Acct : SAC Continuing	41,430		62,215		20,785	
					<b>#2049 - Prg &amp; Curriculum Plng &amp; Dvlp</b>	<b>41,430</b>	<b>41,430</b>	<b>62,215</b>	<b>62,215</b>	<b>20,785</b>	<b>20,785</b>
12	2050	000000	10000	8629	Other Gen Categorical Apport : Santa Ana Coll		2,160		2,160		0
12	2050	499900	18200	5999	Special Project Holding Acct : SAC Continuing	2,160		2,160		0	
					<b>#2050 - Student Assessment</b>	<b>2,160</b>	<b>2,160</b>	<b>2,160</b>	<b>2,160</b>	<b>0</b>	<b>0</b>
12	2051	000000	10000	8629	Other Gen Categorical Apport : Santa Ana Coll		76,414		76,414		0
12	2051	499900	18200	5999	Special Project Holding Acct : SAC Continuing	76,414		76,414		0	
					<b>#2051 - Advisement &amp; Counseling Svcs</b>	<b>76,414</b>	<b>76,414</b>	<b>76,414</b>	<b>76,414</b>	<b>0</b>	<b>0</b>
12	2052	000000	10000	8629	Other Gen Categorical Apport : Santa Ana Coll		47,056		47,056		0
12	2052	499900	18200	5999	Special Project Holding Acct : SAC Continuing	47,056		47,056		0	
					<b>#2052 - Suppl Instr &amp; Tutoring</b>	<b>47,056</b>	<b>47,056</b>	<b>47,056</b>	<b>47,056</b>	<b>0</b>	<b>0</b>
12	2053	000000	10000	8629	Other Gen Categorical Apport : Santa Ana Coll		45,000		45,000		0
12	2053	499900	18200	5999	Special Project Holding Acct : SAC Continuing	45,000		45,000		0	
					<b>#2053 - Articulation</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>	<b>0</b>	<b>0</b>
12	2054	000000	10000	8629	Other Gen Categorical Apport : Santa Ana Coll		23,564		23,564		0
12	2054	499900	18200	5999	Special Project Holding Acct : SAC Continuing	23,564		23,564		0	
					<b>#2054 - Instr Materials &amp; Equipment</b>	<b>23,564</b>	<b>23,564</b>	<b>23,564</b>	<b>23,564</b>	<b>0</b>	<b>0</b>
12	2055	000000	10000	8629	Other Gen Categorical Apport : Santa Ana Coll		49,655		49,655		0
12	2055	499900	18200	5999	Special Project Holding Acct : SAC Continuing	49,655		49,655		0	
					<b>#2055 - Other: Coord, Research, Prof Dvlp</b>	<b>49,655</b>	<b>49,655</b>	<b>49,655</b>	<b>49,655</b>	<b>0</b>	<b>0</b>
					<b>Grand Total</b>						
					<b>CEC - BSI 10/11 Total</b>	<b>285,279</b>	<b>285,279</b>	<b>306,064</b>	<b>306,064</b>	<b>20,785</b>	<b>20,785</b>

6.1 (4)

**SPECIAL PROJECT DETAILED BUDGET #2049, 2050, 2051, 2052, 2053, 2054, 2055**  
**NAME: BASIC SKILLS INITIATIVE 10/11 - SANTIAGO CANYON COLLEGE**  
**FISCAL YEAR: 2010/11**

CONTRACT PERIOD: 07/01/10 - 06/30/11  
 CONTRACT INCOME: \$ 179,666  
 P1 Augmentation: 3,539  
**BSI - SCC Total \$ 183,205**

PRJ. ADMIN. Aracely Mora  
 PRJ. DIR. Mary McMullin

Revised Date: 03/03/2011  
 Date: 02/08/2011

GL ACCOUNT					Existing Budget		Revised Budget		Budget Change (+/-)		
Fd	Prj	Tops	Dept	Code	Description	Debit	Credit	Debit	Credit	Debit	Credit
12	2049	000000	20000	8629	Other Gen Categorical Apport : Santiago Canyo		66,666		69,790		3,124
12	2049	499900	25051	5999	Special Project Holding Acct : Academic Affai	66,666		69,790		3,124	
<b>2049 Total</b>					<b>#2049 - Prg &amp; Curriculum Plng &amp; Dvlp</b>	<b>66,666</b>	<b>66,666</b>	<b>69,790</b>	<b>69,790</b>	<b>3,124</b>	<b>3,124</b>
12	2050	000000	20000	8629	Other Gen Categorical Apport : Santiago Canyo		10,000		10,000		
12	2050	499900	25051	5999	Special Project Holding Acct : Academic Affai	10,000		6,271			3,729
<b>12</b>	<b>2050</b>	<b>150100</b>	<b>25315</b>	<b>1483</b>	<b>Beyond Contr - Reassigned Time : English</b>	0		2,175		2,175	
12	2050	150100	25315	3115	STRS - Non-Instructional : English	0		179		179	
12	2050	150100	25315	3325	Medicare - Non-Instructional : English	0		32		32	
12	2050	150100	25315	3435	H & W - Retiree Fund Non-Inst : English	0		22		22	
12	2050	150100	25315	3515	SUI - Non-Instructional : English	0		16		16	
12	2050	150100	25315	3615	WCI - Non-Instructional : English	0		52		52	
<b>12</b>	<b>2050</b>	<b>493084</b>	<b>25310</b>	<b>1483</b>	<b>Beyond Contr - Reassigned Time : American</b>	0		1,100		1,100	
12	2050	493084	25310	3115	STRS - Non-Instructional : American College	0		91		91	
12	2050	493084	25310	3325	Medicare - Non-Instructional : American Colle	0		16		16	
12	2050	493084	25310	3435	H & W - Retiree Fund Non-Inst : American Co	0		11		11	
12	2050	493084	25310	3515	SUI - Non-Instructional : American College Er	0		9		9	
12	2050	493084	25310	3615	WCI - Non-Instructional : American College Er	0		26		26	
<b>2050 Total</b>					<b>#2050 - Student Assessment</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>3,729</b>	<b>3,729</b>
12	2051	000000	20000	8629	Other Gen Categorical Apport : Santiago Canyo		70,000		70,000		0
12	2051	631000	29325	5966	Transportation - Student : Counseling	0		477		477	
12	2051	499900	25051	5999	Special Project Holding Acct : Academic Affai	70,000		69,523			477
<b>2051 Total</b>					<b>#2051 - Advisement &amp; Counseling Svs</b>	<b>70,000</b>	<b>70,000</b>	<b>70,000</b>	<b>70,000</b>	<b>477</b>	<b>477</b>
12	2052	000000	20000	8629	Other Gen Categorical Apport : Santiago Canyo		20,000		20,000		
<b>12</b>	<b>2052</b>	<b>611000</b>	<b>25140</b>	<b>2310</b>	<b>Classified Employees - Ongoing : Learning C</b>	0		2,400		2,400	
12	2052	611000	25140	3215	PERS - Non-Instructional : Learning Center	0		257		257	
12	2052	611000	25140	3315	OASDHI - Non-Instructional : Learning Center	0		149		149	
12	2052	611000	25140	3325	Medicare - Non-Instructional : Learning Cente	0		35		35	

6.1 (5)

**SPECIAL PROJECT DETAILED BUDGET #2049, 2050, 2051, 2052, 2053, 2054, 2055**  
**NAME: BASIC SKILLS INITIATIVE 10/11 - SANTIAGO CANYON COLLEGE**  
**FISCAL YEAR: 2010/11**

CONTRACT PERIOD: 07/01/10 - 06/30/11  
 CONTRACT INCOME: \$ 179,666  
 P1 Augmentation: 3,539  
**BSI - SCC Total \$ 183,205**

PRJ. ADMIN. Aracely Mora  
 PRJ. DIR. Mary McMullin

Revised Date: 03/03/2011  
 Date: 02/08/2011

GL ACCOUNT					Existing Budget		Revised Budget		Budget Change (+/-)		
Fd	Prj	Tops	Dept	Code	Description	Debit	Credit	Debit	Credit	Debit	Credit
12	2052	611000	25140	3435	H & W - Retiree Fund Non-Inst : Learning Cer	0		24		24	
12	2052	611000	25140	3515	SUI - Non-Instructional : Learning Center	0		17		17	
12	2052	611000	25140	3615	WCI - Non-Instructional : Learning Center	0		58		58	
12	2052	499900	25051	5999	Special Project Holding Acct : Academic Affai	20,000		17,060			2,940
<b>2052 Total</b>					<b>#2052 - Suppl Instr &amp; Tutoring</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>2,940</b>	<b>2,940</b>
12	2053	000000	20000	8629	Other Gen Categorical Apport : Santiago Canyo		5,000		5,000		0
12	2053	499900	25051	5999	Special Project Holding Acct : Academic Affai	5,000		5,000		0	
<b>2053 Total</b>					<b>#2053 - Articulation</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>0</b>	<b>0</b>
12	2054	000000	20000	8629	Other Gen Categorical Apport : Santiago Canyo		5,000		5,000		0
12	2054	499900	25051	5999	Special Project Holding Acct : Academic Affai	5,000		5,000		0	
<b>2054 Total</b>					<b>#2054 - Instr Materials &amp; Equipment</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>0</b>	<b>0</b>
12	2055	000000	20000	8629	Other Gen Categorical Apport : Santiago Canyo		3,000		3,415		415
12	2055	499900	25051	5999	Special Project Holding Acct : Academic Affai	3,000		0			3,000
<b>12</b>	<b>2055</b>	<b>493087</b>	<b>28200</b>	<b>1450</b>	<b>Part-Time Coordinators : Orange Educ Ctr-Ins</b>	<b>0</b>		<b>3,000</b>		<b>3,000</b>	
12	2055	493087	28200	3115	STRS - Non-Instructional : Orange Educ Ctr-Ins	0		248		248	
12	2055	493087	28200	3325	Medicare - Non-Instructional : Orange Educ C	0		43		43	
12	2055	493087	28200	3435	H & W - Retiree Fund Non-Inst : Orange Educ	0		30		30	
12	2055	493087	28200	3515	SUI - Non-Instructional : Orange Educ Ctr-Ins	0		22		22	
12	2055	493087	28200	3615	WCI - Non-Instructional : Orange Educ Ctr-Ins	0		72		72	
<b>2055 Total</b>					<b>#2055 - Other: Coord, Research, Prof Dvlp</b>	<b>3,000</b>	<b>3,000</b>	<b>3,415</b>	<b>3,415</b>	<b>3,415</b>	<b>3,415</b>
<b>Grand Total</b>					<b>SCC - BSI 10/11 Total</b>	<b>179,666</b>	<b>179,666</b>	<b>183,205</b>	<b>183,205</b>	<b>13,685</b>	<b>13,685</b>

6.1 (6)

**SPECIAL PROJECT DETAILED BUDGET #2330**  
**NAME: Equal Employment Opportunity (EEO - Diversity allocation funds)**  
**FISCAL YEAR: 2010/2011**

CONTRACT PERIOD: 7/1/10 to 6/30/11

PROJ. ADM.: J. Didion

CONTRACT INCOME: \$3,705 - 09/10 Carryover

PROJ. DIR.: E. Marasigan

\$12,781 - 10/11 Allocation

\$16,486 - TOTAL

Date: 02/23/11

GL Account	Description	Debit	Credit
12-2330-000000-50000-8629	Other Gen Categorical Apport : <b>2010/11 Allocation</b>		12,781
12-2330-000009-50000-8629	Other Gen Categorical Apport : <b>09/10 Carryover</b>		3,705
12-2330-676000-53110-5240	Applicant Travel Reimbursement : Human Resources Of	4,000	
12-2330-676000-53110-5300	Inst Dues & Memberships : Human Resources Office	550	
12-2330-676000-53110-5660	Software Support Service : Human Resources Office	5,000	
12-2330-676000-53110-5920	Personnel Recruiting : Human Resources Office	6,936	
12-2330-676000-53110-5940	Reproduction/Printing Expenses : Human Resources Of	-	
<b>Totals for PROJECT: 2330</b>	<b>Equal Employmnt Opportunity</b>	<b>16,486</b>	<b>16,486</b>

**SPECIAL PROJECT DETAILED BUDGET #2411, 2412, 2413, 2415, 2416, 2417**  
**NAME: MATRICULATION - SANTA ANA COLLEGE**  
**FISCAL YEAR: 2010/2011**

CONTRACT PERIOD: 07/01/2010 - 06/30/2011

PROJ ADM: Sara Lundquist

RSCCD P1 Apportionment \$ 1,336,115

PROJ DIR:

SAC Allocation @ 70.74% \$ 945,168

Contribution to Research 15,196

**SAC Matriculation \$ 929,972**

Date: 03/04/2011

GL ACCOUNT					Description	Existing Budget		Revised Budget		Budget Change (+/-)	
Fd	Prj	Tops	Dept	Code		Debit	Credit	Debit	Debit	Debit	Credit
12	2411	000000	10000	8629	Other Gen Categorical Appor		155,172		158,960		3,788
12	2411	620000	19205	2130	Classified Employees : A&R	67,948		59,185			8,763
12	2411	620000	19205	2310	Classified Employees - Ongo	24,909		25,856		947	
12	2411	620000	19205	2320	Classified Employees - Hour	20,215		30,000		9,785	
12	2411	620000	19205	3215	PERS - Non-Instructional :	10,978		12,317		1,339	
12	2411	620000	19205	3315	OASDHI - Non-Instructional	7,010		7,217		207	
12	2411	620000	19205	3325	Medicare - Non-Instructiona	1,640		1,688		48	
12	2411	620000	19205	3415	H & W - Non-Instructional :	16,691		14,822		1,869	
12	2411	620000	19205	3435	H & W - Retiree Fund Non-In	1,131		1,164		33	
12	2411	620000	19205	3515	SUI - Non-Instructional : A	339		838		499	
12	2411	620000	19205	3615	WCI - Non-Instructional : A	2,488		2,794		306	
12	2411	620000	19205	3915	Other Benefits - Non-Instru	1,823		1,367		456	
12	2411	620000	19205	4610	Non-Instructional Supplies	0		1,712		1,712	
12	2411	675000	19205	5210	Conference Expenses : A&R Office - Credit	0		0		0	
12	2411	620000	19205	6410	Equipment - All Other > \$1,000 : A&R Office -	0		0		0	
12	2411	620000	19205	6419	Equip/Software - >\$200 <\$1,000 : A&R Office -	0		0		0	
<b>#2411 Total Matric - Admission</b>						<b>155,172</b>	<b>155,172</b>	<b>158,960</b>	<b>158,960</b>	<b>14,876</b>	<b>14,876</b>

(8) 6.1

**SPECIAL PROJECT DETAILED BUDGET #2411, 2412, 2413, 2415, 2416, 2417**  
**NAME: MATRICULATION - SANTA ANA COLLEGE**  
**FISCAL YEAR: 2010/2011**

CONTRACT PERIOD: 07/01/2010 - 06/30/2011  
RSCCD P1 Apportionment \$ 1,336,115

PROJ ADM: Sara Lundquist  
PROJ DIR:

SAC Allocation @ 70.74% \$ 945,168  
Contribution to Research 15,196  
**SAC Matriculation \$ 929,972**

Date: 03/04/2011

GL ACCOUNT					Description	Existing Budget		Revised Budget		Budget Change (+/-)	
Fd	Prj	Tops	Dept	Code		Debit	Credit	Debit	Debit	Debit	Credit
12	2412	000000	10000	8629	Other Gen Categorical Appor		336,463		413,020		76,557
12	2412	493010	15320	1110	<b>Contract Instructors : Cou</b>	5,301		0			5,301
12	2412	493010	15320	3111	STRS - Instructional : Coun	443		0			443
12	2412	493010	15320	3321	Medicare - Instructional :	70		0			70
12	2412	493010	15320	3411	H & W - Instructional : Cou	866		0			866
12	2412	493010	15320	3431	H & W - Retiree Fund Inst :	54		0			54
12	2412	493010	15320	3511	SUI - Instructional : Couns	17		0			17
12	2412	493010	15320	3611	WCI - Instructional : Couns	118		0			118
12	2412	493010	15320	3911	Other Benefits - Instructio	63		0			63
12	2412	631000	15310	1230	<b>Contract Counselors : Couns</b>	199,658		232,166		32,508	
12	2412	631000	15310	1430	<b>Part-Time Counselors : Coun</b>	28,173		48,000		19,827	
12	2412	631000	15310	1433	<b>Beyond Contract - Counselor</b>	407		10,336		9,929	
12	2412	631000	15310	1434	<b>Int/Sum Beyond Contr-Course</b>	9,745		0		9,745	
12	2412	631000	15310	1435	<b>Int/Sum - Counselors,Part-T</b>	611		9,042		8,431	
12	2412	631000	15310	1483	<b>Beyond Contr - Reassigned Time : Coun</b>	0		0		0	
12	2412	631000	15310	2130	<b>Classified Employees : Coun</b>	15,609		7,275		8,334	
12	2412	631000	15310	2310	<b>Classified Employees - Ongo</b>	0		2,200		2,200	
12	2412	631000	15310	2320	<b>Classified Employees - Hour</b>	1,538		6,842		5,304	
12	2412	631000	15310	3115	STRS - Non-Instructional :	19,943		24,712		4,769	
12	2412	631000	15310	3215	PERS - Non-Instructional :	1,515		1,014		501	
12	2412	631000	15310	3315	OASDHI - Non-Instructional	968		598		370	
12	2412	631000	15310	3325	Medicare - Non-Instructiona	3,761		4,615		854	
12	2412	631000	15310	3335	PARS - Non-Instructional :	0		89		89	
12	2412	631000	15310	3415	H & W - Non-Instructional :	33,371		48,301		14,930	
12	2412	631000	15310	3435	H & W - Retiree Fund Non-In	2,589		3,183		594	
12	2412	631000	15310	3515	SUI - Non-Instructional : C	776		2,292		1,516	
12	2412	631000	15310	3615	WCI - Non-Instructional : C	5,696		7,639		1,943	
12	2412	631000	15310	3915	Other Benefits - Non-Instru	3,155		2,423		732	
12	2412	631000	15310	4610	Non-Instructional Supplies	450		673		223	
12	2412	631000	15310	5605	Contracted Repair Services	120		120		0	
12	2412	631000	15310	6419	Equip/Software - >\$200 <\$1,	390		500		110	
12	2412	675000	15310	5210	Conference Expenses : Couns	1,056		1,000		56	
					<b>#2412 Total Matric - Advisement/Counseling</b>	<b>336,463</b>	<b>336,463</b>	<b>413,020</b>	<b>413,020</b>	<b>103,227</b>	<b>103,227</b>

6.1(9)

**SPECIAL PROJECT DETAILED BUDGET #2411, 2412, 2413, 2415, 2416, 2417**  
**NAME: MATRICULATION - SANTA ANA COLLEGE**  
**FISCAL YEAR: 2010/2011**

CONTRACT PERIOD: 07/01/2010 - 06/30/2011

PROJ ADM: Sara Lundquist

RSCCD P1 Apportionment \$ 1,336,115

PROJ DIR:

SAC Allocation @ 70.74% \$ 945,168

Contribution to Research 15,196

**SAC Matriculation \$ 929,972**

Date: 03/04/2011

GL ACCOUNT					Description	Existing Budget		Revised Budget		Budget Change (+/-)	
Fd	Prj	Tops	Dept	Code		Debit	Credit	Debit	Debit	Debit	Credit
12	2413	000000	10000	8629	Other Gen Categorical Appor		61,163		94,000		32,837
<b>12</b>	<b>2413</b>	<b>649000</b>	<b>19100</b>	<b>2320</b>	<b>Classified Employees - Hourly : Student Servi</b>	0		14,000		14,000	
12	2413	649000	19100	3325	Medicare - Non-Instructional : Student Servic	0		203		203	
12	2413	649000	19100	3335	PARS - Non-Instructional : Student Services O	0		182		182	
12	2413	649000	19100	3435	H & W - Retiree Fund Non-Inst : Student Servi	0		140		140	
12	2413	649000	19100	3515	SUI - Non-Instructional : Student Services Of	0		101		101	
12	2413	649000	19100	3615	WCI - Non-Instructional : Student Services Of	0		336		336	
12	2413	649000	19100	4610	Non-Instructional Supplies	23,477		5,323			18,154
12	2413	649000	19100	4710	Food and Food Service Suppl	2,022		7,500		5,478	
12	2413	649000	19100	5100	Contracted Services : Student Serv	0		55,915		55,915	
12	2413	649000	19100	5220	Mileage/Parking Expenses : Student Services O	0		0		0	
12	2413	649000	19100	5235	District Business/Sponsorships : Student Serv	0		0		0	
12	2413	649000	19100	5300	Inst Dues & Memberships : Student Services Of	300		300		0	
12	2413	649000	19100	5950	Software License and Fees : Student Services	0		0		0	
12	2413	649000	19100	6410	Equipment - All Other > \$1,	3,500		0			3,500
12	2413	649000	19100	6419	Equip/Software - >\$200 <\$1,	194		0			194
12	2413	675000	19100	5210	Conference Expenses : Stude	21,764		10,000			11,764
12	2413	675000	19100	5230	District In-Service Activit	8,756		0			8,756
12	2413	732000	19100	7650	Stipends Paid to Students :	1,150		0			1,150
					<b>#2413 Total Matric - Coordination/Training</b>	<b>61,163</b>	<b>61,163</b>	<b>94,000</b>	<b>94,000</b>	<b>76,355</b>	<b>76,355</b>

6.1 (10)

**SPECIAL PROJECT DETAILED BUDGET #2411, 2412, 2413, 2415, 2416, 2417**  
**NAME: MATRICULATION - SANTA ANA COLLEGE**  
**FISCAL YEAR: 2010/2011**

CONTRACT PERIOD: 07/01/2010 - 06/30/2011  
RSCCD P1 Apportionment \$ 1,336,115

PROJ ADM: Sara Lundquist  
PROJ DIR:

SAC Allocation @ 70.74% \$ 945,168  
Contribution to Research 15,196  
**SAC Matriculation \$ 929,972**

Date: 03/04/2011

GL ACCOUNT					Description	Existing Budget		Revised Budget		Budget Change (+/-)	
Fd	Prj	Tops	Dept	Code		Debit	Credit	Debit	Debit	Debit	Credit
12	2415	000000	10000	8629	Other Gen Categorical Appor		183,624		142,948	40,676	
12	2415	645000	19605	4610	Non-Instructional Supplies	2,586		0			2,586
12	2415	645000	19605	5100	Contracted Services : Student Affairs Office	0		0			0
12	2415	645000	19605	5845	Excess/Copies Useage : Stud	1,617		17			1,600
12	2415	645000	19605	5940	Reproduction/Printing Expen	18,414		0			18,414
<b>12</b>	<b>2415</b>	<b>649000</b>	<b>19615</b>	<b>2130</b>	<b>Classified Employees : Orie</b>	96,392		87,294			9,098
<b>12</b>	<b>2415</b>	<b>649000</b>	<b>19615</b>	<b>2310</b>	<b>Classified Employees - Ongo</b>	6,462		0			6,462
<b>12</b>	<b>2415</b>	<b>649000</b>	<b>19615</b>	<b>2320</b>	<b>Classified Employees - Hour</b>	0		264		264	
12	2415	649000	19615	3215	PERS - Non-Instructional :	9,986		9,375			611
12	2415	649000	19615	3315	OASDHI - Non-Instructional	6,377		5,580			797
12	2415	649000	19615	3325	Medicare - Non-Instructiona	1,491		1,305			186
12	2415	649000	19615	3335	PARS - Non-Instructional : Orientation/Coord/	0		0			0
12	2415	649000	19615	3415	H & W - Non-Instructional :	24,511		28,855		4,344	
12	2415	649000	19615	3435	H & W - Retiree Fund Non-In	1,028		900			128
12	2415	649000	19615	3515	SUI - Non-Instructional : O	309		648		339	
12	2415	649000	19615	3615	WCI - Non-Instructional : O	2,263		2,160			103
12	2415	649000	19615	3915	Other Benefits - Non-Instru	2,188		2,447		259	
12	2415	649000	19615	4710	Food and Food Service Suppl	37		37			0
12	2415	649000	19615	5100	Contracted Services : Orientation/Coord/Train	0		0			0
12	2415	649000	19615	5651	Rental - Other (Short-term) : Orientation/Coo	0		0			0
12	2415	649000	19615	5940	Reproduction/Printing Expenses : Orientation/	0		0			0
12	2415	649000	19615	5966	Transportation - Student :	9,963		4,066			5,897
					<b>#2415 Total Matric - Orientation</b>	<b>183,624</b>	<b>183,624</b>	<b>142,948</b>	<b>142,948</b>	<b>45,882</b>	<b>45,882</b>

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**SPECIAL PROJECT DETAILED BUDGET #2411, 2412, 2413, 2415, 2416, 2417**  
**NAME: MATRICULATION - SANTA ANA COLLEGE**  
**FISCAL YEAR: 2010/2011**

CONTRACT PERIOD: 07/01/2010 - 06/30/2011  
RSCCD P1 Apportionment \$ 1,336,115

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**SAC Matriculation \$ 929,972**

Date: 03/04/2011

GL ACCOUNT					Description	Existing Budget		Revised Budget		Budget Change (+/-)	
Fd	Prj	Tops	Dept	Code		Debit	Credit	Debit	Debit	Debit	Credit
12	2416	000000	10000	8629	Other Gen Categorical Appor		27,093		23,677	3,416	
12	2416	632000	19510	1454	Int/Sum Beyond Contr-Coordi	4,833		4,404			429
12	2416	632000	19510	2320	Classified Employees - Hourly : Assessment	6,030.00		6,030			0
12	2416	632000	19510	3115	STRS - Non-Instructional :	399		363			36
12	2416	632000	19510	3215	PERS - Non-Instructional :	29		0			29
12	2416	632000	19510	3315	OASDHI - Non-Instructional	19		0			19
12	2416	632000	19510	3325	Medicare - Non-Instructiona	157		64			93
12	2416	632000	19510	3335	PARS - Non-Instructional : Assessment	78.00		78			0
12	2416	632000	19510	3435	H & W - Retiree Fund Non-In	108		44			64
12	2416	632000	19510	3515	SUI - Non-Instructional : A	57		32			25
12	2416	632000	19510	3615	WCI - Non-Instructional : A	252		106			146
12	2416	632000	19510	4610	Non-Instructional Supplies	4,086		2,041			2,045
12	2416	632000	19510	5220	Mileage/Parking Expenses :	400		400			0
12	2416	632000	19510	5630	Maint Contract - Office Equ	1,500		970			530
12	2416	632000	19510	5845	Excess/Copies Useage : Asse	96		96			0
12	2416	632000	19510	5950	Software License and Fees :	6,499		6,499			0
12	2416	632000	19510	6410	Equipment - All Other > \$1,000 : Assessment	0		0			0
12	2416	632000	19510	6419	Equip/Software - >\$200 <\$1,	2,550		2,550			0
					<b>#2416 Total Matric - Skills Assessment</b>	<b>27,093</b>	<b>27,093</b>	<b>23,677</b>	<b>23,677</b>	<b>3,416</b>	<b>3,416</b>

6.1 (12)

**SPECIAL PROJECT DETAILED BUDGET #2411, 2412, 2413, 2415, 2416, 2417**  
**NAME: MATRICULATION - SANTA ANA COLLEGE**  
**FISCAL YEAR: 2010/2011**

CONTRACT PERIOD: 07/01/2010 - 06/30/2011  
RSCCD P1 Apportionment \$ 1,336,115

PROJ ADM: Sara Lundquist  
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SAC Allocation @ 70.74% \$ 945,168  
Contribution to Research 15,196  
**SAC Matriculation \$ 929,972**

Date: 03/04/2011

GL ACCOUNT					Description	Existing Budget		Revised Budget		Budget Change (+/-)	
Fd	Prj	Tops	Dept	Code		Debit	Credit	Debit	Debit	Debit	Credit
12	2417	000000	10000	8629	Other Gen Categorical Appor		171,513		97,367	74,146	
<b>12</b>	<b>2417</b>	<b>150100</b>	<b>15380</b>	<b>1310</b>	<b>Part-Time Instructors : Fre</b>	10,776		10,776			0
12	2417	150100	15380	3111	STRS - Instructional : Fresh Exp/Learning Com	0		889		889	
12	2417	150100	15380	3321	Medicare - Instructional :	156		156			0
12	2417	150100	15380	3331	PARS - Instructional : Fres	140		0			140
12	2417	150100	15380	3431	H & W - Retiree Fund Inst :	108		108			0
12	2417	150100	15380	3511	SUI - Instructional : Fresh	32		78		46	
12	2417	150100	15380	3611	WCI - Instructional : Fresh	237		259		22	
<b>12</b>	<b>2417</b>	<b>493010</b>	<b>15355</b>	<b>2420</b>	<b>Inst Assistant - Hourly : University Bridges</b>	0		0			0
12	2417	493010	15355	3321	Medicare - Instructional : University Bridges	0		0			0
12	2417	493010	15355	3331	PARS - Instructional : University Bridges Pro	0		0			0
12	2417	493010	15355	3431	H & W - Retiree Fund Inst : University Bridge	0		0			0
12	2417	493010	15355	3511	SUI - Instructional : University Bridges Prog	0		0			0
12	2417	493010	15355	3611	WCI - Instructional : University Bridges Prog	0		0			0
<b>12</b>	<b>2417</b>	<b>499900</b>	<b>15380</b>	<b>1483</b>	<b>Beyond Contr - Reassigned T</b>	18,888		21,557		2,669	
12	2417	499900	15380	3115	STRS - Non-Instructional :	1,558		1,778		220	
12	2417	499900	15380	3325	Medicare - Non-Instructiona	274		313		39	
12	2417	499900	15380	3435	H & W - Retiree Fund Non-In	189		216		27	
12	2417	499900	15380	3515	SUI - Non-Instructional : F	57		155		98	
12	2417	499900	15380	3615	WCI - Non-Instructional : F	416		517		101	
12	2417	633000	15310	5880	Internet Services : Counsel	3,823		3,823			0
12	2417	633000	15310	5950	Software License and Fees :	2,700		2,700			0
<b>12</b>	<b>2417</b>	<b>633000</b>	<b>15350</b>	<b>1430</b>	<b>Part-Time Counselors : Tran</b>	5,659		7,250		1,591	
<b>12</b>	<b>2417</b>	<b>633000</b>	<b>15350</b>	<b>1433</b>	<b>Beyond Contract - Counselor</b>	5,000		8,250		3,250	
<b>12</b>	<b>2417</b>	<b>633000</b>	<b>15350</b>	<b>1434</b>	<b>Int/Sum Beyond Contr-Counse</b>	2,270		2,271		1	
<b>12</b>	<b>2417</b>	<b>633000</b>	<b>15350</b>	<b>1454</b>	<b>Int/Sum Beyond Contr-Coordi</b>	0		2,642		2,642	
<b>12</b>	<b>2417</b>	<b>633000</b>	<b>15350</b>	<b>1480</b>	<b>Part-Time Reassigned Time :</b>	1,541		1,540			1
<b>12</b>	<b>2417</b>	<b>633000</b>	<b>15350</b>	<b>2130</b>	<b>Classified Employees : Tran</b>	0		0			0
<b>12</b>	<b>2417</b>	<b>633000</b>	<b>15350</b>	<b>2320</b>	<b>Classified Employees - Hour</b>	220		220			0
12	2417	633000	15350	3115	STRS - Non-Instructional :	1,804		1,811		7	
12	2417	633000	15350	3215	PERS - Non-Instructional :	1,940		24			1,916
12	2417	633000	15350	3315	OASDHI - Non-Instructional	1,133		14			1,119
12	2417	633000	15350	3325	Medicare - Non-Instructiona	735		322			413

6.1 (13)

**SPECIAL PROJECT DETAILED BUDGET #2411, 2412, 2413, 2415, 2416, 2417**  
**NAME: MATRICULATION - SANTA ANA COLLEGE**  
**FISCAL YEAR: 2010/2011**

CONTRACT PERIOD: 07/01/2010 - 06/30/2011  
RSCCD P1 Apportionment \$ 1,336,115

PROJ ADM: Sara Lundquist  
PROJ DIR:

SAC Allocation @ 70.74% \$ 945,168  
Contribution to Research 15,196  
**SAC Matriculation \$ 929,972**

Date: 03/04/2011

GL ACCOUNT					Description	Existing Budget		Revised Budget		Budget Change (+/-)	
Fd	Prj	Tops	Dept	Code		Debit	Credit	Debit	Debit	Debit	Credit
12	2417	633000	15350	3335	PARS - Non-Instructional :	0		0			0
12	2417	633000	15350	3415	H & W - Non-Instructional :	3,148		0			3,148
12	2417	633000	15350	3435	H & W - Retiree Fund Non-In	489		222			267
12	2417	633000	15350	3515	SUI - Non-Instructional : T	147		160		13	
12	2417	633000	15350	3615	WCI - Non-Instructional : T	1,074		532			542
12	2417	633000	15350	3915	Other Benefits - Non-Instru	107		0			107
12	2417	633000	15350	4610	Non-Instructional Supplies	645		645			0
12	2417	633000	15350	4710	Food and Food Service Suppl	1,400		1,400			0
12	2417	633000	15350	5300	Inst Dues & Memberships : T	100		50			50
12	2417	633000	15350	5940	Reproduction/Printing Expenses : Transfer Cen	500.00		500			0
12	2417	633000	15350	5966	Transportation - Student :	3,000		500			2,500
12	2417	633000	15350	5999	Special Project Holding Acc	75,872		2,000			73,872
<b>12</b>	<b>2417</b>	<b>633000</b>	<b>15355</b>	<b>2420</b>	<b>Inst Assistant - Hourly : U</b>	1,001		0			1,001
12	2417	633000	15355	3115	STRS - Non-Instructional :	124		0			124
12	2417	633000	15355	3321	Medicare - Instructional :	15		0			15
12	2417	633000	15355	3325	Medicare - Non-Instructiona	22		0			22
12	2417	633000	15355	3331	PARS - Instructional : Univ	13		0			13
12	2417	633000	15355	3431	H & W - Retiree Fund Inst :	10		0			10
12	2417	633000	15355	3511	SUI - Instructional : Unive	3		0			3
12	2417	633000	15355	3515	SUI - Non-Instructional : U	5		0			5
12	2417	633000	15355	3611	WCI - Instructional : Unive	22		0			22
<b>12</b>	<b>2417</b>	<b>633000</b>	<b>15360</b>	<b>1454</b>	<b>Int/Sum Beyond Contr-Coordinat : ULINK</b>	0		1,321		1,321	
12	2417	633000	15360	3115	STRS - Non-Instructional : ULINK	0		109		109	
12	2417	633000	15360	3325	Medicare - Non-Instructional : ULINK	0		19		19	
12	2417	633000	15360	3435	H & W - Retiree Fund Non-Inst : ULINK	0		13		13	
12	2417	633000	15360	3515	SUI - Non-Instructional : ULINK	0		10		10	
12	2417	633000	15360	3615	WCI - Non-Instructional : ULINK	0		32		32	
12	2417	633000	15360	4610	Non-Instructional Supplies	1,235		1,235			0
12	2417	633000	15360	4710	Food and Food Service Suppl	1,165		1,165			0
12	2417	633000	15360	5904	Other Participant Prog Svc/	0		250		250	
12	2417	633000	15360	5966	Transportation - Student :	0		0			0
12	2417	633000	15370	4610	Non-Instructional Supplies	100		250		150	
12	2417	633000	15370	4710	Food and Food Service Suppl	425		863		438	

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**SPECIAL PROJECT DETAILED BUDGET #2411, 2412, 2413, 2415, 2416, 2417**  
**NAME: MATRICULATION - SANTA ANA COLLEGE**  
**FISCAL YEAR: 2010/2011**

CONTRACT PERIOD: 07/01/2010 - 06/30/2011  
RSCCD P1 Apportionment \$ 1,336,115

PROJ ADM: Sara Lundquist  
PROJ DIR:

SAC Allocation @ 70.74% \$ 945,168  
Contribution to Research 15,196  
**SAC Matriculation \$ 929,972**

Date: 03/04/2011

GL ACCOUNT					Description	Existing Budget		Revised Budget		Budget Change (+/-)	
Fd	Prj	Tops	Dept	Code		Debit	Credit	Debit	Debit	Debit	Credit
12	2417	633000	15370	5966	Transportation - Student :	775		2,319		1,544	
<b>12</b>	<b>2417</b>	<b>634000</b>	<b>15390</b>	<b>2310</b>	<b>Classified Employees - Ongo</b>	0		0			0
12	2417	634000	15390	3215	PERS - Non-Instructional :	0		0			0
12	2417	634000	15390	3315	OASDHI - Non-Instructional	0		0			0
12	2417	634000	15390	3325	Medicare - Non-Instructiona	0		0			0
12	2417	634000	15390	3435	H & W - Retiree Fund Non-In	0		0			0
12	2417	634000	15390	3515	SUI - Non-Instructional : C	0		0			0
12	2417	634000	15390	3615	WCI - Non-Instructional : C	0		0			0
12	2417	634000	15390	4210	Books, Mags & Ref Mat, Non-	875		523			352
12	2417	634000	15390	5950	Software License and Fees :	4,170		3,942			228
<b>12</b>	<b>2417</b>	<b>647000</b>	<b>19540</b>	<b>2130</b>	<b>Classified Employees : Job/</b>	6,872		6,872			0
12	2417	647000	19540	3215	PERS - Non-Instructional :	736		736			0
12	2417	647000	19540	3315	OASDHI - Non-Instructional	437		437			0
12	2417	647000	19540	3325	Medicare - Non-Instructiona	102		102			0
12	2417	647000	19540	3415	H & W - Non-Instructional :	2,219		2,218			1
12	2417	647000	19540	3435	H & W - Retiree Fund Non-In	71		71			0
12	2417	647000	19540	3515	SUI - Non-Instructional : J	51		51			0
12	2417	647000	19540	3615	WCI - Non-Instructional : J	169		169			0
12	2417	647000	19540	3915	Other Benefits - Non-Instru	182		182			0
<b>12</b>	<b>2417</b>	<b>649000</b>	<b>19545</b>	<b>1465</b>	<b>Inst/Sum-Physicians/Psych,</b>	3,334		0			3,334
12	2417	649000	19545	3115	STRS - Non-Instructional :	275		0			275
12	2417	649000	19545	3325	Medicare - Non-Instructiona	49		0			49
12	2417	649000	19545	3435	H & W - Retiree Fund Non-In	34		0			34
12	2417	649000	19545	3515	SUI - Non-Instructional : P	10		0			10
12	2417	649000	19545	3615	WCI - Non-Instructional : P	74		0			74
12	2417	675000	15350	5210	Conference Expenses : Trans	800		800			0
					<b>#2417 Total Matric - Stud Follow-up</b>	<b>171,513</b>	<b>171,513</b>	<b>97,367</b>	<b>97,367</b>	<b>89,647</b>	<b>89,647</b>
					<b>Total Matriculation - SAC</b>	<b>935,028</b>	<b>935,028</b>	<b>929,972</b>	<b>929,972</b>	<b>333,403</b>	<b>333,403</b>

6.1 (15)

**SPECIAL PROJECT DETAILED BUDGET #2414**  
**NAME: MATRICULATION - RESEARCH (DISTRICT)**  
**FISCAL YEAR: 2010/2011**

CONTRACT PERIOD: 07/01/2010 - 06/30/2011  
 CONTRACT AMOUNT: \$ 19,995  
 Contribution from SAC \$15,196  
 Contribution from SCC \$4,799

PROJ ADM: Nga Pham  
 PROJ DIR:

Date: 03/04/2011

GL ACCOUNT					Existing Budget		Revised Budget		Budget Change (+/-)		
Fd	Prj	Tops	Dept	Code	Description	Debit	Credit	Debit	Credit	Debit	Credit
12	2414	000000	50000	8629	Other Gen Categorical Appor		21,534		19,995	1,539	
12	2414	679000	53340	2130	<b>Classified Employees - Gheorghe, Cristina (23%)</b>	13,912		10,370			3,542
12	2414	679000	53340	3215	PERS - Non-Instructional :	777		1,110			333
12	2414	679000	53340	3315	OASDHI - Non-Instructional	503		662			159
12	2414	679000	53340	3325	Medicare - Non-Instructiona	118		155			37
12	2414	679000	53340	3415	H & W - Non-Instructional :	2,767		3,780			1,013
12	2414	679000	53340	3435	H & W - Retiree Fund Non-In	83		107			24
12	2414	679000	53340	3515	SUI - Non-Instructional : R	25		77			52
12	2414	679000	53340	3615	WCI - Non-Instructional : R	182		256			74
12	2414	679000	53340	3915	Other Benefits - Non-Instru	267		311			44
12	2414	679000	53340	4610	Non-Instructional Supplies :	0		262			262
12	2414	679000	53340	5660	Software Support Service :	1,564		1,565			1
12	2414	679000	53340	5950	Software License and Fees :	1,336		1,340			4
					<b>#2414 - Matriculation Research Total</b>	<b>21,534</b>	<b>21,534</b>	<b>19,995</b>	<b>19,995</b>	<b>3,542</b>	<b>3,542</b>

6.1 (16)

**SPECIAL PROJECT DETAILED BUDGET #2490**  
**NAME: NON-CREDIT MATRICULATION - CENTENNIAL EDUCATION CENTER**  
**FISCAL YEAR: 2010/2011**

Contract Period: 7/1/10 - 6/30/11  
 Adv. Apportionment Amount: \$ 889,648  
 P1 Apprtmnt Difference: \$ 46,862  
**Total Apportionment \$ 936,510**  
 Contribution to DO-Research: \$ 15,196  
**CEC Amount: \$ 921,314**

PROJ. ADM. ED RIPLEY  
 PROJ. DIR. NILO LIPIZ

Revised Date: 03/02/11  
 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		874,452		921,314		46,862
12	2490	000000	50000	8629	Other Gen Categorical Appor		15,196		15,196		0
12	2490	679000	53340	<b>S &amp; B</b>	Classified Employees : Rese	15,196		15,196		0	
<b>12</b>	<b>2490</b>	<b>601000</b>	<b>18100</b>	<b>1410</b>	<b>Part-Time Academic Manageme</b>	5,623		0			5,623
12	2490	601000	18100	3325	Medicare - Non-Instructiona	82		0			82
12	2490	601000	18100	3435	H & W - Retiree Fund Non-In	57		0			57
12	2490	601000	18100	3515	SUI - Non-Instructional : C	41		0			41
12	2490	601000	18100	3615	WCI - Non-Instructional : C	135		0			135
<b>12</b>	<b>2490</b>	<b>620000</b>	<b>18100</b>	<b>2130</b>	<b>Classified Employees :</b> Orozco, Christina @ 100%	49,152		49,152			0
<b>12</b>	<b>2490</b>	<b>620000</b>	<b>18100</b>	<b>2310</b>	<b>Classified Employees - Ongo</b>	44,875		44,875			0
<b>12</b>	<b>2490</b>	<b>620000</b>	<b>18100</b>	<b>2320</b>	<b>Classified Employees - Hourly :</b>	5,000		5,000			0
12	2490	620000	18100	3215	PERS - Non-Instructional :	10,603		10,603			0
12	2490	620000	18100	3315	OASDHI - Non-Instructional	6,223		6,223			0
12	2490	620000	18100	3325	Medicare - Non-Instructiona	1,455		1,455			0
12	2490	620000	18100	3335	PARS - Non-Instructional :	174		174			0
12	2490	620000	18100	3415	H & W - Non-Instructional :	16,433		16,433			0
12	2490	620000	18100	3435	H & W - Retiree Fund Non-In	1,004		1,004			0
12	2490	620000	18100	3515	SUI - Non-Instructional : C	723		723			0
12	2490	620000	18100	3615	WCI - Non-Instructional : C	2,409		2,409			0
12	2490	620000	18100	3915	Other Benefits - Non-Instru	1,350		1,350			0
12	2490	620000	18100	5100	Contracted Services : Conti	14,000		14,000			0
<b>12</b>	<b>2490</b>	<b>631000</b>	<b>18100</b>	<b>1430</b>	<b>Part-Time Counselors : Cont</b>	8,000		8,000			0
<b>12</b>	<b>2490</b>	<b>631000</b>	<b>18100</b>	<b>1433</b>	<b>Beyond Contract - Counselor</b>	45,806		45,806			0
<b>12</b>	<b>2490</b>	<b>631000</b>	<b>18100</b>	<b>1434</b>	<b>Int/Sum Beyond Contr-Course</b>	0		0			0
<b>12</b>	<b>2490</b>	<b>631000</b>	<b>18100</b>	<b>1435</b>	<b>Int/Sum - Counselors,Part-T</b>	2,355		2,355			0
<b>12</b>	<b>2490</b>	<b>631000</b>	<b>18100</b>	<b>2130</b>	<b>Classified Employees :</b>	0		0			0
<b>12</b>	<b>2490</b>	<b>631000</b>	<b>18100</b>	<b>2310</b>	<b>Classified Employees - Ongo</b>	15,899		15,899			0
<b>12</b>	<b>2490</b>	<b>631000</b>	<b>18100</b>	<b>2320</b>	<b>Classified Employees - Hour</b>	16,000		16,000			0
12	2490	631000	18100	3115	STRS - Non-Instructional :	3,973		3,973			0
12	2490	631000	18100	3215	PERS - Non-Instructional :	3,415		3,415			0
12	2490	631000	18100	3315	OASDHI - Non-Instructional	1,978		1,978			0

6.1 (17)

Augmentation Board Approved: March 14, 2011  
 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  
 Adv. Apportionment Amount: \$ 889,648  
 P1 Apprtmnt Difference: \$ 46,862  
**Total Apportionment \$ 936,510**  
 Contribution to DO-Research: \$ 15,196  
**CEC Amount: \$ 921,314**

PROJ. ADM. ED RIPLEY  
 PROJ. DIR. NILO LIPIZ

Revised Date: 03/02/11  
 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	18100	3325	Medicare - Non-Instructiona	1,277		1,277		0	
12	2490	631000	18100	3415	H & W - Non-Instructional :	0		0		0	
12	2490	631000	18100	3435	H & W - Retiree Fund Non-In	881		881		0	
12	2490	631000	18100	3515	SUI - Non-Instructional : C	634		634		0	
12	2490	631000	18100	3615	WCI - Non-Instructional : C	2,113		2,113		0	
12	2490	631000	18100	3915	Other Benefits - Non-Instruct :	0		0		0	
<b>12</b>	<b>2490</b>	<b>632000</b>	<b>18100</b>	<b>1433</b>	<b>Beyond Contract - Counselor</b>	0		0		0	
<b>12</b>	<b>2490</b>	<b>632000</b>	<b>18100</b>	<b>2130</b>	<b>Classified Employees : Cont</b> Lopez-Galicia, Jorge @ 100%	36,924		36,924		0	
<b>12</b>	<b>2490</b>	<b>632000</b>	<b>18100</b>	<b>2310</b>	<b>Classified Employees - Ongo</b>	0		0		0	
12	2490	632000	18100	3115	STRS - Non-Instructional :	0		0		0	
12	2490	632000	18100	3215	PERS - Non-Instructional :	3,953		3,953		0	
12	2490	632000	18100	3315	OASDHI - Non-Instructional	2,373		2,373		0	
12	2490	632000	18100	3325	Medicare - Non-Instructiona	555		555		0	
12	2490	632000	18100	3415	H & W - Non-Instructional :	11,533		11,533		0	
12	2490	632000	18100	3435	H & W - Retiree Fund Non-In	383		383		0	
12	2490	632000	18100	3515	SUI - Non-Instructional : C	276		276		0	
12	2490	632000	18100	3615	WCI - Non-Instructional : C	919		919		0	
12	2490	632000	18100	3915	Other Benefits - Non-Instru	1,350		1,350		0	
12	2490	632000	18100	4610	Non-Instructional Supplies	29,200		29,200		0	
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	10,000		10,000		0	
12	2490	632000	18100	5630	Maint Contract - Office Equ	2,000		2,000		0	
12	2490	632000	18100	5800	Advertising : Continuing Ed	6,500		6,500		0	
12	2490	632000	18100	5845	Excess/Copies Usage : Cont	6,500		6,500		0	
12	2490	632000	18100	5925	Postage : Continuing Educat	1,000		1,000		0	
12	2490	632000	18100	5940	Reproduction/Printing Expen	4,000		4,000		0	
12	2490	632000	18100	5950	Software License and Fees :	3,500		3,500		0	
12	2490	632000	18100	6419	Equip/Software - >\$200 <\$1,	10,000		10,000		0	
<b>12</b>	<b>2490</b>	<b>649000</b>	<b>18100</b>	<b>1410</b>	<b>Part-Time Academic Manageme</b>	45,300		45,300		0	

6.1 (18)

Augmentation Board Approved: March 14, 2011  
 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  
 Adv. Apportionment Amount: \$ 889,648  
 P1 Apprtmnt Difference: \$ 46,862  
**Total Apportionment \$ 936,510**  
 Contribution to DO-Research: \$ 15,196  
**CEC Amount: \$ 921,314**

PROJ. ADM. ED RIPLEY  
 PROJ. DIR. NILO LIPIZ

Revised Date: 03/02/11  
 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	1450	Part-Time Coordinators : Co	21,993		21,993		0	
12	2490	649000	18100	1455	Int/Sum - Coordinators, PT	173		173		0	
12	2490	649000	18100	1485	Int/Sum - Reassigned Time,	420		420		0	
					<b>Classified Employees :</b>						
					Suarez, Francisco @ 100%						
					Ruiz, Luisa @ 50%						
12	2490	649000	18100	2130	Kindelan, Herminia @ 100% only 1B-9B	129,561		144,538		14,977	
12	2490	649000	18100	2310	<b>Classified Employees - Ongo</b>	45,734		45,734		0	
12	2490	649000	18100	3115	STRS - Non-Instructional :	3,603		3,603		0	
12	2490	649000	18100	3215	PERS - Non-Instructional :	18,769		20,373		1,604	
12	2490	649000	18100	3315	OASDHI - Non-Instructional	11,057		12,006		949	
12	2490	649000	18100	3325	Medicare - Non-Instructiona	3,570		3,792		222	
12	2490	649000	18100	3415	H & W - Non-Instructional :	18,012		19,411		1,399	
12	2490	649000	18100	3435	H & W - Retiree Fund Non-In	2,462		2,616		154	
12	2490	649000	18100	3515	SUI - Non-Instructional : C	1,773		1,883		110	
12	2490	649000	18100	3615	WCI - Non-Instructional : C	5,909		6,277		368	
12	2490	649000	18100	3915	Other Benefits - Non-Instru	3,038		3,375		337	
12	2490	649000	18100	5999	Special Project Holding Acc	109,902		142,582		32,680	
12	2490	675000	18100	5210	Conference Expenses : Conti	902		902		0	
					<b>Classified Employees :</b>						
12	2490	678000	14141	2130	Simons, Randy @ 50%	37,794		37,794		0	
12	2490	678000	14141	3215	PERS - Non-Instructional :	4,047		4,047		0	
12	2490	678000	14141	3315	OASDHI - Non-Instructional	2,385		2,385		0	
12	2490	678000	14141	3325	Medicare - Non-Instructiona	558		558		0	
12	2490	678000	14141	3415	H & W - Non-Instructional :	9,594		9,594		0	
12	2490	678000	14141	3435	H & W - Retiree Fund Non-In	385		385		0	
12	2490	678000	14141	3515	SUI - Non-Instructional : A	277		277		0	
12	2490	678000	14141	3615	WCI - Non-Instructional : A	923		923		0	
12	2490	678000	14141	3915	Other Benefits - Non-Instru	675		675		0	
					<b>#2490 Total - NC Matriculation (CEC)</b>	<b>889,648</b>	<b>889,648</b>	<b>936,510</b>	<b>936,510</b>	<b>52,800</b>	<b>52,800</b>

6.1 (19)

**SPECIAL PROJECT DETAILED BUDGET #2490**  
**NAME: NON-CREDIT MATRICULATION - ORANGE EDUCATION CENTER**  
**FISCAL YEAR: 2010/2011**

Contract Period: 7/1/10 - 6/30/11  
 Adv. Apportionment Amount: \$ 371,191  
 P1 Apprtmnt Difference: \$ 19,553  
**Total Apportionment \$ 390,744**  
 Contribution to DO-Research: \$ 4,799  
**OEC Amount: \$ 385,945**

PROJ. ADM. JOSE VARGAS  
 PROJ. DIR.

Revised Date: 03/02/11  
 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	20000	8629	Other Gen Categorical Appor : OEC		366,392		385,945		19,553
12	2490	000000	50000	8629	Other Gen Categorical Appor		4,799		4,799		
12	2490	679000	53340	<b>S &amp; B</b>	Classified Employees : Rese	4,799		4,799		0	
<b>12</b>	<b>2490</b>	<b>601000</b>	<b>28100</b>	<b>1410</b>	<b>Part-Time Academic Manageme</b>	11,000		11,000		0	
<b>12</b>	<b>2490</b>	<b>601000</b>	<b>28100</b>	<b>2130</b>	<b>Classified Employees :</b>						
					Gomez, Sonia (1B - 3B only @ 100%)	13,341		13,341		0	
12	2490	601000	28100	3115	STRS - Non-Instructional :	25		25		0	
12	2490	601000	28100	3215	PERS - Non-Instructional :	1,429		1,429		0	
12	2490	601000	28100	3315	OASDHI - Non-Instructional	849		849		0	
12	2490	601000	28100	3325	Medicare - Non-Instructiona	362		362		0	
12	2490	601000	28100	3415	H & W - Non-Instructional :	4,112		4,112		0	
12	2490	601000	28100	3435	H & W - Retiree Fund Non-In	250		250		0	
12	2490	601000	28100	3515	SUI - Non-Instructional : C	180		180		0	
12	2490	601000	28100	3615	WCI - Non-Instructional : C	599		599		0	
12	2490	601000	28100	3915	Other Benefits - Non-Instru	337		337		0	
12	2490	601000	28100	4610	Non-Instructional Supplies	4,060		3,060			1,000
<b>12</b>	<b>2490</b>	<b>631000</b>	<b>28100</b>	<b>1430</b>	<b>Part-Time Counselors : Cont</b>	16,500		16,500		0	
<b>12</b>	<b>2490</b>	<b>631000</b>	<b>28100</b>	<b>1433</b>	<b>Beyond Contract - Counselor</b>	19,200		19,200		0	
<b>12</b>	<b>2490</b>	<b>631000</b>	<b>28100</b>	<b>2310</b>	<b>Classified Employees - Ongo</b>	0		0		0	
12	2490	631000	28100	3115	STRS - Non-Instructional :	2,945		2,945		0	
12	2490	631000	28100	3325	Medicare - Non-Instructiona	518		518		0	
12	2490	631000	28100	3435	H & W - Retiree Fund Non-In	357		357		0	
12	2490	631000	28100	3515	SUI - Non-Instructional : C	257		257		0	
12	2490	631000	28100	3615	WCI - Non-Instructional : C	857		857		0	
<b>12</b>	<b>2490</b>	<b>632000</b>	<b>28100</b>	<b>2310</b>	<b>Classified Employees - Ongo</b>	14,761		14,761		0	
12	2490	632000	28100	3215	PERS - Non-Instructional :	1,580		1,580		0	
12	2490	632000	28100	3315	OASDHI - Non-Instructional	915		915		0	
12	2490	632000	28100	3325	Medicare - Non-Instructiona	214		214		0	
12	2490	632000	28100	3435	H & W - Retiree Fund Non-In	148		148		0	
12	2490	632000	28100	3515	SUI - Non-Instructional : C	106		106		0	
12	2490	632000	28100	3615	WCI - Non-Instructional : C	354		354		0	

6.1 (20)

Augmentation Board Approved: March 14, 2011  
 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  
 Adv. Apportionment Amount: \$ 371,191  
 P1 Apprtmnt Difference: \$ 19,553  
**Total Apportionment \$ 390,744**  
 Contribution to DO-Research: \$ 4,799  
**OEC Amount: \$ 385,945**

PROJ. ADM. JOSE VARGAS  
 PROJ. DIR.

Revised Date: 03/02/11  
 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	28100	2130	<b>Classified Employees :</b> Berganza, Leyvi (1B - 12B @ 86%) Garcia, Isable (1B - 12B @ 100%) Touyanou, Rosemary (1B -12B @ 55%) Tse, Edna (1B - 12B @ 67%)	162,584		177,365		14,781	
12	2490	649000	28100	2310	<b>Classified Employees - Ongo</b>	17,823		17,823		0	
12	2490	649000	28100	3215	PERS - Non-Instructional :	19,316		20,899		1,583	
12	2490	649000	28100	3315	OASDHI - Non-Instructional	11,422		12,359		937	
12	2490	649000	28100	3325	Medicare - Non-Instructiona	2,671		2,891		220	
12	2490	649000	28100	3415	H & W - Non-Instructional :	37,109		40,482		3,373	
12	2490	649000	28100	3435	H & W - Retiree Fund Non-In	1,842		1,993		151	
12	2490	649000	28100	3515	SUI - Non-Instructional : C	1,326		1,435		109	
12	2490	649000	28100	3615	WCI - Non-Instructional : C	4,421		4,784		363	
12	2490	649000	28100	3915	Other Benefits - Non-Instru	3,811		4,158		347	
12	2490	649000	28100	4610	Non-Instructional Supplies	1,656		1,656		0	
12	2490	649000	28100	5940	Reproduction/Printing Expen	1,000		0			1,000
12	2490	675000	28100	5210	Conference Expense :	1,200		889			311
12	2490	678000	24141	2130	<b>Classified Employees :</b> Collins, Jeremy @ 5%	3,510		3,510		0	
12	2490	678000	24141	3215	PERS - Non-Instructional :	376		376		0	
12	2490	678000	24141	3315	OASDHI - Non-Instructional	222		222		0	
12	2490	678000	24141	3325	Medicare - Non-Instructiona	52		52		0	
12	2490	678000	24141	3415	H & W - Non-Instructional :	579		579		0	
12	2490	678000	24141	3435	H & W - Retiree Fund Non-In	36		36		0	
12	2490	678000	24141	3515	SUI - Non-Instructional : A	26		26		0	
12	2490	678000	24141	3615	WCI - Non-Instructional : A	86		86		0	
12	2490	678000	24141	3915	Other Benefits - Non-Instru	68		68		0	
<b>#2490 Total NC Matriculation (OEC)</b>						<b>371,191</b>	<b>371,191</b>	<b>390,744</b>	<b>390,744</b>	<b>21,864</b>	<b>21,864</b>

6.1 (21)

**SPECIAL PROJECT DETAILED BUDGET # 1608**

**NAME: NSF - Fullerton Mathematics Teacher & Master Teacher Fellows Project (FULL MT2) - Yr. 1**  
**FISCAL YEAR: 2010/2011**

CONTRACT PERIOD: 8/01/10 to 7/31/11

PROJ. ADM. Carol Comeau

CONTRACT INCOME: \$20,000

PROJ. DIR. Cheryl Carrera

CFDA #: 47.076; Prime Award #: DUE-1035315;

Subaward No.: S-5012-RSCCD

Date: 3/4/11

<b>GL Account</b>	<b>Description</b>	<b>Debit</b>	<b>Credit</b>
12-1608-000000-10000-8199	Other Federal Revenues : Santa Ana College		20,000
<a href="#">12-1608-170100-16201-1280</a>	Contract - Reassigned Time	12,650	
12-1608-170100-16201-1483	Beyond contract - Reassigned Time	-	
12-1608-170100-16201-1484	Int/Sum Beyond Contract - Reassigned Time	3,656	
12-1608-170100-16201-2320	Classified Employees - Hourly	-	
12-1608-170100-16201-3115	STRS - Non-Instructional	1,208	
12-1608-170100-16201-3215	PERS - Non-Instructional	-	
12-1608-170100-16201-3315	OASDI - Non-Instructional	-	
12-1608-170100-16201-3325	Medicare - Non-Instructional	239	
<a href="#">12-1608-170100-16201-3415</a>	H & W - Non-Instructional	1,013	
12-1608-170100-16201-3435	H&W Ret. Fd. - Non-Instructional	165	
12-1608-170100-16201-3515	SUI - Non-Instructional	118	
12-1608-170100-16201-3615	WCI - Non-Instructional	395	
<a href="#">12-1608-170100-16201-3915</a>	Other Benefits - Non-Instructional	156	
12-1608-170100-16201-5220	Mileage/Parking Expenses	200	
12-1608-170100-16201-4610	Non-Instructional Supplies	200	
	<b>NSF – FULL MT<sup>2</sup></b>	20,000	20,000

**SPECIAL PROJECT DETAILED BUDGET # 2450**

**NAME: Santa Ana Middle College High School**

**FISCAL YEAR: 2010/2011**

CONTRACT PERIOD: 7/1/10 to 6/30/11

CONTRACT INCOME: \$84,604

\$14,850 Augmentation

\$99,454 TOTAL

PROJ. ADM. Sara Lundquist

PROJ. DIR. Claudia Flint

Revised DATE: 3/3/11

GL Account	Description	Debit	Credit
12-2450-000000-10000-8659	Other Reimb Categorical Allow : Santa Ana College		95,629
12-2450-000000-50000-8659	Other Reimb Categorical Allow : District Operations		3,825
12-2450-110500-15643-1310	Part-Time Instructors : Spanish	5,389	
12-2450-110500-15643-3110	STRS - Instructional : Spanish	445	
12-2450-110500-15643-3321	Medicare - Instructional : Spanish	78	
12-2450-110500-15643-3431	H & W - Retiree Fund Inst : Spanish	54	
12-2450-110500-15643-3511	SUI - Instructional : Spanish	39	
12-2450-110500-15643-3611	WCI - Instructional : Spanish	129	
12-2450-490100-19100-4210	Books, Mags & Ref Mat, Non-Lib	12,732	
12-2450-490100-19100-4310	Instructional Supplies	22,268	
12-2450-601000-19100-4610	Non-Instructional Supplies	250	
12-2450-631000-15310-1430	Part-Time Counselors : Counseling	37,304	
12-2450-631000-15310-3115	STRS - Non-Instructional : Counseling	3,078	
12-2450-631000-15310-3325	Medicare - Non-Instructional : Counseling	541	
12-2450-631000-15310-3435	H & W - Retiree Fund Non-Inst : Counseling	373	
12-2450-631000-15310-3515	SUI - Non-Instructional : Counseling	269	
12-2450-631000-15310-3615	WCI - Non-Instructional : Counseling	895	
12-2450-649000-19100-5966	Transportation - Student	10,108	
12-2450-653000-17200-2350	Overtime - Classified Employee : Custodial	1,500	
12-2450-653000-17200-3215	PERS - Non-Instructional : Custodial	-	
12-2450-653000-17200-3315	OASDHI - Non-Instructional : Custodial	93	
12-2450-653000-17200-3325	Medicare - Non-Instructional : Custodial	22	
12-2450-653000-17200-3435	H & W - Retiree Fund Non-Inst : Custodial	15	
12-2450-653000-17200-3515	SUI - Non-Instructional : Custodial	11	
12-2450-653000-17200-3615	WCI - Non-Instructional : Custodial	36	
12-2450-672000-50000-5865	Indirect Costs : District Operations	3,825	
12-2450-675000-19100-5210	Conference Expenses : Student Services Office	-	
<b>Totals for PROJECT: 2450</b>	<b>Santa Ana Middle College High School</b>	<b>99,454</b>	<b>99,454</b>

**SPECIAL PROJECT DETAILED BUDGET #1614**  
**NAME: Women's Business Center - Year 5 of 5 (District)**  
**FISCAL YEAR: 2010/2011**

CONTRACT TERM: 9/30/10 - 9/29/11  
 CONTRACT AWARD: \$150,000  
 CFDA #: 59.043

PROJ ADM: Enrique Perez  
 PROJ DIR: Kari Caldwell

Date: 2/25/2011

						<b>New Budget</b>	
<b>Fd</b>	<b>Prj</b>	<b>Tops</b>	<b>Dept</b>	<b>Code</b>	<b>Description</b>		<b>Credit</b>
11	0000	000004	50000	2130	Classified Employee : District Operations (Fixed)		55,221
11	0000	000004	50000	3415	H & W - Non-Instructional : District Operations (Fixed)		25,465
11	1614	672000	50000	5865	Indirect Costs : District Holding Acct		57,207
11	1614	672000	50000	5865	Indirect Costs : (24% of grant-funded direct costs = \$144,231 x 24% = \$34,615) (28% of district-funded direct costs = 80,685 x 28% = 22,592)	57,207	
11	1614	684000	53220	2110	Classified Management :	0	
11	1614	684000	53220	2130	Classified Employees : Akins, Sally @ 100%	55,221	
11	1614	684000	53220	2320	Classified Employees - Hourly :	0	
11	1614	684000	53220	2350	Overtime - Classified Employee :	0	
11	1614	684000	53220	3215	PERS - Non-Instructional :	5,912	
11	1614	684000	53220	3315	OASDHI - Non-Instructional	3,507	
11	1614	684000	53220	3325	Medicare - Non-Instructiona	820	
11	1614	684000	53220	3335	PARS - Non-Instructional :	0	
11	1614	684000	53220	3415	H & W - Non-Instructional :	11,545	
11	1614	684000	53220	3435	H & W - Retiree Fund Non-In	566	
11	1614	684000	53220	3515	SUI - Non-Instructional : W	407	
11	1614	684000	53220	3615	WCI - Non-Instructional : W	1,358	
11	1614	684000	53220	3915	Other Benefits - Non-Instru	1,350	
<b>#1614 WBC Yr. 5 Match</b>						<b>137,893</b>	<b>137,893</b>

Match amount = \$150,000: remaining match requirement of \$12,107 is funded with WBC Program Income and Community Cash-Match -- projects 3595 and 3596

**SPECIAL PROJECT DETAILED BUDGET #1614**  
**NAME: Women's Business Center - Year 5 of 5 (District)**  
**FISCAL YEAR: 2010/2011**

CONTRACT TERM: 9/30/10 - 9/29/11  
 CONTRACT AWARD: \$150,000  
 CFDA #: 59.043

PROJ ADM: Enrique Perez  
 PROJ DIR: Kari Caldwell

Date: 2/25/2011

						New Budget	
Fd	Prj	Tops	Dept	Code	Description		Credit
12	1614	000000	50000	8199	Other Federal Revenues : District Operations		150,000
12	1614	672000	50000	5865	Indirect Costs : District O	5,769	
12	1614	675000	53220	5210	Conference Expenses :	5,000	
<b>12</b>	<b>1614</b>	<b>684000</b>	<b>53220</b>	<b>2110</b>	<b>Classified Management : Irwin, Kari @ 100%</b>	98,772	
<b>12</b>	<b>1614</b>	<b>684000</b>	<b>53220</b>	<b>2320</b>	<b>Classified Employees - Hourly :</b>	0	
12	1614	684000	53220	3215	PERS - Non-Instructional :	10,576	
12	1614	684000	53220	3315	OASDHI - Non-Instructional	6,294	
12	1614	684000	53220	3325	Medicare - Non-Instructiona	1,472	
12	1614	684000	53220	3335	PARS - Non-Instructional :	0	
12	1614	684000	53220	3415	H & W - Non-Instructional :	11,287	
12	1614	684000	53220	3435	H & W - Retiree Fund Non-In	1,015	
12	1614	684000	53220	3515	SUI - Non-Instructional : W	731	
12	1614	684000	53220	3615	WCI - Non-Instructional : W	2,437	
12	1614	684000	53220	3915	Other Benefits - Non-Instru	2,750	
12	1614	684000	53220	4610	Non-Instructional Supplies :	957	
12	1614	684000	53220	5220	Mileage/Parking Expense	125	
12	1614	684000	53220	5300	5300 Inst Dues & Memberships	100	
12	1614	684000	53220	5705	Audit Fees	1,465	
12	1614	684000	53220	5940	Reproduction/Printing Expense	750	
12	1614	684000	53220	5950	Software License and Fees	500	
					<b>#1614 WBC Yr. 5</b>	<b>150,000</b>	<b>150,000</b>

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****EDUCATIONAL SERVICES**

To: Board of Trustees	Date: March 14, 2011
Re: First Reading of New and Revised Board Policies	
Action: Information	

**BACKGROUND**

The Board Policy Committee met on February 17, 2011 and reviewed 14 board policies. The committee is recommending the adoption of six new policies and revisions to eight other policies.

**ANALYSIS**

The policies reviewed and the subsequent recommendations are:

BP 1100 (new) – The Rancho Santiago Community College District  
 BP 1312 (revised) – Complaints by Citizens Against District Employees  
 BP 2110 (revised) – Chief Executive Officer  
 BP 2112 (revised) – Chancellor’s Prerogatives  
 BP 2114 (new) – Organizational Structure  
 BP 3212 (revised) – Alcoholic Beverages  
 BP 3406 (revised) – Environmentally Preferable Purchases and Practices  
 BP 3508 (new) – Energy and Water Conservation  
 BP 7100 (new) – Accreditation  
 BP 7200 (new) – Institutional Planning  
 BP 7300 (new) – Nondiscrimination  
 BP 7400 (revised) – Emergency Response Plan  
 BP 9001 (revised) – Setting Policy  
 BP 9006 (revised) – Student Trustee

**RECOMMENDATION**

These policies are presented for first reading as an information item.

Fiscal Impact: None	Board Date: March 14, 2011
Prepared by: John Didion, Exec. Vice Chancellor, Human Res. & Educational Services	
Submitted by: John Didion, Exec. Vice Chancellor, Human Res. & Educational Services	
Recommended by: Dr. Raúl Rodríguez, Chancellor	

# The Rancho Santiago Community College District - BP1100

## **Adopted:**

The District has been named the Rancho Santiago Community College District.

The name is the property of the District. No person shall, without the permission of the Board, use this name or the name(s) of any college(s) or other facilities of the District, or any abbreviation of them, to imply, indicate or otherwise suggest that an organization, product or service is connected or affiliated with, or is endorsed, favored, supported, or opposed by, the District.

The District consists of the following college(s) and/or education center(s) as well as any other facilities acquired subsequent to the adoption of this policy:

### Santa Ana College

Santa Ana College Centennial Education Center

Santa Ana College/Orange County Sheriff's Regional Training Academy

Santa Ana College Digital Media Center

### Santiago Canyon College

Santiago Canyon College Orange Education Center

## **Reference:**

Education Code Section 72000(b); Elections Code Section 18304

# Complaints by Citizens Against District Employees - BP1312

Revised ~~September 13, 1994~~

~~All charges against district employees will be made in writing and submitted to the Board of Trustees through the chancellor's office at the next subsequent Board meeting. All charges will be investigated as warranted by the nature and seriousness of the charges and as deemed necessary by the administration of the Board of Trustees. Upon conclusion of a thorough investigation, the administration shall prepare a written report for the Board of Trustees, outlining the scope of investigation and recommendations.~~

~~(See BP 4140 regarding complaints of unlawful activities.)~~

If any person requests an opportunity to present complaints to the Board about a specific employee, such complaints shall first be presented to the Chancellor. Notice shall be given to the employee against whom the charges or complaints are directed. If the complaint is not resolved at the administrative level, the matter shall be scheduled for a closed session of the Board. The employee shall be given at least twenty-four (24) hours written notice of the closed session, and shall be given the opportunity to request that the complaints be heard in an open meeting of the Board.

Nothing in this policy shall be construed to limit the rights of citizens to address the Board pursuant to Board Policy 9014. In order for the Board to appropriately address matters involving District employees, complaints of this nature must be submitted to the Chancellor in writing.

# Chief Executive Officer - BP2110

Revised ~~November 15, 1993~~

The Board of Trustees shall appoint a properly qualified person to be chancellor. The chancellor shall be accountable to the Board for the administration of all district activities not reserved by the Board or by the Education Code.

In the case of a Chancellor vacancy, the board shall establish a search process to fill the vacancy. The process shall be fair and open and comply with relevant regulations.

The Board delegates authority to the Chancellor to appoint an acting Chancellor to serve in his or her absence.

In the absence of the Chancellor and when an acting Chancellor has not been named, administrative responsibility shall reside with (in order):

Executive Vice Chancellor, Human Resources & Educational Services

Vice Chancellor, Business Operations & Fiscal Services

President, Santa Ana College

President, Santiago Canyon College

The Board shall appoint an interim Chancellor whenever the position is vacant.

Legal Reference:

Accreditation Standard IV.B.1, IV.B.1.j.:

Title 5, Sections 53000 et seq.

Education Code Sections 70902(d); 72400; Title 5 Section 53021(b)

## Chancellor's Prerogatives - BP2112

Revised ~~June 13, 1994~~

The Board delegates to the Chancellor the executive responsibility for administering the policies adopted by the Board and executing all decisions of the Board requiring administrative action.

The Chancellor may delegate any powers and duties entrusted to him or her by the Board, but will be specifically responsible to the Board for the execution of such delegated powers and duties.

The Chancellor is empowered to reasonably interpret board policy. In situations where there is no board policy direction, the Chancellor shall have the power to act, but such decisions shall be subject to review by the Board. It is the duty of the Chancellor to inform the Board of such action and to recommend written board policy if one is required.

The Chancellor is expected to perform the duties contained in the Chancellor job description and fulfill other responsibilities as may be determined in annual goal-setting or evaluation sessions. The job description and goals and objectives for performance shall be developed by the Board in consultation with the Chancellor.

The Chancellor shall ensure that all relevant laws and regulations are complied with, and that required reports are submitted in timely fashion.

The Chancellor shall make available any information or give any report requested by the Board as a whole. Individual trustee requests for information shall be met if, in the opinion of the Chancellor, they are not unduly burdensome or disruptive to District operations. Information provided to any trustee shall be available to all trustees.

The Chancellor shall act as the professional advisor to the Board in policy formation.

All reports, recommendations, and correspondence to the Board of Trustees from any employee shall be submitted to the chancellor for transmittal to the Board.

The chancellor or representative shall have the privilege of attending all meetings of the Board and its committees with the right to speak on all matters under discussion.

~~The chancellor shall be an ex-officio member all Board of Trustees committees and of all other committees appointed by the Board.~~

The chancellor shall have such other powers and duties as may be approved by the Board of Trustees in order to fulfill the functions of office.

### Legal Reference:

Education Code Sections 70902(d), 72400;

Accreditation Standard IV.B.1.j; IV.B.2

## **Organizational Structure – BP2114**

### **Adopted:**

The Chancellor shall establish organizational charts that delineate the lines of responsibility and fix the general duties of employees within the District.

Legal Reference:

Education Code 72400

# **Alcoholic Beverages- Tax-Free - BP3212**

**Revised ~~11/14/94~~**

The Chancellor is authorized to enact procedures as appropriate and permitted by law regarding serving alcoholic beverages on campus or at fund-raising events held to benefit non-profit corporations. Alcoholic beverages shall not be served on campus except in accordance with these procedures.

The chancellor and vice chancellor of Business Operations and Fiscal Services, are authorized to sign on behalf of the Rancho Santiago Community College District all reports, applications, and other papers in connection with the use of tax-free alcohol in the district. The vice chancellor's designee is authorized to sign withdrawal and inventory forms in relationship to the use of tax-free alcohol. The tax-free alcohol is strictly for instructional purposes and not for consumption.

## **Legal Reference:**

U.S. Department of the Treasury

Bureau of Alcohol, Tobacco and Firearms

Business and Professions Code Section 25608

# Environmentally Preferable Purchases and Practices - BP3406

Adopted 3/12/01

Revised ~~4/22/08~~

The district office, colleges and educational sites of the Rancho Santiago Community College District shall continually strive to minimize the generation of waste through utilization of waste prevention techniques, reuse of materials, collection/recycling and composting. The District shall support markets for recycled materials through the procurement of recycled content products whenever possible.

In pursuit of the goal of reducing energy use and costs affiliated with energy consumption, the District shall purchase, whenever financially practical, only those appliances and products that have met ENERGY STAR specifications for energy efficiency or an equivalent standard. The Chancellor shall establish appropriate procedures to ensure that the purchase of single and bulk equipment meet the guidelines of this policy.

The Board of Trustees delegates authority to the Chancellor to establish administrative procedures that will direct the District to engage in sustainable building practices for new buildings or major renovation projects in excess of 5,000 square feet of occupied space. New buildings and renovations of this size will meet or exceed the United States Building Green Building Council's (USGBC) Leadership in Energy and Environmental Design (LEED) silver rating or an equivalent standard. Buildings need not be certified but shall earn all the necessary points outlined in USGBC's LEED standards for certification, or a similar set of standards.

Whenever it is deemed appropriate and economically feasible, the District shall also pursue sustainable building practices for new construction and major renovation projects between 1,000 and 5,000 square feet of occupied space.

Legal reference: AB 939

## **Energy and Water Conservation - BP3508**

### **Adopted**

The Rancho Santiago Community College District's Board of Trustees recognizes the necessity and urgency of the reduction of energy and water usage. The administration is directed to develop ways of maintaining a constant check on consumption to reduce water and energy usage. Fossil fuels, from which nearly all the nation's energy is currently produced, are non-renewable resources which are becoming increasingly scarce and expensive. Dry years illustrate that water is not an unlimited resource in California. It is the aim of the Rancho Santiago Community College District to conserve energy and water in a manner which will serve as an example for the community. It is expected that each and every member of the District's staff will exemplify the spirit and rule of this policy while serving the District.

The Board of Trustees delegates authority to the Chancellor to establish administrative procedures that will direct the District's energy and water conservation efforts.

## **Accreditation – BP7100**

### **Adopted**

The Chancellor shall ensure the District complies with the accreditation process and standards of the Accrediting Commission of Community and Junior Colleges and of other District programs that seek special accreditation.

The Chancellor shall keep the Board informed of approved accrediting organizations and the status of accreditations.

The Chancellor shall ensure that the Board is involved in any accreditation process in which Board participation is required.

The Chancellor shall provide the Board with a summary of any accreditation report and any actions taken or to be taken in response to recommendations in an accreditation report.

Reference:

Accreditation Eligibility Requirement 20, Standard IV.B.1.i

# **Institutional Planning – BP7200**

## **Adopted**

The Chancellor shall ensure that the District has and implements a broad-based comprehensive, systematic and integrated system of planning that involves appropriate segments of the college community and is supported by institutional effectiveness research.

The planning system shall include plans required by law, including, but not limited to:

Long range educational or academic master plan, which shall be updated periodically as deemed necessary by the governing board

Facilities plan

Faculty and staff diversity plan

Student equity plan

Matriculation

Transfer Center

Cooperative Work Experience

EOPS

The Chancellor shall submit those plans for which Board approval is required by Title 5 to the Board.

The Chancellor shall inform the Board about the status of planning and the various plans.

The Chancellor shall ensure the Board has an opportunity to assist in developing the general institutional mission and goals for the comprehensive plans.

Reference:

Accreditation Standard I.B.

Title 5, Sections 51008, 51010, 51027, 53003, 54220, 55080, 55190, 55250, 55510, 56270 et seq.

## **Nondiscrimination – BP7300**

### **Adopted**

The District is committed to equal opportunity in educational programs, employment, and all access to institutional programs and activities.

The District, and each individual who represents the District, shall provide access to its services, classes, and programs without regard to national origin, religion, age, sex or gender, race, color, medical condition, ancestry, sexual orientation, marital status, physical or mental disability, or because he or she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics.

The Chancellor shall establish administrative procedures that ensure all members of the college community can present complaints regarding alleged violations of this policy and have their complaints heard in accordance with the Title 5 regulations and those of other agencies that administer state and federal laws regarding nondiscrimination (see Board Policy and Administrative Regulation 4119).

No District funds shall ever be used for membership, or for any participation involving financial payment or contribution on behalf of the District or any individual employed by or associated with it, to any private organization whose membership practices are discriminatory on the basis of national origin, religion, age, sex or gender, race, color, medical condition, ancestry, sexual orientation, marital status, physical or mental disability, or because he or she is perceived to have one or more of the foregoing characteristics, or because of his or her association with a person or group with one or more of these actual or perceived characteristics.

### Legal References:

Education Code Sections 66250 et seq., 72010 et seq., and 87100 et seq.:

Title 5 Sections 53000 et seq. and 59300 et seq.:

Penal Code Section 422.55:

Government Code Sections 12926.1 and 12940 et seq.

# **Emergencies Emergency Response Plan - BP6114 7400**

Revised ~~03/11/96~~

All employees of the district are responsible ~~at all times~~ for the safety of students while on district property and at district functions during times of emergency. ~~Procedures and requirements shall be published in the District's Emergency Procedures manual, which is to be maintained by the District Safety Office.~~

The Chancellor shall establish procedures that ensure that the District implements a plan to be activated in the event of an emergency or the occurrence of a natural disaster or hazardous condition. This plan must comply with the National Incident Management System (NIMS), the Standardized Emergency Management System (SEMS) and should incorporate the functions and principles of the Incident Command System (ICS), the Master Mutual Aid Agreement (MMAA) and any other relevant programs. The plan must incorporate NIMS and SEMS to facilitate the coordination between and among agencies in the event of an emergency or natural disaster.

Compliance with NIMS and SEMS mandates include but are not limited to:

- Establishing disaster preparedness procedures or a plan; and
- Completion of training sessions by college personnel in compliance with NIMS and SEMS guidelines
- Training requirements vary based on job titles or assigned roles within the emergency plan.

College personnel must be informed that as public employees, they are also disaster service workers during national, state, and local emergencies. The District must ensure that its employees are in compliance with the disaster service worker oath requirements.

The Chancellor should ensure that a team is created to carry out compliance with NIMS and SEMS mandates. The responses to emergencies or natural disasters are organized by SEMS into five categories: field response, local government, operational areas, regions, and state.

The plan should contain information regarding activation and chain of command responsibilities. Compliance with NIMS mandates requires planning and incorporation for all phases of emergency management including mitigation and prevention, preparedness, response and recovery. The District must ensure that its plan is updated regularly. Colleges must comply with NIMS and SEMS to receive federal or state funding.

## **Legal Reference:**

~~Education Code:~~

~~51202, Instruction in personal and public health and safety~~

~~32000-32004, Uniform Fire Signals~~

Education Code Sections 32280 et seq. and 71095;

Government Code Sections 3100 and 8607(a);

Homeland Security Act of 2002;

National Fire Protection Association 1600;

Homeland Security Presidential Directive-5;

Executive Order S-2-05;

19 California Code of Regulations (CCR) Sections 2400-2450

## Setting Policy - BP9001

Adopted 03/17/97 Revised

The Board may adopt such policies as are authorized by law or determined by the Board to be necessary for the efficient operation of the District. Board policies are intended to be statements of intent by the Board on a specific issue within its subject matter jurisdiction.

The policies have been written to be consistent with provisions of law, but do not encompass all laws relating to district activities. All district employees are expected to know of and observe all provisions of law pertinent to their job responsibilities.

Policies of the Board may be adopted, revised, added to or amended at any regular board meeting by a majority vote in accordance with the provision of Board Policy 9023.

The RSCCD Board of Trustees believes that a major trustee role is to set policy for the District. In setting policy, the Board wants to create and work within a participatory environment with respect for students and all employee groups. For developing policies regarding the academic and professional matters numbered 1, 2, 3, 5, and 8, the Board will consult collegially with the faculty by relying primarily on the advice and judgment of the Academic Senate (per previous agreement with the Senate).\*

For developing policy regarding the other five academic and professional matters, the Board will consult with the faculty through the mutual agreement process previously agreed upon. At RSCCD, the mutual agreement process is the use of the shared governance structure consisting of councils, committees, and the ~~District Council Coordinating Board~~. Further, representatives of staff and student groups are encouraged to work within the established processes to address the issues of the District.

The Board of Trustees values consensus building; however, it realizes its legal responsibility to make final decisions regarding policy.

\*For the following items the Board of Trustees will rely primarily upon the advice of the Academic Senate:

1) Curriculum, including establishing prerequisites and placing courses within disciplines; 2) Degree and certificate requirements; 3) Grading policies; 5) Standard or policies regarding student preparation and success; 8) Policies for faculty professional development activities;

For the following items, the Board of Trustees will come to mutual agreement with the Academic Senate:

4) Educational program development; 6) District and college governance structures, as related to faculty roles; 7) Faculty roles and involvement in accreditation processes, including self study and annual reports; 9) Processes for program review; 10) Processes for institutional planning and budget development.

Administrative regulations are to be issued by the Chancellor as statements of method to be used in implementing Board Policy. Such administrative regulations shall be consistent with the intent of Board Policy. Administrative regulations may be revised as deemed necessary by the Chancellor. The Board reserves the right to direct revisions of the administrative procedures should they, in the Board's judgment, be inconsistent with the Board's own policies.

Copies of all policies and administrative procedures shall be readily available to District employees through the District website.

Legal reference:

Education Code Section 70902: Accreditation Standard IV.B.1.b & e

Title 5 sections 51023.5-51023.7 and 53200-53204

# Student Trustee - BP9006

Revised ~~04/25/2005~~

~~The Governing Board of each community college district shall order the inclusion within the membership of the Governing Board, in addition to the number of members otherwise prescribed, one student who is a resident of California. Such student shall have the right to attend each and all meetings of the Governing Board, except that student members shall not have the right, or be afforded the opportunity, to attend executive sessions of the Governing Board.~~

~~The student selected to serve on the Governing Board, in addition to being a resident of California, shall be enrolled in a community college of the district and shall be chosen by the students enrolled in the community colleges of the district in collaboration with the college presidents in accordance with procedures prescribed by the Governing Board. The term of the student member shall be one year commencing on June 1 of each year.~~

~~The student member appointed pursuant to this section shall be entitled to the mileage allowance to the same extent as regular members, and may receive compensation, at the discretion of the Governing Board, up to an amount prescribed by Section 72425 of the Education Code.~~

~~A student member shall be seated with the members of the Governing Board and shall be recognized as a full member of the Board at the meetings, including receiving all materials presented to the Board members and participating in the questioning of witnesses and the discussion of issues.~~

~~The student member shall not be included in determining the vote required to carry any measure before the Board; however, the student trustee is being given the opportunity to provide an advisory vote on any measure before the Board and have the right to make and second motions as determined appropriate. The student member shall not be liable for any acts of the Governing Board.~~

~~The Board shall include *one* non-voting student member. The term of office shall be one year commencing *June 1*.~~

~~The student member shall be a resident of California at the time of nomination, and during the term of service, and shall be enrolled in and maintain a minimum of five (5) semester units in the District at the time of nomination and throughout the term of service. The student member is not required to give up employment with the District. The student shall maintain the standards of scholarship and eligibility criteria enumerated in Administrative Regulation 9006.~~

~~The student member shall be seated with the Board and shall be recognized as a full member of the Board at meetings. The student member is entitled to participate in discussion of issues and receive all materials presented to members of the Board (except for closed session). The student member shall be entitled to any mileage allowance necessary to attend board meetings to the same extent as publicly elected trustees.~~

~~The student member shall have the privilege to cast an advisory vote, although the vote shall not be included in determining the vote required to carry any measure before the board. The student member shall not be liable for any acts of the Governing Board.~~

~~On or before May 15 of each year, the Board shall consider whether to afford the student member any of the following privileges:~~

- ~~• The privilege to make and second motions;~~
- ~~• The privilege to attend closed sessions, other than closed sessions on personnel or collective bargaining matters;~~
- ~~• The privilege to receive compensation for meeting attendance and the amount of that compensation, up to the amount prescribed by Education Code Section 72425.~~
- ~~• The privilege to serve a term commencing on May 15.~~
- ~~• The privilege to serve on Board committees.~~

**Legal Reference:** Education Code Sections 72023.5 and 72425



**COMMUNITY COLLEGE LEAGUE  
OF CALIFORNIA**

DATE: February 23, 2011  
 TO: California Community College Trustees  
 California Community College District Chancellors/Superintendents  
 FROM: Judy Centlivre  
 SUBJECT: CCCT BOARD ELECTION — 2011

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Pursuant to the CCCT Board Governing Policies, the election of members of the CCCT board of the League will take place between March 10 and April 25. This year there are eight, three-year vacancies on the board.

Each member community college district board of the League shall have one vote for each of the eight vacancies on the CCCT board. Only one vote may be cast for any nominee or write-in candidate. The twelve candidates who receive the most votes will serve three-year terms. In the event of a tie vote for the last position to be filled, the CCCT board will vote to break the tie.

The twelve trustees who have been nominated for election to the board are listed on the enclosed sheet in the Secretary of State's random drawing order. An official ballot for the election is also enclosed in this mailing to each community college district chancellor/superintendent, as well as copies of the statement of candidacy and biographic sketch form of each of the twelve candidates.

Please remember that: *1) ballots must be signed by the board secretary and board president or vice-president; and 2) ballot return envelopes must have no identifying information or signatures.* Official ballots must be signed and returned to the League office, postmarked no later than April 25. Faxed ballots will **not** be accepted. The ballots will be opened and counted by three tellers appointed by the CCCT President and the results announced at the CCCT Annual Conference.

If you have any questions on the CCCT board election, please call the League office.

**Attachments:**

List of Candidates

CHANCELLORS/SUPERINTENDENTS ONLY:

Official Ballot and Return Envelope

Candidates' Biographic Sketches and Statements





# **RANCHO SANTIAGO**

COMMUNITY COLLEGE DISTRICT

Santa Ana College • Santiago Canyon College

March 10, 2011

TO: RSCCD Board of Trustees

FROM: Brian Conley, M.A., Board President, Trustees Lisa Woolery and John Hanna

RE: Summary Report - Sacramento Advocacy Trip, January 23, 2011

This report is being shared with you on my behalf as Board president and on behalf of the Board Legislative Committee, which is chaired by Trustee Lisa Woolery and includes Trustee John Hanna.

Trustees Lisa Woolery, John Hanna and Larry Labrado led meetings with our state lawmakers while in Sacramento attending the California Community College League's Legislative Summit on January 23. The meetings were coordinated largely by Townsend Public Affairs (TPA) and were staffed by TPA and district public affairs. The focus of the meetings included a discussion about the importance of regulatory relief and the impact of the Governor's proposed budget cuts on our students and college district programs/services. Several meetings also focused on the importance of expanding joint-use facility opportunities for our colleges.

Below is an overview of each meeting. Follow-up letters are being sent to meeting participants. Staff will continue to follow up on relevant action items.

- *Staff representing the Office of the Governor:* The focus of this meeting was both on the Governor's budget proposal, the anticipated statewide cuts for community colleges, as well as the projected fiscal impact on our local district. We also discussed the regulatory relief measures that would provide extra flexibility for our colleges and college district given additional fiscal constraints.

- *The Honorable Lou Correa and staff:* Our discussion focused on the regulatory relief measures that will help ease the fiscal burden on the college district. We also briefly discussed the district's desire to expand joint-use facility partnerships. We made the Senator aware of our intent to work on spot bill legislation around this concept.
- *The Honorable Bob Huff and staff:* This meeting focused on the Governor's budget, its implication for our local college district, and the importance of the Legislature easing the financial burden of local college districts by implementing regulatory relief measures. Senator Huff affirmed his commitment to community colleges, underscoring the difficulty of the budget crisis and the need for deep cuts to many valuable programs.
- *The Honorable Tim Donnelly and staff:* The Assemblyman appreciated our approach to the budgetary issues at a state level and welcomed our recommendations regarding potential regulatory relief measures.
- *The Honorable Paul Fong and staff:* As a former community college district trustee, the Assemblyman is keenly aware of the challenges facing our colleges. He committed his efforts to minimizing funding reductions to the community colleges.
- *The Honorable Jose Solorio and staff:* The discussion focused on the joint-use facility spot bill that the Assemblyman agreed to carry on behalf of RSCCD. The team also discussed the regulatory mandates that could be eased to lessen the impact of the pending statewide budget cuts.
- *Staff representing the Office of the State Superintendent of Public Instruction:* This meeting focused on the concept of expanding joint-use facility partnerships. We also discussed successful K-12/community college partnerships at both campuses and invited the Superintendent, once again, to visit our RSCCD for an orientation to our stellar K-12 partnership programs. Interest was expressed in learning more about a potential spot bill addressing the expansion of joint-use facilities.
- *Staff representing the Office of Assemblyman Marty Block:* Staff agreed with all of the key message points conveyed by the RSCCD advocacy team. Staff was especially interested in learning more about the proposed expansion of joint-use facilities.
- *Staff representing the Office Assembly Speaker John Perez:* Staff agreed with our policy priorities and asked that we continue to communicate with them about potential regulatory relief strategies. In addition, staff expressed interest in learning more about the joint-use facility spot bill.

In addition to these strategic meetings, I also served as the district spokesperson at the Legislative Brunch sponsored by the Orange County Community Colleges Legislative Task Force. The attendees included key lawmakers, their staff and Task Force

members. As the Board's designee to the Task Force and as this year's Board president, I was among the trustees who presented awards of recognition to the Honorable Bob Huff (represented at the brunch by staff) and Julia Brownley for their advocacy for community colleges through their leadership roles on the Senate High Education Committee and the Assembly Education Committee.



# RANCHO SANTIAGO

COMMUNITY COLLEGE DISTRICT

Santa Ana College • Santiago Canyon College

March 10, 2011

TO: RSCCD Board of Trustees

FROM: Brian Conley, M.A., Board President, Trustees Lisa Woolery and John Hanna

RE: Summary Report - Washington D.C. Advocacy Trip, February 14-16, 2011

This report is being shared with you on my behalf as Board president and as the leader of the recent Washington D.C. advocacy trip. This report is also being shared with you on behalf of the Board Legislative Committee, which is chaired by Trustee Lisa Woolery and includes Trustee John Hanna.

Chancellor Raúl Rodríguez, Trustees John Hanna and Larry Labrado, Student Trustee Nate Selvidge and I were in Washington D.C. to attend the Association of Community College Trustees (ACCT) National Legislative Summit. In addition to attending conference sessions, we also met with key lawmakers and federal agency leaders to discuss policy priorities and to identify partnership and funding opportunities for the fire technology program, Early Head Start (EHS) program and Veterans Resource Center (VRC). The legislative and agency meetings were largely coordinated by Townsend Public Affairs (TPA), and were staffed by TPA and district public affairs.

Below is an overview of each meeting. Follow-up letters are being sent to meeting participants. TPA and staff will continue to follow up on relevant action items.

- *The Honorable Ed Royce and staff:* One important outcome of this meeting was the Congressman's commitment to join the national Community College Caucus. The dialog focused on the district's intent to expand the VRC at Santa Ana College (SAC) and to develop a Center at Santiago Canyon College. The Congressman was responsive to regulatory relief and is interested in working with the District to explore that issue further.

- *The Honorable John Garamendi and staff:* The Congressman reaffirmed his commitment to urge full funding for Pell Grant awards. The discussion included our concerns about funding for the EHS program and the VRC.
- *The Honorable John Campbell and staff:* Student Trustee Nate Selvidge was particularly impressive in this meeting as he discussed the importance of Pell Grants to needy students. The discussion included background on the VRC, the need for partnership and funding support, and the concept of regulatory relief. We also extended an invitation to the Congressman to join the Community College Caucus.
- *The Honorable Loretta Sanchez and staff:* Our informal discussion with the Congresswoman focused on the budget negotiation process. We discussed our intent to expand the VRC and to safeguard funding for the EHS program. Student Trustee Selvidge also met with Jessica Fernandez, legislative assistant, to discuss the importance of Pell Grant funding.
- *Staff representing the Office of Senator Diane Feinstein:* We discussed the importance of Pell Grant funding, updated staff about the growth of the automotive and diesel technology programs at SAC, and discussed our plans to expand the VRC. We also urged the Senator's support for full funding for the EHS program.
- *Staff representing the Office of Senator Barbara Boxer:* As with the meeting with the staff from Senator Feinstein's office, our conversation focused on: the importance of Pell Grant funding, funding for the EHS program, and the need for additional funding resources to enable the expansion of the VRC. We asked staff to thank the Senator for her support of the automotive and diesel technology programs at SAC and provided an update on the program's expansion plans.
- *Staff representing the Office of Congressman Jerry Lewis:* The main focus of this meeting was to urge staff to communicate to the Congressman the importance of full funding for the EHS program. We discussed our plans to expand the VRC and the need for full Pell Grant funding for needy students.
- *Assistant Secretary of the U.S. Department of Labor Jane Oates and staff:* We brainstormed funding and partnership opportunities for the VRC and our workforce training programs. Assistant Secretary Oates also shared ideas for elevating the visibility and importance of our workforce training programs.
- *Curtis Brown of the Congressional Committee on Homeland Security and staff representing the Office of Congresswoman Laura Richardson:* This meeting was dedicated to the fire technology program at SAC and the Board's long-term goal of developing a public safety institute. One outcome of the meeting includes urging Congresswoman Laura Richardson, who chairs the Congressional Committee on Homeland Security, to visit our programs at RSCCD.
- *Tommy Sheridan of the National Head Start Association:* We discussed the national advocacy plan for National Head Start, provided an overview of our program in Santa Ana, and brainstormed potential funding sources for our program. We agreed to take part in the National Head Start Stroller In event.

- *Hal Plotkin and Amy Laitinen of the U.S. Department of Education:* We discussed our plans to expand the VRC, brainstormed funding opportunities, discussed policy gaps that cause duplication of effort on our campuses, and our intent to apply for federal grants. One main action item from this meeting included the concept of constructing a letter to Under Secretary Martha Kanter about the policy gaps we experience at a local level, and suggestions for the U.S. Department of Education on regulatory relief measures.
- *Secretary of the U.S. Department of Labor Hilda Solis* – I also had the opportunity, following one of the general session meetings at the ACCT National Legislative Summit, to speak with Secretary Solis about our workforce training programs.