

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)**

**Monday, October 28, 2019**

**Santa Ana College  
1530 W. 17<sup>th</sup> Street, Phillips Hall  
Santa Ana, California**

**Board of Trustees  
(Regular meeting)**

**Monday, October 28, 2019**

**MINUTES**

**1.0 PROCEDURAL MATTERS**

1.1 Call to Order

The meeting was called to order at 4:45 p.m. by Mr. Phillip Yarbrough. Other members present were Ms. Claudia Alvarez, Ms. Arianna Barrios, Mr. John Hanna, Mr. Zeke Hernandez, Mr. Larry Labrado, Ms. Nelida Mendoza, and Mr. Theodore Moreno.

Administrators present during the regular meeting were Ms. Tracie Green, Mr. Peter Hardash, Dr. John Hernandez, Mr. Marvin Martinez, Mr. Enrique Perez, and Dr. Linda Rose. 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. Roy Shahbazian, Academic Senate President, Santa Ana College (SAC).

1.3 Approval of Additions or Corrections to Agenda

It was moved by Ms. Alvarez and seconded by Mr. Hernandez to approve two revised pages for Item 6.1 (Academic/Management Personnel). The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Moreno's advisory vote was aye.

1.4 Public Comment

Ms. Natalie Battersbee, Ms. Rosa Benitez, Ms. Valeria Benitez, Ms. Reneé Lancaster, and Ms. Flor Morales spoke regarding support for Item 3.1 (Memorandum of Understanding [MOU] between NOVA Academy Early College High School and Rancho Santiago Community College District on behalf of Santa Ana College).

1.4 Public Comment (cont.)

Mr. Larry Cohn and Ms. Narges Rabii-Rakin spoke regarding support for Item 4.5 (Resolution No. 19-25 – Resolution Ordering an Election to Authorize the Issuance of General Obligation Bonds and Establishing Specifications of Election Order for March 3, 2020, Ballot).

Mr. Ken Sill spoke regarding the needs of the math department and Ms. Stephanie Clark spoke regarding the needs of Digital Media Arts being included on the project list for Item 4.5 (Resolution No. 19-25 – Resolution Ordering an Election to Authorize the Issuance of General Obligation Bonds and Establishing Specifications of Election Order for March 3, 2020, Ballot).

Mr. Sal Addotta and Mr. Gerardo Guerra requested the board approve a resolution at its next board meeting in honor of Phi Theta Kappa's 90<sup>th</sup> birthday.

1.5 Approval of Minutes

It was moved by Ms. Alvarez and seconded by Ms. Mendoza to approve the minutes of the regular meeting held October 14, 2019. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Moreno's advisory vote was aye.

1.6 Approval of Consent Calendar

It was moved by Mr. Labrado and seconded by Ms. Alvarez to approve the recommended action on the following items (as indicated by an asterisk on the agenda) on the Consent Calendar, with the exception of Item 4.6 (Award of Bid #1378 for Access Control System – District Operations Center [DOC] Pilot at District) removed from the Consent Calendar by Mr. Yarbrough. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Moreno's advisory vote was aye.

3.1 Approval of Memorandum of Understanding between NOVA Academy Early College High School and Rancho Santiago Community College District on behalf of Santa Ana College

The board approved the MOU between NOVA Academy Early College High School and RSCCD on behalf of SAC, as presented.

3.2 Approval of Amendment with eLumen Client Services Agreement

The board approved the amendment with eLumen Client Services agreement as presented.

4.1 Approval of Payment of Bills

The board approved payment of bills as submitted.

1.6 Approval of Consent Calendar (cont.)

4.2 Approval of Budget Increases/Decreases and Budget Transfers

The board approved budget increases, decreases and transfers from October 2, 2019, to October 15, 2019.

4.3 Approval of Quarterly Financial Status Report (CCFS-311Q) for Period Ended September 30, 2019

The board approved the CCFS-311Q for the period ended September 30, 2019, as presented.

4.7 Approval of California Multiple Award Schedule (CMAS) Contract #4-14-72-0057B to KYA Services, LLC

The board approved the district's participation in CMAS contract #4-14-72-0057B including any future renewals, extensions, and supplements awarded to KYA Services, LLC as presented.

4.8 Approval of Purchase Orders

The board approved the purchase order listing for the period August 18, 2019, through September 21, 2019.

5.1 Approval of Resource Development Items

The board approved budgets, accepted grants, and authorized the Vice Chancellor of Business Operations/Fiscal Services or his designee to enter into related contractual agreements on behalf of the district for the following:

- California Early Childhood Mentor Program (SAC & Santiago Canyon College [SCC]) \$ 1,150
- Child Development Training Consortium (SAC) \$ 29,750
- Cooperative Agencies Resources for Education (CARE) (SAC & SCC) \$ 152,817
- Extended Opportunity Programs & Services (EOPS) (SAC & SCC) \$2,298,935
- University of California, Irvine – Joint Graduate Student/Faculty Internship Program (SAC) \$ 42,000

5.2 Approval of Correction to Sub-Agreement between RSCCD and Carnegie Mellon University for California Education Learning Lab Grant

The board approved the correction to the sub-agreement and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.

5.3 Approval of First Amendments to Grant Sub-Agreements between RSCCD and Educational Results Partnership and WestEd for Integrated Technology for Data Science Tools Fiscal Agent Grant

The board approved the first amendments to the sub-agreements and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into related contractual agreements on behalf of the district.

1.6 Approval of Consent Calendar (cont.)

5.4 Approval of First Amendment to Professional Services Agreement with Full Capacity Marketing Incorporated for Sector Navigator for Retail/Hospitality/Tourism Grant

The board approved the first amendment to the professional services agreement with Full Capacity Marketing Incorporated and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.

5.5 Adoption of Board Policies

The board adopted the following policies:

- Board Policy (BP) 4110 Honorary and Posthumous Degrees and Certificates
- BP 5220 Shower Access for Homeless Students

1.7 Recognition of Faculty by Board of Trustees

The board recognized Mr. Lance Lockwood, Professor, Communications Studies, for being selected as the 2019 Santa Ana College Distinguished Faculty Member.

1.8 Presentation on Santa Ana College International Student Program

Mr. Mark Liang, Dean of Enrollment & Support Services, SAC, provided a presentation on the international student program at Santa Ana College. Board members received clarification on data related to the presentation from Mr. Liang.

**2.0 INFORMATIONAL ITEMS AND ORAL REPORTS**

2.1 Report from the Chancellor

Mr. Marvin Martinez, Chancellor, provided a report to the board.

2.2 Reports from College Presidents

The following college representatives provided reports to the board:

Dr. John Hernandez, President, Santiago Canyon College  
Dr. Linda Rose, President, Santa Ana College

NOTE: At the April 24, 2017, board meeting Ms. Barrios asked that the enrollment reports presented by the college presidents be attached to the minutes.

2.3 Report from Student Trustee

Mr. Moreno provided a report to the board.

2.4 Reports from Student Presidents

Mr. Mariano Cuellar, Student President, Santa Ana College provided a report to the board on behalf of the Associated Student Government (ASG) organization.

There was no representation from Santiago Canyon College.

2.5 Report from Classified Representative

There was no representation from classified staff.

2.6 Reports from Academic Senate Presidents

The following academic senate representatives provided reports to the board:

Mr. Michael DeCarbo, Academic Senate President, Santiago Canyon College  
Mr. Roy Shahbazian, Academic Senate President, Santa Ana College

2.7 Reports from Board Committee Chairpersons and Representatives of the Board

Ms. Alvarez provided a report on the October 2, 2019, Board Safety & Security Committee meeting.

**3.0 INSTRUCTION**

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

**4.0 BUSINESS OPERATIONS/FISCAL SERVICES**

Items 4.1, 4.2, 4.3, 4.7, and 4.8 were approved as part of Item 1.6 (Consent Calendar).

4.4 Quarterly Investment Report as of September 30, 2019

The quarterly investment report as of September 30, 2019, was presented as information.

4.5 Adoption of Resolution No. 19-25 – Resolution Ordering an Election to Authorize the Issuance of General Obligation Bonds and Establishing Specifications of Election Order for March 3, 2020, Ballot

It was moved by Mr. Labrado and seconded by Ms. Alvarez to adopt Resolution No. 19-25 for a resolution ordering an election to authorize the issuance of general obligation bonds and establishing specifications of the election order for the March 3, 2020, ballot as presented. Discussion ensued.

4.5 Adoption of Resolution No. 19-25 – Resolution Ordering an Election to Authorize the Issuance of General Obligation Bonds and Establishing Specifications of Election Order for March 3, 2020, Ballot (cont.)

It was moved by Mr. Hanna and seconded by Ms. Alvarez to consider the following amendment (in italics) to Item 4.5 on page 2 or 4.5 (4):

**WHEREAS**, classrooms, labs and career training facilities require upgrades for science, technology, engineering, math, biotech, and skilled trades including industrial technology, welding, automotive technology *and other career training programs that do not duplicate existing programs, and are necessary upgrades of continuing education centers*; and

It was moved by Mr. Hanna and seconded by Ms. Alvarez to consider the following amendment (in italics) to Item 4.5 on page A-3 or 4.5 (12):

Constructing, furnishing, equipping, *rebuilding and remodeling* fine and performing arts centers, which may include classrooms, practice rooms, art studios and galleries, a theater with stage, backstage, scene shop, costume shop, dressing rooms, lighting system, sound system, recording system, orchestra pit, public lobby, box office, and other related services.

It was moved by Mr. Hanna and seconded by Ms. Alvarez to consider the following amendment (in italics) to Item 4.5 on page A-3 or 4.5 (12):

Construction of improvements, removal of existing barriers, *and replacement of classroom space for buildings with accessibility deficiencies*, to comply with Federal and State-mandated Americans with Disabilities Act (ADA) handicap accessibility requirements, including constructing accessibility upgrades and improvements to the main campus entrance and elimination of existing barriers to ADA accessibility requirements.

It was moved by Mr. Hanna and seconded by Ms. Alvarez to consider the following amendment (in italics) to Item 4.5 on page A-3 or 4.5 (12):

Upgrading, *constructing*, and replacing athletic equipment, fields and facilities to meet current safety standards and student and community demands.

It was moved by Mr. Hanna and seconded by Ms. Alvarez to consider the following amendment (in italics) to Item 4.5 on page A-6 or 4.5 (15):

The District may also pursue public-private partnerships or partnerships with nonprofit entities to complete any of the projects listed herein and reduce costs to the District, in compliance with applicable law, and at the direction of the Board. *The District is committed to working with public and private entities to seek funds and share facilities use in order to maximize student success and save taxpayers dollars.*

4.5 Adoption of Resolution No. 19-25 – Resolution Ordering an Election to Authorize the Issuance of General Obligation Bonds and Establishing Specifications of Election Order for March 3, 2020, Ballot (cont.)

The motion to approve the abovementioned five amendments to Resolution No. 19-25 carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Moreno’s advisory vote was aye.

The motion to adopt Resolution No. 19-25 with the abovementioned amendments carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough, and a nay vote from Ms. Barrios. Student Trustee Moreno’s advisory vote was aye.

4.6 Ratification of Award of Bid #1378 for Access Control System – District Operations Center Pilot at District Operations Center

It was moved by Ms. Alvarez and seconded by Ms. Mendoza to ratify the award of Bid #1378 for access control system for the DOC Pilot at the District Operations Center as presented.

Mr. Yarbrough called a recess at 8:39 p.m.

The board reconvened at 8:50 p.m.

4.6 Ratification of Award of Bid #1378 for Access Control System – District Operations Center Pilot at District Operations Center (cont.)

Discussion ensued. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Moreno’s advisory vote was aye.

**5.0 GENERAL**

Items 5.1 through 5.5 were approved as part of Item 1.6 (Consent Calendar).

5.6 First Reading of Board Policy

The following policy was presented for a first reading as an information item.

- BP 5500 Standards of Student Conduct

5.7 Board Member Comments

Ms. Alvarez, Mr. Hernandez, and Mr. Yarbrough congratulated Mr. Martinez on being selected as one of the Champions of Change by the Salvadoran American Leadership and Educational Fund (SALEF). Ms. Alvarez and Mr. Hernandez reported that they attended SALEF’s annual awards and scholarship celebration on October 25, 2019, where Mr. Martinez was honored.

5.7 Board Member Comments (cont.)

Ms. Alvarez and Mr. Hanna commended the students, chancellor, and staff for their efforts in obtaining an 85-year lease for Centennial Education Center (CEC) from the City of Santa Ana.

Ms. Alvarez and Mr. Hanna reported they attended the Santa Ana State of the City luncheon on October 17, 2019. Mr. Hanna commended Ms. Alvarez and Mr. Martinez on the comments they made regarding Santa Ana College at the event.

Ms. Alvarez declared her candidacy for Mayor for the City of Santa Ana in the November 2020 election.

Ms. Barrios reported she is unable to attend and be the guest conductor for the National Anthem at the SCC Holiday Concert Peace event.

Ms. Barrios indicated she plans to run for a different office in November 2020.

Ms. Barrios expressed gratitude to board members for understanding her not voting in support of Item 4.5 (Resolution No. 19-25 Ordering an Election to Authorize the Issuance of General Obligation Bonds and Establishing Specifications of Election Order for March 3, 2020, Ballot).

Ms. Mendoza recently learned that Mendez Fundamental Intermediate School student Emmanuel Florentino was recognized as a national winner in the 2019 Reach for the Stars Rocketry Competition at a ceremony at the United States Space & Rocket Center in Alabama on October 19, 2019. She asked that the colleges create a partnership with young scientists in elementary schools.

Mr. Hernandez and Mr. Yarbrough reported that they attended the Association of Community College Trustees (ACCT) Leadership Congress in San Francisco, California, on October 16-19, 2019. Mr. Hernandez provided a synopsis of the workshops he attended. Mr. Yarbrough indicated that as a member of the ACCT Public Policy and Advocacy Committee, he attended the committee meeting on October 15, 2019, and received a certificate of appreciation from the committee. In addition, he reported that he is hoping to have the committee take a position on Deferred Action for Childhood Arrivals (DACA) at a future meeting.

Mr. Hernandez reported that he attended the 150<sup>th</sup> anniversary celebration for the City of Santa Ana on October 27, 2019, and commended Ms. Louisa Ruiz and Ms. Teresa Mercado-Cota for their participation at the event in the Santa Ana College booth.

Mr. Moreno encouraged everyone to promote safety during the Halloween holiday.



5.7 Board Member Comments (cont.)

On behalf of the students, Mr. Moreno expressed his thankfulness for the board's support of Item 4.5 (Resolution No. 19-25 Ordering an Election to Authorize the Issuance of General Obligation Bonds and Establishing Specifications of Election Order for March 3, 2020, Ballot) and is hopeful the bond will be approved by the voters.

Mr. Moreno asked that veterans be remembered on Veteran's Day (November 11) and expressed appreciation for Mr. Jesse Vera, who is his 20-year-old friend and active military member who passed away two weeks ago from a heart attack. Mr. Moreno asked that the meeting be closed in Mr. Vera's honor.

Mr. Yarbrough thanked Dr. Rose and staff for hosting the board meeting at Santa Ana College.

Mr. Yarbrough asked that the answers to his questions regarding Item 4.3 (Quarterly Financial Status Report [CCFS-311Q] for Period Ended September 30, 2019) be included in the minutes.

Mr. Yarbrough indicated that Ms. Alvarez has plans to meet with lobbyists in Washington, D.C. on November 14-15, 2019, in connection with the National Parks Service approval for the CEC lease, and suggested Ms. Mendoza also attend since CEC is in her district.

Mr. Yarbrough thanked staff for the pink ribbons provided to board members to acknowledge October as Breast Cancer Awareness month.

**RECESS TO CLOSED SESSION**

The board convened into closed session at 9:15 p.m. to consider the following items:

1. Public Employment (pursuant to Government Code Section 54957[b][1])
  - a. Full-time Faculty
  - b. Part-time Faculty
  - c. Classified Staff
  - d. Student Workers
2. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)  
Agency Negotiator: Tracie Green, Vice Chancellor, Human Resources  
Employee Organizations: California School Employees Association (CSEA), Chapter 579  
California School Employees Association, Chapter 888  
Continuing Education Faculty Association (CEFA)  
Unrepresented Management Employees
3. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)  
Agency Negotiator: Tracie Green, Vice Chancellor, Human Resources
  - a. Chancellor Goals

4. Student Expulsion (pursuant to Education Code 72122)  
Student I.D. #2351170  
Student I.D. #2423611
5. Conference with Real Property Negotiators (pursuant to Government Code Section 54956.8)  
Property: Centennial Education Center/Centennial Park  
2900 W. Edinger Avenue, Santa Ana, California  
Agency Negotiators: Marvin Martinez, Chancellor, Rancho Santiago Community College District  
Negotiating Parties: City of Santa Ana  
Under Negotiation: Price and Terms of Payment
6. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

Mr. Moreno left the meeting after participating in the discussion and vote on the student expulsion item during closed session.

### **RECONVENE**

The board reconvened at 10:04 p.m.

### **Closed Session Report**

Mr. Hernandez reported during closed session the board discussed labor negotiations, the chancellor's goals, student expulsions, real property negotiations, public employee discipline/dismissal/release; and the board took action to expel Student I.D. #2351170 and Student I.D. # 2423611 during closed session with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Moreno's advisory vote was aye.

### **Public Comment**

There were no public comments.

## **6.0 HUMAN RESOURCES**

### **6.1 Management/Academic Personnel**

It was moved by Ms. Mendoza and seconded by Ms. Barrios to approve the following action on the management/academic personnel docket. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

- Approve Revised Job Descriptions
- Approve Appointments/Changes of Assignment
- Approve Extensions of Interim Assignment

### 6.1 Management/Academic Personnel (cont.)

- Ratify Resignations/Retirements
- Approve 2019-2020 FARSCCD Salary Schedules
- Approve 2020-2021 FARSCCD Salary Schedules
- Approve 2021-2022 FARSCCD Salary Schedules
- Approve Beyond Contract/Overload Stipends
- Approve Leaves of Absence
- Approve Part-time Hourly New Hires/Rehires
- Approve Non-paid Instructors of Record

### 6.2 Classified Personnel

It was moved by Ms. Mendoza and seconded by Ms. Barrios to approve the following action on the classified personnel docket. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

- Approve New Appointments
- Ratify Resignations/Retirements
- Approve Changes in Position
- Approve Short Term Assignments
- Approve Additional Hours for Ongoing Assignment
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Instructional Associates/Associate Assistants
- Approve Volunteers
- Approve Student Assistant Lists

### 6.3 Authorization for Board Travel/Conferences

It was moved by Ms. Mendoza and seconded by Ms. Barrios to authorize the submitted conference and travel by a board member. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

## 7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on Monday, November 18, 2019.

**7.0 ADJOURNMENT (cont.)**

There being no further business, Mr. Yarbrough declared the meeting adjourned at 10:06 p.m., in memory of Mr. Jesse Vera, a United States Veteran who honored his country with his service.

Respectfully submitted,

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Marvin Martinez, Chancellor

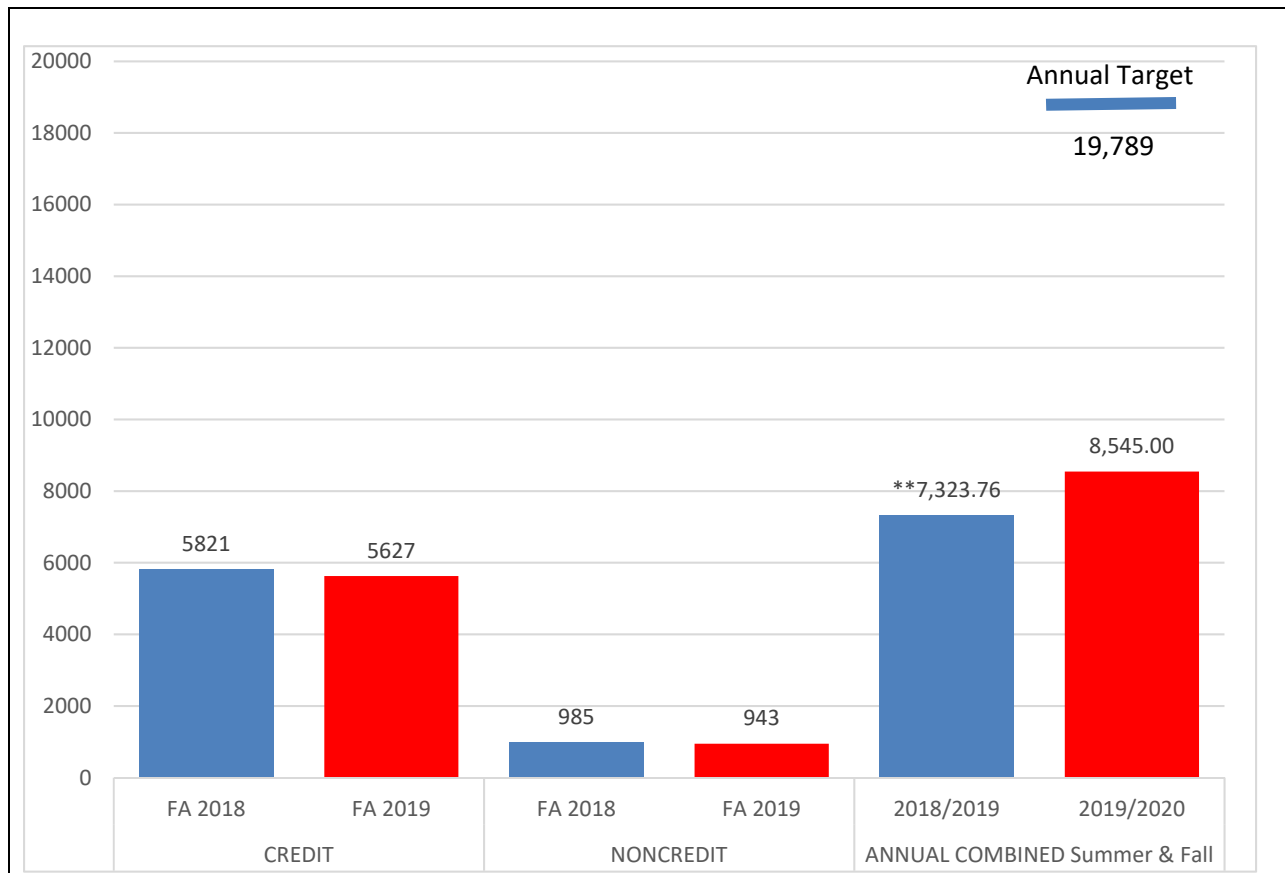
Approved: \_\_\_\_\_  
Clerk of the Board

Minutes approved: November 18, 2019



## SAC 2019/2020 Fall Enrollment Report

\*Date: 10/24/19



### FTES Target

Terms	2019/2020	DIFF	PCT
Credit FA Target	6860.00		
Credit FA Projection	6792.00	-68.00	-1%
Noncredit FA Target	1683.00		
Noncredit FA Projection	1683.00	0.00	0%
Annual Target	19789.00		
Annual Projection	19789.00	0.00	0%

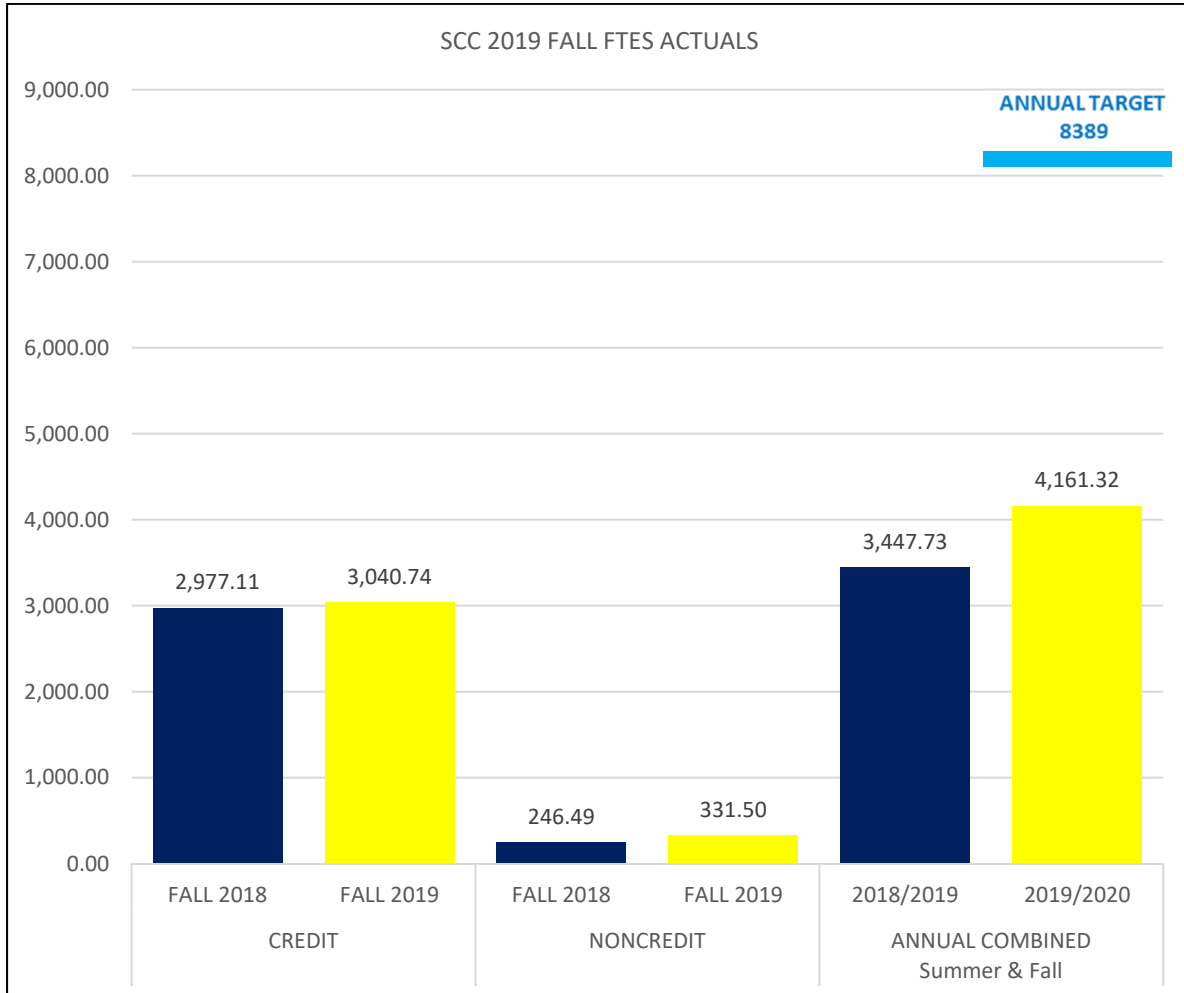
### NOTES:

\* This report represents a "moment in time" comparison between like terms.

\*\*Accounts for summer shift of 942.34 FTES shifted from 2018/19 to 2017/18 which decreased summer 2018 FTES as well as the 2018/2019 Annual Combined Total.



**SCC 2019/2020 ENROLLMENT REPORT**  
10/25/19



**FTES TARGETS**

TERMS	2019/2020	DIFF	PCT
Credit Fall Target	3015		
Credit Fall Projection	3100	+85.00	+2.8%
Noncredit Fall Target	420		
Noncredit Fall Projection	505	+85.00	+20.2%
Annual Target	8389		
Annual Projection	8389	0	0.0%

**NOTES:**

\*Accounts for summer shift of 450.66 FTES shifted from 2018/19 to 2017/18 which decreased summer 2018 FTES as well as the 2018/2019 Annual Combined Total.

**SOURCE:** Executive Dashboard Report

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
*Office of the Vice Chancellor - Business Operations/Fiscal Services*

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2323 N. Broadway  
Santa Ana, CA 92706  
(714) 480-7340 – Office  
(714) 796-3935 – Fax

**Date:** October 28, 2019  
**To:** Marvin Martinez, Chancellor  
**From:** Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services  
Adam O'Connor, Assistant Vice Chancellor, Fiscal Services  
Carri Matsumoto, Assistant Vice Chancellor, Facility Planning, District Construction and Support  
**Subject:** Responses to Board Requests

*From Trustee Yarbrough*

**4.3 Approval of Quarterly Financial Status Report (CCFS-311Q) for Period Action Ended September 30, 2019**

*Phil Yarbrough asked under III. General Fund Cash there is an increase from 18-19 to 19-20 \$52 million. Is this from our decision to increase the reserve balance?*

- It is not based on our policy reserve level change. The increase reflects revenue received for the Statewide Strong Workforce Program administered by RSCCD that is currently unspent.

*From Trustees Yarbrough and Hernandez*

**4.6 Ratification of Award of Bid #1378 for Access Control System – District Action Operations Center (DOC) Pilot at District Operations Center**

*Phil Yarbrough asked why is there only one bid for a project this size - \$161K?*

- There is currently a very competitive bid market at this period of time and many contractors have the opportunity to bid on several types of projects. This is considered a smaller scale project to most contractors and involves certain specific electrical, low voltage, door and electronic access control work with specialized programming for the doors. The contractor must also be a Genetec certified installer to comply with the District's access control system. The third party estimate was \$243,439. Although the low bid is a lump sum dollar amount, we believe the differences to likely be between overhead general conditions and mark up costs. There is no reason to reject the bid as the bidder is considered responsive, responsible and has provided a competitive price among current industry standards and given market conditions.

*Zeke Hernandez asked although this is a pilot project for District Operations Center – it later lists four additional sites – why is CEC being included, considering the possibility of a new construction at CEC?*

- The CEC test pilot only includes a mechanical door lock change for locks on doors to be converted to the District's standard mechanical key system. These door core locks can be reutilized in the future on other doors or even in a future new building if needed as the cores are then just re-pinned. Electronic access control is not currently being planned as a test pilot at this site. The College and Campus Safety requested the door locks be changed at this site as a test pilot site so that new keys can be distributed to employees according to the new District standard for locks and keys.